



**TOWN OF AMHERSTBURG
REGULAR COUNCIL MEETING**

AGENDA

**Electronic Meeting
Public Participation via Livestream
<https://www.amherstburg.ca/livestream>**

**Tuesday, May 25, 2021
6:00 PM**

For information pertaining to this agenda or to arrange for any additional accessibility needs please contact Tammy Fowkes, Deputy Clerk at tfowkes@amherstburg.ca

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	Pages
1. CALL TO ORDER	10
2. ROLL CALL	

3. SPECIAL IN-CAMERA COUNCIL MEETING

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

Item A - Section 239(2)(d) - Labour relations or employee negotiations; and, **Section 239(2)(f)** - Advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

4. ADJOURNMENT OF SPECIAL IN-CAMERA COUNCIL MEETING

5. RESUMPTION OF REGULAR COUNCIL MEETING

That Council resume Regular session at p.m.

6. DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF

7. LAND ACKNOWLEDGMENT

We will begin by acknowledging that the land on which we gather is the traditional territory of the Three Fires Confederacy of First Nations (comprising the Ojibway, the Odawa, and the Potawatomie Peoples), and of the Huron-Wendat and Wyandot Peoples. We recognize the land as an expression of gratitude to those whose traditional territory we reside on, and a way of honouring the Indigenous people who have been living and thriving on the land since time immemorial. We value the significant historical and contemporary contributions of local and regional First Nations and all of the Original Peoples of Turtle Island.

8. REPORT OUT FROM IN-CAMERA SESSION - May 25, 2021

9. 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:

9.1. **Special Council Meeting Minutes - Planning - May 10, 2021** 12

9.2. **Regular Council Meeting Minutes - May 10, 2021** 15

9.3. **Special In-Camera Council Meeting Minutes - May 10, 2021**

10. DELEGATIONS

There are no delegations.

11. PRESENTATIONS

11.1. **Canard Estates Subdivision Phase 2 - Richard Spencer, President, RC Spencer Associates Inc., and Steven Valente, President, 1473511Ontario Ltd.** 26

That the presentation **BE RECEIVED**.

12. REPORTS – CORPORATE SERVICES

12.1. 2020 Year End (Q4) Budget to Actual Summaries and Transfers

45

It is recommended that:

1. The Transfers to Reserves/Reserve Funds made by the Treasurer as outlined in Appendix A to the 2020 Year End (Q4) Budget to Actual Summaries and Transfers Report **BE AFFIRMED**;
2. 2021 over-expenditures and reserve transfers **BE APPROVED** as follows:
 - \$15,000 in Facilities budget centre for replacement of fence at the municipal office to be funded by a transfer from Reserve Fund General;
 - \$45,000 in Libro budget centre for premier baseball diamond improvements to be funded by a transfer from the Libro Reserve;
 - \$75,000 in Parks budget centre for baseball diamond fencing to be added at Malden Park to be funded by a transfer from the Parks Reserve; and,
 - \$34,653 in the IT budget centre for completion of the CityView Portal Software project to be funded by a transfer from the IT Reserve;
3. The Treasurer **BE AUTHORIZED** to transfer the taxation supported surplus of as follows:
 - \$835,000 to Tax Stabilization Reserve;
 - \$500,000 to the Fleet Reserve;
 - \$427,654 to the Reserve Fund General; and,
4. The Treasurer **BE AUTHORIZED** to transfer \$1,342,230 from the Wastewater Reserve to fund the unfinanced portion of the Edgewater Forcemain Phase 2.

13. REPORTS – COMMUNITY & PROTECTIVE SERVICES

13.1. Canadian Healthy Communities Initiative Fund Round 2 initiative

65

It is recommended that:

1. Administration **BE DIRECTED** to apply for funding for **ONE** of the following projects under the Canada Healthy Communities Initiative Grant Round 2:
 - Project 1: Pedestrian Crossover at Simcoe Street and Victoria; **OR,**
 - Project 2: Warren Mickle Park; **OR,**
 - Project 3: Baseball Development at the Libro.

13.2. Libro Centre Ice Facilities Advertising Agreements - COVID-19 Impacts and Fee Waiver

72

It is recommended that:

1. Fees under Libro Centre ice facilities advertising agreements **BE WAIVED** for the period of January through August 2021 due to the impact of the COVID-19 pandemic emergency on Libro facility ice operations;
2. The Treasurer **BE AUTHORIZED** to issue refunds of advertising fees collected in relation to recommendation 1; and,
3. The CAO **BE AUTHORIZED** to approve further waivers of fees and related refunds during the period of September through December 2021 if Libro Centre ice facility operations continue to be closed due to the impact of the COVID-19 pandemic emergency.

14. REPORTS – INFRASTRUCTURE SERVICES

There are no reports.

15. REPORTS - PLANNING & DEVELOPMENT SERVICES

15.1. Zoning By-law Amendment - 849 Front Rd South

76

It is recommended that:

1. **By-law 2021-013** being a by-law to amend Zoning By-law No. 1999-52, to amend the zoning for the subject lands known as 849 Front Road South, be taken as having been read three times and finally passed and the Mayor and Clerk **BE AUTHORIZED** to sign same.

15.2. Development Agreement and Suitability of Development of Four Lots on Front Road South

120

It is recommended that:

1. The execution of a Development Agreement with Capo D'Aqua Corporation associated with Consent File numbers B/16-19/19 inclusive **BE APPROVED**;
2. **By-law 2021-027** being a by-law to authorize the signing of a Development Agreement for the development of four residential building lots within Part of Lot 5 and 6, Concession 1 (Front Road South), Amherstburg be taken as having been read three times and finally passed and the Mayor and Clerk **BE AUTHORIZED** to sign same; and,
3. The development of four lots on Front Road South on private septic systems in accordance with the Development Agreement **BE APPROVED**.

15.3. Zoning By-law Amendment for W/S of Crystal Bay Drive

161

It is recommended that:

1. **By-law 2021-032** being a by-law to amend Zoning By-law No. 1999-52, to amend the zoning for the subject lands known as W/S Crystal Bay Drive, be taken as having been read three times and finally passed and the Mayor and Clerk **BE AUTHORIZED** to sign same.

16. REPORTS - CAO's OFFICE

16.1. 2022 Election – Ballot Question and 3 Ward Options

187

It is recommended that:

1. The ballot question for the 2022 Election, **BE SUPPORTED** as written, “Are you in favour of a Ward Election System?” as clear, concise, neutral and as may be answered with an affirmative or negative (with a Yes or No) as required by the Municipal Elections Act;
2. The Clerk **BE DIRECTED** to bring forward options for both a three (3) and five (5) ward election system, to at least one public consultation session as required by the Municipal Elections Act; and,
3. The Clerk **BE DIRECTED** to bring back a by-law to add “Are you in favour of a Ward Election System?” to the 2022 election ballot once all Act requirements are met.

17. INFORMATION REPORTS

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

17.1. Cheque Listing for the Month of April 2021

197

17.2. Monthly Fire Department Activity Report – April 2021

250

18. CONSENT CORRESPONDENCE

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

18.1.	2nd Quarter Statistics - Windsor Police Service, Amherstburg Detachment	255
18.2.	Advocacy for Reform, MFIPPA - Municipality of Leamington Resolution	256
18.3.	Discover SW Ontario - Windsor Star, Special Edition	259
18.4.	2021 Vital Signs Sponsorship Package	260
18.5.	2021 Veterans Day Magazine	263
18.6.	Canadian History Ehx - Podcast Episode Sponsorship	265
18.7.	Provincial Hospital Funding of Major Capital Equipment - Town of Perth Resolution	267
18.8.	Request for Provincial Re-opening Strategy and Frontline Business Experience - Town of The Blue Mountains Resolution	268
18.9.	Request for Province to Withdraw its Prohibition on Outdoor Recreation Activities - City of Brantford Resolution	277
18.10.	Request for Federal Government to Provide Tax Relief on CERB Payments - Township of McKellar Resolution	279
18.11.	VON Week Celebration - May 23-29, 2021	283

19. UNFINISHED BUSINESS

19.1.	Unfinished Business List as at May 25, 2021	285
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20. NEW BUSINESS

21. NOTICE OF MOTION

There are no Notices of Motion.

22. BY-LAWS

22.1. **By-law 2021-036 - Appoint Provincial Offences Officer** 289

That **By-law 2020-036** being a by-law to Appoint Provincial Offences Officers in the Town of Amherstburg be taken as having been read three times and finally passed and the Mayor and Clerk **BE AUTHORIZED** to sign same.

22.2. **By-law 2021-037 - Appoint Property Standard Officers** 290

That **By-law 2021-037** being a by-law to Appoint Property Standard Officers in the Town of Amherstburg be taken as having been read three times and finally passed and the Mayor and Clerk **BE AUTHORIZED** to sign same.

22.3. **By-law 2021-038 - Appoint Lottery Licensing Officers** 291

That **By-law 2021-038** being a by-law to Appoint Lottery Licensing Officers in the Town of Amherstburg be taken as having been read three times and finally passed and the Mayor and Clerk **BE AUTHORIZED** to sign same.

22.4. **By-law 2021-039 - Confirmatory By-law** 292

That **By-law 2021-039** being a by-law to Confirm all Resolutions of the Municipal Council Meetings held on May 25, 2021, be taken as having been read three times and finally passed and the Mayor and Clerk **BE AUTHORIZED** to sign same.

23. ADJOURNMENT

That Council rise and adjourn at p.m.

JUNE 2021

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1 Drainage Board Meeting 5:30 p.m. via Electronic Participation -Proclaimed-Post Traumatic Stress Disorder Month	2	3 Economic Development Advisory Committee Meeting 5:00 p.m. via Electronic Participation	4	5
6	7	8 Mayor's Youth Advisory Committee Meeting 5 p.m. via Electronic Participation	9 Amherstburg Environmental Advisory Committee Meeting 5 p.m. via Electronic Participation	10 Heritage Committee Meeting 5:30 p.m. via Electronic Participation	11	12
13	14 Electronic Meetings (Livestream) Special Council Meeting Planning 5:00 p.m. & Regular Council Meeting 6:00pm	15	16	17 Amherstburg Accessibility Advisory Committee Meeting 5 p.m. via Electronic Participation	18	19

20	21	22	23	24	25	26
27	<p>28</p> <p>Electronic Meeting (Livestream)</p> <p>Regular Council Meeting 6:00 p.m.</p>	<p>29</p> <p>Committee of Adjustment Meeting via Electronic Participation 7:30 a.m.</p>	30			



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

**Monday, May 10, 2021
5:00 PM**

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, Clerk

Frank Garardo, Manager of Planning Services

All members of Council participated in the meeting through video conferencing technology from remote locations. Public participation was conducted via livestream.

CALL TO ORDER

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

ROLL CALL

DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF

Item # 4.1 - Councillor Prue advised that he consulted with the Integrity Commissioner with respect to the proposed Zoning By-law Amendment at W/S Crystal Bay Drive. He further advised that his principle residence is 450 metres from the proposed lots being considered in the Zoning By-law Amendment; however, a decision isn't being made this evening and he will consult with the Integrity Commission again once the Zoning By-law Amendment is before Council for decision.

SPECIAL PLANNING REPORTS

4.1 Zoning By-law Amendment for W/S Crystal Bay Drive

The Manager of Planning Services provided an overview of the proposed Zoning By-law Amendment for W/S Crystal Bay Drive and answered Council questions.

The Mayor invited those registered and participating in the electronic meeting to speak. The following were heard:

- Ken Wheeldon
- Joe Cappellino - advised that he does not have any input for this application

The Clerk read comments submitted by the following:

- Stephanie Savoni
- Johan Lagosi
- Bob and Val Henderson
- William and Faye Brownbridge
- John and Linda Glassford
- Norm Ross and Brianne MacLaren-Ross
- Susan and Tom Marinelli

The Mayor invited the Applicant to speak. Cindy Prince, Vice President, Amico Infrastructures Inc. addressed Council and answered Council questions.

Resolution # 20210510-148

Moved By Deputy Mayor Meloche
Seconded By Councillor Renaud

That comments from the public with respect to Zoning By-law Amendment for W/S Crystal Bay Drive (File ZBA/11/21), Zoning By-law 2021-032 BE RECEIVED and SUMMARIZED in a future report.

The Mayor put the Motion.

Motion Carried

ADJOURNMENT

Moved By Councillor Courtney
Seconded By Councillor Renaud

That Council adjourn Special session at 6:08 p.m.

The Mayor put the Motion.

Motion Carried

MAYOR – ALDO DICARLO

CLERK – PAULA PARKER



**TOWN OF AMHERSTBURG
REGULAR COUNCIL MEETING**

**Monday, May 10, 2021
6:00 PM**

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, Clerk

All members of Council participated in the meeting through video conferencing technology from remote locations. Public participation was conducted via livestream.

CALL TO ORDER

The Mayor called the meeting to order at 6:12 p.m.

ROLL CALL

DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF

There were no disclosures of pecuniary interest noted.

LAND ACKNOWLEDGEMENT

We will begin by acknowledging that the land on which we gather is the traditional territory of the Three Fires Confederacy of First Nations (comprising the Ojibway, the Odawa, and the Potawatomie Peoples), and of the Huron-Wendat and Wyandot Peoples. We recognize the land as an expression of gratitude to those whose traditional territory we reside on, and a way of honouring the Indigenous people who have been living and thriving on the land since time immemorial. We value the significant historical and contemporary contributions of local and regional First Nations and all of the Original Peoples of Turtle Island.

MINUTES OF PREVIOUS MEETING

Resolution # 20210510-149

Moved By Deputy Mayor Meloche
Seconded By Councillor McArthur

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 Special In-Camera Council Meeting Minutes - April 26, 2021**
- 5.2 Special Council Meeting Minutes - Planning - April 26, 2021**
- 5.3 Regular Council Meeting Minutes - April 26, 2021**

The Mayor put the Motion.

Motion Carried

DELEGATIONS

There were no delegations.

REPORTS – CORPORATE SERVICES

There were no reports.

REPORTS – COMMUNITY & PROTECTIVE SERVICES

There were no reports.

REPORTS – INFRASTRUCTURE SERVICES

9.1 2021 Fleet Vehicle Purchase

Resolution # 20210510-150

Moved By Deputy Mayor Meloche
Seconded By Councillor Renaud

That:

- 1. An over-expenditure for the purchase of a ¾ ton standard cab pick up truck not to exceed \$9,900 BE APPROVED for a total cost not to exceed \$44,370 including net HST and that the over-expenditure BE FUNDED from the Fleet Reserve; and,**
- 2. An over-expenditure for the purchase of a ¾ ton crew cab pick up truck not to exceed \$6,000 BE APPROVED for a total cost not to exceed \$45,252 including net HST and that the over-expenditure BE FUNDED from the Fleet Reserve.**

The Mayor put the Motion.

Motion Carried

REPORTS - PLANNING & DEVELOPMENT SERVICES

10.1 Zoning By-law Amendment for 4401 Concession 4 S

Resolution # 20210510-151

Moved By Councillor Courtney
Seconded By Councillor Simone

That By-law 2021-024 being a by-law to amend Zoning By-law No. 1999-52, to amend the zoning for the subject lands known as 4401 Concession 4 S, 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

10.2 Zoning By-law Amendment for 5569 Concession 5 N

Resolution # 20210510-152

Moved By Deputy Mayor Meloche

Seconded By Councillor Simone

That By-law 2021-023 being a by-law to amend Zoning By-law No. 1999-52, to amend the zoning for the subject lands known as 5569 Concession 5 N, be taken as having been read three times and finally passed and the Mayor and Clerk BE AUTHORIZED to sign same.

The Mayor put the Motion.

Motion Carried

REPORTS - CAO's OFFICE

There were no reports.

INFORMATION REPORTS

Resolution # 20210510-153

Moved By Councillor Courtney

Seconded By Councillor McArthur

That the following information reports BE RECEIVED:

12.1 Amherstburg Accessibility Advisory Committee Achievements and Objectives in 2020

The Mayor put the Motion.

Motion Carried

CONSENT CORRESPONDENCE

Resolution # 20210510-154

Moved By Councillor Prue
Seconded By Councillor Simone

That the following consent correspondence BE RECEIVED:

- 13.1 Lottery Licensing to Assist Small Organizations - Town of South Bruce Peninsula Resolution**
- 13.2 NAV Canada Aeronautical Study at Windsor International Airport - YQG, Windsor International Airport**
- 13.3 Source Water Protection Legislation - Town of Fort Erie Resolution**

The Mayor put the Motion.

Motion Carried

CORRESPONDENCE

- 14.1 Day of Action Against Asian Racism - May 10, 2021**

Resolution # 20210510-155

Moved By Deputy Mayor Meloche
Seconded By Councillor Renaud

That May 10, 2021, BE PROCLAIMED as Day of Action Against Asian Racism in the Town of Amherstburg.

The Mayor put the Motion.

Motion Carried

CONSENT OTHER MINUTES

Resolution # 20210510-156

Moved By Deputy Mayor Meloche
Seconded By Councillor Prue

That the following minutes BE RECEIVED:

- 15.1 Committee of Adjustment Meeting Minutes - April 27, 2021**

The Mayor put the Motion.

Motion Carried

OTHER MINUTES

16.1 Drainage Board Meeting Minutes - April 6, 2021

Resolution # 20210510-157

Moved By Councillor Prue

Seconded By Councillor Simone

That:

- 1. The Drainage Board Meeting Minutes of April 6, 2021 BE RECEIVED;**
- 2. The appeal from Joe Grondin relating to the assessment of Culvert #8 BE DENIED and the assessment as presented by R. Dobbin Engineering Inc. BE ACCEPTED, as recommended by the Drainage Board;**
- 3. The request from 1583953 Ontario Inc. per Section 78 of the Drainage Act BE ACCEPTED, as recommended by the Drainage Board;**
- 4. The appointment of the firm of R. Dobbin Engineering Inc. to complete the necessary report for the repair and improvement to the Morgan Drain and South Branch BE APPROVED, as recommended by the Drainage Board;**
- 5. The report from the Drainage Superintendent and Engineering Coordinator dated March 22, 2021 regarding Various Drainage Apportionments BE RECEIVED, as recommended by the Drainage Board; and,**
- 6. The following drainage apportionments BE APPROVED as listed:**
 - Consent B/30/19 - Drainage Apportionments for the Jeths Drain - 128 Texas Rd.**
 - Consent B/8-9/20 - Drainage Apportionments for the Dufour Drain and Sucker Creek Drain - 8121 Middle Sideroad**
 - Consent B/25/20 - Drainage Apportionments for the Mitchell Drain - 7273 County Road 50**

The Mayor put the Motion.

UNFINISHED BUSINESS

1. Councillor Prue asked for an update with respect to the report regarding the north end of Boblo Island (Resolution # 20191015-497).

The Chief Administrative Officer advised that Administration is still in discussions with the developer; and further, the report regarding the south end of the Island is currently being finalized and it will include some infrastructure build out on the north end.

2. Councillor Prue asked for an update with respect to the report regarding Agent of Change (Resolution # 20200309-096).

The Director of Planning and Development Services advised that she will follow up with her inquiry with the City of Hamilton and will provide Council with an update at the next Regular Council Meeting.

3. Councillor Renaud asked for an update with respect to the repairs to the 2nd Concession bridge.

The Director of Infrastructure Services advised that the contractors are back on-site and will remain on-site until the work is completed.

NEW BUSINESS

1. Deputy Mayor Meloche advised that speed in being monitored on Walker Road and thanked the Windsor Police Service - Amherstburg Detachment for their on-going enforcement of the speed limit in the area.

2. Resolution # 20210510-158

Moved By Councillor Courtney
Seconded By Councillor Simone

That Administration BE DIRECTED to send correspondence to the Windsor-Essex County Health Unit regarding additional education for local businesses in the Windsor-Essex region on the enforcement of and exemptions to wearing a face mask listed under O.Reg. 364-20 with emphasis added to the education of the exemptions to the Regulation and how they should and should not be enforced.

The Mayor put the Motion.

Motion Carried

3. Resolution # 20210510-159

Moved By Councillor McArthur
Seconded By Councillor Renaud

That Administration BE DIRECTED to look into a Crosswalk Art policy for the Town of Amherstburg similar to the streetscape initiative in the City of Windsor.

The Mayor put the Motion.

Motion Carried

NOTICE OF MOTION

There were no Notices of Motion.

BY-LAWS

20.1 By-law 2019-095 - John Parks No. 1 Drain Improvements - 3rd & Final Reading

Resolution # 20210510-160

Moved By Deputy Mayor Meloche
Seconded By Councillor Simone

That By-law 2019-095 being a by-law to provide for the John Parks No. 1 Drain Improvements be taken as having been read a 3rd & Final Time, as amended, and the Mayor and Clerk BE AUTHORIZED to sign same.

The Mayor put Motion.

Motion Carried

20.2 By-law 2020-062 - John Parks Drain No. 2 Improvements - 3rd & Final Reading

Resolution # 20210510-161

Moved By Councillor Renaud
Seconded By Deputy Mayor Meloche

That By-law 2020-062 being a by-law to provide for the John Parks Drain No. 2 Improvements be taken as having been read a 3rd & Final Time, as amended, and the Mayor and Clerk BE AUTHORIZED to sign same.

The Mayor put the Motion.

Motion Carried

20.3 By-law 2021-033 - Confirmatory By-law

Resolution # 20210510-162

Moved By Councillor McArthur
Seconded By Councillor Simone

That By-law 2021-033 being a by-law to Confirm all Resolutions of the Municipal Council Meetings held on May 10, 2021, be taken as having been read three times and finally passed and the Mayor and Clerk BE AUTHORIZED to sign same.

The Mayor put the Motion.

Motion Carried

SPECIAL IN-CAMERA COUNCIL MEETING

Resolution # 20210510-163

Moved By Deputy Mayor Meloche
Seconded By Councillor Simone

That Council move into an In-Camera Meeting of Council at 6:55 p.m. pursuant to Section 239 of the Municipal Act, 2001, as amended for the following reason:

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

The Mayor put the Motion.

Motion Carried

ADJOURNMENT OF SPECIAL IN-CAMERA COUNCIL MEETING @ 7:40 P.M.

RESUMPTION OF REGULAR COUNCIL MEETING

Moved By Councillor McArthur
Seconded By Councillor Simone

That Council resume Regular session at 7:43 p.m.

The Mayor put the Motion.

Motion Carried

REPORT OUT FROM IN-CAMERA SESSION - May 10, 2021

Council met on May 10th, 2021, for a Special In-Camera Meeting at 6:55 p.m. and discussed the following item as provided for under Section 239 of the Municipal Act:

Item A – was heard under Section 239(2)(k) of the Act. As a result of that discussion, a decision for a way forward regarding the policing contract was discussed.

Moved By Councillor Simone
Seconded By Councillor Prue

That:

- 1. Administration BE DIRECTED to bring a report back to the May 25th Regular Council Meeting or a Special Council Meeting regarding the Police contract with the cost to revert back to a Town service or continue with the Windsor Police Service;**
- 2. Public consultation BE HELD with options included for the public; and,**
- 3. Public consultation BE COMPLETED by mid-June, 2021.**

While discussing this matter, the CAO advised Council that he had just realized there was an error in interpreting the contract, and the 18 month termination clause was not ready for consideration until June 2022. As a result, the motion was tabled.

Resolution # 20210510-164

Moved By Councillor Prue
Seconded By Deputy Mayor Meloche

That the report and discussion regarding the policing contract BE TABLED to March 2022, in advance of the June 30th exit clause deadline.

The Mayor put the Motion.

Motion Carried

ADJOURNMENT

Moved By Councillor Courtney

Seconded By Councillor Renaud

That Council adjourn Regular session at 7:54 p.m.

The Mayor put the Motion.

Motion Carried

MAYOR – ALDO DICARLO

CLERK – PAULA PARKER



CANARD ESTATES

Phase 2 Development



CANARD ESTATES PHASE 2

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RC SPENCER ASSOCIATES INC.
Consulting Engineers



ECOLOGICAL RESTORATION



AND ENHANCEMENTS



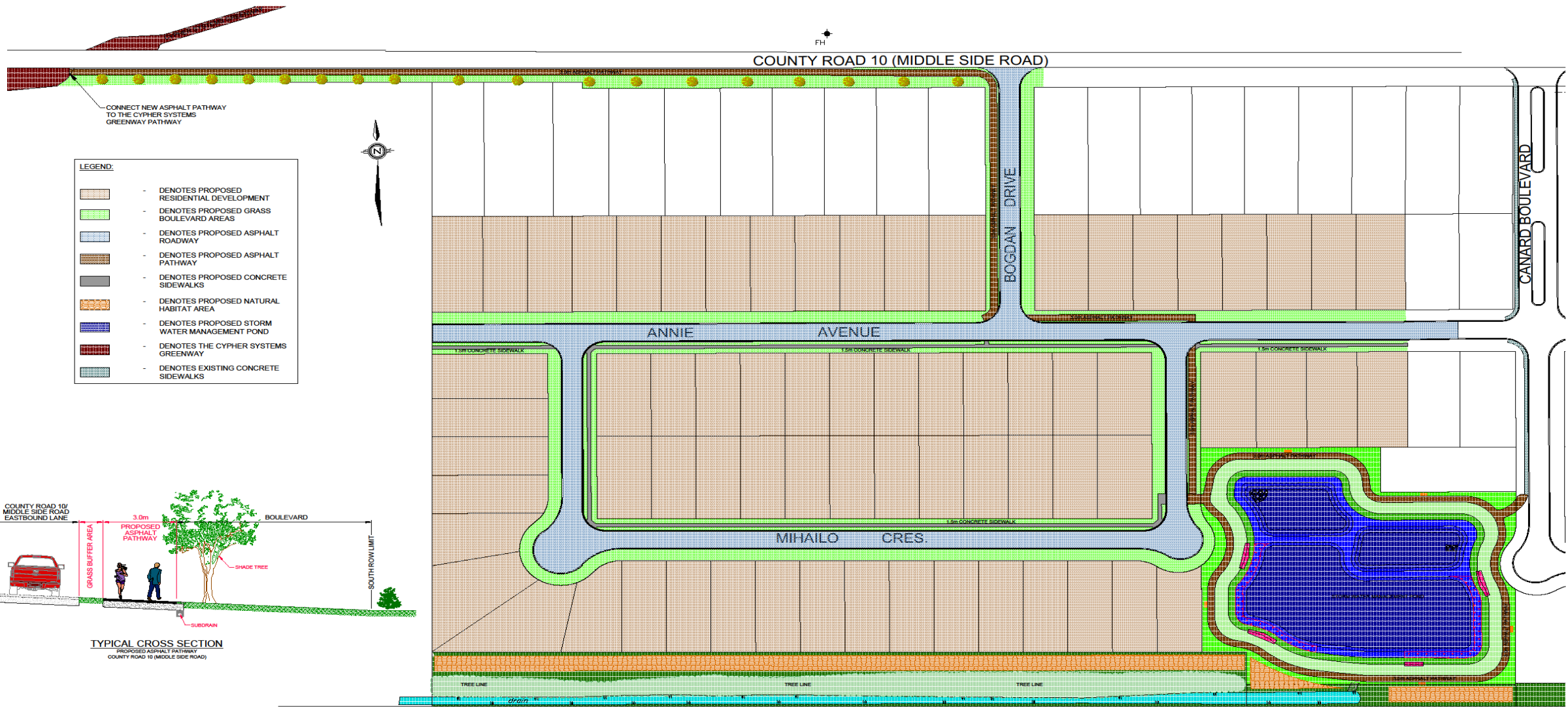
CANARD ESTATES PHASE 2
ECOLOGICAL RESTORATION AND ENHANCEMENTS

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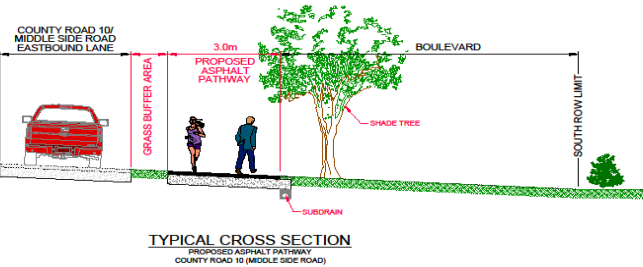
RC SPENCER ASSOCIATES INC.
Consulting Engineers





LEGEND:

- DENOTES PROPOSED RESIDENTIAL DEVELOPMENT
- DENOTES PROPOSED GRASS BOULEVARD AREAS
- DENOTES PROPOSED ASPHALT ROADWAY
- DENOTES PROPOSED ASPHALT PATHWAY
- DENOTES PROPOSED CONCRETE SIDEWALKS
- DENOTES PROPOSED NATURAL HABITAT AREA
- DENOTES PROPOSED STORM WATER MANAGEMENT POND
- DENOTES THE CYPHER SYSTEMS GREENWAY
- DENOTES EXISTING CONCRETE SIDEWALKS

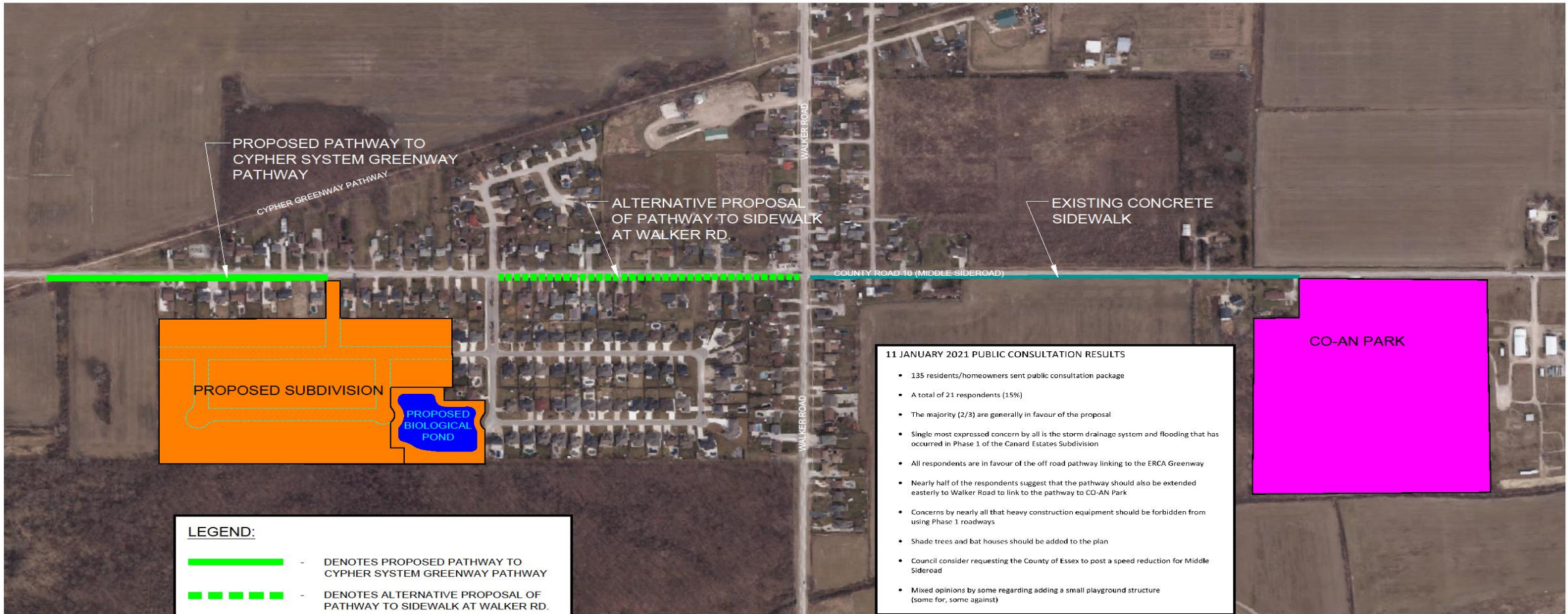


**CANARD ESTATES PHASE 2
ACTIVE TRANSPORTATION LINKAGE AND
STORM WATER MANAGEMENT POND**




SCALE 1 : 750
0m 10m 20m 30m 40m 50m 100m



RC SPENCER ASSOCIATES INC.
Consulting Engineers



LEGEND:

-  - DENOTES PROPOSED PATHWAY TO CYPHER SYSTEM GREENWAY PATHWAY
-  - DENOTES ALTERNATIVE PROPOSAL OF PATHWAY TO SIDEWALK AT WALKER RD.
-  - DENOTES EXISTING CONCRETE SIDEWALK

11 JANUARY 2021 PUBLIC CONSULTATION RESULTS

- 135 residents/homeowners sent public consultation package
- A total of 21 respondents (15%)
- The majority (2/3) are generally in favour of the proposal
- Single most expressed concern by all is the storm drainage system and flooding that has occurred in Phase 1 of the Canard Estates Subdivision
- All respondents are in favour of the off road pathway linking to the ERCA Greenway
- Nearly half of the respondents suggest that the pathway should also be extended easterly to Walker Road to link to the pathway to CO-AN Park
- Concerns by nearly all that heavy construction equipment should be forbidden from using Phase 1 roadways
- Shade trees and bat houses should be added to the plan
- Council consider requesting the County of Essex to post a speed reduction for Middle Sideroad
- Mixed opinions by some regarding adding a small playground structure (some for, some against)

Canard Estates – Phase II Development Recommendations from Amherstburg Parks Master Plan

A required process as a starting point for park development as it relates to parkland dedication is public consultation. The Council-approved Parks Master Plan (PMP) specifically makes recommendation (recommendation #14) to: **Engage stakeholders and the public** when designing new and redeveloped parks and trails. The PMP further recommends (recommendation #49) to: Consult with the local community about adding playground equipment to the existing open space at **Canard Estates Park** in McGregor.

The PMP also supports numerous recommendations which, aside from the stormwater management facility requirements to also serve as park space, **greatly supports naturalization, bike and pedestrian trail opportunity, connectivity to other trail opportunities** which have been identified as high priority in the plan. Section and recommendation numbering is based on the approved Amherstburg Parks Master Plan.

Section 6.5 – Park Design

11. Emphasize the provision of amenities such as washrooms, **shade (e.g., tree planting in new parks), and benches/seating areas in parks and along trails in recognition of the Town’s aging population.**
12. Provide an appropriate **balance of active and passive spaces** within the parks system that can support recreation and sports, casual use, special events and cultural activities. Flexible park designs should be encouraged.
13. Promote opportunities for **unstructured play, passive recreation and naturalization efforts** within the Town’s parks system, where appropriate.
14. Establish **consistent and high-quality signage** at all municipal parks, gateways and along trail heads to enhance branding and wayfinding

Section 6.9 – Natural Area Management

29. Continue to guide the **protection and naturalization of open space, natural areas and environmentally sensitive areas** through Official Plan policies and various conservation tools.
30. Work with ERCA, conservation organizations and naturalist groups on joint planning and management initiatives that assist in the continued **conservation of Town-owned natural areas.** Restoration and conservation/maintenance efforts will be guided by Endangered Species Act permits and Natural Area Management Plans (where applicable). Budget and staff impacts should be evaluated accordingly.

31. Seek opportunities for **outdoor education and recreation** (e.g., **local wildlife and natural habitat through interpretive displays/signs** and learning opportunities, compatible forms of public access and trails, etc.) within the open space and natural area system in conjunction with partners such as the Essex Region Conservation Authority.

Section 7.4 – Playgrounds

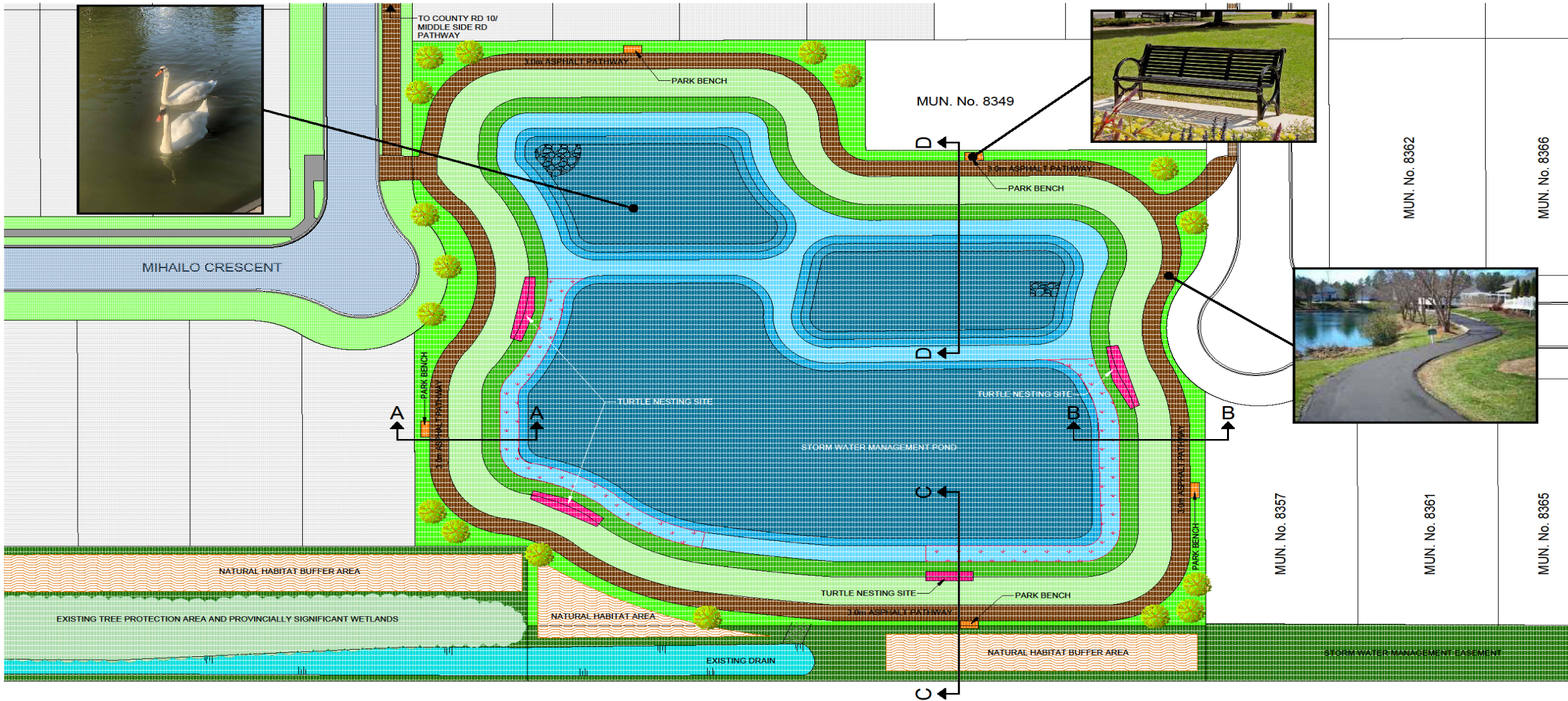
44. Investigate installation of **outdoor fitness equipment** at an existing park.

Section 7.12 – Trails

56. Integrate existing and proposed **CWATS routes** into the Official Plan through the next review cycle.
57. Strive to develop a **linked recreational trails system** (with connections and loops) **through the development process**, landowner agreements, and purchase of lands as they become available.
58. Create “walkable” communities through the development of attractive, safe, convenient and practical **walking trails and sidewalks** that connect neighborhoods to local parks, recreation, culture, and civic facilities and that make walking or cycling viable options for residents.
59. Foster **stakeholder partnerships** to enhance the long-term stewardship of trails and greenways.
60. Develop a **community cycling and pedestrian plan** that builds upon this Parks Master Plan by assessing policies, standards, education/awareness initiatives, and current and future infrastructure requirements.
61. Include adequate and safe **infrastructure for bicyclists and pedestrians** (i.e., on-road bike lanes, pedestrian sidewalks, and crosswalks at signalized intersections) through **road construction and improvements**, where appropriate and feasible

Summary

This community is currently supported by a large recreational park opportunity at nearby Co-An Park (400m). **This opportunity allows the developer to proceed with the development as a whole as well as provide a value added engineering solution to local flooding of adjacent homes.**



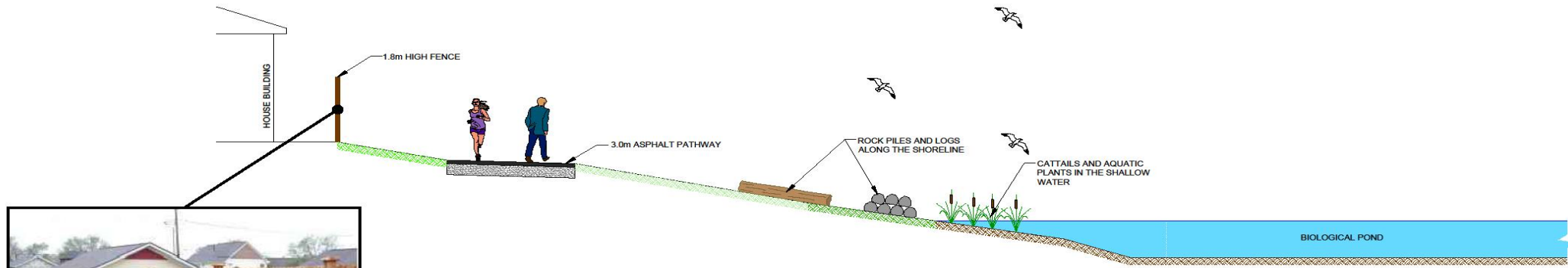
**CANARD ESTATES PHASE 2
STORM WATER MANAGEMENT (SWM) POND
PASSIVE RECREATION OPPORTUNITIES AND PATHWAY NETWORK**

SCALE 1 : 300
0m 5m 10m 20m 30m 50m

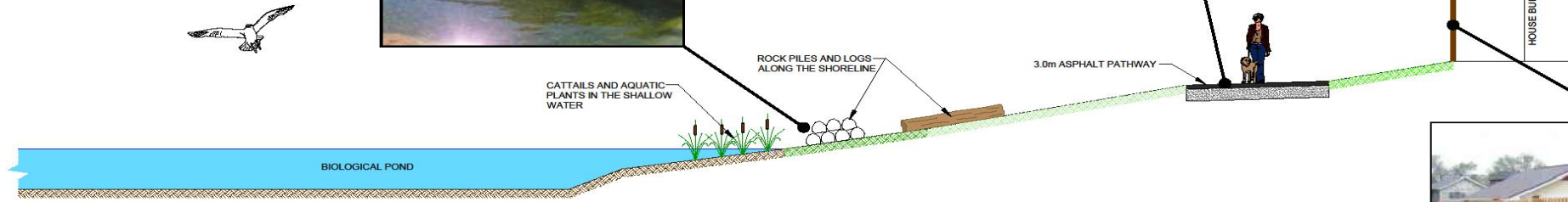


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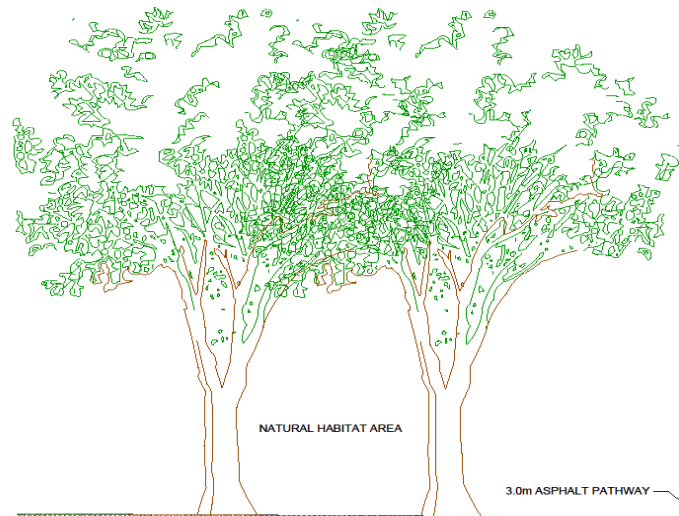


CROSS-SECTION A-A



CROSS-SECTION B-B





NATURAL HABITAT AREA



3.0m ASPHALT PATHWAY



ROCK PILES AND LOGS ALONG THE SHORELINE

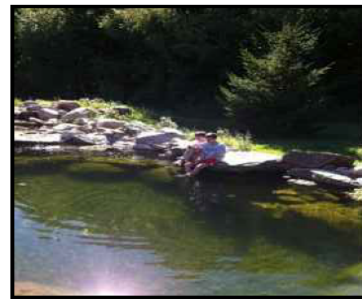


CATTAILS AND AQUATIC PLANTS IN THE SHALLOW WATER



BIOLOGICAL POND

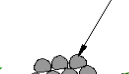
CROSS-SECTION C-C



CATTAILS AND AQUATIC PLANTS IN THE SHALLOW WATER



ROCK PILES AND LOGS ALONG THE SHORELINE



3.0m ASPHALT PATHWAY



1.8m HIGH FENCE

HOUSE BUILDING



BIOLOGICAL POND

CROSS-SECTION D-D



CANARD ESTATES PHASE 2
STORM WATER MANAGEMENT (SWM) POND
CROSS-SECTIONS 'C' & 'D' THROUGH POND
SCALE 1 : 50
Page 33



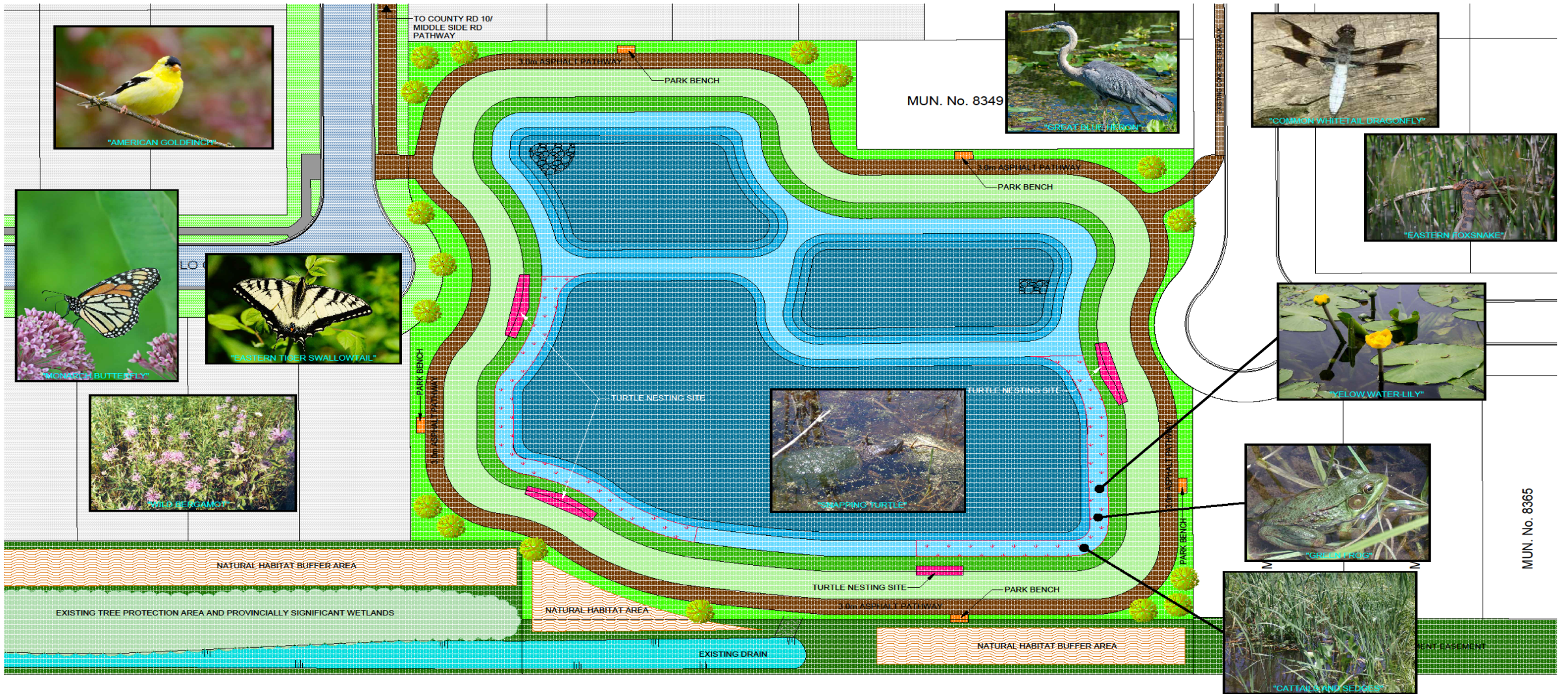
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WILDLIFE HABITAT CREATION



- SNAPPING TURTLE
- WILD BERGAMOT
- EASTERN TIGER SWALLOWTAIL
- MONARCH BUTTERFLY
- AMERICAN GOLDEN FINCH
- GREAT BLUE HERON
- COMMON WHITETAIL DRAGONFLY
- EASTERN FOXSNAKE
- YELLOW WATERLILY
- GREEN FROG
- CATTAILS AND SEDGES
- SNAPPING TURTLE





MUN. No. 8349

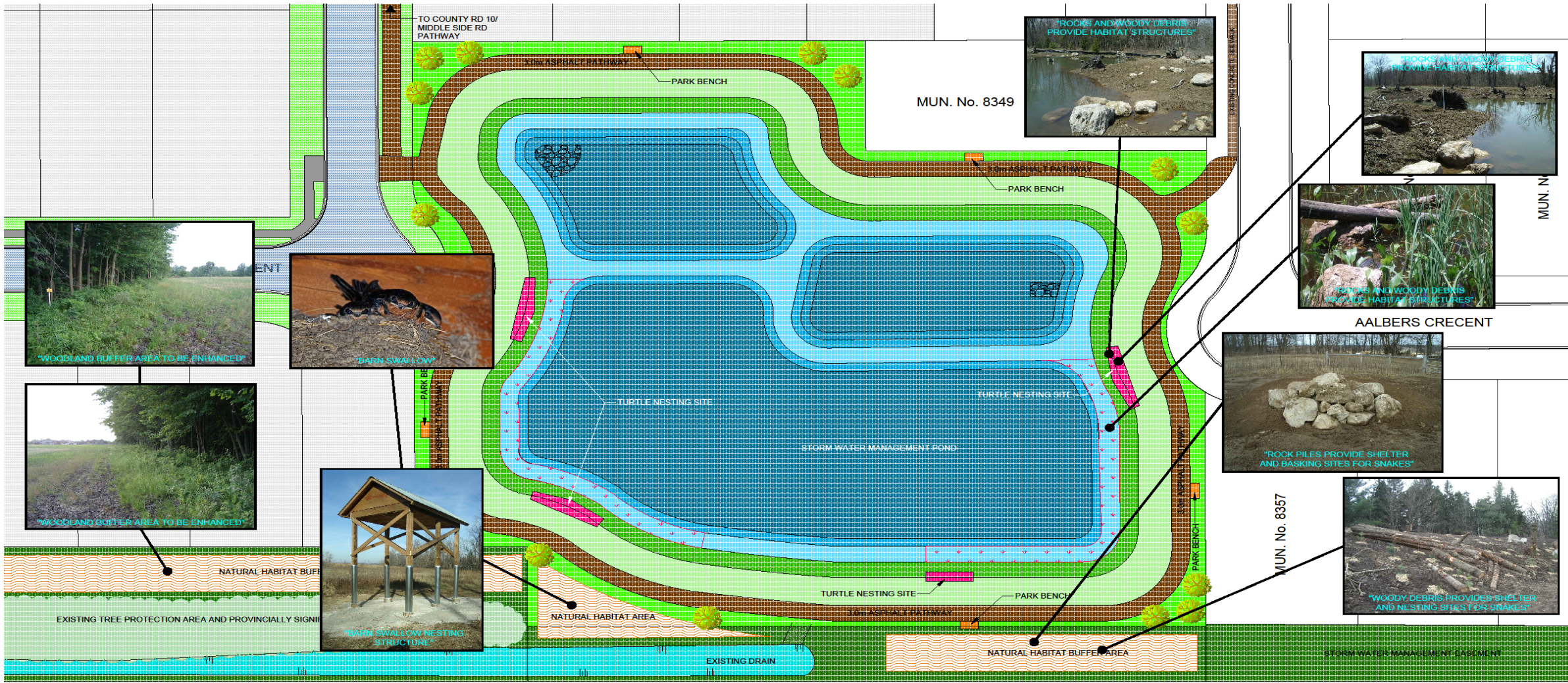
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CANARD ESTATES PHASE 2
 STORM WATER MANAGEMENT (SWM) POND
 WILDLIFE HABITAT CREATION



RC SPENCER ASSOCIATES INC.
 Consulting Engineers



BENEFITS OF STORMWATER PONDS

PEOPLE

A FOCAL POINT FOR A COMMUNITY NEIGHBOURHOOD OFFERING NATURE VIEWING, BIRDWATCHING AND ENJOYMENT THAT UPGRADES THE LOOK OF THE NEIGHBOURHOOD WHILE PROVIDING RECREATIONAL OPPORTUNITIES



FLOOD CONTROL

STORAGE DURING RAIN EVENTS PROTECTS PROPERTIES AND NEIGHBOURHOODS FROM FLOODING

WATER

COLLECTED RUNOFF ENTERS THE POND, AND POLLUTANTS AND SEDIMENT SETTLE TO THE BOTTOM. WATER LEAVES THE POND CLEANER THAN IT ENTERED

COMMUNITY

INCREASED WATER STORAGE AND WATER QUALITY TREATMENT ARE POSITIVE OUTCOMES FOR PEOPLE AND WILDLIFE.



NATURALIZE STORMWATER MANAGEMENT POND

- Portions of the Stormwater Management (SWM) Pond will be naturalized to create habitat for a wide variety of native plants and wildlife. Local residents who use the trail system will be able to experience natural habitats and view wildlife.
- Emergency marsh plants like common cattail, bulrushes and sedges will be established in the shallow water areas.
- Floating-leaved and submergent aquatic plants will be established in some of the deeper water areas.
- Banks of gravel and coarse sand will be created above the high-water line to provide nesting sites for turtles.
- Rocks and logs will be placed in the water to provide basking sites for turtles and cover for fish and amphibians.
- The naturalized SWM Pond will provide habitat for dragonflies, fish, frogs, toads, turtles, snakes, waterfowl, marsh birds and many other wildlife species.



WILDFLOWERS PLANTING FOR POLLINATORS

- Some areas will be seeded with a native grass and wildflower mix
- Wildflowers such as black-eyed Susan, common milkweed, early goldenrod and wild bergamot will be established.
- Wildflowers are critically important to pollinating insects such as butterflies and bees, as sources of nectar and as host plants for butterfly caterpillars.



BARN SWALLOW HABITAT

- The barn swallow is threatened in Ontario. It is an aerial insectivore, meaning it feeds by catching flying insects in the air. The stormwater management pond will provide excellent foraging habitat for the acrobatic barn swallow.
- A barn swallow nesting structure will be erected to provide future nesting habitat, replicating the function of an old barn or workshop.

TREES AND SHRUBS FOR WILDLIFE

- A variety of native trees and shrubs will be planted to provide habitat and food for wildlife as they grow. The trees and shrubs selected all grow in the local area.
- Types of trees are Basswood (*Tilia Americana*), Bur Oak (*Quercus Macrocarpa*), Hackberry (*Celtis Occidentalis*), Pin Oak (*Quercus Palustris*) and Red Oak (*Quercus Rubra*).
- Types of shrubs are alternate-leaved Dogwood (*Cornus Alternifolia*), Chokeberry (*Prunus Virginiana*), Gray Dogwood (*Cornus Racemosa*), Highbush Cranberry (*Viburnum Trilobum*) Nannyberry (*Viburnum Lentago*) and Staghorn Sumac (*Rhus Typhina*).



SNAKE HABITATS

- The Eastern Foxsnake is endangered in Ontario and it is known from the local area
- Habitat features for the Eastern Foxsnake and other wildlife will be created, including rockpiles, tree stumps and logs. These features will provide basking sites and refuges for Foxsnakes and other wildlife.
- A few logs from the Eastern Cottonwood tree will be placed in the habitat restoration areas, to provide future egg-laying sites for Eastern Foxsnake.



WOODLAND BUFFER

- The woodlot to the south of Canard Estates will be protected by a buffer of at least 10 metres from the fenced rear yards to the drip line of the woodlot. This +/-10.0m strip is presently a farm field and this area will be naturalized.
- The Town has requested a “low maintenance” approach to the woodland buffer, the first 5.0m from the rear lot fencing will be seeded with native seed mix. This 5.0m strip will provide future access for watering during the short-term, and for fencing repairs and maintenance in the future if necessary.
- The remaining 5.0m to 10.0m of the buffer will be used for placement of rock piles, woody debris, tree and shrub plantings, and seeding with native seed mix.





WHAT WAS ONCE SIMPLY A STORM WATER DETENTION POND HAS BEEN CONVERTED INTO A TOWN ASSET. THE NEWLY REDESIGNED PROPERTY FEATURES A BIOLOGICAL POND, A NEW PUMP HOUSE FACADE, A 2.4m (8.0ft) TRAIL SURROUNDING THE POND, A NEW TOWN SIGN WITH WATER FEATURE, A COVERED KIOSK AND A VARIETY OF LANDSCAPING FEATURES. THE TRAIL SYSTEM LINKS THE NORTH AND SOUTH GATEWAYS.



CANARD ESTATES PHASE 2
 STORM WATER MANAGEMENT (SWM) POND
 AMHERSTBURG SOUTH GATEWAY BIOLOGICAL POND





HYDROLOGIC MODELING AND A STORM WATER MANAGEMENT PLAN OF THE 4.0ha WET POND

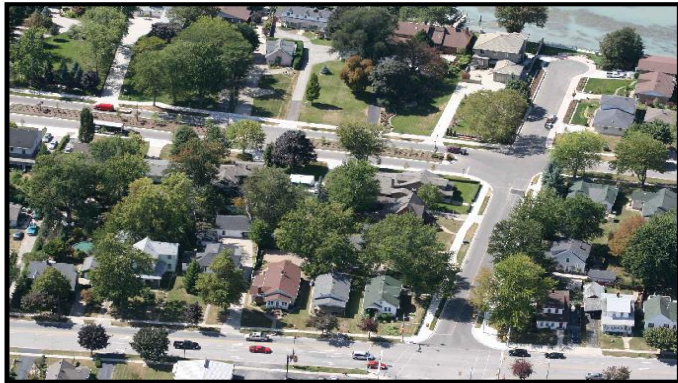
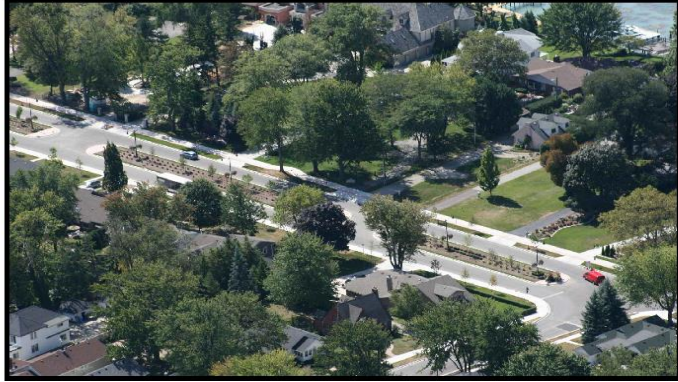


CANARD ESTATES PHASE 2
STORM WATER MANAGEMENT (SWM) POND
ASPEN LAKE & BLUE HERON (SWM) BIOLOGICAL POND (WINDSOR)
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CANARD ESTATES PHASE 2
AMHERSTBURG PATHWAY NETWORK
DALHOUSIE STREET AND LAIRD AVENUE
Page 44



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Consulting Engineers





THE CORPORATION OF THE TOWN OF AMHERSTBURG

OFFICE OF CORPORATE SERVICES

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

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

To: Mayor and Members of Town Council

Subject: 2020 Year End (Q4) Budget to Actual Summaries and Transfers

1. RECOMMENDATIONS:

It is recommended that:

- 1. The Transfers to Reserves/Reserve Funds made by the Treasurer as outlined in Appendix A to the 2020 Year End (Q4) Budget to Actual Summaries and Transfers Report BE AFFIRMED;
2. That 2021 over-expenditures and reserve transfers BE APPROVED as follows:
a. \$15,000 in Facilities budget centre for replacement of fence at the municipal office to be funded by a transfer from Reserve Fund General;
b. \$45,000 in Libro budget centre for premier baseball diamond improvements to be funded by a transfer from the Libro Reserve;
c. \$75,000 in Parks budget centre for baseball diamond fencing to be added at Malden Park to be funded by a transfer from the Parks Reserve; and
d. \$34,653 in the IT budget centre for completion of the CityView Portal Software project to be funded by a transfer from the IT Reserve;
3. That the Treasurer BE AUTHORIZED to transfer the taxation supported surplus of as follows:
a. \$835,000 to Tax Stabilization Reserve;
b. \$500,000 to the Fleet Reserve; and
c. \$427,654 to the Reserve Fund General; and
4. That the Treasurer BE AUTHORIZED to transfer \$1,342,230 from the Wastewater Reserve to fund the unfinanced portion of the Edgewater Forcemain Phase 2.

2. BACKGROUND:

The Town's budget is established by Council each year for operating and capital purposes as a cash-based budget used for determination of the annual tax levy requirement and user rate impacts.

The cash based budget estimates are based on Council direction, economic trends and the best estimates and information available at the time. The actual expenditures and revenues in the various budget centres are monitored by Administration in relation to the approved budget on an ongoing basis. The year to date actual and projected results to the end of the year are reported to Council quarterly. The following report provides the final outcomes of the year ended December 31, 2020 (Q4).

3. DISCUSSION:

This report is provided to advise Council of the results for the 2020 fiscal year in relation to the cash based budget, the following is a breakdown of the major variances by department. The results by fund (rate) are shown in Appendix B and the results by budget centre are shown in Appendix C to this report.

It is important to note that the 2020 Results are not reflective of regular Town operations given the pervasive impacts of the pandemic (COVID-19) emergency in 2020. Due to the pandemic emergency the Town reduced service levels, including staff layoffs and program reductions, implemented alternate service delivery measures and forwent training and professional development for staff. The Town also incurred expenses for emergency response such as enhanced cleaning and various health and safety measures, the costs of which were mitigated to some extent by Ontario grant funding through the Ontario Safe Restart program. Across the corporation the investment in staff training and development had to be curtailed due to resources shortages, heavy workload and operational restrictions, all related to the pandemic emergency. The pandemic emergency has continued into 2021 and financial impacts are being monitored and will be reported to Council in due course.

Taxation Funded:

The taxation funded budget centres finished the year with an overall operating a surplus of \$1,762,655 with particulars by department as outlined below.

Office of the CAO

The Office of the CAO department finished with an overall surplus of \$97,127. This department includes the following budget centres: CAO's Office, Clerk's Services and Council & Committees.

CAO's Office - This budget centre completed the year with surplus of \$1,545, Operational over-expenditures of \$38,400 are primarily the result of \$100,700 approved in year for completion of a service delivery review, funded by grant revenue shown in the Non-Departmental budget centre, offset by underspending in transfer to capital of \$62,250 as the Great Places, Great Spaces project did not proceed due to grant funding not being

awarded. A transfer from reserve of \$40,009 to cover professional fees for approved land transactions in year offsets the remaining variance. Underspending for staffing and training and professional development offset these over-expenditures.

Clerk's Services – This budget centre completed the year with a \$43,442 surplus. The surplus primarily resulted from staffing vacancies in both full-time and crossing guards, and underspending on professional fees for Integrity Commissioner Services. Offsetting over-expenditures occurred in insurance cost for premiums and under deductible insurance claim settlements.

Council & Committees – This budget centre competed the year with a surplus of \$52,140 mainly resulting from underspending of Council per diems, training and development, communications expense and was incurred in legal fees related to an investigation.

Corporate Services

The Corporate Services Department includes Financial Services, Non-Departmental, Information Technology and Human Resources budget centres. This department finished with overall surplus of \$1,275,762.

Financial Services - A \$154,252 surplus resulted mainly from staffing vacancies, underspending for training and professional development and contracted services. Professional fees of \$12,600 were incurred for the Asset Management initiative which was offset by a reserve transfer from plans and studies; this initiative is continuing in 2021.

Human Resources – This budget centre ended the year with a \$30,385 surplus mainly resulting from underspending on professional fees, corporate training, employee recognition, and training and professional development.

Information Technology – This budget centre had a surplus of \$128,024 of which \$121,824 is operating and \$6,200 is capital. The operating surplus mainly resulted from underspending of computer maintenance including a one-time impact of computer licensing paid for 2 years in 2019 that was not shown as a deferred expense for 2020 and anticipated expense for the CityView Portal software implementation project which could not be completed in the year. Other factors contributing to the surplus were staffing vacancies and underspending for telephone, internet, and training and professional development expenses. A transfer of \$34,653 has been made to the IT Reserve to fund the balance of the contractual obligation for the implementation of CityView Portal software that will be incurred in but was not budgeted for 2021. This report includes a recommendation for approval of an over-expenditure of \$34,653 in the IT budget centre for completion of the CityView Portal Software project to be funded by a transfer from the IT Reserve.

On the capital side the purchase of budgeted hardware for CityView Portal implementation was not required to be incurred leaving a \$6,200 capital surplus.

Non-Departmental - A \$963,101 surplus is mainly due a one-time grant funding. The revenue surplus includes Safe Restart Funding – Phase 1 (\$568,400) to address COVID-19 related operating pressures incurred in the year; Phase 2 funding of \$165,000 is held in the Ontario Grants reserve fund to be applied against eligible 2021 expenses. Municipal Modernization Funding (\$126,600) is reflected in this budget centre, with

related expenses for the Service Delivery Review shown under the CAO's Office budget centre, as noted above. Revenue surplus also came from \$138,200 in supplementary taxes and \$85,000 in additional payments in lieu of taxes. The funding surpluses were offset by shortfalls in revenue resulting from waiver of interest and penalties on property tax arrears (\$95,000) implemented as a pandemic related relief measure from March through September 2020. The balance of the variance relates mainly to lower interest expense on short term borrowing (line of credit), from prudent cash management including taking advantage of the deferral for school board levy payments and lower waiver of fees expense due to programs being discontinued due to the pandemic emergency.

Fire

Fire - A surplus of \$2,000 was experienced in this budget centre as the net result of an operating surplus of \$10,060 and capital deficit of \$8,060. The operating surplus mainly results from underspending for staffing (vacancies, reduced training and lower call volumes) and surplus revenues for permit fees, which were offset by the non-recovered portion of increased emergency expenses, including sandbags purchased for flood mitigation, and personal protective equipment expense. The Town purchased these items and recovered a portion of the costs through resale of goods to regional partners and residents.

The capital deficit of \$8,060 dollars resulted from costs of auto extrication equipment, which Council approved in the 2020 Q3 Variance report for funding from taxation.

Parks, Facilities, Recreation and Culture

The Parks, Recreation, Facilities and Culture Department include Facilities, Libro Centre, Parks, Recreation Services and Tourism & Culture budget centres. This department competed the year with an overall surplus of \$81,757.

Facilities – This budget centre had a deficit of \$78,462, of which \$83,462 is operating and a \$5,000 dollar surplus in capital. The operating mainly results from overspending for facility maintenance and staffing costs, including protective measures in relation to the pandemic emergency to prepare for reopening of facilities to the public and enhanced cleaning measures, offset by underspending for utilities. Another contributing factor was a revenue shortfall for rents at 320 Richmond as not all tenants occupied the space as early as anticipated in the 2020 Budget, which resulted in and was offset by a lower transfer to the Parks Reserve for the year.

The capital surplus occurred as the fence replacement was not able to be completed in the year. A transfer to reserve has been made based on the updated cost to complete the fencing in 2021 and a recommendation is included in this report to support a 2021 over-expenditure of \$15,000 in the Facilities budget centre for replacement of fence at the municipal office, to be funded by a transfer from Reserve Fund General.

Libro Centre – This budget centre finished with a deficit of \$22,456, the net result of an operating deficit of \$49,666 and a capital surplus of \$27,210. Operationally significant shortfalls in revenue (\$433,000) and additional spending for refrigeration system and equipment maintenance. That shortfall is offset by underspending for staffing and utility costs. Further, the budgeted cost for professional fees to complete a Facility Needs and

Condition Assessment Study and related transfer from reserve to fund the cost were not incurred in 2020 due to workload pressures. This study is included in the 2021 Budget (expense and transfer from reserve) as it is essential to improving facility data in the Town's Asset Management Plan.

The capital surplus of \$27,210 resulted from underspending for compressor replacement and furniture/fixture. The premier baseball diamond improvement project was not able to be completed in the year. A transfer to reserve has been made to support funding of the premier baseball diamond improvements in 2021, as the Libro reserve fund will not otherwise have adequate funds for the project due to a shortfall in capital surcharge revenues in 2020 due to the pandemic related closures. This report includes a recommendation to support a 2021 over-expenditure of \$45,000 in the Libro budget centre for improvements to the premier baseball diamond, to be funded by a transfer from the Libro reserve.

Parks – This budget centre finished with a surplus of \$65,735, comprised of a \$62,988 operating surplus and a \$2,747 capital surplus. The operating surplus mainly results from underspending for general supplies, training and development and wages and benefits (due to staffing vacancies), offset by overspending for vehicle repairs.

The capital surplus of \$2,747 results from underspending \$77,747 for improvements not able to be completed at Malden Park and underspending for equipment, offset by a transfer of \$75,000 to the Parks Reserve, to support completion of the Malden Park improvements. This report includes a recommendation to support a 2021 over-expenditure of \$75,000 in the Parks budget centre for baseball diamond fencing installed at Malden Park to be funded by a transfer from the Parks Reserve.

Recreation – The Recreation budget centre had a surplus of \$49,463, mainly resulting from revenue shortfalls being offset by underspending for staffing costs, small equipment, concession expense, program and event costs, marketing and advertising, and training and professional development expense. These outcomes are largely result from closures related to the pandemic emergency.

Tourism and Culture – This budget centre finished the year with a surplus of \$67,477 mainly related to underspending on advertising, community events and staffing cost (students) related to the reduced number of events due to the pandemic emergency. The under-expenditures were offset by shortfalls in revenue. This budget centre also reflects significant grant funding received for the River Lights displays, which has been transferred to fund related capital expenditures as approved by Council in 2020.

Planning, Development & Legislative Services

The Planning, Development & Legislative Services Department includes Licencing & Enforcement, Planning & Legislative Services, Police and Building Services budget centres. This department ended with an overall surplus of \$339,803.

Building - This budget centre finished with a surplus of \$83,276 to fund the taxation funded overhead expense incurred in other budget centres as allowed under legislation.

The results of building services operations in 2020 reflected a significant building boom resulting in revenue surplus, underspending on training and professional development,

offset by overspending for staff costs and vehicle maintenance. The net surplus/(deficit) resulting from building services operations are closed out to the Building Services reserve funds as required by legislation.

Licensing & Enforcement – This budget centre had a year-end deficit of \$6,603 mainly due to revenue shortfalls offset by underspending for animal control, wedding license expense and training and professional development. Overspending of legal costs for implementation of cannabis legalization have been offset by a transfer of related grant funding on account in the Federal Grants Reserve Fund.

Planning and Legislative Services – This budget centre finished the year with a surplus of \$246,874 mainly related to vacancies in the Director and Planner positions, fee revenue surplus and underspending for memberships and training and professional development expenses. Underspending of professional fees related to the Official Plan update, Heritage District Study and Community Improvement Plan as those items were not completed in 2020, offset by lower transfers from reserves to fund those costs.

Police - This budget centre completed the year with a surplus of \$16,255 mainly resulting from underspending for legal, building maintenance, utilities, miscellaneous and dispatching expenses offset by a shortfall in POA revenue.

Engineering & Public Works

The Engineering & Public Works Department includes Public Works and Drainage, taxation funded budget centres and Water and Wastewater user rate funded budget centres, which are discussed below. This department finished with a deficit of \$33,794 in the taxation funded budget centres.

Public Works - This budget centre had a total deficit of \$54,307, including an operating deficit of \$88,099 and a capital surplus of \$33,792. The operational deficit mainly resulted from overspending for solid waste collection and landfill costs, road maintenance, vehicle maintenance, outsourcing of weeding and spraying, higher repairs and maintenance for storm drains and sidewalks and a revenue shortfall for the recovery from Pelee Island for drainage services. Those deficits were mitigated by a fee revenue surplus and underspending for wages and benefits, professional fees, as a result of not completing the budgeted Transit Feasibility Study, training and professional development, mosquito control, utilities and tree maintenance.

The capital of \$33,792 results from the Alma Street Paved Shoulders project coming in under budget offset by overspending on the Tar and Chip Program.

Despite the budget centre deficit, a transfer of \$104,000 has been made to the Drainage Reserve, as shown in Appendix A, to provide for funding of the road (Town) share of assessment on large drainage projects that are underway and or imminent and that have a significant road share of assessment.

Drainage – A surplus of \$20,512 resulted in the Drainage budget centre related to a reduction in debt repayment expense for debt that was fully repaid in 2019, as well as surpluses in general expense and equipment and vehicle cost.

User Rate Funded:

The user rate funded budget centres include Water and Wastewater.

Water

Water – this budget centre finished the year with a surplus of \$661,268, including an operating surplus of \$637,940 and a capital surplus of \$23,328.

The operating surplus mainly results from significant water usage increases, partly due to the pandemic, that created a positive revenue variance; as well underspending of general maintenance, salary and benefits related to staffing vacancies, and a lower conservation authority (ERCA) levy than budgeted. This is offset by overspending for water system maintenance and repairs, professional fees and higher insurance premiums.

Wastewater

Wastewater – this budget centre saw a surplus of \$745,304, including an operational surplus of \$646,163 and a capital surplus of \$99,141.

The operating surplus is made up primarily of a revenue surplus from higher sludge disposal fees and increased customer usage, and underspending on wastewater system repairs and maintenance, mainly from underspending on inflow and infiltration related maintenance. Other factors in the surplus are underspending of utilities expense. This is offset by unbudgeted legal expense related to the construction of the wastewater treatment plant, service contract costs (OCWA) for higher staff costs (call-ins) and plant maintenance costs, higher property taxes due to a reassessment having multi-year impact, higher landfill tipping fees (sludge disposal) and higher insurance renewal costs.

The capital surplus results from deferred work on the Edgewater Lagoon Decommissioning, which is included in the 2021 Budget for completion at an estimated cost of \$900,000.

This report includes a recommendation that the unfinanced cost of \$1,342,229 for Phase 2 of the Edgewater Forcemain be funded from by a transfer from the Wastewater Reserve, which is consistent with the Town's pay-as-you-go approach for avoiding the issuance of additional long-term debt. The recommended transfer from reserve would leave a balance of over \$3.2 million in the Wastewater Reserve at year end.

4. RISK ANALYSIS:

The recommendations of this report mitigate financial risk by providing funding for unfunded costs, avoiding reliance on long-term debt and enhancing reserve balances to provide financial sustainability.

As noted above, a significant contributor to the surpluses experienced in fiscal 2020 was staffing vacancies, which resulted from pandemic emergency related service level reductions, staff layoffs, staff leaves of absence and position gapping. The total salaries and benefit cost difference accounts for about \$1.07 million of the variance (31%). The gaps in the Town's workforce in 2020 posed a significant challenge in meeting service

delivery requirements, maintaining adequate levels of staff training and professional development and posed a risk to retention and attraction of quality staff to work for the Town, not to mention the negative effects on the remaining staff related to workload pressures. This also affected the delivery of capital projects, which contributed to projects not being completed in the budget year.

5. FINANCIAL MATTERS:

Appendices to this report outline 2020 Budget variances by fund (Appendix B) and by budget centre (Appendix C).

The taxation funded operating surplus for the year ended December 31, 2020 totalled \$1,762,655 which represents approximately 4.99% of the taxation-funded budget. It is recommended that the taxation funded surplus be transferred to reserves as supported by the Town's strategic goal of financial stability.

The recommendation to transfer \$835,000 to the Tax Stabilization Reserve would allow the Town to achieve compliance with the Tax Stabilization Reserve Policy section 6.3.1 which stipulates "the minimum Tax Stabilization balance is set at 5% of the Town's gross tax revenue." Based on the policy the minimum reserve balance should be approximately \$1.15 million; however, the reserve currently has a balance of only \$0.3 million.

The recommendation to transfer \$500,000 to the Fleet Reserve is based on the fleet lifecycle renewal demands identified in the 5-Year Capital Outlook, with the largest single item during that timeframe being replacement of a fire tanker estimated at \$580,000. The total estimated fleet renewal demands over the next five years total approximately \$3 million. The fleet reserve currently has a balance of \$0.179 million and the annual contributions are budgeted at \$0.3 million; which would total \$1.679 million, a shortfall of \$1.321 million for the currently estimated demands of the next five years.

The recommendation to transfer the balance of the 2020 taxation funded surplus (\$427,654) to Reserve Fund General would assist in providing for asset lifecycle replacements in all other taxation funded categories (roads, facilities, etc.) The Reserve Fund General currently has a balance of \$4.75 million, whereas the Town's Asset Management Plan indicates the infrastructure deficit (to renew existing assets that are currently beyond their useful life) was estimated in the order of about \$23.1 million for taxation funded assets (2016 dollars) and estimated an **annual** funding deficit for future replacements (after the backlog replacements are completed) of \$11.68 million (2016 \$) for taxation funded assets.

The Water budget centre and Wastewater budget centre are user rate funded, and as such any fiscal surplus or deficit is transferred to/from a Water Reserve account and Wastewater Reserve account respectively, as part of closing out the year end position for those funds.

6. CONSULTATIONS:

The Senior Management Team provided input on the 2020 Q4 results for budget centres within their departments.

7. CONCLUSION:

This report provides the modified cash-basis results for 2020 for the Town. The recommended disposal of the surpluses/deficits reported herein is consistent with the Town's strategic priority of financial sustainability.



Justin Rousseau
Treasurer



Cheryl Horrobin
Director of Corporate Services

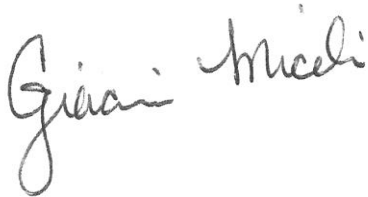
Report Approval Details

Document Title:	2020 Year End (Q4) Budget to Actual Summaries and Transfers.docx
Attachments:	- Appendix A - 2020 Year End - Q4 - Transfers Made to Reserves-Funds.docx - Appendix B - Summary by Fund - Final.pdf - Appendix C- By Budget Centre.pdf
Final Approval Date:	May 20, 2021

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



Cheryl Horrobin



John Miceli



Paula Parker

Town of Amherstburg

2020 Year End – Q4 – Transfers to Reserves/Reserve Funds Made by the Treasurer

Reserve/ Reserve Fund	Comments	Amount To / (From)
Operations Related:		
Municipal Drain	To provide an allowance for future roads share of drainage projects	\$104,000
Capital Project Related:		
Reserve Fund – General	To fund replacement of fence at the municipal office not completed in 2020 and not budgeted in 2021	\$15,000
Libro Reserve	To fund improvements to premier baseball diamond not completed in 2020 and not budgeted in 2021	\$45,000
Parks Reserve	To fund improvements at Malden Park not completed in 2020 and not budgeted in 2021	\$75,000
IT Reserve	To fund CityView Portal Software Project cost for work not completed in 2020 and not budgeted in 2021	\$34,653

Actual vs Budget Year To Date by Fund:

Fund: - 10 - General Operating

Reporting Period: January, 2020 To December, 2020 (12 Months)

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
Revenues:				
Administrative Recoveries	1,452,500	1,434,080	(18,420)	-1.27%
Fees	156,000	148,977	(7,023)	-4.50%
Grants	4,419,900	5,445,346	1,025,446	23.20%
Grants in Lieu	220,000	304,246	84,246	38.29%
Investment Income	248,000	304,548	56,548	22.80%
Local Improvements	1,046,340	604,792	(441,548)	-42.20%
Other Income	465,500	672,627	207,127	44.50%
Supplemental Taxes	370,000	508,271	138,271	37.37%
Taxes Levied	24,288,151	24,288,151	(0)	0.00%
Transfer from Reserves	425,000	140,586	(284,414)	-66.92%
User Fees	2,217,128	1,970,727	(246,401)	-11.11%
Total Revenues	35,308,520	35,822,350	513,832	1.46%
Expenses:				
Building	522,300	558,102	35,802	6.85%
Committees- Expenses	20,275	8,623	(11,652)	-57.47%
Debt Charges	989,848	980,871	(8,976)	-0.91%
Equipment and Vehicles	660,900	725,496	64,596	9.77%
Expenses - Grants & Waivers	176,779	160,671	(16,108)	-9.11%
General Expenses	3,123,070	2,617,288	(505,782)	-16.20%
Municipal Partnerships	22,500	25,000	2,500	11.11%
Other Expenses	5,068,902	5,108,029	39,127	0.77%
Professional and Consulting Fees	772,500	489,481	(283,019)	-36.64%
Road and Drainage Maintenance	2,158,750	1,633,909	(524,841)	-24.31%
Salaries and Wages	8,643,789	7,899,884	(743,905)	-8.61%
Salaries and Wages- Benefit Costs	2,376,982	2,172,751	(204,231)	-8.59%
Salaries and Wages-Retiree Benefit Cost	396,570	364,784	(31,786)	-8.02%
Solid Waste and Landfill	1,361,400	1,464,046	102,646	7.54%
Traffic Signal and Sign Maintenance	57,000	65,352	8,352	14.65%
Transfer to Current Capital	788,458	584,310	(204,148)	-25.89%
Transfer to Reserves	6,975,698	8,250,593	1,274,895	18.28%
Tree Maintenance	145,000	137,252	(7,748)	-5.34%
Utilities	1,047,800	813,255	(234,545)	-22.38%
Total Expenses	35,308,520	34,059,696	(1,248,824)	-3.54%
Net Total	0	1,762,654	1,762,655	100.00%

Actual vs Budget Year To Date by Fund:

Fund: - 80 - Water

Reporting Period: January, 2020 To December, 2020 (12 Months)

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
Revenues:				
Investment Income	10,000	18,995	8,995	89.95%
Other Income	18,633	22,500	3,867	20.75%
Transfer from Reserves	171,921	0	(171,921)	-100.00%
User Fees	4,922,660	5,582,398	659,738	13.40%
Total Revenues	5,123,214	5,623,893	500,679	9.77%
Expenses:				
Debt Charges	354,377	354,379	2	0.00%
Equipment and Vehicles	46,400	42,739	(3,661)	-7.89%
General Expenses	1,917,050	1,841,057	(75,993)	-3.96%
Professional and Consulting Fees	30,000	45,388	15,388	51.29%
Salaries and Wages	820,338	716,570	(103,768)	-12.65%
Salaries and Wages- Benefit Costs	266,549	245,465	(21,084)	-7.91%
Salaries and Wages-Retiree Benefit Cost	35,000	28,953	(6,047)	-17.28%
Service Maintenance	312,000	319,726	7,726	2.48%
Transfer to Current Capital	930,000	906,673	(23,328)	-2.51%
Transfer to Reserves	200,000	243,632	43,632	21.82%
Utilities	210,000	218,043	8,043	3.83%
Water Program	1,500	0	(1,500)	-100.00%
Total Expenses	5,123,214	4,962,625	(160,589)	-3.13%
Net Total	0	661,268	661,268	100.00%

Actual vs Budget Year To Date by Fund:

Fund: - 8A - WasteWater

Reporting Period: January, 2020 To December, 2020 (12 Months)

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
Revenues:				
Grants	0	0	0	0.00%
Investment Income	10,000	16,423	6,423	64.23%
Local Improvements	310,687	308,348	(2,339)	-0.75%
Other Income	55,000	294,268	239,268	435.03%
User Fees	6,110,272	6,466,216	355,945	5.83%
Total Revenues	6,485,959	7,085,255	599,297	9.24%
Expenses:				
Debt Charges	2,344,133	2,313,148	(30,985)	-1.32%
Environmental Services	522,000	289,395	(232,605)	-44.56%
General Expenses	2,401,400	2,486,417	85,017	3.54%
Professional and Consulting Fees	30,000	56,730	26,730	89.10%
Solid Waste and Landfill	0	0	0	0.00%
Transfer to Current Capital	351,674	252,533	(99,141)	-28.19%
Transfer to Reserves	324,752	440,908	116,156	35.77%
Utilities	512,000	500,819	(11,181)	-2.18%
Total Expenses	6,485,959	6,339,951	(146,008)	-2.25%
Net Total	0	745,304	745,304	100.00%

Actual vs Budget Year To Date by Budget Center

Budget Center 10-1001023-CAO

January 2020 To December 2020 (12 Months)

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
Revenues	-	40,009	40,009	100.00%
Expenses	596,438	634,903	38,464	6.45%
Net Total	(596,438)	(594,893)	1,545	0.26%

Budget Center 10-1001022-CLERKS

January 2020 To December 2020 (12 Months)

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
Revenues	24,000	19,076	(4,924)	-20.52%
Expenses	1,248,236	1,199,870	(48,366)	-3.87%
Net Total	(1,224,236)	(1,180,794)	43,442	3.55%

Budget Center 10-1001010-COUNCIL

January 2020 To December 2020 (12 Months)

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
Expenses	329,812	277,672	(52,140)	-15.81%
Net Total	(329,812)	(277,672)	52,140	15.81%

Budget Center 10-1001021-FINANCE

January 2020 To December 2020 (12 Months)

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
Revenues	122,000	58,742	(63,258)	-51.85%
Expenses	1,449,513	1,232,004	(217,510)	-15.01%
Net Total	(1,327,513)	(1,173,262)	154,252	11.62%

Actual vs Budget Year To Date by Budget Center

Budget Center 10-1001024-HUMAN RESOURCES

January 2020 To December 2020 (12 Months)

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
Expenses	363,447	333,062	(30,385)	-8.36%
Net Total	(363,447)	(333,062)	30,385	8.36%

Budget Center 10-1001025-INFORMATION TECHNOLOGY

January 2020 To December 2020 (12 Months)

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
Expenses	1,071,118	943,094	(128,024)	-11.95%
Net Total	(1,071,118)	(943,094)	128,024	11.95%

Budget Center 10-1001020-NON DEPARTMENTAL

January 2020 To December 2020 (12 Months)

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
Revenues	30,447,251	31,821,310	1,374,059	4.51%
Expenses	6,882,904	7,293,861	410,957	5.97%
Net Total	23,564,347	24,527,448	963,101	4.09%

Budget Center 10-2010000-FIRE

January 2020 To December 2020 (12 Months)

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
Revenues	46,000	128,421	82,421	179.18%
Expenses	2,216,017	2,296,438	80,422	3.63%
Net Total	(2,170,017)	(2,168,017)	2,000	0.09%

Actual vs Budget Year To Date by Budget Center

Budget Center 10-2043010-BUILDING

January 2020 To December 2020 (12 Months)

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
Revenues	520,090	1,065,438	545,348	104.86%
Expenses	520,090	982,162	462,072	88.84%
Net Total	(0)	83,276	83,276	100.00%

Budget Center 10-2020000-POLICE

January 2020 To December 2020 (12 Months)

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
Revenues	70,000	78,455	8,455	12.08%
Expenses	5,486,353	5,478,553	(7,800)	-0.14%
Net Total	(5,416,353)	(5,400,098)	16,255	0.30%

Budget Center 10-2043015-LICENSING AND ENFORCEMENT

January 2020 To December 2020 (12 Months)

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
Revenues	76,100	56,510	(19,590)	-25.74%
Expenses	450,163	437,175	(12,988)	-2.89%
Net Total	(374,063)	(380,666)	(6,603)	-1.77%

Budget Center 10-8010000-PLANNING & LEGISLATIVE SERVICES

January 2020 To December 2020 (12 Months)

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
Revenues	254,725	99,717	(155,008)	-60.85%
Expenses	1,006,298	604,417	(401,882)	-39.94%
Net Total	(751,573)	(504,699)	246,874	32.85%

Actual vs Budget Year To Date by Budget Center

Budget Center 10-7010000-RECREATION

January 2020 To December 2020 (12 Months)

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
Revenues	372,000	93,439	(278,561)	-74.88%
Expenses	783,968	455,945	(328,024)	-41.84%
Net Total	(411,968)	(362,505)	49,463	12.01%

Budget Center 10-7017000-PARKS

January 2020 To December 2020 (12 Months)

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
Revenues	13,500	15,187	1,687	12.50%
Expenses	1,439,106	1,375,058	(64,048)	-4.45%
Net Total	(1,425,606)	(1,359,871)	65,735	4.61%

Budget Center 10-7017002-FACILITIES

January 2020 To December 2020 (12 Months)

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
Revenues	392,763	295,012	(97,751)	-24.89%
Expenses	837,382	818,092	(19,290)	-2.30%
Net Total	(444,619)	(523,081)	(78,462)	-17.65%

Budget Center 10-8020000-TOURISM & CULTURE

January 2020 To December 2020 (12 Months)

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
Revenues	90,000	309,831	219,831	244.26%
Expenses	577,680	730,035	152,354	26.37%
Net Total	(487,680)	(420,203)	67,477	13.84%

Actual vs Budget Year To Date by Budget Center

Budget Center 10-7017300-LIBRO

January 2020 To December 2020 (12 Months)

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
Revenues	907,950	324,542	(583,408)	-64.26%
Expenses	2,801,785	2,240,833	(560,952)	-20.02%
Net Total	(1,893,836)	(1,916,291)	(22,456)	-1.19%

Budget Center 10-3010000-PUBLIC WORKS

January 2020 To December 2020 (12 Months)

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
Revenues	703,900	717,557	13,657	1.94%
Expenses	5,882,993	5,950,956	67,964	1.16%
Net Total	(5,179,093)	(5,233,400)	(54,307)	-1.05%

Budget Center 10-1008030-DRAINAGE

January 2020 To December 2020 (12 Months)

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
Revenues	1,268,240	699,104	(569,136)	-44.88%
Expenses	1,365,214	775,565	(589,649)	-43.19%
Net Total	(96,974)	(76,462)	20,512	21.15%

Budget Center 80-0000000-WATER DEPARTMENT

January 2020 To December 2020 (12 Months)

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
Revenues	5,123,214	5,623,893	500,679	9.77%
Expenses	5,123,214	4,962,625	(160,589)	-3.13%
Net Total	(0)	661,268	661,268	100.00%

Actual vs Budget Year To Date by Budget Center

Budget Center 80-4010000-WASTEWATER

January 2020 To December 2020 (12 Months)

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
Revenues	6,485,959	7,085,255	599,297	9.24%
Expenses	6,485,959	6,339,951	(146,008)	-2.25%
Net Total	-	745,304	745,304	100.00%



THE CORPORATION OF THE TOWN OF AMHERSTBURG
OFFICE OF THE COMMUNITY AND PROTECTIVE 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: Antionietta Giofu and Heidi Baillargeon	Report Date: May 10, 2021
Author’s Phone: 519 736-3664 ext. 2320	Date to Council: May 25, 2021
Author’s E-mail: agiofu@amherstburg.ca and hbaillargeon@amherstburg.ca	Resolution #: N/A

To: Mayor and Members of Town Council

Subject: Canadian Healthy Communities Initiative Fund Round 2 initiative

1. RECOMMENDATION:

It is recommended that:

1. Administration **BE DIRECTED** to apply for funding for **ONE** of the following projects under the Canada Healthy Communities Initiative Grant Round 2:
 - a. Project 1: Pedestrian Crossover at Simcoe Street and Victoria, **OR**
 - b. Project 2: Warren Mickle Park, **OR**
 - c. Project 3: Baseball Development at the Libro.

2. BACKGROUND:

The Government of Canada is investing \$31 million to fund small-scale infrastructure projects to create safer, more vibrant and inclusive communities.

As local communities continue to adapt to COVID-19, local governments and community partners across the country in urban, rural and remote communities are discovering new ways to keep residents safe and healthy, support economic recovery and rebuild communities to be pandemic-resilient.

Projects funded by the Healthy Communities Initiative must be in the local communities’ public interest by operating in public space and for public benefit. Projects in public space take place in any space owned or operated by a municipality, the provincial or federal governments (e.g. sidewalk, streets, parks, recreation centres) or non-commercial organizations (e.g. non-profit or educational institutions), or Indigenous communities.

Projects for the public benefit include projects serving specific communities that have been disproportionately affected by COVID-19.

All projects will be reviewed at the regional level and projects requesting funding over \$100,000 up to \$250,000 will be reviewed at the national level.

Eligible Healthy Communities Initiative projects include those that:

- respond to identified needs arising from impacts of COVID-19;
- create and adapt public spaces, programming and services for public spaces in the general public interest;
- demonstrate consideration for connections within the community; and
- serve the general public or a community disproportionately impacted by COVID-19.

The initiative is supporting projects under three main themes:

- Creating safe and vibrant public spaces
 - Projects that create or adapt existing public places such as parks, main streets, and indoor spaces that encourage safe cultural or physical activities, and local commerce.
- Improving mobility options
 - Projects that permit physical distancing through permanent or temporary changes that make it easier for people to get around in their communities, whether walking, biking, accessing public and private transit, or other modes of transportation.
- Digital solutions
 - Innovative digital projects that address changing community needs through the use of data and connected technologies.

Projects will require public consultation and input and those projects which have already gone through that process will be prioritized.

The application portal for Round One intake opened on February 9, 2021. The Town submitted an application under Round One seeking funding for Open Air Initiative related street furniture and fixtures. Unfortunately, the Town has been advised that the application has not been approved for funding.

The application period for Round Two (2) opens on May 14, 2021 and closes June 25, 2021 at 5 pm. Organizations can submit one application. This report brings forth projects that Administration believes meet the criteria for the second round of funding.

3. DISCUSSION:

Based on the review of grant criteria and eligible funding dollars, Administration recommends the following projects for Council's consideration:

Project 1: Pedestrian Crossover at Simcoe Street and Victoria

The Town has budgeted \$75,000 for the installation of a Pedestrian Crossover (PXO) at the intersection of the Simcoe Street and Victoria Street South. Simcoe Street is a two lane road under a Connecting Link agreement with the County of Essex. Under the Connecting Link Agreement, the County is responsible for the maintenance of the surface of the road and the Town is responsible for the maintenance of all over infrastructure which includes sidewalks, pathways and traffic signals. Simcoe Street is one of the main west-east arterial roads in the Town of Amherstburg which connects Amherstburg to the County of Essex road network. Victoria Street is a minor collector road and has north-south traffic from St. Arnaud Street and Pickering Street.

The installation of a PXO will improve the pedestrian traffic to the public grade school students as well as provide additional crossing for students attending the new Amherstburg Secondary School presently being constructed on Simcoe Street between Victoria Street South and Fryer Street. The increase traffic on Simcoe Street could have impacts on the ability for pedestrians to safely cross during peak traffic times. The proposed Pedestrian crossing will include improvements that provide better accessible amenities for the public and follow accessibility best practices. The improvements will include tactile plates, pedestrian button locations to better serve accessibility and audible crossing for visual disabilities. The proposed PXO will be designed and constructed to meet the requirements under Ontario Traffic Manual – Book 15 – Pedestrian Crossing Treatments.

Project 2: Warren Mickle Park

The Town has budgeted \$75,000 for park upgrades to Warren Mickle Park (Park), on the basis that public consultation be completed to assist in determining how those funds should be invested. The Park is a neighbourhood park with a largely inaccessible, single multi-event play unit at the end of its useful life expectancy. The Park is in close proximity to a tributary wetland of Big Creek and is currently impacted by high water levels. The access to the Park from the only parking lot is annually compromised by high water levels and there are no trails or pathways making the Park largely inaccessible. This Park warrants an accessible path, walkway and boardwalk from the parking lot to the play unit in order to improve accessibility. The Park is also an excellent candidate for naturalization and associated perimeter trail network. The Parks Master Plan notes a number of recommendations as follows:

1. Recommendation 10 (high priority) - Maintain a commitment to universal accessibility;
2. Recommendation 13 (high priority) - Promote opportunities for unstructured play, passive recreation and naturalization;
3. Recommendation 37 (low priority) - Remove the deteriorated backstops at Warren Mickle Park;
4. Recommendation 41 (high priority) - Short-term playground renewal efforts should focus on: Warren Mickle Park.

If the Town were successful with a grant application, Park upgrades could include improved drainage, new pathways and boardwalks for accessibility and if budget allows replacing some of the aging playground equipment.

The 2021 Budget allowance was intended to support a first phase of improvements at the Park due to funding constraints and recognizing that not all elements identified in the Parks Master Plan could be accommodated within that allowance. To implement a broader scope of improvements at the Park, a grant funding request in the amount of \$100,000 is recommended, which if approved would support total expenditures up to \$175,000 (including net HST). The nature and extent of those enhancements would be recommended to Council following public consultation and included in the funding application.

Project 3: Baseball Diamond at Libro Centre Site

The Town has budgeted \$75,000 for the development of one new baseball diamond at the Libro Centre site, which is supported by the Parks Master Plan as per Recommendation 35: (high priority) - Relocate the four (4) ball diamonds to be decommissioned at Centennial Park to the Libro Centre Credit Union. It should be noted that this request is supported by the (draft) Libro Secondary Plan which underwent public consultation with space identified for a diamond cluster supported by the existing position of the premiere and miracle league diamonds.

The approved 2021 Budget allocation is estimated to support the build of one like-for-like baseball diamond similar to those at the former Centennial Park and including clay infield, turf improvements, drainage, and outfield fencing / backstop. The recommended grant application would expand the scope of work to include accessible site furnishings and pathways leading to the diamond that would provide an accessible route to this facility. To implement a broader scope of improvements, a grant funding request in the amount of \$100,000 is recommended, which if approved would support total expenditures up to \$175,000 (including net HST).

Projects not selected for the grant application will proceed as anticipated in the 2021 Budget. If the project selected for the grant application is not awarded grant funding, it will also proceed as anticipated in the 2021 Budget, and where applicable will be considered for recommendation in future budgets for the completion of additional works.

4. RISK ANALYSIS:

There is the risk of loss of public trust in not making application for funding opportunities where available to eligible municipalities. There is also a financial risk that the municipality would have to fund the capital improvements outlined in the selected project fully should Council not approve the submission of the Canadian Healthy Communities funding application. In order to mitigate these risks it is recommended to move forward with an application for funding.

5. FINANCIAL MATTERS:

This funding program is one hundred percent (100%) funded by the Government of Canada, including eligible administrative and staffing expenses, if applicable. Administration will seek grant funding not to exceed \$100,000 for the project Council

selects, which will allow the project funding application to be considered at the regional level, without moving into a national level of completion for funding.

The projects recommended in this report, or a portion thereof, have are included in the 2021 Budget as follows:

Project 1 - Pedestrian Crossover	Budget	Estimated Actual	Difference (over)/under
Expense	\$75,000	\$75,000	\$ -
Funding:			
Taxation	\$75,000	\$ -	\$ 75,000
Federal Grant	-	75,000	(75,000)
Total Funding	\$75,000	\$75,000	\$ -

If Project 1 is applied for and awarded grant funding it is expected that the project would be completed as anticipated in the 2021 Budget and a funding surplus of \$75,000 from taxation would result.

Project 2 – Warren Mickle Park	Budget	Estimated Actual	Difference (over)/under
Expense	\$75,000	\$175,000	(\$100,000)
Funding:			
Taxation	\$75,000	\$ 75,000	\$ -
Federal Grant	-	100,000	(100,000)
Total Funding	\$75,000	\$175,000	(\$100,000)

If Project 2 is applied for and awarded grant funding it is expected that the project scope would be expanded from that anticipated in the 2021 Budget (as noted above), with the additional works to be funded by the grant.

Project 3 – Baseball Diamond at Libro Centre site	Budget	Estimated Actual	Difference (over)/under
Expense	\$75,000	\$175,000	(\$100,000)
Funding:			
Transfer from Reserve – Capital New	\$75,000	\$ 75,000	\$ -
Federal Grant	-	100,000	(100,000)
Total Funding	\$75,000	\$175,000	(\$100,000)

If Project 3 is applied for and awarded grant funding it is expected that the project scope would be expanded from that anticipated in the 2021 Budget (as noted above), with the additional works to be funded by the grant.

A project approved for grant funding under this initiative must be completed by June 2022. Administration will report back if the selected project is approved for funding under this

initiative and will outline the related financial impacts including a possible pre-commitment to the 2022 Budget if the project could not be completed in 2021.

6. CONSULTATIONS:

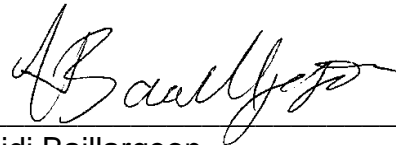
The Senior Management Team was consulted in regards to project priorities for funding. Cheryl Horrobin, Director of Corporate Services was consulted on this report.

7. CONCLUSION:

It is recommended that Council select one of the three options presented in this report and direct Administration to submit an application for Round 2 of the Canadian Healthy Communities Initiative Grant.



Antonietta Giofu
Director of Infrastructure Services



Heidi Baillargeon
**Director of Community and
Protective Services**

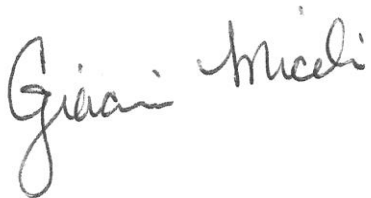
Report Approval Details

Document Title:	Canadian Healthy Communities Initiative Fund Intake 2 – Grant Application.docx
Attachments:	N/A
Final Approval Date:	May 18, 2021

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



Cheryl Horrobin



John Miceli



Paula Parker



THE CORPORATMON OF THE TOWN OF AMHERSTBURG

OFFICE OF COMMUNITY AND PROTECTIVE SERVICES

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

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

To: Mayor and Members of Town Council

Subject: Libro Centre Ice Facilities Advertising Agreements - COVID-19 Impacts and Fee Waiver

1. RECOMMENDATION:

It is recommended that:

- 1. Fees under Libro Centre ice facilities advertising agreements BE WAIVED for the period of January through August 2021 due to the impact of the COVID-19 pandemic emergency on Libro facility ice operations;
2. The Treasurer BE AUTHORIZED to issue refunds of advertising fees collected in relation to recommendation 1; and,
3. The CAO BE AUTHORIZED to approve further waivers of fees and related refunds during the period of September through December 2021 if Libro Centre ice facility operations continue to be closed due to the impact of the COVID-19 pandemic emergency.

2. BACKGROUND:

The COVID-19 pandemic has had a number of impacts on the Town and its operations and services. The Town currently has agreements with a number of local businesses for advertising at the Libro Centre ice rinks.

The Town has been approached by a number of those agreement holders to request that advertising fees be waived, and refunded where applicable, given the ongoing arena closure in 2021 due to the pandemic emergency.

The Libro Centre ice rinks were at least partly operational until December of 2020 at which time the region was moved to the Red Zone under Ontario's COVID-19 Response

Framework; which forced a shut down of the Libro facility services including ice operations. The Town has been unable to open the ice rinks for operation to date in 2021 due to Ontario emergency orders.

The advertising agreements do not have provisions related to a service interruption of this nature and extent.

3. DISCUSSION:

The closure of ice operations at the Libro facility due to the pandemic emergency has resulted in advertisers paying for, or being obligated to pay for, a service that cannot be provided in the same manner and for the same benefit anticipated in the advertising agreements.

There continues to be uncertainty around the timing for the safe reopening of the Libro Centre and its ice operations for public service. As previously reported by the CAO, Administration anticipates that the facility will continue to be closed for regular operations until at least August 2021. In addition, at this time Administration anticipates that the facility will continue to be required for use as a mass vaccination centre until August 2021.

On that basis, it is recommended that the fees due for advertising at the Libro Centre ice rinks under the agreements be waived for the period of January through August 2021. Further, given the continued uncertainty in relation to the impact of the pandemic emergency on the Town's operations and services, it is recommended that the CAO be authorized to approve any further waiver of those fees during the period from September to December 31, 2021 where appropriate.

Administration will include the review of Libro advertising opportunities and agreements in work-plans as time permits, including the review of agreement language, and will report back with any resulting recommendations requiring Council consideration.

This report excludes advertising arrangements between the 002346416 Ontario Inc (Amherstburg Admirals Hockey Club, "Club") and their advertisers, as the Town is not party to any such agreements. Administration understands that the Club has not sold advertising for 2021 in relation to the Libro Centre and that the Club is not currently under agreement with the Town for use of the Libro ice facilities.

4. RISK ANALYSIS:

Approval of the recommended fee waiver could mitigate political risk by demonstrating consideration for the impact on advertising by local businesses during reduced operations at the Libro Centre ice facilities due to the pandemic emergency.

5. FINANCIAL MATTERS:

The 2021 Budget anticipates revenue from these advertising agreements in the amount of \$25,000 for the year in the Recreation budget centre. Based on advertising commitments at the time of writing, the estimated total advertising fee revenue for 2021

(if fully collected) would be \$23,300, for a shortfall of \$1,700 **without** a fee waiver. The financial impact of waiving advertising fees for the period January through August 2021 is an additional revenue shortfall of about \$9,800.

Administration will seek to mitigate the fee waiver related revenue shortfall by applying Ontario Safe Restart Funding.

6. CONSULTATIONS:

The Director of Corporate Services and the Treasurer were consulted on the report

7. CONCLUSION:

The recommendations of this report provide for waiver of advertising fees by local businesses at the Libro Centre ice facilities in consideration of facility closures due to the pandemic emergency.



Rick Daly
Manager – Recreation Services

Report Approval Details

Document Title:	Libro Centre Ice Facilities Advertising Agreements - COVID-19 Impacts and Fee Waiver.docx
Attachments:	N/A
Final Approval Date:	May 18, 2021

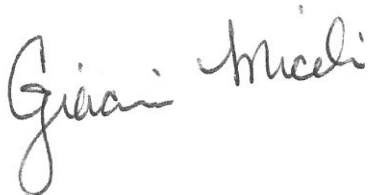
This report and all of its attachments were approved and signed as outlined below:



Heidi Baillargeon



Cheryl Horrobin



John Miceli



Paula Parker



THE CORPORATION OF THE TOWN OF AMHERSTBURG

OFFICE OF PLANNING AND DEVELOPMENT SERVICES

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

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

To: Mayor and Members of Town Council

Subject: Zoning By-law Amendment 849 Front Rd South

1. RECOMMENDATION:

It is recommended that:

- 1. By-law 2021-013 being a by-law to amend Zoning By-law No. 1999-52, to amend the zoning for the subject lands known as 849 Front Road South, be taken as having been read three times and finally passed and the Mayor and Clerk BE AUTHORIZED to sign same.

2. BACKGROUND:

On March 8, 2021 at 5:30 p.m. a statutory public meeting was held to hear public comments on the Zoning By-law Amendment for 849 Front Rd S.

The subject lands affected by the proposed amendment are described as Part of Lot 5 and Part of Lot 6, Concession 1, municipally known as part of 849 Front Road South. The property is vacant residential land and the total area subject to the rezoning is 0.29 hectares (0.71 acres). The lands are designated Low Density Residential in the Town's Official Plan.

The proposed amendment to the Zoning By-law would change the zoning for the subject lands noted above from the "Residential Second Density (R2) Zone" to "Environmental Protection (EP) Zone". The land is designated Low Density Residential in the Town's Official Plan. The parcel was the subject of applications for consent (File B/16-19/19) to sever four residential building lots. The rezoning of the subject property to EP is a condition of the consent decision and is the recommendation of the Environmental Impact Assessment completed for the entire site. The existing woodlot is already zoned as Environmental Protected (EP) zone.

3. **DISCUSSION:**

There were no public comments submitted to the Planning Division prior to the Statutory Public Meeting and there were no members of the public in attendance at the meeting. Questions and concerns were raised by members of Council during the Statutory Public Meeting. The questions and concerns are addressed in the following table.

Comment	Administration's Response
Environmental setbacks	The proposal would increase the setback from the existing woodlot an additional ten (10) meters. The area would be designated as environmental protected and would not permit building or structures on the subject lands. The zoning amendment would assist in prohibiting buildings and structures on the subject lands for current and future land owners.
Taxes on EP protected lands	The property taxes will be assessed, consideration is given from MPAC on the use of lands.
Environmental Impact Analysis (EIA)	An EIA summary was provided. The EIA was assessed on the impacts to the Southern portion of land. The additional 10 meter re-zoning provides a buffer area and maintains a larger buffer area setback to the Provincial Significant Wetland.
Environmental Impact Analysis and naturalized area left ungrouted.	The EIA summary and MECP included the requirements for a permanent wildlife barrier fence. This will assist in ensuring the lands are left naturalized.
SWM and plan of subdivision	The subject lots would be required to provide lot grading plans when applying for building permits.
Archaeology on Elliot house	A stage 1 and 2 Archaeology study was completed on the subject project. The conclusion from the archaeology study outlined no further archaeology studies are required.
Archaeology study	Concerns were raised on recent archaeology findings. Archaeology findings have been found on the North side of the woodlot. Further assessments and licensed archaeologic work is required prior to any further development on the North side of the woodlot. The Archaeology Study on the lots subject to this application have been completed and no further assessments are required.
Archaeology study requirements	The Ministry of Heritage, Sport, Tourism and Culture Industries requires an archaeology study on sites within 300m of a known high potential archaeology site. This was triggered as part of the initial Planning Act application. As part of the Planning Act application and Ministry requirements an

	Archaeology study was completed on the subject four lots under the Planning Act application.
Windsor comments Police	With regards to the comment from Windsor Police to maintain a groomed area in the buffer strip of land. The intention of the Zoning By-law Amendment is to leave the 10m undisturbed, prohibit future buildings and structures, and encroachments on the lands.
EIA-Planting of native species	Planting of native species within the naturalized buffer area. The buffer area is utilized as a separation from the woodlot and the rear of the proposed lots. The proponent would have the voluntary option of planting native species on the buffer lands.
Mitten in middle of area	The middle portion between lots 1 and 2, and in between lot 3 and 4 is already designated as EP protected area. The recommendation of the EIA did not find the encroachment from the existing home as requiring further buffer areas.
OP flood mapping	The area is located in an ERCA regulated area. Any future building or structures would be subject to permits from ERCA in regards to proposals and permits.
Council requested a copy of the Environmental Impact Assessment	The Environmental Impact Assessment (EIA) has been provided to Council in accordance with the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c. M.56

Planning Analysis

The effect of the Zoning By-law Amendment will be to provide for a 10 metre naturalized buffer area between the existing woodlot and the residential uses on the newly created lots. The “Environmental Protection (EP) Zone” will prohibit future buildings or structures on the subject buffer lands.

The application is consistent with the Provincial Policy Statement (2020), specifically Section 1.1 of PPS which speaks to managing and directing land use to achieve efficient development and land use patterns. These lots are within a settlement area.

Section 1.1.3.1 of the PPS states:

Settlement areas shall be the focus of growth and development, and their vitality and regeneration shall be promoted.

A portion of the subject lands are designated Provincially Significant Wetland. The proposed severance applications would not be within the Provincially Significant Wetland; however, they would be adjacent to the wetland. Section 2.1.8 of the PPS states:

Development and site alteration shall not be permitted on adjacent lands to the natural heritage features and areas identified in policies 2.1.4, 2.1.5, and 2.1.6 unless the ecological function of the adjacent lands has been evaluated and it has been demonstrated that there will be no negative impacts on the natural features or on their ecological functions.

An Environmental Impact Assessment (EIA) was undertaken on the subject lands to assess proposed future development. The lot lines for the four properties have been adjusted based on the results of the EIA to allow for adequate setbacks. It is recommended that the area to the rear of the lots be rezoned to Environmental Protection (EP) as a condition of this severance.

4. RISK ANALYSIS:

The recommendation presents little to no risk to the municipality. Should Council not approve the proposed application for ZBA, the consent which has been approved by the Committee of Adjustment could not be finalized. The residential building lots could then not be severed and transferred.

5. FINANCIAL MATTERS:

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

6. CONSULTATIONS:

No further consultation is required to meet the statutory requirements of the Planning Act regarding the Zoning By-law Amendment. Previous comments from consultation include:

The Essex Region Conservation Authority (ERCA) has stated that:

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

Based on the Department of Fisheries and Oceans (DFO) Species at Risk screening maps, this area has been identified as potentially having aquatic species at risk that are protected under the federal Species at Risk Act. Any proposal would need to be reviewed in accordance with the federal Fisheries Act and the Species at Risk Act, and may need a federal authorization with respect to potential fish habitat issues, depending on the proposal. We note that the previous partnership agreement between the Department of Fisheries and Oceans (DFO) and the Essex Region Conservation Authority has lapsed. DFO and Conservation Ontario are now working to develop a new Memorandum of Understanding for a partnership under the new Fisheries Protection Program. In the interim, projects will need to be self-assessed by the proponent through the DFO website

available at www.dfo-mpo.gc.ca/new-ppe/index-eng.html. Through the self-assessment process, you will be able to determine in any proposed works require a formal authorization under the federal Fisheries Act.

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

The subject property is within, and/or is adjacent to (within 120 metres of), a natural heritage feature that is identified as a significant wetland (Big Creek Marsh (ER 13)), significant woodland, significant valleyland, significant wildlife habitat under the Provincial Policy Statement (PPS).

Section 2.1.4 of the PPS, 2020 states - "Development and site alteration shall not be permitted in "significant wetlands..." and "significant coastal wetlands."

Section 2.15 of the PPS states - Development and site alterations shall not be permitted in significant woodland... and significant valleyland... and significant wildlife habitat...unless it has been demonstrated that there will be no negative impacts on the natural features or on their ecological functions.

Our information indicates that the subject property may support habitat of endangered species and threatened species. As per Section 2.1.7 of the PPS, 2020 – "Development and site alteration shall not be permitted in habitat of endangered species and threatened species, except in accordance with provincial and federal requirements". All species listed as endangered or threatened (aquatic species, plants, mammals, birds, reptiles, amphibians, etc.) as well as their related habitats, are protected under the Ontario Endangered Species Act. Prior to initiating any proposed works on this property, it is the proponent's responsibility to contact the Species at Risk Branch of the Ontario Ministry of Environment, Conservation & Parks (MECP) to ensure all issues related to the Endangered Species Act are addressed. All inquiries regarding the Endangered Species Act should be made with Permissions and Compliance Section of the MECP (e-mail address: SAROntario@ontario.ca).

Our information indicates that the subject parcel is likely to support fish habitat. As per Section 2.1.6 of the PPS, 2020 – "Development and site alteration shall not be permitted in fish habitat except in accordance with provincial and federal requirements." Inquiries regarding the applicability of fish habitat to the property should be made to the federal Fisheries and Oceans Canada website: www.dfo-mpo.gc.ca/pnw-ppe/index-eng.html.

The demonstration of no negative impact, as required by the relevant PPS policies outlined above, is most effectively accomplished through the completion of an Environmental Impact Assessment (EIA), in accordance with the EIA Guidelines published by ERCA.

We note that our office has reviewed the EIA for the proposed development, and our review is attached for your information and consideration. Based upon our review of the EIA, it is our recommendation to the Planning Authority that the proposed development may be approved subject to full implementation of all recommendations contained within the EIA.

ERCA has no objection to this application for Zoning By-law Amendment.

The County of Essex has stated that:

Please be advised that the County of Essex has reviewed the aforementioned application and the comments provided are engineering related only. This application has not been reviewed from a planning perspective. This road was formerly King's Highway 18 until it was downloaded to the County of Essex.

The minimum setback for any proposed structures on this property must be 85 feet from the center of the original ROW of County Road No. 20 for a proposed residential building or 105 feet from the centre of the right of way for a proposed commercial structure. Permits are necessary for any changes to existing entrances and structures, of the construction of new structures.

To limit multiple access points on County Road No. 20, individual entrances for proposed Lot 3 and 4 will not be permitted but the County of Essex is prepared to consolidate to one access point to serve Lot 3 & 4. Although Lot 2 has an existing access, Lot 1 and 2 should also have one access point.

The Infrastructure Services Department had no comments regarding the application.

Canada Post had no comments regarding the application.

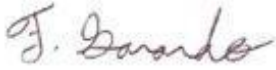
Windsor Police had stated that:

In order to ensure public safety for the outcome from the creation of the perimeter buffer strip of land on the subject property, it is important the condition of this open/natural space be maintained, at least to some degree, in a somewhat groomed manner. This is to ensure there is proper visibility maintained between the residential land uses and the adjacent woodlot. If the buffer strip is left completely unmaintained, it could become more attractive to discreet, unlawful behaviour that would be difficult to detect and address.

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7. CONCLUSION:

Administration recommends that Zoning By-law 2021-013 be approved by Council, given three readings and finally passed and the Mayor and Clerk be authorized to sign same.



Frank Garado
Manager of Planning Services

JM

DEPARTMENTS/OTHERS CONSULTED:

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

Name: Town of Amherstburg Infrastructure Services Department
Phone #: 519 736-3664 ext. 2313

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

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

Name: Union Gas
Email: ONTUGLandsINQ@uniongas.com

Name: Ontario Power Generation
Email: Executivevp.lawanddevelopment@opg.com

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

Name: Windsor Essex Catholic District School Board
Phone #: 519 253-2481

Name: Greater Essex County District School Board
Phone #: 519 255-3200

Report Approval Details

Document Title:	Zoning By-law Amendment 849 Front Rd South.docx
Attachments:	- 2021 05 10- ZBA 849 Front Rd S- ATTACHMENTS.pdf
Final Approval Date:	May 17, 2021

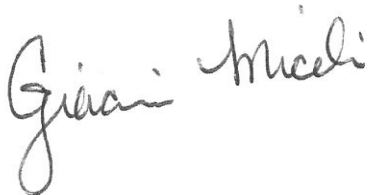
This report and all of its attachments were approved and signed as outlined below:



Nicole Rubli



Cheryl Horrobin



John Miceli



Paula Parker

CORPORATION OF THE TOWN OF AMHERSTBURG
**NOTICE OF STATUTORY PUBLIC MEETING
TO CONSIDER A ZONING BY-LAW AMENDMENT**

TAKE NOTICE that the Council of the Corporation of the Town of Amherstburg will hold a public meeting, by electronic means, on **Monday, March 8, 2021 commencing at 5:30 p.m.** in the Town of Amherstburg Council Chambers, 271 Sandwich Street South, Amherstburg, Ontario. The purpose of this meeting is to consider a proposed amendment to the Town of Amherstburg Zoning By-law 1999-52, under Section 34 of the Planning Act.

THE SUBJECT LANDS affected by the proposed amendment are described as Part of Lots 5 and 6, Concession 1, municipally known as part of 849 Front Road South. The property is vacant residential land and the total area subject to the rezoning is 0.29 hectares. (see key map below)

THE PURPOSE OF THE AMENDMENT TO ZONING BY-LAW No. 1999-52 is to change the zoning of the subject lands noted above from the **“Residential Second Density (R2) Zone”** to **“Environmental Protection (EP) Zone”**. The parcel is designated Low Density Residential in the Town’s Official Plan. The lands described above are subject to applications for consent (Files B/16-19/19). The consent applications are to create three residential building lots. The amendment is a condition of consent from the Committee of Adjustment and is the recommendation of the Environmental Impact Assessment completed for the entire site.

THE EFFECT OF THE ZONING BY-LAW AMENDMENT will be to provide for a 10 metre naturalized buffer area between the woodlot and the residential uses on the newly created lots. The **“Environmental Protection (EP) Zone”** will prohibit residential uses on these lands.

COVID-19 Emergency: During the COVID-19 Declaration of Emergency (declared by the Province of Ontario and the Town of Amherstburg under the provisions of Section 7.0.1 and Section 4(1) of the *Emergency Management and Civil Protection Act, R.S.O. 1990, c.E.9, respectively*) Town of Amherstburg Council is holding electronic meetings, and in-person meeting attendance is restricted. Any person, who wishes to make representation is required to do so in writing.

ANY PERSON may make written representation in support of or in opposition to the proposed Zoning By-law Amendment by email to the Planner, Frank Garardo at fgarardo@amherstburg.ca or in person by appointment for drop-off in the vestibule of the Libro Centre located at 3295 Meloche Road. Comments must be submitted by 4:00 p.m. on Thursday, March 4, 2021 before the hearing and will be read aloud prior to the application being heard by Council.

ANY PERSON who wishes to attend by electronic means, must register with the Clerk’s Office no later than 4:00 pm on Thursday, March 4, 2021. To register for electronic participation please email the Deputy Clerk at tfowkes@amherstburg.ca. Once you register, you will be given information on how to make your submission at the electronic meeting by electronic participation. To participate, you will need access to a computer or tablet with internet service or a telephone.

NO PERSON OR PUBLIC BODY shall be added as a party to the hearing of the appeal unless, before the bylaw was passed, the person or public body made oral submissions at a public meeting or written submissions to the Council or, in the opinion of the Local Planning Appeal Tribunal, there are reasonable grounds to add the person or public body as a party.

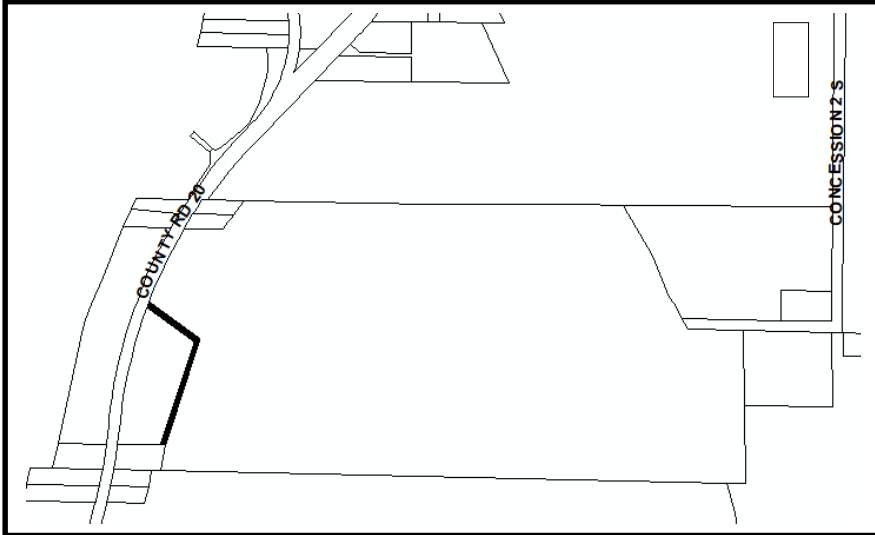
IF A PERSON OR PUBLIC BODY does not make oral submissions at a public meeting, or make written submissions to the Town of Amherstburg before the by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Local Planning Appeal Tribunal unless, in the opinion of the Tribunal, there is reasonable grounds to do so.

Information will be gathered in accordance with the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA). All comments and communications received will become part of the public record unless you expressly request the Town to remove it. If you want to learn more about why and how the Town collects your information, write to the Town Clerk’s Office, 271 Sandwich Street South, Amherstburg, ON N9V 2A5 or call 519-736-0012.

ADDITIONAL INFORMATION relating to the proposed Zoning By-law (File# ZBA/02/21) Amendment is available for inspection by calling or emailing the Planning Department Office during normal office hours, 8:30 a.m. to 4:30 p.m. The proposed Zoning By-law Amendment is also available for review on the Town of Amherstburg Website: www.amherstburg.ca. If you wish to be notified of the passage of the proposed Zoning By-law Amendment, you must make a written request to the Town at the address below. The hearing will be available for viewing by livestream by visiting www.amherstburg.ca.

DATED at the Town of Amherstburg this 10th day of February, 2021.

KEY MAPS



Frank Garardo, MCIP, RPP
Manager of Planning Services

Town of Amherstburg
Libro Centre
3295 Meloche Road
Amherstburg, Ontario N9V 2Y8
Telephone: (519) 736-5408
Fax No. (519) 736-9859
Website: www.amherstburg.ca

Information will be gathered in accordance with the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA). All comments and communications received will become part of the public record unless you expressly request the Town to remove it. If you want to learn more about why and how the Town collects your information, write to the Town Clerk's Office, 271 Sandwich Street South, Amherstburg, ON N9V 2A5 or call 519-736-0012.

Application No. Z8A/02/21

FORM 1
PLANNING ACT
APPLICATION FOR ZONING BY-LAW AMENDMENT
TOWN OF AMHERSTBURG

- 1. Name of approval authority Town of Amherstburg
- 2. Date application received by municipality December 15, 2020
- 3. Date application deemed complete by municipality January 29, 2021
- 4. Name of registered owner Capa D'Aqua Corporation c/o Luigi DiPierdomenico
 Telephone number [REDACTED]
 Address [REDACTED]
 Email [REDACTED]
 Name of registered owner's solicitor or authorized agent (if any) Dillon Consulting Limited c/o Melanie Muir
 Telephone number [REDACTED]
 Address [REDACTED]
 Email [REDACTED]

Please specify to whom all communications should be sent:

- registered owner solicitor agent

- 5. Name and address of any mortgages, charges or other encumbrances in respect of the subject land:

- 6. Location and description of subject land:

Concession No. 1 Lot(s) No. Part of Lots 5&6
 Registered Plan No. _____ Lot(s) No. _____
 Reference Plan No. _____ Part(s) No. _____
 Street Address 849 Front Road S Assessment Roll No. 3729-6000-000-2000

- 7. Size of subject parcel:

Area to be rezoned only:
 Frontage 0m Depth Irregular Area 0.29ha

- 8. Access to subject parcel:

- Municipal Road County Road Provincial Highway
- Private Road Water

If access to the subject land is **by water** only, state the parking and docking facilities used or to be used and the approximate distance between these facilities and the nearest public road

- 9. (a) Current Official Plan Land Use designation of subject land Environmental Protection
- (b) Explanation of how application conforms to the Official Plan _____

It will bring this portion of the property into compliance with the OP designation as per the request of the Committee of Adjustment and the recommendation of the EIA completed for the entire site.

(c) Does the application implement an alteration to the boundary of an area of settlement or implement a new area of settlement?

Yes No

If yes, provide details of the official plan or official plan amendment that deals with this matter:

- 10. Current Zoning of subject land RM2
- 11. Nature and extent of rezoning requested Rezone a portion of the rear of the newly created lots from RM2 to EP as per the conditions of approval of the consents
- 12. Reasons why rezoning is requested To allow for the buffer area between the woodlot and the homes to be protected, as outlined in the EIA
- 13. Current use of subject land Buffer area
- 14. Length of time current use of subject land has continued +/- 10 years
- 15. Is the subject land within an area where the municipality has pre-determined:
 - (a) minimum and maximum density requirements
 - Yes No
 - (b) minimum and maximum height requirements
 - Yes No

If yes, state the requirements _____

16. Number and type of buildings or structures **existing** on the subject land and their distance from the front lot line, rear lot line and side lot lines, their height and their dimensions/floor area:
As a result of a recent consent approvals, the lands are to be rezoned to EP and maintained as a buffer between the EP lands to the east and the proposed homes.

17. Date of construction of existing buildings and structures on the subject land:
Elliott House - +/- 150 years
Pole Barn - +/- 5 years

18. Date subject land acquired by current registered owner +/- 50 years

19. Proposed use of subject land Area to be rezoned - Buffer area; Remaining area of lots- residential

20. Number and type of buildings or structures **proposed** to be built on the subject land and their distance from the front lot line, rear lot line and side lot lines, their height and their dimensions/floor area:
Nothing to be built on the area to be rezoned. Areas to remain naturalized and act as a buffer.

21. Type of water supply:

- municipally owned and operated piped water supply
- well
- Other (specify) Note: No construction to occur on the area to be rezoned.

22. Type of sanitary sewage disposal:

- municipally owned and operated sanitary sewers
- septic system
- Other (specify) Note: No construction to occur on the area to be rezoned.

If the requested amendment permits development on a privately owned and operated individual or communal septic system and more than 4,500 litres of effluent will be produced per day as a result of the development being completed the applicant is required to submit a:

- (i) servicing options report, and
- (ii) a hydrogeological report

23. Type of storm drainage:

- sewers
- ditches
- swales
- Other (specify) Note: No construction to occur on the area to be rezoned.

24. If known, indicate whether the subject land is the subject of an application under the Planning Act for:

- consent to sever
- approval of a plan of subdivision

If known, indicate the file number and status of the foregoing application:

B/16, B/17 and B/18, B/19 - Approved August 20, 2020 and September 29, 2020

25. If known, indicate if the subject land has ever been the subject of an application for rezoning under Section 34 of the Planning Act:

N/A

If known, indicate whether the subject land has ever been the subject of a Minister's Zoning Order and, if known, the Ontario Regulation number of that order.

N/A

26. Does the requested amendment remove the subject land from an area of employment in the official plan?

- Yes
- No

If yes, state the current official plan policies, if any, dealing with the removal of land from an area of employment.

27. Is the subject land within an area where zoning with conditions may apply?

- Yes
- No

If yes, how does this application conform to the official plan policies relating to zoning with conditions?

28. Is the requested amendment consistent with policy statements issued under subsection 3(1) of the Planning Act (i.e. 2005 Provincial Policy Statement)?

Yes No

Comments Lands to be utilized as a buffer area between the woodlot and the
proposed homes to the west on newly created lots

29. Is the subject land within an area of land designated under any provincial plan or plans?

Yes No

If yes, does the requested amendment conform to or does not conflict with the provincial plan or plans?

30. Is the land associated with any natural environment area or adjacent to or abutting lands that are designated as a Wetland or Natural Environment?

Yes No

If yes, an Environmental Impact Assessment is required, for approval by the Town and Essex Region Conservation Authority, to be completed in accordance with the County of Essex Guidelines for Environmental Impact Assessments or when Council considers it appropriate, additional requirements may be made to the Guidelines in accordance with more detailed locally adopted terms of reference for an Environmental Impact Assessment.

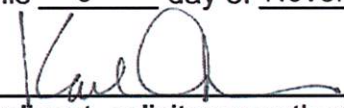
EIA was prepared and submitted as part of the Consent applications. The rezoning proposed is in keeping with the recommendations of the EIA and the conditions of the severances.

31. Will the proposed project include the addition of permanent above ground fuel storage?

Yes No

Dillon Consulting Limited
in the City of Windsor

Dated at the _____ of _____ this 8 day of November, 2020.



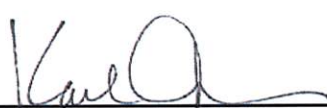
(signature of applicant, solicitor or authorized agent)


I, Karl Tanner of the City of Windsor

in the County/District/Regional Municipality of Essex solemnly declare that all the statements contained in this application are true, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath and by virtue of the Canada Evidence Act.

Dillon Consulting Limited in
the City of Windsor

Declared before me at the _____ of _____ in the _____ County
of Essex this 8 day of November, 2020.


Applicant, Solicitor or Authorized Agent


A Commissioner, etc.

Melanie Anne Muir,
a Commissioner, etc., Province of Ontario,
for Dillon Consulting Limited.
Expires May 3, 2022.

AUTHORIZATION

(Please see note below)

To: Clerk
Town of Amherstburg

Description and Location of Subject Land:

849 Front Road South

I/We, the undersigned, being the registered owner(s) of the above lands hereby authorize Dillon Consulting Limited of the City Windsor of Windsor to:

- (1) make an application on my/our behalf to the Council for the Town of Amherstburg;
- (2) appear on my behalf at any hearing(s) of the application; and
- (3) provide any information or material required by Town Council relevant to the application.

Dated at the Dillon Consulting Limited in the City of Windsor of Windsor in the City of Windsor, this 8 day of November, 2020.

[Handwritten Signature]
Signature of Witness

[Handwritten Signature]
Signature of Owner

Signature of Witness

Signature of Owner

Signature of Witness

Signature of Owner

* Note: This form is only to be used for applications which are to be signed by someone other than the owner.



CAPO D'AQUA CORPORATION
849 FRONT ROAD, TOWN OF AMHERSTBURG, ON

**PROPOSED ZONING
BY-LAW AMENDMENT**

 LANDS TO BE REZONED TO ENVIRONMENTAL PROTECTION

File Location:
c:\pw working directory\projects to 2017\32mam\d0300077\163494 - zoning amendment plan.dwg
October, 08, 2020 1:46 PM

SOURCE: COUNTY OF ESSEX AERIAL PHOTOGRAPHY (2016)

MAP/DRAWING INFORMATION
THIS DRAWING IS FOR INFORMATION PURPOSES ONLY. ALL DIMENSIONS AND BOUNDARY INFORMATION SHOULD BE VERIFIED BY AN O.L.S PRIOR TO CONSTRUCTION.

CREATED BY: KRK /MMM
CHECKED BY: MAM
DESIGNED BY: MAM & KDT

1:3,000 (11" x 17")



PROJECT: 16-3494
STATUS: DRAFT
DATE: 10/08/2020



CAPO D'AQUA CORPORATION

Environmental Impact Assessment

D'Aqua Subdivision, Town of Amherstburg, Ontario



June 2020 – 16-3494

Summary

This EIA was prepared for the proposed D'Aqua Subdivision development located east of Front Road South, bounded by Lowes Side Road to the north and Concession Road 2 South to the east (the "Study Area") within the Town of Amherstburg. The EIA will form part of an application package for submission to the Town of Amherstburg.

A review of background resources, including Land Information Ontario, the Town of Amherstburg Official Plan (2014), and the County of Essex Official Plan (2014) indicated that the majority of the land within the Project Location consists of active agricultural fields with portions of the Big Creek PSW in the west, south, and east portions of the Project Location and both Significant Valleylands and Environmentally Significant Areas in the far eastern and southwestern part of the Project Location.

Detailed field studies were conducted in 2016 and 2017, preliminary Species at Risk assessment, breeding bird surveys, vegetation survey, and wetland staking; to confirm the presence of significant natural features and ecological function within the Project Location to determine potential impacts as a result of the proposed development. The biophysical inventory confirmed the presence of PSW, Significant Woodland, SWH for two plant species, and several Candidate SWH types.

As the development is proposed outside of significant natural features and will generally be limited to the existing agricultural fields, the only minor vegetation removal would be proposed for the severance activities; and the potential for environmental impacts as a result of the proposed development is limited. A 30m buffer has been added to the PSW to protect the wetland corridor and its ecological function. In addition, a 10m buffer from Significant Woodlands (not mapped as PSW) is also proposed.

Provided the mitigation measures outlined in this EIA are followed, the proposed development should result in no residual negative impacts on the natural features or their ecological function.

**DECISION OF APPROVAL AUTHORITY
WITH REASONS RE APPLICATION FOR CONSENT**

- (a) Name of approval authority **TOWN OF AMHERSTBURG COMMITTEE OF ADJUSTMENT**
- (b) Name of applicant **RE AN APPLICATION BY (b) Capo D’Aqua Corporation, c/o Dillon Consulting Ltd.**
- (c) Brief description **LOCATION OF PROPERTY (c) 849 Front Road South (Roll No. 3729-600-000-02000)**
- (d) As set out in application **PURPOSE OF APPLICATION (d) The applicant is proposing to sever a parcel of land being 48.5 m (159.12 ft) frontage by an irregular depth with an area of 0.37 hectares (0.91 acres) for purposes of the creation of a new residential building lot. The subject property is in the Residential Second Density (R2) Zone. The severed lands currently have a storage barn on the property. The retained parcel being 278.9 m (915.03 ft) frontage and an irregular depth with an area of 47.59 hectares (117.6 acres) contains one (1) single detached dwelling and two accessory buildings.**

The severed lands will also contain the associated water lot located on Front Road South measuring 50.54 m (165.81 ft) in frontage with an irregular depth and a total area of 0.46 ha (1.14 ac). The retained water lot will have a frontage of approximately 265.63 m (871.49 ft) after the severance.
- (e) Date of decision **CONCUR in the following decision and reasons for decision made on the (e) 29th day of September, 2020.**

DECISION: APPROVED

- (f) State conditions to be satisfied before granting of consent
 1. That a Reference Plan of the subject property satisfactory to the municipality be deposited in the Registry Office; a copy to be provided to the municipality.
 2. The applicant submit to the municipality the deed, in triplicate, acceptable for registration in order that consent may be attached to the original and duplicate and a copy be provided to the municipality.
 3. Prior to the stamping of deeds, the applicant shall provide evidence that the water lots are registered in the same name and interest as the proposed inland lots and completed by consent process under the Planning Act or a legal merger satisfactory to the Municipality.
 4. That all property taxes be paid in full.
 5. That one driveway access to be shared by the two lots must be constructed to the subject properties where one does not exist. That an access permit be obtained for the shared driveway from the County of Essex and any other requirements to their satisfaction, prior to the stamping of deeds. The access shall be provided to the satisfaction of the municipality.
 6. That the portion of the subject lands identified in the Environmental Impact Assessment (EIA) as buffer lands be rezoned to Environmental Protection (EP) through a rezoning application to the Town of Amherstburg.
 7. That a parkland fee be paid to the Town of Amherstburg prior to the stamping of the deeds in an amount of \$300 per lot.
 8. That each of the severed lots will be serviced with municipal water in accordance with and under the supervision of the municipality prior to the stamping of deeds.
 9. That Council approves the development of the subject lots on private individual septic systems after the soil analysis and septic design for each of the proposed lots is completed.

10. The severance application B/16/19 is denied unless the applicant removes the existing accessory structure or is successful in obtaining a temporary use-by-law prior to the stamping of the deeds.
11. The applicant will be responsible for providing a report from a certified designer/installer that the existing private septic system serving the dwelling does not cross the property lines, that the system is in working order and that its operation will not be affected by the severance (B/16/19) prior to the stamping of the deeds.
12. That an archaeological assessment be completed by a qualified professional on the subject land prior to the stamping of the deeds, to the satisfaction of the Town of Amherstburg.
13. This consent will be deemed to be refused in accordance with the Planning Act the above noted conditions are not met within two years from the date of this notice.

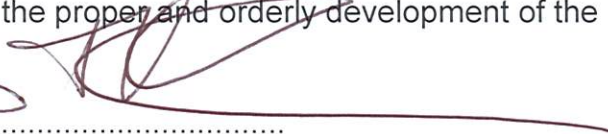
(g) State reasons for decision

REASONS FOR DECISION: (g) The request is in conformity with Section 6.1.2 of Amherstburg's Official Plan and is consistent with the Provincial Policy Statement. The applicant has performed the majority of the required studies for the two lots and received clearance from most applicable ministries and agencies. The archaeological study will be provided to the Town prior to the stamping of the deeds.


I/WE, the undersigned, in making the decision upon this application for consent, in addition to other matters, have had regard to the matters that are to be had regard to under subsection 51(4) of The Planning Act, and having considered whether a plan of subdivision of the land in accordance with Section 50 of the said Act is necessary for the proper and orderly development of the municipality.



David Cozens



Terris Buchanan



Donald Shaw



Josh Mailloux

CERTIFICATION


The Planning Act, R.S.O. 1990

(h) Name of approval authority

I, **Frank Garardo, Secretary-Treasurer** of the (h) **Town of Amherstburg** certify that the above is a true copy of the decision of the approval authority with respect to the application recorded therein.

(i) Name & address of approval authority

Dated this 1st day of October, 2020



Secretary-Treasurer
Town of Amherstburg
Committee of Adjustment
3295 Meloche Rd, Amherstburg, ON N9V 2Y8

**DECISION OF APPROVAL AUTHORITY
WITH REASONS RE APPLICATION FOR CONSENT**

- (a) Name of approval authority **TOWN OF AMHERSTBURG COMMITTEE OF ADJUSTMENT**
- (b) Name of applicant RE AN APPLICATION BY (b) **Capo D’Aqua Corporation,
c/o Dillon Consulting Ltd.**
- (c) Brief description LOCATION OF PROPERTY (c) **849 Front Road South
(Roll No. 3729-600-000-02000)**
- (d) As set out in application PURPOSE OF APPLICATION (d) The applicant is proposing to sever a parcel of land being 66.4 m (217.8 ft) frontage by an irregular depth with an area of 0.44 hectares (1.08 acres). The subject property is in the Residential Second Density (R2) Zone. The proposed severed land currently has (1) single detached dwelling and two accessory buildings. The retained parcel being 212.5 m (697.18 ft) frontage and an irregular depth with an area of 47.15 hectares (116.5 acres) contains one accessory structure.

The severed lands will also contain the associated water lot located on Front Road South measuring 68.26 m (224 ft) in frontage with an irregular depth and an area of 0.56 ha (1.38 ac). The retained water lot will have a frontage of approximately 197.37 m (647.5 ft) after the severance.
- (e) Date of decision CONCUR in the following decision and reasons for decision made on the (e) 29th day of September, 2020.

DECISION: **APPROVED**
- (f) State conditions to be satisfied before granting of consent
 1. That a Reference Plan of the subject property satisfactory to the municipality be deposited in the Registry Office; a copy to be provided to the municipality.
 2. The applicant submit to the municipality the deed, in triplicate, acceptable for registration in order that consent may be attached to the original and duplicate and a copy be provided to the municipality.
 3. Prior to the stamping of deeds, the applicant shall provide evidence that the water lots are registered in the same name and interest as the proposed inland lots and completed by consent process under the Planning Act or a legal merger satisfactory to the Municipality.
 4. That all property taxes be paid in full.
 5. That one driveway access to be shared by the two lots must be constructed to the subject properties where one does not exist. That an access permit be obtained for the shared driveway from the County of Essex and any other requirements to their satisfaction, prior to the stamping of deeds. The access shall be provided to the satisfaction of the municipality.
 6. That the portion of the subject lands identified in the Environmental Impact Assessment (EIA) as buffer lands be rezoned to Environmental Protection (EP) through a rezoning application to the Town of Amherstburg.
 7. That a parkland fee be paid to the Town of Amherstburg prior to the stamping of the deeds in an amount of \$300 per lot.
 8. That each of the severed lots will be serviced with municipal water in accordance with and under the supervision of the municipality prior to the stamping of deeds.
 9. That Council approves the development of the subject lots on private individual septic systems after the soil analysis and septic design for each of the proposed lots is completed.

10. The severance application B/16/19 is denied unless the applicant removes the existing accessory structure or is successful in obtaining a temporary use-by-law prior to the stamping of the deeds.
11. The applicant will be responsible for providing a report from a certified designer/installer that the existing private septic system serving the dwelling does not cross the property lines, that the system is in working order and that its operation will not be affected by the severance (B/16/19) prior to the stamping of the deeds.
12. That an archaeological assessment be completed by a qualified professional on the subject land prior to the stamping of the deeds, to the satisfaction of the Town of Amherstburg.
13. This consent will be deemed to be refused in accordance with the Planning Act the above noted conditions are not met within two years from the date of this notice.

(g) State reasons for decision REASONS FOR DECISION: (g) The request is in conformity with Section 6.1.2 of Amherstburg's Official Plan and is consistent with the Provincial Policy Statement. The applicant has performed the majority of the required studies for the two lots and received clearance from most applicable ministries and agencies. The archaeological study will be provided to the Town prior to the stamping of the deeds.

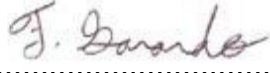
I/WE, the undersigned, in making the decision upon this application for consent, in addition to other matters, have had regard to the matters that are to be had regard to under subsection 51(4) of The Planning Act, and having considered whether a plan of subdivision of the land in accordance with Section 50 of the said Act is necessary for the proper and orderly development of the municipality.

.....
David Cozens Terris Buchanan

..... ORIGINAL DOCUMENT SIGNED
Donald Shaw Josh Mailloux

CERTIFICATION
The Planning Act, R.S.O. 1990

(h) Name of approval authority I, **Frank Garardo, Secretary-Treasurer** of the (h) **Town of Amherstburg** certify that the above is a true copy of the decision of the approval authority with respect to the application recorded therein.

(i) Name & address of approval authority Dated this 1st day of October, 2020 
.....
Secretary-Treasurer
Town of Amherstburg
Committee of Adjustment
3295 Meloche Rd, Amherstburg, ON N9V 2Y8

**DECISION OF APPROVAL AUTHORITY
WITH REASONS RE APPLICATION FOR CONSENT**

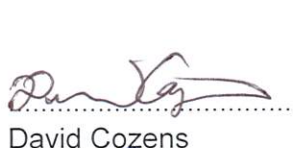
- (a) Name of approval authority **TOWN OF AMHERSTBURG COMMITTEE OF ADJUSTMENT**
- (b) Name of applicant **RE AN APPLICATION BY (b) Capo D'Aqua Corporation c/o Dillon Consulting Ltd**
- (c) Brief description **LOCATION OF PROPERTY (c) 849 Front Road South (Roll No. 3729-600-000-02000 & 02050)**
- (d) As set out in application **PURPOSE OF APPLICATION (d)**
 B/18/19 (Lot 3): Purpose of Application: The applicant is proposing to sever a parcel of land being 38.02 m (124.7 ft) frontage by an irregular depth with an area of 0.36 hectares (0.89 acres) for purposes of the creation of a new residential building lot for the construction of a single detached dwelling. The subject property is in the Residential Second Density (R2) Zone. The retained parcel being 256.38 m (841.14 ft) frontage and an irregular depth with an area of 47.51 hectares (117.4 acres) is vacant land.
 The severed lands will also contain the associated water lot located on Front Road South measuring 42.81 m (140.45 ft) in frontage with an irregular depth and an area of 0.34 ha (0.84 ac). The retained water lot will have a frontage of approximately 244.39 m (801.8 ft) after the severance.
 B/19/19 (Lot 4): Purpose of Application: The applicant is proposing to sever a parcel of land being 43.93 m (144.12 ft) frontage by an irregular depth with an area of 0.36 hectares (0.89 acres) for purposes of the creation of a new residential building lot for the construction of a single detached dwelling. The subject property is in the Residential Second Density (R2) Zone. The retained parcel being 212.45 m (697 ft) frontage and an irregular depth with an area of 47.15 hectares (116.5 acres) is vacant land.
 The severed lands will also contain the associated water lot located on Front Road South measuring 47.02 m (154.27 ft) in frontage with an irregular depth and an area of 0.37 ha (0.91 ac). The retained water lot will have a frontage of approximately 197.37 m (647.54 ft) after the severance.
- (e) Date of decision **CONCUR in the following decision and reasons for decision made on the (e) 28th day of July, 2020.**
- DECISION: APPROVED**
- (f) State conditions to be satisfied before granting of consent **CONDITIONS - This decision has been made subject to the following condition: (f)**
1. That a Reference Plan of the subject property satisfactory to the municipality be deposited in the Registry Office; a copy to be provided to the municipality.
 2. The applicant submit to the municipality the deed, in triplicate, acceptable for registration in order that consent may be attached to the original and duplicate and a copy be provided to the municipality.
 3. Prior to the stamping of deeds, the applicant shall provide evidence that the water lots are registered in the same name and interest as the proposed inland lots and completed by consent process under the Planning Act or a legal merger satisfactory to the Municipality.
 4. That all property taxes be paid in full.
 5. That one driveway access to be shared by the two lots must be constructed to the subject properties where one does not exist. That an access permit be obtained for the shared driveway from the County of Essex and any other requirements to their satisfaction, prior to the stamping of deeds. The access shall be provided to the satisfaction of the municipality.
 6. That an assessment apportionment for any and all drains affected by the severance is completed in accordance with the provisions of the Drainage Act and that all costs associated with said apportionment are paid by the applicant.
 7. That the portion of the subject lands identified in the Environmental Impact Assessment (EIA) as buffer lands be rezoned to Environmental Protection (EP) through a rezoning application to the Town of Amherstburg.
 8. That a parkland fee be paid to the Town of Amherstburg prior to the stamping of the deeds in an amount of \$300 per lot.
 9. That each of the severed lots will be serviced with municipal water in accordance with and under the supervision of the municipality prior to the stamping of deeds.
 10. That Council approves the development of the subject lots on private individual septic systems after the soil analysis and septic design for each of the proposed lots is completed.
 11. That the applicant enters into an agreement satisfactory to the Corporation of the Town of Amherstburg requiring that the subject property be required to hook into a sanitary sewer system should it become available. The subject agreement to be registered on title.
 12. That the applicant be required to install fire hydrants meeting the requirements of the Town of Amherstburg, at the expense of the applicant.

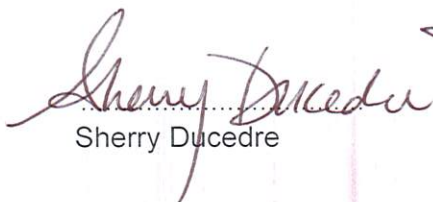
13. This consent will be deemed to be refused in accordance with the Planning Act the above noted conditions are not met within one year from the date of this notice.

(g) State reasons for decision

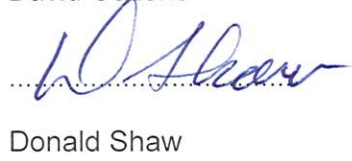
REASONS FOR DECISION: (g) The request is in conformity with Sections 6.1.2 and 6.1.2(6) of Amherstburg's Official Plan and is consistent with the Provincial Policy Statement. The applicant has performed all required studies for the two lots and received clearance from all applicable ministries and agencies.

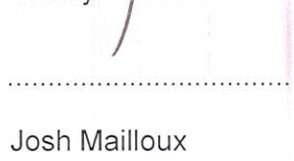
I/WE, the undersigned, in making the decision upon this application for consent, in addition to other matters, have had regard to the matters that are to be had regard to under subsection 51(4) of The Planning Act, and having considered whether a plan of subdivision of the land in accordance with Section 50 of the said Act is necessary for the proper and orderly development of the municipality.


.....
David Cozens


.....
Sherry Ducedre


.....
Terris Buchanan


.....
Donald Shaw


.....
Josh Mailloux

CERTIFICATION

The Planning Act, R.S.O. 1990

(h) Name of approval authority

I, **Frank Garardo, Secretary-Treasurer** of the (h) **Town of Amherstburg** certify that the above is a true copy of the decision of the approval authority with respect to the application recorded therein.

(i) Name & address of approval authority

Dated this 29th day of July, 2020



.....
Secretary-Treasurer
Town of Amherstburg
Committee of Adjustment
271 Sandwich St S, Amherstburg, ON N9V 2A5

Darrah Drain. Frank Garardo read the conditions of the consent and Mr. Wismer acknowledged the conditions.

The following resolution was put forth:

That application B/24/20 be approved subject to the following conditions:

11. That a Reference Plan of the subject property satisfactory to the municipality be deposited in the Registry Office; a copy to be provided to the municipality.
12. The applicant submit to the municipality the deed, in triplicate, acceptable for registration in order that consent may be attached to the original and duplicate and a copy be provided to the municipality.
13. That all property taxes be paid in full.
14. That it be noted on the title of the lands that only one connection will be permitted through the easement to the Darrah Drain.
15. This consent will be deemed to be refused in accordance with the Planning Act if the above noted conditions are not met within one year from the date of this notice.

Moved by: Terris Buchanan

Seconded by: Don Shaw

-carried-

Reasons of Committee – The request is in conformity with Sections 6.1.2 and 6.1.2(6) of Amherstburg's Official Plan and is consistent with the Provincial Policy Statement. The severance is for easements for drainage purposes and no new lots are proposed.

6.10 Application B/16-19/19 – Capo D'Aqua c/o Dillon Consulting Ltd. – 849 Front Road South (Roll No. 3729-600-000-02000 & 02050)

Public in Attendance: Melanie Muir (Dillon Consulting)

B/16/19 (Lot 1): Purpose of Application: The applicant is proposing to sever a parcel of land being 48.5 m (159.12 ft) frontage by an irregular depth with an area of 0.37 hectares (0.91 acres) for purposes of the creation of a new residential building lot. The subject property is in the Residential Second Density (R2) Zone. The severed lands currently have a storage barn on the property. The retained parcel being 360.8 m (1183.7 ft) frontage and an irregular depth with an area of 48.31 hectares (119.38 acres) contains one (1) single detached dwelling and two accessory buildings.

The severed lands will also contain the associated water lot located on Front Road South measuring 50.54 m (165.81 ft) in frontage with an irregular depth and a total area of 0.46 ha (1.14 ac). The retained water lot will have a frontage of approximately 355.46 m (1166.2 ft) after the severance.

B/17/19 (Lot 2): Purpose of Application: The applicant is proposing to sever a parcel of land being 66.4 m (217.8 ft) frontage by an irregular depth with an area of 0.44 hectares (1.08 acres). The subject property is in the Residential Second Density (R2) Zone. The proposed severed land currently has (1) single detached dwelling and two accessory buildings. The retained parcel being 294.4 m (965.9 ft) frontage and an irregular depth with an area of 47.87 hectares (118.3 acres) contains one accessory structure.

The severed lands will also contain the associated water lot located on Front Road South measuring 68.26 m (224 ft) in frontage with an irregular depth and an area of 0.56 ha (1.38 ac). The retained water lot will have a frontage of approximately 287.2 m (942.3 ft) after the severance.

B/18/19 (Lot 3): Purpose of Application: The applicant is proposing to sever a parcel of land being 38.02 m (124.7 ft) frontage by an irregular depth with an area of 0.36 hectares (0.89 acres) for purposes of the creation of a new residential building lot for the construction of a single detached dwelling. The subject property is in the Residential

Second Density (R2) Zone. The retained parcel being 256.38 m (841.14 ft) frontage and an irregular depth with an area of 47.51 hectares (117.4 acres) is vacant land.

The severed lands will also contain the associated water lot located on Front Road South measuring 42.81 m (140.45 ft) in frontage with an irregular depth and an area of 0.34 ha (0.84 ac). The retained water lot will have a frontage of approximately 244.39 m (801.8 ft) after the severance.

B/19/19 (Lot 4): Purpose of Application: The applicant is proposing to sever a parcel of land being 43.93 m (144.12 ft) frontage by an irregular depth with an area of 0.36 hectares (0.89 acres) for purposes of the creation of a new residential building lot for the construction of a single detached dwelling. The subject property is in the Residential Second Density (R2) Zone. The retained parcel being 212.45 m (697 ft) frontage and an irregular depth with an area of 47.15 hectares (116.5 acres) is vacant land.

The severed lands will also contain the associated water lot located on Front Road South measuring 47.02 m (154.27 ft) in frontage with an irregular depth and an area of 0.37 ha (0.91 ac). The retained water lot will have a frontage of approximately 197.37 m (647.54 ft) after the severance.

The following correspondence was received from the various agencies and residents circulated:

- i) Letter dated July 21, 2020 from the Essex Region Conservation Authority stating:

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

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

We further recommend that the stormwater management analysis be completed to the satisfaction of the Municipality. We do not require further consultation on this file with respect to stormwater management.

The subject property is within, and/or is adjacent to (within 120 metres of), a natural heritage feature that is identified as a significant wetland (Big Creek Marsh (ER 13)), significant woodland, significant valleyland, significant wildlife habitat under the Provincial Policy Statement (PPS, 2020). As per the policies of the Town of Amherstburg Official Plan, an Environmental Impact Assessment was required to be completed to support the applications for consent. ERCA provided the Town with a Terms of Reference for an EIA and completed a review of the submitted EIA-6-19 as completed by Dillon Consulting Limited. The final recommendations of the EIA from Dillon were deemed to be acceptable in meeting the requirements of the ERCA EIA Guidelines and Town of Amherstburg EIA policies for development. The final recommendation of the EIA was that the consent applications could be approved subject to full implementation of all Environmental Impact Assessment recommendations.

ERCA recommends that should the recommendations of the EIA be implemented by the Planning Authority the applications for consent would be consistent with natural heritage policies of the PPS, the Town of Amherstburg, and ERCA EIA Guidelines.

ERCA requests to receive a copy of the Notice of Decision for this application.

- ii) Email dated July 22, 2020 from the Windsor Police Department stating that:

The Windsor Police Service has no concerns or objections with the variances being sought for allowing a severance. No public safety problems are anticipated from this.

- iii) Email dated July 13, 2020 from the Fire Department stating:
Fire is requesting that a fire hydrant meeting the requirements of the Town of Amherstburg be installed, paid for by the applicant. The fire hydrant is to be installed mid- point between the existing fire hydrants North and South of the proposed lot severances.
- iv) Email dated July 20, 2020 from the Engineering & Public Works Department stating:
 - *Individual water service connection required for each new lot*
 - *No Sanitary sewers, septic field required for each new lot. Additionally, the applicant should be aware that, in the future, should a sanitary sewer collection system be constructed along Front Road South, each of the lots described under this application will be required to connect and be serviced by said sanitary sewer.*
 - *Based on the proposal, Lots 1,3 and 4 will require separate driveway accesses from County Road 20 (Front Road South). This will require necessary review and approvals from the County of Essex.*
- v) Email dated July 15, 2020 from the Building Department stating:
 - *To ensure that all the lots can accommodate a septic system for a single family dwelling*
 - *To ensure proper requirements for fire hydrants*
- vi) Letter from the County of Essex dated July 20, 2020 stating:
Please be advised that the County of Essex has reviewed the aforementioned applications and the comments provided are engineering related only. These applications have not been reviewed from a planning perspective. This road was formerly King's Highway 18 until it was downloaded to the County of Essex. The minimum setback for any proposed structures on this property must be 85 feet from the center of the original ROW of County Road No. 20 for a proposed residential structure and 105 feet from the centre of the right of way for a proposed commercial structure.
Permits are necessary for any changes to existing entrances and structures, of the construction of new structures.
Individual entrance for proposed Lot 3 and 4 will not be permitted but the County of Essex will be prepared to consider one mutual entrance to serve Lot 3 & 4. Although Lot 2 has an existing access, mutual entrance should also be considered for lot 1 and 2.
We are requesting a copy of the Decision of the aforementioned applications. Should these applications be approved we are requesting a copy of the revised survey plan of the subject lands to update our mapping records. Thank you for your assistance and cooperation in this matter.
- vii) Planning Report dated July 21, 2020 from Frank Garardo, Secretary Treasurer and Sarah French, Planner.

Committee Discussion:

The Chair introduced the application and the Planner, Frank Garardo read the purpose of the application. The Chair asked the applicant to speak to the application. Melanie Muir of Dillon Consulting presented the concept of the application. Ms. Muir stated that a plan of subdivision is being prepared for the remainder of the subject lands. The proposed fences were discussed. There will be fences placed around the lots to prevent owners from entering the environmentally protected lands. The fences will be privately maintained and must meet the requirements of ERCA. The maintenance of the fences will be registered on the title for the lands and the buffer lands will remain with the retained lots

and will be dealt with during the Draft Plan of Subdivision stage.

The status of the Elliot house on Lot 2 was discussed. The house is a property of interest and an archaeological study has not been completed for Lots 1 or 2.

Additional conditions were discussed including ensuring the applicants install fire hydrants to the satisfaction of the Fire Department and ensuring the future property owners are aware that they will be required to tie into sanitary systems if they are ever installed in the area.

The water lots were discussed. The water lots are zoned Environmental Protection (EP) Zone and the owners will not be permitted to build on the lots. They will be permitted docks and ramps, with permission from ERCA. It was discussed whether the zoning restrictions should be noted in the conditions. The zoning restrictions were not noted in the conditions as they will be reviewed prior to any building permits being issued. Water service on the water lots was also discussed. Todd Hewitt from Engineering and Public Works stated that they would issue a water permit for water service if requested. Individuals may have water service on the lots, however this does not give them permission to build dwellings.

The entrance from the County Road to the proposed lots was discussed. The County of Essex approved combined driveways for lots 3 and 4 and lots 1 and 2, the conditions should reflect the County of Essex's permissions. It was discussed about whether the water lots should be restricted from having driveways. It was determined that it would be up to the County of Essex to decide if the water lots could have driveways and that the conditions should not reflect this.

Stormwater management was discussed for the four lots. Melanie Muir stated that the stormwater management report is underway for the subdivision and the lots would be required to provide grading information at the time of building permit. Stormwater management depends on what is being built and cannot be addressed on the four lots as it is unknown what is being built at this time. Stormwater would be addressed during the building permit stage.

The Committee decided to address lots 3 and 4 first and requested the change in the conditions as referenced above. Frank Garardo read the conditions and the applicant acknowledged understanding of the conditions.

The Committee then addressed lots 1 and 2 and discussed the proposed holding symbol for the properties. Melanie Muir stated that the applicant does not wish to do the archaeological study for the two lots as it would be very expensive and there is high likelihood of archaeological significance which will result in a multi phased study. She stated that a holding symbol will ensure that the future purchasers of the lot are aware that archaeological is required and that they will not be able to change the use of the lots without the study. The designation of the Elliot house on lot 2 was discussed. It was stated that the archaeological work should be done before the lots are separated, as the onus for studies should be put on the applicant, not future land owners, and the Elliot house severance should be brought to the Heritage Committee for input.

The idea of the holding symbol was discussed further. The holding symbol would allow the uses to continue as is but would restrict any permits being issued. The idea of the holding symbol was not supported by the Committee members.

The designation on the property was discussed. The property is designated as a property of interest which requires that the owners notify Council 60 days in advance of demolition. The prospect of designating the property was discussed. Designation requires a full review of the property and the cost would be borne by the applicant. The cost can vary depending on what is found on the site.

The barn on the proposed lot 1 was discussed. Melanie Muir stated that the applicant is open to applying for a temporary use by-law to permit the barn to remain on the property for up to 3 years without a main dwelling. Melanie Muir was aware that the studies would be required prior to any dwelling being built on the lot and that the by-law would expire after 3 years, at which point a dwelling would be required on the lot or the barn would have to be demolished.

The Chair suggested that the application be referred to the Heritage Committee for further comment and requested further administration opinion on the holding symbol.

The following resolution was put forth:

That application B/18 and 19/19 be approved subject to the following conditions:

1. That a Reference Plan of the subject property satisfactory to the municipality be deposited in the Registry Office; a copy to be provided to the municipality.
2. The applicant submit to the municipality the deed, in triplicate, acceptable for registration in order that consent may be attached to the original and duplicate and a copy be provided to the municipality.
3. Prior to the stamping of deeds, the applicant shall provide evidence that the water lots are registered in the same name and interest as the proposed inland lots and completed by consent process under the Planning Act or a legal merger satisfactory to the Municipality.
4. That all property taxes be paid in full.
5. That one driveway access to be shared by the two lots must be constructed to the subject properties where one does not exist. That an access permit be obtained for the shared driveway from the County of Essex and any other requirements to their satisfaction, prior to the stamping of deeds. The access shall be provided to the satisfaction of the municipality.
6. That an assessment apportionment for any and all drains affected by the severance is completed in accordance with the provisions of the Drainage Act and that all costs associated with said apportionment are paid by the applicant.
7. That the portion of the subject lands identified in the Environmental Impact Assessment (EIA) as buffer lands be rezoned to Environmental Protection (EP) through a rezoning application to the Town of Amherstburg.
8. That a parkland fee be paid to the Town of Amherstburg prior to the stamping of the deeds in an amount of \$300 per lot.
9. That each of the severed lots will be serviced with municipal water in accordance with and under the supervision of the municipality prior to the stamping of deeds.
10. That Council approves the development of the subject lots on private individual septic systems after the soil analysis and septic design for each of the proposed lots is completed.
11. That the applicant enters into an agreement satisfactory to the Corporation of the Town of Amherstburg requiring that the subject property be required to hook into a sanitary sewer system should it become available. The subject agreement to be registered on title.
12. That the applicant be required to install fire hydrants meeting the requirements of the Town of Amherstburg, at the cost of the applicant.
13. This consent will be deemed to be refused in accordance with the Planning Act the above noted conditions are not met within one year from the date of this notice.

Moved by: Terris Buchanan

Seconded by: Don Shaw

-carried-

Reasons of Committee – The request is in conformity with Sections 6.1.2 and 6.1.2(6) of Amherstburg's Official Plan and is consistent with the Provincial Policy Statement. The applicant has performed all required studies for the two lots and received clearance from all applicable ministries and agencies.

That application B/16 and 17/19 be referred to the Heritage Committee for further comment at the soonest possible meeting.

Moved by: Terris Buchanan

Seconded by: Sherry Ducedre

-carried-

Reasons of Committee – The Committee felt that they needed more information to approve the severance of the Elliot House and that the Heritage Committee should comment on the proposed severances.

That application B/25/20 be approved with the following conditions:

1. That a Reference Plan of the subject property satisfactory to the municipality be deposited in the Registry Office; an electronic and paper copy to be provided to the municipality.
2. The applicant submit to the municipality the deed, in triplicate, acceptable for registration in order that consent may be attached to the original and duplicate and a copy be provided to the municipality.
3. Subsection 3 of Section 50 of the Planning Act applies to any subsequent conveyance or transaction of or in relation to the parcels of land being the subject of the consent (severed and retained parcels).
4. That prior to the stamping of deeds the owner is to provide satisfactory evidence that the adjacent parcel is under merger and common ownership relative to the parcels which are the subject of the consent.
5. That all property taxes be paid in full.
6. That an assessment apportionment for any and all drains affected by the severance be completed in accordance with the provisions of the Drainage Act and that all costs associated with said apportionment be paid by the applicant.
7. This consent will be deemed to be refused in accordance with the Planning Act if the above noted conditions are not met within one year from the date of this notice.

Moved by: Josh Mailloux

Seconded by: Terris Buchanan

-carried-

	Yes/Concur	No/Not Concur
Terris Buchanan	X	
Anthony Campigotto	Absent	Absent
Josh Mailloux	X	
Donald Shaw (VC)	X	
David Cozens (CH)	X	

Reasons of Committee – The request is in conformity with Sections 6.1.2 and 6.1.2(6) of Amherstburg's Official Plan and is consistent with the Provincial Policy Statement. The properties are both considered undersized agricultural lots in the Town's Zoning By-law 1999-52, as amended, which does not require a minimum lot size. The minor adjustments of lot lines in the agricultural areas of the Town is supported by the Official Plan and consistent with the Provincial Policy Statement.

6.2 Applications B/16/19 & B/17/19 – Capo D'Aqua c/o Dillon Consulting Ltd, Agent – 849 Front Road South (Roll No. 3729-600-000-02000 & 02050)

Public in Attendance: Melanie Muir

B/16/19: The applicant is proposing to sever a parcel of land being 48.5 m (159.12 ft) frontage by an irregular depth with an area of 0.37 hectares (0.91 acres) for purposes of the creation of a new residential building lot. The subject property is in the Residential Second Density (R2) Zone. The severed lands currently have a storage barn on the property. The retained parcel being 278.9 m (915.03 ft) frontage and an irregular depth with an area of 47.59 hectares (117.6 acres) contains one (1) single detached dwelling and two accessory buildings.

The severed lands will also contain the associated water lot located on Front Road South measuring 50.54 m (165.81 ft) in frontage with an irregular depth and a total area of 0.46 ha (1.14 ac). The retained water lot will have a frontage of approximately 265.63 m (871.49 ft) after the severance.

B/17/19: The applicant is proposing to sever a parcel of land being 66.4 m (217.8 ft) frontage by an irregular depth with an area of 0.44 hectares (1.08 acres). The subject property is in the Residential Second Density (R2) Zone. The proposed severed land

currently has (1) single detached dwelling and two accessory buildings. The retained parcel being 212.5 m (697.18 ft) frontage and an irregular depth with an area of 47.15 hectares (116.5 acres) contains one accessory structure.

The severed lands will also contain the associated water lot located on Front Road South measuring 68.26 m (224 ft) in frontage with an irregular depth and an area of 0.56 ha (1.38 ac). The retained water lot will have a frontage of approximately 197.37 m (647.5 ft) after the severance.

The following correspondence was received from the various agencies and residents circulated:

- i) Letter dated July 21, 2020 from the Essex Region Conservation Authority stating:

The above noted lands are subject to our Development, Interference with Wetlands and Alteration to Shorelines and Watercourses Regulation under the Conservation Authorities Act (Ontario Regulation No. 158/06). The parcel falls within the regulated area of the Big Creek and Detroit River. The property owner will be required to obtain a Permit and/or Clearance from the Essex Region Conservation Authority prior to any construction or site alteration or other activities affected by Section 28 of the Conservation Authorities Act. ERCA has concerns with the potential impact of the quality and quantity of runoff in the downstream watercourse due to the proposed development on this site. ERCA recommends that stormwater quality and stormwater quantity will need to be addressed up to and including the 1:100 year storm event and be in accordance with the guidance provided by the Stormwater Management Planning and Guidance Manual, prepared by the Ministry of the Environment (MOE, March 2003) and the "Windsor-Essex Region Stormwater Management Standards Manual".

We further recommend that the stormwater management analysis be completed to the satisfaction of the Municipality. We do not require further consultation on this file with respect to stormwater management.

The subject property is within, and/or is adjacent to (within 120 metres of), a natural heritage feature that is identified as a significant wetland (Big Creek Marsh (ER 13)), significant woodland, significant valleyland, significant wildlife habitat under the Provincial Policy Statement (PPS, 2020). As per the policies of the Town of Amherstburg Official Plan, an Environmental Impact Assessment was required to be completed to support the applications for consent. ERCA provided the Town with a Terms of Reference for an EIA and completed a review of the submitted EIA-6-19 as completed by Dillon Consulting Limited. The final recommendations of the EIA from Dillon were deemed to be acceptable in meeting the requirements of the ERCA EIA Guidelines and Town of Amherstburg EIA policies for development. The final recommendation of the EIA was that the consent applications could be approved subject to full implementation of all Environmental Impact Assessment recommendations.

ERCA recommends that should the recommendations of the EIA be implemented by the Planning Authority the applications for consent would be consistent with natural heritage policies of the PPS, the Town of Amherstburg, and ERCA EIA Guidelines.

ERCA requests to receive a copy of the Notice of Decision for this application.

- ii) Email dated September 23, 2020 from the Windsor Police Department stating that:

The Windsor Police Service has no concerns or objections with the variances being sought to permit land severances for creating new residential lots as the outcome will not result in a negative public safety impact.

- iii) Email dated July 13, 2020 from the Fire Department stating:

Fire is requesting that a fire hydrant meeting the requirements of the Town of Amherstburg be installed, paid for by the applicant. The fire hydrant is to be installed mid- point between the existing fire hydrants North and South of the proposed lot severances.

- iv) Email dated September 17, 2020 from the Engineering & Public Works

Department stating:

- *Individual water service connection required for each new lot*
 - *No Sanitary sewers, septic field required for each new lot. Additionally, the applicant should be aware that, in the future, should a sanitary sewer collection system be constructed along Front Road South, each of the lots described under this application will be required to connect and be serviced by said sanitary sewer.*
 - *Based on the proposal, Lots 1 will require separate driveway accesses from County Road 20 (Front Road South). This will require necessary review and approvals from the County of Essex. Should driveway access be required for water lot portions, County approval will also be required.*
- v) Email dated July 15, 2020 from the Building Department stating:
- *To ensure that all the lots can accommodate a septic system for a single family dwelling*
 - *To ensure proper requirements for fire hydrants*
- vi) Letter from the County of Essex dated September 22, 2020 stating:
- Please be advised that the County of Essex has reviewed the aforementioned applications and the comments provided are engineering related only. These applications have not been reviewed from a planning perspective. This road was formerly King's Highway 18 until it was downloaded to the County of Essex. The minimum setback for any proposed structures on this property must be 85 feet from the center of the original ROW of County Road No. 20 for a proposed residential structure and 105 feet from the centre of the right of way for a proposed commercial structure.*
- Permits are necessary for any changes to existing entrances and structures, of the construction of new structures.*
- Individual entrance for proposed Lot 3 and 4 will not be permitted but the County of Essex will be prepared to consider one mutual entrance to serve Lot 3 & 4. Although Lot 2 has an existing access, mutual entrance should also be considered for lot 1 and 2.*
- We are requesting a copy of the Decision of the aforementioned applications. Should these applications be approved we are requesting a copy of the revised survey plan of the subject lands to update our mapping records. Thank you for your assistance and cooperation in this matter.*
- vii) Planning Report dated September 21, 2020 from Frank Garardo, Secretary Treasurer and Sarah French, Planner.

Committee Discussion:

The Chair introduced the application and the Planner, Frank Garardo read the purpose of the application. Melanie Muir from Dillon Consulting presented the concept of the application. The Chair mentioned a few discrepancies in the applications and the staff report that mentions four lots rather than two. Since the two proposed lots were deferred from the original application of four severed lots, the report and applications still mentioned four lots. The applicant agreed to amend the applications. The report was also amended to state that the Sarah Elliot house was approved as a property of interest. The Committee members had a discussion about whether a holding symbol on the property would protect the house from demolition and if it would protect any items of archaeological significance. The details of the current archaeological investigation were questioned. Melanie Muir stated that there have been some items of significance found on the north side of the creek and that the consultants are currently going through a Stage 3 investigation. The two lots that were severed on July 13, 2020 were part of the archaeological assessment and were cleared by the Ministry. The Committee had a discussion on whether the current owner of the land should be required to complete the archaeological study or if the onus of the study should be placed on the property purchaser. The intentions for Lot 1 were questioned. Lot 1 currently has a pole barn on it. Melanie Muir stated that the owner plans to maintain pole barn for a couple of years and may sell the lot in the future. The removal of the pole barn was discussed and it was determined that a temporary use zoning by-law amendment would be required in order to have the pole barn remain on the property without a main use. The archaeological

study was further discussed. It was determined that the archaeological study should be completed prior to the stamping of the deeds, however an extended timeline might be required to complete the study. The Committee agreed to extending the timeline from one year to two years for the completion of the consent conditions. The Committee also stated that they would open to seeing the application return to the Committee in the future for renewal, if necessary. It was discussed that the archaeological study would need Ministry approval and would have to be approved by Town administration. The recommended conditions were amended to reflect the discussion. Frank Garardo read the conditions and Melanie Muir acknowledged acceptance of the conditions.

The following resolution was put forth:

That applications B/16/19 and B/17/19 be approved subject to the following conditions:

1. That a Reference Plan of the subject property satisfactory to the municipality be deposited in the Registry Office; a copy to be provided to the municipality.
2. The applicant submit to the municipality the deed, in triplicate, acceptable for registration in order that consent may be attached to the original and duplicate and a copy be provided to the municipality.
3. Prior to the stamping of deeds, the applicant shall provide evidence that the water lots are registered in the same name and interest as the proposed inland lots and completed by consent process under the Planning Act or a legal merger satisfactory to the Municipality.
4. That all property taxes be paid in full.
5. That one driveway access to be shared by the two lots must be constructed to the subject properties where one does not exist. That an access permit be obtained for the shared driveway from the County of Essex and any other requirements to their satisfaction, prior to the stamping of deeds. The access shall be provided to the satisfaction of the municipality.
6. That the portion of the subject lands identified in the Environmental Impact Assessment (EIA) as buffer lands be rezoned to Environmental Protection (EP) through a rezoning application to the Town of Amherstburg.
7. That a parkland fee be paid to the Town of Amherstburg prior to the stamping of the deeds in an amount of \$300 per lot.
8. That each of the severed lots will be serviced with municipal water in accordance with and under the supervision of the municipality prior to the stamping of deeds.
9. That Council approves the development of the subject lots on private individual septic systems after the soil analysis and septic design for each of the proposed lots is completed.
10. The severance application B/16/19 is denied unless the applicant removes the existing accessory structure or is successful in obtaining a temporary use-by-law prior to the stamping of the deeds.
11. The applicant will be responsible for providing a report from a certified designer/installer that the existing private septic system serving the dwelling does not cross the property lines, that the system is in working order and that its operation will not be affected by the severance (B/16/19) prior to the stamping of the deeds.
12. That an archaeological assessment be completed by a qualified professional on the subject land prior to the stamping of the deeds, to the satisfaction of the Town of Amherstburg.
13. This consent will be deemed to be refused in accordance with the Planning Act the above noted conditions are not met within two years from the date of this notice.

Moved by: Terris Buchanan

Seconded by: Don Shaw

-carried-

	Yes/Concur	No/Not Concur
Terris Buchanan	X	
Anthony Campigotto	Absent	Absent
Josh Mailloux	X	

Donald Shaw (VC)	X	
David Cozens (CH)	X	

Reasons of Committee – The request is in conformity with Section 6.1.2 of Amherstburg's Official Plan and is consistent with the Provincial Policy Statement. The applicant has performed the majority of the required studies for the two lots and received clearance from most applicable ministries and agencies. The archaeological study will be provided to the Town prior to the stamping of the deeds.

6.3 Application B/26/20 – John & Donna Curtis c/o Drew Coulson, Agent – 117-119 Park Street (Roll No. 3729-100-000-02200)

Public in Attendance: Drew Coulson

B/26/20: The applicant is proposing to sever a parcel of land being 12.8 m (42 ft) frontage by a depth of 30.47 m (99.96 ft) with an area of 394.19 sq m (4243 sq ft) for the purpose of creating a new residential lot for an existing semi-detached dwelling. The proposed retained parcel being 12.8 m (42 ft) frontage by a depth of 31.16 m (102.24 ft) with an area of 396.05 sq m (4263 sq ft) is a residential lot for an existing semi-detached dwelling. The subject property is zoned Residential Heritage (RH) and designated Heritage Residential in the Official Plan.

The following correspondence was received from the various agencies and residents circulated:

- i) Letter dated September 18, 2020 from the Essex Region Conservation Authority stating no comments or concerns.
- ii) Email dated September 23, 2020 from the Windsor Police Department stating that:
The Windsor Police Service has no concerns or objections with the request to permit a land severance for a new residential lot as the outcome will not result in a negative public safety impact.
- iii) Email dated September 15, 2020 from the Essex Power Corporation stating:
For B-26-20, there is 1 overhead wire going to the duplex (Steve Rice cc'd can confirm) and 2 electricity meters on 1 side of the building. In the severance and on title, it should be identified that the meter for the retained parcel is on the severed side and that the overhead wire to the duplex is shared.
- iv) Email from the Engineering and Public Works Department dated September 17, 2020 indicating no comments.
- v) Planning Report dated September 21, 2020 from Frank Garardo, Secretary Treasurer and Sarah French, Planner.

Committee Discussion:

The Chair introduced the application and the Planner, Frank Garardo read the purpose of the application. Drew Coulson presented the concept of the application. Drew Coulson stated that he demolished the old building, which was a duplex, and built a semi on the lot. A semi is a permitted use in the Residential Heritage (RH) Zone. The Chair questioned when the severance should be done for a semi. Sarah French, Planner, mentioned that it is normal to sever semis after they are built to ensure the lot lines are correct. The comments from Essex Power were discussed and two proposed additional conditions were added to the recommended conditions. The parkland fee was discussed and it was determined that a parkland fee should be charged for the application. Frank Garardo read the conditions and Drew Coulson acknowledged acceptance of the conditions.

The following resolution was put forth:

That application B/26/20 be approved subject to the following conditions:

1. That a Reference Plan of the subject property satisfactory to the municipality be deposited in the Registry Office; a copy to be provided to the municipality.



planning@erca.org

P.519.776.5209

F.519.776.8688

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

February 16, 2021

Mr. Frank Garardo
Manager of Planning Services
3925 Meloche Road
Amherstburg, ON N9V 2Y8

Dear Mr. Garardo:

RE: Zoning By-Law Amendment ZBA-02-21
849 FRONT RD S
ARN 372960000002000, 372960000002050; PIN: 705700292
Applicant: CAPO D'AQUA CORPORATION

The following is provided as a result of our review of Zoning By-Law Amendment ZBA-02-21 to change the zoning of the subject lands noted above from the "Residential Second Density (R2) Zone" to "Environmental Protection (EP) Zone". The parcel is designated Low Density Residential in the Town's Official Plan. The lands described above are subject to applications for consent (Files B/16-19/19). The consent applications are to create three residential building lots. The amendment is a condition of consent from the Committee of Adjustment and is the recommendation of the Environmental Impact Assessment completed for the entire site.

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

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

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

Based on the Department of Fisheries and Oceans (DFO) Species at Risk screening maps, this area has been identified as potentially having aquatic species at risk that are protected under the federal *Species at Risk Act*. Any proposal would need to be reviewed in accordance with the federal *Fisheries Act* and the *Species at Risk Act*, and may need a federal authorization with respect to potential fish habitat issues, depending on the proposal. We note that the previous partnership agreement between the

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Department of Fisheries and Oceans (DFO) and the Essex Region Conservation Authority has lapsed. DFO and Conservation Ontario are now working to develop a new Memorandum of Understanding for a partnership under the new Fisheries Protection Program. In the interim, projects will need to be self-assessed by the proponent through the DFO website available at www.dfo-mpo.gc.ca/new-ppe/index-eng.html. Through the self-assessment process, you will be able to determine in any proposed works require a formal authorization under the federal *Fisheries Act*.

WATERSHED BASED RESOURCE MANAGEMENT AGENCY

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

SECTION 1.6.6.7 Stormwater Management (PPS, 2020)

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

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

The following comments are provided from our perspective as an advisory service provider to the Planning Authority on matters related to natural heritage and natural heritage systems as outlined in Section 2.1 of the Provincial Policy Statement of the *Planning Act*. The comments in this section do not necessarily represent the provincial position and are advisory in nature for the consideration of the Planning Authority.

The subject property is within, and/or is adjacent to (within 120 metres of), a natural heritage feature that is identified as a significant wetland (Big Creek Marsh (ER 13)), significant woodland, significant valleyland, significant wildlife habitat under the Provincial Policy Statement (PPS).

Section 2.1.4 of the PPS, 2020 states - "Development and site alteration shall not be permitted in "significant wetlands..." and "significant coastal wetlands."

Section 2.15 of the PPS states - Development and site alterations shall not be permitted in significant woodland... and significant valleyland... and significant wildlife habitat...unless it has been demonstrated that there will be no negative impacts on the natural features or on their ecological functions.

Our information indicates that the subject property may support habitat of endangered species and threatened species. As per Section 2.1.7 of the PPS, 2020 –

"Development and site alteration shall not be permitted in habitat of endangered species and threatened species, except in accordance with



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February 16, 2021

provincial and federal requirements". All species listed as endangered or threatened (aquatic species, plants, mammals, birds, reptiles, amphibians, etc.) as well as their related habitats, are protected under the Ontario *Endangered Species Act*. Prior to initiating any proposed works on this property, it is the proponent's responsibility to contact the Species at Risk Branch of the Ontario Ministry of Environment, Conservation & Parks (MECP) to ensure all issues related to the *Endangered Species Act* are addressed. All inquiries regarding the *Endangered Species Act* should be made with Permissions and Compliance Section of the MECP (e-mail address: SAROntario@ontario.ca).

Our information indicates that the subject parcel is likely to support fish habitat. As per Section 2.1.6 of the PPS, 2020 – "Development and site alteration shall not be permitted in fish habitat except in accordance with provincial and federal requirements." Inquiries regarding the applicability of fish habitat to the property should be made to the federal Fisheries and Oceans Canada website: www.dfo-mpo.gc.ca/pnw-ppe/index-eng.html.

The demonstration of no negative impact, as required by the relevant PPS policies outlined above, is most effectively accomplished through the completion of an Environmental Impact Assessment (EIA), in accordance with the EIA Guidelines published by ERCA.

We note that our office has reviewed the EIA for the proposed development, and our review is attached for your information and consideration. Based upon our review of the EIA, it is our recommendation to the Planning Authority that the proposed development may be approved subject to full implementation of all recommendations contained within the EIA.

FINAL RECOMMENDATION

ERCA has no objection to this application for Zoning By-law Amendment.

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

Sincerely,



Vitra Chodha
Resource Planner
/vc





February 12, 2021

Mr. Frank Garardo
Town of Amherstburg
271 Sandwich Street South
Amherstburg, Ontario
N9V 2A5

Dear Mr. Garardo:

Re: ZBA-02-21, Capo D' Aqua Corp, Part Lot 5 & 6, Concession 1, East Side of County Road No. 20, Municipal Number 849 Front Road

Please be advised that the County of Essex has reviewed the aforementioned application and the comments provided are engineering related only. This application has not been reviewed from a planning perspective. This road was formerly King's Highway 18 until it was downloaded to the County of Essex.

The minimum setback for any proposed structures on this property must be 85 feet from the center of the original ROW of County Road No. 20 for a proposed residential building or 105 feet from the centre of the right of way for a proposed commercial structure. Permits are necessary for any changes to existing entrances and structures, of the construction of new structures.

To limit multiple access points on County Road No. 20, individual entrances for proposed Lot 3 and 4 will not be permitted but the County of Essex is prepared to consolidate to one access point to serve Lot 3 & 4. Although Lot 2 has an existing access, Lot 1 and 2 should also have one access point.

We are requesting a copy of the Decision of the aforementioned application. Thank you for your assistance and cooperation in this matter.

☎ 519-776-6441
TTY 1-877-624-4832

📍 360 Fairview Ave. W.
Essex, ON N8M 1Y6

💻 countyofessex.ca

Should you require further information, please contact Kris Balallo by email at kbalallo@countyofessex.ca or by phone at extension 1564

Regards,



Kristoffer Balallo
Engineering Technologist

From: [DESANDO, Bruno](#)
To: [Janine Mastronardi](#)
Subject: RE: Notice of Public Meeting for a ZBA
Date: February 11, 2021 7:20:21 PM

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Hello Janine,

Canada Post has no comments for the attached application.

Regards,

Bruno

Bruno DeSando
CANADA POST CORPORATION
Delivery Planning

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

From: Janine Mastronardi <jmastronardi@amherstburg.ca>
Sent: February-10-21 9:43 AM
Subject: Notice of Public Meeting for a ZBA

This email is from an EXTERNAL sender. Please be CAUTIOUS, particularly with links and attachments. | Ce courriel est d'un expéditeur EXTERNE. Soyez PRUDENT, en particulier avec des liens et des pièces jointes.

Good morning.

As per Planning Act regulations please find attached the circulation of a Notice of Public Meeting for a proposed zoning by-law amendment with associated application for a portion of the property at 849 Front Road South, Town of Amherstburg, for your information and comments. Please provide the Town with any comments by February 18th, 2021.

From: [Shane McVitty](#)
To: [Janine Mastronardi](#)
Subject: RE: Notice of Public Meeting for a ZBA
Date: February 10, 2021 3:28:36 PM

EPW has no comments regarding the proposed ZBA-02-021.

Thanks
Shane

Shane McVitty

Drainage Superintendent / Engineering Coordinator
Town of Amherstburg
512 Sandwich St. South, Amherstburg, ON, N9V 3R2
Tel: 519-736-3664 x2318 Fax: 519-736-7080 TTY: 519-736-9860



The information in this e-mail is confidential, privileged and is subject to copyright and authorized solely for the addressee(s) named. The Town of Amherstburg is not responsible for any loss or damage arising from the use of this email or attachments.

From: Janine Mastronardi <jmastronardi@amherstburg.ca>
Sent: February 10, 2021 9:43 AM
Subject: Notice of Public Meeting for a ZBA

Good morning.

As per Planning Act regulations please find attached the circulation of a Notice of Public Meeting for a proposed zoning by-law amendment with associated application for a portion of the property at 849 Front Road South, Town of Amherstburg, for your information and comments. Please provide the Town with any comments by February 18th, 2021.

Regards,
Janine

Janine Mastronardi

Planning Office Clerk
Town of Amherstburg - Libro Centre
3295 Meloche Rd., Amherstburg, Ontario, N9V 2Y8
Tel: 519-736-5408 ext 2134 Fax: 519-736-9859 TTY: 519-736-9860

From: [Horrobin, Barry](#)
To: [Janine Mastronardi](#)
Subject: Windsor Police comments: ZBA @ 849 Front Road South
Date: February 10, 2021 4:47:21 PM

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Janine:

I have reviewed the information pertaining to this application for a proposed Zoning by-law amendment and would advise the Windsor Police Service has no objections with it. I would like to provide one comment associated with the application as follows:

- In order to ensure public safety for the outcome from the creation of the perimeter buffer strip of land on the subject property, it is important the condition of this open/natural space be maintained, at least to some degree, in a somewhat groomed manner. This is to ensure there is proper visibility maintained between the residential land uses and the adjacent woodlot. If the buffer strip is left completely unmaintained, it could become more attractive to discreet, unlawful behaviour that would be difficult to detect and address.

Respectfully,

Barry Horrobin, B.A., M.A., CLEP, CMM-III
Director of Planning & Physical Resources
WINDSOR POLICE SERVICE



Advanced Certified Law Enforcement Planner

From: Janine Mastronardi <jmastronardi@amherstburg.ca>
Sent: Wednesday, February 10, 2021 9:43 AM
Subject: Notice of Public Meeting for a ZBA

EXTERNAL EMAIL: Do not click any links or open any attachments unless you trust the sender and know the content is safe.

**CORPORATION OF THE TOWN OF AMHERSTBURG
BY-LAW NO. 2021-013**

**By-law to amend Zoning By-law No. 1999-52
849 Front Road South (Conc. 1, Pt Lots 5 and 6), Amherstburg**

WHEREAS By-law 1999-52, as amended, is a land use control by-law regulating the use of lands and the character, location and use of buildings and structures within the Town of Amherstburg;

AND WHEREAS the Council of the Town of Amherstburg deems it appropriate and in the best interest of proper planning to amend By-law 1999-52, as herein provided;

AND WHEREAS this By-law conforms to the Official Plan for the Town of Amherstburg;

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

1. Schedule "A", Map 55 of By-law 1999-52, as amended, is hereby amended by changing the zone symbol on those lands shown as "Zone Change from R2 to EP" on Schedule "A" attached hereto and forming part of this By-law from "Residential Second Density (R2) Zone" to "Environmental Protection (EP) Zone".
2. THIS By-law shall take effect from the date of passage by Council and shall come into force in accordance with Sections 34 of the Planning Act, R.S.O. 1990, c.P. 13.

Read a first, second and third time and finally passed this 22nd day of March, 2021.

MAYOR- ALDO DICARLO

CLERK- PAULA PARKER

TOWN OF AMHERSTBURG

SCHEDULE "A" TO BY-LAW No. 2021-013
 A BY-LAW TO AMEND BY-LAW No. 1999-52



SCHEDULE 'A'
 ZONING BY-LAW NO. 1999-52
MAP 55

R2 to EP

MAYOR- ALDO DICARLO

CLERK- PAULA PARKER



THE CORPORATION OF THE TOWN OF AMHERSTBURG

OFFICE OF PLANNING AND DEVELOPMENT SERVICES

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

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

To: Mayor and Members of Town Council

Subject: Development Agreement and Suitability of Development of Four Lots on Front Road South

1. RECOMMENDATION:

It is recommended that:

- 1. The execution of a Development Agreement with Capo D'Aqua Corporation associated with Consent File numbers B/16-19/19 inclusive BE APPROVED;
2. By-law 2021-027 being a by-law to authorize the signing of a Development Agreement for the development of four residential building lots within Part of Lot 5 and 6, Concession 1 (Front Road South), Amherstburg be taken as having been read three times and finally passed and the Mayor and Clerk BE AUTHORIZED to sign same; and,
3. The development of four lots on Front Road South on private septic systems in accordance with the Development Agreement BE APPROVED.

2. BACKGROUND:

An application has been received for approval of a Development Agreement to satisfy certain conditions associated with Consent File Numbers B/16-19/19 inclusive from Capo D'Aqua Corporation. Section 53(41) of the Planning Act, requires that conditions must be fulfilled on a provisional consent within one year.

An additional request has been submitted by Melanie Muir, Dillon Consulting, on behalf of Capo D'Aqua Corporation for Council's approval to develop four lots on private septic systems. The Town of Amherstburg Official Plan requires that development of 5 or less lots/units, may take place on private individual on-site septic systems and in areas where

public systems are not intended or are not readily available, only after Council approval has been granted.

On July 28, 2020 and September 29, 2020, Capo D'Aqua obtained approval with conditions from the Committee of Adjustment to sever four residential lots, three building lots and one lot containing the Elliot House, each of varying sizes, which are located on Front Road South.

Consent Approval requires the developer to execute a Consent/Development Agreement to ensure appropriate monitored development of the lands. Consent Approval also requires that the developer obtain permission of Council for the development of the lots on private individual septic systems.

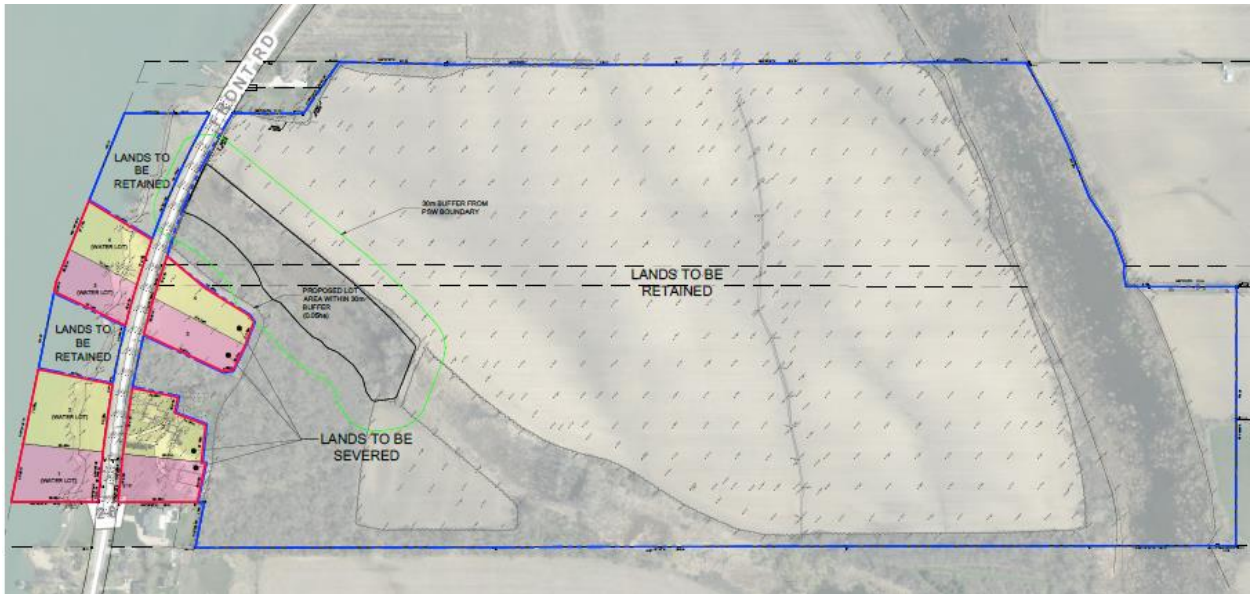


Figure 1

3. DISCUSSION:

The subject lands are legally described as Part of Lots 5 and 6, Concession 1. The provisional consent provided for the approval of a total of four residential lots with a combined frontage of 296.85 m (649.74 ft). The lots will be serviced with municipal water and private septic systems.

The subject property is designated Low Density Residential in the Town of Amherstburg's Official Plan. The lots are located within a primary settlement area as defined by the County of Essex. The subject property is zoned holding Residential Second Density (R2) Zone.

The proposed lot sizes, frontages and the intended land use for the severed parcels comply with the zone requirements of Residential Second Density Zone provisions specifically Section 8(3) including minimum lot sizes and minimum lot frontages.

Section 2.6.3 of the Town's Official Plan states:

"Development of 5 or less lots/units, if permitted by the Land Use Policies of this Plan, may take place on private individual on-site sewage disposal systems and/or private wells in areas where public and private communal systems are not intended or are not readily available.

Within a settlement area, Council approval will be required before any development approval is permitted on private individual sewage disposal and/or water systems."

The Committee of Adjustment approved the severances and included as a condition of consent that the applicant enter into a Development Agreement with the Town. The Development Agreement contains the following provisions:

- a. That the developer be required to undertake a drainage report for the four new lots and retained parcel. The drainage report shall address perimeter drainage, rear yard drainage and lot drainage. Further, the drainage report shall determine and provide adequate drainage and outlet. All recommendations provided under the on-going Drainage Report will be carried out at the complete expense of those assessed for the costs according to the Schedule of Assessment within the report. This process will be carried out pursuant to all legislated procedures outlined in the Drainage Act. This may or may not include appeals, which can among other things affect the timing, costs, and assessment of those costs.
- b. The applicant enters into an agreement satisfactory to the Corporation of the Town of Amherstburg requiring that the subject property be required to connect into a sanitary sewer system should it become available. The subject agreement is to be registered on title. This provision is provided in the Development Agreement in Section 36.
- c. The developer be required to install fire hydrants satisfactory to the requirements of the Town Fire Services.
- d. The developer is required to provide a maintenance security for the installation of a permanent wildlife fence to be installed along the edge of the buffer strip in accordance with the Environmental Impact Analysis.

4. RISK ANALYSIS:

The Development Agreement provides that building permits cannot be applied for until all services in the agreement have been installed and accepted by the Town. The Development Agreement will be registered against the lands to which it applies.

The Development Agreement is a condition of approval for the consent granted by the Committee of Adjustment for file numbers B/16-19/19. If approval is not granted for the Development Agreement the conditions will not be fulfilled, the consent will lapse and the lots will not be severed for development purposes.

5. FINANCIAL MATTERS:

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

The proposed development supports growth and stability in the Town's residential assessment base. Applicable fees and charges will be collected on the three new building lots to be created through the consent process, as the fourth lot is already developed.

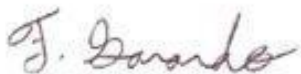
6. CONSULTATIONS:

The applications for consent were sent for review to the Infrastructure Services Department, Building Division, County of Essex, ERCA and various other agencies. All comments were considered at the time of approval of consent. The notice of public meeting was sent to all residences within 60 m of the proposed consents.

7. CONCLUSION:

Administration recommends the approval of the four lots on Front Road South on private septic systems.

Administration also recommends that the Development Agreement for Front Road South be approved and By-law 2021-027 be adopted as recommended. The agreement will then be sent for registration.



Frank Garardo
Manager of Planning Services

JM

Report Approval Details

Document Title:	Development Agreement and Suitability of Development of Four Lots on Front Rd S on Septic.docx
Attachments:	- 2021 05 25 - Development Agreement and Develop on Septic at 849 Front Rd S- ATTACHMENTS.pdf
Final Approval Date:	May 20, 2021

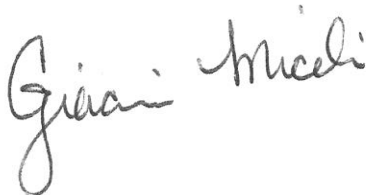
This report and all of its attachments were approved and signed as outlined below:



Nicole Rubli



Cheryl Horrobin



John Miceli



Paula Parker

**DECISION OF APPROVAL AUTHORITY
WITH REASONS RE APPLICATION FOR CONSENT**

- (a) Name of approval authority **TOWN OF AMHERSTBURG COMMITTEE OF ADJUSTMENT**
- (b) Name of applicant RE AN APPLICATION BY (b) **Capo D’Aqua Corporation,
c/o Dillon Consulting Ltd.**
- (c) Brief description LOCATION OF PROPERTY (c) **849 Front Road South
(Roll No. 3729-600-000-02000)**
- (d) As set out in application PURPOSE OF APPLICATION (d) The applicant is proposing to sever a parcel of land being 48.5 m (159.12 ft) frontage by an irregular depth with an area of 0.37 hectares (0.91 acres) for purposes of the creation of a new residential building lot. The subject property is in the Residential Second Density (R2) Zone. The severed lands currently have a storage barn on the property. The retained parcel being 278.9 m (915.03 ft) frontage and an irregular depth with an area of 47.59 hectares (117.6 acres) contains one (1) single detached dwelling and two accessory buildings.

The severed lands will also contain the associated water lot located on Front Road South measuring 50.54 m (165.81 ft) in frontage with an irregular depth and a total area of 0.46 ha (1.14 ac). The retained water lot will have a frontage of approximately 265.63 m (871.49 ft) after the severance.
- (e) Date of decision CONCUR in the following decision and reasons for decision made on the (e) 29th day of September, 2020.

DECISION: APPROVED

- (f) State conditions to be satisfied before granting of consent
 1. That a Reference Plan of the subject property satisfactory to the municipality be deposited in the Registry Office; a copy to be provided to the municipality.
 2. The applicant submit to the municipality the deed, in triplicate, acceptable for registration in order that consent may be attached to the original and duplicate and a copy be provided to the municipality.
 3. Prior to the stamping of deeds, the applicant shall provide evidence that the water lots are registered in the same name and interest as the proposed inland lots and completed by consent process under the Planning Act or a legal merger satisfactory to the Municipality.
 4. That all property taxes be paid in full.
 5. That one driveway access to be shared by the two lots must be constructed to the subject properties where one does not exist. That an access permit be obtained for the shared driveway from the County of Essex and any other requirements to their satisfaction, prior to the stamping of deeds. The access shall be provided to the satisfaction of the municipality.
 6. That the portion of the subject lands identified in the Environmental Impact Assessment (EIA) as buffer lands be rezoned to Environmental Protection (EP) through a rezoning application to the Town of Amherstburg.
 7. That a parkland fee be paid to the Town of Amherstburg prior to the stamping of the deeds in an amount of \$300 per lot.
 8. That each of the severed lots will be serviced with municipal water in accordance with and under the supervision of the municipality prior to the stamping of deeds.
 9. That Council approves the development of the subject lots on private individual septic systems after the soil analysis and septic design for each of the proposed lots is completed.

10. The severance application B/16/19 is denied unless the applicant removes the existing accessory structure or is successful in obtaining a temporary use-by-law prior to the stamping of the deeds.
11. The applicant will be responsible for providing a report from a certified designer/installer that the existing private septic system serving the dwelling does not cross the property lines, that the system is in working order and that its operation will not be affected by the severance (B/16/19) prior to the stamping of the deeds.
12. That an archaeological assessment be completed by a qualified professional on the subject land prior to the stamping of the deeds, to the satisfaction of the Town of Amherstburg.
13. This consent will be deemed to be refused in accordance with the Planning Act the above noted conditions are not met within two years from the date of this notice.

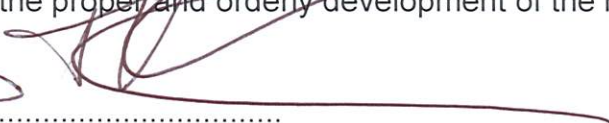
(g) State reasons for decision

REASONS FOR DECISION: (g) The request is in conformity with Section 6.1.2 of Amherstburg's Official Plan and is consistent with the Provincial Policy Statement. The applicant has performed the majority of the required studies for the two lots and received clearance from most applicable ministries and agencies. The archaeological study will be provided to the Town prior to the stamping of the deeds.

I/WE, the undersigned, in making the decision upon this application for consent, in addition to other matters, have had regard to the matters that are to be had regard to under subsection 51(4) of The Planning Act, and having considered whether a plan of subdivision of the land in accordance with Section 50 of the said Act is necessary for the proper and orderly development of the municipality.



David Cozens



Terris Buchanan



Donald Shaw



Josh Mailloux

CERTIFICATION

The Planning Act, R.S.O. 1990

(h) Name of approval authority

I, **Frank Garardo, Secretary-Treasurer** of the (h) **Town of Amherstburg** certify that the above is a true copy of the decision of the approval authority with respect to the application recorded therein.

(i) Name & address of approval authority

Dated this 1st day of October, 2020



Secretary-Treasurer
Town of Amherstburg
Committee of Adjustment
3295 Meloche Rd, Amherstburg, ON N9V 2Y8

**DECISION OF APPROVAL AUTHORITY
WITH REASONS RE APPLICATION FOR CONSENT**

- (a) Name of approval authority **TOWN OF AMHERSTBURG COMMITTEE OF ADJUSTMENT**
- (b) Name of applicant RE AN APPLICATION BY (b) **Capo D’Aqua Corporation,
c/o Dillon Consulting Ltd.**
- (c) Brief description LOCATION OF PROPERTY (c) **849 Front Road South
(Roll No. 3729-600-000-02000)**
- (d) As set out in application PURPOSE OF APPLICATION (d) The applicant is proposing to sever a parcel of land being 66.4 m (217.8 ft) frontage by an irregular depth with an area of 0.44 hectares (1.08 acres). The subject property is in the Residential Second Density (R2) Zone. The proposed severed land currently has (1) single detached dwelling and two accessory buildings. The retained parcel being 212.5 m (697.18 ft) frontage and an irregular depth with an area of 47.15 hectares (116.5 acres) contains one accessory structure.

The severed lands will also contain the associated water lot located on Front Road South measuring 68.26 m (224 ft) in frontage with an irregular depth and an area of 0.56 ha (1.38 ac). The retained water lot will have a frontage of approximately 197.37 m (647.5 ft) after the severance.
- (e) Date of decision CONCUR in the following decision and reasons for decision made on the (e) 29th day of September, 2020.

DECISION: **APPROVED**
- (f) State conditions to be satisfied before granting of consent
 1. That a Reference Plan of the subject property satisfactory to the municipality be deposited in the Registry Office; a copy to be provided to the municipality.
 2. The applicant submit to the municipality the deed, in triplicate, acceptable for registration in order that consent may be attached to the original and duplicate and a copy be provided to the municipality.
 3. Prior to the stamping of deeds, the applicant shall provide evidence that the water lots are registered in the same name and interest as the proposed inland lots and completed by consent process under the Planning Act or a legal merger satisfactory to the Municipality.
 4. That all property taxes be paid in full.
 5. That one driveway access to be shared by the two lots must be constructed to the subject properties where one does not exist. That an access permit be obtained for the shared driveway from the County of Essex and any other requirements to their satisfaction, prior to the stamping of deeds. The access shall be provided to the satisfaction of the municipality.
 6. That the portion of the subject lands identified in the Environmental Impact Assessment (EIA) as buffer lands be rezoned to Environmental Protection (EP) through a rezoning application to the Town of Amherstburg.
 7. That a parkland fee be paid to the Town of Amherstburg prior to the stamping of the deeds in an amount of \$300 per lot.
 8. That each of the severed lots will be serviced with municipal water in accordance with and under the supervision of the municipality prior to the stamping of deeds.
 9. That Council approves the development of the subject lots on private individual septic systems after the soil analysis and septic design for each of the proposed lots is completed.

10. The severance application B/16/19 is denied unless the applicant removes the existing accessory structure or is successful in obtaining a temporary use-by-law prior to the stamping of the deeds.
11. The applicant will be responsible for providing a report from a certified designer/installer that the existing private septic system serving the dwelling does not cross the property lines, that the system is in working order and that its operation will not be affected by the severance (B/16/19) prior to the stamping of the deeds.
12. That an archaeological assessment be completed by a qualified professional on the subject land prior to the stamping of the deeds, to the satisfaction of the Town of Amherstburg.
13. This consent will be deemed to be refused in accordance with the Planning Act the above noted conditions are not met within two years from the date of this notice.

(g) State reasons for decision REASONS FOR DECISION: (g) The request is in conformity with Section 6.1.2 of Amherstburg's Official Plan and is consistent with the Provincial Policy Statement. The applicant has performed the majority of the required studies for the two lots and received clearance from most applicable ministries and agencies. The archaeological study will be provided to the Town prior to the stamping of the deeds.

I/WE, the undersigned, in making the decision upon this application for consent, in addition to other matters, have had regard to the matters that are to be had regard to under subsection 51(4) of The Planning Act, and having considered whether a plan of subdivision of the land in accordance with Section 50 of the said Act is necessary for the proper and orderly development of the municipality.

.....
David Cozens

.....
Terris Buchanan

.....
Donald Shaw

.....
Josh Mailloux

ORIGINAL DOCUMENT SIGNED


CERTIFICATION

The Planning Act, R.S.O. 1990

(h) Name of approval authority I, **Frank Garardo, Secretary-Treasurer** of the (h) **Town of Amherstburg** certify that the above is a true copy of the decision of the approval authority with respect to the application recorded therein.

(i) Name & address of approval authority

Dated this 1st day of October, 2020


.....
Secretary-Treasurer
Town of Amherstburg
Committee of Adjustment
3295 Meloche Rd, Amherstburg, ON N9V 2Y8

**DECISION OF APPROVAL AUTHORITY
WITH REASONS RE APPLICATION FOR CONSENT**


- (a) Name of approval authority **TOWN OF AMHERSTBURG COMMITTEE OF ADJUSTMENT**
- (b) Name of applicant **RE AN APPLICATION BY (b) Capo D'Aqua Corporation c/o Dillon Consulting Ltd**
- (c) Brief description **LOCATION OF PROPERTY (c) 849 Front Road South (Roll No. 3729-600-000-02000 & 02050)**
- (d) As set out in application **PURPOSE OF APPLICATION (d)**
 B/18/19 (Lot 3): Purpose of Application: The applicant is proposing to sever a parcel of land being 38.02 m (124.7 ft) frontage by an irregular depth with an area of 0.36 hectares (0.89 acres) for purposes of the creation of a new residential building lot for the construction of a single detached dwelling. The subject property is in the Residential Second Density (R2) Zone. The retained parcel being 256.38 m (841.14 ft) frontage and an irregular depth with an area of 47.51 hectares (117.4 acres) is vacant land.
 The severed lands will also contain the associated water lot located on Front Road South measuring 42.81 m (140.45 ft) in frontage with an irregular depth and an area of 0.34 ha (0.84 ac). The retained water lot will have a frontage of approximately 244.39 m (801.8 ft) after the severance.
 B/19/19 (Lot 4): Purpose of Application: The applicant is proposing to sever a parcel of land being 43.93 m (144.12 ft) frontage by an irregular depth with an area of 0.36 hectares (0.89 acres) for purposes of the creation of a new residential building lot for the construction of a single detached dwelling. The subject property is in the Residential Second Density (R2) Zone. The retained parcel being 212.45 m (697 ft) frontage and an irregular depth with an area of 47.15 hectares (116.5 acres) is vacant land.
 The severed lands will also contain the associated water lot located on Front Road South measuring 47.02 m (154.27 ft) in frontage with an irregular depth and an area of 0.37 ha (0.91 ac). The retained water lot will have a frontage of approximately 197.37 m (647.54 ft) after the severance.
- (e) Date of decision **CONCUR in the following decision and reasons for decision made on the (e) 28th day of July, 2020.**
- DECISION: APPROVED**
- (f) State conditions to be satisfied before granting of consent **CONDITIONS - This decision has been made subject to the following condition: (f)**
1. That a Reference Plan of the subject property satisfactory to the municipality be deposited in the Registry Office; a copy to be provided to the municipality.
 2. The applicant submit to the municipality the deed, in triplicate, acceptable for registration in order that consent may be attached to the original and duplicate and a copy be provided to the municipality.
 3. Prior to the stamping of deeds, the applicant shall provide evidence that the water lots are registered in the same name and interest as the proposed inland lots and completed by consent process under the Planning Act or a legal merger satisfactory to the Municipality.
 4. That all property taxes be paid in full.
 5. That one driveway access to be shared by the two lots must be constructed to the subject properties where one does not exist. That an access permit be obtained for the shared driveway from the County of Essex and any other requirements to their satisfaction, prior to the stamping of deeds. The access shall be provided to the satisfaction of the municipality.
 6. That an assessment apportionment for any and all drains affected by the severance is completed in accordance with the provisions of the Drainage Act and that all costs associated with said apportionment are paid by the applicant.
 7. That the portion of the subject lands identified in the Environmental Impact Assessment (EIA) as buffer lands be rezoned to Environmental Protection (EP) through a rezoning application to the Town of Amherstburg.
 8. That a parkland fee be paid to the Town of Amherstburg prior to the stamping of the deeds in an amount of \$300 per lot.
 9. That each of the severed lots will be serviced with municipal water in accordance with and under the supervision of the municipality prior to the stamping of deeds.
 10. That Council approves the development of the subject lots on private individual septic systems after the soil analysis and septic design for each of the proposed lots is completed.
 11. That the applicant enters into an agreement satisfactory to the Corporation of the Town of Amherstburg requiring that the subject property be required to hook into a sanitary sewer system should it become available. The subject agreement to be registered on title.
 12. That the applicant be required to install fire hydrants meeting the requirements of the Town of Amherstburg, at the expense of the applicant.

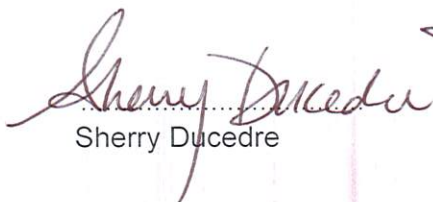
13. This consent will be deemed to be refused in accordance with the Planning Act the above noted conditions are not met within one year from the date of this notice.

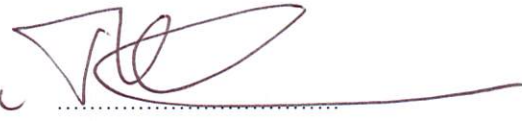
(g) State reasons for decision


REASONS FOR DECISION: (g) The request is in conformity with Sections 6.1.2 and 6.1.2(6) of Amherstburg's Official Plan and is consistent with the Provincial Policy Statement. The applicant has performed all required studies for the two lots and received clearance from all applicable ministries and agencies.

I/WE, the undersigned, in making the decision upon this application for consent, in addition to other matters, have had regard to the matters that are to be had regard to under subsection 51(4) of The Planning Act, and having considered whether a plan of subdivision of the land in accordance with Section 50 of the said Act is necessary for the proper and orderly development of the municipality.


.....
David Cozens


.....
Sherry Ducedre


.....
Terris Buchanan


.....
Donald Shaw

.....
Josh Mailloux

CERTIFICATION

The Planning Act, R.S.O. 1990

(h) Name of approval authority

I, **Frank Garardo, Secretary-Treasurer** of the (h) **Town of Amherstburg** certify that the above is a true copy of the decision of the approval authority with respect to the application recorded therein.

(i) Name & address of approval authority

Dated this 29th day of July, 2020



.....
Secretary-Treasurer
Town of Amherstburg
Committee of Adjustment
271 Sandwich St S, Amherstburg, ON N9V 2A5

Darrah Drain. Frank Garardo read the conditions of the consent and Mr. Wismer acknowledged the conditions.

The following resolution was put forth:

That application B/24/20 be approved subject to the following conditions:

11. That a Reference Plan of the subject property satisfactory to the municipality be deposited in the Registry Office; a copy to be provided to the municipality.
12. The applicant submit to the municipality the deed, in triplicate, acceptable for registration in order that consent may be attached to the original and duplicate and a copy be provided to the municipality.
13. That all property taxes be paid in full.
14. That it be noted on the title of the lands that only one connection will be permitted through the easement to the Darrah Drain.
15. This consent will be deemed to be refused in accordance with the Planning Act if the above noted conditions are not met within one year from the date of this notice.

Moved by: Terris Buchanan

Seconded by: Don Shaw

-carried-

Reasons of Committee – The request is in conformity with Sections 6.1.2 and 6.1.2(6) of Amherstburg's Official Plan and is consistent with the Provincial Policy Statement. The severance is for easements for drainage purposes and no new lots are proposed.

6.10 Application B/16-19/19 – Capo D'Aqua c/o Dillon Consulting Ltd. – 849 Front Road South (Roll No. 3729-600-000-02000 & 02050)

Public in Attendance: Melanie Muir (Dillon Consulting)

B/16/19 (Lot 1): Purpose of Application: The applicant is proposing to sever a parcel of land being 48.5 m (159.12 ft) frontage by an irregular depth with an area of 0.37 hectares (0.91 acres) for purposes of the creation of a new residential building lot. The subject property is in the Residential Second Density (R2) Zone. The severed lands currently have a storage barn on the property. The retained parcel being 360.8 m (1183.7 ft) frontage and an irregular depth with an area of 48.31 hectares (119.38 acres) contains one (1) single detached dwelling and two accessory buildings.

The severed lands will also contain the associated water lot located on Front Road South measuring 50.54 m (165.81 ft) in frontage with an irregular depth and a total area of 0.46 ha (1.14 ac). The retained water lot will have a frontage of approximately 355.46 m (1166.2 ft) after the severance.

B/17/19 (Lot 2): Purpose of Application: The applicant is proposing to sever a parcel of land being 66.4 m (217.8 ft) frontage by an irregular depth with an area of 0.44 hectares (1.08 acres). The subject property is in the Residential Second Density (R2) Zone. The proposed severed land currently has (1) single detached dwelling and two accessory buildings. The retained parcel being 294.4 m (965.9 ft) frontage and an irregular depth with an area of 47.87 hectares (118.3 acres) contains one accessory structure.

The severed lands will also contain the associated water lot located on Front Road South measuring 68.26 m (224 ft) in frontage with an irregular depth and an area of 0.56 ha (1.38 ac). The retained water lot will have a frontage of approximately 287.2 m (942.3 ft) after the severance.

B/18/19 (Lot 3): Purpose of Application: The applicant is proposing to sever a parcel of land being 38.02 m (124.7 ft) frontage by an irregular depth with an area of 0.36 hectares (0.89 acres) for purposes of the creation of a new residential building lot for the construction of a single detached dwelling. The subject property is in the Residential

Second Density (R2) Zone. The retained parcel being 256.38 m (841.14 ft) frontage and an irregular depth with an area of 47.51 hectares (117.4 acres) is vacant land.

The severed lands will also contain the associated water lot located on Front Road South measuring 42.81 m (140.45 ft) in frontage with an irregular depth and an area of 0.34 ha (0.84 ac). The retained water lot will have a frontage of approximately 244.39 m (801.8 ft) after the severance.

B/19/19 (Lot 4): Purpose of Application: The applicant is proposing to sever a parcel of land being 43.93 m (144.12 ft) frontage by an irregular depth with an area of 0.36 hectares (0.89 acres) for purposes of the creation of a new residential building lot for the construction of a single detached dwelling. The subject property is in the Residential Second Density (R2) Zone. The retained parcel being 212.45 m (697 ft) frontage and an irregular depth with an area of 47.15 hectares (116.5 acres) is vacant land.

The severed lands will also contain the associated water lot located on Front Road South measuring 47.02 m (154.27 ft) in frontage with an irregular depth and an area of 0.37 ha (0.91 ac). The retained water lot will have a frontage of approximately 197.37 m (647.54 ft) after the severance.

The following correspondence was received from the various agencies and residents circulated:

- i) Letter dated July 21, 2020 from the Essex Region Conservation Authority stating:

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

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

We further recommend that the stormwater management analysis be completed to the satisfaction of the Municipality. We do not require further consultation on this file with respect to stormwater management.

The subject property is within, and/or is adjacent to (within 120 metres of), a natural heritage feature that is identified as a significant wetland (Big Creek Marsh (ER 13)), significant woodland, significant valleyland, significant wildlife habitat under the Provincial Policy Statement (PPS, 2020). As per the policies of the Town of Amherstburg Official Plan, an Environmental Impact Assessment was required to be completed to support the applications for consent. ERCA provided the Town with a Terms of Reference for an EIA and completed a review of the submitted EIA-6-19 as completed by Dillon Consulting Limited. The final recommendations of the EIA from Dillon were deemed to be acceptable in meeting the requirements of the ERCA EIA Guidelines and Town of Amherstburg EIA policies for development. The final recommendation of the EIA was that the consent applications could be approved subject to full implementation of all Environmental Impact Assessment recommendations.

ERCA recommends that should the recommendations of the EIA be implemented by the Planning Authority the applications for consent would be consistent with natural heritage policies of the PPS, the Town of Amherstburg, and ERCA EIA Guidelines.

ERCA requests to receive a copy of the Notice of Decision for this application.

- ii) Email dated July 22, 2020 from the Windsor Police Department stating that:

The Windsor Police Service has no concerns or objections with the variances being sought for allowing a severance. No public safety problems are anticipated from this.

- iii) Email dated July 13, 2020 from the Fire Department stating:
Fire is requesting that a fire hydrant meeting the requirements of the Town of Amherstburg be installed, paid for by the applicant. The fire hydrant is to be installed mid- point between the existing fire hydrants North and South of the proposed lot severances.
- iv) Email dated July 20, 2020 from the Engineering & Public Works Department stating:
 - *Individual water service connection required for each new lot*
 - *No Sanitary sewers, septic field required for each new lot. Additionally, the applicant should be aware that, in the future, should a sanitary sewer collection system be constructed along Front Road South, each of the lots described under this application will be required to connect and be serviced by said sanitary sewer.*
 - *Based on the proposal, Lots 1,3 and 4 will require separate driveway accesses from County Road 20 (Front Road South). This will require necessary review and approvals from the County of Essex.*
- v) Email dated July 15, 2020 from the Building Department stating:
 - *To ensure that all the lots can accommodate a septic system for a single family dwelling*
 - *To ensure proper requirements for fire hydrants*
- vi) Letter from the County of Essex dated July 20, 2020 stating:
Please be advised that the County of Essex has reviewed the aforementioned applications and the comments provided are engineering related only. These applications have not been reviewed from a planning perspective. This road was formerly King's Highway 18 until it was downloaded to the County of Essex. The minimum setback for any proposed structures on this property must be 85 feet from the center of the original ROW of County Road No. 20 for a proposed residential structure and 105 feet from the centre of the right of way for a proposed commercial structure.
Permits are necessary for any changes to existing entrances and structures, of the construction of new structures.
Individual entrance for proposed Lot 3 and 4 will not be permitted but the County of Essex will be prepared to consider one mutual entrance to serve Lot 3 & 4. Although Lot 2 has an existing access, mutual entrance should also be considered for lot 1 and 2.
We are requesting a copy of the Decision of the aforementioned applications. Should these applications be approved we are requesting a copy of the revised survey plan of the subject lands to update our mapping records. Thank you for your assistance and cooperation in this matter.
- vii) Planning Report dated July 21, 2020 from Frank Garardo, Secretary Treasurer and Sarah French, Planner.

Committee Discussion:

The Chair introduced the application and the Planner, Frank Garardo read the purpose of the application. The Chair asked the applicant to speak to the application. Melanie Muir of Dillon Consulting presented the concept of the application. Ms. Muir stated that a plan of subdivision is being prepared for the remainder of the subject lands. The proposed fences were discussed. There will be fences placed around the lots to prevent owners from entering the environmentally protected lands. The fences will be privately maintained and must meet the requirements of ERCA. The maintenance of the fences will be registered on the title for the lands and the buffer lands will remain with the retained lots

and will be dealt with during the Draft Plan of Subdivision stage.

The status of the Elliot house on Lot 2 was discussed. The house is a property of interest and an archaeological study has not been completed for Lots 1 or 2.

Additional conditions were discussed including ensuring the applicants install fire hydrants to the satisfaction of the Fire Department and ensuring the future property owners are aware that they will be required to tie into sanitary systems if they are ever installed in the area.

The water lots were discussed. The water lots are zoned Environmental Protection (EP) Zone and the owners will not be permitted to build on the lots. They will be permitted docks and ramps, with permission from ERCA. It was discussed whether the zoning restrictions should be noted in the conditions. The zoning restrictions were not noted in the conditions as they will be reviewed prior to any building permits being issued. Water service on the water lots was also discussed. Todd Hewitt from Engineering and Public Works stated that they would issue a water permit for water service if requested. Individuals may have water service on the lots, however this does not give them permission to build dwellings.

The entrance from the County Road to the proposed lots was discussed. The County of Essex approved combined driveways for lots 3 and 4 and lots 1 and 2, the conditions should reflect the County of Essex's permissions. It was discussed about whether the water lots should be restricted from having driveways. It was determined that it would be up to the County of Essex to decide if the water lots could have driveways and that the conditions should not reflect this.

Stormwater management was discussed for the four lots. Melanie Muir stated that the stormwater management report is underway for the subdivision and the lots would be required to provide grading information at the time of building permit. Stormwater management depends on what is being built and cannot be addressed on the four lots as it is unknown what is being built at this time. Stormwater would be addressed during the building permit stage.

The Committee decided to address lots 3 and 4 first and requested the change in the conditions as referenced above. Frank Garardo read the conditions and the applicant acknowledged understanding of the conditions.

The Committee then addressed lots 1 and 2 and discussed the proposed holding symbol for the properties. Melanie Muir stated that the applicant does not wish to do the archaeological study for the two lots as it would be very expensive and there is high likelihood of archaeological significance which will result in a multi phased study. She stated that a holding symbol will ensure that the future purchasers of the lot are aware that archaeological is required and that they will not be able to change the use of the lots without the study. The designation of the Elliot house on lot 2 was discussed. It was stated that the archaeological work should be done before the lots are separated, as the onus for studies should be put on the applicant, not future land owners, and the Elliot house severance should be brought to the Heritage Committee for input.

The idea of the holding symbol was discussed further. The holding symbol would allow the uses to continue as is but would restrict any permits being issued. The idea of the holding symbol was not supported by the Committee members.

The designation on the property was discussed. The property is designated as a property of interest which requires that the owners notify Council 60 days in advance of demolition. The prospect of designating the property was discussed. Designation requires a full review of the property and the cost would be borne by the applicant. The cost can vary depending on what is found on the site.

The barn on the proposed lot 1 was discussed. Melanie Muir stated that the applicant is open to applying for a temporary use by-law to permit the barn to remain on the property for up to 3 years without a main dwelling. Melanie Muir was aware that the studies would be required prior to any dwelling being built on the lot and that the by-law would expire after 3 years, at which point a dwelling would be required on the lot or the barn would have to be demolished.

The Chair suggested that the application be referred to the Heritage Committee for further comment and requested further administration opinion on the holding symbol.

The following resolution was put forth:

That application B/18 and 19/19 be approved subject to the following conditions:

1. That a Reference Plan of the subject property satisfactory to the municipality be deposited in the Registry Office; a copy to be provided to the municipality.
2. The applicant submit to the municipality the deed, in triplicate, acceptable for registration in order that consent may be attached to the original and duplicate and a copy be provided to the municipality.
3. Prior to the stamping of deeds, the applicant shall provide evidence that the water lots are registered in the same name and interest as the proposed inland lots and completed by consent process under the Planning Act or a legal merger satisfactory to the Municipality.
4. That all property taxes be paid in full.
5. That one driveway access to be shared by the two lots must be constructed to the subject properties where one does not exist. That an access permit be obtained for the shared driveway from the County of Essex and any other requirements to their satisfaction, prior to the stamping of deeds. The access shall be provided to the satisfaction of the municipality.
6. That an assessment apportionment for any and all drains affected by the severance is completed in accordance with the provisions of the Drainage Act and that all costs associated with said apportionment are paid by the applicant.
7. That the portion of the subject lands identified in the Environmental Impact Assessment (EIA) as buffer lands be rezoned to Environmental Protection (EP) through a rezoning application to the Town of Amherstburg.
8. That a parkland fee be paid to the Town of Amherstburg prior to the stamping of the deeds in an amount of \$300 per lot.
9. That each of the severed lots will be serviced with municipal water in accordance with and under the supervision of the municipality prior to the stamping of deeds.
10. That Council approves the development of the subject lots on private individual septic systems after the soil analysis and septic design for each of the proposed lots is completed.
11. That the applicant enters into an agreement satisfactory to the Corporation of the Town of Amherstburg requiring that the subject property be required to hook into a sanitary sewer system should it become available. The subject agreement to be registered on title.
12. That the applicant be required to install fire hydrants meeting the requirements of the Town of Amherstburg, at the cost of the applicant.
13. This consent will be deemed to be refused in accordance with the Planning Act the above noted conditions are not met within one year from the date of this notice.

Moved by: Terris Buchanan

Seconded by: Don Shaw

-carried-

Reasons of Committee – The request is in conformity with Sections 6.1.2 and 6.1.2(6) of Amherstburg's Official Plan and is consistent with the Provincial Policy Statement. The applicant has performed all required studies for the two lots and received clearance from all applicable ministries and agencies.

That application B/16 and 17/19 be referred to the Heritage Committee for further comment at the soonest possible meeting.

Moved by: Terris Buchanan

Seconded by: Sherry Ducedre

-carried-

Reasons of Committee – The Committee felt that they needed more information to approve the severance of the Elliot House and that the Heritage Committee should comment on the proposed severances.

That application B/25/20 be approved with the following conditions:

1. That a Reference Plan of the subject property satisfactory to the municipality be deposited in the Registry Office; an electronic and paper copy to be provided to the municipality.
2. The applicant submit to the municipality the deed, in triplicate, acceptable for registration in order that consent may be attached to the original and duplicate and a copy be provided to the municipality.
3. Subsection 3 of Section 50 of the Planning Act applies to any subsequent conveyance or transaction of or in relation to the parcels of land being the subject of the consent (severed and retained parcels).
4. That prior to the stamping of deeds the owner is to provide satisfactory evidence that the adjacent parcel is under merger and common ownership relative to the parcels which are the subject of the consent.
5. That all property taxes be paid in full.
6. That an assessment apportionment for any and all drains affected by the severance be completed in accordance with the provisions of the Drainage Act and that all costs associated with said apportionment be paid by the applicant.
7. This consent will be deemed to be refused in accordance with the Planning Act if the above noted conditions are not met within one year from the date of this notice.

Moved by: Josh Mailloux

Seconded by: Terris Buchanan

-carried-

	Yes/Concur	No/Not Concur
Terris Buchanan	X	
Anthony Campigotto	Absent	Absent
Josh Mailloux	X	
Donald Shaw (VC)	X	
David Cozens (CH)	X	

Reasons of Committee – The request is in conformity with Sections 6.1.2 and 6.1.2(6) of Amherstburg's Official Plan and is consistent with the Provincial Policy Statement. The properties are both considered undersized agricultural lots in the Town's Zoning By-law 1999-52, as amended, which does not require a minimum lot size. The minor adjustments of lot lines in the agricultural areas of the Town is supported by the Official Plan and consistent with the Provincial Policy Statement.

6.2 Applications B/16/19 & B/17/19 – Capo D'Aqua c/o Dillon Consulting Ltd, Agent – 849 Front Road South (Roll No. 3729-600-000-02000 & 02050)

Public in Attendance: Melanie Muir

B/16/19: The applicant is proposing to sever a parcel of land being 48.5 m (159.12 ft) frontage by an irregular depth with an area of 0.37 hectares (0.91 acres) for purposes of the creation of a new residential building lot. The subject property is in the Residential Second Density (R2) Zone. The severed lands currently have a storage barn on the property. The retained parcel being 278.9 m (915.03 ft) frontage and an irregular depth with an area of 47.59 hectares (117.6 acres) contains one (1) single detached dwelling and two accessory buildings.

The severed lands will also contain the associated water lot located on Front Road South measuring 50.54 m (165.81 ft) in frontage with an irregular depth and a total area of 0.46 ha (1.14 ac). The retained water lot will have a frontage of approximately 265.63 m (871.49 ft) after the severance.

B/17/19: The applicant is proposing to sever a parcel of land being 66.4 m (217.8 ft) frontage by an irregular depth with an area of 0.44 hectares (1.08 acres). The subject property is in the Residential Second Density (R2) Zone. The proposed severed land

currently has (1) single detached dwelling and two accessory buildings. The retained parcel being 212.5 m (697.18 ft) frontage and an irregular depth with an area of 47.15 hectares (116.5 acres) contains one accessory structure.

The severed lands will also contain the associated water lot located on Front Road South measuring 68.26 m (224 ft) in frontage with an irregular depth and an area of 0.56 ha (1.38 ac). The retained water lot will have a frontage of approximately 197.37 m (647.5 ft) after the severance.

The following correspondence was received from the various agencies and residents circulated:

- i) Letter dated July 21, 2020 from the Essex Region Conservation Authority stating:

The above noted lands are subject to our Development, Interference with Wetlands and Alteration to Shorelines and Watercourses Regulation under the Conservation Authorities Act (Ontario Regulation No. 158/06). The parcel falls within the regulated area of the Big Creek and Detroit River. The property owner will be required to obtain a Permit and/or Clearance from the Essex Region Conservation Authority prior to any construction or site alteration or other activities affected by Section 28 of the Conservation Authorities Act. ERCA has concerns with the potential impact of the quality and quantity of runoff in the downstream watercourse due to the proposed development on this site. ERCA recommends that stormwater quality and stormwater quantity will need to be addressed up to and including the 1:100 year storm event and be in accordance with the guidance provided by the Stormwater Management Planning and Guidance Manual, prepared by the Ministry of the Environment (MOE, March 2003) and the "Windsor-Essex Region Stormwater Management Standards Manual".

We further recommend that the stormwater management analysis be completed to the satisfaction of the Municipality. We do not require further consultation on this file with respect to stormwater management.

The subject property is within, and/or is adjacent to (within 120 metres of), a natural heritage feature that is identified as a significant wetland (Big Creek Marsh (ER 13)), significant woodland, significant valleyland, significant wildlife habitat under the Provincial Policy Statement (PPS, 2020). As per the policies of the Town of Amherstburg Official Plan, an Environmental Impact Assessment was required to be completed to support the applications for consent. ERCA provided the Town with a Terms of Reference for an EIA and completed a review of the submitted EIA-6-19 as completed by Dillon Consulting Limited. The final recommendations of the EIA from Dillon were deemed to be acceptable in meeting the requirements of the ERCA EIA Guidelines and Town of Amherstburg EIA policies for development. The final recommendation of the EIA was that the consent applications could be approved subject to full implementation of all Environmental Impact Assessment recommendations.

ERCA recommends that should the recommendations of the EIA be implemented by the Planning Authority the applications for consent would be consistent with natural heritage policies of the PPS, the Town of Amherstburg, and ERCA EIA Guidelines.

ERCA requests to receive a copy of the Notice of Decision for this application.

- ii) Email dated September 23, 2020 from the Windsor Police Department stating that:

The Windsor Police Service has no concerns or objections with the variances being sought to permit land severances for creating new residential lots as the outcome will not result in a negative public safety impact.

- iii) Email dated July 13, 2020 from the Fire Department stating:

Fire is requesting that a fire hydrant meeting the requirements of the Town of Amherstburg be installed, paid for by the applicant. The fire hydrant is to be installed mid- point between the existing fire hydrants North and South of the proposed lot severances.

- iv) Email dated September 17, 2020 from the Engineering & Public Works

Department stating:

- *Individual water service connection required for each new lot*
 - *No Sanitary sewers, septic field required for each new lot. Additionally, the applicant should be aware that, in the future, should a sanitary sewer collection system be constructed along Front Road South, each of the lots described under this application will be required to connect and be serviced by said sanitary sewer.*
 - *Based on the proposal, Lots 1 will require separate driveway accesses from County Road 20 (Front Road South). This will require necessary review and approvals from the County of Essex. Should driveway access be required for water lot portions, County approval will also be required.*
- v) Email dated July 15, 2020 from the Building Department stating:
- *To ensure that all the lots can accommodate a septic system for a single family dwelling*
 - *To ensure proper requirements for fire hydrants*
- vi) Letter from the County of Essex dated September 22, 2020 stating:
- Please be advised that the County of Essex has reviewed the aforementioned applications and the comments provided are engineering related only. These applications have not been reviewed from a planning perspective. This road was formerly King's Highway 18 until it was downloaded to the County of Essex. The minimum setback for any proposed structures on this property must be 85 feet from the center of the original ROW of County Road No. 20 for a proposed residential structure and 105 feet from the centre of the right of way for a proposed commercial structure.*
- Permits are necessary for any changes to existing entrances and structures, of the construction of new structures.*
- Individual entrance for proposed Lot 3 and 4 will not be permitted but the County of Essex will be prepared to consider one mutual entrance to serve Lot 3 & 4. Although Lot 2 has an existing access, mutual entrance should also be considered for lot 1 and 2.*
- We are requesting a copy of the Decision of the aforementioned applications. Should these applications be approved we are requesting a copy of the revised survey plan of the subject lands to update our mapping records. Thank you for your assistance and cooperation in this matter.*
- vii) Planning Report dated September 21, 2020 from Frank Garardo, Secretary Treasurer and Sarah French, Planner.

Committee Discussion:

The Chair introduced the application and the Planner, Frank Garardo read the purpose of the application. Melanie Muir from Dillon Consulting presented the concept of the application. The Chair mentioned a few discrepancies in the applications and the staff report that mentions four lots rather than two. Since the two proposed lots were deferred from the original application of four severed lots, the report and applications still mentioned four lots. The applicant agreed to amend the applications. The report was also amended to state that the Sarah Elliot house was approved as a property of interest. The Committee members had a discussion about whether a holding symbol on the property would protect the house from demolition and if it would protect any items of archaeological significance. The details of the current archaeological investigation were questioned. Melanie Muir stated that there have been some items of significance found on the north side of the creek and that the consultants are currently going through a Stage 3 investigation. The two lots that were severed on July 13, 2020 were part of the archaeological assessment and were cleared by the Ministry. The Committee had a discussion on whether the current owner of the land should be required to complete the archaeological study or if the onus of the study should be placed on the property purchaser. The intentions for Lot 1 were questioned. Lot 1 currently has a pole barn on it. Melanie Muir stated that the owner plans to maintain pole barn for a couple of years and may sell the lot in the future. The removal of the pole barn was discussed and it was determined that a temporary use zoning by-law amendment would be required in order to have the pole barn remain on the property without a main use. The archaeological

study was further discussed. It was determined that the archaeological study should be completed prior to the stamping of the deeds, however an extended timeline might be required to complete the study. The Committee agreed to extending the timeline from one year to two years for the completion of the consent conditions. The Committee also stated that they would open to seeing the application return to the Committee in the future for renewal, if necessary. It was discussed that the archaeological study would need Ministry approval and would have to be approved by Town administration. The recommended conditions were amended to reflect the discussion. Frank Garardo read the conditions and Melanie Muir acknowledged acceptance of the conditions.

The following resolution was put forth:

That applications B/16/19 and B/17/19 be approved subject to the following conditions:

1. That a Reference Plan of the subject property satisfactory to the municipality be deposited in the Registry Office; a copy to be provided to the municipality.
2. The applicant submit to the municipality the deed, in triplicate, acceptable for registration in order that consent may be attached to the original and duplicate and a copy be provided to the municipality.
3. Prior to the stamping of deeds, the applicant shall provide evidence that the water lots are registered in the same name and interest as the proposed inland lots and completed by consent process under the Planning Act or a legal merger satisfactory to the Municipality.
4. That all property taxes be paid in full.
5. That one driveway access to be shared by the two lots must be constructed to the subject properties where one does not exist. That an access permit be obtained for the shared driveway from the County of Essex and any other requirements to their satisfaction, prior to the stamping of deeds. The access shall be provided to the satisfaction of the municipality.
6. That the portion of the subject lands identified in the Environmental Impact Assessment (EIA) as buffer lands be rezoned to Environmental Protection (EP) through a rezoning application to the Town of Amherstburg.
7. That a parkland fee be paid to the Town of Amherstburg prior to the stamping of the deeds in an amount of \$300 per lot.
8. That each of the severed lots will be serviced with municipal water in accordance with and under the supervision of the municipality prior to the stamping of deeds.
9. That Council approves the development of the subject lots on private individual septic systems after the soil analysis and septic design for each of the proposed lots is completed.
10. The severance application B/16/19 is denied unless the applicant removes the existing accessory structure or is successful in obtaining a temporary use-by-law prior to the stamping of the deeds.
11. The applicant will be responsible for providing a report from a certified designer/installer that the existing private septic system serving the dwelling does not cross the property lines, that the system is in working order and that its operation will not be affected by the severance (B/16/19) prior to the stamping of the deeds.
12. That an archaeological assessment be completed by a qualified professional on the subject land prior to the stamping of the deeds, to the satisfaction of the Town of Amherstburg.
13. This consent will be deemed to be refused in accordance with the Planning Act the above noted conditions are not met within two years from the date of this notice.

Moved by: Terris Buchanan

Seconded by: Don Shaw

-carried-

	Yes/Concur	No/Not Concur
Terris Buchanan	X	
Anthony Campigotto	Absent	Absent
Josh Mailloux	X	

Donald Shaw (VC)	X	
David Cozens (CH)	X	

Reasons of Committee – The request is in conformity with Section 6.1.2 of Amherstburg's Official Plan and is consistent with the Provincial Policy Statement. The applicant has performed the majority of the required studies for the two lots and received clearance from most applicable ministries and agencies. The archaeological study will be provided to the Town prior to the stamping of the deeds.

6.3 Application B/26/20 – John & Donna Curtis c/o Drew Coulson, Agent – 117-119 Park Street (Roll No. 3729-100-000-02200)

Public in Attendance: Drew Coulson

B/26/20: The applicant is proposing to sever a parcel of land being 12.8 m (42 ft) frontage by a depth of 30.47 m (99.96 ft) with an area of 394.19 sq m (4243 sq ft) for the purpose of creating a new residential lot for an existing semi-detached dwelling. The proposed retained parcel being 12.8 m (42 ft) frontage by a depth of 31.16 m (102.24 ft) with an area of 396.05 sq m (4263 sq ft) is a residential lot for an existing semi-detached dwelling. The subject property is zoned Residential Heritage (RH) and designated Heritage Residential in the Official Plan.

The following correspondence was received from the various agencies and residents circulated:

- i) Letter dated September 18, 2020 from the Essex Region Conservation Authority stating no comments or concerns.
- ii) Email dated September 23, 2020 from the Windsor Police Department stating that:
The Windsor Police Service has no concerns or objections with the request to permit a land severance for a new residential lot as the outcome will not result in a negative public safety impact.
- iii) Email dated September 15, 2020 from the Essex Power Corporation stating:
For B-26-20, there is 1 overhead wire going to the duplex (Steve Rice cc'd can confirm) and 2 electricity meters on 1 side of the building. In the severance and on title, it should be identified that the meter for the retained parcel is on the severed side and that the overhead wire to the duplex is shared.
- iv) Email from the Engineering and Public Works Department dated September 17, 2020 indicating no comments.
- v) Planning Report dated September 21, 2020 from Frank Garardo, Secretary Treasurer and Sarah French, Planner.

Committee Discussion:

The Chair introduced the application and the Planner, Frank Garardo read the purpose of the application. Drew Coulson presented the concept of the application. Drew Coulson stated that he demolished the old building, which was a duplex, and built a semi on the lot. A semi is a permitted use in the Residential Heritage (RH) Zone. The Chair questioned when the severance should be done for a semi. Sarah French, Planner, mentioned that it is normal to sever semis after they are built to ensure the lot lines are correct. The comments from Essex Power were discussed and two proposed additional conditions were added to the recommended conditions. The parkland fee was discussed and it was determined that a parkland fee should be charged for the application. Frank Garardo read the conditions and Drew Coulson acknowledged acceptance of the conditions.

The following resolution was put forth:

That application B/26/20 be approved subject to the following conditions:

1. That a Reference Plan of the subject property satisfactory to the municipality be deposited in the Registry Office; a copy to be provided to the municipality.

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**THE CORPORATION OF THE TOWN OF AMHERSTBURG
BY-LAW NO. 2021-027**

**By-law to authorize the execution of a Consent Agreement
between Capo D' Aqua Corporation
and the Corporation of the Town of Amherstburg**

WHEREAS Capo D' Aqua Corporation has proposed the subdivision and servicing of lands owned by them within Part of Lot 5 and 6, Concession 1, now Town of Amherstburg;

AND WHEREAS the Corporation of the Town of Amherstburg have settled with Capo D' Aqua Corporation 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 Capo D' Aqua Corporation.

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

1. That the Corporation of the Town of Amherstburg enter into a Consent Agreement with Capo D' Aqua Corporation 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. 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 10th day of May, 2021.

MAYOR – ALDO DICARLO

CLERK – PAULA PARKER

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TOWN OF AMHERSTBURG

CONSENT AGREEMENT

BETWEEN: Capo D' Aqua Corporation

-AND-

THE CORPORATION OF THE TOWN OF AMHERSTBURG

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CONSENT AGREEMENT

THIS AGREEMENT made in quadruplicate this 25th day of May, 2021

BETWEEN:

Capo D' Aqua Corporation
(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 Lot 5 and 6, Concession 1, now Town of Amherstburg, County of Essex which lands are more particularly described in Schedule "A" annexed hereto;

AND WHEREAS the Amherstburg Committee of Adjustment granted consent on July 28, 2020 and September 29, 2020 for the subdivision of lands to create four (4) lots for purposes of single unit dwellings, subject to conditions imposed including a provision that the Developer agrees in writing to satisfy all of the requirements, financial and otherwise, of the Town concerning the provision of roads, installation of services, drainage, 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 Developer 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 Committee of Adjustment that the requirements of the Town have been met, the parties hereto agree as follows:

1. Schedules

The following Schedules are attached hereto, are hereby made a part of this Agreement, as fully and to all intents and purposes as though recited in full herein:

- i. Schedule "A" Legal Description;
- ii. Schedule "B" Design Criteria;
- iii. Schedule "C" Interpretation;
- iv. Schedule "D" Environmental Impact Assessment Summary– Dillon Consulting, June 8, 2020

2. Recitals

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

3. Installation of Services

The Developer will design, construct and install Services at its own expense on the Lands described in Schedule "A" annexed hereto, all of the services referred to in Schedule "B" 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

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all cases the Town engineer.

4. Certificate of Liability Insurance

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 or subsequent owners 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 design criteria contained in Schedule "B" 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 30 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, acting reasonably, 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

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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 all services. The Developer shall at all times provide all information 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, drainage/storm sewer, gas or hydro line shall be connected to any existing municipal services without the written approval of whichever of the Town or approval authority has jurisdiction over such municipal system.

10. Work Schedule/Quality of Work

The Developer or subsequent owners will prepare and submit to the Town, plans for the installation of Services for each phase of the development and will request a pre-construction 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. 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:

Initial Acceptance of Services

All of the services relating to all of the lots therein have been installed and initially accepted by the Town.

(a) Tree Provision/Mailbox Requirements

The Developer shall:

i. Tree Provision

Include in all Agreements of Purchase and Sale a requirement for planting a minimum of one (1) tree in the front yard of each lot having a minimum diameter of 60 mm. The subject tree is to be planted no closer

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than one (1) metre to any lot line. The tree shall be planted within 12 months of the initial occupancy of the house. Such tree shall be maintained in perpetuity. A list of the acceptable trees is available at the Town of Amherstburg. The Developer shall impose a covenant as to the planting and maintenance of the tree in the transfer of each lot conveyed by it; and

ii. Super Mailboxes (if applicable)

Contact Canada Post to determine the location of super mailboxes throughout the subdivision and shall notify all purchasers of the exact location thereof. The location of super mailboxes also to be satisfactory to the Town.

(b) Landscaping Requirements

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 the road, to the 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.

12. Registration Requirements

The Developer covenants and agrees to cause the local Land Registrar to register, immediately after registration of the proposed plan, as annexed to each lot in the proposed plan, a condition of restriction running with the lands, that such lot is not to be built upon unless the provisions of paragraph 11 of this agreement, limiting entitlement to building permits has been complied with.

13. Installation of Services and Associated Fees

The Developer will provide to the Town, upon execution of this agreement a water connection charge for each of the lots to be serviced which will include the service to the lot line meter pit and meter, and any further costs necessary as determined by the Town, for the installation of the water connections. Any required culverts on Town property must be approved by the Town's Infrastructure Services Department.

14. Maintenance Security

The Developer shall provide to the Town an irrevocable letter of credit, (self-renewing and without burden of proof), or a certified cheque, satisfactory to the municipality in the value of \$10,000 for the permanent wildlife barrier fence to be installed along edge of the buffer strip in accordance with the Environmental Impact Analysis. The Town will hold the fence maintenance security for a period of two years from the date of its installation. The security will be utilized by the Town during this period to enforce the requirements of the Environmental Impact Study. The deposit of security by the Developer shall not be construed to limit the Developer's liability in the event of non-compliance with the requirements of the Environmental Impact Study relating to fencing.

15. 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.

16. 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 engineer, 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

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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 engineer on request, and to any proposed builder, all usual information as to grades and levels for each lot within the subdivision.

17. Developers Responsibilities in Regard to Damages

The Developer or subsequent 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.

18. Additional Work

If at any time prior to final acceptance of the last of the services by the Town it is of the 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.

19. Stormwater Management

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

- i. That the developer obtains the necessary permit or clearance from the Essex Region Conservation Authority prior to undertaking site alterations and/or construction activities;

20. Natural Heritage Protection

- i. That the proponent establish the identified 10 meter buffer strip area, and install the prescribed permanent wildlife barrier fence (with no access gates) as described in the EIA (dated June 8, 2020).
- ii. It is the Developer's responsibility to install a fence running the length of the development as described in the EIA (dated June 8, 2020).
- iii. The Developer shall ensure that a restriction shall be placed on the title of each of the properties that the buffer zone is not to be entered or disturbed including not dumping of yard waste or debris. That the fence is not to be removed, and a gate is not to be installed.

21. Grading/Dumping/Removal of Material

The Developer or subsequent owner shall carry out all grading of all lands, in accordance with the grading plans to be filed in the office of the Clerk of the Town 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 connect 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.

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22. Grass and Weed Maintenance

The Developer shall be responsible for the proper maintenance of grass and weeds throughout the development 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.

23. Rear Yard Drainage

Rear lot drainage will be installed on each lot, in connection with the construction of a house. The specifications, design and installation of such rear yard drainage shall be acceptable to, and subject to the approval of the Chief Building Official. 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 deemed to be a requirement to meet the Surface Drainage and Drainage Disposal requirements of 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 to stop work orders in relation thereto (as applicable).

24. 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.

25. Initial Acceptance of Services

The Developer or subsequent owner shall apply for initial acceptance of each individual service 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 therefore approved and filed by the Town before construction, and by filing as-built drawings of such service, and a certificate of payment therefor and of compliance with the Construction Lien Act. 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 initially accepted after the Town engineer certifying that such service has been completed in accordance with the agreement, providing that all the covenants of this agreement have been complied with to the date of such certificate. After initial acceptance and after maintenance securities or bonds have been filed, the labour and materials payment bond and the performance bond or security in lieu thereof relating to such service shall be released.

26. Final Acceptance of Services

The Town shall finally accept 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 has been carried out within such phase, and then authorizing release of the maintenance securities.

27. Easements

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

28. 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 acknowledgment, consent and postponement agreements, from any and all

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encumbrancers registered prior to registration of such notice.

29. Development Charge

The Developer acknowledges that the lands subdivided by this agreement are subject to Development Charges as established by the Town in its Development Charges By-law which may include community benefit charges. Once established, 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.

30. 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 or subsequent owners shall be required to retain its own professional engineer.

31. 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.

32. 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.

In the event of any default or breach of this Agreement by the Developer, which causes the Town to incur any cost, expense or damage, including the reasonable costs of utilizing its own employees, to remedy the default or breach, and in addition to any other remedy available to the Town in law or in equity, the Town is entitled to payment by the Development for the amounts incurred by the Town within thirty (30) days of notice of the demand for reimbursement being sent to the Developer. If the Developer fails to pay the amount of the demand in full, the amount outstanding shall constitute and shall be a lien and charge upon the lands of the Developer and may be collected as real property taxes in the same manner and priority as described in the provisions of the Municipal Act as amended from time to time.

33. 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.

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34. Parkland – Cash in Lieu

In satisfaction of the requirement of the Planning Act that the Developer convey up to 5% of the land included in the plan to the municipality for park purposes or cash-in-lieu thereof.

35. Schools

In accordance with the requirements of the Greater Essex County District School Board and the Windsor Essex District Catholic 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 school and could be bused to a distant school with available capacity.

36. Septic Systems

With regard to the installation of private septic systems and in accordance with the requirements of the Ontario Building Code and the Conservation Authorities Act, the lots and the beds are to be protected against flooding, and the tile bed must be raised to the satisfaction of the Town and the Essex Region Conservation Authority. The Developer shall notify all purchasers and shall impose as a covenant on each lot that they must be serviced with a septic system in accordance with Part 8 of the Ontario Building Code.

The Developer or subsequent owner shall notify all purchasers and shall impose as a covenant on each lot that should a sanitary sewer collection system be constructed along Front Road South, each of the lots described under this application will be required to pay for any servicing connection fees, connect and be serviced by said sanitary sewer, at the expense of the Owners.

37. Fire Hydrant

The Developer shall be responsible for installing a fire hydrant meeting the requirements of the Town Fire Services be installed, paid for by the applicant. The fire hydrant is to be installed mid- point between the existing fire hydrants North and South of the proposed lot severances satisfactory to the Fire Department.

38. 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.

39. Notice

- (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:

Capo D' Aqua Corporation
849 Front Road N
Amherstburg, ON N9V 2V6

In the case of notice to the Town:

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271 Sandwich Street South
Amherstburg, ON N9V 2A5

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

Manager of Planning Services
Fax: (519) 736-9859

Manager of Engineering and Operations
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.

40. 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.

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IN WITNESS WHEREOF the Parties have executed this Agreement, as of the date set out above, under the hands and seals of their respective and duly-authorized signing officers.

DEVELOPER: CAPO D' AQUA CORPORATION

Per _____
Patricia DiPierdomenico

I have authority to bind the Corporation

**THE CORPORATION OF THE
TOWN OF AMHERSTBURG**

Per _____
Aldo DiCarlo, Mayor

Per _____
Paula Parker, Clerk

We have authority to bind the Corporation

Authorized and approved by By-law No. 2021-027
enacted the 10th day of May, 2021

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SCHEDULE A
LEGAL DESCRIPTION

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

Part of Lot 5 and 6, Concession 1
Town of Amherstburg,
County of Essex,
Province of Ontario

SCHEDULE B
DESIGN CRITERIA

**FOR SERVICES TO BE PROVIDED IN THE
TOWN OF AMHERSTBURG**

The required service connections and drainage 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.

1. Storm Drainage

Storm drainage shall be installed along Creek Road fronting the development in accordance with approved engineering drawings satisfactory to the Town of Amherstburg and the Essex Region Conservation Authority.

2. Environmental Impact Assessment

The recommendations contained within the Environmental Impact Assessment dated and the Addendum Report dated June 8, 2020 shall be implemented to the satisfaction of the Corporation of the Town of Amherstburg and the Essex Region Conservation Authority.

3. Private Septic Systems

Private septic systems shall be installed in accordance with the regulations of the Ontario Building Code Act.

The Developer shall notify all purchasers and impose a covenant on each lot that they must be serviced with a tertiary septic system in accordance with Part 8 of the Ontario Building Code.

4. Watermains

Where required the Developer shall construct and install 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	1.5m
Lot Connection	19 mm dia.
Pipe Material	Copper (Type "K")

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

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

5. Hydro Service

The Developer shall construct and install a sufficient hydro distribution system to service the development with connections to the 5 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 development shall be grounded to the water distribution system if applicable. All hydro service within the development shall be designed and installed in accordance with the requirements and criteria of the Town of Amherstburg and Hydro One.

6. Telephone

The Developer shall arrange for Bell Telephone to provide underground telephone service to all of the lots within the development.

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7. Gas (if applicable)

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

8. Adjustments

The grade of any and all water service boxes, valves chambers, hydrants, manholes, drains and transformer boxes shall be adjusted by the Developer when and as may be required by the Town engineer.

9. 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.

10. Community Mailboxes (if applicable)

The Developer will be responsible for negotiating specific locations within the subdivision with Canada Post for the location of community mailboxes.

11. Easements (if applicable)

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

12. Rear Yard Drainage

- a) 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 consisting of shared grassed swales shall be provided for each building lot. Rear yard drains shall be installed in accordance with the Drainage Reports approved by Council.
- b) 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 lot grading plan shall show proposed dwelling elevation, proposed elevations at lot corners and direction of flow of the rear yard drain. 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 lot. 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, occupancy of the dwelling on the subject building lot shall not be permitted.

13. Special Servicing Requirements

The construction of structures shall conform to the following requirements:

- a) Roof or rain water leaders from each respective building must be discharged into the rear yard drainage system. Perimeter tile drains and sump pump must be provided for each building and discharged into the rear yard drainage system swales;

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- b) Perimeter tile drains shall not be connected to the private septic system;
- c) Basement floor drains shall be connected to the private septic systems for each dwelling;
- d) 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 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, no occupancy of any building shall be permitted and any and all securities delivered to the Corporation by the Developer herein shall be held to ensure the provisions of this paragraph are complied with.
- e) The Developer or subsequent Owner shall be responsible for obtaining necessary entrance permits from the County of Essex. The County of Essex has already indicated that individual entrance for proposed Lot 3 and 4 will not be permitted but the County of Essex will be prepared to consider one mutual entrance to serve Lot 3 & 4. Although Lot 2 has an existing access, mutual entrance should also be considered for lot 1 and 2.

DEVELOPER: CAPO D' AQUA CORPORATION

Per _____
Patricia DiPierdomenico

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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SCHEDULE "C"
INTERPRETATION

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 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.

"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 "B".

DEVELOPER: CAPO D' AQUA CORPORATION

Per _____
Patricia DiPierdomenico

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

Patricia DiPierdomenico

TOWN OF AMHERSTBURG

Paula Parker, Clerk

Aldo DiCarlo, Mayor



CAPO D'AQUA CORPORATION

Environmental Impact Assessment

D'Aqua Subdivision, Town of Amherstburg, Ontario



June 2020 – 16-3494

10.0

Summary

This EIA was prepared for the proposed D'Aqua Subdivision development located east of Front Road South, bounded by Lowes Side Road to the north and Concession Road 2 South to the east (the "Study Area") within the Town of Amherstburg. The EIA will form part of an application package for submission to the Town of Amherstburg.

A review of background resources, including Land Information Ontario, the Town of Amherstburg Official Plan (2014), and the County of Essex Official Plan (2014) indicated that the majority of the land within the Project Location consists of active agricultural fields with portions of the Big Creek PSW in the west, south, and east portions of the Project Location and both Significant Valleylands and Environmentally Significant Areas in the far eastern and southwestern part of the Project Location.

Detailed field studies were conducted in 2016 and 2017, preliminary Species at Risk assessment, breeding bird surveys, vegetation survey, and wetland staking; to confirm the presence of significant natural features and ecological function within the Project Location to determine potential impacts as a result of the proposed development. The biophysical inventory confirmed the presence of PSW, Significant Woodland, SWH for two plant species, and several Candidate SWH types.

As the development is proposed outside of significant natural features and will generally be limited to the existing agricultural fields, the only minor vegetation removal would be proposed for the severance activities; and the potential for environmental impacts as a result of the proposed development is limited. A 30m buffer has been added to the PSW to protect the wetland corridor and its ecological function. In addition, a 10m buffer from Significant Woodlands (not mapped as PSW) is also proposed.

Provided the mitigation measures outlined in this EIA are followed, the proposed development should result in no residual negative impacts on the natural features or their ecological function.



THE CORPORATION OF THE TOWN OF AMHERSTBURG

OFFICE OF PLANNING AND DEVELOPMENT SERVICES

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

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

To: Mayor and Members of Town Council

Subject: Zoning By-law Amendment for W/S of Crystal Bay Drive

1. RECOMMENDATION:

It is recommended that:

- 1. By-law 2021-032 being a by-law to amend Zoning By-law No. 1999-52, to amend the zoning for the subject lands known as W/S Crystal Bay Drive, be taken as having been read three times and finally passed and the Mayor and Clerk BE AUTHORIZED to sign same.

2. BACKGROUND:

The Statutory Public Meeting was held at 5:00 p.m., May 10, 2021 to hear public comments on an application for a Zoning By-law Amendment for the W/S of Crystal Bay Drive, Amherstburg.

The Zoning amendment on the subject lands located to the west of Crystal Bay Drive would change the zoning for the subject lands from the "Recreation (RE) Zone" to "Resort Residential/Resort Commercial (RR/RC) Zone" to allow for Resort Residential/Resort Commercial uses on the subject properties. The proposed Amendment to the Zoning By-law is in conformity with the policies in the Official Plan, which permit residential/commercial uses on the island. The lands are designated Special Policy Area 6, Recreational Development in the Town's Official Plan. The total area subject to the rezoning is 2 acres ±.

The applicant proposes to develop the lots on the West side to four single unit dwellings, with frontage on Crystal Bay Drive. An application for Consent will be required.

The proposed Zoning By-law Amendment appears to be in conformity with the Provincial Policy Statement 2020 (PPS). The proposed lots are located within a settlement area.

Section 1.1.3.1 of the PPS states:

Settlement areas shall be the focus of growth and development.

Section 1.1.3.6 of the PPS states:

New development taking place in designated growth areas should occur adjacent to the existing built-up area and shall have a compact form, mix of uses and densities that allow for the efficient use of land, infrastructure and public service facilities.

The subject property is located adjacent to existing single unit dwellings and will be able to be serviced with existing roads and connect to municipal services.

The proposed Zoning By-law Amendment appears to be consistent with the policies in the County of Essex's Official Plan. The subject property is located within a primary settlement area. Section 3.2.4 of the County Official Plan states:

d) All new development within Primary Settlement Areas shall only occur on full municipal services and municipal sewage services, unless there are interim servicing policies in the local Official Plan that are in effect at the time of approval of this Plan.

The proposed Zoning By-law Amendment is consistent with the policies in the Town of Amherstburg Official Plan. The lands are designated Recreational Special Policy Area 6 in the Town's Official Plan which allow for single detached dwelling residential uses.

Section 4.3.7 of the Official Plan states:

It is anticipated that the residential component of development will take the form of a combination of dwelling types ranging from single detached dwellings to multi-family dwellings. Subject to the servicing capabilities, approximately 1800 units are anticipated as part of the development as well as commercial and recreational uses to serve the residents of the island.

3. DISCUSSION:

There were several public comments submitted to the Planning Division and read by the Clerk at the statutory public meeting held May 10, 2021. Delegates were also heard at the public meeting.

Members of Council and the public raised questions and concerns during the statutory public meeting. The questions and concerns raised by the public and Council are addressed in the following table.

Comments	Administrative Response
<p>What type of land uses are permitted in the current "RE" recreation zone</p>	<p>The current Recreation zoning permits campgrounds, conservation area, golf course, marina, golf driving range, public or private park including playgrounds, picnic facilities, sports fields, bowling green, tennis courts, parking area, a recreation or community centre, meeting house, club houses, or fraternal hall.</p> <p>The proposed RR/RC zone will permit residential land uses.</p> <p>The abutting lands are zoned residential.</p>
<p>Official Plan designation</p>	<p>The Official Plan currently allows for 1800 dwelling units and building heights with a maximum of 10 storeys in height. The applicants are seeking permission to construct low density residential units that will be consistent with the existing development in the area.</p>
<p>Vacant lots and views should be maintained</p>	<p>The lots have been vacant for several years. Views are often privileges and not rights, as all community's experience growth and density changes.</p> <p>The proposed residential development is similar in scale to abutting homes.</p>
<p>The Zoning is listed as Recreational</p>	<p>The lands are privately owned, and are not part of the Town's park or public lands. The land owner can make an application to have the land use changed within conformity of the Official Plan. The Official Plan supports future residential development.</p>
<p>Waterfront Access will be removed</p>	<p>The lands are privately owned and any access to the water would be at the discretion of the land owner.</p> <p>The proponent has indicated that public waterfront access is available from the marina and beach area.</p>

The proposed zoning change to “Resort Residential/Resort Commercial Zoning” permits commercial and high-rise development	The permitted uses include residential and multiple residential. The proponent has identified that the units will be a single or two-unit residence and have no intention of developing a larger residential condo/building on the subject lands. The proponent has also identified that a restricted covenant will be placed on the lands to restrict any high-rise development.
Traffic concerns	The subject parcel would be developed for residential infill which is a low traffic generator, given the existing homes abutting the parcels.
Wildlife	The subject parcels have been reviewed and identified as a development area from the MECP.
Parkland	The lands are privately owned and not designated as a park area in the Town of Amherstburg Official Plan or the Town of Amherstburg Parks Master Plan.
Would there be commercial uses	The proponent has identified that the lands would not be used for commercial purposes.
Lot creation	The south lots are already subdivided and consist of two separate lots and the severance will be technical in nature and adjust the lot lines. The north lot will be subdivided.
Zoning Designation of the parcel located in the middle of the subject lands.	The parcel located in the middle of the subject lands was rezoned in 2017 from recreation to residential.

4. **RISK ANALYSIS:**

The recommendation in this report presents little to no risk to the Town. The proposed change is in conformity with the Town’s Official Plan. Should Council not approve the proposed application for ZBA, the developer will not be able to further pursue residential development on these lots. As a result, the proponent may appeal to the Local Planning Appeal Tribunal.

5. **FINANCIAL MATTERS:**

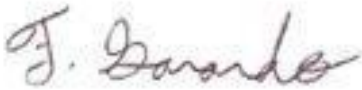
All costs associated with the application are the responsibility of the applicant.

6. **CONSULTATIONS:**

No further consultations are required on this application. All statutory notice requirements and consultations were met through the planning process.

7. **CONCLUSION:**

Administration recommends that Zoning By-law 2021-032 be approved by Council, given three readings and finally passed and the Mayor and Clerk be authorized to sign same.



Frank Garardo
Manager of Planning Services

JM

Report Approval Details

Document Title:	Zoning By-law Amendment for west side of Crystal Bay Drive.docx
Attachments:	- 2021 05 10 - ZBA W-s Crystal Bay- ATTACHMENTS.pdf - May 10 2021 STATUTORY PUBLIC MEETING - Participation Log.docx
Final Approval Date:	May 20, 2021

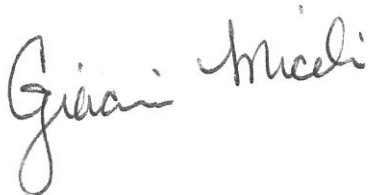
This report and all of its attachments were approved and signed as outlined below:



Nicole Rubli



Cheryl Horrobin



John Miceli



Paula Parker

CORPORATION OF THE TOWN OF AMHERSTBURG
**NOTICE OF STATUTORY PUBLIC MEETING
TO CONSIDER A ZONING BY-LAW AMENDMENT**

TAKE NOTICE that the Council of the Corporation of the Town of Amherstburg will hold a public meeting, by electronic means, on **Monday, May 10, 2021 commencing at 5:00 p.m.** in the Town of Amherstburg Council Chambers, 271 Sandwich Street South, Amherstburg, Ontario. The purpose of this meeting is to consider a proposed amendment to the Town of Amherstburg Zoning By-law 1999-52, under Section 34 of the Planning Act.

THE SUBJECT LANDS affected by the proposed amendment are described as Part of Bois Blanc Island north end. The property is vacant maintained property. (see key map below)

THE PURPOSE OF THE AMENDMENT TO ZONING BY-LAW No. 1999-52 is to change the zoning of the subject lands noted above from the “**Recreation (RE) Zone**” to “**Resort Residential/Resort Commercial (RR/RC) Zone**” and “**Resort Residential/Resort Commercial (RR/RC) Zone**” to “**Environmental Protection (EP) Zone**”.

THE EFFECT OF THE ZONING BY-LAW AMENDMENT change from RE to RR/RC will be to allow for Resort Residential/Resort Commercial uses on the subject properties. The proposed Amendment to the Zoning By-law is in conformity with the policies in the Official Plan and the Provincial Policy Statement. The lands are designated Special Policy Area 6, Recreational Development in the Town’s Official Plan. The total area subject to the rezoning is 2.43 acres ±.

THE EFFECT OF THE ZONING BY-LAW AMENDMENT change from RR/RC to EP will be for conservation purposes. The proposed Amendment to the Zoning By-law is in conformity with the policies in the Official Plan and the Provincial Policy Statement. The lands are designated Special Policy Area 6, Recreational Development in the Town’s Official Plan. The total area subject to the rezoning is 18 acres ±.

COVID-19 Emergency: During the COVID-19 Declaration of Emergency (declared by the Province of Ontario and the Town of Amherstburg under the provisions of Section 7.0.1 and Section 4(1) of the *Emergency Management and Civil Protection Act*, R.S.O. 1990, c.E.9, respectively) Town of Amherstburg Council is holding electronic meetings, and in-person meeting attendance is restricted. Any person, who wishes to make representation is required to do so in writing.

ANY PERSON may make written representation in support of or in opposition to the proposed Zoning By-law Amendment by email to the Planning division at planning@amherstburg.ca or in person by appointment for drop-off in the vestibule of the Libro Centre located at 3295 Meloche Road. Comments must be submitted by 4:00 p.m. on Thursday, May 6, 2021 before the hearing and will be read aloud prior to the application being heard by Council.

ANY PERSON who wishes to attend by electronic means, must register with the Clerk’s Office no later than 4:00 pm on Thursday, May 6, 2021. To register for electronic participation please email the Deputy Clerk at fowkes@amherstburg.ca. Once you register, you will be given information on how to make your submission at the electronic meeting by electronic participation. To participate, you will need access to a computer or tablet with internet service or a telephone.

NO PERSON OR PUBLIC BODY shall be added as a party to the hearing of the appeal unless, before the bylaw was passed, the person or public body made oral submissions at a public meeting or written submissions to the Council or, in the opinion of the Local Planning Appeal Tribunal, there are reasonable grounds to add the person or public body as a party.

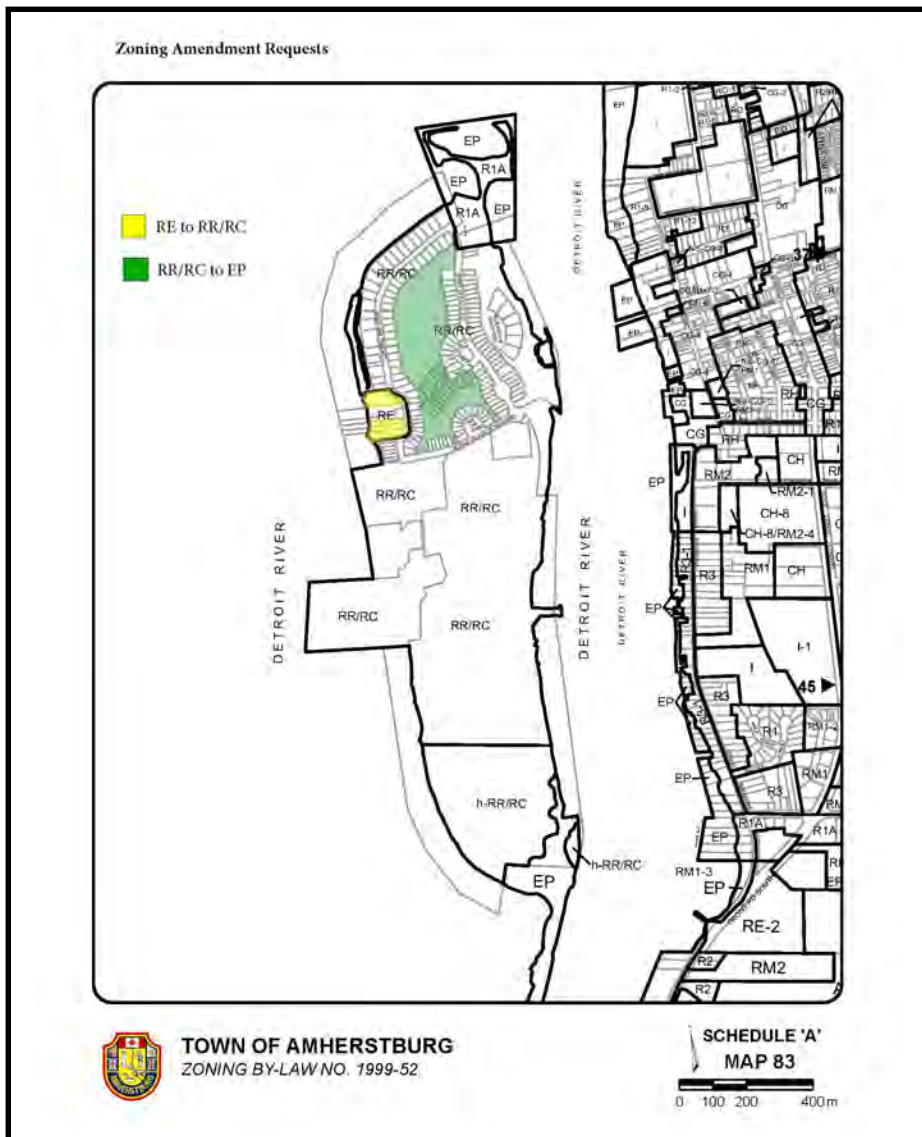
IF A PERSON OR PUBLIC BODY does not make oral submissions at a public meeting, or make written submissions to the Town of Amherstburg before the by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Local Planning Appeal Tribunal unless, in the opinion of the Tribunal, there is reasonable grounds to do so.

Information will be gathered in accordance with the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA). All comments and communications received will become part of the public record unless you expressly request the Town to remove it. If you want to learn more about why and how the Town collects your information, write to the Town Clerk’s Office, 271 Sandwich Street South, Amherstburg, ON N9V 2A5 or call 519-736-0012.

ADDITIONAL INFORMATION relating to the proposed Zoning By-law (File# ZBA/11/21) Amendment is available for inspection by calling or emailing the Planning Department Office during normal office hours, 8:30 a.m. to 4:30 p.m. The proposed Zoning By-law Amendment is also available for review on the Town of Amherstburg Website: www.amherstburg.ca. If you wish to be notified of the passage of the proposed Zoning By-law Amendment, you must make a written request to the Town at the address below. The hearing will be available for viewing by livestream by visiting www.amherstburg.ca.

DATED at the Town of Amherstburg this 19th day of April, 2021.

KEY MAP



Frank Garardo, MCIP, RPP
 Manager of Planning Services

Town of Amherstburg
 Libro Centre
 3295 Meloche Road
 Amherstburg, Ontario N9V 2Y8
 Telephone: (519) 736-5408
 Fax No. (519) 736-9859
 Website: www.amherstburg.ca

Information will be gathered in accordance with the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA). All comments and communications received will become part of the public record unless you expressly request the Town to remove it. If you want to learn more about why and how the Town collects your information, write to the Town Clerk's Office, 271 Sandwich Street South, Amherstburg, ON N9V 2A5 or call 519-736-0012.

Application No. ZBA/11/21

**FORM 1
PLANNING ACT
APPLICATION FOR ZONING BY-LAW AMENDMENT
TOWN OF AMHERSTBURG**

- 1. Name of approval authority Town of Amherstburg
- 2. Date application received by municipality April 5, 2021
- 3. Date application deemed complete by municipality April 16, 2020
- 4. Name of registered owner Boblo Developments Inc.

Telephone number [REDACTED]

Address [REDACTED]

Email [REDACTED]

Name of registered owner's solicitor or authorized agent (if any) Cindy Prince

Telephone number [REDACTED]

Address [REDACTED]

Email [REDACTED]

Please specify to whom all communications should be sent:

- registered owner
- solicitor
- agent

- 5. Name and address of any mortgages, charges or other encumbrances in respect of the subject land:

N/A

- 6. Location and description of subject land: Boblo Island (see attached drawing)

Concession No. _____ Lot(s) No. _____

Registered Plan No. _____ Lot(s) No. _____

Reference Plan No. _____ Part(s) No. _____

Street Address _____ Assessment Roll No. _____

- 7. Size of subject parcel:

Frontage _____ Depth _____ Area _____

- 8. Access to subject parcel:

- Municipal Road
- County Road
- Provincial Highway
- Private Road
- Water

If access to the subject land is **by water** only, state the parking and docking facilities used or to be used and the approximate distance between these facilities and the nearest public road

- 9. (a) Current Official Plan Land Use designation of subject land Recreational Development
- (b) Explanation of how application conforms to the Official Plan: Proposed rezoning request is consistent with the residential goals and policies of the Recreational Development Designation.

(c) Does the application implement an alteration to the boundary of an area of settlement or implement a new area of settlement?

Yes No

If yes, provide details of the official plan or official plan amendment that deals with this matter:

10. Current Zoning of subject land see attached zone map provided

11. Nature and extent of rezoning requested see attached zone map provided.

12. Reasons why rezoning is requested To permit residential development of the proposed lots as always intended and to preserve

13. Current use of subject land vacant maintained property. the interior

14. Length of time current use of subject land has continued since ownership. lands of the

15. Is the subject land within an area where the municipality has pre-determined: within and EP Zone.

(a) minimum and maximum density requirements

Yes No

(b) minimum and maximum height requirements

Yes No

If yes, state the requirements _____

16. Number and type of buildings or structures existing on the subject land and their distance from the front lot line, rear lot line and side lot lines, their height and their dimensions/floor area:

N/A

17. Date of construction of existing buildings and structures on the subject land:

N/A

18. Date subject land acquired by current registered owner _____

19. Proposed use of subject land 2005

20. Number and type of buildings or structures proposed to be built on the subject land and their distance from the front lot line, rear lot line and side lot lines, their height and their dimensions/floor area:

single family lots

21. Type of water supply:
- municipally owned and operated piped water supply
 - well
 - Other (specify) _____

22. Type of sanitary sewage disposal:
- municipally owned and operated sanitary sewers
 - septic system
 - Other (specify) _____

If the requested amendment permits development on a privately owned and operated individual or communal septic system and more than 4,500 litres of effluent will be produced per day as a result of the development being completed the applicant is required to submit a:

- (i) servicing options report, and
- (ii) a hydrogeological report

23. Type of storm drainage:
- sewers
 - ditches
 - swales
 - Other (specify) _____

24. If known, indicate whether the subject land is the subject of an application under the Planning Act for:
- consent to sever
 - approval of a plan of subdivision

If known, indicate the file number and status of the foregoing application:

25. If known, indicate if the subject land has ever been the subject of an application for rezoning under Section 34 of the Planning Act:
- N/A

If known, indicate whether the subject land has ever been the subject of a Minister's Zoning Order and, if known, the Ontario Regulation number of that order.

N/A

26. Does the requested amendment remove the subject land from an area of employment in the official plan?

Yes No

If yes, state the current official plan policies, if any, dealing with the removal of land from an area of employment.

27. Is the subject land within an area where zoning with conditions may apply?

Yes No

If yes, how does this application conform to the official plan policies relating to zoning with conditions?

28. Is the requested amendment consistent with policy statements issued under subsection 3(1) of the Planning Act (i.e. 2005 Provincial Policy Statement)?

Yes No

Comments _____

29. Is the subject land within an area of land designated under any provincial plan or plans?

Yes No

If yes, does the requested amendment conform to or does not conflict with the provincial plan or plans?

30. Is the land associated with any natural environment area or adjacent to or abutting lands that are designated as a Wetland or Natural Environment?

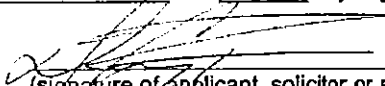
Yes No

If yes, an Environmental Impact Assessment is required, for approval by the Town and Essex Region Conservation Authority, to be completed in accordance with the County of Essex Guidelines for Environmental Impact Assessments or when Council considers it appropriate, additional requirements may be made to the Guidelines in accordance with more detailed locally adopted terms of reference for an Environmental Impact Assessment.

31. Will the proposed project include the addition of permanent above ground fuel storage?

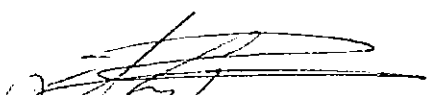
Yes No


Dated at the TOWN of Tecumseh this 15 day of April, 2021


(signature of applicant, solicitor or authorized agent)

I, CINDY PRINCE of the TOWN of Essex
in the County/District/Regional Municipality of Essex solemnly declare that all the statements contained in this application are true, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath and by virtue of the Canada Evidence Act.

Declared before me at the TOWN of Tecumseh in the County
of Essex this 15th day of April, 2021.


Applicant, Solicitor or Authorized Agent


A Commissioner, etc.

Jeffrey David Bolton, a
Commissioner, etc., Province of Ontario,
for Amico Development LP and its subsidiaries,
associated companies, and affiliates.
Expires August 30, 2021.

AUTHORIZATION

(Please see note below)

To: Clerk
Town of Amherstburg

Description and Location of Subject Land:

Boblo Island -> ^{the} exact lot locations see attached drawings.

I/We, the undersigned, being the registered owner(s) of the above lands hereby

authorize Cindy Prince of the TOWN

Essex to:

- (1) make an application on my/our behalf to the Council for the Town of Amherstburg;
- (2) appear on my behalf at any hearing(s) of the application; and
- (3) provide any information or material required by Town Council relevant to the application.

Dated at the TOWN of Tecumseh in

the County of Essex, this 5th day of April, 2021

[Signature]
Signature of Witness

[Signature]
Signature of Owner

Signature of Witness

Signature of Owner

Signature of Witness

Signature of Owner

* Note: This form is only to be used for applications which are to be signed by someone other than the owner.

From: [Cindy Prince](#)
To: [Gudrin Beggs](#)
Subject: FW: Boblo - North End Lots
Date: January 19, 2021 9:53:32 AM
Attachments: [image001.png](#)
[ScheduleC_On-Island Habitat Creation and Enhancement Areas.pdf](#)
[SKM_C36821010517120.pdf](#)
[Figure 1 SAR Habitat Affected by Site Plan.pdf](#)



Cindy Prince
AMICO AFFILIATES
VICE PRESIDENT



From: Buck, Kathleen (MECP) <Kathleen.Buck@ontario.ca>
Sent: Tuesday, January 19, 2021 8:29 AM
To: Cindy Prince <[REDACTED]>
Cc: Heeney, Paul (MECP) <Paul.Heeney@ontario.ca>
Subject: Boblo - North End Lots

Hi Cindy,

The Ministry of the Environment, Conservation and Parks (MECP) has reviewed the information provided on the proposed development lots on the north-end of Boblo Island, including recent photographs and habitat mapping, assessing the potential impacts of the proposal on Butler's Gartersnake and Eastern Foxsnake (Carolinian Population) protected under the *Endangered Species Act, 2007* (ESA).

Based on our review of the project documentation and information that has been provided, it is likely that neither sections 9 nor 10 of the ESA will be contravened for Butler's Gartersnake and/or Eastern Foxsnake and therefore authorization is not required for the following lots:

- Two lots west of Crystal Bay Dr, as indicated in Schedule C (attached)
- One lot immediately east of Crystal Bay Drive, as indicated in Schedule C (attached)
- One lot on the north-east corner of the Island, east of Gold Coast Drive, as indicated in Schedule C (attached)
- Twelve lots east of Gold Coast Drive (indicated in brown on the second attachment)

The lots requested to be developed west of Gold Coast Drive (central part of the north-end section of the Island), have been categorized as habitat that has a low tolerance to alteration for Eastern Foxsnake (Figure 1, attached). As such, this area will require a permit under the ESA and will remain part of the overall benefit permit that is currently under development (SW-C-004-19).

Should any of the project activities change, please notify MECP immediately to advise whether the changes may require authorization under the ESA. Failure to carry out

these projects as described could potentially result in contravention of the ESA. Please be advised that it is your responsibility to be aware of and comply with all other relevant provincial or federal requirements, municipal by-laws or required approvals from other agencies.

We encourage the Proponent, Boblo South Development Inc., to carry out mitigation measures and other best management practices as it deems appropriate. Further, it is recommended that the Proponent continue to monitor for Butler's Gartersnake and Eastern Foxsnake (Carolinian Population) activity during the course of site development to document changes, in the event that there should be any.

As the development area for Permit #SW-C-004-19 will be altered, please edit Schedule C (attached) to reflect the new development area, including providing the new development footprint.

Please let me know if you have any questions.

Regards,

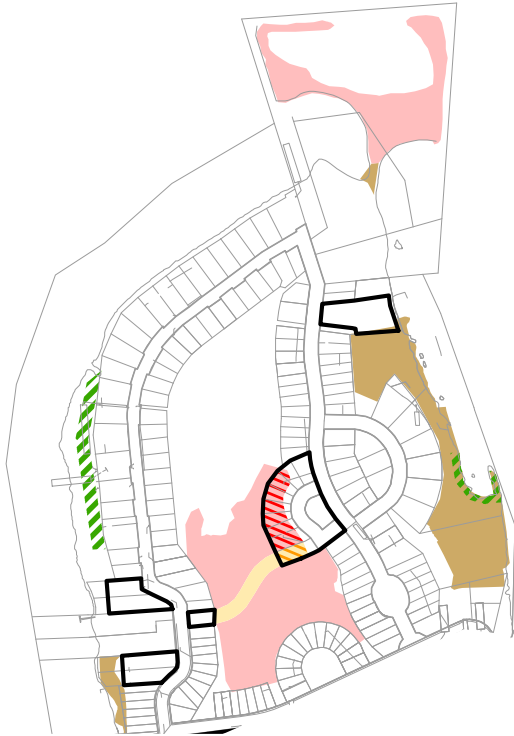
Kathleen Buck

A/Regional Species at Risk Specialist
Permissions & Compliance, Species at Risk Branch
Ministry of the Environment, Conservation & Parks
✉ kathleen.buck@ontario.ca | ☎ 226-559-0025



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Development Limit (32.1 ha, as per proposed plan of subdivision revisions)

Existing Structures and Foundations to Remain in situ Post Development

SPECIES AT RISK HABITAT

Eastern Foxsnake

Low Tolerance to Alteration (6.2ha)

Moderate Tolerance to Alteration (27.0 ha)

High Tolerance to Alteration (10.8 ha)

Butler's Gartersnake

Proposed Critical Habitat (14.0 ha)

Occupied Habitat (1.1 ha)

Queensnake

Candidate Habitat As Determined by Site Reconnaissance Savanta 2018 (0.8 ha)

Development Impact to Species at Risk Habitat (Habitat Damaged)

Moderate Tolerance Total Area of Development Overlap (3.0 ha)

High Tolerance Total Area of Development Overlap (2.6 ha)

Development Impact to Species at Risk Habitat (Habitat Destroyed)

Low Tolerance Total Area of Development Overlap (0.3 ha)

Moderate Tolerance Total Area of Development Overlap (11.0 ha)

High Tolerance Total Area of Development Overlap (7.5 ha)



planning@erca.org

P.519.776.5209

F.519.776.8688

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

April 23, 2021

Mr. Frank Garardo
Manager of Planning Services
3925 Meloche Road
Amherstburg, ON N9V 2Y8

Dear Mr. Garardo:

RE: Zoning By-Law Amendment ZBA-11-21
GOLD COAST DR, WHITEWOOD RIDGE BLVD, ISLAND BOB LO & CRYSTAL BAY DR
ARN 372964000022650, 372964000031600, 372964000031500, 372964000031400,
372964000014200, 372964000013900, 372964000013800, 372964000030720;
PIN: 015690437, 015690084, 015690379, 015690270, 015690268, 015690271
Applicant: BOBLO DEVELOPMENTS INC

The following is provided as a result of our review of Zoning By-Law Amendment ZBA-11-21. The applicant is proposing to rezone parts from Recreational Zone to Resort Residential/ Resort Commercial Zone and they are looking to rezone a portion of land from Resort Residential/Resort Commercial Zone to Environmental Protection Zone.

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

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

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

Mr. Garardo
April 23, 2021

WATERSHED BASED RESOURCE MANAGEMENT AGENCY

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

SECTION 1.6.6.7 Stormwater Management (PPS, 2020)

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

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

The following comments are provided from our perspective as an advisory service provider to the Planning Authority on matters related to natural heritage and natural heritage systems as outlined in Section 2.1 of the Provincial Policy Statement of the *Planning Act*. The comments in this section do not necessarily represent the provincial position and are advisory in nature for the consideration of the Planning Authority.

The subject property is within, and/or is adjacent to (within 120 metres of), a natural heritage feature that is identified as a significant woodland under the Provincial Policy Statement (PPS).

Section 2.15 of the PPS states - Development and site alterations shall not be permitted in significant woodland...unless it has been demonstrated that there will be no negative impacts on the natural features or on their ecological functions.

Our information indicates that the subject property may support habitat of endangered species and threatened species. As per Section 2.1.7 of the PPS, 2020 – "*Development and site alteration shall not be permitted in habitat of endangered species and threatened species, except in accordance with provincial and federal requirements*". All species listed as endangered or threatened (aquatic species, plants, mammals, birds, reptiles, amphibians, etc.) as well as their related habitats, are protected under the Ontario *Endangered Species Act*. Prior to initiating any proposed works on this property, it is the proponent's responsibility to contact the Species at Risk Branch of the Ontario Ministry of Environment, Conservation & Parks (MECP) to ensure all issues related to the *Endangered Species Act* are addressed. All inquiries regarding the *Endangered Species Act* should be made with Permissions and Compliance Section of the MECP (e-mail address: SAROntario@ontario.ca).



Mr. Garardo
April 23, 2021

FINAL RECOMMENDATION

With the review of background information and aerial photograph, ERCA has no objection to this application for Zoning By-Law Amendment.

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

Sincerely,



Vitra Chodha, E.P
Resource Planner
/vc



Janine Mastronardi

From: Shane McVitty
Sent: April 22, 2021 2:35 PM
To: Janine Mastronardi; Frank Garardo
Cc: Todd Hewitt; Antonietta Giofu
Subject: RE: Notice of Public Meeting for a ZBA, Amherstburg

Good Afternoon,

In general, Public Works does not have any issues with the proposed Zoning By-law Amendment.

With regards to the stormwater, any addition of hard surfaces, including driveways, will increase the surface run-off into the receiving storm sewer system. In this case, the storm sewer system includes roadside grassy swales and driveway culverts, graded towards an existing piped outlet to the River. While Public Works feels that these effects are minimal as a result of the expected development described under this ZBA, they can be compounded over time as the area of hard surface is incrementally increased. That notwithstanding, Public Works also believes that the small amount additional run-off generated from the RE to RR/RC amendment will be more than balanced by the reduction in run-off from the RR/RC to EP amendment.

Regards,
Shane

Shane McVitty

Drainage Superintendent / Engineering Coordinator
Town of Amherstburg
512 Sandwich St. South, Amherstburg, ON, N9V 3R2
Tel: 519-736-3664 x2318 Fax: 519-736-7080 TTY: 519-736-9860



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From: Janine Mastronardi <jmastronardi@amherstburg.ca>
Sent: April 19, 2021 3:48 PM
To: Giovanni (John) Miceli <jmiceli@amherstburg.ca>; Antonietta Giofu <aGiofu@amherstburg.ca>; Todd Hewitt <thewitt@amherstburg.ca>; Angelo Avolio <aavolio@amherstburg.ca>; Michelle Lavin <mlavin@amherstburg.ca>; Shane McVitty <smcvitty@amherstburg.ca>; Ron Meloche <rmeloche@amherstburg.ca>; Paula Parker <pparker@amherstburg.ca>; Antonio Marra <amarra@amherstburg.ca>; Paul Acton <pacton@amherstburg.ca>; Rob Unis <runis@amherstburg.ca>; ONTUGLLandsINQ@uniongas.com; Executivevp.lawanddevelopment@opg.com; planning@erca.org; Denise Kimmerly <denise_kimmerly@wecdsb.on.ca>; Rebecca Belanger <rbelanger@countyofessex.ca>; Lisa Shepley <lshepley@countyofessex.ca>; K Balallo <kbalallo@countyofessex.ca>; Barry Horrobin <bhorrobin@windsorpolice.ca>; Bruce Montone <bmontone@amherstburg.ca>; DESANDO, Bruno <bruno.desando@canadapost.ca>; Carr <ccarr@essexpowerlines.ca>; Girard <agirard@essexpowerlines.ca>;

From: [Horrobin, Barry](#)
To: [Janine Mastronardi](#); [Giovanni \(John\) Miceli](#); [Antonietta Giofu](#); [Todd Hewitt](#); [Angelo Avolio](#); [Michelle Lavin](#); [Shane McVitty](#); [Ron Meloche](#); [Paula Parker](#); [Antonio Marra](#); [Paul Acton](#); [Rob Unis](#); planning@erca.org; [Bruce Montone](#)
Cc: [Lisa Cheney](#)
Subject: Winsor Police comments: Notice of Public Meeting for a ZBA, Amherstburg
Date: April 23, 2021 4:33:20 PM

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Janine:

The Windsor Police Service has no concerns or objections with the proposed Zoning By-law amendment application on Boblo Island. The change being proposed will in no way inhibit the ability of the police to both respond to reported incidents or conduct routine patrols. Windsor Police has an established protocol for providing service delivery on the island. This includes a general understanding by residents and property owners that response times are influenced by the island configuration that results in a less expedient means of rapidly getting onto the island when required, compared to calls that occur within the town's mainland jurisdiction. This has not been problematic to date and is not anticipated to be an issue with the proposed change either. As such, the Windsor Police Service will work with the decision that is rendered to ensure we provide all necessary police response and service delivery.

Regards,

Barry Horrobin, B.A., M.A., CLEP, CMM-III
Director of Planning & Physical Resources
WINDSOR POLICE SERVICE



Advanced Certified Law Enforcement Planner

From: Janine Mastronardi <jmastronardi@amherstburg.ca>

Sent: Monday, April 19, 2021 3:48 PM

To: Giovanni (John) Miceli <jmiceli@amherstburg.ca>; Antonietta Giofu <aGiofu@amherstburg.ca>; Todd Hewitt <thewitt@amherstburg.ca>; Angelo Avolio <aavolio@amherstburg.ca>; Michelle Lavin <mlavin@amherstburg.ca>; Shane McVitty <smcvitty@amherstburg.ca>; Ron Meloche <rmeloche@amherstburg.ca>; Paula Parker <pparker@amherstburg.ca>; Antonio Marra <amarra@amherstburg.ca>; Paul Acton <pacton@amherstburg.ca>; Rob Unis <runis@amherstburg.ca>; ONTUGLLandsINQ@uniongas.com;

From: [Ron Meloche](#)
To: [Janine Mastronardi](#)
Subject: Re: Notice of Public Meeting for a ZBA, Amherstburg
Date: April 24, 2021 8:20:00 AM

Sorry for the delay. Fire has no concerns.

Sent from my iPhone

Ron Meloche

Assistant Deputy Chief / Fire Prevention & Inspection Officer
Town of Amherstburg
271 Sandwich St. South, Amherstburg, ON, N9V 2A5
Tel: 519-736-6500 Fax: 519-736-3683 TTY: 519-736-9860



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On Apr 19, 2021, at 3:47 PM, Janine Mastronardi <jmastronardi@amherstburg.ca> wrote:

Good afternoon.

As per Planning Act regulations please find attached the circulation of a Notice of Public Meeting for a proposed zoning by-law amendment with associated application for property on the north end of Boblo Island, Town of Amherstburg, for your information and comments. Please provide the Town with any comments by April 23rd, 2021.

Thank you,
Janine

Janine Mastronardi

Planning Office Clerk
Town of Amherstburg - Libro Centre
3295 Meloche Rd., Amherstburg, Ontario, N9V 2Y8
Tel: 519-736-5408 ext 2134 Fax: 519-736-9859 TTY: 519-736-9860



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**CORPORATION OF THE TOWN OF AMHERSTBURG
BY-LAW NO. 2021-032**

**By-law to amend Zoning By-law No. 1999-52
W/S Crystal Bay Drive, Amherstburg**

WHEREAS By-law 1999-52, as amended, is a land use control by-law regulating the use of lands and the character, location and use of buildings and structures within the Town of Amherstburg;

AND WHEREAS the Council of the Town of Amherstburg deems it appropriate and in the best interest of proper planning to amend By-law 1999-52, as herein provided;

AND WHEREAS this By-law conforms to the Official Plan for the Town of Amherstburg;

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

1. Schedule "A", Map 83 of By-law 1999-52, as amended, is hereby amended by changing the zone symbol on those lands shown as "Zone Change from RE to RR/RC" on Schedule "A" attached hereto and forming part of this By-law from "Recreation (RE) Zone" to "Resort Residential/Resort Commercial (RR/RC) Zone"
2. THIS By-law shall take effect from the date of passage by Council and shall come into force in accordance with Sections 34 of the Planning Act, R.S.O. 1990, c.P. 13.

Read a first, second and third time and finally passed this 25th day of May, 2021.

MAYOR- ALDO DICARLO

CLERK- PAULA PARKER

STATUTORY PUBLIC MEETING – Participant Registration Log

For: Special Planning Meeting – Zoning By-law Amendment for W/S Crystal Bay Drive

Date: May 10th, 2021

Virtual Attendance

- Ken Wheeldon
- Joe Cappellino - advised that he does not have any input for this application

Public Comments Submitted - Read by Clerk

- Stephanie Savoni
- Johan Lugosi
- Bob and Val Henderson
- William and Faye Brownbridge
- John and Linda Glassford
- Norm Ross and Brianne MacLaren-Ross
- Susan and Tom Marinelli

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



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.

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

To: Mayor and Members of Town Council

Subject: 2022 Election – Ballot Question and 3 Ward Options

1. RECOMMENDATION:

It is recommended that:

- 1. The ballot question for the 2022 Election, BE SUPPORTED as written, "Are you in favour of a Ward Election System?" as clear, concise, neutral and as may be answered with an affirmative or negative (with a Yes or No) as required by the Municipal Elections Act;
2. The Clerk BE DIRECTED to bring forward options for both a three (3) and five (5) ward election system, to at least one public consultation session as required by the Municipal Elections Act; and,
3. The Clerk BE DIRECTED to bring back a by-law to add "Are you in favour of a Ward Election System?" to the 2022 election ballot once all Act requirements are met.

2. BACKGROUND:

The methodology for how the municipal election is run is solely at the discretion of the Clerk, with the exception of a few decisions to be made by Council. Those decisions are:

- Passing a by-law to determine alternative voting methods (May 1 in the year of the election)
• Passing a by-law to submit a question to electors on the ballot (March 1 in the year of the election)
• Passing a by-law to consider rules for a recount (May 1 in the year of the election)

Council, as per the Municipal Act, also has the authority to divide, re-divide or dissolve wards.

On August 12th, 2019, Council passed the following motion (Resolution # 20190812-420):

“That Administration BE DIRECTED to re-evaluate the Town’s election system and a report be brought back with options including at-large, ward or a hybrid approach to the 2022 Election for Council’s consideration.”

On June 22, 2020, Council considered a report that provided 2 options for election systems in the Town of Amherstburg. The preferred recommendation of Administration was to maintain the status quo and continue with an At-large Election System. The other option was to adopt a Mixed Election System, wherein the Mayor and Deputy Mayor would continue to be elected at-large and the municipality be divided into 5 wards with one Councillor elected from each. At the June 22, 2020 Council meeting the following motion was passed (Resolution #20200622-182):

That:

1. The Clerk BE DIRECTED to bring an additional option forward to Council with respect to an At-large vs. Ward System Election; and,
2. The type of election system BE PLACED as a question on the ballot for the 2022 Election.

3. DISCUSSION:

From the discussion and direction of Council on June 22, 2020, it is clear that Council supported hearing the voice of the electorate by placing a question on the ballot for the 2022 Election. Allowing the majority of the electorate to decide on a matter of such great importance to the community is a commendable action taken by this term of Council.

This report fulfills the direction of Council on June 22, 2020.

Ballot Question

As indicated at the June 22, 2020 Council meeting, a municipal council may pass a by-law to put a question on the ballot.

The Municipal Elections Act places conditions on the kind of questions that may be asked:

- it shall be a matter that the municipality has authority for, and that the municipality can implement
- it shall not be a matter of Provincial interest
- the wording of the question shall be clear, concise and neutral
- the possible answers to the question shall be “yes” and “no”
- multiple choice or multi-part questions are not permitted

Prior to adding a question to the ballot for the 2022 Election, Council must pass a by-law by March 1, 2022. Prior to the passing of the by-law the following must also occur:

- At least one public meeting must be held to consider the matter
- At least 10 days notice must be provided to the public and the Minister of Municipal Affairs and Housing (Minister)

After the passing of the by-law:

- Within 15 days the Clerk shall give notice to the public and the Minister of the passing of the by-law
- Within 20 days after the Clerk gives notice, the Minister or any other person or entity may file a notice of appeal to the Chief Electoral Officer
- Within 15 days after the last day for filing a notice of appeal, the Clerk shall forward any notices of appeal to the Chief Electoral Officer
- Within 60 days of receiving notices of appeal, the Chief Electoral Officer shall hold a hearing regarding the appeal of the by-law.

In order to ensure the question is clear, concise and neutral, it is recommended that it be written as “**Are you in favour of a Ward Election System?**” Forming the question in this way ensures the neutrality of Council and is a way to ask a question with an affirmative or negative. A ‘yes’ answer will indicate that the elector supports a Ward System, a ‘no’ answer will indicate the elector supports an At-large System. If a question is written as specifically as “**Are you in favour of a 3 Ward Election System,**” then the affirmative or negative is not as clear. An elector may not support a 3 ward system, but may support a 5 ward system. With a simple yes or no answer to this specific question, Council may not get the result it was originally seeking.

Public education is required prior to the passing of the by-law. If Council agrees to the wording of the question as “**Are you in favour of a Ward Election System?**” the public education session will provide information on how ward elections work and will provide examples of both 3 and 5 ward systems to aid the electorate in understanding what those possibilities could look like when considering the ballot question. It may be necessary to hold more than one public education session. One session would be held as required by the Municipal Elections Act, and one or more sessions could be held during the election year to ensure the information is readily available to the electorate to support their consideration of the ballot question on October 24, 2022.

Once the 2022 Election results are in, if the question on the ballot is determined to be valid, meaning that over 50% of the electorate vote on election day and over 50% of those that voted vote in favour of the question (“yes”), Council can then, as is within their power to do so as per the Municipal Act, consider whether a 3 ward or 5 ward system works best for the electorate. Council may at that time, also wish to consider further consultation from its electorate on both 3 and 5 ward systems by conducting a survey, in-person gatherings (if permitted), through social media platforms or virtual open houses to consider what the electorate favours of the options proposed.

3 Ward Mixed System - At-large and Ward

The current Council consists of Mayor, Deputy Mayor and 5 Councillors all elected at-large. A 3 ward system would propose that the Mayor be elected at-large, with 2 Councillors elected in each ward. This would mean that the position of Deputy Mayor

would not be an at-large election model and could be selected from within the 6 Councillors elected by ward or selected on an annual rotation.

As indicated in the June 22, 2020 report, Town of Amherstburg At-Large vs. Ward Electoral System Review (Review), it was indicated that the review was *“premised on the legitimate democratic expectation that municipal representation in Amherstburg will be effective, equitable and an accurate reflection of the contemporary distribution of population across the municipality.”*

The Review also listed criteria for determining ward boundaries as follows:

- a) community or diversity of interests;
- b) means of communication and accessibility;
- c) topographical features;
- d) population or electoral trends;
- e) recognition of settlement patterns and community groupings;
- f) special geographic considerations, including in particular sparsity, density or relative growth or loss of population;
- g) as far as is practicable, wards should be compact and contiguous. Unnecessary irregularities should be avoided;
- h) as far as is practicable, there should be equal representation for equal population. That is to say, wards with the same number of council members should have approximately the same population, similarly any two-member wards should have approximately twice the population of a single-member ward;
- i) as far as is practicable, the total population in each ward should not be greater or less than 25% of the average population per ward. (The average population is arrived at by dividing the total population of the municipality by the total number of councillors elected by wards).

This criteria is important to reflect on while considering a 3 Ward System.

With this system, each elector is restricted to voting only for the Mayor (At-large) and two (2) Councillors (in their Ward) to represent their interests. While this doesn't allow electors to consider each candidate for each office, it can somewhat simplify the voting process for the electorate. It may also streamline communications for citizen inquiries, however the elector is limited to contact with only the Mayor and representatives within their ward.

In considering the request of Council to address a Mayor (At-large) and 3 Ward system, (with Deputy Mayor chosen from amongst Councillors) it is important to note that voters should be equally represented by having wards with reasonably equal electorate totals to the number of elected officials. Using approximately 2.5 electors per household, the estimated electorate for 2022 is 22,375. This number was used to establish the following:

- Average population per ward = 7458
- Average population per ward councillor = 3729

If appropriate consideration is not made for these guiding principles, ward boundaries may require a more detailed review every 4 years to ensure ward boundaries are still

adequately representative of equal electorate. This is an onerous undertaking during a time when election preparation is already underway.

Option 1 – 3 Ward System – NOT RECOMMENDED

As was suggested by Council at the June 22, 2020 meeting, Administration reviewed the old boundary lines of Anderdon, Malden and Amherstburg, to create 3 wards. Unfortunately these boundaries did not meet the considerations listed above. The electors in each boundary should be no more than 9,323 (25% more than 7458) and no less than 5,594 (25% less than 7458).

The option would have:

- Ward 1 – **4,235** total electors equating to 2,117 electors per elected official
- Ward 2 – 8,348 total electors equating to 4,174 electors per elected official
- Ward 3 – **9,795** total electors equating to 4,898 electors per elected official.

Wards 1 and 3 do not comply with the criteria (i) above. This also reveals a difference of 2,781 electors per elected official from the smallest ward to the largest ward which does not comply with criteria (h) above.

Option 2 – 3 Ward System - RECOMMENDED

Using the criteria listed above, Administration has come up with an alternative 3 ward system. Once again, the electors in each boundary should be no more than 9,323 and no less than 5,594.

This option would have:

- Ward 1 – 7,455 total electors equating to 3,727 electors per elected official
- Ward 2 - 8,855 total electors equating to 4,427 electors per elected official
- Ward 3 – 5,683 total electors equating to 2,842 electors per elected official.

Wards 1, 2 and 3 comply with the criteria (i) above. This option reveals a difference of 1,585 electors per elected official from the smallest ward to the largest ward and does comply with criteria (h) above.

Full size maps of Option 1 and 2 have been attached for ease of reference.

4. RISK ANALYSIS:

Council's decision to change or maintain election systems comes with political risk, as it may not be a popular decision whatever option is chosen. However, choosing to add a question to the ballot to allow the majority of the electorate to have a voice in whether the election system remains at-large or changes to a ward system may mitigate that risk.

By adding "Are you in favour of a Ward Election System?" to the 2022 Election ballot it allows the electorate to provide an affirmative or negative answer which will provide clear direction to Council to either change the current election system or leave it as it is.

5. FINANCIAL MATTERS:

The financial impacts of an At-large Election have been considered in budget deliberations since 2019. Council has approved a transfer of \$33,600 to the Election Reserve in 2019, 2020 and 2021. That same level of annual allocation will be requested again in 2022 in order to fully fund the 2022 Election. Adding a question to the ballot is not expected to change the cost of ballots for the 2022 Election.

It is somewhat difficult to determine the financial impacts of a change to a Ward System at this time, as there are a number of unknown variables.

If assumptions are made that the 2026 Election would be conducted in the same manner as the 2022 Election with the only change being a mixed system, Administration estimates an increased election cost of \$35,000, which would be evenly distributed (\$8,750 per year) in the budget requests for fiscal years 2023, 2024, 2025 and 2026 to fund the 2026 Election at a total estimated cost of \$169,400.

6. CONSULTATIONS:

Tim Ryall, Municipal Advisor, Ministry of Municipal Affairs and Housing was consulted on municipal legislation.

7. CONCLUSION:

Council, at its meeting of June 22, 2020 directed the Clerk to bring back 3 ward options for consideration, in addition to the 5 ward option provided on June 22, 2020. Finding a 3 ward structure that fulfills the democratic expectation that municipal representation in Amherstburg will be effective, equitable and an accurate reflection of the contemporary distribution of population across the municipality was difficult, but Option 2 is believed to fulfill that expectation.

It is recommended that the question on the ballot be worded as “**Are you in favour of a Ward System Election?**” If Council approves this wording, a public education session providing details of ward system elections, both 3 and 5 ward, will be provided to the electorate as required by the Act. Council may also wish to consider further education sessions throughout the election year to ensure the information is front of mind when the electorate is considering the ballot question on October 24, 2022.

It is further recommended that the Clerk bring back a by-law to add the question to the ballot following the requirements of the Municipal Elections Act.



Paula Parker
Municipal Clerk

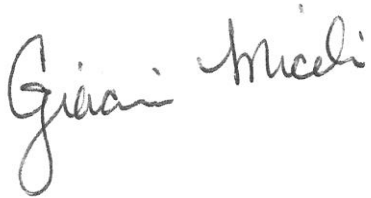
Report Approval Details

Document Title:	2022 Election - Ballot Question and 3 Ward Options .docx
Attachments:	- 3 Ward - Option 1.pdf - 3 Ward - Option 2.pdf
Final Approval Date:	May 14, 2021

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



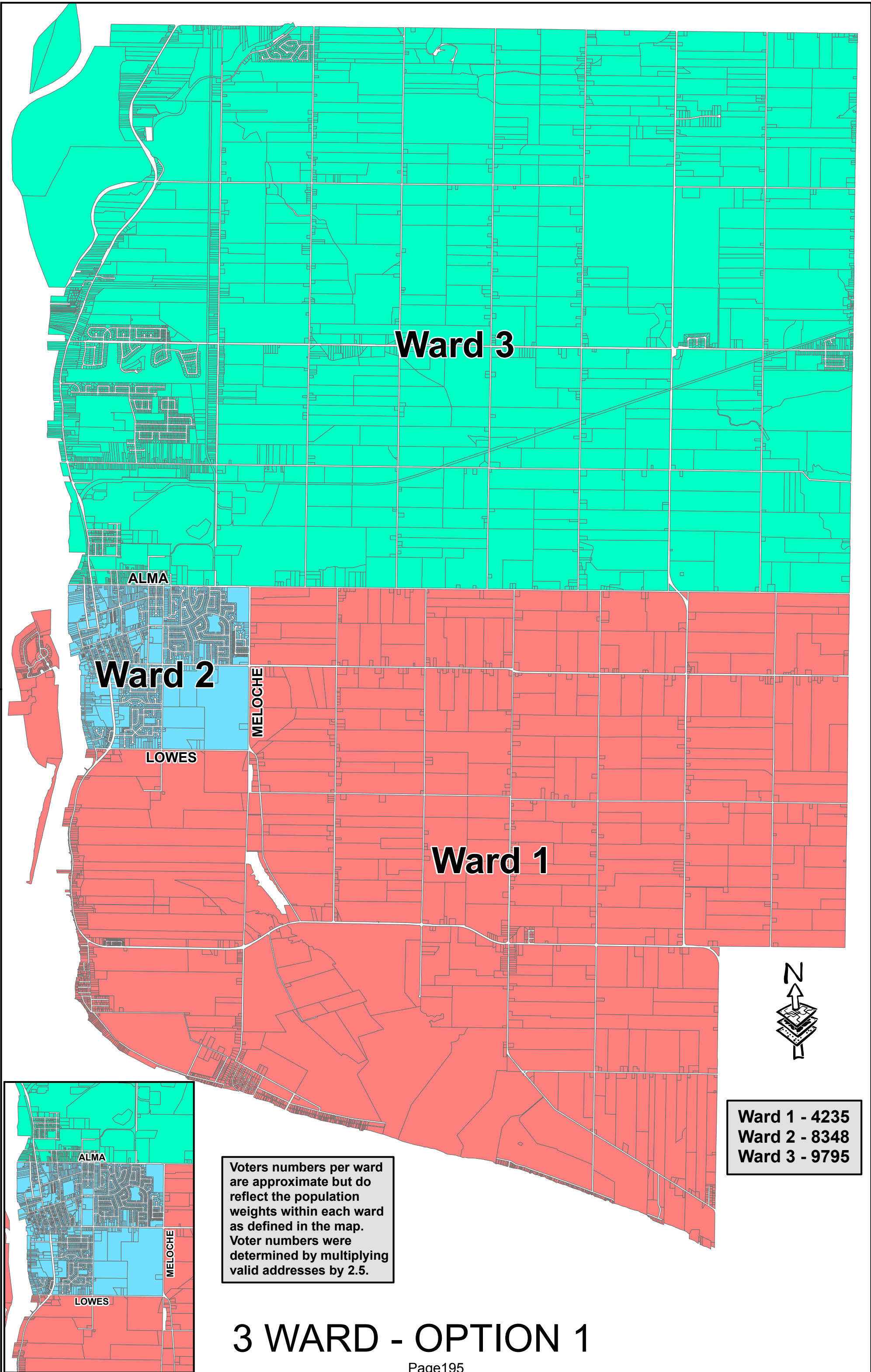
Cheryl Horrobin



John Miceli



Paula Parker



Ward 3

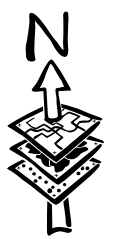
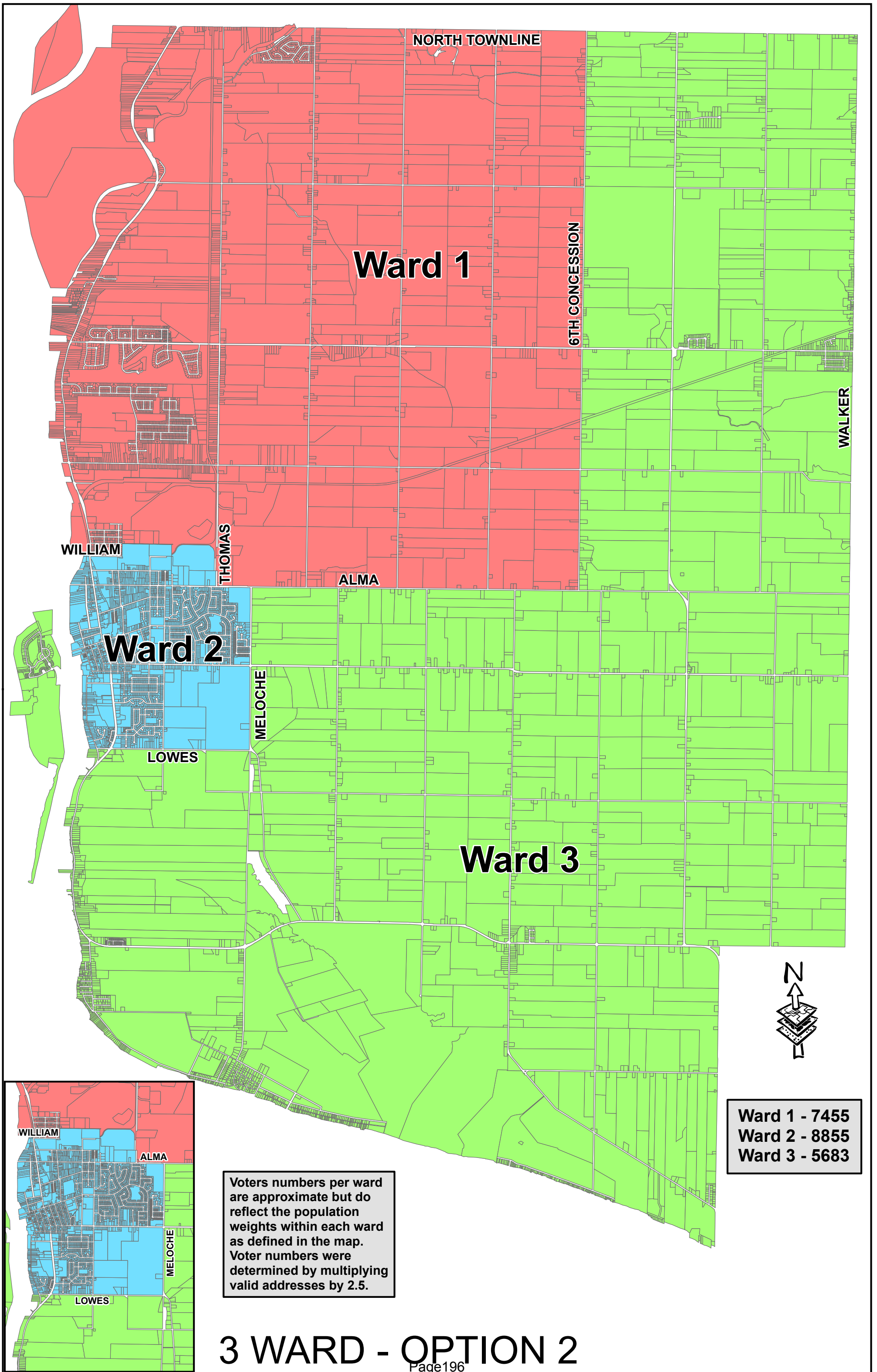
Ward 2

Ward 1

Ward 1 - 4235
 Ward 2 - 8348
 Ward 3 - 9795

Voters numbers per ward are approximate but do reflect the population weights within each ward as defined in the map. Voter numbers were determined by multiplying valid addresses by 2.5.

3 WARD - OPTION 1



Ward 1 - 7455
 Ward 2 - 8855
 Ward 3 - 5683

Voters numbers per ward
 are approximate but do
 reflect the population
 weights within each ward
 as defined in the map.
 Voter numbers were
 determined by multiplying
 valid addresses by 2.5.

3 WARD - OPTION 2



THE CORPORATION OF THE TOWN OF AMHERSTBURG

OFFICE OF CORPORATE SERVICES

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

Author's Name: Kate Rowe	Report Date: May 6, 2021
Author's Phone: 519 736-0012 ext. 2253	Date to Council: May 24, 2021
Author's E-mail: krowe@amherstburg.ca	Resolution #: N/A

To: Mayor and Members of Town Council

Subject: Cheque Listing for the Month of April 2021

1. **RECOMMENDATION:**

It is recommended that:

1. The report from the Supervisor of Accounting dated May 6, 2021 regarding Cheque Listing for the Month of April 2021 **BE RECEIVED for information.**

2. **BACKGROUND:**

On June 24 2019, Council adopted the following resolution:

“That the Accounts Payable reports be re-added to the agenda.”

It is noted that the report is actually a transmittal of the listing of cheques issued for the subject month.

3. **DISCUSSION:**

The list of cheques issued in the month of April 2021 is attached for information. The cheques are issued by the Town to satisfy commitments or obligations as a result of services rendered, goods purchased and received or contractual obligations in accordance with Council approved operating or capital budgets and/or the Council approved Procurement Policy.

4. **RISK ANALYSIS:**

N/A

5. **FINANCIAL MATTERS:**

There is no financial impact from the recommendation in this report.

6. **CONSULTATIONS:**

N/A

7. **CONCLUSION:**

This report is provided for information.



Kate Rowe
Supervisor of Accounting



Justin Rousseau
Treasurer

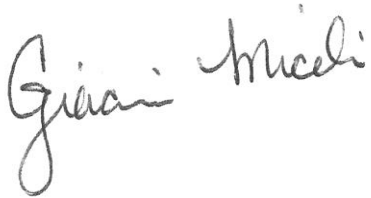
Report Approval Details

Document Title:	Cheque Listing - April 2021.docx
Attachments:	- Cheque listing April 2021.pdf
Final Approval Date:	May 17, 2021

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



Cheryl Horrobin



John Miceli



Paula Parker



Vendor : 001 To ZUL180

Batch : All

Department : All

Cheque Print Date : 01-Apr-2021 To 30-Apr-2021

Bank : 1 To 99

Class : All

Vendor Invoice	Vendor Name Description				GL Account Name	Batch Invc Date	Invc Due Date	Amount
G.L. Account	CC1	CC2	CC3					
DEPARTMENT 0000000 WATER & NON DEPARTMENTAL								
ACT200 ACTION CAR AND TRUCK ACCESSORIES								
50876271	SINGLE SIDE MAX RACK					507 16-Mar-2021	16-Mar-2021	
80-5-0000000-0402					VEHICLE & EQUIPMENT MTCE.			2,031.08
50894338	DAMPER & REPLACEMENT GAS SRPING					507 29-Mar-2021	29-Mar-2021	
80-5-0000000-0402					VEHICLE & EQUIPMENT MTCE.			89.44
810029784	DAMPER AND REPLACEMENT GAS SPRING RETURNED FOR CREDIT					507 13-Apr-2021	13-Apr-2021	
80-5-0000000-0402					VEHICLE & EQUIPMENT MTCE.			-89.44
ATK183 ATKINS BRIAN								
PRRN2021059	RETURN OF INDEMNITY DEPOSIT FOR 1834 ERIE AVE					520 19-Apr-2021	19-Apr-2021	
10-2-0000000-2140					INDEMNITY DEPOSITS			1,000.00
BEN260 BENSON TIRE								
12978610	VEHICLE & EQUIPMENT MAINTENANCE					435 22-Feb-2021	22-Feb-2021	
80-5-0000000-0402					VEHICLE & EQUIPMENT MTCE.			734.16
CAD285 CADUCEON ENTERPRISES INC								
21-4065	ANALYSIS					512 25-Mar-2021	25-Mar-2021	
80-5-0000000-0810					WATER - MAIN MAINTENANCE			184.42
21-4619	MAIN MAINTENANCE PARTS					507 08-Apr-2021	08-Apr-2021	
80-5-0000000-0810					WATER - MAIN MAINTENANCE			138.31
CAR131 CARR DAVID								
2021-001	REFUND OF INDEMNITY DEPOSIT FOR 131 MEADOWS LANE					520 12-Apr-2021	12-Apr-2021	
10-2-0000000-2135					INDEMNITY DEPOSIT - RIGHT OF WAY			1,000.00
COM046 COMPETERS INC								
5495	SOFTWARE MONTHLY SERVICE					507 01-Mar-2021	01-Mar-2021	
80-5-0000000-0755					WATER SERVICE MAINTENANCE			395.50
5551	MONTHLY SOFTWARE SERVICE					507 01-Apr-2021	01-Apr-2021	
80-5-0000000-0755					WATER SERVICE MAINTENANCE			395.50
COR408 ICONIX WATERWORKS LP								
C2116011310	REMOTE MOUNTING BRACKET					507 17-Feb-2021	17-Feb-2021	
80-5-0000000-0833					WATER METER REPAIRS & MTNCE			211.88
COU151 COULSON DESIGN BUILD INC.								
2021-005	RETURN OF INDEMNITY DEPOSIT FOR 5028 CONCESSION 5S					520 12-Apr-2021	12-Apr-2021	
10-2-0000000-2135					INDEMNITY DEPOSIT - RIGHT OF WAY			1,000.00
DAN535 DANIHER TOP SOIL								
71616	TOP SOIL					507 13-Apr-2021	13-Apr-2021	



Vendor : 001 To ZUL180

Batch : All

Department : All

Cheque Print Date : 01-Apr-2021 To 30-Apr-2021

Bank : 1 To 99

Class : All

Vendor Invoice	Vendor Name Description				Batch Invc Date	Invc Due Date	Amount
G.L. Account	CC1	CC2	CC3	GL Account Name			
DEPARTMENT 0000000				WATER & NON DEPARTMENTAL			
80-5-0000000-0755				WATER SERVICE MAINTENANCE			465.28
DEN694 DENKERS SHAWN							
2021-058				RETURN OF INDEMNITY DEPOSIT FOR 6941 CONCESSION 6 N	520 12-Apr-2021	12-Apr-2021	
10-2-0000000-2135				INDEMNITY DEPOSIT - RIGHT OF WAY			1,000.00
DIM690 DIMENSIONAL EMBROIDERY							
1030747				LOGO AND NAME FOR WATER DIVISION	507 26-Mar-2021	26-Mar-2021	
80-5-0000000-0161				CLOTHING			93.23
1030775				LOGO AND NAME FOR WATER DEPARTMENT	507 09-Apr-2021	09-Apr-2021	
80-5-0000000-0161				CLOTHING			33.90
ESS273 ESSEX POWERLINES CORPORATION							
JC8640				COLLECTION AND BILLING	507 31-Mar-2021	31-Mar-2021	
80-5-0000000-0504				COLLECTION EXPENSE			14,449.88
ESS53 ESSEX REGION CONSERVATION AUTHORITY							
IN000018061				PLAN REVIEW FEES FROM JULY 1 TO DECEMBER 31, 2020	520 23-Apr-2021	23-Apr-2021	
10-2-0000000-2220				ERCA Planning Review fees			7,015.00
FEE256 THE FEED STORE							
1000249462				GRASS SEED MIXTURE	507 12-Apr-2021	12-Apr-2021	
80-5-0000000-0755				WATER SERVICE MAINTENANCE			291.54
GFL270 GFL (GREEN FOR LIFE) ENVIRONMENTAL INC.							
GW000104372				WASTE COLLECTION	396 31-Mar-2021	31-Mar-2021	
10-1-0000000-2031				A/R - FLOW THROUGH INVOICES			401.51
GRE05 GREATER ESSEX COUNTY DISTRICT SCHOOL BOARD							
MARCH 2021				MARCH 2021 DEV CHARGES SCHOOL BOARD	503 31-Mar-2021	31-Mar-2021	
10-2-0000000-0112				A/P - PUB SCH BRD. DEV CHARGE			24,552.00
GRE330 GREAT LAKES SAFETY PRODUCTS							
00352217				CLEANING SUPPLIES	507 05-Apr-2021	05-Apr-2021	
80-5-0000000-0755				WATER SERVICE MAINTENANCE			471.67
HEA693 HEATON SANITATION							
51228				WATER SERVICE MAINTENANCE	415 22-Mar-2021	22-Mar-2021	
80-5-0000000-0755				WATER SERVICE MAINTENANCE			1,356.00
51250				WATER SERVICE MAINTENANCE	415 23-Mar-2021	23-Mar-2021	
80-5-0000000-0755				WATER SERVICE MAINTENANCE			1,582.00
51489				VACTOR FLUSHER	507 07-Apr-2021	07-Apr-2021	
80-5-0000000-0810				WATER - MAIN MAINTENANCE			2,147.00



Vendor : 001 To ZUL180

Batch : All

Department : All

Cheque Print Date : 01-Apr-2021 To 30-Apr-2021

Bank : 1 To 99

Class : All

Vendor Invoice	Vendor Name Description	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 0000000	WATER & NON DEPARTMENTAL				
HLH102	H.L. HAMILTON INSURANCE LTD.				
FEBRUARY 22	INSURANCE RENEWAL	450	22-Feb-2021	22-Feb-2021	
80-5-0000000-0314	GENERAL INSURANCE				53,928.46
80-5-0000000-0314	GENERAL INSURANCE				3,284.30
80-5-0000000-0314	GENERAL INSURANCE				75,459.76
80-5-0000000-0314	GENERAL INSURANCE				6,340.84
IBE01	IBEW - LOCAL 636				
MARCH 2021	UNION DUES FOR THE MONTH OF MARCH 2021	416	31-Mar-2021	31-Mar-2021	
10-2-0000000-1145	A/P - PAYROLL DED. - UNIO				2,893.52
IBR427	IBRAHAM RAMIN				
2021-060	REFUND OF INDEMNITY FOR 427 OLD COLONY TRAIL	521	12-Apr-2021	12-Apr-2021	
10-2-0000000-2135	INDEMNITY DEPOSIT - RIGHT OF WAY				1,000.00
KIR260	KIRWIN PATRICK				
APRIL 14, 2021	CJ BONDY PLUMBING INV 33328	507	14-Apr-2021	14-Apr-2021	
80-5-0000000-0755	WATER SERVICE MAINTENANCE				224.87
LAF308	LAFERTE SARAH ELIZABETH				
230087	RETURN OF INDEMNITY DEPOSIT FOR 308 GEORGE STREET, 2019-095	521	12-Apr-2021	12-Apr-2021	
10-2-0000000-2140	INDEMNITY DEPOSITS				1,000.00
LEK500	LEKTER INDUSTRIAL SERVICES				
2021-057	RETURN OF INDEMNITY DEPOSIT FOR 100 ST ARNAUD	521	12-Apr-2021	12-Apr-2021	
10-2-0000000-2135	INDEMNITY DEPOSIT - RIGHT OF WAY				1,000.00
MCG880	MCGEE'S PLUMBING SOLUTIONS				
0071	WATER METER REPAIRS	507	07-Apr-2021	07-Apr-2021	
80-5-0000000-0833	WATER METER REPAIRS & MTNCE				1,118.70
MEA01	THE MEARIE GROUP				
32,705	APRIL 2021 BENEFITS	415	01-Apr-2021	01-Apr-2021	
80-5-0000000-0211	BENEFITS - ESSEX POWER - WATER DEPARTMEN				765.49
MEL259	MELOCHE ADAM				
2021-059	RETURN OF INDEMNITY DEPOSIT FOR 259 GOLFOVIEW	521	12-Apr-2021	12-Apr-2021	
10-2-0000000-2135	INDEMNITY DEPOSIT - RIGHT OF WAY				1,000.00
MIN222	MINISTER OF FINANCE				
2528	ONTARIO GAZETTE ADVERTISEMENTS	403	31-Mar-2021	31-Mar-2021	
10-1-0000000-1503	TAX REG. - REGISTRATION C				169.50
OAC05	OACETT				



Vendor : 001 To ZUL180

Batch : All

Department : All

Cheque Print Date : 01-Apr-2021 To 30-Apr-2021

Bank : 1 To 99

Class : All

Vendor Invoice	Vendor Name Description				GL Account Name	Batch Invc Date	Invc Due Date	Amount
G.L. Account	CC1	CC2	CC3					
DEPARTMENT 0000000					WATER & NON DEPARTMENTAL			
1568252					MEMBERSHIPS	512 01-Feb-2021	01-Feb-2021	
80-5-0000000-0350					MEMBERSHIPS			249.12
ONT001	ONTARIO CLEAN WATER AGENCY							
INV000000076					FLOW VALVE CONTROL VALVE FOR WASH DUE TO LIFE CYCLE (2020)	507 31-Mar-2021	31-Mar-2021	
80-5-0000000-0680					LIFE CYCLE EXPENSES			11,339.11
INV000000101					ADDITIONAL SERVICES	415 17-Mar-2021	17-Mar-2021	
80-5-0000000-0612		AWTP			GENERAL MAINTENANCE - AWWTP			427.39
INV000000101					ADDITIONAL SERVICES	415 17-Mar-2021	17-Mar-2021	
80-5-0000000-0612		AWTP			GENERAL MAINTENANCE - AWWTP			3,521.75
INV000000101					ADDITIONAL SERVICES	415 17-Mar-2021	17-Mar-2021	
80-5-0000000-0612		AWTP			GENERAL MAINTENANCE - AWWTP			1,777.26
INV000000101					ADDITIONAL SERVICES	415 17-Mar-2021	17-Mar-2021	
80-5-0000000-0612		AWTP			GENERAL MAINTENANCE - AWWTP			1,652.18
INV000000101					ADDITIONAL SERVICES	415 17-Mar-2021	17-Mar-2021	
80-5-0000000-0612		AWTP			GENERAL MAINTENANCE - AWWTP			123.94
INV000000101					ADDITIONAL SERVICES	415 17-Mar-2021	17-Mar-2021	
80-5-0000000-0612		AWTP			GENERAL MAINTENANCE - AWWTP			2,219.44
INV000000101					MAINTENANCE	415 17-Mar-2021	17-Mar-2021	
80-5-0000000-0612		AWTP			GENERAL MAINTENANCE - AWWTP			789.15
ONT0061	OMWA ONTARIO MUNICIPAL WATER ASSOCIATION C/O							
2021-M-001					2021 OMWA MEMBERSHIP RENEWAL	415 31-Mar-2021	31-Mar-2021	
80-5-0000000-0350					MEMBERSHIPS			1,367.30
PER155	PERISSINOTTI ADAM							
PRPE2020128					RETURN OF INDEMNITY DEPOSIT FOR 155 TEXAS ROAD	517 30-Mar-2021	30-Mar-2021	
10-2-0000000-2140					INDEMNITY DEPOSITS			1,000.00
PET219	PETTYPIECE TERRANC JOSEP							
PRAD2020153					RETURN OF INDEMNITY FEE FOR 2190 FRONT ROAD N	506 09-Apr-2021	09-Apr-2021	
10-2-0000000-2140					INDEMNITY DEPOSITS			1,000.00
PIE554	PIERASCENZI CONSTRUCTION LTD							
19-905 PPC#4					PPC # 4	417 25-Mar-2021	25-Mar-2021	
10-2-0000000-1330					ACCRUED CONSTRUCTION HOLDBACKS			56,970.43
PRE148	PREVIEW INSPECTIONS AND CONSULTING							
A1220					CROSS CONNECTION CONTROL PROGRAM ADMINISTRATION	512 01-Apr-2021	01-Apr-2021	
80-5-0000000-0815					BACKFLOW - PREVENTION			2,147.00



Vendor : 001 To ZUL180

Batch : All

Department : All

Cheque Print Date : 01-Apr-2021 To 30-Apr-2021

Bank : 1 To 99

Class : All

Vendor Invoice	Vendor Name Description	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 0000000	WATER & NON DEPARTMENTAL				
PUR700 PUROLATOR INC.					
447081834 OFFICE SUPPLIES		415	19-Mar-2021	19-Mar-2021	
80-5-0000000-0301 OFFICE SUPPLIES					10.18
RAP504 RAPID DRAINAGE					
4902 WATER SERVICE MAINTENANCE		415	17-Mar-2021	17-Mar-2021	
80-5-0000000-0755 WATER SERVICE MAINTENANCE					2,096.15
REA834 REAUME SUSAN ELIZABETH					
PRAB2020466 INDEMITY DEPOSIT		417	31-Mar-2021	31-Mar-2021	
10-2-0000000-2140 INDEMNITY DEPOSITS					500.00
RTT067 RIVER TOWN TIMES					
4826 ADVERTISING		397	17-Mar-2021	17-Mar-2021	
10-1-0000000-1503 TAX REG. - REGISTRATION C					141.02
4838 ADVERTISING		397	24-Mar-2021	24-Mar-2021	
10-1-0000000-1503 TAX REG. - REGISTRATION C					141.02
4902 ADVERTISING		417	31-Mar-2021	31-Mar-2021	
10-1-0000000-1503 TAX REG. - REGISTRATION C					141.02
80-5-0000000-0307 ADVERTISING					87.26
4916 ADVERTISING		503	07-Apr-2021	07-Apr-2021	
10-1-0000000-1503 TAX REG. - REGISTRATION C					141.02
TOT060 TOTALLY ONE CORPORATE OFFICE					
33299 NETWORK ANALYST PHONE & SUPERVISOR OF WATER PHONE RENEWAL		506	24-Mar-2021	24-Mar-2021	
80-5-0000000-0345 CELL PHONE					641.80
TRA689 UAP INC.					
396355072 VEHICLE & EQUIPMENT MAINTENANCE		435	19-Mar-2021	19-Mar-2021	
80-5-0000000-0402 VEHICLE & EQUIPMENT MTCE.					203.40
TRI132 TRICKEY ET AL TAX TEAM INC.					
14904 MAILING OF FIRST NOTICES		416	26-Feb-2021	26-Feb-2021	
10-1-0000000-1503 TAX REG. - REGISTRATION C					254.25
15108 TITLE SEARCH		521	31-Mar-2021	31-Mar-2021	
10-1-0000000-1503 TAX REG. - REGISTRATION C					508.50
15109 TITLE SEARCH		521	31-Mar-2021	31-Mar-2021	
10-1-0000000-1503 TAX REG. - REGISTRATION C					508.50
15110 TITLE SEARCH		521	30-Mar-2021	30-Mar-2021	
10-1-0000000-1503 TAX REG. - REGISTRATION C					508.50



Vendor : 001 To ZUL180

Batch : All

Department : All

Cheque Print Date : 01-Apr-2021 To 30-Apr-2021

Bank : 1 To 99

Class : All

Vendor Invoice	Vendor Name Description	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 0000000 WATER & NON DEPARTMENTAL					
15145	TITLE SEARCH	521	31-Mar-2021	31-Mar-2021	
10-1-0000000-1503	TAX REG. - REGISTRATION C				508.50
15146	TITLE SEARCH	521	31-Mar-2021	31-Mar-2021	
10-1-0000000-1503	TAX REG. - REGISTRATION C				508.50
VAN947 VANDERPRYT FRANK					
MARCH 30,202	REFUND OF PAYMENT MADE IN ERRO REQUESTED	521	30-Mar-2021	30-Mar-2021	
10-1-0000000-2138	A/R PROP TAX REFUND OWING				3,267.98
WIG035 WIGLE HOME HARDWARE BUILDING CENTRE					
149036	SMALL EQUIPMENT	415	08-Mar-2021	08-Mar-2021	
80-5-0000000-0420	EQUIPMENT MAINTENANCE				31.63
WOL533 WOLSELEY CANADA INC					
491668	SAMPLE STATION REPAIRS, UPGRADES,	415	21-Mar-2021	21-Mar-2021	
80-5-0000000-0835	SAMPLE STATION - REPAIRS, UPGRADES ETC.				254.95
502313	MAIN MAINTENANCE	415	17-Mar-2021	17-Mar-2021	
80-5-0000000-0810	WATER - MAIN MAINTENANCE				4,450.64
549695	FILLING STATION REPAIRS	507	21-Mar-2021	21-Mar-2021	
80-5-0000000-0855	COIN OPERATED FILLING STATIONS REPAIRS				300.59
WOR415 WORK AUTHORITY					
657026	CLOTHING	415	14-Mar-2021	14-Mar-2021	
80-5-0000000-0161	CLOTHING				250.00
659682	CLOTHING	512	28-Mar-2021	28-Mar-2021	
80-5-0000000-0161	CLOTHING				244.07
Department Totals :					309,418.85

DEPARTMENT 0002021 WATER CAPITAL					
HUR693 HURRICANE SMS INC					
30397	FUTURE WATERMAIN REPLACEMENTS	436	11-Mar-2021	11-Mar-2021	
80-7-0002021-0001	Future Watermain Replacements 2021-2027				2,034.00
30399	FUTURE WATERMAIN REPLACEMENTS	436	11-Mar-2021	11-Mar-2021	
80-7-0002021-0001	Future Watermain Replacements 2021-2027				3,262.88
30413	FUTURE WATERMAIN REPLACEMENTS	436	12-Mar-2021	12-Mar-2021	
80-7-0002021-0001	Future Watermain Replacements 2021-2027				3,262.88
30433	FUTURE WATERMAIN REPLACEMENTS	436	16-Mar-2021	16-Mar-2021	
80-7-0002021-0001	Future Watermain Replacements 2021-2027				3,107.50



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Vendor Invoice	Vendor Name Description				GL Account Name	Batch Invc Date	Invc Due Date	Amount	
G.L. Account	CC1	CC2	CC3						
DEPARTMENT 0002021		WATER CAPITAL							
30436	FUTURE WATERMAIN REPLACEMENTS 2021-2027					503 17-Mar-2021	17-Mar-2021		
80-7-0002021-0001	Future Watermain Replacements 2021-2027							1,356.00	
30450	FUTURE WATER MAIN REPLACEMENTS 2021-2027					436 18-Mar-2021	18-Mar-2021		
80-7-0002021-0001	Future Watermain Replacements 2021-2027							2,641.38	
Department Totals :								15,664.64	
DEPARTMENT 1001020		NON-DEPARTMENTAL							
BAS396 BASILE INTERIORS LTD									
17215	ICE BLASTING PAINTING					502 02-Apr-2021	02-Apr-2021		
40-7-1001020-0012	320COM				ST. BERNARD'S 320 RICHMOND			32,996.00	
BUI328 BUILDINGFIXR INC.									
21-0097	REMOVE VINYL FLOOR					520 30-Mar-2021	30-Mar-2021		
40-7-1001020-0012	320COM				ST. BERNARD'S 320 RICHMOND			1,898.40	
21-0098	PREPPING FLOOR FOR NEW FLOORING					520 30-Mar-2021	30-Mar-2021		
40-7-1001020-0012	320COM				ST. BERNARD'S 320 RICHMOND			4,316.60	
CEN859 CENTENNIAL LOCK & SAFE LIMITED									
26161	MAINTENANCE LOCKS					432 17-Mar-2021	17-Mar-2021		
40-7-1001020-0012	320COM				ST. BERNARD'S 320 RICHMOND			196.51	
26172	WORK DONE ON DOORS					520 26-Mar-2021	26-Mar-2021		
40-7-1001020-0012	320COM				ST. BERNARD'S 320 RICHMOND			268.82	
DPO150 DPOC QUADIENT LEASING CANADA									
254489	TOWN HALL POSTAGE					506 07-Mar-2021	07-Mar-2021		
10-5-1001020-0304					POSTAGE & COURIER			1,118.02	
6244802	LIBRO POSTAGE MACHINE LEASE					506 15-Feb-2021	15-Feb-2021		
10-5-1001020-0304					POSTAGE & COURIER			532.03	
DUB269 DUBY'S HOME CENTRE LTD									
9489	PAINT					520 09-Apr-2021	09-Apr-2021		
40-7-1001020-0012	320COM				ST. BERNARD'S 320 RICHMOND			445.16	
9526	PAINT					520 12-Apr-2021	12-Apr-2021		
40-7-1001020-0012	320COM				ST. BERNARD'S 320 RICHMOND			17.97	
9561	PAINTING					520 14-Apr-2021	14-Apr-2021		
40-7-1001020-0012	320COM				ST. BERNARD'S 320 RICHMOND			161.40	
EMC530 EMCO CORPORATION									
129506-00	CREDIT					432 11-Mar-2021	11-Mar-2021		



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Class : All

Vendor Invoice	Vendor Name Description	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 1001020 NON-DEPARTMENTAL					
40-7-1001020-0012	320COM ST. BERNARD'S 320 RICHMOND				-31.98
129524-00	CREDIT	432	15-Mar-2021	15-Mar-2021	
40-7-1001020-0012	320COM ST. BERNARD'S 320 RICHMOND				-54.50
37632013-00	PLUMBING MATERIALS	432	02-Mar-2021	02-Mar-2021	
40-7-1001020-0012	320COM ST. BERNARD'S 320 RICHMOND				21.30
37633241-00	PLUMBING MATERIAL	417	11-Mar-2021	11-Mar-2021	
40-7-1001020-0012	320COM ST. BERNARD'S 320 RICHMOND				5.71
37634865-00	PLUMBING MATERIALS	432	25-Mar-2021	25-Mar-2021	
40-7-1001020-0012	320COM ST. BERNARD'S 320 RICHMOND				39.27
37634988-00	PLUMBING MATERIALS	432	26-Mar-2021	26-Mar-2021	
40-7-1001020-0012	320COM ST. BERNARD'S 320 RICHMOND				88.56
37635095-00	PLUMBING MATERIALS	502	03-Apr-2021	03-Apr-2021	
40-7-1001020-0012	320COM ST. BERNARD'S 320 RICHMOND				544.40
37635209-00	PLUMBING MATERIALS	432	29-Mar-2021	29-Mar-2021	
40-7-1001020-0012	320COM ST. BERNARD'S 320 RICHMOND				39.13
37635987-00	PLUMBING MATERIALS	520	06-Apr-2021	06-Apr-2021	
40-7-1001020-0012	320COM ST. BERNARD'S 320 RICHMOND				16.70
37636150-00	MAINTENANCE MATERIALS	520	07-Apr-2021	07-Apr-2021	
40-7-1001020-0012	320COM ST. BERNARD'S 320 RICHMOND				43.76
37637346-00	MAINTENANCE MATERIALS	518	16-Apr-2021	16-Apr-2021	
40-7-1001020-0012	320COM ST. BERNARD'S 320 RICHMOND				20.27
ENC113 ENCORE MECHANICAL AND BUILDING SERVICES INC					
137442	FIRST DRAW FOR THE HVAC WORK - PO# 2021-043	436	05-Feb-2021	05-Feb-2021	
40-7-1001020-0012	320COM ST. BERNARD'S 320 RICHMOND				17,967.00
GIL191 GILLETT ROOFING INC.					
00001847	NEW ROOF CURBS FOR THE TWO NEW HVAC UNITS	432	05-Mar-2021	05-Mar-2021	
40-7-1001020-0012	320COM ST. BERNARD'S 320 RICHMOND				6,238.17
HOL459 HOLLAND CLEANING SOLUTIONS LTD					
541350	DOODLE SCRUBBER FOR FLOORS	521	08-Apr-2021	08-Apr-2021	
40-7-1001020-0012	320COM ST. BERNARD'S 320 RICHMOND				2,109.13
POW372 POWER DISTRIBUTION SUPPLY					
2104	TOOL RENTAL	513	15-Apr-2021	15-Apr-2021	
40-7-1001020-0012	320COM ST. BERNARD'S 320 RICHMOND				56.50
PUR700 PUROLATOR INC.					
447202539	SHIPPING	521	02-Apr-2021	02-Apr-2021	



Vendor : 001 To ZUL180

Batch : All

Department : All

Cheque Print Date : 01-Apr-2021 To 30-Apr-2021

Bank : 1 To 99

Class : All

Vendor Invoice	Vendor Name Description				GL Account Name	Batch Invc Date	Invc Due Date	Amount
G.L. Account	CC1	CC2	CC3					
DEPARTMENT 1001020					NON-DEPARTMENTAL			
10-5-1001020-0304					POSTAGE & COURIER			28.79
RTT067 RIVER TOWN TIMES								
4656					ADVERTISING	397 03-Feb-2021	03-Feb-2021	
10-5-1001020-0307					ADVERTISING			349.03
4826					ADVERTISING	397 17-Mar-2021	17-Mar-2021	
10-5-1001020-0307					ADVERTISING			541.24
4838					ADVERTISING	397 24-Mar-2021	24-Mar-2021	
10-5-1001020-0307					ADVERTISING			349.03
4902					ADVERTISING	417 31-Mar-2021	31-Mar-2021	
10-5-1001020-0307					ADVERTISING			751.14
4916					ADVERTISING	503 07-Apr-2021	07-Apr-2021	
10-5-1001020-0307					ADVERTISING			261.77
VIL417 VILLA CONSTRUCTION								
7480					MAINTENANCE REPAIRS	446 02-Mar-2021	02-Mar-2021	
40-7-1001020-0012	320COM				ST. BERNARD'S 320 RICHMOND			1,963.38
7482					MAINTENANCE REPAIRS	446 08-Mar-2021	08-Mar-2021	
40-7-1001020-0012	320COM				ST. BERNARD'S 320 RICHMOND			565.71
WIG035 WIGLE HOME HARDWARE BUILDING CENTRE								
149477					MAINTENANCE MATERIALS	446 23-Mar-2021	23-Mar-2021	
40-7-1001020-0012	320COM				ST. BERNARD'S 320 RICHMOND			10.37
149495					MAINTENANCE MATERIALS	446 23-Mar-2021	23-Mar-2021	
40-7-1001020-0012	320COM				ST. BERNARD'S 320 RICHMOND			17.48
149749					MAINTENANCE MATERIALS	446 31-Mar-2021	31-Mar-2021	
40-7-1001020-0012	320COM				ST. BERNARD'S 320 RICHMOND			74.95
149945					PAINT AND SUPPLIES	521 07-Apr-2021	07-Apr-2021	
40-7-1001020-0012	320COM				ST. BERNARD'S 320 RICHMOND			468.68
149948					PRIMER, SPONGES	521 07-Apr-2021	07-Apr-2021	
40-7-1001020-0012	320COM				ST. BERNARD'S 320 RICHMOND			161.52
150054					MAINTENANCE MATERIALS	521 12-Apr-2021	12-Apr-2021	
40-7-1001020-0012	320COM				ST. BERNARD'S 320 RICHMOND			53.72
150095					SCREWS	516 13-Apr-2021	13-Apr-2021	
40-7-1001020-0012	320COM				ST. BERNARD'S 320 RICHMOND			6.76
150224					SAND PAPER & SEALANT	516 16-Apr-2021	16-Apr-2021	
40-7-1001020-0012	320COM				ST. BERNARD'S 320 RICHMOND			21.78



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Vendor Invoice	Vendor Name Description				GL Account Name	Batch Invc Date	Invc Due Date	Amount
G.L. Account	CC1	CC2	CC3					

DEPARTMENT 1001020 NON-DEPARTMENTAL

Department Totals : 74,679.68

DEPARTMENT 1001021 FINANCE

ASS148 OMTRA ONTARIO MUNICIPAL TAX AND REVENUE

00238	2021 MEMBERSHIP					416 28-Jan-2021	28-Jan-2021	
10-5-1001021-0350				MEMBERSHIPS				254.25

FIR350 FIRST STOP SERVICES

6253	SHREDDING SERVICES					417 31-Mar-2021	31-Mar-2021	
10-5-1001021-0301				OFFICE SUPPLIES				28.33

LOC200 LOCAL AUTHORITY SERVICES LTD

EPT003081	PROFESSIONAL FEES					503 11-Jan-2021	11-Jan-2021	
10-5-1001021-0327				PROFESSIONAL FEES				282.50

MON183 MONARCH OFFICE SUPPLY INC

260883	MARCH 2021 PURCHASES					502 30-Mar-2021	30-Mar-2021	
10-5-1001021-0301				OFFICE SUPPLIES				236.82

MUN216 MUNICIPAL FINANCE OFFICERS' ASSOCIATION OF

2021-345	2020 MEMBERSHIP DUES					502 20-Apr-2021	20-Apr-2021	
10-5-1001021-0350				MEMBERSHIPS				355.95

PUB04 PUBLIC SECTOR DIGEST INC.

14698	PROFESSIONAL FEES					443 15-Jan-2021	15-Jan-2021	
10-5-1001021-0327				PROFESSIONAL FEES				13,931.77

14792 PROFESSIONAL FEES

10-5-1001021-0327				PROFESSIONAL FEES		443 15-Feb-2021	15-Feb-2021	13,931.77
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WAT555 WATTSWORTH THE ENERGY ANALYSIS PEOPLE

AMH-21-03	PROFESSIONAL FEES					506 31-Mar-2021	31-Mar-2021	
10-5-1001021-0327				PROFESSIONAL FEES				954.85

Department Totals : 29,976.24

DEPARTMENT 1001022 CLERKS

ELM160 ELMAN BRUCE P

APRIL 12, 2021	FIRST QUARTER STATEMENT OF ACCOUNT 1 JAN - 2021 TO 31 MARCH 2021					520 12-Apr-2021	12-Apr-2021	
10-5-1001022-0327				PROFESSIONAL FEES - CLERKS				8,339.40

FIR350 FIRST STOP SERVICES

6253	SHREDDING SERVICES					417 31-Mar-2021	31-Mar-2021	
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Batch : All

Department : All

Cheque Print Date : 01-Apr-2021 To 30-Apr-2021

Bank : 1 To 99

Class : All

Vendor Invoice	Vendor Name Description				GL Account Name	Batch Invc Date	Invc Due Date	Amount
G.L. Account	CC1	CC2	CC3					
DEPARTMENT 1001022		CLERKS						
10-5-1001022-0301					OFFICE SUPPLIES			28.33
HLH102	H.L. HAMILTON INSURANCE LTD.							
	FEBRUARY 22 INSURANCE RENEWAL					450 22-Feb-2021	22-Feb-2021	
10-5-1001022-0314					INSURANCE PREMIUMS - CLERKS			20,214.36
10-5-1001022-0314					INSURANCE PREMIUMS - CLERKS			1,270.08
10-5-1001022-0314					INSURANCE PREMIUMS - CLERKS			13,260.24
10-5-1001022-0314					INSURANCE PREMIUMS - CLERKS			2,160.00
10-5-1001022-0314					INSURANCE PREMIUMS - CLERKS			212,343.32
10-5-1001022-0314					INSURANCE PREMIUMS - CLERKS			57,803.68
10-5-1001022-0314					INSURANCE PREMIUMS - CLERKS			326,992.30
10-5-1001022-0314					INSURANCE PREMIUMS - CLERKS			27,476.98
Department Totals :								669,888.69
DEPARTMENT 1001023		C.A.O.						
FIR350	FIRST STOP SERVICES							
6253					SHREDDING SERVICES	417 31-Mar-2021	31-Mar-2021	
10-5-1001023-0301					OFFICE SUPPLIES			28.33
KRA720	KRALOVENSKY THERESA							
8					PROFESSIONAL FEES	396 19-Mar-2021	19-Mar-2021	
10-5-1001023-0327					PROFESSIONAL FEES			765.00
MON183	MONARCH OFFICE SUPPLY INC							
260883					MARCH 2021 PURCHASES	502 30-Mar-2021	30-Mar-2021	
10-5-1001023-0301					OFFICE SUPPLIES			27.29
Department Totals :								820.62
DEPARTMENT 1001024		HUMAN RESOURCES						
AMC610	AMCTO							
227239					AMCTO FEATURERED JOB POSTING	518 02-Feb-2021	02-Feb-2021	
10-5-1001024-0372					RECRUITMENT EXPENSES			1,887.10
FSE177	FAMILY SERVICES WINDSOR-ESSEX							
25811					QUARTERLY INSTALMENT OF EAP	403 12-Mar-2021	12-Mar-2021	
10-5-1001024-0215					BENEFITS - EAP			1,163.70
JAG834	JAGUAR MEDIA INC							
MJ21-13673					RECRUITMENT EXPENSES	513 19-Apr-2021	19-Apr-2021	
10-5-1001024-0372					RECRUITMENT EXPENSES			508.50



Vendor : 001 To ZUL180

Batch : All

Department : All

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Class : All

Vendor Invoice	Vendor Name Description	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 1001024 HUMAN RESOURCES					
MJ21-13674	RECRUITMENT EXPENNSSES	513	19-Apr-2021	19-Apr-2021	
10-5-1001024-0372	RECRUITMENT EXPENSES				508.50
ONT234 ONTARIO PROFESSIONAL PLANNERS INSTITUTE					
63681	RECRUITMENT EXPENSES	513	01-Apr-2021	01-Apr-2021	
10-5-1001024-0372	RECRUITMENT EXPENSES				1,073.50
RTT067 RIVER TOWN TIMES					
4656	ADVERTISING	397	03-Feb-2021	03-Feb-2021	
10-5-1001024-0372	RECRUITMENT EXPENSES				141.02
4916	ADVERTISING	503	07-Apr-2021	07-Apr-2021	
10-5-1001024-0372	RECRUITMENT EXPENSES				87.26
WOR133 WORKLINK SOLUTIONS					
101862	HEALTH & SAFETY	403	26-Mar-2021	26-Mar-2021	
10-5-1001024-0250	HEALTH AND SAFETY - HUMAN RESOURCES				369.51
Department Totals :					5,739.09

DEPARTMENT 1001025 INFORMATION TECHNOLOGY					
APP302 APPLIED COMPUTER SOLUTIONS INC					
51075	NETWORK CHANGES	482	21-Mar-2021	21-Mar-2021	
10-5-1001025-0310	COMPUTER MAINTENANCE				1,412.50
DIR572 DIRECTDIAL					
IN790253	TONER REPLACEMENTS - NORTH YARD LEXMARK & AP DESK	482	09-Mar-2021	09-Mar-2021	
10-5-1001025-0308	PHOTOCOPIES				244.08
IN793334	PRINTER USAGE AND MAINTENANCE	482	24-Mar-2021	24-Mar-2021	
10-5-1001025-0308	PHOTOCOPIES				61.63
IN793476	COPIER FOR COMMAND CENTRE MVC	486	25-Mar-2021	25-Mar-2021	
10-5-1001025-0310	VACCIN COMPUTER MAINTENANCE				282.50
ESC060 ESCRIBE SOFTWARE LTD					
2883	ESCRIBE AGENDA SOFTWARE	482	01-Apr-2021	01-Apr-2021	
10-5-1001025-0310	COMPUTER MAINTENANCE				5,445.94
ESO651 ESOLUTIONS GROUP LIMITED					
130149	CLUDO SITE SEARCH	482	06-Apr-2021	06-Apr-2021	
10-5-1001025-0311	WEBSITE DEVELOPMENT & SOFTWARE				791.00
INS153 INSIGHT CANADA INC.					
721429346	ANTIVIRUS RENEWAL	514	01-Apr-2021	01-Apr-2021	



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Batch : All

Department : All

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Bank : 1 To 99

Class : All

Vendor Invoice	Vendor Name Description	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 1001025 INFORMATION TECHNOLOGY					
10-5-1001025-0310	COMPUTER MAINTENANCE				2,316.05
KEL24 KELCOM DIVISION OF EXTEND COMMUNICATIONS INC					
2103-06702	AFTER HOURS ANSWERING SERVICE	503	01-Mar-2021	01-Mar-2021	
10-5-1001025-0315	TELEPHONE				130.96
THI740 THINKTEL - A DIVISION OF DISTRIBUTEL					
1249206	PHONE SYSTEM LANDLINE	506	05-Mar-2021	05-Mar-2021	
10-5-1001025-0315	TELEPHONE				391.19
TOS075 TOSHIBA TEC CANADA BUSINESS SOLUTIONS INC					
AR4172792	SITE TRAILER USAGE AND MAINTENANCE	506	30-Mar-2021	30-Mar-2021	
10-5-1001025-0308	PHOTOCOPIES				3.76
AR4172793	RECORDS RETENTION COPIER USAGE & MAINTENANCE	506	30-Mar-2021	30-Mar-2021	
10-5-1001025-0308	PHOTOCOPIES				11.81
AR4172794	COPIER USAGE AND MAINTENANCE	506	30-Mar-2021	30-Mar-2021	
10-5-1001025-0308	PHOTOCOPIES				1,481.90
TOT060 TOTALLY ONE CORPORATE OFFICE					
333299	NETWORK ANALYST PHONE & SUPERVISOR OF WATER PHONE RENEWAL	506	24-Mar-2021	24-Mar-2021	
10-5-1001025-0310	COMPUTER MAINTENANCE				628.23
Department Totals :					13,201.55

DEPARTMENT 1008030 DRAINS					
DIL426 DILLON CONSULTING					
234844	CONTRACT ADMIN AND BIO INSPECTION FEES	436	31-Mar-2021	31-Mar-2021	
10-1-1008030-9040	LEMAY-COOKSON DRAIN - REQ FOR IMPROVEMEN				3,213.95
MUR497 MURRAY MILLS EXCAVATING & TRUCKING (SARNIA) LTD					
17-7902 #1	PPC# 1	431	01-Apr-2021	01-Apr-2021	
10-1-1008030-9040	LEMAY-COOKSON DRAIN - REQ FOR IMPROVEMEN				109,016.86
Department Totals :					112,230.81

DEPARTMENT 2010000 FIRE					
AJS141 A.J. STONE CO LTD					
0000159053	FOAM RESTOCK	402	29-Mar-2021	29-Mar-2021	
10-5-2010000-0420	FIREFIGHTING EQUIPMENT				1,972.87
0000159191	REPLACEMENT OF EXPIRING FF	432	06-Apr-2021	06-Apr-2021	
10-5-2010000-0423	PERSONAL PROTECTIVE EQUIPMENT				4,500.60



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Batch : All

Department : All

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Vendor Invoice	Vendor Name Description	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 2010000	FIRE				
0000159204	CALIBRATION GAS	520	07-Apr-2021	07-Apr-2021	
10-5-2010000-0420	FIREFIGHTING EQUIPMENT				405.58
ALL020 ALLIED MEDICAL					
511739	AIRWAYS	520	13-Apr-2021	13-Apr-2021	
10-5-2010000-0420	FIREFIGHTING EQUIPMENT				94.12
DAV451 DAVE'S BOAT TOPS					
767008	REPAIR COVER	520	08-Apr-2021	08-Apr-2021	
10-5-2010000-0402	VEHICLE & EQUIPMENT MTCE.				67.00
GRA150 GRAPHIX PLUS					
49776	UNIFORM ITEMS	402	29-Mar-2021	29-Mar-2021	
10-5-2010000-0252	UNIFORMS				653.14
KEL198 KELCOM RADIO DIVISION					
105013367-1	RADIO CHARGER	443	31-Mar-2021	31-Mar-2021	
10-5-2010000-0319	COMMUNICATION EQUIP MAINTENANCE				101.70
MAL256 MALDEN AUTO SUPPLY					
5294-232272	VEHICLE & EQUIPMENT MAINTENANCE	436	23-Mar-2021	23-Mar-2021	
10-5-2010000-0402	VEHICLE & EQUIPMENT MTCE.				132.21
MLS149 M&L SUPPLY FIRE & SAFETY - 3635112					
007059	FORESTRY EQUIPMENT REPLACEMENT	402	26-Mar-2021	26-Mar-2021	
10-5-2010000-0420	FIREFIGHTING EQUIPMENT				1,957.69
007060	SUPPLIES	402	26-Mar-2021	26-Mar-2021	
10-5-2010000-0420	FIREFIGHTING EQUIPMENT				238.75
MON183 MONARCH OFFICE SUPPLY INC					
260883	MARCH 2021 PURCHASES	502	30-Mar-2021	30-Mar-2021	
10-5-2010000-0301	OFFICE SUPPLIES				143.55
RTT067 RIVER TOWN TIMES					
4907	BUISNESS CARDS	502	06-Apr-2021	06-Apr-2021	
10-5-2010000-0248	FIRE PREVENTION & TRAININ				55.37
SAN107 SANI GEAR INC					
7007	PPE ANNUAL INSPECTION AND MAINTENANCE	502	05-Apr-2021	05-Apr-2021	
10-5-2010000-0423	PERSONAL PROTECTIVE EQUIPMENT				578.34
7085	PPE MAINTENANCE	514	16-Apr-2021	16-Apr-2021	
10-5-2010000-0423	PERSONAL PROTECTIVE EQUIPMENT				207.52
SKY232 SKY MOBILE					



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Vendor Invoice	Vendor Name Description	CC1	CC2	CC3	GL Account Name	Batch Invc Date	Invc Due Date	Amount
DEPARTMENT 2010000 FIRE								
3826	MONTHLY BEACON SERVICE					502 01-Apr-2021	01-Apr-2021	
10-5-2010000-0345					FIRE - CELL PHONE EXPENSE			404.54
3957	HELMET BEACONS					521 08-Apr-2021	08-Apr-2021	
10-5-2010000-0345					FIRE - CELL PHONE EXPENSE			446.35
ULI350 ULINE CANADA CORPORATION								
8255207	DECNON EXPENSE					521 13-Apr-2021	13-Apr-2021	
10-5-2010000-0420		VIRUS			FIREFIGHTING EQUIPMENT			171.29
UNI351 UNIFORM UNIFORMS								
51871	UNIFORMS					402 29-Mar-2021	29-Mar-2021	
10-5-2010000-0252					UNIFORMS			76.84
UPS490 UPS CANADA								
5223056203	COURIER					395 02-Mar-2021	02-Mar-2021	
10-5-2010000-0321					OPERATING SUPPLIES			38.39
WIG035 WIGLE HOME HARDWARE BUILDING CENTRE								
149543	KEYS					395 24-Mar-2021	24-Mar-2021	
10-5-2010000-0321					OPERATING SUPPLIES			6.76
WIN101 WINDSOR SPRING & ALIGNMENT								
11443	ENGINE 2 ANNUAL CVI					521 13-Apr-2021	13-Apr-2021	
10-5-2010000-0402					VEHICLE & EQUIPMENT MTCE.			4,608.99
11444	E2 REPAIRS					521 13-Apr-2021	13-Apr-2021	
10-5-2010000-0402					VEHICLE & EQUIPMENT MTCE.			1,784.48
Department Totals :								18,646.08

DEPARTMENT 2020000 POLICE								
KEL198 KELCOM RADIO DIVISION								
80013288	RADIO MAINTENANCE					503 15-Mar-2021	15-Mar-2021	
10-5-2020000-0319					RADIO MAINTENANCE			571.78
80013289	RADIO MAINTENANCE					503 15-Mar-2021	15-Mar-2021	
10-5-2020000-0319					RADIO MAINTENANCE			197.75
KEL363 KEL COMMUNICATIONS LTD								
RC00005003	CALDWELL TOWER LEASE					503 01-Feb-2021	01-Feb-2021	
10-5-2020000-0319					RADIO MAINTENANCE			458.37
RC00005027	CALDWELL TOWER LEASE					503 01-Mar-2021	01-Mar-2021	
10-5-2020000-0319					RADIO MAINTENANCE			458.37



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Class : All

Vendor Invoice	Vendor Name Description				GL Account Name	Batch Invc Date	Invc Due Date	Amount
G.L. Account	CC1	CC2	CC3					
DEPARTMENT 2020000 POLICE								
PAR372 PARRLINE ELECTRICAL WHOLESALE								
95738					ELECTRICAL MATERIALS	443 12-Mar-2021	12-Mar-2021	
10-5-2020000-0317					BUILDING MAINTENANCE			117.10
REC233 RECEIVER GENERAL; INNOVATION								
20210028929					RADIO AUTHORIZATION RENEWAL, ACCT # 044081710869	503 28-Feb-2021	28-Feb-2021	
10-5-2020000-0319					RADIO MAINTENANCE			1,796.64
TOW033 TOWN OF ESSEX								
SALES0000000					HARROW TOWER LEASE	482 01-Apr-2021	01-Apr-2021	
10-5-2020000-0319					RADIO MAINTENANCE			932.25
TUR070 TURRIS SITES DEVELOPMENT CORP.								
615709					MCGREGOR TOWER LEASE	506 01-Apr-2021	01-Apr-2021	
10-5-2020000-0319					RADIO MAINTENANCE			631.99
Department Totals :								5,164.25

DEPARTMENT 2043010 BUILDING								
FIR350 FIRST STOP SERVICES								
6253					SHREDDING SERVICES	417 31-Mar-2021	31-Mar-2021	
10-5-2043010-0301					OFFICE SUPPLIES			28.33
MON183 MONARCH OFFICE SUPPLY INC								
260883					MARCH 2021 PURCHASES	502 30-Mar-2021	30-Mar-2021	
10-5-2043010-0301					OFFICE SUPPLIES			29.34
RSM885 RSM BUILDING CONSULTANTS INC.								
1700					WEBINAR REGISTRATION	506 23-Feb-2021	23-Feb-2021	
10-5-2043010-0351					CONVENTIONS & SEMINARS			1,808.00
Department Totals :								1,865.67

DEPARTMENT 2043015 LICENSING AND ENFORCEMENT								
DIR572 DIRECTDIAL								
IN791965					HEADSET REQUIRED FOR TEAMS AND OTHER ONLINE MEETING PLATFORMS	482 17-Mar-2021	17-Mar-2021	
10-5-2043015-0301					OFFICE SUPPLIES			116.39
IN792208					WEBCAM REQUIRED FOR TEAMS AND OTHER ONLINE MEETING PLATFORMS	482 18-Mar-2021	18-Mar-2021	
10-5-2043015-0301					OFFICE SUPPLIES			110.74
KEL198 KELCOM RADIO DIVISION								
80013291					MONTHLY CONTRACT	417 15-Mar-2021	15-Mar-2021	



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Vendor Invoice	Vendor Name Description				GL Account Name	Batch Invc Date	Invc Due Date	Amount
G.L. Account	CC1	CC2	CC3					
DEPARTMENT 2043015					LICENSING AND ENFORCEMENT			
10-5-2043015-0319					SERVICE AGREEMENT - RADIOS			118.48
TOW033 TOWN OF ESSEX								
SALES000000(AMCTO LOTTERY LICENSING TRAINING	482 31-Mar-2021	31-Mar-2021	
10-5-2043015-0351					TRAINING AND CONFERENCES			254.40
WIN137 WINDSOR-ESSEX COUNTY HUMANE SOCIETY								
FEBRUARY 28					ANIMAL CONTROL STRAY CATS	417 28-Feb-2021	28-Feb-2021	
10-5-2043015-0903					ANIMAL CONTROL - CONTRACT			175.00
Department Totals :								775.01

DEPARTMENT 3010000					PUBLIC WORKS			
AGO713 AGO INDUSTRIES INC								
22202					UNIFORM CREDIT	482 29-Mar-2021	29-Mar-2021	
10-5-3010000-0252					UNIFORMS			-179.67
947909					UNIFORMS	395 17-Mar-2021	17-Mar-2021	
10-5-3010000-0252					UNIFORMS			3,182.31
949824					UNIFORMS	482 29-Mar-2021	29-Mar-2021	
10-5-3010000-0252					UNIFORMS			195.41
CAR645 CARRIER CENTERS								
04P483885					VEHICLE AND EQUIPMENT MAINTENANCE	482 18-Mar-2021	18-Mar-2021	
10-5-3010000-0402					VEHICLE & EQUIPMENT MTCE.			305.07
CAR660 CARDINAL								
2120834					VEHICLE & EQUIPMENT MAINTENANCE	436 31-Mar-2021	31-Mar-2021	
10-5-3010000-0402					VEHICLE & EQUIPMENT MTCE.			143.87
COL128 COLONIAL COFFEE CO. LTD.								
798360					OFFICE SUPPLIES	518 01-Apr-2021	01-Apr-2021	
10-5-3010000-0301					OFFICE SUPPLIES			50.29
COL286 COLBRO EQUIPMENT RENTAL								
135627-0					VEHICLE & EQUIPMENT MAINTENANCE	395 18-Mar-2021	18-Mar-2021	
10-5-3010000-0402					VEHICLE & EQUIPMENT MTCE.			339.16
DIM690 DIMENSIONAL EMBROIDERY								
1030748					UNIFORMS	482 26-Mar-2021	26-Mar-2021	
10-5-3010000-0252					UNIFORMS			245.78
ESS360 ESSEX WINDSOR SOLID WASTE AUTHORITY								
30902					REFUSE FOR MARCH 2021	518 31-Mar-2021	31-Mar-2021	



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Vendor Invoice	Vendor Name Description	Batch	Invc Date	Invc Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 3010000	PUBLIC WORKS				
10-5-3010000-0601	REFUSE Landfill Tipping Fees				25,917.45
30909	YARD WASTE FOR THE MONTH MARCH 2021	518	31-Mar-2021	31-Mar-2021	
10-5-3010000-0601	YARD Landfill Tipping Fees				907.33
IN000011546	LANDFILL TIPPING FEES	482	31-Mar-2021	31-Mar-2021	
10-5-3010000-0601	Landfill Tipping Fees				40,928.00
ESS959	ESSEX LINEN SUPPLY LTD				
62576	OFFICE SUPPLIES	482	25-Mar-2021	25-Mar-2021	
10-5-3010000-0301	OFFICE SUPPLIES				103.09
FIR350	FIRST STOP SERVICES				
6253	SHREDDING SERVICES	417	31-Mar-2021	31-Mar-2021	
10-5-3010000-0301	OFFICE SUPPLIES				28.33
GFL270	GFL (GREEN FOR LIFE) ENVIRONMENTAL INC.				
GW000104372	WASTE COLLECTION	396	31-Mar-2021	31-Mar-2021	
10-5-3010000-0603	REFUSE WASTE COLLECTION				50,229.80
10-5-3010000-0603	REFUSE WASTE COLLECTION				9,834.49
GW000104373	WASTE COLLECTION	396	31-Mar-2021	31-Mar-2021	
10-5-3010000-0603	REFUSE WASTE COLLECTION				85.71
GW000104373	WASTE COLLECTION	396	31-Mar-2021	31-Mar-2021	
10-5-3010000-0603	REFUSE WASTE COLLECTION				24.01
GW000104376	WASTE COLLECTION	396	31-Mar-2021	31-Mar-2021	
10-5-3010000-0603	REFUSE WASTE COLLECTION				60.74
GW000104384	PWD YARD CLEAN UP	396	20-Mar-2021	20-Mar-2021	
10-5-3010000-0607	PWD YARD CLEAN UP EXPENSES				598.98
GW000104384	WASTE COLLECTION	396	20-Mar-2021	20-Mar-2021	
10-5-3010000-0603	REFUSE WASTE COLLECTION				372.90
GW000104384	WASTE COLLECTION	396	20-Mar-2021	20-Mar-2021	
10-5-3010000-0603	REFUSE WASTE COLLECTION				244.74
GW000104407	WASTE COLLECTION	482	27-Mar-2021	27-Mar-2021	
10-5-3010000-0603	REFUSE WASTE COLLECTION				186.45
GW000104407	WASTE COLLECTION LIBRO	482	27-Mar-2021	27-Mar-2021	
10-5-3010000-0603	REFUSE WASTE COLLECTION				333.20
GW000104442	WASTE COLLECTION AT LIBRO FOR APRIL 2021, THIS INV REFLECTS THE BILLING ERROR ON INV 1043845 -\$63.94	518	31-Mar-2021	31-Mar-2021	
10-5-3010000-0603	REFUSE WASTE COLLECTION				111.21
GW000104696	WASTE COLLECTION PARKS	482	31-Mar-2021	31-Mar-2021	



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Vendor Invoice	Vendor Name Description				GL Account Name	Batch Invc Date	Invc Due Date	Amount
G.L. Account	CC1	CC2	CC3					
DEPARTMENT 3010000					PUBLIC WORKS			
10-5-3010000-0603		REFUSE			WASTE COLLECTION			186.45
GW000104728		PWD YARD CLEAN UP FOR ARPIL 2021, -184.48 TAKEN OFF DUE TO INCORRECT BILLING ON INV 1043843				518	10-Apr-2021	10-Apr-2021
10-5-3010000-0607					PWD YARD CLEAN UP EXPENSES			184.48
GW000104728		99THOMAS ROAD APRIL 2021, -60.26 TAKEN OFF THIS INV DUE TO INCORRECT BILLING ON INV 1043843				518	10-Apr-2021	10-Apr-2021
10-5-3010000-0607					PWD YARD CLEAN UP EXPENSES			126.19
HEA693					HEATON SANITATION			
51226		RECOVERABLE FROM ACCIDENTS				396	22-Mar-2021	22-Mar-2021
10-5-3010000-0331		STREET			GENERAL MAINTENANCE			1,243.00
51506		VACTOR FLUSHER				518	08-Apr-2021	08-Apr-2021
10-5-3010000-0741					TRAFFIC SIGNS & DEVICES			1,808.00
HIC441					HICKS ELECTRIC			
10550		FINAL INVOICES FOR BILING FOR DAMAGES				513	12-Apr-2021	12-Apr-2021
10-5-3010000-0331		GENER/			GENERAL MAINTENANCE			3,294.48
10557		PWD PARKING LOT LIGHTS				513	12-Apr-2021	12-Apr-2021
10-5-3010000-0331		STREET			GENERAL MAINTENANCE			2,721.71
JOE252					JOE JOHNSON EQUIPMENT			
P24009		VEHICLE & EQUIPMENT MAINTENANCE				436	30-Mar-2021	30-Mar-2021
10-5-3010000-0401					GASOLINE			423.50
P24234		VEHICLE & EQUIPMENT SUPPLIES				502	06-Apr-2021	06-Apr-2021
10-5-3010000-0402					VEHICLE & EQUIPMENT MTCE.			3,367.65
KEL198					KELCOM RADIO DIVISION			
80013290		SERVICE AGREEMENT - RADIOS				396	15-Mar-2021	15-Mar-2021
10-5-3010000-0319					RADIO MAINTENANCE			1,726.02
KEL24					KELCOM DIVISION OF EXTEND COMMUNICATIONS INC			
06702		SERVICE AGREEMENTS FOR RADIOS				503	01-Apr-2021	01-Apr-2021
10-5-3010000-0319					RADIO MAINTENANCE			124.72
MAL256					MALDEN AUTO SUPPLY			
5294-232194		VEHICLE & EQUIPMENT MAINTENANCE				436	22-Mar-2021	22-Mar-2021
10-5-3010000-0402					VEHICLE & EQUIPMENT MTCE.			610.00
5294-232205		VEHICLE & EQUIPMENT MAINTENANCE				436	22-Mar-2021	22-Mar-2021
10-5-3010000-0402					VEHICLE & EQUIPMENT MTCE.			34.44
5294-232863		PWD SHOP SUPPLY				521	01-Apr-2021	01-Apr-2021
10-5-3010000-0402					VEHICLE & EQUIPMENT MTCE.			36.30



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Vendor Invoice	Vendor Name Description	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 3010000	PUBLIC WORKS				
5294-232922	TRAILER BALL	513	01-Apr-2021	01-Apr-2021	
10-5-3010000-0402	VEHICLE & EQUIPMENT MTCE.				11.18
5294-232923	TRAILER BALL RETURNED FOR CREDIT	513	01-Apr-2021	01-Apr-2021	
10-5-3010000-0402	VEHICLE & EQUIPMENT MTCE.				-11.18
5294-232956	PWD #M-1	513	03-Apr-2021	03-Apr-2021	
10-5-3010000-0402	VEHICLE & EQUIPMENT MTCE.				11.24
5294-233140	PWD SHOP SUPPLY	513	06-Apr-2021	06-Apr-2021	
10-5-3010000-0402	VEHICLE & EQUIPMENT MTCE.				38.24
5294-233167	PARKS # PG 52 & 53	513	06-Apr-2021	06-Apr-2021	
10-5-3010000-0402	VEHICLE & EQUIPMENT MTCE.				15.84
5294-233672	PWD # 112 PART RETURNED FOR CREDIT	513	12-Apr-2021	12-Apr-2021	
10-5-3010000-0402	VEHICLE & EQUIPMENT MTCE.				-20.34
5294-233691	PWD SM-01	513	12-Apr-2021	12-Apr-2021	
10-5-3010000-0402	VEHICLE & EQUIPMENT MTCE.				99.80
MCG684 MCGUIRE FARMS INC					
0918	RADIO MAINTENANCE	396	17-Mar-2021	17-Mar-2021	
10-5-3010000-0725	ROADS MAINTENANCE - GENERAL				602.18
MSM051 MSM RECYCLERS					
INV136	PWD YARD CLEAN UP	503	06-Apr-2021	06-Apr-2021	
10-5-3010000-0607	PWD YARD CLEAN UP EXPENSES				180.80
NAS514 NASCI CONSTRUCTION SERVICES LTD.					
5083	HYDROVAC	503	31-Mar-2021	31-Mar-2021	
10-5-3010000-0757	STORM SEWER CLEANING & FLUSHING				13,164.50
ONT555 ONTARIO TRUCKING ASSOCIATION					
OEIN066013	VEHICLE INSPECTION	513	30-Mar-2021	30-Mar-2021	
10-5-3010000-0402	VEHICLE & EQUIPMENT MTCE.				316.68
PUR700 PUROLATOR INC.					
446503515	COURIER	506	08-Jan-2021	08-Jan-2021	
10-5-3010000-0402	VEHICLE & EQUIPMENT MTCE.				7.91
RTT067 RIVER TOWN TIMES					
4902	ADVERTISING	417	31-Mar-2021	31-Mar-2021	
10-5-3010000-0307	GENER/ ADVERTISING				87.26
SOU100 SOUTHWESTERN SALES CORP					
IN242896	COLD PATCH	514	22-Mar-2021	22-Mar-2021	



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Vendor Invoice	Vendor Name Description	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 3010000	PUBLIC WORKS				
10-5-3010000-0725	ROADS MAINTENANCE - GENERAL				1,245.23
IN242897	COLD PATCH	514	22-Mar-2021	22-Mar-2021	
10-5-3010000-0725	ROADS MAINTENANCE - GENERAL				1,154.59
STE366	STERLING FUELS				
0094244	VEHICLE & EQUIPMENT FUEL	397	08-Mar-2021	08-Mar-2021	
10-5-3010000-0401	GASOLINE				3,476.25
0094253	VEHICLE & EQUIPMENT FUEL	397	08-Mar-2021	08-Mar-2021	
10-5-3010000-0401	GASOLINE				249.29
0094254	VEHICLE & EQUIPMENT FUEL	397	08-Mar-2021	08-Mar-2021	
10-5-3010000-0401	GASOLINE				451.73
0094256	VEHICLE & EQUIPMENT FUEL	397	08-Mar-2021	08-Mar-2021	
10-5-3010000-0401	GASOLINE				300.00
0094257	VEHICLE & EQUIPMENT FUEL	397	08-Mar-2021	08-Mar-2021	
10-5-3010000-0401	GASOLINE				467.93
0094584	VEHICLE & EQUIPMENT FUEL	417	22-Mar-2021	22-Mar-2021	
10-5-3010000-0401	GASOLINE				3,029.23
0094590	VEHICLE & EQUIPMENT FUEL	506	22-Mar-2021	22-Mar-2021	
10-5-3010000-0401	GASOLINE				510.78
0094592	VEHICLE & EQUIPMENT FUEL	506	22-Mar-2021	22-Mar-2021	
10-5-3010000-0401	GASOLINE				719.27
0094593	VEHICLE & EQUIPMENT FUEL	506	22-Mar-2021	22-Mar-2021	
10-5-3010000-0401	GASOLINE				641.67
0094594	VEHICLE & EQUIPMENT FUEL	506	22-Mar-2021	22-Mar-2021	
10-5-3010000-0401	GASOLINE				257.92
0094971	VEHICLE & EQUIPMENT FUEL	514	07-Apr-2021	07-Apr-2021	
10-5-3010000-0401	GASOLINE				3,073.03
0094974	VEHICLE & EQUIPMENT FUEL	514	07-Apr-2021	07-Apr-2021	
10-5-3010000-0401	GASOLINE				461.07
0094975	VEHICLE & EQUIPMENT FUEL	514	07-Apr-2021	07-Apr-2021	
10-5-3010000-0401	GASOLINE				565.96
0094977	VEHICLE & EQUIPMENT FUEL	514	07-Apr-2021	07-Apr-2021	
10-5-3010000-0401	GASOLINE				518.97
0094978	VEEHICLE & EQUIPMENT FUEL	514	07-Apr-2021	07-Apr-2021	
10-5-3010000-0401	GASOLINE				675.56
STR840	STRESSCRETE LTD				



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Vendor Invoice	Vendor Name Description				GL Account Name	Batch Invc Date	Invc Due Date	Amount
G.L. Account	CC1	CC2	CC3					
DEPARTMENT 3010000					PUBLIC WORKS			
I-SC1-2102163					COST TO BE RECOVERED DUE TO ACCIDENTS	397 22-Feb-2021	22-Feb-2021	
10-5-3010000-0331					STREET GENERAL MAINTENANCE			14,522.76
SUN293					SUNSET ENTERPRIZE & WELDING			
318318					VEHICLE & EQUIPMENT MAINTENANCE	397 15-Mar-2021	15-Mar-2021	
10-5-3010000-0402					VEHICLE & EQUIPMENT MTCE.			1,172.71
TRA689					UAP INC.			
396350208					VEHICLE & EQUIPMENT MAINTENANCE	451 06-Jan-2021	06-Jan-2021	
10-5-3010000-0402					VEHICLE & EQUIPMENT MTCE.			506.24
396350578					VEHICLE & EQUIPMENT MAINTENANCE	434 12-Jan-2021	12-Jan-2021	
10-5-3010000-0402					VEHICLE & EQUIPMENT MTCE.			543.20
396350727					VEHICLE & EQUIPMENT MAINTENANCE	434 13-Jan-2021	13-Jan-2021	
10-5-3010000-0402					VEHICLE & EQUIPMENT MTCE.			71.82
396350909					VEHICLE & EQUIPMENT MAINTENANCE	434 15-Jan-2021	15-Jan-2021	
10-5-3010000-0402					VEHICLE & EQUIPMENT MTCE.			38.18
396351597					VEHICLE & EQUIPMENT MAINTENANCE	434 26-Jan-2021	26-Jan-2021	
10-5-3010000-0402					VEHICLE & EQUIPMENT MTCE.			543.20
396351983					VEHICLE & EQUIPMENT MAINTENANCE	434 02-Jan-2021	02-Jan-2021	
10-5-3010000-0402					VEHICLE & EQUIPMENT MTCE.			210.52
396351984					VEHICLE & EQUIPMENT MAINTENANCE	434 01-Feb-2021	01-Feb-2021	
10-5-3010000-0402					VEHICLE & EQUIPMENT MTCE.			73.40
396355873					VEHICLE & EQUIPMENT MAINTENANCE	451 30-Mar-2021	30-Mar-2021	
10-5-3010000-0402					VEHICLE & EQUIPMENT MTCE.			77.13
396355921					VEHICLE & EQUIPMENT MAINTENANCE	451 30-Mar-2021	30-Mar-2021	
10-5-3010000-0402					VEHICLE & EQUIPMENT MTCE.			12.32
UNI920					UNITED ROTARY BRUSH CORPORATION OF CANADA			
CI45125					VEHICLE MAINTENANCE	514 26-Mar-2021	26-Mar-2021	
10-5-3010000-0402					VEHICLE & EQUIPMENT MTCE.			786.81
WAL101					WALKER AGGREGATES			
299559					ROAD MAINTENANCE	417 20-Mar-2021	20-Mar-2021	
10-5-3010000-0725					ROADS MAINTENANCE - GENERAL			4,536.51
299723					GRAVEL	506 27-Mar-2021	27-Mar-2021	
10-5-3010000-0725		GRAVEL			ROADS MAINTENANCE - GENERAL			79.35
299885					GRAVEL	506 31-Mar-2021	31-Mar-2021	
10-5-3010000-0725		GRAVEL			ROADS MAINTENANCE - GENERAL			961.20
299969					GRAVEL	506 03-Apr-2021	03-Apr-2021	



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Vendor Invoice	Vendor Name Description	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 3010000	PUBLIC WORKS				
10-5-3010000-0725	GRAVEL ROADS MAINTENANCE - GENERAL				981.47
300146 GRAVEL		514	10-Apr-2021	10-Apr-2021	
10-5-3010000-0725	GRAVEL ROADS MAINTENANCE - GENERAL				3,722.32
WIG035 WIGLE HOME HARDWARE BUILDING CENTRE					
147813 TRAFFIC SIGNS		514	15-Jan-2021	15-Jan-2021	
10-5-3010000-0741	TRAFFIC SIGNS & DEVICES				57.62
149289 MAINTENANCE		506	17-Mar-2021	17-Mar-2021	
10-5-3010000-0331	SIDEW GENERAL MAINTENANCE				18.07
149327 SMALL EQUIPMENT		417	18-Mar-2021	18-Mar-2021	
10-5-3010000-0420	EQUIPMENT				68.88
149476 GENERAL MAINTENANCE		486	23-Mar-2021	23-Mar-2021	
10-5-3010000-0331	VACCIN GENERAL MAINTENANCE				9.03
149488 GENERAL MAINTENANCE		486	23-Mar-2021	23-Mar-2021	
10-5-3010000-0331	VACCIN GENERAL MAINTENANCE				18.06
149522 SMALL EQUIPMENT		417	24-Mar-2021	24-Mar-2021	
10-5-3010000-0420	EQUIPMENT				68.90
149526 SMALL EQUIPMENT		417	24-Mar-2021	24-Mar-2021	
10-5-3010000-0420	EQUIPMENT				117.49
149893 TRAFFIC SIGNAL MAINTENANCE		506	06-Apr-2021	06-Apr-2021	
10-5-3010000-0740	VACCIN TRAFFIC SIGNS				334.43
149985 CAR WASH		514	08-Apr-2021	08-Apr-2021	
10-5-3010000-0402	VEHICLE & EQUIPMENT MTCE.				27.10
150050 WASHERS & SCREWS		516	12-Apr-2021	12-Apr-2021	
10-5-3010000-0741	TRAFFIC SIGNS & DEVICES				14.53
150051 DETERGENT		516	12-Apr-2021	12-Apr-2021	
10-5-3010000-0301	OFFICE SUPPLIES				15.80
150056 WASHERS		516	12-Apr-2021	12-Apr-2021	
10-5-3010000-0741	TRAFFIC SIGNS & DEVICES				9.12
150107 TARP		516	13-Apr-2021	13-Apr-2021	
10-5-3010000-0420	EQUIPMENT				112.98
WOL533 WOLSELEY CANADA INC					
512486 STORM & SEWER DRAINS		417	21-Mar-2021	21-Mar-2021	
10-5-3010000-0757	STORM SEWER CLEANING & FLUSHING				4,955.77
543014 SAFETY CONES/WHITE PAINT		522	21-Mar-2021	21-Mar-2021	
10-5-3010000-0725	VACCIN ROADS MAINTENANCE - GENERAL				2,379.78



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G.L. Account	CC1	CC2	CC3					
DEPARTMENT 3010000					PUBLIC WORKS			
WOR415					WORK AUTHORITY			
657027					UNIFORMS	417 14-Mar-2021	14-Mar-2021	
10-5-3010000-0252					UNIFORMS			250.00
							Department Totals :	219,734.88

DEPARTMENT 3022020					PUBLIC WORKS CAPITAL			
RCS261					RC SPENCER ASSOCIATES INC.			
19-905-0121					FEES FOR CONTRACT ADMIN AND INSPECTION SERVICES	506 04-Jan-2021	04-Jan-2021	
40-7-3022020-0007					PAVED SHOULDERS ALMA BET FRYER /MELOCHE			2,387.13
20-1040A-0121					ENGINEERING FEES	434 04-Jan-2021	04-Jan-2021	
40-7-3022020-0011					5TH CONC S OVER ALBERT MCGEE CULVERT 8			2,265.09
20-1040B-0121					ENGINEERING FEES	434 04-Jan-2021	04-Jan-2021	
40-7-3022020-0010					WHELAN DR AT 3RD CONC N CULVERT 38			2,265.09
							Department Totals :	6,917.31

DEPARTMENT 3022021					PUBLIC WORKS CAPITAL			
DIL426					DILLON CONSULTING			
234640					ENGINEERING FEES	402 26-Mar-2021	26-Mar-2021	
40-7-3022021-0007					ENGINEERING - FRYER STREET FROM SIMCOE T			21,292.03
STA310					STANTEC CONSULTING LTD			
1589117					ENGINEERING FEES	402 26-Mar-2021	26-Mar-2021	
40-7-3022021-0015					ENGINEERING - RIVER CANARD AT 5TH CONCES			2,112.51
							Department Totals :	23,404.54

DEPARTMENT 4010000					WASTEWATER			
AJS141					A.J. STONE CO LTD			
0000158466					CALIBRATION GAS CYCLINER	508 02-Mar-2021	02-Mar-2021	
80-5-4010000-0760					MANHOLE CLEANING & MAINTENANCE			803.46
BAR243					BARBARA ROBINSON P. ENG NORTON ENGINEERING			
2021-274					PROGRAM SUPPORT	508 29-Mar-2021	29-Mar-2021	
80-5-4010000-0766					INFLOW & INFILTRATION MAINTENANCE			1,680.88
ESS273					ESSEX POWERLINES CORPORATION			
JC8641					BILLING & COLLECTING CHARGES FOR THE MONTH OF MARCH 2021	508 31-Mar-2021	31-Mar-2021	
80-5-4010000-0504					ASSTS COLLECTION & BILLING EXPENSE			1,087.63



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Vendor Invoice	Vendor Name Description	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 4010000	WASTEWATER				
ESS360	ESSEX WINDSOR SOLID WASTE AUTHORITY				
30831	LANDFILL TIPPING FEES FOR MARCH 2021	508	31-Mar-2021	31-Mar-2021	
80-5-4010000-0601	LANDFILL TIPPING FEES				10,241.90
HEA693	HEATON SANITATION				
51370	VACTOR FLUSHER	508	30-Mar-2021	30-Mar-2021	
80-5-4010000-0759	SERVICE CONNECTION REPAIR & MTCE.				1,695.00
51572	SEWER FLUSHING	508	12-Apr-2021	12-Apr-2021	
80-5-4010000-0750	SEWER FLUSHING				678.00
HLH102	H.L. HAMILTON INSURANCE LTD.				
	FEBRUARY 22 INSURANCE RENEWAL	450	22-Feb-2021	22-Feb-2021	
80-5-4010000-0314	INSURANCE EXPENSE				70,781.10
80-5-4010000-0314	INSURANCE EXPENSE				4,598.02
80-5-4010000-0314	INSURANCE EXPENSE				100,613.02
80-5-4010000-0314	INSURANCE EXPENSE				8,454.46
MCG880	MCGEE'S PLUMBING SOLUTIONS				
0072	SERVICE CONNECTION INSPECTION & CAMERA	508	07-Apr-2021	07-Apr-2021	
80-5-4010000-0758	SERVICE CONNECTION INSPECTION & CAMERA				506.24
0073	SERVICE CONNECTION INSPECTIONS AND CAMERA	508	07-Apr-2021	07-Apr-2021	
80-5-4010000-0758	SERVICE CONNECTION INSPECTION & CAMERA				281.37
MOU251	MOUSSEAU DELUCA McPHERSON PRINCE LLP				
63409	ENGINEERING FEES	511	26-Feb-2021	26-Feb-2021	
80-5-4010000-0328	ENGINEERING FEES				779.70
ONT001	ONTARIO CLEAN WATER AGENCY				
INV000000101	ADDITIONAL SERVICES	412	17-Mar-2021	17-Mar-2021	
80-5-4010000-0612	MSLS OCWA MAINTENANCE ITEMS				1,652.18
INV000000101	ADDITIONAL SERVICES	412	17-Mar-2021	17-Mar-2021	
80-5-4010000-0612	MSLS OCWA MAINTENANCE ITEMS				282.02
INV000000101	ADDITIONAL SERVICES	412	17-Mar-2021	17-Mar-2021	
80-5-4010000-0612	MSLS OCWA MAINTENANCE ITEMS				174.00
INV000000101	ADDITIONAL SERVICES	412	17-Mar-2021	17-Mar-2021	
80-5-4010000-0612	MSLS OCWA MAINTENANCE ITEMS				3,414.51
INV000000101	ADDITIONAL SERVICES	412	17-Mar-2021	17-Mar-2021	
80-5-4010000-0612	MCLEOI OCWA MAINTENANCE ITEMS				205.96
INV000000101	ADDITIONAL SERVICES	412	17-Mar-2021	17-Mar-2021	
80-5-4010000-0612	MCLEOI OCWA MAINTENANCE ITEMS				550.73



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Vendor Invoice	Vendor Name Description	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 4010000	WASTEWATER				
INV000000101	ADDITIONAL SERVICES	412	17-Mar-2021	17-Mar-2021	
80-5-4010000-0612	MCLEOI OCWA MAINTENANCE ITEMS				282.02
INV000000101	ADDITIONAL SERVICES	412	17-Mar-2021	17-Mar-2021	
80-5-4010000-0612	BIGCR OCWA MAINTENANCE ITEMS				550.73
INV000000101	ADDITIONAL SERVICES	412	17-Mar-2021	17-Mar-2021	
80-5-4010000-0612	BOBLO OCWA MAINTENANCE ITEMS				550.73
INV000000101	ADDITIONAL SERVICES	412	17-Mar-2021	17-Mar-2021	
80-5-4010000-0612	BOBLO OCWA MAINTENANCE ITEMS				282.02
INV000000101	MAINTENANCE ITEMS	410	17-Mar-2021	17-Mar-2021	
80-5-4010000-0612	BOBLO OCWA MAINTENANCE ITEMS				319.52
INV000000101	ADDITIONAL SERVICES	410	17-Mar-2021	17-Mar-2021	
80-5-4010000-0612	BOBLO OCWA MAINTENANCE ITEMS				1,070.42
INV000000101	ADDITIONAL SERVICES	410	17-Mar-2021	17-Mar-2021	
80-5-4010000-0612	ESLS OCWA MAINTENANCE ITEMS				2,478.27
INV000000101	ADDITIONAL SERVICES	410	17-Mar-2021	17-Mar-2021	
80-5-4010000-0612	ESLS OCWA MAINTENANCE ITEMS				282.02
INV000000101	ADDITIONAL SERVICES	410	17-Mar-2021	17-Mar-2021	
80-5-4010000-0612	ASSTS OCWA MAINTENANCE ITEMS				1,338.76
INV000000101	ADDITIONAL SERVICES	410	17-Mar-2021	17-Mar-2021	
80-5-4010000-0612	ASSTS OCWA MAINTENANCE ITEMS				1,316.24
INV000000101	ADDITIONAL SERVICES	410	17-Mar-2021	17-Mar-2021	
80-5-4010000-0612	ASSTS OCWA MAINTENANCE ITEMS				671.62
INV000000101	ADDITIONAL SERVICES	410	17-Mar-2021	17-Mar-2021	
80-5-4010000-0612	ASSTS OCWA MAINTENANCE ITEMS				550.73
INV000000101	ADDITIONAL SERVICES	410	17-Mar-2021	17-Mar-2021	
80-5-4010000-0612	ASSTS OCWA MAINTENANCE ITEMS				282.02
INV000000101	ADDITIONAL SERVICES	410	17-Mar-2021	17-Mar-2021	
80-5-4010000-0612	ASSTS OCWA MAINTENANCE ITEMS				951.46
INV000000101	ADDITIONAL SERVICES	411	17-Mar-2021	17-Mar-2021	
80-5-4010000-0612	ASSTS OCWA MAINTENANCE ITEMS				6,821.10
INV000000101	ADDITIONAL SERVICES	411	17-Mar-2021	17-Mar-2021	
80-5-4010000-0612	ASSTS OCWA MAINTENANCE ITEMS				1,808.88
INV000000102	ADDITIONAL SERVICES	411	17-Mar-2021	17-Mar-2021	
80-5-4010000-0613	MSLS OCWA UNEXPECTED OPERATION ITEMS				375.00
INV000000102	ADDITIONAL SERVICES	411	17-Mar-2021	17-Mar-2021	



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Vendor Invoice	Vendor Name Description	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 4010000 WASTEWATER					
80-5-4010000-0613	MCLEOI OCWA UNEXPECTED OPERATION ITEMS				369.00
INV000000102	ADDITIONAL SERVICES	411	17-Mar-2021	17-Mar-2021	
80-5-4010000-0613	ESLS OCWA UNEXPECTED OPERATION ITEMS				2,646.50
INV000000102	ADDITIONAL SERVICES	411	17-Mar-2021	17-Mar-2021	
80-5-4010000-0613	ASSTS OCWA UNEXPECTED OPERATION ITEMS				742.50
ONT104 ONTARIO ONE CALL					
202121260	PHONE CALLS	508	31-Mar-2021	31-Mar-2021	
80-5-4010000-0759	SERVICE CONNECTION REPAIR & MTCE.				555.97
PUN02 PUNGA SUZANNE					
APRIL 14, 2021	SERVICE CONNECTION INSPECTION & CAMERA	508	14-Apr-2021	14-Apr-2021	
80-5-4010000-0758	SERVICE CONNECTION INSPECTION & CAMERA				111.87
WAL101 WALKER AGGREGATES					
299383	SERVICE CONNECTION REPAIR AND MAINTENANCE	411	13-Mar-2021	13-Mar-2021	
80-5-4010000-0759	SERVICE CONNECTION REPAIR & MTCE.				3,871.92
WIG035 WIGLE HOME HARDWARE BUILDING CENTRE					
149017	MAINTENANCE	411	08-Mar-2021	08-Mar-2021	
80-5-4010000-0331	GENERAL MAINTENANCE				293.79
Department Totals :					237,003.27

DEPARTMENT 4012021 WASTEWATER CAPITAL					
STA310 STANTEC CONSULTING LTD					
1588412	SOUTHEAST QUADRANT PHASE 1	412	19-Mar-2021	19-Mar-2021	
40-7-4012021-0001	Southeast Quadrant Phase 1 - Lowes Sider				117,199.98
Department Totals :					117,199.98

DEPARTMENT 7017000 PARKS					
ACC334 ACCURATE CREATIONS					
1760	CLOTHING	395	27-Mar-2021	27-Mar-2021	
10-5-7017000-0161	PARKS - CLOTHING				502.85
AGO713 AGO INDUSTRIES INC					
951654	CLOTHING	520	09-Apr-2021	09-Apr-2021	
10-5-7017000-0161	PARKS - CLOTHING				75.03
AGR835 AGRIS CO-OPERATIVE LTD					
130041773	LAWN MIX	518	15-Apr-2021	15-Apr-2021	



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G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 7017000	PARKS				
10-5-7017000-0322	GENERAL SUPPLIES - PARKS & REC				2,881.50
CAR645 CARRIER CENTERS					
04P483324	LUBE SPIN ON	514	09-Apr-2021	09-Apr-2021	
10-5-7017000-0402	VEHICLE & EQUIPMENT MAINTENANCE PARKS				10.60
EQU401 EQUINOX INDUSTRIES LTD.					
IN00177399	BAGS	520	13-Apr-2021	13-Apr-2021	
10-5-7017000-0322	GENERAL SUPPLIES - PARKS & REC				613.59
GUA009 GUARDIAN FENCE					
8621	SUPPLY AND INSTALL 1880 FENCING, PO# 2020-113	395	30-Mar-2021	30-Mar-2021	
40-7-7017000-0010	PARK IMPROVEMENTS				40,768.14
8667	LABOUR & MATERIAL TO EXTEND NEW GATE	520	01-Apr-2021	01-Apr-2021	
10-5-7017000-0322	GENERAL SUPPLIES - PARKS & REC				4,983.30
GYO693 GYORI FARMS INC.					
4736	SUPPLIES FOR PARKS	502	09-Apr-2021	09-Apr-2021	
10-5-7017000-0322	GENERAL SUPPLIES - PARKS & REC				113.00
4744(2021)	SUPPLIES FOR PARKS	502	14-Apr-2021	14-Apr-2021	
10-5-7017000-0322	GENERAL SUPPLIES - PARKS & REC				113.00
HER247 HERITAGE TIRE SALES INC.					
AIN0008542	MOWER TIRES	513	26-Mar-2021	26-Mar-2021	
10-5-7017000-0402	VEHICLE & EQUIPMENT MAINTENANCE PARKS				558.33
JAM060 JAMES GIBB SIGNS					
299	OFFICE SUPPLIES	395	26-Mar-2021	26-Mar-2021	
10-5-7017000-0301	OFFICE SUPPLIES				113.00
KEL198 KELCOM RADIO DIVISION					
80013415	RADIO SERVICE AGREEMENT	513	15-Apr-2021	15-Apr-2021	
10-5-7017000-0319	RADIO AIR TIME				304.59
KUC134 KUCERA CONSTRUCTION EQUIPMENT					
CW24156	PARKS #508	513	01-Apr-2021	01-Apr-2021	
10-5-7017000-0402	VEHICLE & EQUIPMENT MAINTENANCE PARKS				826.10
RW10138	PARKS VEHICLE MAINTENANCE	503	17-Mar-2021	17-Mar-2021	
10-5-7017000-0402	VEHICLE & EQUIPMENT MAINTENANCE PARKS				895.37
MAL256 MALDEN AUTO SUPPLY					
5294-232303	VEHICLE & EQUIPMENT MAINTENANCE	436	23-Mar-2021	23-Mar-2021	
10-5-7017000-0402	VEHICLE & EQUIPMENT MAINTENANCE PARKS				26.95



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G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 7017000 PARKS					
5294-232341	VEHICLE & EQUIPMENT MAINTENANCE	436	23-Mar-2021	23-Mar-2021	
10-5-7017000-0402	VEHICLE & EQUIPMENT MAINTENANCE PARKS				24.86
5294-233192	PARKS # PG 52 & 53	513	07-Apr-2021	07-Apr-2021	
10-5-7017000-0402	VEHICLE & EQUIPMENT MAINTENANCE PARKS				76.55
5294-233193	PARKS PG # 52 & 53	513	07-Apr-2021	07-Apr-2021	
10-5-7017000-0402	VEHICLE & EQUIPMENT MAINTENANCE PARKS				15.84
5294-233317	PARKS # 507	513	08-Apr-2021	08-Apr-2021	
10-5-7017000-0402	VEHICLE & EQUIPMENT MAINTENANCE PARKS				31.55
5294-233364	PARKS # LV-1	513	08-Apr-2021	08-Apr-2021	
10-5-7017000-0402	VEHICLE & EQUIPMENT MAINTENANCE PARKS				19.30
MER975 MERCHANTS PAPER CO					
212553	SUPPLIES	503	07-Apr-2021	07-Apr-2021	
10-5-7017000-0322	GENERAL SUPPLIES - PARKS & REC				553.36
PLA033 PLANT PRODUCTS INC					
404830	GENERAL SUPPLIES	417	31-Mar-2021	31-Mar-2021	
10-5-7017000-0322	GENERAL SUPPLIES - PARKS & REC				4,074.78
POW372 POWER DISTRIBUTION SUPPLY					
2105	TIE WRAP	513	20-Apr-2021	20-Apr-2021	
10-5-7017000-0322	GENERAL SUPPLIES - PARKS & REC				1,017.00
PRA389 PRACTICA LTD					
42483	SUPPLIES	502	06-Apr-2021	06-Apr-2021	
10-5-7017000-0322	GENERAL SUPPLIES - PARKS & REC				1,417.46
TUR200 TURF CARE PRODUCTS CANADA LIMITED LES PRODUITS TUR					
742748-00	VEHICLE & EQUIPMENT MAINTENANCE	434	18-Mar-2021	18-Mar-2021	
10-5-7017000-0402	VEHICLE & EQUIPMENT MAINTENANCE PARKS				129.77
744510-00	SWITCH PTO	514	06-Apr-2021	06-Apr-2021	
10-5-7017000-0402	VEHICLE & EQUIPMENT MAINTENANCE PARKS				177.44
744529-00	REPLACEMENT BRAKE PAD	514	06-Apr-2021	06-Apr-2021	
10-5-7017000-0402	VEHICLE & EQUIPMENT MAINTENANCE PARKS				248.26
744625-00	FUEL FILTER	514	08-Apr-2021	08-Apr-2021	
10-5-7017000-0402	VEHICLE & EQUIPMENT MAINTENANCE PARKS				77.97
ULI350 ULINE CANADA CORPORATION					
8273102	SUPPLIES	514	16-Apr-2021	16-Apr-2021	
10-5-7017000-0322	GENERAL SUPPLIES - PARKS & REC				881.72



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G.L. Account	CC1	CC2	CC3	GL Account Name			
DEPARTMENT 7017000				PARKS			
WIG035	WIGLE HOME HARDWARE BUILDING CENTRE						
149632				SUPPLIES	395 26-Mar-2021	26-Mar-2021	
10-5-7017000-0322				GENERAL SUPPLIES - PARKS & REC			3.38
149918				SUPPLIES	502 07-Apr-2021	07-Apr-2021	
10-5-7017000-0322		GENERA/		GENERAL SUPPLIES - PARKS & REC			21.21
150005				SUPPLIES	506 09-Apr-2021	09-Apr-2021	
10-5-7017000-0322		GENERA/		GENERAL SUPPLIES - PARKS & REC			21.45
WOR415	WORK AUTHORITY						
659683				CLOTHING	395 28-Mar-2021	28-Mar-2021	
10-5-7017000-0161				PARKS - CLOTHING			228.81
Department Totals :							61,806.06
DEPARTMENT 7017002				FACILITIES			
ANC133	ANCHOR DOORS & SERVICE INC.						
60136				DOOR REPAIRS	518 17-Apr-2021	17-Apr-2021	
10-5-7017002-0317		99THOM		FACILITIES - BUILDING MAINTENANCE			407.31
CEN859	CENTENNIAL LOCK & SAFE LIMITED						
26107				OFFICE RENOS TO SOCIAL DISTANCE	520 07-Jan-2021	07-Jan-2021	
10-5-7017002-0317		TOWN VIRUS		FACILITIES - BUILDING MAINTENANCE			137.86
26174				REPLACE WORN CYLINDER ON FRONT DOORS	520 29-Mar-2021	29-Mar-2021	
10-5-7017002-0317		PWD		FACILITIES - BUILDING MAINTENANCE			178.76
COX03	COXON'S SALES & RENTALS LTD.						
90283				RENTAL FOR THE MOBILE OFFICE TRAILER	443 30-Mar-2021	30-Mar-2021	
10-5-7017002-0317		PWD		FACILITIES - BUILDING MAINTENANCE			480.25
DUB269	DUBY'S HOME CENTRE LTD						
9524				PAINT	520 12-Apr-2021	12-Apr-2021	
10-5-7017002-0317		FIRE		FACILITIES - BUILDING MAINTENANCE			168.29
EMC530	EMCO CORPORATION						
37634551-00				PLUMBING MATERIALS	432 23-Mar-2021	23-Mar-2021	
10-5-7017002-0317		PWD		FACILITIES - BUILDING MAINTENANCE			227.53
37634760-00				PLUMBING MATERIALS	432 30-Mar-2021	30-Mar-2021	
10-5-7017002-0317		PWD		FACILITIES - BUILDING MAINTENANCE			47.46
ESS959	ESSEX LINEN SUPPLY LTD						
62563				BUILDING MAINTENANCE	432 25-Mar-2021	25-Mar-2021	



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G.L. Account	CC1	CC2	CC3					
DEPARTMENT 7017002					FACILITIES			
10-5-7017002-0317	GORDO				FACILITIES - BUILDING MAINTENANCE			22.49
GIL191	GILLETT ROOFING INC.							
00001905	ROOF REPAIRS AND CURB REPLACEMENT OF AN EXHAUST FAN					520 31-Mar-2021	31-Mar-2021	
10-5-7017002-0317	TOWN				FACILITIES - BUILDING MAINTENANCE			1,019.71
HOL459	HOLLAND CLEANING SOLUTIONS LTD							
540074	JANITORIAL					443 24-Mar-2021	24-Mar-2021	
10-5-7017002-0318					JANITORIAL - GLOBAL			60.27
541799	CLEANING SUPPLIES					521 15-Apr-2021	15-Apr-2021	
10-5-7017002-0317	TOWN				FACILITIES - BUILDING MAINTENANCE			15.92
JAN268	JANISAFE INC.							
206810	CLEANING SUPPLIES					443 26-Mar-2021	26-Mar-2021	
10-5-7017002-0318					JANITORIAL - GLOBAL			2,412.37
206810-1	CLEANING SUPPLIES					502 01-Apr-2021	01-Apr-2021	
10-5-7017002-0318					JANITORIAL - GLOBAL			379.52
206810-2	JANITORIAL SUPPLIES					513 15-Apr-2021	15-Apr-2021	
10-5-7017002-0318					JANITORIAL - GLOBAL			10.17
LUC170	LUCIER GLOVE & SAFETY PRODUCTS							
45811	UNIFORMS					443 29-Mar-2021	29-Mar-2021	
10-5-7017002-0161					UNIFORMS			183.03
PAR372	PARRLINE ELECTRICAL WHOLESALE							
95119	SUPPLIES					503 01-Mar-2021	01-Mar-2021	
10-5-7017002-0317	PARKBL				FACILITIES - BUILDING MAINTENANCE			209.96
10-5-7017002-0322	GENER/				GENERAL SUPPLIES- GLOBAL			209.97
95128	ELECTRICAL MATERIALS					443 01-Mar-2021	01-Mar-2021	
10-5-7017002-0317	FIRE				FACILITIES - BUILDING MAINTENANCE			71.43
95667	MAINTENANCE MATERIALS FOR REPAIRS					521 11-Mar-2021	11-Mar-2021	
10-5-7017002-0317	PWD				FACILITIES - BUILDING MAINTENANCE			49.64
95899	ELECTRICAL MATERIALS					443 08-Mar-2021	08-Mar-2021	
10-5-7017002-0317	PWD				FACILITIES - BUILDING MAINTENANCE			304.89
TRO104	TROY LIFE & FIRE SAFETY LTD.							
1000343948	320 RICHMOND MONITORING					521 05-Jan-2021	05-Jan-2021	
10-5-7017002-0317	320COM				FACILITIES - BUILDING MAINTENANCE			118.65
VUE832	VUE MILLWORK INC.							
000181	MAIL BOX ALTERATIONS					446 29-Mar-2021	29-Mar-2021	
10-5-7017002-0317	TOWN				FACILITIES - BUILDING MAINTENANCE			358.21



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G.L. Account	CC1	CC2	CC3					
DEPARTMENT 7017002 FACILITIES								
WIG035 WIGLE HOME HARDWARE BUILDING CENTRE								
149361					ELECTRICAL MATERIALS	446 19-Mar-2021	19-Mar-2021	
10-5-7017002-0317	PWD				FACILITIES - BUILDING MAINTENANCE			16.93
WIN1506 WINMECH LTD								
393					SERVICE CALL STATION 2 NO HEAT	521 08-Apr-2021	08-Apr-2021	
10-5-7017002-0317	FIRE				FACILITIES - BUILDING MAINTENANCE			610.20
Department Totals :								7,700.82

DEPARTMENT 7017300 LIBRO								
COU132 COUNTY TOWING INC.								
21-04477					TOWING	518 13-Apr-2021	13-Apr-2021	
10-5-7017300-0402					VEHICLE & EQUIPMENT MTCE.			134.02
21-04486					TOWING	518 14-Apr-2021	14-Apr-2021	
10-5-7017300-0402					VEHICLE & EQUIPMENT MTCE.			134.02
CUL391 CULLIGAN WATER								
2856989					COOLER RENTAL	432 31-Mar-2021	31-Mar-2021	
10-5-7017300-0336					CONTRACTED SERVICES			40.62
DOW547 DOWLER KARN								
36169514					CYLINDER RENTALS	432 31-Mar-2021	31-Mar-2021	
10-5-7017300-0401					GASOLINE / PROPANE			28.25
EMC530 EMCO CORPORATION								
37632015-00					MAINTENANCE MATERIALS	486 03-Feb-2021	03-Feb-2021	
10-5-7017300-0317	VACCIN				BUILDING MAINTENANCE			81.71
37634891-00					TOOLS REPLACEMENTS	432 25-Mar-2021	25-Mar-2021	
10-5-7017300-0317					BUILDING MAINTENANCE			23.84
37635414-00					WIRE STRIPPERS	522 07-Apr-2021	07-Apr-2021	
10-5-7017300-0317	VACCIN				BUILDING MAINTENANCE			21.29
37635615-00					PLUMBING MATERIALS	502 03-Apr-2021	03-Apr-2021	
10-5-7017300-0317					BUILDING MAINTENANCE			403.56
37636108-00					M18 LIGHT CHARGER	522 07-Apr-2021	07-Apr-2021	
10-5-7017300-0317	VACCIN				BUILDING MAINTENANCE			541.27
GIL191 GILLETT ROOFING INC.								
00001871					MAINTENANCE REPAIRS	432 23-Mar-2021	23-Mar-2021	
10-5-7017300-0962					PREMIER BASEBALL FIELD			1,931.98



Vendor : 001 To ZUL180

Batch : All

Department : All

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Bank : 1 To 99

Class : All

Vendor Invoice	Vendor Name Description	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 7017300	LIBRO				
00001897	HEALTH & SAFETY REQUEST FROM 2020, NEW LADDER TO ACCESS LOWER ROOF THE SOUTH END	520	31-Mar-2021	31-Mar-2021	
10-5-7017300-0317	BUILDING MAINTENANCE				4,915.50
HOL459	HOLLAND CLEANING SOLUTIONS LTD				
538835	CLEANING SUPPLIES	486	09-Mar-2021	09-Mar-2021	
10-5-7017300-0317	VACCIN BUILDING MAINTENANCE				2,504.08
539778	MATINANCE MATERIALS FOR WASHROOMS	420	19-Mar-2021	19-Mar-2021	
10-5-7017300-0317	VACCIN BUILDING MAINTENANCE				102.04
539961	CLEANING MATERIALS	420	23-Mar-2021	23-Mar-2021	
10-5-7017300-0317	VACCIN BUILDING MAINTENANCE				446.28
540068	CLEANING MATERIALS AND SUPPLIES	420	24-Mar-2021	24-Mar-2021	
10-5-7017300-0317	VACCIN BUILDING MAINTENANCE				835.69
540200	MAINTENANCE CLEANING EQUIPMENT	420	01-Mar-2021	01-Mar-2021	
10-5-7017300-0317	VACCIN BUILDING MAINTENANCE				2,203.50
540451	LABELS FOR BOTTLES	420	29-Mar-2021	29-Mar-2021	
10-5-7017300-0317	VACCIN BUILDING MAINTENANCE				113.00
540452	CLEANING MATERIALS ORDERED	420	29-Mar-2021	29-Mar-2021	
10-5-7017300-0317	VACCIN BUILDING MAINTENANCE				1,258.87
540453	CLEANING SUPPLIES	420	29-Mar-2021	29-Mar-2021	
10-5-7017300-0317	VACCIN BUILDING MAINTENANCE				640.99
540811	RENTAL OF FLOOR MACHINE	522	01-Apr-2021	01-Apr-2021	
10-5-7017300-0317	VACCIN BUILDING MAINTENANCE				2,203.50
541286	OXIVOT LABELS FOR BOTTLES	522	08-Apr-2021	08-Apr-2021	
10-5-7017300-0317	VACCIN BUILDING MAINTENANCE				56.50
LUC170	LUCIER GLOVE & SAFETY PRODUCTS				
46034	UNIFORMS	513	14-Apr-2021	14-Apr-2021	
10-5-7017300-0161	CLOTHING				61.01
PAR372	PARRLINE ELECTRICAL WHOLESALE				
95804	ELECTRICAL MATERIALS	420	01-Mar-2021	01-Mar-2021	
10-5-7017300-0317	VACCIN BUILDING MAINTENANCE				980.32
95825	ELECTRICAL MATERIALS	420	02-Mar-2021	02-Mar-2021	
10-5-7017300-0317	VACCIN BUILDING MAINTENANCE				454.61
95850	ELECTRICAL MATERIALS	420	03-Mar-2021	03-Mar-2021	
10-5-7017300-0317	VACCIN BUILDING MAINTENANCE				1,187.17
96041	ELECTRICAL MATERIALS	420	18-Mar-2021	18-Mar-2021	



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Vendor Invoice	Vendor Name Description				Batch Invc Date	Invc Due Date	Amount
G.L. Account	CC1	CC2	CC3	GL Account Name			
DEPARTMENT 7017300		LIBRO					
10-5-7017300-0317		VACCIN		BUILDING MAINTENANCE			927.62
96063		ELECTRICAL MATERIALS			420 19-Mar-2021	19-Mar-2021	
10-5-7017300-0317		VACCIN		BUILDING MAINTENANCE			653.31
96087		ELECTRICAL MATERIALS			420 22-Mar-2021	22-Mar-2021	
10-5-7017300-0317		VACCIN		BUILDING MAINTENANCE			64.30
96123		ELECTRICAL MATERIALS			420 24-Mar-2021	24-Mar-2021	
10-5-7017300-0317		VACCIN		BUILDING MAINTENANCE			473.64
96169		ELECTRICAL MATERIALS			486 17-Mar-2021	17-Mar-2021	
10-5-7017300-0317		VACCIN		BUILDING MAINTENANCE			906.45
96337		ELECTRICAL MATERIALS			420 29-Mar-2021	29-Mar-2021	
10-5-7017300-0317		VACCIN		BUILDING MAINTENANCE			31.87
96446		ELECTRICAL MATERIALS			420 30-Mar-2021	30-Mar-2021	
10-5-7017300-0317		VACCIN		BUILDING MAINTENANCE			93.00
TRE515	TREMLAR BUILDING SUPPLIES LTD.						
65501		DOOR ALTERATIONS DUE TO VACCINATION CLINIC			420 17-Mar-2021	17-Mar-2021	
10-5-7017300-0317		VACCIN		BUILDING MAINTENANCE			203.40
WIG035	WIGLE HOME HARDWARE BUILDING CENTRE						
149420		MAINTENANCE MATERIALS			446 22-Mar-2021	22-Mar-2021	
10-5-7017300-0317				BUILDING MAINTENANCE			29.36
149593		MASS VACCINE			420 25-Mar-2021	25-Mar-2021	
10-5-7017300-0317		VACCIN		BUILDING MAINTENANCE			114.45
149596		MASS VACCINE CLINIC MATERIALS			420 25-Mar-2021	25-Mar-2021	
10-5-7017300-0317		VACCIN		BUILDING MAINTENANCE			39.93
149745		MATERIALS FOR MASS VACCINE CLINIC			420 31-Mar-2021	31-Mar-2021	
10-5-7017300-0317		VACCIN		BUILDING MAINTENANCE			215.80
149762		MAINTENANCE MATERIALS			420 31-Mar-2021	31-Mar-2021	
10-5-7017300-0317		VACCIN		BUILDING MAINTENANCE			45.02
149790		BUILDING SUPPLIES			502 01-Apr-2021	01-Apr-2021	
10-5-7017300-0317				BUILDING MAINTENANCE			57.35
150003		LUMBER			522 09-Apr-2021	09-Apr-2021	
10-5-7017300-0317		VACCIN		BUILDING MAINTENANCE			237.07
WIN1506	WINMECH LTD						
374		HEAT FOR 2 RINKS FOR THE VACCINE CLINIC			522 08-Apr-2021	08-Apr-2021	
10-5-7017300-0317		VACCIN		BUILDING MAINTENANCE			2,576.40
379		DRESSING ROOM HEAT			522 08-Apr-2021	08-Apr-2021	



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Vendor Invoice	Vendor Name Description	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 7017300	LIBRO				
10-5-7017300-0317	VACCIN BUILDING MAINTENANCE				406.80
385	REPLACE HEAT EXCHANGER PUMP AND MOTOR	521	08-Apr-2021	08-Apr-2021	
10-5-7017300-0317	BUILDING MAINTENANCE				2,530.47
396	NEW DIFUSES AND FLEX PIPE FOR NEW OFFICE	516	13-Apr-2021	13-Apr-2021	
10-5-7017300-0317	VIRUS BUILDING MAINTENANCE				1,356.00
397	MAINTENANCE REPAIRS TO HVAC SYSTEM	516	13-Apr-2021	13-Apr-2021	
10-5-7017300-0317	BUILDING MAINTENANCE				1,900.66
WOR415 WORK AUTHORITY					
659684	CLOTHING	446	28-Mar-2021	28-Mar-2021	
10-5-7017300-0161	CLOTHING				118.63
Department Totals :					34,285.15

DEPARTMENT 8010000	PLANNING & LEGISLATIVE SERVICES				
ASI142 A SIGN 4 SUCCESS					
1981	PAPER	520	12-Apr-2021	12-Apr-2021	
10-5-8010000-0301	OFFICE SUPPLIES				254.25
FIR350 FIRST STOP SERVICES					
6253	SHREDDING SERVICES	417	31-Mar-2021	31-Mar-2021	
10-5-8010000-0301	OFFICE SUPPLIES				28.34
MCT455 MCTAGUE LAW FIRM					
311345	GLOBAL LEGAL FEES	513	29-Jan-2021	29-Jan-2021	
10-5-8010000-0367	GLOBAL LEGAL FEES				696.08
312219	LEGAL FEES	513	31-Mar-2021	31-Mar-2021	
10-5-8010000-0367	GLOBAL LEGAL FEES				761.06
312220	LEGAL FEES	513	31-Mar-2021	31-Mar-2021	
10-5-8010000-0367	GLOBAL LEGAL FEES				217.53
MON610 MONTEITH BROWN PLANNING CONSULTANTS					
15569	PROFESSIONAL FEES	417	15-Mar-2021	15-Mar-2021	
10-5-8010000-0327	PROFESSIONAL FEES				269.79
MOU251 MOUSSEAU DELUCA McPHERSON PRINCE LLP					
63378	LEGAL FEES	417	28-Feb-2021	28-Feb-2021	
10-5-8010000-0367	GLOBAL LEGAL FEES				781.77
63407	LEGAL FEES	403	28-Feb-2021	28-Feb-2021	
10-5-8010000-0367	GLOBAL LEGAL FEES				169.50



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Class : All

Vendor Invoice	Vendor Name Description	CC1	CC2	CC3	GL Account Name	Batch	Inv Date	Inv Due Date	Amount
DEPARTMENT 8010000 PLANNING & LEGISLATIVE SERVICES									
63408	LEGAL FEES					503	28-Feb-2021	28-Feb-2021	
10-5-8010000-0367					GLOBAL LEGAL FEES				1,728.90
63468	LEGAL FEES					417	28-Feb-2021	28-Feb-2021	
10-5-8010000-0367					GLOBAL LEGAL FEES				90.40
63469	LEGAL FEES					417	28-Feb-2021	28-Feb-2021	
10-5-8010000-0367					GLOBAL LEGAL FEES				22.60
63470	LEGAL FEES					417	28-Feb-2021	28-Feb-2021	
10-5-8010000-0367					GLOBAL LEGAL FEES				22.60
63504	PROFESSIONAL SERVICES					397	28-Feb-2021	28-Feb-2021	
10-5-8010000-0325					RECOVERABLE - LEGAL FEES				205.10
63561	LEGAL FEES					521	31-Mar-2021	31-Mar-2021	
10-5-8010000-0367					GLOBAL LEGAL FEES				591.15
PUR700 PUROLATOR INC.									
447131117	OFFICE SUPPLIES					402	26-Mar-2021	26-Mar-2021	
10-5-8010000-0301					OFFICE SUPPLIES				5.09
447139129	OFFICE SUPPLIES					402	26-Mar-2021	26-Mar-2021	
10-5-8010000-0301					OFFICE SUPPLIES				5.09
RTT067 RIVER TOWN TIMES									
4656	ADVERTISING					397	03-Feb-2021	03-Feb-2021	
10-5-8010000-0327		LPAT			PROFESSIONAL FEES				192.21
SHI251 SHIBLEY RIGHTON LLP									
215212	LEGAL FEES					403	30-Mar-2021	30-Mar-2021	
10-5-8010000-0367					GLOBAL LEGAL FEES				3,717.70
Department Totals :									9,759.16

DEPARTMENT 8020000 TOURISM									
POP127 POP SANDBOX INC									
00116	RECONNECT GRANT, PO# 2021-034					395	22-Mar-2021	22-Mar-2021	
10-5-8020000-0341					COMMUNITY EVENTS				9,352.78
00117	RECONNECT GRANT PO# 2021-034					395	23-Mar-2021	23-Mar-2021	
10-5-8020000-0341					COMMUNITY EVENTS				13,244.24
SCO09 SCOTT ENTERPISES									
51185	RECONNECT GRANT PO# 2021-050					416	26-Mar-2021	26-Mar-2021	
10-5-8020000-0341		RIVERL			COMMUNITY EVENTS				22,575.14

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Vendor Invoice	Vendor Name Description				Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1	CC2	CC3	GL Account Name				

DEPARTMENT 8020000 TOURISM

Department Totals : 45,172.16

DEPARTMENT 8052020 CAPITAL

ONT001 ONTARIO CLEAN WATER AGENCY

INV000000101 MAINTENANCE

416 17-Mar-2021 17-Mar-2021

80-7-8052020-0001

FILTER #2 & #3 UNDERDRAIN REPLACEMENT

9,318.67

Department Totals : 9,318.67

Computer Paid Total : 2,030,373.18

TOWN OF AMHERSTBURG

Council/Board Report By Dept-(EFT)



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Date : May 06, 2021

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Vendor : 001 To ZUL180

Batch : All

Department : All

EFT Paid Date : 01-Apr-2021 To 30-Apr-2021

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Class : All

Vendor Code Invoice No.	Vendor Name Description				Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1	CC2	CC3	GL Account Name				

DEPARTMENT 0000000 NON-DEPARTMENTAL

AMH19 AMHERSTBURG PAYROLL-TOWN OF

PP#13-2021 PAYROLL TRANSFER

404 01-Apr-2021 01-Apr-2021

10-1-0000000-0302

WFCU-PAYROLL 6429187

108,194.85

PP#14-2021 PP#14-2021 PAYROLL TRANSFER

479 08-Apr-2021 08-Apr-2021

10-1-0000000-0302

WFCU-PAYROLL 6429187

129,310.55

PP#15-2021 PP#15-2021 PAYROLL TRANSFER

551 15-Apr-2021 15-Apr-2021

10-1-0000000-0302

WFCU-PAYROLL 6429187

126,840.74

PP#16-2021 PP#16-2021 PAYROLL TRANSFER

552 22-Apr-2021 22-Apr-2021

10-1-0000000-0302

WFCU-PAYROLL 6429187

132,444.39

BEL03 BELL MOBILITY INC.

APR 2021 APRIL 2021 USAGE

500 06-Apr-2021 06-Apr-2021

80-5-0000000-0345

CELL PHONE

180.59

ESS46 ESSEX POWERLINES CORPORATION



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Vendor Code	Vendor Name				Batch	Inv Date	Inv Due Date	Amount
Invoice No.	Description							
G.L. Account	CC1	CC2	CC3	GL Account Name				
DEPARTMENT 0000000 NON-DEPARTMENTAL								
MAR 2021	ELECTRICITY, WATER & SEWAGE MARCH 2021				489	31-Mar-2021	31-Mar-2021	
80-5-0000000-0316			AWTP	UTILITIES				494.43
GRE03 GREEN SHIELD CANADA								
APR 2021	APRIL 2021 BENEFITS				454	01-Apr-2021	01-Apr-2021	
10-1-0000000-2068				A/R - EMPLOYEE BENEFITS REGULAR				83.86
10-1-0000000-2064				A/R - EMPLOYEE BENEFITS				1,074.09
80-5-0000000-0206				BENEFITS - GREENSHIELD RE - WATER DEPART				1,467.74
80-5-0000000-0205				BENEFITS - GREENSHIELD				4,608.14
HYD02 HYDRO ONE NETWORKS								
MAR 2021	MAIN ACCOUNT MARCH 2021				481	31-Mar-2021	31-Mar-2021	
80-5-0000000-0316			AWTP	UTILITIES				218.90
MIN24 MINISTRY OF FINANCE-PAYMENT								
MARCH 2021	EHT MARCH 2021				423	31-Mar-2021	31-Mar-2021	
10-2-0000000-1152				A/P - PAYROLL DED. - EHT				11,532.34
REC04 RECEIVER GENERAL								
PP#2021-13 FU PP#2021-13 FULL TIME PAYROLL TAXES					406	01-Apr-2021	01-Apr-2021	
10-2-0000000-1142				A/P - PAYROLL DED. - CPP				15,379.48
10-2-0000000-1143				A/P - PAYROLL DED. - E.I.				5,023.12
10-2-0000000-1141				A/P - PAYROLL DED. - INC.				31,132.81
PP#2021-13 PA PP#2021-13 PART TIME PAYROLL TAXES					406	01-Apr-2021	01-Apr-2021	
10-2-0000000-1141				A/P - PAYROLL DED. - INC.				2,386.53
10-2-0000000-1143				A/P - PAYROLL DED. - E.I.				744.10
10-2-0000000-1142				A/P - PAYROLL DED. - CPP				1,572.34
PP#2021-14 FU PP#2021-14 FULL TIME PAYROLL TAXES					422	08-Apr-2021	08-Apr-2021	
10-2-0000000-1142				A/P - PAYROLL DED. - CPP				15,085.92
10-2-0000000-1143				A/P - PAYROLL DED. - E.I.				4,855.88
10-2-0000000-1141				A/P - PAYROLL DED. - INC.				30,043.73
PP#2021-14 PA PP#2021-14 PART TIME PAYROLL TAXES					422	08-Apr-2021	08-Apr-2021	
10-2-0000000-1141				A/P - PAYROLL DED. - INC.				6,970.79
10-2-0000000-1143				A/P - PAYROLL DED. - E.I.				1,861.57
10-2-0000000-1142				A/P - PAYROLL DED. - CPP				4,451.90
PP#2021-15 FU PP#2021-15 FULL TIME PAYROLL TAXES					499	17-Apr-2021	17-Apr-2021	
10-2-0000000-1142				A/P - PAYROLL DED. - CPP				14,423.56
10-2-0000000-1143				A/P - PAYROLL DED. - E.I.				4,713.90
10-2-0000000-1141				A/P - PAYROLL DED. - INC.				29,157.25
PP#2021-15 PA PP#2021-15 PART TIME PAYROLL TAXES					499	17-Apr-2021	17-Apr-2021	
10-2-0000000-1141				A/P - PAYROLL DED. - INC.				5,506.64



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Vendor Code	Vendor Name				Batch	Inv Date	Inv Due Date	Amount	
Invoice No.	Description								
G.L. Account	CC1	CC2	CC3	GL Account Name					
DEPARTMENT 0000000		NON-DEPARTMENTAL							
10-2-0000000-1143				A/P - PAYROLL DED. - E.I.				1,717.88	
10-2-0000000-1142				A/P - PAYROLL DED. - CPP				4,035.00	
PP#2021-16 FU	PP#2021-16 FULL TIME PAYROLL TAXES				509	22-Apr-2021	22-Apr-2021		
10-2-0000000-1142				A/P - PAYROLL DED. - CPP				14,898.66	
10-2-0000000-1143				A/P - PAYROLL DED. - E.I.				4,870.56	
10-2-0000000-1141				A/P - PAYROLL DED. - INC.				30,810.55	
PP#2021-16 PA	PP#2021-16 PART TIME PAYROLL TAXES				509	21-Apr-2021	21-Apr-2021		
10-2-0000000-1141				A/P - PAYROLL DED. - INC.				4,852.79	
10-2-0000000-1143				A/P - PAYROLL DED. - E.I.				1,851.60	
10-2-0000000-1142				A/P - PAYROLL DED. - CPP				4,067.58	
PP#2021-17 FU	PP#2021-17 FULL TIME PAYROLL TAXES				558	29-Apr-2021	29-Apr-2021		
10-2-0000000-1142				A/P - PAYROLL DED. - CPP				14,034.66	
10-2-0000000-1143				A/P - PAYROLL DED. - E.I.				4,596.56	
10-2-0000000-1141				A/P - PAYROLL DED. - INC.				27,767.91	
PP#2021-17 PA	PP#2021-17 PART TIME PAYROLL TAXES				558	29-Apr-2021	29-Apr-2021		
10-2-0000000-1141				A/P - PAYROLL DED. - INC.				12,362.53	
10-2-0000000-1143				A/P - PAYROLL DED. - E.I.				2,216.08	
10-2-0000000-1142				A/P - PAYROLL DED. - CPP				6,840.64	
SUN11	SUN LIFE ASSURANCE CO. OF CANADA - BILLING								
APR 2021	APRIL 2021 BENEFITS				449	01-Apr-2021	01-Apr-2021		
80-5-0000000-0207				BENEFITS - LIFE & DISABILITY				4,610.58	
WOR03	WORKPLACE SAFETY & INSURANCE BOARD								
MAR 2021	MARCH 2021 WSIB BENEFITS				421	31-Mar-2021	31-Mar-2021		
10-2-0000000-1153				A/P - PAYROLL DED. - WSIB				18,474.71	
Department Totals :								847,768.43	

DEPARTMENT 1001010	COUNCIL								
BEL03	BELL MOBILITY INC.								
APR 2021	APRIL 2021 USAGE				500	06-Apr-2021	06-Apr-2021		
10-5-1001010-0345				COUNCIL - CELL PHONE EXPENSE				26.24	
Department Totals :								26.24	

DEPARTMENT 1001020	NON-DEPARTMENTAL								
GRE03	GREEN SHIELD CANADA								
APR 2021	APRIL 2021 BENEFITS				454	01-Apr-2021	01-Apr-2021		
10-5-1001020-0206				BENEFITS - GREENSHIELD RE				5,496.58	



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Vendor Code	Vendor Name	Batch	Inv Date	Inv Due Date	Amount
Invoice No.	Description				
G.L. Account	CC1 CC2 CC3 GL Account Name				

DEPARTMENT 1001020 NON-DEPARTMENTAL

Department Totals : 5,496.58

DEPARTMENT 1001021 FINANCE

BEL03	BELL MOBILITY INC.				
APR 2021	APRIL 2021 USAGE		500 06-Apr-2021	06-Apr-2021	
10-5-1001021-0345	CELL PHONE EXPENSE - TREASURY				43.20
BRI459	BRINKS CANADA				
3448080229	SERVICE CHARGE FOR APRIL 2021		545 01-Apr-2021	01-Apr-2021	
10-5-1001021-0336	CONTRACTED SERVICES - BRINKS				879.08
GRE03	GREEN SHIELD CANADA				
APR 2021	APRIL 2021 BENEFITS		454 01-Apr-2021	01-Apr-2021	
10-5-1001021-0205	BENEFITS - GREENSHIELD				4,233.53
SUN11	SUN LIFE ASSURANCE CO. OF CANADA - BILLING				
APR 2021	APRIL 2021 BENEFITS		449 01-Apr-2021	01-Apr-2021	
10-5-1001021-0207	BENEFITS - LIFE & DISABILITY				5,440.39
Department Totals :					<u>10,596.20</u>

DEPARTMENT 1001022 CLERKS

BEL03	BELL MOBILITY INC.				
APR 2021	APRIL 2021 USAGE		500 06-Apr-2021	06-Apr-2021	
10-5-1001022-0345	CELL PHONE EXPENSE - CLERKS				43.08
GRE03	GREEN SHIELD CANADA				
APR 2021	APRIL 2021 BENEFITS		454 01-Apr-2021	01-Apr-2021	
10-5-1001022-0205	BENEFITS - GREENSHIELD - CLERKS				1,307.52
10-5-1001022-0205	BENEFITS - GREENSHIELD - CLERKS				425.13
SUN11	SUN LIFE ASSURANCE CO. OF CANADA - BILLING				
APR 2021	APRIL 2021 BENEFITS		449 01-Apr-2021	01-Apr-2021	
10-5-1001022-0207	BENEFITS - LIFE & DISABIL - CLERKS				1,872.53
Department Totals :					<u>3,648.26</u>

DEPARTMENT 1001023 C.A.O.

BEL03	BELL MOBILITY INC.				
APR 2021	APRIL 2021 USAGE		500 06-Apr-2021	06-Apr-2021	
10-5-1001023-0345	CELL PHONE				77.88



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Invoice No.		CC1	CC2	CC3				
G.L. Account		GL Account Name						
DEPARTMENT 1001023		C.A.O.						
GRE03	GREEN SHIELD CANADA							
APR 2021	APRIL 2021 BENEFITS				454	01-Apr-2021	01-Apr-2021	
10-5-1001023-0205				BENEFITS - GREENSHIELD - C.A.O.				1,307.52
SUN11	SUN LIFE ASSURANCE CO. OF CANADA - BILLING							
APR 2021	APRIL 2021 BENEFITS				449	01-Apr-2021	01-Apr-2021	
10-5-1001023-0207				BENEFITS - LIFE & DISABIL - C.A.O.				1,316.09
Department Totals :								2,701.49

DEPARTMENT 1001024		HUMAN RESOURCES						
BEL03	BELL MOBILITY INC.							
APR 2021	APRIL 2021 USAGE				500	06-Apr-2021	06-Apr-2021	
10-5-1001024-0345				CELL PHONE				21.68
10-5-1001024-0345		VACCIN		CELL PHONE				28.72
GRE03	GREEN SHIELD CANADA							
APR 2021	APRIL 2021 BENEFITS				454	01-Apr-2021	01-Apr-2021	
10-5-1001024-0205				BENEFITS - GREENSHIELD - HUMAN RESOURCES				871.68
SUN11	SUN LIFE ASSURANCE CO. OF CANADA - BILLING							
APR 2021	APRIL 2021 BENEFITS				449	01-Apr-2021	01-Apr-2021	
10-5-1001024-0207				BENEFITS - LIFE & DISABIL - HUMAN RESOUR				1,265.42
Department Totals :								2,187.50

DEPARTMENT 1001025		INFORMATION TECHNOLOGY						
BEL01	BELL CANADA							
APR 2021	APRIL 2021 MONTHLY CHARGES				490	01-Apr-2021	01-Apr-2021	
10-5-1001025-0315				TELEPHONE				1,112.79
MAR 2021	MARCH 2021 MONTHLY CHARGES				348	16-Mar-2021	16-Mar-2021	
10-5-1001025-0315				TELEPHONE				92.20
BEL03	BELL MOBILITY INC.							
APR 2021	APRIL 2021 USAGE				500	06-Apr-2021	06-Apr-2021	
10-5-1001025-0345				CELL PHONE				148.06
10-5-1001025-0332				INTERNET ACCESS				257.65
10-5-1001025-0332		VACCIN		INTERNET ACCESS				26.55
BEL12	BELL CANADA							
APR 2021	APRIL 2021 SERVICES				492	01-Apr-2021	01-Apr-2021	
10-5-1001025-0332				INTERNET ACCESS				820.37



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Vendor Code	Vendor Name	Description			Batch	Inv Date	Inv Due Date	Amount
Invoice No.	Description							
G.L. Account	CC1	CC2	CC3	GL Account Name				
DEPARTMENT 1001025 INFORMATION TECHNOLOGY								
COG02 COGECO PAYMENT CENTRE								
MAR 2021	MARCH 2021 INTERNET				444	01-Mar-2021	01-Mar-2021	
10-5-1001025-0332	INTERNET ACCESS							180.74
10-5-1001025-0332	INTERNET ACCESS							3,167.39
GRE03 GREEN SHIELD CANADA								
APR 2021	APRIL 2021 BENEFITS				454	01-Apr-2021	01-Apr-2021	
10-5-1001025-0205	BENEFITS - GREENSHIELD							1,493.62
SUN11 SUN LIFE ASSURANCE CO. OF CANADA - BILLING								
APR 2021	APRIL 2021 BENEFITS				449	01-Apr-2021	01-Apr-2021	
10-5-1001025-0207	BENEFITS - LIFE & DISABILITY							1,660.57
Department Totals :								8,959.94

DEPARTMENT 1008030 DRAINAGE								
BEL03 BELL MOBILITY INC.								
APR 2021	APRIL 2021 USAGE				500	06-Apr-2021	06-Apr-2021	
10-5-1008030-0345	MOBILE DEVICES							25.28
ESS46 ESSEX POWERLINES CORPORATION								
MAR 2021	ELECTRICITY, WATER & SEWAGE MARCH 2021				489	31-Mar-2021	31-Mar-2021	
10-1-1008030-8965	WILLOW BEACH PUMP							69.04
GRE03 GREEN SHIELD CANADA								
APR 2021	APRIL 2021 BENEFITS				454	01-Apr-2021	01-Apr-2021	
10-5-1008030-0205	BENEFITS GREENSHIELD							435.83
HYD02 HYDRO ONE NETWORKS								
MAR 2021	MAIN ACCOUNT MARCH 2021				481	31-Mar-2021	31-Mar-2021	
10-1-1008030-8515	LAKEWOOD PUMP #2							46.07
10-1-1008030-8675	MICKLE PARK AVE PUMP							299.44
10-1-1008030-8120	BAILEY'S BEACH DRAIN & PUMP							33.26
10-1-1008030-8965	WILLOW BEACH PUMP							1,019.52
10-1-1008030-8555	LEO BEAUDOIN PUMP							128.73
10-1-1008030-8510	LAKEWOOD PUMP #1							39.98
SUN11 SUN LIFE ASSURANCE CO. OF CANADA - BILLING								
APR 2021	APRIL 2021 BENEFITS				449	01-Apr-2021	01-Apr-2021	
10-5-1008030-0207	BENEFITS LIFE & DISABILITY							592.42
Department Totals :								2,689.57



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Vendor Code	Vendor Name	Invoice No.	Description	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1	CC2	CC3	GL Account Name			
DEPARTMENT 2010000 FIRE							
BEL03	BELL MOBILITY INC.						
APR 2021	APRIL 2021 USAGE			500	06-Apr-2021	06-Apr-2021	
10-5-2010000-0345				FIRE - CELL PHONE EXPENSE			219.23
BEL12	BELL CANADA						
APR 2021	APRIL 2021 SERVICES			492	01-Apr-2021	01-Apr-2021	
10-5-2010000-0800				EMERGENCY OPERATIONS CENTRE EXPENSES			61.97
BEL900	BELL CANADA						
APR 2021	APRIL 2021 EMERGENCY PREPAREDNESS			493	01-Apr-2021	01-Apr-2021	
10-5-2010000-0800				EMERGENCY OPERATIONS CENTRE EXPENSES			114.96
COG02	COGECO PAYMENT CENTRE						
MAR 2021	MARCH 2021 INTERNET			444	01-Mar-2021	01-Mar-2021	
10-5-2010000-0251				FIRE PREVENTION & TRAININ			80.22
GRE03	GREEN SHIELD CANADA						
APR 2021	APRIL 2021 BENEFITS			454	01-Apr-2021	01-Apr-2021	
10-5-2010000-0206				BENEFITS - GREENSHIELD RE			1,712.88
10-5-2010000-0205				BENEFITS - GREENSHIELD - FIRE			3,520.22
HYD02	HYDRO ONE NETWORKS						
MAR 2021	MAIN ACCOUNT MARCH 2021			481	31-Mar-2021	31-Mar-2021	
10-5-2010000-0800				EMERGENCY OPERATIONS CENTRE EXPENSES			38.28
MAR EMERG 2:2S CONC LOT 20 & 2N CONC LOT 10, SIRENS - MARCH 2021				363	16-Mar-2021	16-Mar-2021	
10-5-2010000-0800				EMERGENCY OPERATIONS CENTRE EXPENSES			73.75
SHA253	SHAW DIRECT						
APR 2021	APR 3 - MAY 2, 2021 SATELLITE			448	04-Apr-2021	04-Apr-2021	
10-5-2010000-0800				EMERGENCY OPERATIONS CENTRE EXPENSES			99.44
SUN11	SUN LIFE ASSURANCE CO. OF CANADA - BILLING						
APR 2021	APRIL 2021 BENEFITS			449	01-Apr-2021	01-Apr-2021	
10-5-2010000-0207				BENEFITS - LIFE & DISABIL			3,814.37
WOR03	WORKPLACE SAFETY & INSURANCE BOARD						
MAR 2021	MARCH 2021 WSIB BENEFITS			421	31-Mar-2021	31-Mar-2021	
10-5-2010000-0208				BENEFITS - WORKER'S COMP.			1,632.93
Department Totals :							11,368.25

DEPARTMENT 2020000 POLICE

BEL01	BELL CANADA						
APR 2021	APRIL 2021 MONTHLY CHARGES			490	01-Apr-2021	01-Apr-2021	



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Invoice No.	Description							
G.L. Account	CC1	CC2	CC3	GL Account Name				
DEPARTMENT 2020000				POLICE				
10-5-2020000-0315				TELEPHONE				541.80
CIT350	CITY OF WINDSOR							
APRIL 2021	WPS CONTRACT FOR APRIL 2021				425	01-Apr-2021	01-Apr-2021	
10-5-2020000-0605				SERVICE CONTRACT -WPS				426,548.42
ENB01	ENBRIDGE GAS (UNION GAS)							
MAR 2021	MARCH 2021 MONTHLY CHARGES				445	31-Mar-2021	31-Mar-2021	
10-5-2020000-0316				UTILITIES - POLICE DEPT				425.17
ESS46	ESSEX POWERLINES CORPORATION							
MAR 2021	ELECTRICITY, WATER & SEWAGE MARCH 2021				489	31-Mar-2021	31-Mar-2021	
10-5-2020000-0316				UTILITIES - POLICE DEPT				1,590.90
GRE03	GREEN SHIELD CANADA							
APR 2021	APRIL 2021 BENEFITS				454	01-Apr-2021	01-Apr-2021	
10-5-2020000-0206				BENEFITS - GREENSHIELD RE				7,810.18
Department Totals :								436,916.47

DEPARTMENT 2043010				BUILDING				
BEL03	BELL MOBILITY INC.							
APR 2021	APRIL 2021 USAGE				500	06-Apr-2021	06-Apr-2021	
10-5-2043010-0345				BLDG. - CELL PHONE EXPENSE				132.76
GRE03	GREEN SHIELD CANADA							
APR 2021	APRIL 2021 BENEFITS				454	01-Apr-2021	01-Apr-2021	
10-5-2043010-0205				BENEFITS - GREENSHIELD				1,072.61
10-5-2043010-0206				BENEFITS - GREENSHIELD RE				1,710.02
SUN11	SUN LIFE ASSURANCE CO. OF CANADA - BILLING							
APR 2021	APRIL 2021 BENEFITS				449	01-Apr-2021	01-Apr-2021	
10-5-2043010-0207				BENEFITS - LIFE & DISABIL				1,723.12
Department Totals :								4,638.51

DEPARTMENT 2043015				LICENSING AND ENFORCEMENT				
BEL03	BELL MOBILITY INC.							
APR 2021	APRIL 2021 USAGE				500	06-Apr-2021	06-Apr-2021	
10-5-2043015-0345				BY-LAW ENF. - CELL PHONE EXPENSE				189.35
GRE03	GREEN SHIELD CANADA							
APR 2021	APRIL 2021 BENEFITS				454	01-Apr-2021	01-Apr-2021	
10-5-2043015-0205				BENEFITS - GREENSHIELD				1,889.65



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Invoice No.	Description				
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 2043015	LICENSING AND ENFORCEMENT				
SUN11	SUN LIFE ASSURANCE CO. OF CANADA - BILLING				
APR 2021	APRIL 2021 BENEFITS	449	01-Apr-2021	01-Apr-2021	
10-5-2043015-0207	BENEFITS - LIFE & DISABILITY				1,748.41
Department Totals :					3,827.41

Vendor Code	Vendor Name	Batch	Inv Date	Inv Due Date	Amount
Invoice No.	Description				
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 3010000	PUBLIC WORKS				
BEL03	BELL MOBILITY INC.				
APR 2021	APRIL 2021 USAGE	500	06-Apr-2021	06-Apr-2021	
10-5-3010000-0345	P.W. - CELL PHONE EXPENSE				174.47
ESS46	ESSEX POWERLINES CORPORATION				
MAR 2021	ELECTRICITY, WATER & SEWAGE MARCH 2021	489	31-Mar-2021	31-Mar-2021	
10-5-3010000-0316	TRAFF Utilities				1,323.50
10-5-3010000-0316	STREET Utilities				8,776.42
GRE03	GREEN SHIELD CANADA				
APR 2021	APRIL 2021 BENEFITS	454	01-Apr-2021	01-Apr-2021	
10-5-3010000-0205	BENEFITS - GREENSHIELD				5,322.82
10-5-3010000-0206	BENEFITS - GREENSHIELD RE				7,365.11
HYD02	HYDRO ONE NETWORKS				
MAR 2021	MAIN ACCOUNT MARCH 2021	481	31-Mar-2021	31-Mar-2021	
10-5-3010000-0757	STORM SEWER CLEANING & FLUSHING				40.31
MAR 2021 STR	MARCH 2021 STREET LIGHTS	437	31-Mar-2021	31-Mar-2021	
10-5-3010000-0316	STREET Utilities				3,489.25
SUN11	SUN LIFE ASSURANCE CO. OF CANADA - BILLING				
APR 2021	APRIL 2021 BENEFITS	449	01-Apr-2021	01-Apr-2021	
10-5-3010000-0207	BENEFITS - LIFE & DISABIL				5,870.21
Department Totals :					32,362.09

Vendor Code	Vendor Name	Batch	Inv Date	Inv Due Date	Amount
Invoice No.	Description				
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 4010000	WASTEWATER				
BEL03	BELL MOBILITY INC.				
APR 2021	APRIL 2021 USAGE	500	06-Apr-2021	06-Apr-2021	
80-5-4010000-0612	ESLS OCWA MAINTENANCE ITEMS				105.77
BEL12	BELL CANADA				
APR 2021	APRIL 2021 SERVICES	492	01-Apr-2021	01-Apr-2021	
80-5-4010000-0612	OCWA MAINTENANCE ITEMS				63.22
80-5-4010000-0612	OCWA MAINTENANCE ITEMS				68.93

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Vendor Code	Vendor Name	Description			Batch	Inv Date	Inv Due Date	Amount
Invoice No.	Description							
G.L. Account	CC1	CC2	CC3	GL Account Name				
DEPARTMENT 4010000				WASTEWATER				
ENB01				ENBRIDGE GAS (UNION GAS)				
MAR 2021	MARCH 2021 MONTHLY CHARGES				445	31-Mar-2021	31-Mar-2021	
80-5-4010000-0316			MCLEOF	UTILITIES			255.75	
80-5-4010000-0316			ASSTS	UTILITIES			3,832.96	
ESS46				ESSEX POWERLINES CORPORATION				
MAR 2021	ELECTRICITY, WATER & SEWAGE MARCH 2021				489	31-Mar-2021	31-Mar-2021	
80-5-4010000-0316			ASSTS	UTILITIES			29,749.83	
HYD02				HYDRO ONE NETWORKS				
MAR 2021	MAIN ACCOUNT MARCH 2021				481	31-Mar-2021	31-Mar-2021	
80-5-4010000-0316			MCLEOF	UTILITIES			13,351.59	
80-5-4010000-0316			BIGCR	UTILITIES			289.52	
80-5-4010000-0316			ESLS	UTILITIES			2,938.02	
80-5-4010000-0316			MSLS	UTILITIES			1,055.00	
80-5-4010000-0316				UTILITIES			5,190.40	
Department Totals :							56,900.99	

DEPARTMENT 7010000				RECREATION			
BEL03				BELL MOBILITY INC.			
APR 2021	APRIL 2021 USAGE				500	06-Apr-2021	06-Apr-2021
10-5-7010000-0345				CELL PHONE EXPENSE			21.53
BEL34				BELL			
APR 2021	APRIL 2021 SATELLITE SERVICES				494	10-Apr-2021	10-Apr-2021
10-5-7010000-0349				MARKETING			82.43
GRE03				GREEN SHIELD CANADA			
APR 2021	APRIL 2021 BENEFITS				454	01-Apr-2021	01-Apr-2021
10-5-7010000-0205				BENEFITS - GREENSHIELD			944.83
SUN11				SUN LIFE ASSURANCE CO. OF CANADA - BILLING			
APR 2021	APRIL 2021 BENEFITS				449	01-Apr-2021	01-Apr-2021
10-5-7010000-0207				BENEFITS - LIFE & DISABILITY			955.50
Department Totals :							2,004.29

DEPARTMENT 7017000				PARKS			
BEL03				BELL MOBILITY INC.			
APR 2021	APRIL 2021 USAGE				500	06-Apr-2021	06-Apr-2021
10-5-7017000-0345				CELL PHONE EXPENSE - PARKS MAINTENANCE			26.90



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Invoice No.	Description							
G.L. Account	CC1	CC2	CC3	GL Account Name				
DEPARTMENT 7017000 PARKS								
GRE03 GREEN SHIELD CANADA								
APR 2021	APRIL 2021 BENEFITS				454	01-Apr-2021	01-Apr-2021	
10-5-7017000-0205				BENEFITS - GREENSHIELD - PARKS & GROUNDS				2,389.75
SUN11 SUN LIFE ASSURANCE CO. OF CANADA - BILLING								
APR 2021	APRIL 2021 BENEFITS				449	01-Apr-2021	01-Apr-2021	
10-5-7017000-0207				BENEFITS - LIFE & DISABIL - PARKS & GRDS				3,238.72
Department Totals :								5,655.37

DEPARTMENT 7017002 FACILITIES								
BEL01 BELL CANADA								
APR 2021	APRIL 2021 MONTHLY CHARGES				490	01-Apr-2021	01-Apr-2021	
10-5-7017002-0317	320RIC			FACILITIES - BUILDING MAINTENANCE				32.90
BEL03 BELL MOBILITY INC.								
APR 2021	APRIL 2021 USAGE				500	06-Apr-2021	06-Apr-2021	
10-5-7017002-0345				CELL PHONE				44.26
ENB01 ENBRIDGE GAS (UNION GAS)								
MAR 2021	MARCH 2021 MONTHLY CHARGES				445	31-Mar-2021	31-Mar-2021	
10-5-7017002-0316	KNYP			FACILITIES - UTILITIES				124.52
10-5-7017002-0316	PWD			FACILITIES - UTILITIES				1,813.16
10-5-7017002-0316	PWD			FACILITIES - UTILITIES				644.50
10-5-7017002-0316	FIRE			FACILITIES - UTILITIES				243.99
10-5-7017002-0316	CENTW			FACILITIES - UTILITIES				48.73
10-5-7017002-0316	GORDOI			FACILITIES - UTILITIES				334.33
10-5-7017002-0316	SCOUT			FACILITIES - UTILITIES				136.82
10-5-7017002-0316	TOWN			FACILITIES - UTILITIES				1,346.67
10-5-7017002-0316	320RIC			FACILITIES - UTILITIES				5,762.37
10-5-7017002-0316	TOWN			FACILITIES - UTILITIES				178.21
10-5-7017002-0316	FIRE			FACILITIES - UTILITIES				178.21
10-5-7017002-0316	PWD			FACILITIES - UTILITIES				265.68
10-5-7017002-0316	TOWN			FACILITIES - UTILITIES				116.20
10-5-7017002-0316	FIRE			FACILITIES - UTILITIES				116.19
ESS46 ESSEX POWERLINES CORPORATION								
MAR 2021	ELECTRICITY, WATER & SEWAGE MARCH 2021				489	31-Mar-2021	31-Mar-2021	
10-5-7017002-0316	TOWN			FACILITIES - UTILITIES				1,641.82
10-5-7017002-0316	KNYP			FACILITIES - UTILITIES				768.69
10-5-7017002-0316	GORDOI			FACILITIES - UTILITIES				322.90
10-5-7017002-0316	WIGLE			FACILITIES - UTILITIES				165.68



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Invoice No.	Description							
G.L. Account	CC1	CC2	CC3	GL Account Name				
DEPARTMENT 7017002				FACILITIES				
10-5-7017002-0316	NORTH			FACILITIES - UTILITIES				253.68
10-5-7017002-0316	SCOUT			FACILITIES - UTILITIES				515.65
10-5-7017002-0316	CENTW			FACILITIES - UTILITIES				2,435.86
10-5-7017002-0316	ACS			FACILITIES - UTILITIES				168.83
10-5-7017002-0316	PWD			FACILITIES - UTILITIES				1,964.39
10-5-7017002-0316	FIRE			FACILITIES - UTILITIES				177.30
10-5-7017002-0316	MALWA			FACILITIES - UTILITIES				69.04
10-5-7017002-0316	TODDY			FACILITIES - UTILITIES				1,660.49
10-5-7017002-0316	CARNEC			FACILITIES - UTILITIES				56.35
10-5-7017002-0316	99THOM			FACILITIES - UTILITIES				1,038.68
10-5-7017002-0316	BELLEV			FACILITIES - UTILITIES				56.35
10-5-7017002-0316	32ORIC			FACILITIES - UTILITIES				2,614.78
10-5-7017002-0316	GATESI			FACILITIES - UTILITIES				68.61
GRE03 GREEN SHIELD CANADA								
APR 2021	APRIL 2021 BENEFITS				454	01-Apr-2021	01-Apr-2021	
10-5-7017002-0205				BENEFITS - GREENSHIELD - FACILITIES				850.26
HYD02 HYDRO ONE NETWORKS								
MAR 2021	MAIN ACCOUNT MARCH 2021				481	31-Mar-2021	31-Mar-2021	
10-5-7017002-0316	TOWN			FACILITIES - UTILITIES				1,496.86
10-5-7017002-0316	FIRE			FACILITIES - UTILITIES				84.72
10-5-7017002-0316	PWD			FACILITIES - UTILITIES				1,788.83
10-5-7017002-0316	MALCOM			FACILITIES - UTILITIES				132.70
MAR 2021	TENI HYDRO FOR 3320 MIDDLE SIDE RD MARCH 2021				343	18-Mar-2021	18-Mar-2021	
10-5-7017002-0316	TENNIS			FACILITIES - UTILITIES				30.03
REL002 RELIANCE HOME COMFORT								
MAR 2021	MARCH 2021 RENTAL CHARGES				488	31-Mar-2021	31-Mar-2021	
10-5-7017002-0316	FIRE			FACILITIES - UTILITIES				27.12
10-5-7017002-0316	PARKST			FACILITIES - UTILITIES				76.35
SUN11 SUN LIFE ASSURANCE CO. OF CANADA - BILLING								
APR 2021	APRIL 2021 BENEFITS				449	01-Apr-2021	01-Apr-2021	
10-5-7017002-0207				BENEFITS - LIFE & DISABIL - FACILITIES				1,392.59
Department Totals :								31,245.30

DEPARTMENT 7017300 LIBRO

BEL03 BELL MOBILITY INC.

APR 2021 APRIL 2021 USAGE

10-5-7017300-0345

CELL PHONE - ARENA

500 06-Apr-2021 06-Apr-2021

60.27



Vendor : 001 To ZUL180

Batch : All

Department : All

EFT Paid Date : 01-Apr-2021

To 30-Apr-2021

Bank : 1 To 99

Class : All

Vendor Code	Vendor Name				Batch	Inv Date	Inv Due Date	Amount
Invoice No.	Description							
G.L. Account	CC1	CC2	CC3	GL Account Name				
DEPARTMENT 7017300	LIBRO							
ESS46	ESSEX POWERLINES CORPORATION							
MAR 2021	ELECTRICITY, WATER & SEWAGE MARCH 2021				489	31-Mar-2021	31-Mar-2021	
10-5-7017300-0316				UTILITIES				843.33
GRE03	GREEN SHIELD CANADA							
APR 2021	APRIL 2021 BENEFITS				454	01-Apr-2021	01-Apr-2021	
10-5-7017300-0206				BENEFITS - GREENSHIELD RE				2,869.29
10-5-7017300-0205				BENEFITS - GREENSHIELD				1,326.47
HYD02	HYDRO ONE NETWORKS							
MAR 2021	LIBR MARCH 2021 LIBRO HYDRO				438	31-Mar-2021	31-Mar-2021	
10-5-7017300-0316				UTILITIES				10,947.27
SUN11	SUN LIFE ASSURANCE CO. OF CANADA - BILLING							
APR 2021	APRIL 2021 BENEFITS				449	01-Apr-2021	01-Apr-2021	
10-5-7017300-0207				BENEFITS - LIFE & DISABIL				752.26
Department Totals :								16,798.89

DEPARTMENT 8010000	PLANNING & LEGISLATIVE SERVICES							
BEL03	BELL MOBILITY INC.							
APR 2021	APRIL 2021 USAGE				500	06-Apr-2021	06-Apr-2021	
10-5-8010000-0345				CELL PHONE				21.53
GRE03	GREEN SHIELD CANADA							
APR 2021	APRIL 2021 BENEFITS				454	01-Apr-2021	01-Apr-2021	
10-5-8010000-0206				BENEFITS - GREENSHIELD RETIREES				1,037.18
10-5-8010000-0205				BENEFITS - GREENSHIELD				1,047.07
SUN11	SUN LIFE ASSURANCE CO. OF CANADA - BILLING							
APR 2021	APRIL 2021 BENEFITS				449	01-Apr-2021	01-Apr-2021	
10-5-8010000-0207				BENEFITS - LIFE & DISABIL				1,429.80
Department Totals :								3,535.58

DEPARTMENT 8020000	TOURISM							
BEL03	BELL MOBILITY INC.							
APR 2021	APRIL 2021 USAGE				500	06-Apr-2021	06-Apr-2021	
10-5-8020000-0345				CELL PHONE				122.93
GRE03	GREEN SHIELD CANADA							
APR 2021	APRIL 2021 BENEFITS				454	01-Apr-2021	01-Apr-2021	
10-5-8020000-0205				BENEFITS - GREENSHIELD - TOURISM				1,743.36



Vendor : 001 To ZUL180
 Batch : All
 Department : All

EFT Paid Date : 01-Apr-2021 To 30-Apr-2021
 Bank : 1 To 99
 Class : All

Vendor Code	Vendor Name				Batch	Inv Date	Inv Due Date	
Invoice No.	Description							Amount
G.L. Account	CC1	CC2	CC3	GL Account Name				
DEPARTMENT 8020000				TOURISM				
SUN11				SUN LIFE ASSURANCE CO. OF CANADA - BILLING				
APR 2021				APRIL 2021 BENEFITS	449	01-Apr-2021	01-Apr-2021	
10-5-8020000-0207				BENEFITS - LIFE & DISABILITY				1,675.85
Department Totals :								3,542.14

EFT Paid Total : 1,492,869.50

Total Unpaid for Approval : 0.00
 Total Manually Paid for Approval : 0.00
 Total Computer Paid for Approval : 2,030,373.18
 Total EFT Paid for Approval : 1,492,869.50
 Grand Total ITEMS for Approval : 3,523,242.68



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: May 6, 2021
Author's Phone: 519 736-6500 ext. 2241	Date to Council: May 24, 2021
Author's E-mail: bmontone@amherstburg.ca	Resolution #:

To: Mayor and Members of Town Council

Subject: Monthly Fire Department Activity Report – April 2021

1. RECOMMENDATION:

It is recommended that:

1. The report from the Fire Chief dated May 6, 2021 regarding the Monthly Fire Department Activity Report – April 2021 **BE RECEIVED for information.**

2. BACKGROUND:

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. DISCUSSION:

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 April 2021.

4. **RISK ANALYSIS:**

N/A

5. **FINANCIAL MATTERS:**

N/A

6. **CONSULTATIONS:**

N/A

7. **CONCLUSION:**

As directed by Council, the Amherstburg Fire Department will continue to provide monthly activity reports.



Bruce Montone
Fire Chief

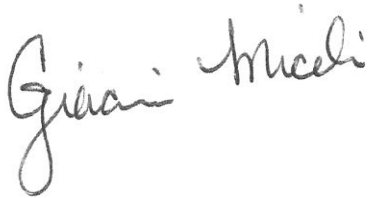
Report Approval Details

Document Title:	Monthly Fire Department Activity Report - April 2021.docx
Attachments:	- Monthly Dashboard Report April 2021 FINAL.pdf
Final Approval Date:	May 14, 2021

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



Cheryl Horrobin



John Miceli



Paula Parker



FIRE SERVICES

DASHBOARD

1 - SERVICE LEVEL DELIVERY		2020	YTD 2021	Apr-20	Apr-21
INCIDENTS		302	74	22	25
Incident Types	OFM codes				
Fire	01 - 29	73	23	6	7
False Fire Alarms	31 - 39	92	24	7	11
Public Hazard	41 - 59	27	9	1	2
Rescues	601 - 69	53	10	4	3
Medical	701 - 899	44	6	3	2
Others	91 - 99	13	2	1	0

Number of calls by station		2020	YTD 2021	Apr-20	Apr-21
Station # 1		100	26	7	7
Station # 2		85	21	4	10
Station # 3		34	10	2	3
Duty Officer		83	17	9	5

2 - RESPONSE Targets		2020	YTD 2021	Apr-20	Apr-21
Alarm Processing Time	90th Percentile	0:03:33	0:03:27	0:01:49	0:01:59
Turnout Time	90th Percentile	0:07:07	0:02:50	0:06:29	0:02:46
Travel Time	90th Percentile	0:08:28	0:10:41	0:06:46	0:07:53
TOTAL Response Time	Average		0:08:50		0:08:38

3 - OTHER STATISTICS		2020	YTD 2021	Apr-20	Apr-21
Total Training Sessions		159	71	0	20
Total Training Session (Station 1)		42	15	0	9
Total Training Session (Station 2)		42	17	0	7
Total Training Session (Station 3)		42	11	0	4
Total Training Session (Extra)		33	28	0	0
Total Routine Station Maintenance & Inspection		164	49	4	12
Fire Prevention Inspections		53	22	0	1
Business Licenses Inspections		23	7	0	1
Fire Prevention Program Activities (i.e. Lockbox, Special Event)		116	34	8	8
Fire Safety Plan Reviews (Emergency Plans, Fire Safety Plans)		266	84	25	25
Vulnerable Occupancy Annual Inspections		30	4	3	1
Smoke and CO Alarm Install		29	9	2	1
Fire Permits Issued		596	355	138	53
Fire Permit Inspections		400	28	87	6

4 - COMMUNITY IMPACT		2020	YTD 2021	Apr-20	Apr-21
Total \$ Loss (Estimate)		2,323,250	56,000	50,000	0
Total \$ Saved (Estimate)		7,372,500	3,573,000	0	0
Residential Fire Related Injuries (Entire)		3	0	0	0
Fire Fighter		1	0	0	0
Public		2	0	0	0
Residential Fire Related Fatalities (Entire)		0	0	0	0
Fire Fighter		0	0	0	0
Public		0	0	0	0



FIRE SERVICES

DASHBOARD

5 - CHIEF'S COMMENTS

Inclement Weather Planning was undertaken for staff working at the Mass Vaccination site. A series of Standard Operating Guidelines were developed with the assistance of the Human Resources unit. The CEMC participated in the Provincial Nuclear Emergency Management Consultation Committee on April 20th.

The Chief Officers participated in a provincial discussion with OFMEM staff. The Province of Ontario will begin providing 3M-N95 masks for the Ontario fire service free of Charge for the next 5 years. Officers were instructed on how to obtain this important PPE through a Provincial Portal established for this purpose.

Training Activities continue in a modified format with reduced numbers as a result of current Covid-19 restrictions.

30-Apr-21

Second Quarter - 2021 Policing Activities Report

Windsor Police Services - Amherstburg Detachment

	Apr-20	Apr-21	% Change	May-20	May-21	% Change	Jun-20	Jun-21	% Change	2020 YTD	2021 YTD	YTD % Change
CALLS FOR SERVICE												
Dispatch Generated Incidents (CAD Calls)	377	469	24%	477			500			1639	1799	10
Self-Generated Walk-in Incidents	0	0	0	0			0			217	N/A	N/A
Reports	125	147	18%	138			155			545	634	16
Arrests	6	20	233%	10			6			31	55	77
PROVINCIAL OFFENCES												
Traffic Offences	27	238	780	84			57			299	853	185
Part III Summons	0	14	1400	8			8			13	36	177
Liquor Offences	2	0	-100	0			0			4	22	450
Other Provincial Offences	0	2	200	0			0			0	2	200
TOTAL												
COMMUNITY OUTREACH ACTIVITIES												
Community Service Calls	0	0	0	0			1			74	N/A	N/A
Persons in Crisis	14	15	7%	27			27			72	70	-3
COAST Follow Ups	66	49	-26%	58			82			192	197	3

* The reduction in activity in these particular categories is directly related to the impact of COVID-19 pandemic. Officers were initially directed to not conduct any non-discretionary traffic stops.

* Additionally, the main office of the Amherstburg Detachment was closed to walk-in traffic and Community Services was suspended and resources re-directed to front line patrol

SENT VIA EMAIL

May 5, 2021

**Re: Advocacy for Reform
Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)**

Please be advised that the Council of The Corporation of the Municipality of Leamington, at its meeting held Tuesday, April 27, 2021 enacted the following resolution:

No. C-119-21

Re: Advocacy for Reform - MFIPPA Legislation

BE IT RESOLVED that the Council of the Municipality of Leamington has received Clerk's Department Report LLS-15-21 regarding Advocacy for Reform of Municipal Freedom of Information and Protection of Privacy Act ("MFIPPA"); and

That that the following motion be passed in support of a request to review and reform of MFIPPA:

WHEREAS MFIPPA dates back 30 years;

AND WHEREAS municipalities, including the Municipality of Leamington, practice and continue to promote open and transparent government operations, actively disseminate information and routinely disclose public documents upon request outside of the MFIPPA process;

AND WHEREAS government operations, public expectations, technologies, and legislation surrounding accountability and transparency have dramatically changed and MFIPPA has not advanced in line with these changes;

AND WHEREAS the creation, storage and utilization of records has changed significantly, and the municipal clerk of the Municipality is responsible for records and information management programs as prescribed by the Municipal Act, 2001;

AND WHEREAS regulation 823 under MFIPPA continues to reference antiquated

technology and does not adequately provide for cost recovery, and these financial shortfalls are borne by the municipal taxpayer;

AND WHEREAS the threshold to establish frivolous and/or vexatious requests is unreasonably high and allows for harassment of staff and members of municipal councils, and unreasonably affects the operations of the municipality;

AND WHEREAS MFIPPA fails to recognize how multiple requests from an individual, shortage of staff resources or the expense of producing a record due to its size, number or physical location does not allow for time extensions to deliver requests and unreasonably affects the operations of the municipality;

AND WHEREAS the name of the requestor is not permitted to be disclosed to anyone other than the person processing the access request, and this anonymity is used by requesters to abuse the MFIPPA process and does not align with the spirit of openness and transparency embraced by municipalities;

AND WHEREAS legal professionals use MFIPPA to gain access to information launch litigation against institutions, where other remedies exist;

AND WHEREAS there are limited resources to assist administrators or requestors to navigate the legislative process;

AND WHEREAS reform is needed to address societal and technological changes in addition to global privacy concerns and consistency across provincial legislation;

BE IT RESOLVED THAT the Ministry of Government and Consumer Services be requested to review MFIPPA, and consider recommendations as follows:

1. That MFIPPA assign the municipal clerk, or designate to be the Head under the Act;
2. That MFIPPA be updated to address current and emerging technologies;
3. That MFIPPA regulate the need for consistent routine disclosure practices across institutions;
4. That the threshold for frivolous and/or vexatious actions be reviewed, and take into consideration the community and available resources in which it is applied;
5. That the threshold for frivolous and/or vexatious also consider the anonymity of requesters, their abusive nature and language in requests to ensure protection from harassment as provided for in Occupational Health and Safety Act;
6. That the application and scalability of fees be designed to ensure taxpayers are protected from persons abusing the access to information process;

7. That administrative practices implied or required under MFIPPA, including those of the Information and Privacy Commissioner, be reviewed and modernized;
8. That the integrity of MFIPPA be maintained to protect personal privacy and transparent governments.

Carried

Sincerely,
Brenda M. Percy, Clerk

cc: Rick Nicholls, MPP Chatham Kent - Leamington
Dave Epp, MP Chatham Kent - Leamington
Minister of Consumer Services
Information and Privacy Commissioner of Ontario
Association of Municipalities of Ontario
Association of Clerks and Treasurers of Ontario
Ontario Clerks

DISCOVER SW ONTARIO

Live. Play. See. Learn.



With Southwestern Ontario's incredible cities and communities, foodies, outdoor enthusiasts, beachgoers, wine/craft beer connoisseurs and shop local fanatics will be hard pressed to find a better "staycation" destination. This special section will be a go-to guide, highlighting the must-visit spots from Essex to Grey Counties (and everything in between)! This is a unique opportunity for your business to expand its reach across Southwestern Ontario and engage Postmedia's dedicated readership through both print and digital formats.

WHAT'S INCLUDED

- A 100-word business feature in the Discover SW Ontario special section. **To be supplied by the client.*
- In-paper distribution to over 200,000 weekday readers in various publications throughout Southwestern Ontario (London Free Press, Windsor Star, Sarnia Observer, Chatham Daily News, Exeter Lakeshore Times Advance... and more!)
- A digital campaign driving to the online feature*

DEADLINES

Ad booking and content deadline June 8, 2021
Run date June 17, 2021*

COST \$800

FOR MORE INFORMATION, REACH OUT TO YOUR MEDIA SALES CONSULTANT!

*15% of print rate will be put towards a digital campaign driving to the online feature.
*For weekly papers that do not print on June 17, the feature will run on the next closest day.

2021 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[®] 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[®] is a community report that combines national, provincial, and local data with residents' views on important local issues. Released annually, with 2021 being its ninth edition, the survey provides Windsor-Essex residents the opportunity to comment on 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[®] measures the quality of life in the Windsor and Essex County community by focusing on important indicators specific to the following **11 issue areas**:

Arts & Culture

Belonging & Leadership

Environment

Food Security

Getting Around

Getting Started

Health, Wellness & Activity

Housing

Learning

Safety

Work

- The survey is circulated through our community partners and social media outlets reaching over **1,500 residents** with growing scope every year.
- The Vital Signs[®] 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[®] Survey and Report are shared through our social media channels consisting of over **3,500 followers**.
- The Vital Signs[®] Survey launches **May 26** and closes **August 8th**.



SPONSORSHIP OPPORTUNITIES

Consider partnering with the WindsorEssex Community Foundation by sponsoring the Vital Signs[®] Program. Your organization will be recognized in the following ways:

BENEFITS	PREMIER SPONSOR \$5,000	PAGE SPONSOR \$2,500	SUPPORT SPONSOR \$500
LOGO RECOGNITION			
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	✓	✓	✓
Issue specific page of the Vital Signs Report		✓	
All post-report presentations throughout the year	✓	✓	
The WECF Vital Signs-specific media releases	✓		
All Vital Signs advertisements *	✓		
WECF Annual Report (November 2021 release)	✓	✓	✓
The WECF Social Media streams (Facebook, Twitter & LinkedIn)	✓	✓	
WECF monthly Newsletters	✓	✓	
WECF website with a link back to your website	✓	✓	
Vital Signs Survey Launch PowerPoint Presentation	✓	✓	✓
Vital Signs Report Launch PowerPoint Presentation	✓	✓	✓
Invitation to the Vital Signs Survey & Report Launch	✓	✓	✓
VERBAL RECOGNITION			
At all post-report presentations throughout the year	✓	✓	
Vital Signs Survey Launch	✓	✓	✓
Vital Signs Report Launch	✓	✓	✓

***Please submit your sponsorship commitment by June 15, 2021**

Custom sponsorship packages are available, please call us to discuss.

Visit our website www.wecf.ca to see sponsorship placements and the 2020 Vital Signs[®] report.

SPONSORSHIP REGISTRATION

To register please complete this page and return it to the Foundation's office through one of the following ways:

E-Mail: sshepley@wecf.ca | **Mail:** 3200 Deziel Drive, Suite 511, Windsor, ON N8W 5K8

Company Name: _____

Contact Person and Title: _____

Address: _____

E-Mail: _____

Telephone: _____

PLEASE INDICATE YOUR SPONSORSHIP LEVEL

- Premier Sponsor (\$5,000)
- Issue Sponsor (\$2,500) _____ (Please indicate issue / page preference)
**please note issue page selection is on a first come first serve basis.*
- 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 we can participate as an organization

PAYMENT DETAILS

PLEASE MAKE ALL CHEQUES PAYABLE TO:
THE WINDSOR-ESSEX COMMUNITY FOUNDATION | Memo: 2021 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

Lisa Kolody | Executive Director
E: lkolody@wecf.ca | P: 519-255-6572

Simone Shepley | Development & Communications Coordinator
E: sshepley@wecf.ca | P: 519-255-6572

From: Dann Bouzide <dann@windsorhistoricalsociety.com>
Sent: May 7, 2021 1:50 PM
To: Dawn Morencie <dmorencie@amherstburg.ca>
Subject: 2021 Veterans Day Magazine

This is the image of 2021 Veterans Day Magazine to be distributed this month. Please advise if you wish to repeat your same ad or increase the size of the ad or make changes to it. Also, please advise how many magazines you would require as we can send you up to five magazines for your staff.

As this is our 20th Anniversary of honouring our Veterans there will be a special centrefold section of 20 pages to be sponsored by advertisers identified by a banner at top of each page for \$500. You may wish to advertise your firm.

Prices: ¼ ½ or full page \$530, \$770, \$1,430.

You can also forward your mailing address and we will send you our Video of our Veterans from WWII, Korea and Afghanistan wars. It is a powerful video of Veterans interviews by Barry Horrobin and Laura Beltran.

Thank you,



Dann Bouzide - President / Co-ordinator
[564-7646](tel:(519)564-7646) [519-944-1176](tel:(519)944-1176)
dann@windsorhistoricalsociety.com

VETERANS DAY MAGAZINE

2021 Special Edition



Remembering 20 Years of Events that
Shaped Our Communities

• *Lest We Forget* •

Spring-Summer 2021

Town Sponsorship Podcast Episode

My name is Craig Baird and I run the podcasts Canadian History Ehx, From John To Justin and Canada's Great War. My main podcast Canadian History Ehx centres on all aspects of Canadian history, from the stories of the regular settlers to the tales of important Canadians and momentous events.

My podcast is currently one of the top history shows on Apple Podcasts and one of the top podcasts overall. Each day, I average between 1,500 and 2,000 downloads and push 50,000 – 80,000 downloads a month. Roughly 80% of my listeners come from Canada.

Last year I began a series that focused on the histories of small towns in the prairies, which the towns sponsored. Towns in the prairies have amazing histories that go back a century or more in many cases. From the people who founded the community to the people to the notable names and events in that community's history, there is a story to tell.

Roughly 26 communities from Alberta to Manitoba signed on to have their community focused and to be a sponsor of that episode. I am happy to provide links to as many as you would like to listen to. Each sponsored episode would focus on the community's history from its founding to today, as well as items about the interesting places to see and the things to do there today.

Each episode would include:

- The community's history
- Things to do in the area
- Why someone should visit

The charge for these sponsorship episodes is \$250 and that is a one-time fee. The episode stays up forever on the podcast feed so it can be discovered months and even years after it airs, helping more people find out about the community long after the podcast episode airs.

The episode length, depending on content and interviews, would range between 15 minutes and 40 minutes.

As for my background, I have been doing this podcast since 2018 and prior to that I spent over a decade working as a journalist in British Columbia, Alberta and Saskatchewan. I work from home currently with this podcast on an acreage outside Edmonton. I also write weekly and monthly local history columns for newspapers in B.C., Alberta, Saskatchewan and Manitoba.

I am available to talk over phone or Zoom to discuss this further or if there are any questions.

SINCERELY,

CRAIG BAIRD
CANADIAN HISTORY EHX



**THE CORPORATION OF
THE TOWN OF PERTH**

80 Gore Street East
Perth, Ontario K7H 1H9
Phone: (613) 267-3311
Fax: (613) 267-5635

April 30, 2021

Honourable Premier Doug Ford
Premier of Ontario
Legislative Building
Queens Park
Toronto, ON M7A 1A1

Dear Premier Ford:

Sent via Email: premier@ontario.ca

Re: Provincial Hospital Funding of Major Capital Equipment

The Town of Perth is requesting that further consideration be given to having the province be financially responsible for the replacement costs associated with all major capital equipment in hospitals, as municipalities across the province are facing major shortfalls in meeting their financial obligations. As set out in their asset management plans and cannot afford to directly absorb the financial responsibility for the replacement costs of the hospitals' major capital equipment without jeopardizing their financial sustainability.

As well, if the province is unwilling to assume the full responsibility for funding local hospitals completely, the Town of Perth requests that the province must develop a legislative framework as to how counties and municipalities should best address the financial shortfalls facing hospitals throughout Ontario, specifically the funding of major capital equipment;

Sincerely,

John Fenik
Mayor of Perth

cc: Ontario Municipalities
AMO – amo@amo.on.ca

Aged to Perfection!



Town of The Blue Mountains

32 Mill Street, Box 310

THORNBURY, ON N0H 2P0

<https://www.thebluemountains.ca>

OFFICE OF: Mayor Alar Soever

Email: asoever@thebluemountains.ca

Phone: 519-599-3131 Ext 400

Sent via E-mail

May 12, 2021

The Honourable Doug Ford, Premier of Ontario
Legislative Building, 1 Queen's Park
Toronto, ON
M7A 1A1
Email: premier@ontario.ca

RE: Town of The Blue Mountains Community Recovery Task Force Request regarding Provincial Re-opening Strategy and Frontline Business Experience

Dear Premier,

I am writing to you at the direction of the Town of The Blue Mountains Community Recovery Task Force.

Let me begin by communicating our Council's appreciation for the difficult work you and your Cabinet have done to help manage public health in this extraordinary and unprecedented situation.

Our community is doing its best to comply with the 3rd lockdown in one year but there is an ever-increasing level of frustration and anxiety in our community because of the lack of a clearly communicated "exit plan" from this cycle of social and business restrictions. This "exit plan" needs to prioritize health outcomes, while giving clear direction to our residents and businesses on how we are going to emerge from this lockdown. I understand that the Province of Saskatchewan has just released their plan.

Local businesses, many of which have barely operated for 2 weeks during the last 5 months, are desperate for some sign of what the "new normal" will look like and how Ontario might get there. The COVID-19 Science Advisory table has recently advised you that if the stay-at-home order is lifted in the weeks and months ahead, daily cases would reach 10,000 cases a day by the beginning of July! There is no advice coming from that table on how our massive vaccination program can be a step toward some return to normalcy. I am writing to encourage you and your Cabinet to begin to lay out to the public your plan for how Ontarians can begin to return their lives back to some semblance of normal, whatever that "new normal" looks like.

Our local businesses have been community partners in health outcomes and COVID-19 transmission prevention from the beginning of the pandemic. They have implemented new operational protocols working closely with our Grey Bruce Public Health team. Many of our local businesses implemented standards that went above and beyond the public health guidelines. Our local businesses served as educators of the public to ensure that protocols were followed by visitors and guests.

Premier, our small businesses do their best to hire people, and they invest time and money in training and developing employees so that these employees can have a career. Our local small businesses hire extra part time staff where they can make some extra cash while going to school and summer break. However, our small businesses have become terrified to invest further in their businesses, drying up inventory orders that will have dramatic impacts on supply chains across many sectors. More importantly, this fear will shut down local employment and economic growth. The repeated opening and closing have forced our businesses to incur unrecoverable costs from lost perishable food items, training etc. and are not supported by current government programs.

Destinations, collaborative networks and municipalities across Ontario can work even closer with public health agencies and the Province to ensure that safety protocols are front and center as part of a planned re-opening. Early on in the pandemic, the Town of The Blue Mountains created a local Community (COVID) Recovery Task Force, and this group meets regularly to do what it can to assist local businesses deal with the devastating impact of the prolonged public health lockdowns. This group stands ready to help implement any provincially designed full recovery plan.

Most of our businesses are independently and locally owned and are near completely closed with most employees furloughed. Lack of liquidity is the greatest risk facing businesses at present, which threatens their ability to bounce back upon reopening. Uncertainty and an unclear roadmap to next steps makes the financial and emotional burden that each employer, employee, and local resident faces more difficult.

The Town of the Blue Mountains' small accommodation businesses have been prevented from qualifying for the Ontario Small Business Grant. This is a challenge in tourism-driven communities because accommodations are the key visitation driver. A loss of small accommodators will have a negative ripple effect across retail, restaurant, attractions, and other related sectors. Annual tourism receipts in the RT07 region equal more than \$1.3 billion dollars annually. With regional tourism sector losses somewhere between 30-50% year over year, the economic impact is dramatic.

Businesses urgently need to understand what the criteria will be for a full re-opening, with data points that are measurable, and understandable, in order to better plan and manage their businesses. They are also calling for time to prepare for reopening. Supply chains have been severely impacted by over a year of restrictions. We fully understand that some of the "exit" milestones and the timing of these may be subject to further change, but a plan is needed. More recovery business debt is not possible. Many of our local businesses will not survive if this next recovery is not well planned or managed by ALL PARTIES.

For our municipality, we are unique in that we are the “home” to over 2.5 million visitors each year, and during this “staycation” pandemic, likely many more. We need time to plan for these visitors so that their visit experience is something they will fondly recall and not regret. Like our local businesses, this planning needs to be based upon a public health restriction easing that is well laid out and not designed as we go. While we fully understand that the timing of this plan is subject to the achievement of certain public health milestones, we nevertheless need that plan.

Over 60,000 people recently gathered at a stadium in New Zealand to celebrate herd immunity as that country has reached its target vaccination goals. They were not wearing masks and looked to be enjoying themselves. Here in Canada, aside from the everchanging vaccine rollout parameters, we are told by the science experts that, on the one hand, everything will be normal once we reach our vaccination goal for herd immunity and then told that we will still have to wear masks and stick to public health distancing guidelines because we can still spread the virus, in spite of the vaccine. So, which is it? We need a clear positive statement of how we can return to normal.

Premier, we stand ready to help and I know many of our small business owners do so as well. Perhaps one way to move forward with some input from municipalities and businesses is to establish a COVID recovery advisory group that is tasked with providing government with economic and business recovery advice and planning. You have numerous “science” tables advising you on ways to combat the virus but is it not time to establish a COVID business and economic recovery task force outside of the Jobs and Recovery Committee of Cabinet to help you guide the Province out of this devastating lockdown sequence?

Premier, hopefully we have made a strong case for a clearly communicated plan for this province’s transition out of this pandemic that our residents and businesses can rely on. We want to see the light at the end of the tunnel!

Yours Truly,



Mayor Alar Soever
Town of The Blue Mountains

Enclosed: Samples of Frontline Business Experience

CC: Community Recovery Task Force members (via email)
 Department File – C2657

SAMPLE OF FRONT LINE BUSINESS EXPERIENCE

From a Small Local Art Gallery:

"I suppose we are still in the game as a small gallery started in late fall of 2019. If Jeff and his business weren't backing it we would have probably closed up a year ago. These closures are a killer.

We start to move ahead and generate foot traffic and sales then boom! We're closed.

- we are allowed curbside sales etc but no visits by appt or reduced number.... yet the very people who are our biggest supporters aren't supposed to travel from their homes. How do you sell art online or at the curb?

- everyone followed guidelines, our space wasn't overrun etc. but here we are. Closed. I could load up my van and try and show art in the Walmart parking lot like a sleazy salesperson in a trench coat.

- what are the numbers based on? I would like more details as to those who have tested positive... I have questions but am made to feel like a trouble maker when I question what is going on.

- the idea that we can't interact outside boggles my mind. I think it is possible to plan outdoor activities where the art is shown in a safe hygienic way.

- things taped off and not sold... it's insane. It means I will buy online and it may be Amazon that gets my business instead of say Dollarama. You're robbing these stores of sales and robbing employees of an income. Their hours are being depleted and it's depriving our neighbors of an income.

- so many shortsighted laws being put in place.

- the means by which this vaccine is being rolled out. Don't get me started People who need it still not able to get it or are due for #2. We aren't supposed to travel but some are traveling way out of their district to get the vaccine?

Eventually I think some of should be allowed to venture out into the world and not be fearful of anything invisible or Afraid of a nosy neighbor or of or someone who thinks we aren't following guidelines as they interpret them.

We're all just tired.

From a Small Local Art Gallery

“As you know, I have relocated my gallery, once again, and am impatiently awaiting the opportunity to reconnect with the public. Last year was one I wish to move on from with great haste, both for the covid crisis as well as challenges at my last address.

While I understand the moving target that the crisis presents our government, it is none the less quite frustrating to not be able to plan for the year ahead with any certainty.

If we are a low risk area, which the lack of vaccines coming this way would suggest, then why are we forced to close all our businesses in the meantime? I’m concerned the lack of vaccines with mean we will be forced to remain closed after the cities have been reopened.”

From a Small Local Fitness and Wellness Facility

“What I have to share is that our business has been greatly affected by covid. We removed all in-person services from our offerings like yoga & massage and with that we also moved to downsize & try and focus on what we thought were the areas we had more control within with things being so uncertain. We’ve had people assume we closed altogether. It literally feels like we started a new business with trying to navigate the ebbs & flows of it all. We’re working hard to be based more online but we also still want to be and have mostly operated as in-person retail with our brick & mortar. It’s been extremely difficult not keep people engaged with our offerings when there is so much online and we can’t be face to face with people. So our hope for when things reopen is that we are able to operate as functionally and consistently as possible.

We also never heard back about the grant being offered to businesses and have relied solely on what we can pull in other than cerb which doesn’t cover it. I would love to see more resources for businesses, not just on a financial level but resources for people looking for small businesses to support & ways for small businesses to advertise to more people. Essentially I would love to see the government advocate more for the little guy & want to see that flourish more than currently allowing the box stores to take over.”

From a Small Locally Funded Arts and Culture Facility:

“I think the one of the biggest impacts to the community has been the inability for groups to gather and socialize, especially over the winter. Normally, gatherings would be facilitated by our facility, the local Legion and even the churches but all of us have been severely hampered by pandemic restrictions.

It is our sincere hope that, when restrictions ease, we can provide that meeting hub which will help the community heal over the coming year; not only offering a place for simple socialization but also enrichment and fitness programmes and venues for celebrations previously postponed.

The biggest hurdle for us is that, with almost no opportunity to fundraise in our normal manner, the fundamental building expenses such as insurance and utilities have drained our finances. Critical to our growth upon opening will be our ability to hire and rehire the staff we will need. This will be our largest financial challenge and we are exploring all grant options to assist.

We would love a clear roadmap of the stages of reopening but we are fully aware that uncertainty remains a factor and will do so for some time.”

From a Small Local Retailer:

“I definitely am in the languishing state, don’t know how to get myself motivated. Difficult to curb side, people have to look and see what we have. Online has its problems too, silly silly questions, want it for nothing etc. Our landlord wants his rent regardless, even though he knows we are not open! He just threatens to close it all down. Hopefully they do not add more time to the existing lockdown. It would have been nice to be able to let at least one person in at a time under covid rules.”

From a Small Local Retailer:

“I believe that the uncertainty around vaccine effectiveness will be a barrier to people feeling comfortable to go out and shop. Unfortunately, both levels of government have been unclear on what the world will look like once we have achieved the required level of vaccinations.

I recently saw on The National a report on over 60,000 people gathered at a stadium in New Zealand to celebrate herd immunity as that country has reached its target vaccination goals. They were not wearing masks and looked to be enjoying themselves. Here in Canada, aside from the ever-changing vaccine rollout parameters, we are told on the one hand that everything will be normal once we reach our vaccination goal for herd immunity and then told that we will still have to wear masks and stick to public health distancing guidelines because we can still spread the virus in spite of the vaccine. So which is it? We need a clear positive statement of how we can return to normal.”

From a Small Local Health Professional:

Unfortunately I purchased this business March 1st 2020 right before the first lockdown. We have been forced to close (now without the possibility of CERB or EI) and my assets are draining quickly. I understand there needs to be restrictions but to restrict a regulated health professional, furthermore a nurse, from her ability to practice is cutting me at my knees. I have supported local vaccine role out but would still be able to work at my clinic. I do have patients who have medical reasons to be treated but most are cosmetic. If I can keep the public safe as a nurse in other areas of practice (ie. Emergency department) I can also keep them safe in a quiet Clinic.

The government has failed in getting vaccines out to the public and now our economy has catastrophically gone further in the red.

This will take decades to recover from and it is a true shame for our children.

Please make a reopening plan and support moving forward that includes better equipped stakeholders to the table to support our small businesses.”

From a Small Local Retailer:

“Its a tough to capture succinctly the impact of the pandemic as it relates to me: an entrepreneur and proud small business owner, as there are many layers to this impact. The most obvious and easiest to measure is financial. The tougher to describe are the less measurable impacts such as cultural and emotional.

On the financial front there have been programs that have assisted but even with the hours of soul sucking paperwork and applications I know I still have a huge financial hole to dig out of as we re-start. The funds received have been appreciated but they fall short on many fronts (such as the wage subsidy doesn't allow me to apply as I am not arms length yet I continue to work hard everyday during lockdown) and don't account for the impact of stress created knowing you are not in control in anyway of the risk of loosing your business.

The personal emotional impact is significant, as small business owner I invested heavily personally into my startup, in addition I invested uncountable hours into bringing my business to life and making it a success, I poured my heart and soul into my business. Only to see it crushed through no fault of my own, for the third time. Enthusiasm is one of those unique characteristics of a small business owner that helps you create and recreate your business, its so hard to stay enthusiastic as we keep attempting to pivot with pardon the pivot pun to nauseating results. For our team, I have great empathy. The heartbreak of re-issuing ROE's for your team members is both a lot of paperwork and emotionally tough.

The team here at my business is a combination of employees and contractors, regardless of their status I consider the 40 plus people here part of the team, the essence of our work community. The impact of closing and the empathy for our team members is tough. On a business front the impact to how we operate equates to changes in the requirements for additional skills, new protocols to train and cultural impact. Please don't underestimate the impact that culture has on a small business. I have invested a lot into creating a great work culture, every time we close and reopen the stop and start destroys our culture, having to reboot it every time! I believe a great guest experience starts with a great team experience – the challenges of keeping a great team experience at work at the time are difficult.

Community wise we supported many local entities including other small business and charities. The ripple effect is significant!

There are several questions that I have:

Financial – how do I dig out of the hole that has been created from over 6 months of closures? (forgive the CEBA)

Talent – Will people want to work? Will I find the right talent to fuel the business and at what cost? Is there housing available for my team that they can afford (with the crazy housing market here)? How do I retain those that have gone through the last 3 stops and starts and might prefer a more guaranteed work environment (government/ banks etc)

Re-igniting enthusiasm- How do I get personally motivated, then how to I get this great culture rolling for the team again? How do I increase employee engagement? How do I incent the team to be engaged? How do I personally get the covid fatigue away?

Consumer Demand – How do I crystal ball recovery and know what is on consumer’s minds?

Pivot – What do I need to change and at what cost and is now the time to invest? Do I invest or dig out of the hole created financially?”

From a Small Local Restaurant Owner and Operator: *The impact of being shut down for so many months, is massive. Rent relief and wage subsidy have been a great help, but this is just not enough, the repeated opening and closing incurs unrecoverable costs from lost perishable food items, training, etc. Rent is not covered 100%, and in the case of a restaurant we are planning to open, no rent is covered, which does not incent operators opening new businesses. Grants are very limited in their scope, in our case we can only receive 1 grant for 5 restaurants, because we are affiliates..... How is our industry going to continue to absorb these costs for another year?*

On the staffing side, the impact on their livelihoods & mental health cannot be underestimated - we have lost 10-20% of our staff on every reopen due to this.”

From a Small Local Retailer:

“We are a small retail business. We do our best to hire people, invest time and money in training and developing them so they can have a career. We hire extra part time staff where they can make some extra cash while going to school and summer break.

We offer great fashion to our customers and give amazing service so they can return back to our stores. We search many suppliers to bring great quality at the best prices.

Having said that this pandemic as been incredibly challenging. In retail if you don’t buy the product on time before the seasons starts, you won’t be able to find units available. At the same time if we don’t purchase the product, many suppliers won’t make it as they also buy the product before the seasons starts and rely on customers like us to purchase similar to the year before so they can stay in business.

If all retailers become scared and don’t do their purchase according to making their sales, some suppliers will go bankrupt. So we did our purchases to the max because we were ready for business. However with the last two shutdowns, mind you without any notice, has put us in a bad situation as we invested tens of thousands of dollars to just sit there in our closed locations and have NO ROI!

We believe that the Blue Mountain did not have to shut down as they did an amazing job in controlling the traffic and follow Ontario safety guidelines, if anything they did over and above the expectations. We feel as business owners we would have been fine controlling our traffic and have a safe environment, however that did not matter and we were all shut down anyways.

It did not matter what the Blue Mountain and it's stores did to control the pandemic and were labeled as a grey zone when we were one of the best in Ontario for lowest covid cases. Many stores are still open like Shoppers Drug Mart as an example, someone can buy perfume but can't buy a top from our store, what is the difference? You can go inside Starbucks and a have a line up from inside to outside the door, wait 10 to 15 minutes inside for a cup of coffee, but you can't come into our store a buy a dress. There are many examples as to how unfair this has been for everyone. Many of us have lost a lot of money for no reason what so ever, while many are making more money. There was no need to close retail stores and outdoor dining, as no proof has been provided that is where you catch Covid.

This has been a very challenging time for us and it will take some time to recover our losses, like many others."



Hon. Doug Ford, Premier
Room 281
Legislative Building, Queen's Park
Toronto, ON M7A 1A1

Sent via email: premier@ontario.ca

May 14th 2021

Attn: Premier Ford,

Please be advised that at the Town of Plympton-Wyoming Council Meeting held Wednesday, May 13th 2021, the following resolution was adopted:

Motion 20

Moved by Mike Vasey, Seconded by Netty McEwen that Council support item 'p' of correspondence from the City of Brantford regarding a request for the Province of Ontario to withdraw its prohibition on golfing and any other outdoor recreational activities.

Motion Carried.

If you have any questions regarding the above motion, please do not hesitate to contact me by phone or email at ekwarciak@plympton-wyoming.ca.

Sincerely,

Erin Kwarciak
Clerk
ekwarciak@plympton-wyoming.ca

Cc: (via e-mail)
Bob Bailey, MPP
AMO
All Ontario Municipalities



April 30, 2021

Hon. Doug Ford, Premier
Room 281
Legislative Building, Queen's Park
Toronto, ON M7A 1A1

Sent via email: premier@ontario.ca

Dear Premier Ford,

Please be advised that at the Brantford City Council Meeting held April 27, 2021, the following resolution was adopted:

Request - Province of Ontario withdraws its prohibition on golfing and any other outdoor recreational activities

WHEREAS COVID-19 restrictions have had significant impacts; and

WHEREAS many forms of socializing, recreation and sport have been curtailed; and

WHEREAS the game of golf can be enjoyed while maintaining proper social distancing;

THEREFORE BE IT RESOLVED THAT The Corporation of The City of Brantford recommends:

- A. THAT The Province of Ontario withdraws its prohibition on golfing and any other outdoor recreational activities which can be enjoyed while maintaining proper social distancing; and
- B. THAT the City Clerk BE DIRECTED to forward a copy of this resolution to the Premier of Ontario; Will Bouma, MPP, Brantford-Brant, the Association of Municipalities of Ontario, Ontario Big City Mayors; and the list of other Municipalities in Ontario.

Yours truly,

Tanya Daniels
City Clerk
tdaniels@brantford.ca

cc MPP Will Bouma, Brantford-Brant
Association of Municipalities of Ontario (AMO)
Ontario Big City Mayors
All Ontario Municipalities

CITY CLERK'S OFFICE City Hall, 100 Wellington Square, Brantford, ON N3T 2M2 P.O Box 818, Brantford, ON N3T 5R7
Phone: (519) 759-4150 Fax: (519) 759-7840 www.brantford.ca



Township of McKellar

701 Hwy #124, P.O. Box 69, McKellar, Ontario POG 1C0

Phone: (705) 389-2842

Fax: (705) 389-1244

May 17, 2021

The Honourable Justin Trudeau
Prime Minister of Canada
Email: pm@pm.gc.ca

Re: Requesting Consideration of Tax Breaks on 2020 CERB payments

Please be advised that at its regular meeting held, May 11, 2021 the Council of the Township of McKellar passed the following resolution:

Resolution No. 21-195

Moved by: Marco Ancinelli
Seconded by; Don Carmichael

WHEREAS the Government of Canada has implemented the Canada Emergency Response Benefit (CERB) to financially assist those in dire need during the Covid-19 pandemic;

AND WHEREAS the CERB grant has helped many Canadians in dire need;

AND WHEREAS many of those that applied were single women, single parents, lower income citizens without employment and lacking in tax knowledge;

AND WHEREAS the Government of Canada did not initially inform CERB recipients that CERB was a taxable benefit;

AND WHEREAS when the CERB was merged with Employment Insurance Benefits (EI) in the fall of 2020, the Federal Government stated that they would have tax withheld similar to EI;

AND WHEREAS the Federal Government did not withhold tax on CERB for the second time as promised;

AND WHEREAS CERB recipients are surprised to learn that they are expected to pay income tax on CERB funds;

AND WHEREAS these recipients were never advised of this issue;

AND WHEREAS these recipients are now faced with an added burden of paying unexpected taxes on CERB, which they can ill afford;

AND WHEREAS the Federal Government has, in the past, found ways to assist businesses and corporations through difficult times by forgiving large loans and debts to the Government;

AND WHEREAS many businesses and corporations have the means to find ways to reduce their tax obligations;

AND WHEREAS those most in need do not have the means or understanding of how the tax system and are simply trying to survive and cope with the effects of Covid-19, feed their families and put a roof over their head;

NOW THEREFORE, since the Federal Government did not inform the recipients of the CERB grant that it is taxable;

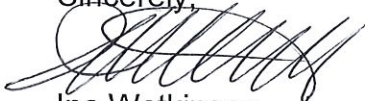
AND FURTHER when the CERB grant and EI were merged, the Federal Government did not, as they stated, withhold tax from CERB as they did on EI, and are now insisting CERB recipients repay as much as \$3,000.00 to \$4,000.00 in tax, which they can ill afford to pay;

THEREFORE we urge the Federal Government to address this serious issue and consider giving disadvantaged CERB recipients a tax break for 2020, or giving them a tax credit for 2021;

AND FURTHER, that this resolution be forwarded to the Prime Minister of Canada, the Federal Minister of Finance, Parry Sound-Muskoka MP Scott Atchison, and Ontario Municipalities.

Carried.

Sincerely,



Ina Watkinson
Acting Deputy Clerk
Township of McKellar

Encl.

cc: Chrystia Freeland, Minister of Finance
Scott Aitchison, MP, Parry Sound-Muskoka
Ontario Municipalities

TOWNSHIP OF MCKELLAR

DATE: May 11, 2021

RESOLUTION No. 21- 195

Moved by:	Marco Ancinelli	<input checked="" type="checkbox"/>	Seconded by:	Marco Ancinelli	<input type="checkbox"/>
	Don Carmichael	<input type="checkbox"/>		Don Carmichael	<input checked="" type="checkbox"/>
	Morley Haskim	<input type="checkbox"/>		Morley Haskim	<input type="checkbox"/>
	Mike Kekkonen	<input type="checkbox"/>		Mike Kekkonen	<input type="checkbox"/>

WHEREAS the Government of Canada has implemented the Canada Emergency Response Benefit (CERB) to financially assist those in dire need during the Covid-19 pandemic; and

WHEREAS the CERB grant has helped many Canadians in dire need; and

WHEREAS many of those that applied were single women, single parents, lower income citizens without employment and lacking in tax knowledge; and

WHEREAS the Government of Canada did not initially inform CERB recipients that CERB was a taxable benefit; and

WHEREAS when the CERB was merged with Employment Insurance Benefits (EI) in the fall of 2020, the Federal Government stated that they would have tax withheld, similar to EI; and

WHEREAS the Federal Government did not withhold tax on CERB for the second time, as promised; and

WHEREAS CERB recipients are surprised to learn that they are expected to pay income tax for 2020 on CERB funds; and

WHEREAS these recipients were never advised of this issue; and

WHEREAS these recipients are now faced with an added burden of paying unexpected taxes on CERB, which they can ill afford; and

WHEREAS the Federal Government has, in the past, found ways to assist businesses and corporations through difficult times by forgiving large loans and debts to the Government; and

WHEREAS many businesses and corporations have the means to find ways to reduce their tax obligations; and

WHEREAS those most in need do not have the resources, means or understanding of the tax system and are simply trying to survive and cope with the effects of Covid-19, feed their families and put a roof over their head;

NOW THEREFORE, since the Federal Government did not inform the recipients of the CERB grant that it is taxable;

AND FURTHER, when the CERB grant and EI were merged, the Federal Government did not, as they stated, withhold tax from CERB as they did on EI, and are now insisting CERB recipients repay as much as \$3,000.00 to \$4,000 in tax, which they can ill afford to pay;

THEREFORE, we urge the Federal Government to address this serious issue and consider giving disadvantaged CERB recipients a tax break for 2020, or giving them a tax credit for 2021;

AND FURTHER, that this resolution be forwarded to the Prime Minister of Canada, the Federal Minister of Finance, Parry Sound Muskoka MP Scott Atchison, and Ontario Municipalities.

Carried Defeated Deferred



Peter Hopkins, Mayor

DIVISION VOTE

	YEA	NAY
Councillor Marco Ancinelli	_____	_____
Councillor Don Carmichael	_____	_____
Councillor Morley Haskim	_____	_____
Councillor Mike Kekkonen	_____	_____
Mayor Peter Hopkins	_____	_____

Friend of VON,

Every year, VON Week provides us an opportunity to raise VON's profile in the communities we serve. We celebrate our incredible staff and volunteers, and their willingness to take action and help those who need it, during the pandemic especially, and long before.

VON Week 2021 is May 23-29, and our theme is ***Compassion where it Counts***. As a community, we want to celebrate, support and encourage VON staff and volunteers as we recognize them for their courageous, caring, and compassionate spirit.

For more than 90 years, VON Windsor-Essex has been providing care and compassion to clients in their homes and in community settings. Service from a VON care provider goes beyond the clinical components of a visit; VON staff and volunteers on the front lines and behind the scenes work hard to provide clients the best and safest care possible, and put their heart and soul in to their work every day.

I am emailing to ask that you join the VON Week celebration by participating in any of our VON Week calendar events, or join the conversation online by following VON on social media via [Facebook](#), [Twitter](#), and [Instagram](#)

Ways you can get involved!

Beginning on May 23rd you can:

- Like and follow us on social media ([Facebook](#) | [Twitter](#) | [Instagram](#))
- Attached is our VON Week Calendar of events. Follow along all week and celebrate each day with us! Remember to use the social media [#VONCompassion](#) so we can celebrate with you!
- Share a message of thanks to our staff and volunteers by printing and completing the VON Placard (attached) and posting on social media.
- Share a message to VON staff & volunteers by sharing our ***Compassion where it Counts*** wordmark (attached) on your social media channels.

As a valued friend of VON, we look forward to celebrating with you!

Melissa Landry

Coordinator, Fund Development

C: 519-819-5746

4520 Rhodes Dr., Suite 400, Windsor ON N8W 5J5

www.voneriestclair.ca

[Facebook](#) | [Twitter](#) | [Instagram](#)

Live Every Day.

VON Week Activities, May 23 - 29, 2021

Sunday

Social media
kick-off

Watch for posts
on VON
Canada's
Facebook
page!

Monday

Light up your
home blue for
the week!

Put up or hang
blue holiday
lights at home

Put up a blue
VON poster in
your window

Tuesday

Recognize a
health care
worker

Share a story or
recognition for
VON's
compassionate
health care
providers

Wednesday

Show us your
"office"

Colleagues
working from
home or on-the-
road: share a
picture of your
"office" where the
behind-the-scenes
compassionate
work happens

Thursday

Thank You
Thursday

Watch for
recognition from
people expressing
their thanks

Share your
appreciation for a
VON employee,
program or service

Friday

Show us your
blue colours!

Wear blue
clothing or
accessories to
celebrate and
unite with the
VON
community

Saturday

Reflections on
Compassion

Watch for a
recap of
compassion-in-
action at VON
over the past
year

Share your VON Week stories and photos on
social media using [#VONCompassion](https://www.facebook.com/VONCanada)

Compassion
where it **Counts.**

Unfinished Business List - eScribe as at May 25, 2021

Agenda Item	Assigned To	Comment	Description	Date
NEW BUSINESS	Anne Rota, Heidi Baillargeon	Tourism administration in 2020 introduced a new festival (TRUE Festival) as supported by the Canadian Experience grant. Additionally the Department has been task with investigating creating green festivals to which preparation is underway for participation in the Great Global Cleanup - Detroit River. The impact of these events will be included, along with an assessment of other events in the pending report. Consultation with the TWEPI to help frame to elements of an economic impact statement requires further action. Information will follow as it becomes available on post pandemic festivals/events.	Resolution # 20190909-447 Simone/Meloche That: Administration BE DIRECTED to prepare a report exploring the economics, rationale and feasibility of introducing other festivals and events within the Town of Amherstburg for Council consideration in the 2020 Operating Budget; Administration BE DIRECTED to look at all possible venues within the Town of Amherstburg to hold events/festivals.	09-Sep-19
NEW BUSINESS	Antonietta Giofu, Frank Garardo	Administration is compiling information in alignment with the South End development and negotiations of the Force Main.	Resolution # 20191015-497 Prue/Simone That Administration BE DIRECTED to bring back a report regarding the finalization of the development of the north end of Boblo Island with the intent to enforce the by-law and development agreement relating to roads, sidewalks, curbs, and lighting, and to outline all municipal costs, if any.	15-Oct-19
Request for the Town of Amherstburg to Take Part in 'Green' Initiatives - Paul Hertel	Eric Chamberlain, Antonietta Giofu, Anne Rota, Frank Garardo, Heidi Baillargeon	Committee liaison has been appointed. Terms of Reference approved w/amendments on May 25, 2020. Committee member recruitment to begin June 10th. Parks and Tourism administration is organizing participation in the Great Global Cleanup - Detroit River event for April 25th, 2020 as a leading green festival initiative with the goal to build on the Detroit River Canadian Cleanup events and the 50th anniversary of Earth Day. These green festival initiatives will be re-scheduled during appropriate pandemic stages. Amherstburg supported the Lake Erie Challenge held August 21 and event of the Freshwater Alliance. Ongoing investigation into "green initiatives" for festival and events. good time to research during COVID while festivals are restricted at this time Green Fleet report to Council 2nd quarter 2021 Mr. Hertel's report has been sent to the consultant for the Official Plan.	Resolution # 20191028-507 Prue/Courtney That: The delegation BE RECEIVED and Mr. Hertel's report BE SENT to the Manager of Planning Services for inclusion at the November 12, 2019 Official Plan meeting; A green review BE DEVELOPED on Town fleet; Green festivals BE INVESTIGATED; Green builds BE INVESTIGATED on all new housing and building developments, and existing commercial, industrial and residential assessed property; and, Administration BE DIRECTED to bring back a report on the feasibility of a Committee on the Environment inclusive of Terms of Reference.	28-Oct-19
Opposing SunParlour R/C Flyers Noise Exemption Request Tom and Mary Bateman	Nicole Rubli	Public consultation required. Anticipate report to Council late Q3 early Q4	Resolution # 20200113-004 Prue/Simone That Administration BE DIRECTED to bring back a report with an amendment to Section 3 of Noise By-law 2001-43.	13-Jan-20
Live Music on Legion Patio from May to October - Laurie Cavanaugh, President, Royal Canadian Legion, Fort Malden Branch 157	Nicole Rubli	Public consultation required. Anticipate report to Council late Q3 early Q4	Resolution # 20200113-006 McArthur/Prue That Administration BE DIRECTED to amend Noise By-law 2001-43 to allow commercial properties with patios to request seasonal exemptions to allow for outdoor music and to allow a reading of 70 decibels from the source of where music is produced.	13-Jan-20
NEW BUSINESS	Antonietta Giofu, Eric Chamberlain	This will be addressed in a report to Council regarding an amendment to the Traffic Bylaw - report anticipated in 1st quarter 2021.	Resolution # 20200210-061 Simone/McArthur That Administration BE DIRECTED to look into prohibiting on-street parking during heavy snowfalls to assist snowploughs when clearing snow.	10-Feb-20
Economic Development Advisory Committee Minutes - 2020 02 06	John Miceli	Administration coordinating discussion with property owners	Resolution # 20200224-078 Simone/Meloche That: 1. The Town of Amherstburg APPROACH the property owner to investigate the opportunities to create a Master Plan for the former Honeywell site to determine its highest and best use; 2. The Town of Amherstburg BRING a report to explore the possibilities of obtaining waterfront properties as they become available in accordance with the Town's Official Plan; and, 3. The Transportation Study BE REFERRED to the Economic Development Advisory Committee before being presented to Council	24-Feb-20
NEW BUSINESS	Nicole Rubli, John Miceli	Consultation coordination underway	Resolution # 20200224-080 Prue/Meloche That Administration BE DIRECTED to meet with businesses in the downtown core to assist them with locations for staff parking and to look into the feasibility of staff permit parking, including overnight parking, and to educate businesses and the community on downtown parking.	24-Feb-20

Unfinished Business List - eScribe as at May 25, 2021

Agenda Item	Assigned To	Comment	Description	Date
NEW BUSINESS	Angelo Avolio, Nicole Rubli	Report on Agent of Change By-law will be included on the June 14th agenda. Vacant Building registries is under review.	Resolution # 20200309-096 Prue/Courtney That: 1. Administration BE DIRECTED to bring back a report on vacant building registries and to investigate the City of Hamiltons by-law with respect to vacant buildings for discussion; and, 2. Administration BE DIRECTED to bring back a report on an Agent of Change by-law for discussion.	09-Mar-20
Amherstburg Accessibility Advisory Committee Minutes - February 27, 2020	Nicole Rubli	Administration exploring options	Resolution # 20200309-094 Meloche/Simone That Licensing and By-law Enforcement INVESTIGATE a means of providing incentives, regulation, or a combination of both, to achieve a higher proportion of accessible on-demand taxis in the Town of Amherstburg.	09-Mar-20
NEW BUSINESS	Antonietta Giofu	Anticipate report to Council in Q2	Resolution # 20200810-241 Prue/Simone That Administration BE DIRECTED to bring back a report on what the Town can do to eliminate the delivery of gravel on the waterfront at the end of Texas Road.	10-Aug-20
NEW BUSINESS	Todd Hewitt, Antonietta Giofu	In progress - working with ERCA on design.	Resolution # 20200810-244 McArthur/Simone That Administration BE DIRECTED to erect a 'Welcome to Amherstburg' sign at the Greenway trail at Walker Road.	10-Aug-20
Mandatory Downspout Disconnection By-law	Antonietta Giofu, Dan Beaulieu	Administration working with EWSWA. Anticipate report for Q2.	Resolution # 20200914-267 Courtney/McArthur That Administration BE DIRECTED to look into the feasibility of a rain barrel program to offer residents at a discounted cost.	14-Sep-20
NEW BUSINESS	Nicole Rubli	Administration will bring back a report with options.	Resolution #20200914-292 Courtney/Prue That Administration BE DIRECTED to bring back a report regarding regulating Air B&B's.	14-Sep-20
NEW BUSINESS	Nicole Rubli, Antonietta Giofu, Dawn Morencie	Report to Council anticipated in 2021	Resolution # 20200914-293 Prue/Simone That Administration BE DIRECTED to look into an idling by-law specifically on Boblo Island at the ferry loading area and that a report be brought back to Council.	14-Sep-20
Amherstburg Street Pass Program Proposal - Lauri Brouette	John Miceli	Update on BIA - initial November meeting re-scheduled to 2021	Resolution # 20200928-298 Prue/Simone That: The delegation BE RECEIVED; and, Administration BE DIRECTED to bring back a report regarding the possibility of starting a BIA; and, Legal advice BE SOUGHT with respect to the proposed Street Pass Program and the risks associated with the use of Town resources and logo.	28-Sep-20
NEW BUSINESS	Frank Garardo	Administration is investigating the feasibility of a public art dedication fund and synergies with a Public Art Policy and other Town Guiding Documents.	Resolution # 20200928-309 Prue/Simone That Administration BE DIRECTED to bring a report back regarding the feasibility of a public art dedication fund as a provision in future development agreements.	28-Sep-20
Crossing Guard Program - Yvette Erickson	Antonietta Giofu	Speed limit signs on Simcoe have been changed to 40km. #3 of the recommendation will be addressed with a report to Council regarding an amendment to the Traffic Bylaw - report anticipated in 2nd quarter 2021.	Resolution # 20201013-317 Prue/McArthur That: The delegations in Items # 4.3 and # 4.4 BE RECEIVED; Administration BE DIRECTED to correspond with all school boards to ascertain the current number of additional walking students; Administration BE DIRECTED to bring back a report on reducing the street speed limit to 40km in the downtown core and on residential streets; and, The speed limit on Simcoe Street from Pacific Avenue to Victoria Street BE REDUCED from 50km to 40km.	13-Oct-20
Easement Documentation and By-law 2020-059 - Nicole Keogh and Mary Canton, Amherst Point Association	Nicole Rubli	Options will be brought back for consideration.	Resolution # 20201109-358 Prue/Meloche That Administration BE DIRECTED to prepare a report to determine costs and impacts for all Town encroachments and that the report be brought back to Council for consideration.	09-Nov-20

Unfinished Business List - eScribe as at May 25, 2021

Agenda Item	Assigned To	Comment	Description	Date
2021 BUDGET DELIBERATIONS	Heidi Baillargeon	The Windsor Essex County Catholic School Board and the public proponents of the project have been notified of the Town of Amherstburg's commitment to fund restoration of the existing courts up to \$20K. Administration has indicated to both parties are willingness to meet and develop a Joint Use Agreement.	Resolution # 20201117-408 McArthur/Renaud That Parks-3, Joint Use Agreements Tennis Courts at Villinova HS, BE APPROVED from reserves contingent on partnership negotiations and Administration BE DIRECTED to report back on the negotiations.	17-Nov-20
NEW BUSINESS	Rick Daly, Heidi Baillargeon	Administration is consulting with peer municipalities and will bring back a full report once all items are actioned.	Resolution # 20201123-442 Simone/Meloche That Administration BE DIRECTED to bring a report back reviewing the Town's recreation user fees and program levels with surrounding municipalities and further to explore opportunities to improve programming and reduce excess capacity as recommended by the Service Delivery Review.	23-Nov-20
UNFINISHED BUSINESS	Heidi Baillargeon	Council directed an interim solution on the set up of the Skate Park. Public Consultation on the permanent placement will be included in the Public Consultation on Jack Purdie Park, Centennial Park. A report will follow with recommendations based on the findings from both consultations and the Libro Secondary Plan.	Resolution # 20201214-480 Courtney/McArthur That: Administration BE DIRECTED to come back to the 2021 Budget with all costs associated with a new skate park; The Libro Centre, 320 Richmond (former St. Bernard's School), Jack Purdie Park, and the north end of Centennial Park BE CONSIDERED as the locations for the new skate park; and, The public BE CONSULTED on the 4 locations being considered.	14-Dec-20
NEW BUSINESS	Antonietta Giofu	Report anticipated in 2nd quarter 2021.	Resolution # 20201214-484 McArthur/Courtney That Administration BE DIRECTED to amend the Traffic By-law to include Pacific Avenue to Fryer Street in the Community Safety Zone.	14-Dec-20
Pending Playground Equipment Removal from Wigle and Briar Ridge Parks	Heidi Baillargeon	Anticipate consultation launch by early June 2021	Resolution 20210208-031 Prue/McArthur That Administration BE DIRECTED to immediately begin public consultation on Briar Ridge and Jack Purdie parks for playground equipment to be funded from the Reserve Fund General.	08-Feb-21
Proactive Committee Oversight	Paula Parker	report will brought forward as directed in 2022	Resolution # 20210222-053 Prue/Simone That: The report regarding Proactive Committee Oversight BE RECEIVED; and, Administration BE DIRECTED to prepare a report regarding the establishment of a striking committee prior to the end of the current term of Council so that it can be considered at the first meeting of the new term of Council.	22-Feb-21
Off-Road Vehicle Use on Amherstburg Roadways	Nicole Rubli	Will coordinate a meeting with the Essex County ATV Club	Resolution # 20210308-070 McArthur/Simone That Administration BE DIRECTED to consult with the applicants as to the feasibility and desire to allow off-road vehicles on Amherstburg roads knowing that they won't be able to access County roads.	08-Mar-21
NEW BUSINESS	Antonietta Giofu, Eric Chamberlain	Anticipate report to Council in late Q3 or early Q4 2021	Resolution # 20210308-077 Prue/Meloche That Administration BE DIRECTED to look into the feasibility of a 3-way stop at Ramsay Street and Gore Street due to possible sight line concerns.	08-Mar-21
Request for Street Named after Grandfather - Denise Spearing	Frank Garardo	This will be addressed with Resolution #20210322-099, a report to come back late 3rd quarter 2021	Resolution # 20210322-085 Prue/Simone That: The delegation BE RECEIVED; and, Harry V. Spearing's name BE ADDED to the street naming list and be properly vetted through the Marsh Historical Collection and the Heritage Committee, if necessary, and a report be brought back to Council.	22-Mar-21

Unfinished Business List - eScribe as at May 25, 2021

Agenda Item	Assigned To	Comment	Description	Date
Request for Fence Variance - Scott Renaud and Lynn Nadeau	John Miceli	Mediation underway	Resolution # 20210322-086 Prue/Simone That: The Chief Administrative Officer BE DIRECTED to meet with the parties to the fence variance request to broker a deal and mediate a settlement; and, The current application BE TABLED until a settlement is reached.	22-Mar-21
NEW BUSINESS	Frank Garardo	This will be addressed with Resolution #20210322-085, a report to come back late 3rd quarter 2021	Resolution # 20210322-099 Renaud/Prue That Administration BE DIRECTED to explore long term Town volunteers who can potentially be added to the street naming list after being vetted through the Marsh Collection Society and the Heritage Committee, if necessary; and, A report be brought back with the list of names.	22-Mar-21
NEW BUSINESS	Nicole Rubli	A letter has been sent the week of May 17th, 2021	Resolution # 20210510-TBD Courtney/Simone That Administration BE DIRECTED to send correspondence to the Windsor-Essex County Health Unit regarding additional education for local businesses in the Windsor-Essex region on the enforcement of and exemptions to wearing a face mask listed under O.Reg. 364-20 with emphasis added to the education of the exemptions to the Regulation and how they should and should not be enforced.	10-May-21
NEW BUSINESS	Heidi Baillargeon, Antonietta Giofu, Kevin Fox		Resolution # 20210510-TBD McArthur/Renaud That Administration BE DIRECTED to look into a Crosswalk Art policy for the Town of Amherstburg similar to the streetscape initiative in the City of Windsor.	10-May-21

THE CORPORATION OF THE TOWN OF AMHERSTBURG

BY-LAW 2021-036

**By-law to Appoint Provincial Offences Officers
for the Town of Amherstburg**

WHEREAS Section 15(1) of the Police Services Act, R.S.O. 1990, c.P.15, authorizes municipal councils to appoint persons to enforce the By-laws of the municipality;

AND WHEREAS Section 15(2) of the Police Services Act, R.S.O. 1990, c.P.15, designates Municipal By-law Enforcement Officers as Peace Officers for the purpose of enforcing municipal By-laws;

AND WHEREAS the Council of The Corporation of the Town of Amherstburg deems it desirable and expedient to appoint Municipal By-law Enforcement Officers for the purposes of enforcing the Town's By-laws;

AND WHEREAS the Attorney General of Ontario has ruled that By-law Enforcement Officers appointed by a municipality are automatically designated as Provincial Offence Officers for the purpose of enforcing the By-laws of the municipality;

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

1. That B.J. (Ben) Wilder, Neil Mawdsley, and Robert Sassine are hereby appointed Provincial Offences Officers and By-law Enforcement Officers for the Town of Amherstburg.
2. The appointment set out is hereby confirmed and is further confirmed that the duties relating to or connected with the appointment include enforcement of the Town's By-laws and Provincial Acts, as amended from time to time, pursuant to the *Provincial Offences Act*.
3. By-law 2019-089 is hereby repealed.
4. This by-law shall come into force and take effect on the date of final passing thereof.

Read a first, second and third time and finally passed this 25th day of May, 2021.

MAYOR – Aldo DiCarlo

CLERK – Paula Parker

**THE CORPORATION OF THE TOWN OF AMHERSTBURG
BY-LAW NO. 2021- 037**

By-law to Appoint Property Standard Officers for the Town of Amherstburg

WHEREAS the *Building Code Act, 1992*, S.O. 1992, c. 23, as amended, defines an “officer” as a property standards officer who has been assigned the responsibility of administering and enforcing By-laws passed under Section 15.1 of the Act;

WHEREAS the Council of the Corporation of the Town of Amherstburg passed By-law 1999-28 prescribing standards for the maintenance and occupancy of property within the Town; and

WHEREAS the Council of the Corporation of the Town of Amherstburg deems it necessary to appoint Property Standard Officers;

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

1. That B.J. Wilder, Robert Sassine and Angelo Avolio are hereby appointed Property Standard Officers for the Town of Amherstburg.
2. This By-law shall come into force and take effect immediately upon the final passing thereof.
3. That By-law 2017-100 is hereby repealed.

Read a first, second and third time and finally passed this 25th day of May, 2021.

ALDO DICARLO, MAYOR

PAULA PARKER, CLERK

THE CORPORATION OF THE TOWN OF AMHERSTBURG

BY-LAW NO. 2021- 038

By-law to Appoint Lottery Licensing Officers for the Town of Amherstburg

WHEREAS Order in Council 1413/08 provides that a municipal council may issue lottery licenses to eligible charitable organizations for certain lottery schemes held within its jurisdiction;

WHEREAS Section 10 (1) of the Municipal Act, 2001, s.o. 2001, c.25 as amended, a single-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public; and,

WHEREAS it is deemed expedient to appoint Lottery Licensing Officers for the Corporation of the Town of Amherstburg;

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

1. That Katie DiGiovanni and Robert Sassine are hereby appointed Lottery Licensing Officers for the Town of Amherstburg.
2. This By-law shall come into force and take effect immediately upon the final passing thereof.
3. That By-law 2018-91 is hereby repealed.

Read a first, second and third time and finally passed this 25th day of May, 2021.

ALDO DICARLO, MAYOR

PAULA PARKER, CLERK

THE CORPORATION OF THE TOWN OF AMHERSTBURG

BY-LAW NO. 2021-039

**By-law to Confirm the Proceedings of the Council
of the Corporation of the Town of Amherstburg**

WHEREAS pursuant to Section 5(1) of the Municipal Act, 2001, S.O. 2001, c. 25 as amended, the powers of a municipality shall be exercised by its Council;

WHEREAS pursuant to Section 5(3) of the Municipal Act, 2001, S.O. 2001, c.25 as amended, a municipal power, including a municipality's capacity rights, powers and privileges under Section 8 of the Municipal Act, 2001, S.O. 2001, c.25 as amended, shall be exercised by By-law unless the municipality is specifically authorized to do otherwise;

WHEREAS it is deemed expedient that a By-law be passed to authorize the execution of agreements and other documents and that the Proceedings of the Council of the Corporation of the Town of Amherstburg at its meeting be confirmed and adopted by By-law; and,

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

1. THAT the action(s) of the Council of the Corporation of the Town of Amherstburg in respect of all recommendations in reports and minutes of committees, all motions and resolutions and all actions passed and taken by the Council of the Corporation of the Town of Amherstburg, documents and transactions entered into during the May 25th, 2021, 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 25th day of May, 2021.

MAYOR – Aldo DiCarlo

CLERK – Paula Parker