



**TOWN OF AMHERSTBURG
COUNCIL MEETING
AGENDA**

Monday, April 24, 2017

6:00 PM

Council Chambers

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

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Pages

1. CALL TO ORDER

2. SPECIAL IN-CAMERA COUNCIL MEETING

That Council move into an In-Camera Meeting of Council at 4:00 p.m. pursuant to Section 239 of the Municipal Act, 2001, as amended, for the following reasons:

ITEM A - Education Session - Section 239(3.1) - For the purpose of the 'Education or Training' of Council where no member discusses or otherwise deals with any matter in a way that materially advances the business or decision making of Council.

3. DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF

(In-Camera Council Meeting Agenda Items)

4. RECESS FROM SPECIAL IN-CAMERA COUNCIL MEETING
5. RESUMPTION OF REGULAR COUNCIL MEETING
6. MOMENT OF SILENT REFLECTION
7. DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF
(Public Council Meeting Agenda Items)

8. 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:

- | | | |
|-----|--|----|
| 8.1 | Special Council Meeting Minutes - Planning - February 27, 2017 | 12 |
| 8.2 | Regular Council Meeting Minutes - February 27, 2017 | 18 |

9. DELEGATIONS

- | | | |
|-----|---|----|
| 9.1 | Committee Recommendation regarding Sign By-law Exemption - Bob Rozankovic, Chair, Economic Development Advisory Committee | 33 |
|-----|---|----|

That the delegation **BE RECEIVED**.

10. REPORTS – POLICE SERVICES

There are no reports.

11. REPORTS – CORPORATE SERVICES

11.1 2016 Year End Budget to Actual Summaries and Transfers

39

It is recommended that:

1. The report from the Supervisor of Accounting dated April 12, 2017 regarding the 2016 Year End Budget to Actual Summaries and Transfers, **BE RECEIVED**;
2. The 2016 year-end budget to actual summaries for the general, water and wastewater funds **BE RECEIVED**;
3. The Treasurer **BE AUTHORIZED** to establish an Economic Development Reserve Fund and Libro Centre Reserve Fund;
4. The general fund surplus of \$783,002 as a result of municipal operations **BE TRANSFERRED** in accordance with Option 1; OR
5. The general fund surplus of \$783,002 as a result of municipal operations **BE TRANSFERRED** in accordance with Option 2; OR
6. The general fund surplus of \$783,002 as a result of municipal operations **BE TRANSFERRED** in accordance with Option 3; OR
7. The general fund surplus of \$783,002 as a result of municipal operations **BE TRANSFERRED** in accordance with Option 4;
8. The water surplus of \$104,075 **BE APPLIED** as follows:
 - A transfer of \$28,150 **TO FUND** the water fund deficit in the Town's accumulated surplus;
 - A transfer of \$75,925 to the water surplus reserve; and,
9. The Treasurer **BE AUTHORIZED** to establish a Building Department Reserve Fund with the Building Department surplus of \$182,847 to **BE APPLIED** as follows:
 - A transfer of \$82,847 **TO FUND** the Building Department deficit in the Town's accumulated surplus;
 - A transfer of \$100,000 **TO FUND** the Building Department Reserve;
10. The wastewater fund surplus of \$251,531 **BE APPLIED** to the wastewater surplus reserve.

12. REPORTS – PARKS, FACILITIES, RECREATION AND CULTURE

12.1 Relief of Parks By-law for Woofa-Roo Pet Festival

54

It is recommended that:

1. The report from the Manager of Recreation Services dated February 16, 2016 regarding Relief of Parks By-law for Woofa-Roo Pet Festival **BE RECEIVED**;
2. Relief of Parks By-law 2002-72 to permit the use of Town Property for camping during the event for participants only **BE GRANTED**;
and,
3. The Mayor and Clerk **BE AUTHORIZED** to sign a lease agreement specific to the utilization of the Libro Centre as an accommodation site for campers between the dates of August 11 - 13, 2017.

13. REPORTS – ENGINEERING AND PUBLIC WORKS

13.1 8th Concession Road Drain South – Tender Results

66

It is recommended that:

1. The report from the Drainage Superintendent and Engineering Coordinator dated March 20, 2017, regarding the 8th Concession Road Drain South- Tender Results **BE RECEIVED**;
2. An agreement with Nevan Construction Inc. to complete the 8th Concession Road Drain South **BE AUTHORIZED** in the amount of \$389,643.00 (excluding H.S.T.);
3. The Project Cost for 8th Concession Road Drain South in the amount of \$491,279.91 **BE FUNDED** as follows:
 - The **2017 Drainage Expense in Operational Budget** in the amount of \$5,412.74
 - The **2017 Watermain Expense in the Water Operational Budget** in the amount of \$15,821.19
 - The **assessment** to the County of Essex in the amount of \$182,195.55
 - The **assessment** to Town Residents in the amount of \$287,850.43; and,
4. **By-law 2017-24** being a by-law to enter into an agreement with Nevan Construction Inc. to complete the 8th Concession Road Drain South be taken as having been read three times and finally passed and the Mayor and Clerk **BE AUTHORIZED** to sign same.

It is recommended that:

1. The report from the Manager of Roads and Fleet dated March 20, 2017 regarding the Waste Collection Contract **BE RECEIVED**;
2. The Waste Collection contract renewal for the period April 1, 2017 through March 31, 2027 in the amount of \$595,000 for year one to be funded annually, from the Public Works Operating Budget **BE APPROVED** with the price during the remaining years of the contract to be adjusted annually based on the change in total pickup points and the annual Consumer Price Index (CPI) as indicated in the renewal terms; and,
3. That the Mayor and Clerk **BE AUTHORIZED** to sign an agreement with the Windsor Disposal Services, satisfactory in form to the Town Solicitor, in financial content to the Town Treasurer, and in technical content to the Director of Engineering and Public Works.

14. REPORT – PLANNING, DEVELOPMENT AND LEGISLATIVE SERVICES

14.1 Draft Plan of Subdivision - Kingsbridge Subdivision

It is recommended that:

1. The report from the Manager of Planning Services dated March 31, 2017 regarding Draft Plan of Subdivision **BE RECEIVED**; and,
2. **By-law 2017-01** being a by-law to authorize the signing of a subdivision agreement be taken as having been read three times and finally passed and the Mayor and Clerk **BE AUTHORIZED** to sign the same, subject to the inclusion of the following provision:
 - The agreement covers Blocks 1 to 55 of the subdivision for single detached residential units and Block 56 for a 0.3 metre reserve, as shown on Draft Plan of Subdivision 37-T-17001, prepared and certified by Andrew Mantha, O.L.S., VHBSS Inc., dated July 8, 2016, as approved by the County of Essex, March 31, 2017.

14.2 2017 User Fee By-law

133

It is recommended that:

1. The report from the Manager of Licensing and Enforcement dated April 7, 2017 regarding 2017 User Fee By-law **BE RECEIVED**; and,
2. **By-law 2017-25** being a by-law to permit the Town of Amherstburg to impose fees or charges with respect to services or activities provided, related costs payable, and for the use of its property be taken as having been read three times and finally passed and the Mayor and Clerk **BE AUTHORIZED** to sign same.

15. REPORTS - CAO's OFFICE

15.1 2018 Municipal Election – Voting Method

163

It is recommended that:

1. The report from the Municipal Clerk/Returning Officer dated March 20, 2017 regarding 2018 Municipal Election – Voting Method **BE RECEIVED**;
2. The traditional voting method with the use of electronic tabulators and internet voting **BE APPROVED** for advanced polls;
3. The traditional voting method with the use of electronic tabulators only **BE APPROVED** as the method of voting on Election Day;
4. **By-law 2017-22** being a by-law to authorize the use of optical scanning vote tabulators and the use of internet voting as an alternative voting method for advance voting in the 2018 Municipal Election be taken as having been read three times and finally passed and the Mayor and Clerk **BE AUTHORIZED** to sign same; and,
5. The Clerk **BE AUTHORIZED** to secure a vendor(s) for the 2018 Municipal Election.

16. INFORMATION REPORTS

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

| | | |
|-------------|--|------------|
| 16.1 | Health and Safety First Quarter Update Report | 176 |
| 16.2 | April 5, 2017 – April 18, 2017 Accounts Payable | 182 |

17. CONSENT CORRESPONDENCE

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

| | | |
|-------------|--|------------|
| 17.1 | Earth Day Network's 2017 Global Day of Conversation - City of Windsor Resolution | 209 |
| 17.2 | Letter to Minister of Public Safety and Emergency Preparedness - Gary McNamara, Mayor, Town of Tecumseh | 210 |
| 17.3 | Ensuring Safe Water - Town of Essex Resolution | 212 |
| 17.4 | 50 Million Trees Program (50MTP) - Forests Ontario | 215 |
| 17.5 | 14th Annual WECDSB Day of Champions - St. Anne Catholic High School | 222 |
| 17.6 | Support for Certified Crop Advisors - Kawartha Lakes Resolution | 224 |
| 17.7 | Request to Revise Existing Legislation Regarding Incinerators - Municipality of Port Hope Resolution | 226 |
| 17.8 | Champion of Diversity Award - Ministry of Citizenship and Immigration | 228 |

18. CORRESPONDENCE

18.1 Community Living Month - Community Living Essex County 229

It is recommended that:

1. The correspondence from Community Living Essex County regarding Community Living Month **BE RECEIVED**;
2. The month of May 2017 **BE PROCLAIMED** as Community Living Month in the Town of Amherstburg; and,
3. The Community Living Essex County flag **BE RAISED** at Town Hall either the week of May 15-19, 2017 or May 22-26, 2017.

18.2 Seniors' Month - Minister of Senior Affairs 231

It is recommended that:

1. The correspondence from the Minister of Senior Affairs regarding Seniors' Month **BE RECEIVED**; and,
2. The month of June 2017 **BE PROCLAIMED** as Seniors' Month in the Town of Amherstburg.

18.3 Falun Dafa Month - Falun Dafa Association Canada 233

It is recommended that:

1. The correspondence from Falun Dafa Association Canada regarding Falun Dafa Month **BE RECEIVED**; and,
2. The month of May 2017 **BE PROCLAIMED** as Falun Dafa Month in the Town of Amherstburg.

19. CONSENT OTHER MINUTES

That the following minutes **BE RECEIVED**:

19.1 Parks Advisory Committee Meeting Minutes - November 15, 2016 235

19.2 Parks Advisory Committee Meeting Minutes - April 5, 2017 239

20. UNFINISHED BUSINESS

20.1 Unfinished Business lists as at April 24, 2017 243

21. NEW BUSINESS

22. REPORT OUT FROM IN CAMERA SESSION

23. NOTICE OF MOTION

There were no Notices of Motion.

24. BY-LAWS

24.1 2017-38 - Confirmatory By-law 250

It is recommended that:

By-law 2017-38 being a by-law to confirm all resolutions of the Municipal Council Meeting held April 24th, 2017, be taken as having been read three times and finally passed and the Mayor and Clerk **BE AUTHORIZED** to sign same.

25. RESUME SPECIAL IN-CAMERA COUNCIL MEETING

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

ITEM B - Amherstburg Fire Department Employment Extension - Section 239(2)(b) - Personal matters about an identifiable individual, including municipal or local board employees; and, Section 239(2)(d) - Labour relations or employee negotiations.

26. ADJOURNMENT OF IN-CAMERA COUNCIL MEETING

27. RESUMPTION OF REGULAR COUNCIL MEETING

28. ADJOURNMENT

That Council rise and adjourn at p.m.



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

**Monday, February 27, 2017
4:30 PM**

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

MINUTES

PRESENT

Mayor Aldo DiCarlo
Councillor Joan Courtney
Councillor Leo Meloche
Councillor Diane Pouget
Councillor Rick Fryer

Giovanni (John) Miceli, Chief Administrative Officer
Paula Parker, Municipal Clerk
Tammy Fowkes, Deputy Clerk
Rebecca Belanger, Manager of Planning Services

ABSENT

Deputy Mayor Bart DiPasquale
Councillor Jason Lavigne

CALL TO ORDER

The Mayor called the meeting to order at 4:40 p.m.

DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF

There were no disclosures of pecuniary interest noted.

SPECIAL PLANNING REPORTS

3.1 Official Plan Amendment to consider the Addition of Breweries in Agricultural Areas

The Manager of Planning Services answered Council questions with respect to the Official Plan Amendment for the addition of breweries in agricultural areas.

The Mayor asked if there were any questions or comments from the public. There were none.

Resolution # 20170227-588

Moved By Councillor Meloche
Seconded By Councillor Fryer

That:

- 1. The report from the Manager of Planning Services dated February 2, 2017, regarding Official Plan Amendment No. 4 for the Addition of Breweries in Agricultural Areas BE RECEIVED; and,**
- 2. Pending Council consideration of written and oral comments received at this public meeting, that Official Plan Amendment No. 4, By-law 2017-08, BE CONSIDERED at a future regular Council meeting.**

The Mayor put the Motion.

Motion Carried

3.2 Zoning By-law Amendment for 6000 County Road 20- Ure's Country Kitchen and Variety

The Manager of Planning Services provided Council with an overview of the Zoning By-law Amendment for 6000 County Road 20 and answered Council questions.

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

- Randy and Laurie Ure, Applicants - advised Council that the side yard materials will be removed by the end of March; the miniature golf course

will be constructed by the end of April; and, drainage will be improved in the area.

- Jeff and Lisa McBride - expressed concerns with traffic and the layout of the parking lot.
- Maryanne Beeson - expressed concerns with traffic, parking, and cyclist safety.

Resolution # 20170227-589

Moved By Councillor Meloche
Seconded By Councillor Pouget

That:

- 1. The report from the Manager of Planning Services dated January 30, 2017 regarding the Zoning By-law Amendment for Part of Lot 67, Concession 6 W, 6000 County Rd 20, Amherstburg BE RECEIVED; and,**
- 2. Pending Council consideration of written and oral comments received at this public meeting, Zoning By-law 2017-11 BE CONSIDERED at a future regular Council meeting.**

The Mayor put the Motion.

Motion Carried

3.3 Proposed Draft of Subdivision and Zoning By-law Amendment for Kingsbridge Subdivision Phase 8B-1 File No.37-T-17001

The Manager of Planning Services provided Council with an overview of the proposed Draft Plan of Subdivision and Zoning By-law Amendment for Kingsbridge Subdivision Phase 8B-1.

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

- Len Paquette, Texas Road Resident - concerned about the increased subdivision traffic filtering on to Texas Road and would like to see a feeder road to County Road 20.
- Leo Lange, Kingsbridge North Resident - stated that he was surprised it is taking so long to get a secondary access out of the Kingsbridge South subdivision. He advised Council that he is concerned about the increased truck traffic using Whelan Drive and Kingsbridge Drive and would like to see the trucks use Texas Road to haul development materials as it is a designated collector road.

Mike Dunn, Applicant - advised Council that a second road is being constructed to provide another outlet from the Kingsbridge South subdivision.

Councillor Pouget moved the motion with an amendment to direct Administration to bring a report back to Council regarding the traffic concerns.

Resolution # 20170227-590

Moved By Councillor Pouget
Seconded By Councillor Fryer

That:

1. **The report from the Manager of Planning Services dated January 30, 2017 regarding a proposed Draft Plan of Subdivision and Zoning By-law Amendment for Kingsbridge Subdivision Phase 8B-1 BE RECEIVED;**
2. **The Draft Plan of Subdivision, File No. 37-T-17001, from 1078217 Ontario Ltd., as shown on the attached Schedule A, during this statutory Public Meeting BE CONSIDERED;**
3. **Pending Council consideration of written and oral comments received at this Public Meeting, that administration BE DIRECTED to advise the approval authority (County of Essex) that Council supports Draft Plan Approval for this phase of Kingsbridge Subdivision;**
4. **Pending Council consideration of written and oral comments received at this Public Meeting, Zoning By-law 2017-05 BE CONSIDERED at a future regular Council meeting; and,**
5. **Administration BE DIRECTED to bring back a complete report to Council regarding the traffic concerns raised by Len Paquette.**

The Mayor put the Motion.

Motion Carried

ADJOURNMENT

Moved By Councillor Fryer
Seconded By Councillor Pouget

That Council rise and adjourn at 5:56 p.m.

The Mayor put the Motion.

Motion Carried

MAYOR – ALDO DICARLO

CLERK – PAULA PARKER

PUBLIC MEETING ATTENDANCE RECORD

Date: Monday, February 27 at 4:30 p.m.

Special Council Meeting – 6000 County Road 20 –
Ure's Country Kitchen & Variety

| NAME (please print clearly) | ADDRESS and PHONE # (please print clearly) | SIGNATURE |
|--------------------------------|---|--------------------|
| DAN + MARYANNE BRESON | | <i>m. Breson</i> |
| Randy & Laurie Ure | | <i>Laurie Ure</i> |
| Jeff & Lisa McBride | | <i>J. McBride</i> |
| LEO LANGRISH | | <i>L. Langrish</i> |
| | | |
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| | | |

*Kingsbridge
ZBA
Draft
Plan of
Subdivision*

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**TOWN OF AMHERSTBURG
COUNCIL MEETING**

**Monday, February 27, 2017
6:00 PM**

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

MINUTES

PRESENT

Mayor Aldo DiCarlo
Councillor Joan Courtney
Councillor Rick Fryer
Councillor Leo Meloche
Councillor Diane Pouget

Giovanni (John) Miceli, Chief Administrative Officer
Paula Parker, Municipal Clerk
Tammy Fowkes, Deputy Clerk

ABSENT

Deputy Mayor Bart DiPasquale
Councillor Jason Lavigne

CALL TO ORDER

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

MOMENT OF SILENT REFLECTION

DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF

There were no disclosures of pecuniary interest noted.

MINUTES OF PREVIOUS MEETING

Resolution # 20170227-591

Moved By Councillor Fryer

Seconded By Councillor Meloche

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

4.1 Special Council Meeting Minutes - 2017 Budget - January 9 & 10, 2017

The Mayor put the Motion.

Motion Carried

Moved By Councillor Pouget

Seconded By Councillor Fryer

That the Rules of Order BE WAIVED to allow Lynn O'Brien to speak tonight.

The Mayor put the Motion.

Motion Carried

The Youth and Community Fund Cheque Presentation was moved forward to accommodate those in attendance in the gallery.

The \$10,000 cheque, presented by Joe Barile, General Manager, Essex Powerlines Corporation, was accepted by Mayor DiCarlo.

DELEGATIONS

Resolution # 20170227-592

Moved By Councillor Meloche
Seconded By Councillor Courtney

5.1 Allan Parks - A-Team Robotics

Adam Tronchin, Cassidy Zelle, Kurtis Paquette, and Mackenzie Parks, A-Team Robotics, provided Council with a presentation and a demonstration of their robot.

That the delegation BE RECEIVED.

The Mayor put the Motion.

Motion Carried

PRESENTATIONS

Resolution # 20170227-593

Moved By Councillor Fryer
Seconded By Councillor Meloche

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

Joe Barile, General Manager, and Raymond Tracey, President/CEO, Essex Powerlines Corporation, provided Council with an update.

That the presentation BE RECEIVED.

The Mayor put the Motion.

Motion Carried

Lynn O'Brien was brought forward and addressed Council with respect to By-law concerns.

Councillor Pouget requested that a Special In-Camera Meeting be called during the Regular session regarding Ms. O'Brien's concerns.

SPECIAL IN-CAMERA COUNCIL MEETING

Resolution # 20170227-594

Moved By Councillor Pouget
Seconded By Councillor Fryer

That Council move into an In-Camera Meeting of Council at 7:33 p.m., pursuant to Section 239 of the Municipal Act, 2001, as amended, for the following reasons:

ITEM A – By-law Concerns – Section 239(2)(b) - Personal matters about an identifiable individual, including municipal or local board employees; and, Section 239(2)(f) - Advice that is subject to solicitor-client privilege, including communications necessary for that purpose

The Mayor put the Motion.

Motion Carried

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

There were no disclosures of pecuniary interest noted.

ADJOURNMENT OF IN-CAMERA MEETING @ 8:13 P.M.

RESUMPTION OF REGULAR COUNCIL MEETING

Moved By Councillor Fryer
Seconded By Councillor Meloche

That Council RESUME Regular session at 8:15 p.m.

The Mayor put the Motion.

Motion Carried

Resolution # 20170227-595

Moved By Councillor Fryer
Seconded By Councillor Pouget

That the delegation BE RECEIVED and should Ms. O'Brien wish to discuss the matter further with Administration she is invited to do so at her convenience.

The Mayor put the Motion.

Motion Carried

6.2 SWIFT Initiative - Dan Circelli - Connecting Windsor-Essex

Resolution # 20170227-596

Moved By Councillor Fryer
Seconded By Councillor Meloche

That the presentation BE RECEIVED.

The Mayor put the Motion.

Motion Carried

REPORTS – POLICE SERVICES

There were no reports.

REPORTS – CORPORATE SERVICES

There were no reports.

REPORTS – PARKS, FACILITIES, RECREATION AND CULTURE

There were no reports.

REPORTS – ENGINEERING AND PUBLIC WORKS

There were no reports.

REPORTS – PLANNING, DEVELOPMENT AND LEGISLATIVE SERVICES

11.1 Request for the Deferral of Development Charges – 182 Pickering Inc.

Resolution # 20170227-597

Moved By Councillor Fryer
Seconded By Councillor Pouget

That:

- 1. The report from the Manager of Planning Services dated January 20, 2017, regarding the request for the application for the deferral of development charges from 182 Pickering Inc. BE RECEIVED;**
- 2. The request from 182 Pickering Inc. to defer development charges to assist in the development of the lands at 182 Pickering as an affordable apartment building for the Town BE APPROVED; and,**
- 3. By-law 2017-11 being a by-law to authorize the signing of an agreement to defer development charges be taken as having been read three times and finally passed and the Mayor and Clerk BE AUTHORIZED to sign the same.**

The Mayor put the Motion.

Motion Carried

**11.2 Development Agreement for 182 Pickering Dr. - 182 Pickering Inc.
File# SPC-1-17**

Resolution # 20170227-598

Moved By Councillor Fryer
Seconded By Councillor Meloche

That:

- 1. The report from the Manager of Planning Services dated February, 2, 2017, regarding the Development Agreement for 182 Pickering Dr. BE RECEIVED;**

2. **The site plan and development agreement for 182 Pickering Dr. for the affordable apartment building BE APPROVED; and,**
3. **By-law 2017-09 being a by-law to authorize the signing of a development agreement be taken as having been read three times and finally passed and the Mayor and Clerk BE AUTHORIZED to sign the same.**

The Mayor put the Motion.

Motion Carried

REPORTS - CAO's OFFICE

12.1 Employee Code of Conduct / Committee Structure

Resolution # 20170227-599

Moved By Councillor Fryer
Seconded By Councillor Pouget

That:

1. **The report from the Municipal Clerk dated February 8, 2017 regarding Employee Code of Conduct/Committee Structure BE RECEIVED; and,**
2. **Option 2 BE APPROVED as written in the body of the report.**

The Mayor put the Motion.

Motion Carried

Resolution # 20170227-600

Moved By Councillor Pouget
Seconded By Councillor Fryer

That the previous motion on December 12, 2016, appointing Josh Mailloux to the Drainage Board BE RECONSIDERED.

The Mayor put the Motion.

Motion Carried

Resolution # 20170227-601

Moved By Councillor Fryer
Seconded By Councillor Pouget

That composition of the Economic Development Advisory Committee BE WAIVED to allow for 9 lay members on the committee.

The Mayor put the Motion.

Motion Carried

12.2 Committee Appointments – Economic Development Advisory Committee

Resolution # 20170227-602

Moved By Councillor Fryer
Seconded By Councillor Pouget

That:

- 1. The report from the Deputy Clerk dated February 14th, 2017, regarding Committee Appointments – Economic Development Advisory Committee BE RECEIVED;**
- 2. John Edwards and Marta Leardi-Anderson BE APPOINTED as the lay members to fill the vacancy on the Economic Development Advisory Committee; and,**
- 3. Carolyn Davies BE APPOINTED as the Amherstburg Chamber of Commerce representative for the Economic Development Advisory Committee, as nominated by the Amherstburg Chamber of Commerce.**

The Mayor put the Motion.

Motion Carried

INFORMATION REPORTS

Resolution # 20170227-603

Moved By Councillor Fryer
Seconded By Councillor Pouget

That the following information reports BE RECEIVED:

- 13.1 2016 Economic Development Committee Accomplishments**
- 13.2 Monthly Activity Report – APSB Meeting of December 6, 2016**
- 13.3 2016 Annual Audit Planning Report**
- 13.4 February 9, 2017 – February 21, 2017 Accounts Payable**

The Mayor put the Motion.

Motion Carried

CONSENT CORRESPONDENCE

Resolution # 20170227-604

Moved By Councillor Pouget
Seconded By Councillor Meloche

That the following consent correspondence BE RECEIVED:

- 14.1 Marijuana Controls under Bill 178 - Windsor-Essex County Health Unit**
- 14.2 Opioid Addiction and Overdose - Windsor-Essex County Health Unit**
- 14.3 Creating an Invasive Plant Management Strategy - Ontario Invasive Plant Council & ERCA Workshop**
- 14.4 Carbon Tax Credits for Municipalities**
- 14.5 Request to Establish Guidelines for Ward Boundary Reviews - Fred Eisenberger, Mayor of Hamilton**
- 14.6 Bill C-274 Update, Taxation on Family Business Transfers - Guy Caron, MP**

The Mayor put the Motion.

Motion Carried

Resolution # 20170227-605

Moved By Councillor Meloche
Seconded By Councillor Pouget

Item # 14.4 – That Administration BE DIRECTED to bring a report back to Council regarding the impact of Carbon Tax Credits on the Town of Amherstburg.

The Mayor put the Motion.

Motion Carried

CORRESPONDENCE

15.1 Purple Day for Epilepsy Awareness - March 26, 2017

Resolution # 20170227-606

Moved By Councillor Meloche
Seconded By Councillor Courtney

That:

- 1. The correspondence regarding Purple Day for Epilepsy Awareness BE RECEIVED; and,**
- 2. March 26, 2017, BE PROCLAIMED as Purple Day in the Town of Amherstburg.**

The Mayor put the Motion.

Motion Carried

15.2 Human Values Day - April 24, 2017

Resolution # 20170227-607

Moved By Councillor Meloche
Seconded By Councillor Courtney

That:

- 1. The correspondence regarding Human Values Day BE RECEIVED; and,**

2. **April 24, 2017, BE PROCLAIMED as Human Values Day in the Town of Amherstburg.**

The Mayor put the Motion.

Motion Carried

CONSENT OTHER MINUTES

Resolution # 20170227-608

Moved By Councillor Fryer

Seconded By Councillor Pouget

That the following minutes BE RECEIVED:

- 16.1 **Co-An Park Meeting Minutes - November 9, 2016**
- 16.2 **Co-An Park Meeting Minutes - November 29, 2016**
- 16.3 **Co-An Park Meeting Minutes - January 12, 2017**
- 16.4 **Heritage Committee Meeting Minutes - November 24, 2016**
- 16.5 **Economic Development Advisory Committee Meeting Minutes - December 6, 2016**
- 16.6 **Committee of Adjustment Meeting Minutes - December 13, 2016**

The Mayor put the Motion.

Motion Carried

UNFINISHED BUSINESS

There was no Unfinished Business.

NEW BUSINESS

1. Councillor Meloche asked when the pedestrian bridge would be complete at Sucker Creek.

The Director of Engineering and Public Works advised Council that the bridge will be replaced in the spring.

2. Councillor Fryer advised Council of the South Coast Adventure Race (SCAR) Event being held by Essex Region Conservation Authority (ERCA) on June 17, 2017. He further advised that the challenge is being put out to each municipality with the possibility of a winning a municipality award.
3. Councillor Fryer advised Council that he was approached by a new resident from British Columbia who was looking to network with other seniors and didn't know where to look. Councillor Fryer suggested that a meeting be facilitated with the Mayor, CAO, and Clerk to reach out to senior groups and possibly place something information on the website.

REPORT OUT FROM IN CAMERA SESSION

January 23rd, 2017 Meeting

Council met on January 23, 2017, for a Special In-Camera meeting at 8:03 pm and discussed (4) items as provided for under Section 239 of the Municipal Act:

ITEM A – Property Acquisition Update – heard under Section 239(2)(c) of the Act. There is nothing further to report on this matter.

ITEM B – 499 Dalhousie Street Water Charges – heard under Section 239(2)(b) of the Act. There is nothing further to report on this matter.

ITEM C – Employment Contract – Fire Department – heard under Section 239(2)(b) of the Act. There is nothing further to report on this matter.

ITEM D – Update on Property Acquisition – heard under Section 239(2)(c) of the Act. There is nothing further to report on this matter.

NOTICE OF MOTION

There were no Notices of Motion.

BY-LAWS

21.1 2017-18 - Confirmatory By-law

Resolution # 20170227-609

Moved By Councillor Meloche

Seconded By Councillor Courtney

That:

That By-law 2017-18 being a by-law to confirm all resolutions of the Municipal Council Meeting held February 27th, 2017, 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 # 20170227-610

Moved By Councillor Pouget

Seconded By Councillor Meloche

That Council move into an In-Camera Meeting of Council at 9:11 p.m., pursuant to Section 239 of the Municipal Act, 2001, as amended, for the following reason:

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

The Mayor put the Motion.

Motion Carried

DISCLOSURES OF PECUNIARY INTEREST & GENERAL NATURE THEREOF

There were no disclosures of pecuniary interest noted.

ADJOURNMENT OF IN-CAMERA MEETING @ 9:21 P.M.

RESUMPTION OF REGULAR COUNCIL MEETING

Moved By Councillor Pouget
Seconded By Councillor Meloche

That Council Resume Regular session at 9:23 p.m.

The Mayor put the Motion.

Motion Carried

REPORT OUT FROM IN-CAMERA SESSION

February 27th, 2017 Meeting

Council met on February 27, 2017, for a Special In-Camera meeting at 9:11 p.m. and discussed (1) item as provided for under Section 239 of the Municipal Act. As a result of that discussion, the following is before Council for consideration and voting:

Resolution # 20170227-611

Moved By Councillor Fryer
Seconded By Councillor Meloche

That Option 1, as detailed within the confidential In-Camera report from the CAO dated February 27, 2017, BE APPROVED.

The Mayor put the Motion.

Motion Carried

ADJOURNMENT

Moved By Councillor Fryer

Seconded By Councillor Pouget

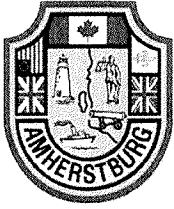
That Council rise and adjourn at 9:24 p.m.

The Mayor put the Motion.

Motion Carried

MAYOR – ALDO DICARLO

CLERK – PAULA PARKER



Town of Amherstburg Delegation Request Form

I wish to appear before:

Council

Advisory Committee of Council Specify: _____

Date of Meeting: April 24th, 2017

Name of Delegate(s): BOB ROZANKOVIC / AEDAC CHAIR

Address: _____

Phone: _____ Email: _____

Attending as an Individual AMHERSTBURG ECONOMIC DEVELOPMENT
Representing a Group/Organization ADVISORY COMMITTEE
(Name of Group/Organization/Business)

Have you contacted Administration regarding this matter? Yes No

If yes, who? AEDAC ADMINISTRATIVE LIASON - NICOLE RUBCI

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

TO PRESENT TO COUNCIL A MOTION PASSED AT
A RECENT AEDAC MEETING RECOMMENDING THAT
COUNCIL GRANT A SIGN BY-LAW EXCEPTION FROM
14 TO 28 DAYS TO ADVERTISE THE ROTARY RIBFEST.

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

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

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

Additional documentation attached? Yes No
MAP + Picture

Will a PowerPoint presentation be made? Yes No

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

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

For office use only:

Date request received: April 18, 2017 Request Received by (initials): NR/PP

Request relates to: Economic Development Advisory Committee Motion

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

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

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

On April 11th, the Amherstburg Economic Advisory Committee passed the following motion...

“That the Chair of the Economic Development Committee recommend that Council GRANT the Rotary Club their request for an exemption to the Sign By-law from 14 days to 28 days for temporary signage to advertise the Rotary Ribfest Event”

The motion was moved by Councillor Leo Meloche and seconded by Carolyn Davies.

The motion carried.

To start...

It is imperative for council to understand that ECDEV supports the sign by-law in its intent and that the committee had an extended discussion as to the repercussions of granting any exemptions. All of us appreciate that the town's beauty is not totally cluttered by all nature of signage but we also hold out hope that the spirit of the by-law allows for minor compromises from time to time. The committee feels that granting an exemption to Rotary Club Ribfest falls within the spirit of the by-law.

ECDEV feels the Ribfest is a major economic driver and that Amherstburg is, and needs to remain, a town known for its festivals and events. These economic drivers are crucial to a successful summer for many businesses.

By coming before you we are simply attempting to ensure that council appreciates the impact of between 10,000 and 15,000 people attending this event in Amherstburg.

It is easy to simply picture these people at the event, but we also need to understand that many attendees also wander our downtown core and Kings Navy Yard Park in the afternoon and spend money there. Out of town visitors may take the opportunity to visit a winery, distillery, or brewery while in Amherstburg. The non-quantifiable benefits are numerous. It is not a stretch of the imagination that some visitors may even take the opportunity to look at real estate with an eye to moving here.

When we consider economic impact, we must also consider the “soft impact” as I call it – this being the reinvesting in the community of funds raised by this group. This amount is considerable – approaching a total of almost one million dollars over the years.

As a possible compromise, ECDEV recommends that council approve The Rotary Club to put up 10 ground signs for the extended 14-day period and then signage as normal for the 14 days prior to the event. A picture of the ground signs and map of their locations has been submitted. We believe the signs are in good taste and unobtrusive in nature.

We appreciate council taking the time to consider this matter.

July 8 - 10

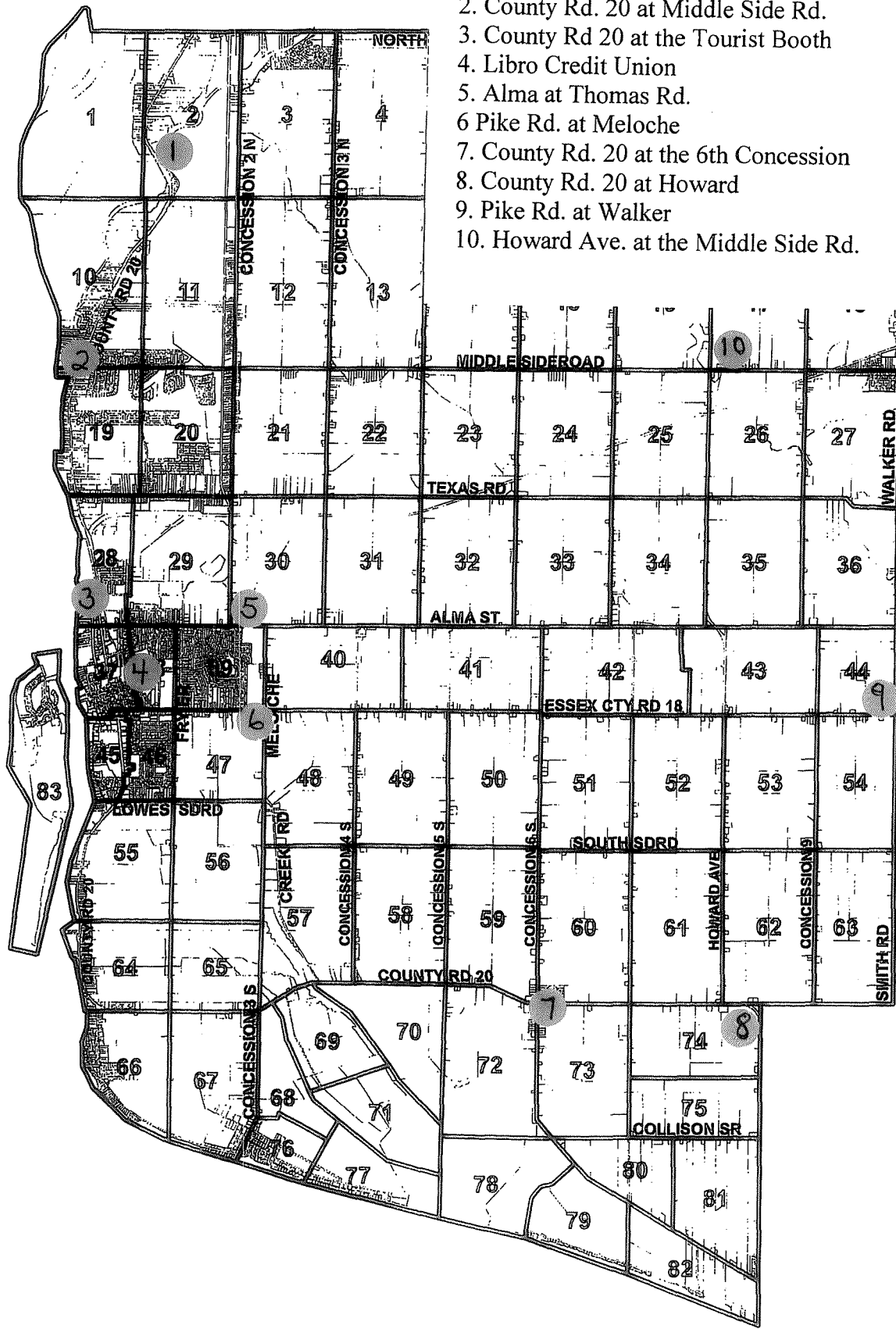
**Amherstburg
Rotary**

Ribfest

185 Victoria

amherstburgrotary.com

1. County Rd. 20, north of River Canard bridge
2. County Rd. 20 at Middle Side Rd.
3. County Rd 20 at the Tourist Booth
4. Libro Credit Union
5. Alma at Thomas Rd.
- 6 Pike Rd. at Meloche
7. County Rd. 20 at the 6th Concession
8. County Rd. 20 at Howard
9. Pike Rd. at Walker
10. Howard Ave. at the Middle Side Rd.



Legend

- 1 Map Number
- Parcels

0 0.5 1 km



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: 2016 Year End Budget to Actual Summaries and Transfers

1. RECOMMENDATION:

It is recommended that:

- 1. The report from the Supervisor of Accounting dated April 12, 2017 regarding the 2016 Year End Budget to Actual Summaries and Transfers, BE RECEIVED;
2. The 2016 year-end budget to actual summaries for the general, water and wastewater funds BE RECEIVED;
3. The Treasurer BE AUTHORIZED to establish an Economic Development Reserve Fund and Libro Centre Reserve Fund;
4. The general fund surplus of \$783,002 as a result of municipal operations BE TRANSFERRED in accordance with Option 1 OR;
5. The general fund surplus of \$783,002 as a result of municipal operations BE TRANSFERRED in accordance with Option 2 OR;
6. The general fund surplus of \$783,002 as a result of municipal operations BE TRANSFERRED in accordance with Option 3 OR;
7. The general fund surplus of \$783,002 as a result of municipal operations BE TRANSFERRED in accordance with Option 4;
8. The water surplus of \$104,075 BE APPLIED as follows:

- A transfer of \$28,150 **TO FUND** the water fund deficit in the Town's accumulated surplus
 - A transfer of \$75,925 to the water surplus reserve
9. The Treasurer **BE AUTHORIZED** to establish a Building Department Reserve Fund with the Building Department surplus of \$182,847 to be **BE APPLIED** as follows:
- A transfer of \$82,847 **TO FUND** the Building Department deficit in the Town's accumulated surplus
 - A transfer of \$100,000 **TO FUND** the Building Department Reserve
10. The wastewater fund surplus of \$251,531 **BE APPLIED** to the wastewater surplus reserve.

2. **BACKGROUND:**

Attached are the 2016 year-end budgets to actual summaries for the general, water and wastewater funds. The summaries include the following transfers:

- operation surplus to reserves to offset fluctuations in operating costs/revenues
- to fund future contingent liabilities
- to fund future capital needs.

The practice of transferring surpluses to reserves are drawn upon to minimize tax rate fluctuations due to unanticipated revenue shortfalls and expenditures in future years, and to finance specific purpose capital and operating expenditures as designated by Council.

3. **DISCUSSION:**

A final review of the water fund has resulted in a surplus of \$104,074 for fiscal 2016. This is important to note as Council adopted the 2016 Water Budget inclusive of a \$125,000 operating deficit. This year end result is a \$229,075 positive change (see Appendix B.1) in the operating position of the water fund for 2016 operations. In lieu of this positive change in position, Administration is recommending that the surplus funds be applied into two specific areas. The first administrative recommendation is to **eliminate** the Town's water department stranded deficit. In order to do so Administration is recommending that a transfer of \$28,150 be applied to the Water Department's stranded deficit in the Town's Accumulated Surplus at year end. The second administrative recommendation is a transfer of \$75,925 to the water surplus reserve fund; the effect of this transfer will **increase** funds available in the water reserve and will result in a yearend balance of \$182,744. Appendix B.1 provides a summary for Council's review by segment.

The year-end operation of the wastewater fund has resulted in a surplus of \$251,531 for 2016(See Appendix B.2). As a result, Administration is recommending that the surplus

be transferred to the wastewater reserve fund; the result of this transfer will **increase** the balance of the wastewater surplus reserve fund to \$589,282, Appendix B provides a summary for Council's review by segment.

The 2016 operation of the Building Department has resulted in an operating surplus of \$182,847 and is result of increased departmental revenues from permits issued of \$73,595 (See Appendix A.1) and decreased operating expenditures of \$109,252 (See Appendix A.2). As a result of the operational surplus, Administration is recommending the transfer of surplus funds to fund the Building Departments accumulated deficit and the establishment of a Building Department Reserve Fund to assist with future operational needs. 2016 marks the first year in quite some time that the operation of the department has resulted in an operational surplus. Administration projects that 2017 will be another record setting year for the Building Department and is cautiously optimistic that the operation of the department will result in a further operating surplus for 2017. For Council's information the accumulated deficit incurred by the Town for the operation of the Building Department is \$916,267.

Therefore, Administration is recommending a transfer of \$82,847 to reduce the Building Department's stranded deficit in the Town's Accumulated Surplus. This transfer will reduce the accumulated deficit to \$833,420 or a reduction of 9%. Furthermore, Administration is recommending the establishment of a Building Department Reserve for operational requirements of the Building Department. Administration is recommending the remaining \$100,000 surplus be transferred to this newly established reserve. It is important for Council to note that since the Building Department has moved to the Libro Centre there have been many concerns raised by customers and staff regarding the office space and the disjointed delivery of services. Should Council approve the establishment of the reserve and the accompanying transfer, it will allow Administration to review the area and present Council with a long term solution in this regard. Most importantly, this activity is permitted under the Ontario Building Code, and will create improved service delivery.

The year-end general fund surplus of \$783,002 is achieved as a net effect of increased revenues from other sources of \$1,373,857 offset by the increase in general rated expenditures of \$590,856. Appendix A provides a summary of the surplus by segment for Council's review.

The year ending \$783,002 surplus can be transferred in a number of different options, as there have been many different requests and concerns brought forward in 2016.

The following is a list of requests and concerns that Council may wish to address during the close out of the years surplus:

- 1. Establishment of an Economic Development Reserve:** In 2016 Amherstburg received a rebate of \$89,700 from the Windsor Essex Economic Development Corporation (WEEDC). Some of these funds are tied to a grant WEEDC received; the grant was specific to economic development initiatives. The amount is approximately \$15,000. Should Council not wish to spend these funds on Economic Development programs there is a risk that these funds will be recovered via the grant rules for non-compliance. It is recommended by Administration that \$15,000 be segregated and placed into

an Economic Development Reserve to be spent in the future on economic development initiatives for the Town.

2. **Gordon House Porch Transfer to Working Capital Reserve:** In the 2016 Facilities Operating Budget there was an additional request for \$20,000 to repair the Porch on the Gordon House, as of year-end this work has yet to be completed. It is recommended that \$20,000 be carried forward and transferred into the Working Capital Reserve to complete the repairs in 2017.
3. **Establishment of a Libro Centre Reserve Fund:** In 2016 the Libro Centre had significant cost overruns due to failing equipment and other operating issues resulting from the lack of maintenance. Council will note that the Libro Centre is a LEED certified facility with a construction cost of over \$24,000,000. Past Councils did not establish a reserve fund to address ongoing maintenance and capital repairs for this facility. Administration is recommending the establishment of a reserve and to contribute funds to deal with unforeseen issues at this significant investment. Administration is recommending that \$100,000 be transferred into a newly established Libro Centre Reserve to assist and mitigate unforeseen expenditures in the future at this facility.
4. **Amherstburg Police Services Board Request:** At the December 6, 2016 meeting of the Amherstburg Police Services Board the following motion was passed by the Board

*“That the Director, Financial Services for the Town of Amherstburg **BE DIRECTED** to place the 2016 Amherstburg Police Services Budget Surplus into the Police Reserve Account”*

The nature of the motion was to help ensure the Police Services Board had the required funds necessary to invest in infrastructure for a possible new dispatching services, as well as to offset any operational budgetary issues in the future should the need arise.

On April 18th, 2017, the Police Services Board approved the change over in dispatching services. Based on the accepted proposal up front capital costs are estimated to be \$295,000 and are expected to take place in the later part of 2017 and possibly into early 2018.

Currently dispatching costs are budgeted to be \$323, 584 in 2017. Based on the accepted proposal, costs are expected to decrease to approximately to a total cost of \$71, 000 annually in 2018. This represents an annual operating savings of \$252, 584.

The results for the 2016 Police operations are as follows:.

| | 2016 Approved Budget | 2016 Actuals | 2016 Results |
|---|----------------------|--------------|-------------------|
| Total Revenue | \$ 345,797 | \$ 428,718 | \$ 82,921 |
| Total Expenses | \$ 5,837,031 | \$ 5,627,661 | \$ <u>209,370</u> |
| Total Police Operating Surplus/ (Deficit) | | | \$ 292,291 |

The 2016 opening balance of the Police Reserve is \$228,922. Should Council wish to acknowledge the requested transfer of the Police Services Board it is important for Council to note that the reserve fund balance would increase to \$521, 213. These funds may be used by Council to fund future Police requests/initiatives.

5. **Cypher Systems Greenway Donation:** The Cypher Systems Greenway was constructed in 2016. It is a trail that is in both Amherstburg and Essex. This initiative was funded by the Essex Region Conservation Foundation through its fundraising efforts. The project was completed to the benefit of Amherstburg residents. The project experienced budgetary overruns and as a result the Foundation was required to raise additional capital through donations to fund the project. The Essex Region Conservation Foundation has asked the Town of Amherstburg to consider matching a donation made by the Town of Essex of \$100,000 for this project. To date the Town has not made a donation to the Cypher Systems Greenway.

6. **Texas Road Debt Reduction:** The Texas Road Project is now finalized and has come in under budget by \$599,990 dollars. This was reported to Council at the April 10, 2017 meeting. These cost savings have been used to reduce the required debt issuance from \$1,189,677 down to \$857,149. The 2016 surplus allows Council the opportunity to further reduce the need for additional debt for the municipality. This can be done by using the surplus funds as a funding source for the capital project.

4. RISK ANALYSIS:

As a result of the 2016 results from operations, Council has an opportunity to improve the financial position and future financial risk for the Town. Transfer the 2016 surpluses to reserves and applying surplus funds to reduce long term debt will enhance the Town's financial situation. These actions will assist the Town in meeting any unanticipated project expenditures or prepare for any future shortfalls in revenue in the upcoming years. Should Council wish not to set aside these funds into reserves the Town runs the risk of future reserve deficits and putting added pressures on the tax and user rates, as well as increasing the long term debt to finance any unfunded capital expenditures.

5. FINANCIAL MATTERS:

Administration has created 4 alternatives for Council to consider for the allocation of surplus funds for the general tax rate:

| Issues | Option 1 | Option 2 | Option 3 | Option 4 |
|---------------------------------------|------------------|------------------|------------------|------------------|
| ECDEV Reserve | \$15,000 | \$15,000 | \$15,000 | \$15,000 |
| Gordon House Working Capital Transfer | \$20,000 | \$20,000 | \$20,000 | \$20,000 |
| Libro Centre Reserve | \$100,000 | \$100,000 | \$100,000 | \$100,000 |
| Police Reserve Transfer | \$292,291 | \$292,291 | \$100,000 | \$100,000 |
| Greenway Donation | \$100,000 | | \$100,000 | |
| Debt Reduction-Texas Road | <u>\$285,711</u> | <u>\$385,711</u> | <u>\$448,002</u> | <u>\$548,002</u> |
| | <u>\$783,002</u> | <u>\$783,002</u> | <u>\$783,002</u> | <u>\$783,002</u> |

Option 1- This option approves the establishment of new reserve funds for the ECDEV Reserve and the Libro Centre Reserve. This option funds the ECDEV reserve in order to ensure the funds are not subject to none compliance with the grant. The Gordon House porch repair is also transferred into 2017 to ensure the work is completed. The Libro Centre reserve is also created to help mitigate issues at the facility. The full request of the Police Service Board is accommodated to ensure sufficient funds are in place should a transition of dispatching services is needed in 2017. The donation for the Cypher System Greenway is made to the Essex Region Conservation Foundation to render the project fully funded. Option 1 provides the lowest amount of funds to reduce the debt for the Texas road project.

Option 2- This option approves the establishment of new reserve funds for the ECDEV Reserve and the Libro Centre Reserve. This option funds the ECDEV reserve in order to ensure the funds are not subject to none compliance with the grant. The Gordon House porch repair is also transferred into 2017 to ensure the work is completed. The Libro Centre reserve is also created to help mitigate issues at the facility. The full request of the Police Service Board is accommodated to ensure sufficient funds are in place should a transition of dispatching services is needed in 2017. No donation is made towards the Cypher Systems Greenway. The additional \$100,000 is added to reduce the debt needed for the Texas road project.

Option 3- This option approves the establishment of new reserve funds for the ECDEV Reserve and the Libro Centre Reserve. This option funds the ECDEV reserve in order to ensure the funds are not subject to none compliance with the grant. The Gordon House porch repair is also transferred into 2017 to ensure the work is completed. The Libro Centre reserve is also created to help mitigate issues at the facility. In this option

the transfer to the Police Reserve is reduced to \$100,000 this will provide some funding for the possible transition of dispatching services needed by the board, additional funds may be required in the future and may need to be funded in the 2018 budget process. The donation for the Cypher System Greenway is made to the Essex Region Conservation Foundation to render the project fully funded. Option 3 reduced the debt needed for Texas Road by \$448,002.

Option 4- This option approves the establishment of new reserve funds for the ECDEV Reserve and the Libro Centre Reserve. This option funds the ECDEV reserve in order to ensure the funds are not subject to none compliance with the grant. The Gordon House porch repair is also transferred into 2017 to ensure the work is completed. The Libro Centre reserve is also created to help mitigate issues at the facility. In this option the transfer to the Police Reserve is reduced to \$100,000 this will provide some funding for the possible transition of dispatching services needed by the board, additional funds may be required in the future and may need to be funded in the 2018 budget process. No donation is made towards the Cypher Systems Greenway. The additional \$100,000 is added to reduce the debt needed for the Texas road project. Option 4 provides the highest amount debt reduction at \$548,002.

It should be noted that there are other possible alternative options that Council may elect to consider with regards to the funds, however only 4 have been presented by Administration for Council to consider.

6. CONSULTATIONS:

The Supervisor of Accounting and the Senior Management Team were consulted with regards to this report.

7. CONCLUSION:

That the general fund, water fund and wastewater fund surplus transfers for the year ended December 31, 2016 be received and approved.



Justin Rousseau
Director, Corporate Services/Treasurer

JR

| |
|---|
| <p>DEPARTMENTS/OTHERS CONSULTED: APPENDIX A- General Surplus APPENDIX A-1- General Expense Summary APPENDIX A-2- General Revenue Summary APPENDIX B-Water and Wastewater Surplus APPENDIX B-1- Water Expenses and Revenue Summary APPENDIX B-2- Wastewater Expenses and Revenue Summary</p> |
|---|



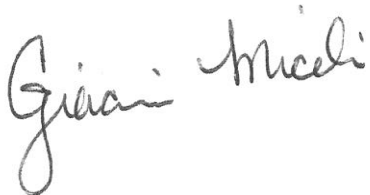
Report Approval Details

| | |
|----------------------|---|
| Document Title: | 2016 Year End Budget to Actual Summaries and Transfers .docx |
| Attachments: | - 2016 YE Budget to Actual Summaries-APPENDIX A.pdf - 2016 YE Budget to Actual Summaries-APPENDIX A-1.pdf - 2016 YE Budget to Actual Summaries-APPENDIX A-2.pdf - 2016 YE Budget to Actual Summaries- APPENDIX B.pdf - 2016 YE Budget to Actual Summaries- APPENDIX B-1.pdf - 2016 YE Budget to Actual Summaries- APPENDIX B-2.pdf |
| Final Approval Date: | Apr 19, 2017 |

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



Mark Galvin - Apr 18, 2017 - 3:09 PM



John Miceli - Apr 18, 2017 - 4:34 PM



Paula Parker - Apr 19, 2017 - 11:24 AM

**TOWN OF AMHERSTBURG
OPERATING FUND SUMMARY
2016 ACTUAL VS BUDGET**

| | 2016 Budget | 2016 Year to Date Actuals | VARIANCE |
|---|------------------------|------------------------------|---------------------|
| PREVIOUS YEAR (SURPLUS)/DEFICIT | | | - |
| TOTAL GENERAL RATED EXPENDITURES (Appendix A.1) | (25,343,633.16) | (25,934,488.75) | (590,855.59) |
| SUPPLEMENTARIES | 150,000.00 | 287,759.75 | 137,759.75 |
| TOTAL NON-TAX REVENUES (Appendix A.2) | 5,086,260.00 | 6,158,418.06 | 1,072,158.06 |
| LOCAL IMPROVEMENTS | 16,800.00 | 46,938.41 | 30,138.41 |
| SUBTOTAL - REVENUES FROM OTHER SOURCES | 5,253,060.00 | 6,493,116.22 | 1,240,056.22 |
| TAXES LEVIED IN 2016 | 19,274,584.00 | 19,396,322.97 | 121,738.97 |
| CAPITAL LEVIES IN 2016 | 770,989.36 | 783,051.88 | 12,062.52 |
| TOTAL TAXES LEVIED IN 2016 | 20,045,573.36 | 20,179,374.85 | 133,801.49 |
| SURPLUS AT YEAREND | (44,999.80) | 738,002.32 | 783,002.12 |
| TRANSFER TO TAX STABILIZATION | | | |
| Surplus Flow Through to Accumulated Surplus at yearend | | 738,002.32 | |

**TOWN OF AMHERSTBURG
OPERATING FUND REVENUE
2016 BUDGET TO ACTUAL**

| | 2016 Budget | 2016 Year to Date Actuals | Surplus/(Deficit) | % of Budget Remaining |
|---|-------------------|---------------------------|-------------------|-----------------------|
| DEPARTMENT EXPENSES | | | | |
| Division | | | | |
| COUNCIL | 196,122 | 159,486 | 36,636 | -18.68% |
| CAO OFFICE | 438,585 | 437,349 | 1,236 | -0.28% |
| CLERK | 354,834 | 353,946 | 888 | -0.25% |
| Crossing Guards | 62,437 | 67,567 | (5,130) | 8.22% |
| HUMAN RESOURCES | 301,816 | 302,064 | (248) | 0.08% |
| FIRE | 1,435,268 | 1,623,246 | (187,978) | 13.10% |
| CORPORATE SERVICES | | | | |
| Financial Services | 1,126,235 | 948,393 | 177,842 | -15.79% |
| Information Technology (Includes GIS) | 974,462 | 936,751 | 37,711 | -3.87% |
| PLANNING, DEVELOPMENT & LEGISLATIVE SERVICES | | | | |
| Economic and Community Development / Purchasing (Dropped) | - | - | | |
| Licensing and Enforcement (Previously By-Law) | 230,620 | 323,084 | (92,464) | 40.09% |
| Planning | 434,289 | 411,605 | 22,684 | -5.22% |
| Building | 373,474 | 482,726 | (109,252) | 29.25% |
| PARKS, FACILITIES, RECREATION AND CULTURE | | | | |
| Libro Centre | 1,111,920 | 1,693,659 | (581,739) | 52.32% |
| Facilities | 605,292 | 571,968 | 33,324 | -5.51% |
| Parks | 826,640 | 850,745 | (24,105) | 2.92% |
| Business Development and Programs | 606,599 | 495,409 | 111,190 | -18.33% |
| Tourism and Culture | 300,679 | 313,384 | (12,705) | 4.23% |
| ENGINEERING & PUBLIC WORKS | | | | |
| Public Works | 2,595,323 | 2,770,891 | (175,568) | 6.76% |
| Environmental Services | 1,227,500 | 1,219,486 | 8,014 | -0.65% |
| POLICE | 5,837,031 | 5,627,661 | 209,370 | -3.59% |
| GLOBAL EXPENSES | 1,675,492 | 1,811,371 | (135,879) | 8.11% |
| RETIREE BENEFITS | 384,626 | 377,185 | 7,441 | -1.93% |
| Subtotals | 21,099,244 | 21,777,976 | (678,732) | 3.22% |
| DEBT PRINCIPAL AND INTEREST | 1,803,454 | 1,790,750 | 12,704 | -0.70% |
| TOTAL OPERATING EXPENSES ON TAX LEVY | 22,902,698 | 23,568,726 | (666,029) | 2.91% |
| NET CAPITAL EXPENDITURES | 1,200,000 | 1,119,077 | 80,923 | -6.74% |
| CAPITAL RESERVE CONTRIBUTIONS | 469,946 | 469,946 | - | 0.00% |
| TRANSFER OF CAPITAL LEVIES TO RESERVES | 770,989 | 776,739 | (5,749) | 0.75% |
| | 25,343,633 | 25,934,489 | (590,856) | 2.33% |

**TOWN OF AMHERSTBURG
OPERATING FUND REVENUE
2016 BUDGET TO ACTUAL**

| | 2016 Budget | 2016 Year to Date Actuals | Surplus/(Deficit) | % of Budget Remaining |
|---|--------------------------|---------------------------|--------------------|-----------------------|
| DEPARTMENT REVENUE | | | | |
| <i>Division</i> | | | | |
| CLERKS | 2,500 | 10,975 | (8,475) | 339.01% |
| FINANCIAL SERVICES | 48,000 | 43,933 | 4,067 | -8.47% |
| FIRE | 29,000 | 53,312 | (24,312) | 83.83% |
| PLANNING, DEVELOPMENT & LEGISLATIVE SERVICES | | | | |
| Licensing and Enforcement (Previously By-Law) | 66,600 | 73,230 | (6,630) | 9.96% |
| Planning | 42,000 | 92,593 | (50,593) | 120.46% |
| Building | 287,500 | 482,726 | (195,226) | 67.90% |
| PARKS, FACILITIES, RECREATION AND CULTURE | | | | |
| Libro Centre | 697,000 | 691,877 | 5,123 | -0.74% |
| Facilities | 73,278 | 56,424 | 16,854 | -23.00% |
| Parks | 3,500 | 6,041 | (2,541) | 72.59% |
| Business Development and Programs | 346,400 | 378,291 | (31,891) | 9.21% |
| Tourism and Culture | 26,000 | 40,393 | (14,393) | 55.36% |
| ENGINEERING AND PUBLIC WORKS | | | | |
| Public Works | 506,861 | 570,077 | (63,216) | 12.47% |
| POLICE | 345,797 | 428,718 | (82,921) | 23.98% |
| GLOBAL ADMINSTRATIVE | 703,523 | 703,523 | - | 0.00% |
| NON-DEPARTMENTAL | <u>1,908,301</u> | <u>2,526,304</u> | (618,003) | 32.38% |
| TOTAL NON TAX REVENUES | 5,086,260 | 6,158,418 | (1,072,158) | 21.08% |
| LOCAL IMPROVEMENTS | 16,800 | 46,938 | (30,138) | 179.40% |
| SUPPLEMENTARY TAXES | 150,000 | 287,760 | (137,760) | 91.84% |
| CAPITAL LEVIES | 770,989 | 783,052 | (12,063) | 1.56% |
| TAXES LEVIED | <u>19,274,584</u> | <u>19,396,323</u> | (121,739) | 0.63% |
| TOTAL REVENUE | <u>25,298,633</u> | <u>26,672,491</u> | <u>(1,373,858)</u> | 5.43% |

**TOWN OF AMHERSTBURG
WATER & WASTEWATER FUND SUMMARY
2016 ACTUAL VS BUDGET**

| | 2016 Budget | 2016 Year to Date Actuals | Surplus/(Deficit) |
|--|---------------------|------------------------------|-------------------|
| WATER | | | |
| PREVIOUS YEAR (SURPLUS)/DEFICIT | | | - |
| TOTAL REVENUES | 4,531,500.00 | 4,625,179.82 | 93,679.82 |
| TOTAL CURRENT EXPENDITURES (Appendix B.1) | 4,656,500.00 | 4,521,104.96 | (135,395.04) |
| Surplus (Deficit) Flow Through to Accumulated Deficit | (125,000.00) | 104,074.86 | 229,074.86 |

WASTEWATER

| | | | |
|--|--------------|-------------------|-------------------|
| PREVIOUS YEAR (SURPLUS)/DEFICIT | | | - |
| TOTAL REVENUES | 6,048,646.00 | 6,145,494.17 | 96,848.17 |
| TOTAL CURRENT EXPENDITURES (Appendix B.2) | 6,048,646.00 | 5,893,962.90 | (154,683.10) |
| Surplus (Deficit) Flow Through to Accumulated Deficit | - | 251,531.27 | 251,531.27 |

**TOWN OF AMHERSTBURG
WATER FUND REVENUE & EXPENDITURES
2016 BUDGET TO ACTUAL**

| | 2016 Budget | 2016 YTD Actuals | Surplus/(Deficit) | % of Budget Remaining |
|--|------------------|------------------|-------------------|-----------------------|
| REVENUES: | | | | |
| Water Department Revenues | (4,531,500) | (4,625,180) | (93,680) | 2.07% |
| EXPENSES: | | | | |
| Salaries and Wages | 646,938 | 567,995 | (78,943) | -12.20% |
| Benefits | 213,450 | 219,675 | 6,225 | 2.92% |
| General Expenses | 671,068 | 659,260 | (11,808) | -1.76% |
| Building Expenses | 269,549 | 259,837 | (9,712) | -3.60% |
| Equipment and Vehicle Expenses | 236,500 | 222,490 | (14,010) | -5.92% |
| Contracted Services | 835,000 | 790,223 | (44,777) | -5.36% |
| Service Maintenance | 312,000 | 274,497 | (37,503) | -12.02% |
| Total Water Programs - Water | 8,000 | 5,967 | (2,033) | -25.42% |
| Other Expenses - Transferred from Capital | 125,000 | 77,989 | (47,011) | -37.61% |
| Total Expenses before Reserves and Debt Charges | 3,317,505 | 3,077,933 | (239,572) | -7.22% |
| Transfer to Reserves | | | | |
| 80-5-0000000-2001 Transfer to Capital | 200,000 | 200,000 | - | 0.00% |
| 80-5-0000000-2009 Transfer to Reserves | 586,109 | 586,109 | - | 0.00% |
| 80-5-0000000-2010 Capital expenditures | - | 107,090 | 107,090 | |
| Total Transfer to Reserve - Water | 786,109 | 893,199 | 107,090 | 13.62% |
| Debt Charges - Water | | | | |
| 80-5-0000000-2005 Principle | 400,446 | 400,446 | (0) | 0.00% |
| 80-5-0000000-2006 Interest | 152,440 | 149,528 | (2,912) | -1.91% |
| | | - | | |
| Total Debt Charges - Water | 552,886 | 549,973 | (2,913) | -0.53% |
| Total Expenses - Water Department | 4,656,500 | 4,521,105 | (135,395) | -2.91% |
| Net Revenues and Expenses - Surplus/(Deficit) | (125,000) | 104,075 | 229,075 | |

**TOWN OF AMHERSTBURG
WASTEWATER FUND REVENUE & EXPENDITURES
2015 BUDGET TO ACTUAL**

| | 2016 Budget | 2016 YTD Actuals | Surplus/(Deficit) | % of Budget Remaining |
|---|--------------------|--------------------|-------------------|-----------------------|
| REVENUES: | | | | |
| Total Revenue - Waste Water | (6,048,646) | (6,145,494) | (96,848) | 1.60% |
| EXPENSES: | | | | |
| <u>Sanitary Sewer Collection System (SSCS)</u> | | | | |
| Total Building - SCS | 58,036 | 52,241 | (5,795) | -9.98% |
| Total General Expenses - SCS | 689,466 | 662,102 | (27,364) | -3.97% |
| Total Environmental Services - SCS | 133,000 | 79,597 | (53,403) | -40.15% |
| Total Expenses - Sanitary Sewage Collection System | 880,502 | 793,940 | (86,562) | -9.83% |
| <u>Amherstburg Sanitary Sewer Treatment System (ASSTS)</u> | | | | |
| Total General - ASSTS | 206,594 | 257,751 | 51,157 | 24.76% |
| Total Environmental Services - ASSTS | 922,000 | 554,139 | (367,861) | -39.90% |
| Total Expenses - Amherstburg Sanitary Sewer Treatment System | 1,128,594 | 811,890 | (316,704) | -28.06% |
| <u>McGregor Sewage Lagoon System (MSLS)</u> | | | | |
| Total Building Expenses - MSLS | 21,908 | 26,375 | 4,467 | 20.39% |
| Total Environmental Services - MSLS | 157,000 | 179,242 | 22,242 | 14.17% |
| Total Expenses - McGregor Sewage Lagoon System | 178,908 | 205,617 | 26,709 | 14.93% |
| <u>Edgewater Sewage Lagoon System (ESLS)</u> | | | | |
| Total Building - ESLS | 61,040 | 82,304 | 21,264 | 34.84% |
| Total Environmental Services - ESLS | 239,000 | 265,666 | 26,666 | 11.16% |
| Total Expenses - Edgewater Sewage Lagoon System | 300,040 | 347,970 | 47,930 | 15.97% |
| <u>Big Creek Sewage Treatment and Collection System (Big Creek)</u> | | | | |
| Total Building - Big Creek | 30,000 | 37,282 | 7,282 | 24.27% |
| Total Environmental Service - Big Creek | 80,000 | 129,879 | 49,879 | 62.35% |
| Total Expenses - Big Creek Sewage Treatment and Collection System | 110,000 | 167,161 | 57,161 | 51.96% |
| <u>McLeod SBR Sewage Treatment and Collection System (McLeod)</u> | | | | |
| Total Building - McLeod | 58,864 | 96,180 | 37,316 | 63.39% |
| Total Environmental Services - McLeod | 181,400 | 232,041 | 50,641 | 27.92% |
| Total Expenses - McLeod Sewage Treatment and Collection System | 240,264 | 328,222 | 87,958 | 36.61% |
| <u>Boblo Island Sewage Treatment System</u> | | | | |
| Total Building - Boblo | 15,000 | 24,285 | 9,285 | 61.90% |
| Total Environmental Service - Boblo | 69,000 | 99,905 | 30,905 | 44.79% |
| Total Expenses - Boblo Island Sewage Treatment System | 84,000 | 124,190 | 40,190 | 47.84% |
| Total Expenses before Reserves and Debt Charges | 2,922,308 | 2,778,989 | (143,319) | -4.90% |
| Capital/Reserve Transfers | | | | |
| 10-5-4010000-2001 Transfer to Capital | 756,152 | 627,550 | (128,602) | -17.01% |
| 10-5-4010000-2002 Transfer to Reserve Fund | 350,793 | 350,793 | - | 0.00% |
| 10-5-4010000-2010 Capital Expenditures funded from operations | | 29,423 | 29,423 | |
| 10-5-4010000-2013 Capital Expenditures transferred to operations | | 163,067 | 163,067 | |
| | 1,106,945 | 1,170,833 | 63,888 | 5.77% |
| Debt Charges - Waste Water | | | | |
| 10-5-4017740-2005 Principle | 1,407,062 | 1,407,004 | (58) | 0.00% |
| 10-5-4017740-2006 Interest | 1,037,971 | 1,041,331 | 3,360 | 0.32% |
| 10-4-4010000-3015 Less: DC Portion | (425,640) | (504,194) | (78,554) | 18.46% |
| Total Debt Charges - Waste Water | 2,019,393 | 1,944,141 | (75,252) | -3.73% |
| Total Expenses - Waste Water Department | 6,048,646 | 5,893,963 | (154,683) | -2.56% |
| Net Revenues and Expenses - Surplus/(Deficit) | - | 251,531 | 251,531 | |



THE CORPORATION OF THE TOWN OF AMHERSTBURG

OFFICE OF PARKS, FACILITIES, RECREATION & CULTURE

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

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: Relief of Parks By-law for Woofa-Roo Pet Festival

1. RECOMMENDATION:

It is recommended that:

- 1. The report from the Manager of Recreation Services dated March 13, 2017 regarding Relief of Parks By-law for Woofa-Roo Pet Festival BE RECEIVED;
2. Relief of Parks By-law 2002-72 to permit the use of Town Property for camping during the event for participants only BE GRANTED; and,
3. The Mayor and Clerk BE AUTHORIZED to sign a lease agreement specific to the utilization of the Libro Centre as an accommodation site for campers between the dates of August 11 - 13, 2017.

2. BACKGROUND:

In March 2016, Council approved the relief of the Parks By-law to allow Woofa-Roo Pet Festival to accommodate campers on the grounds. The Town entered into a lease agreement for the weekend of the Pet Festival which provided revenue to the Town. Last year was the first time that this relief was requested and granted. The accommodation for campers on the grounds at the Libro Centre in 2016 was extremely successful, resulting in revenue generation of \$1000 for the 2 day event. There were no incidents and no disruption to the grounds used by the campers. Those that chose to use the camping option provided feedback that they were pleased with the opportunity to be close to the competition grounds.

The event organizer wishes to continue to host campers at the Libro Centre to facilitate participation on the various events of the festival.

3. DISCUSSION:

The organizer has approached Administration and requested that camping be permitted on Libro Centre grounds again for the festival taking place on August 12 and 13, 2017. Similar to last year, Administration will draft a lease agreement that focuses on strict adherence to Town by-laws and policies. In the initial planning phase for the 2016 event, the Event Organizer and Administration identified two areas at the Libro Centre that could be used as camping for the participants of Woofa-Roo. A map outlining these areas forms an appendix to this report and will form the basis of this year's agreement.

Area 1 is 60,000 square feet and can accommodate 40 camper sites. Area 2 is 55,300 square feet and can accommodate 37 campers. This takes into account vehicle turning radius, size and foot traffic area needed to ensure a smooth flow when coming in to the area.

Under Parks By-law (No. 2002-72), Section 7:

“No person other than a police officer, caretaker, or other person expressly or impliedly authorized by Council shall enter or remain within the King’s Navy Yard Park or the extension thereof between the hours of 12:00 midnight and 6:00 A.M. of the next succeeding day, nor enter or remain within any park between the hours of 11:00 P.M. and 6:00 A.M. of the next succeeding day.”

To facilitate an increase in participation numbers, the event organizer is requesting an exemption to the Parks By-law to allow camping on the premises during the event weekend.

Administration will work with the event organizer on the following areas, to ensure an enjoyable camping experience for the participants, while maintaining the condition of the camping area and Libro Centre:

Washroom Facilities

As part of the event itself, portable toilets are available throughout the grounds during the event. In addition, the washrooms at the WFCU Fieldhouse will be open for use along with providing shower facilities at the Fieldhouse.

Security

The event organizer will hire a company to provide security on the grounds during off hours. As well, Amherstburg Police Service will send patrol cars to the Libro to ensure all is safe.

Open Air Burning

Open air burning is prohibited on Town of Amherstburg property. The use of approved natural gas or propane appliances and charcoal briquettes are permitted. The use of wood for cooking or campfires is not permitted.

No Dumping

This would be a no-service camping area opened only to the participants of Woofa-Roo. There is no water, electrical or sewage service hook-ups available. A daily service will be provided, at the cost to the campers, for removal of grey or waste water. Campers will be responsible for maintaining their site. All garbage is to be placed in the appropriate containers available on site.

Site Selection

Selection and parking of recreational vehicles will be at the discretion of the Event Organizers with consultation from Libro Centre staff and will be based on arrival times. No sites will be reserved. Selection is on a first come first serve basis. Campers who also bring passenger vehicles are required to detach the passenger vehicle and park it outside the camping area in a designated parking lot.

Providing on-site camping could generate economic spinoff to local businesses during the weekend. Currently, a strategy is being developed that will identify opportunities for local businesses to benefit from the increased visitor traffic creating a boost in the local economy on that weekend.

4. RISK ANALYSIS:

Permitting 77 recreation vehicles on town property will increase the risk of damage to the grounds, especially when bad weather could be a factor. Administration will mitigate this risk through clear regulations provided to the event organizer and campers. Additionally, Amherstburg Police Services will provide an increased after-hours presence to augment the on-site security staff, through increased patrols.

If the requested by-law exemption is not provided, the festival could be in jeopardy of losing some signature events as the culture of these events throughout the province, country and North America utilizes on site camping during competitions. Additionally, economic spinoff to local businesses would be minimal because campers would not attend the festival, stay at the camping area and spend tourist dollars at local shops and restaurants.

5. FINANCIAL MATTERS:

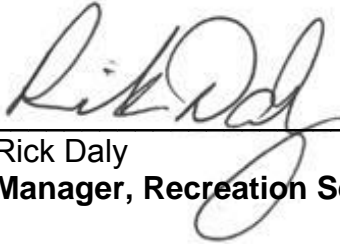
Granting permission for the exemption will generate potential non-tax revenue for the two-day event. The estimated non-tax revenue generated from camping on the Libro Centre grounds is expected to be between \$1,000.00 and \$1,975.00 for the weekend. Any damage to grounds is the responsibility of the organizer, as outlined in the lease agreement.

6. CONSULTATIONS:

The event organizer was consulted on the designated areas to ensure the least amount of interference with the festival's foot traffic during the weekend. The organizer concurs with Administration's recommendation.

7. CONCLUSION:

Administration recommends relief of the Parks By-law to allow camping at the Libro Centre for the Woofa-Roo Pet Festival.



Rick Daly
Manager, Recreation Services

RD

Report Approval Details

| | |
|----------------------|---|
| Document Title: | Relief of Parks By-law for Woofa-Roo Pet Festival.docx |
| Attachments: | - Woofa-Roo Camping Agreement - 2017 Draft.pdf - Camping Areas at Libro Centre.pdf |
| Final Approval Date: | Apr 19, 2017 |

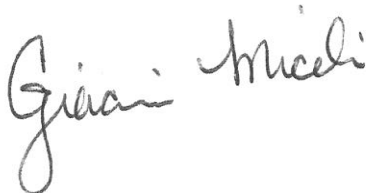
This report and all of its attachments were approved and signed as outlined below:



Justin Rousseau - Apr 13, 2017 - 11:11 AM



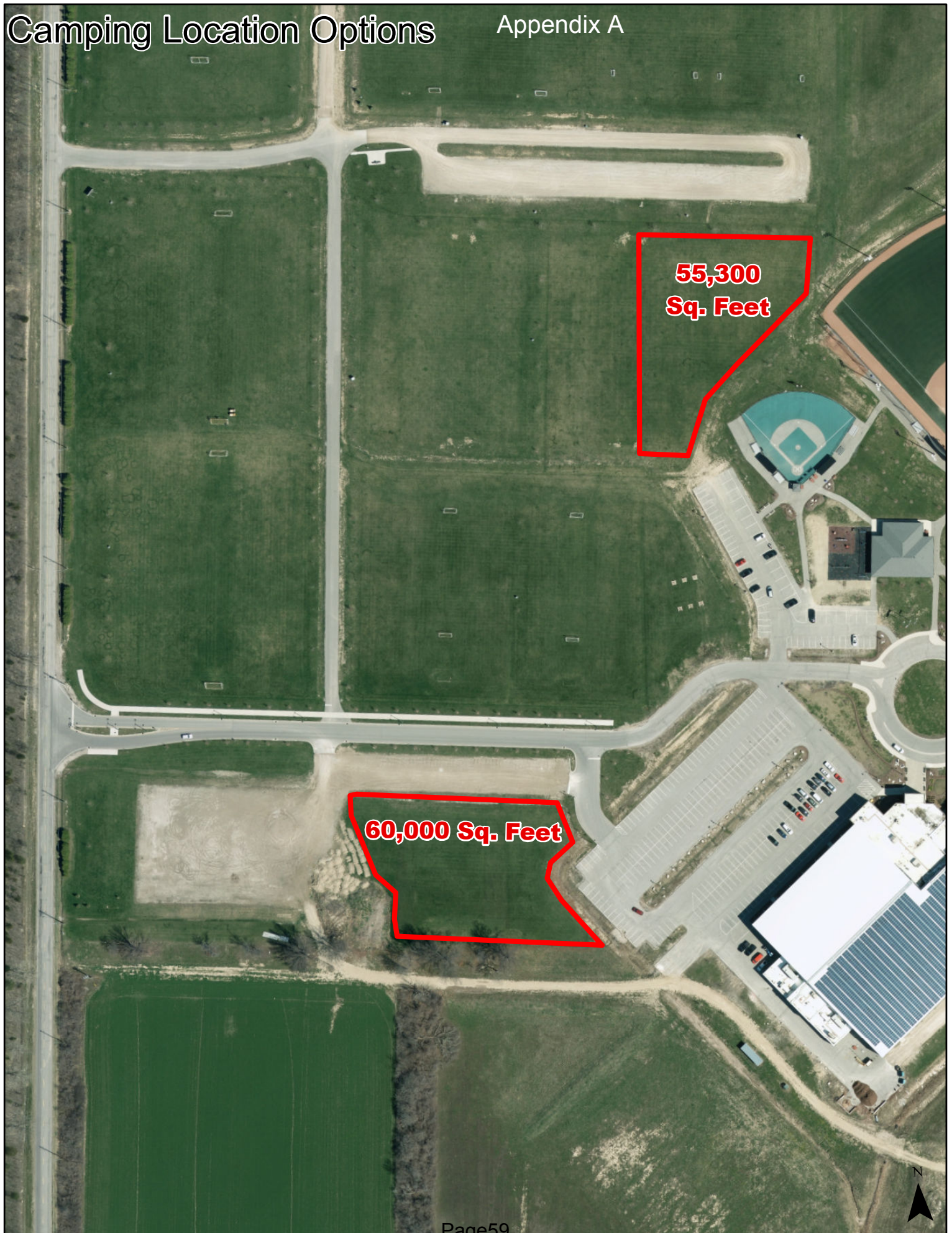
Mark Galvin - Apr 13, 2017 - 1:29 PM



John Miceli - Apr 13, 2017 - 2:16 PM



Paula Parker - Apr 19, 2017 - 11:41 AM



60,000 Sq. Feet

**55,300
Sq. Feet**

THIS LEASE AGREEMENT made on this ____ day of August, 2017

BETWEEN:

THE CORPORATION OF THE TOWN OF AMHERSTBURG
(Hereinafter referred to as the "Town")

-and-

Woofa-Roo Pet Festival
(Hereinafter referred to as the "Pet Festival")

WHEREAS the Town is the registered owner of certain lands and premises situate, lying and being in the Town of Amherstburg, and known municipally as 3295 Meloche Road, Amherstburg, Ontario, (Hereinafter referred to as the "Libro Centre");

AND WHEREAS the Pet Festival, seeks a premises for the purpose of providing temporary camping facilities on site at the Libro Centre for participants of the Pet Festival and their dogs;

AND WHEREAS the Town and the Pet Festival agree that the use of identified areas within the Libro Centre grounds will be of benefit as a temporary campsite during the event;

THEREFORE IN CONSIDERATION of the mutual covenants contained herein and such other valuable consideration as has been exchanged between the parties, the receipt of which is acknowledged, the parties hereto agree as follows:

Demise

1. The Town hereby demises and leases to the Pet Festival two designated areas on the grounds of the Libro Centre, (the "demised premises") as identified in Appendix "A" attached hereto.

Purpose

2. The Pet Festival shall use the demised premises exclusively for the purpose of providing camping opportunities to participants and their dogs competing in the different animal sporting events located at the Libro Centre during the Pet Festival.
3. In addition to the use of the premises for participant camping, the Town will provide shower facilities located at the WFCU Fieldhouse for campers, solely, to

use between 6:00pm on August 11, 2017 to 8:00am on August 12, 2016 and 6:00pm on August 12, 2017 to 8:00am on August 13, 2017.

Operation

4. Save and except the use of the shower facilities, as detailed in section 3, the Pet Festival shall bear all costs of the operation of the grounds identified in Appendix A of the Libro Centre during the event, and any damage to the demised premises caused by the event and activities relating directly or indirectly to the Pet Festival. Refer to section 16 of this agreement for further information on damages.

Site Location(s)

5. Camping facilities are restricted to two areas on the grounds of the Libro Credit Union Centre, as outlined in Appendix A. Area 1 is 60,000 square feet with a maximum camper accommodation of 40 sites. Area 2 is 55,300 square feet with a maximum camper accommodation of 37 sites.
6. The Pet Festival will be responsible for the administration of the sites including, but not limited to, payment for the sites by the campers and site selection.

Term

7. Subject to the termination provisions herein, the Term shall commence on August 11, 2017, at 4:00pm and all camping vehicles and equipment shall be removed from the premises by 8:00 pm on August 13, 2017.

Early Termination

8. The Town may, at its sole discretion, terminate this Agreement in the event that the Pet Festival contravenes any of the provisions of this lease, ceases to operate, or the premises become unusable due to inclement weather.

Hours of Operation

9. The Pet Festival camping shall be open to the participants to park their camping vehicles at a specified location on Friday, August 11, 2017, no sooner than 4:00pm.
10. The Pet Festival is open to the public during the hours of operation on Saturday August 12, 2017 from 10:00 am to 6:00 pm and Sunday, August 13, 2017 from

10:00 am to 6:00 pm. For the safety of festival participants and patrons, camping vehicles are not permitted to enter or exit the demised premises during the Pet Festival hours listed, except in extreme emergency circumstances.

11. The Pet Festival may extend the hours of access for the purposes of camping vehicles entering or exiting the demised premises, upon written permission from the Town.

Fees

12. The Pet Festival shall occupy the demised premises for the purposes as mentioned in paragraph 2. The fee schedule for the use of the demised premises is as follows:
 - a) Upon execution of this agreement a deposit of \$250.00 will be due and payable to the Town of Amherstburg. The deposit will be returned to the Pet Festival once it is determined that no damage has occurred on the demised premises as a result of the event.
 - b) The Pet Festival agrees to pay the Town \$1000.00 plus HST for rental of the demised premises for up to 50% of maximum capacity (39 sites occupied).
 - c) The Pet Festival agrees to pay the Town \$25.00 plus HST per camp site above 50% occupancy (over 39 sites occupied).
13. The Town will invoice the Pet Festival with a breakdown of fees seven (7) days after the completion of the event.

Insurance

14. The Pet Festival shall provide proof of insurance with respect to the demised premises, including commercial general liability coverage of no less than \$2 Million, as well as property coverage in a form satisfactory to the Town in which the Town is named as an additional insured to the policy.
14. A certificate of insurance shall be provided by the Pet Festival to the Town before the commencement of the term of this lease.
15. All required insurance shall be endorsed to provide that the policies shall not be altered, cancelled or allowed to lapse without 30 days prior written notice to the Town.

Use of the Demised Premises

16. In its use of the demised premises, the Pet Festival shall observe all laws and shall not suffer any waste, damage or injury to the demised premises. Damage to the demised premises, as referenced in section 5, including excessive damage due to inclement weather, is the responsibility of the Pet Festival.
17. The Pet Festival shall comply with all rules and regulations that the Town may impose on reasonable notice and after prior consultation with the Pet Festival, including but not limited to:
 - a. **Security:** The Pet Festival will hire a company to provide security on the grounds at 9:00 pm on Friday August 11 until 6:00 am on Saturday August 12, 2017 and again at 9:00 pm on Saturday August 12 until 6:00 am on Sunday August 13, 2017.
 - b. **Open Air Burning:** Open air burning is prohibited on Town of Amherstburg property. The use of approved natural gas or propane appliances and charcoal briquettes are permitted. The use of wood for cooking or campfires is not permitted.
 - c. **No Dumping:** The Pet Festival will be responsible for ensuring that all garbage and waste, including grey water and sewage waste, is disposed of appropriately through the use of a properly certified waste disposal company.
 - d. **No Alcohol:** No alcohol is permitted to be consumed on the demised premises for the duration that this agreement is in effect.

Maintenance, Repair and Alterations of the Demised Premises

18. The Pet Festival shall keep the demised premises in a good and reasonable state of repair.
19. The Pet Festival shall immediately report to the Town any dangerous conditions with respect to the state of repair of the Demised Premises.
20. The Pet Festival shall not make any alteration to the demised premises without the prior written consent of the Town.

Entry by the Town

21. The Town may enter the demised premises at any time.

Assignment or Subletting

22. The Pet Festival shall not assign or sublet its rights under these lease to any party.

Indemnity

23. The Pet Festival shall indemnify and save harmless the Town from any losses or claims, actions, demands, liabilities, damages and expenses in connection with loss of life, personal injury and/ or damage to or loss of property arising from the use by the Pet Festival of the demised premises howsoever arising.

Relationship

24. By entering into this lease, the parties agree that the only relationship created between the parties is one of landlord and tenant, and that the parties are not and shall not represent themselves to be employer-employee, contractor, partners, agents, joint ventures or any other relationship.

Marketing

25. The Pet Festival shall be responsible for its own marketing, but shall co-operate with the Town on any joint marketing the Town may deem appropriate.

Notice

26. Each party shall provide particulars for the giving and receiving of notice which generally may be given in writing or electronically, subject to provisions in this lease which require notice to be in writing.

Registration

27. This Lease shall not be registered and the Pet Festival acknowledges that it does not have any rights in the demised premises except as set out herein.

Entire Agreement

28. This Lease constitutes the entire agreement between the parties, save and except, any amendments made in writing and signed by both parties and any rules and regulations as provided by the Town to the Pet Festival.

Representation as to Authority

29. Each party represents that it has authority to enter into this Lease and all its terms and that the individual signing on its behalf has authority to bind the corporation.

IN WITNESS WHEREOF the parties have duly executed this Lease.

THE CORPORATION OF THE TOWN OF
AMHERSTBURG

Mayor – Aldo DiCarlo

Clerk – Paula Parker

WOOFA-ROO PET FESTIVAL

Per: _____
Name: Lorene Clayton
Position: Principle
I have authority to bind the entity



THE CORPORATION OF THE TOWN OF AMHERSTBURG

OFFICE OF ENGINEERING AND PUBLIC WORKS

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

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: 8th Concession Road Drain South – Tender Results

1. RECOMMENDATION:

It is recommended that:

- 1. The report from the Drainage Superintendent and Engineering Coordinator dated March 20, 2017, regarding the 8th Concession Road Drain South- Tender Results BE RECEIVED;
2. An agreement with Nevan Construction Inc. to complete the 8th Concession Road Drain South BE AUTHORIZED in the amount of \$389,643.00 (excluding H.S.T.);
3. The Project Cost for 8th Concession Road Drain South in the amount of \$491,279.91 BE FUNDED as follows:
i. The 2017 Drainage Expense in Operational Budget in the amount of \$5,412.74
ii. The 2017 Watermain Expense in the Water Operational Budget in the amount of \$15,821.19
iii. The assessment to the County of Essex in the amount of \$182,195.55
iv. The assessment to Town Residents in the amount of \$287,850.43 and,
4. By-law 2017-24 being a by-law to enter into an agreement with Nevan Construction Inc. to complete the 8th Concession Road Drain South be taken as having been read three times and finally passed and the Mayor and Clerk BE AUTHORIZED to sign same.

2. BACKGROUND:

The Town recently advertised on the Town's website using the Bids and Tenders bidding system for the 8th Concession Road Drain South. The tender includes the brushing and cleanout of the 8th Concession Road Drain South, the replacement of residential and agricultural access culverts, the replacement of the existing road crossing culvert across Howard Avenue (County Road 9) near the intersection of County Road 18. The Town's consulting engineer for this project is Rood Engineering Inc.

3. DISCUSSION:

On February 13, 2017, the Town advertised tenders for the 8th Concession Road Drain South. The plans were picked up by 20 contractors and circulated to the local Construction Associations. Tenders closed for this project at 11:00 a.m. on Tuesday, March 7, 2017. The Town received 5 tender submissions and a public tender opening was held shortly after 11:00 a.m.

The Project Engineer for Rood Engineering Inc. completed a review of the tenders to ensure there were no mathematical errors in the tenders. There were no errors or omissions with any of the tenders reviewed. The tender results are:

- | | |
|---|------------------------|
| 1. Nevan Construction Inc. | \$ 389,643.00 plus HST |
| 2. S.L.R. Contracting Group Inc. | \$ 424,314.00 plus HST |
| 3. Shearock Construction Group Inc. | \$ 424,460.00 plus HST |
| 4. D'Amore Construction (2000) Ltd. | \$ 435,609.00 plus HST |
| 5. Murray Mills Excavating and Trucking (Sarnia) Ltd. | \$ 489,100.00 plus HST |

Project History

The 8th Concession Road Drain South is a municipal drain located along the west side of Howard Avenue (County Road 9) between County Road 20 and County Road 18. At the lower end of the drain, it crosses Howard Avenue before discharging into the Long Marsh Drain. Within the drain, there are a number of residential and agricultural access bridges.

In response to a landowner request to improve a failing drain enclosure culvert, within the 8th Concession Road Drain South, Council appointed Rood Engineering Inc. to complete a drainage report on June 25, 2012. Following an on-site meeting with affected landowners, the scope of work was expanded to include examination and improvements to all of the bridges within the drain as well as a complete clean-out of

the entire drain. A report was completed by Rood Engineering Inc. which recommended the following:

- Complete removal of the existing road crossing culvert across Howard Avenue and relocation of said culvert further south of the Howard Avenue / County Road 18 intersection.
- Replacement of two (2) of the existing bridges, three (3) of the existing drain enclosure culverts, and headwall replacements for a single bridge. The remaining five (five) access bridges are to be cleaned to remove accumulated sediment.
- Complete brushing and cleaning of the entire open drain (approximately 3260 metres)

This report followed all procedures mandated by the Drainage Act and was ultimately adopted by Council under By-law 2016-76 on December 12, 2016.

4. RISK ANALYSIS:

The bridges within the 8th Concession Road Drain South that have been identified as needing immediate replacement are in poor condition and may fail if left in their current state. These bridges provide access to residential and agricultural properties and are used frequently by their respective owners. Failing to replace these bridges in an expedient manner could place the landowners in jeopardy as they continue to use them. Also, and in some cases, deteriorated culvert piping is permitting gravel and earthen backfill to migrate into the drain. This can cause flow blockages, thereby decreasing the ability of the drain to efficiently convey water, resulting in an increased risk of water overtopping driveways and upstream flooding.

The open portion of the 8th Concession Road Drain South system is presently in need of a clean out to remove brush and sediment that has accumulated over the years. Failure to do so may cause water issues within the watershed of the drain. The inability of the drain to efficiently convey water puts both residential and agricultural areas in jeopardy of flooding which may result in economic hardship for those owners in the agricultural areas. In addition, poor storm water conveyance increases the risk of water overtopping municipal roadways and hindering the usage of lands within the watershed further exposing the municipality to risk.

Under the Drainage Act, the municipality can be held responsible for damages due to flooding if the improvements are not completed.

5. FINANCIAL MATTERS:

The tender results for the 8th Concession Road Drain South is as follows:

| | |
|---|------------------------------|
| Total Tender Project Cost (Nevan Construction Inc.) | \$ 389,643.00 ⁽¹⁾ |
|---|------------------------------|

| | |
|---|-----------------------------|
| Engineering and Professional Fees (to date) | \$ 54,932.92 |
| Estimated Engineering to Project Completion | \$ 20,160.00 |
| Cost of ERCA Permit | \$ 800.00 |
| Allowances (per Engineer's Report) | \$ 13,919.00 ⁽²⁾ |
| Interest (to date) | \$ 3,645.64 ⁽³⁾ |
| Non-Refundable HST | <u>\$ 8,179.35</u> |
| TOTAL PROJECT COST | \$ 491,279.91 |

(1) Tender amount includes a contingency amount of \$33,700.00.

(2) Allowances to be paid to lands specified under the Drainage Report, cost of which makes up part of the total project cost, collected through assessment.

(3) Interest charges will be adjusted for construction period and recovered from respective parties

As this is a drainage project being conducted under the provisions of the Drainage Act, final project costs will be assessed to affected landowners according to the reconsidered drainage report prepared by Rood Engineering Inc., dated September 12, 2016.

8th Concession Road Drain South - Funding Sources

| | Town of Amherstburg | County of Essex | Residents | Total |
|--------------------------------------|----------------------------|------------------------|------------------|---------------------|
| Engineer's Assessment ⁽¹⁾ | \$17,159.00 | \$147,231.00 | \$232,610.00 | \$397,000.00 |
| Actual ⁽²⁾ | \$21,233.93 ⁽³⁾ | \$182,195.55 | \$287,850.43 | \$491,279.91 |
| Variance | \$4,074.93 | \$34,964.55 | \$55,240.43 | \$94,279.91 |

(1) Values per the Schedule of Assessment by Rood Engineering Inc.

(2) Values consider all project costs incurred to date, Tender submission from Nevan Construction Inc. estimated engineering costs to complete the project, ERCA permit fees, interest charges, allowances, and non-recoverable HST.

(3) Town of Amherstburg Funding Sources are broken down according the chart below

The Town of Amherstburg Funding Sources are further broken down as follows:

| | Drainage Operational Budget | Watermain Operational Budget | Total |
|--------------------------|--|---|--------------------|
| Engineer's Assessment | \$4,374.00 | \$12,785.00 | \$17,159.00 |
| Actual | \$5,412.74 | \$15,821.19 | \$21,233.93 |
| Variance | \$1,038.74 | \$3,036.19 | \$4,074.93 |

6. CONSULTATIONS:

The Consulting Engineer reviewed the tender submissions for errors and omissions and none were found with the lowest compliant bid. They are recommending awarding the contract to Nevan Construction Inc. Administration supports the recommendation.

7. CONCLUSION:

Administration is recommending that Council award the 8th Concession Road Drain South to Nevan Construction Inc. and that the cost of this project be shared by the Town of Amherstburg Drainage and Watermain operational budgets, the County of Essex, and the affected landowners, all in accordance with the reconsidered drainage report prepared by Rood Engineering Inc., dated September 12, 2016.



Shane McVitty
**Drainage Superintendent and
Engineering Coordinator**



Todd Hewitt
Manager of Engineering

sm

Report Approval Details

| | |
|----------------------|--|
| Document Title: | 8th Concession Road Drain South – Tender Results.docx |
| Attachments: | - 2017-03-16 8th Con Rd Dr S signed tender review REI.pdf - By-law 2017-24 8th Conc Road Drain South.doc - Nevan Bid and Agreement.pdf |
| Final Approval Date: | Apr 18, 2017 |

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



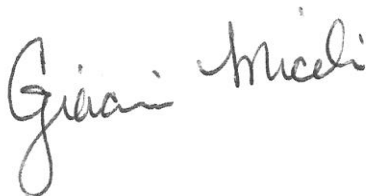
Antonietta Giofu - Apr 13, 2017 - 10:42 AM



Justin Rousseau - Apr 13, 2017 - 4:29 PM



Mark Galvin - Apr 18, 2017 - 1:08 PM



John Miceli - Apr 18, 2017 - 2:05 PM



Paula Parker - Apr 18, 2017 - 6:56 PM

VIA email

March 16th, 2017

Corporation of the Town of Amherstburg
Attn: Shane McVitty, P.Eng., Drainage Superintendent
512 Sandwich Street South
Amherstburg, Ontario
N9V 3R2

Dear Shane:

**8TH CONCESSION ROAD DRAIN SOUTH
Reconsidered Report
(Geographic Twp. of Malden)
REI Project 2012D017
Town of Amherstburg, County of Essex**

Tenders for the above noted project closed on Tuesday March 7th and were opened shortly afterwards by the Town. The documents were emailed to our office and reviewed on March 16th. Five (5) Tenders were received for this project and these may be summarized as follows:

| ITEM No. | CONTRACTOR | TENDER AMOUNT (excl. H.S.T.) | START DATE | COMPLETION DATE |
|---------------------|---|---|-----------------------|----------------------------|
| 1. | Nevan Construction Inc. | \$ 389,643.00 | Sep. 5 | Sep. 30 |
| 2. | S.L.R. Contracting Group Inc. | \$ 424,314.00 | July 1 | Sep. 30 |
| 3. | Shearock Construction Group Inc. | \$ 424,460.00 | July 1 | Sep. 30 |
| 4. | D'Amore Construction (2000) Ltd. | \$ 435,609.00 | July 10 | Sep. 30 |
| 5. | Murray Mills Excavation & Trucking (Sarnia) Ltd. | \$ 489,100.00 | Apr. 3 | Sep. 30 |

It is our understanding that all of the Contractors have provided a Bid Bond or equivalent in the amount of 10% of the tender price. We have reviewed the three (3) lowest tenders

The Nevan Tender is generally complete and accurate. The tender price excluding the Contingency amount of \$33,700.00 is approximately 132% of the report estimate and below the 133% allowed by the Drainage Act. We also find the unit prices generally appear to be fair and

balanced. The price for this Tender is approximately 10% lower than the other lowest Tenders for the work.

The next lowest Tender of S.L.R. Contracting Group, at \$424,314.00, is 144% of the Engineer's Estimate excluding the contingency. The Town would have to go back to the owners to consider this price if S.L.R. Contracting was to be awarded the job, or for any of the other Tenders submitted. The S.L.R. Contracting Tender is complete and accurate and appears balanced. This tender and the Shearock tender are both accurate and complete.

The three lowest tenders have a mix of low, mid and high prices for the various items suggesting that they are fair and balanced. The Nevan tender generally has the lowest prices for the work items but has a price for item 11.a) quarried limestone that is approximately 50% higher than the other two prices, but this is not expected to be a major concern. From working with Nevan on past projects, we have found that it is important to have a preconstruction meeting to review the work in detail, and then work closely to supervise this Contractor for the bridge work and potentially the ditching work, since they are relatively new to the drainage field. This typically results in somewhat higher engineering incidental costs than usually experienced with older drainage contractors, but assures a well completed project.

Based on all of the above, we would recommend that the Town enter into an Agreement with Nevan Construction Inc. in the amount of \$440,296.59. This amount includes \$50,653.59 Harmonized Sales Tax (H.S.T.). This Tenderer for the project has indicated a longer start up time so we expect that construction for this project will commence in early September but still be able to be completed by the target date of end September. Upon receipt of further instructions from the Town, we can prepare the Agreement form for the construction of the works and arrange for the Contractor and the Town to sign the Contract copies based on the Contractor selected by the Town.

We trust that the above is sufficient for your purposes. Should there be any questions regarding same, please do not hesitate to contact us.

We respectfully remain,

Yours very truly,

Rood Engineering Inc.



Gerard Rood, P.Eng.

GR/

THE CORPORATION OF THE TOWN OF AMHERSTBURG

BY-LAW NO. 2017-24

**By-law to enter into a contract with Nevan Construction Inc. for the
8th Concession Road Drain South**

WHEREAS under Section 9 of the Municipal Act 2001, S.O., 2001, c. 25, as amended, a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act.

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

AND WHEREAS the Council of The Corporation of the Town of Amherstburg deems it expedient to enter into a contract with Nevan Construction Inc. for the 8th Concession Road Drain South.

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

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

Read a first, second and third time and finally passed this 24th day of April, 2017.

MAYOR – ALDO DICARLO

MUNICIPAL CLERK – PAULA PARKER

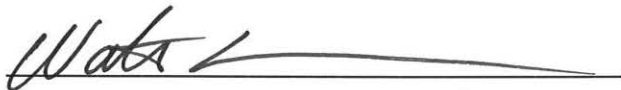
FORM OF TENDER

CONTRACTOR IDENTIFICATION SHEET

| | |
|--|--|
| BUNINESS NAME OF CONTRACTOR: | Neuan Construction Inc. |
| MAILING ADDRESS OF CONTRACTOR (including postal code): | 950 Seacliff Drive Kingsville, ON N9Y 2K9 |
| NAME OF CONTACT PERSON REPRESENTING CONTRACTOR: | Walter Branco |
| TELEPHONE NUMBER & EXTENSION OF PERSON REPRESENTING CONTRACTOR: | 519-733-3332 |
| FAX NUMBER OF CONTRACTOR: | 519-733-6154 |
| EMAIL ADDRESS OF PERSON REPRESENTING CONTRACTOR: | Walter@neuanconstruction.ca |
| NAME OF PERSON SIGNING ON BEHALF OF CONTRACTOR: | Walter Branco |
| TITLE OF PERSON SIGNING ON BEHALF OF CONTRACTOR: | President |

**SIGNATURE OF PERSON AUTHORIZED TO ACT ON
BEHALF OF PROPONENT:**

CORPORATE SEAL:



(Please affix Corporate Seal)

If a corporate seal does not exist, please acknowledge the following:

"The signature of the person applied to this tender document is authorized to act on behalf of the proponent and is legally able to bind the company."

_____ Signatory Initials

TENDER PRICE

Walter Branco / Nevan Construction the undersigned, having examined the locality and site of the Works, Drawings and Specifications as prepared by The Town of Amherstburg and Rood Engineering Inc. hereby offer to furnish all materials including all appropriate sales taxes and perform all the work necessary as described in the above documents and in accordance with the said documents under the supervision of the Project Manager of the Town of Amherstburg, made up as follows:

| Item No. | Item | Unit | Estimated Quantity | Unit Price | Estimated Total |
|----------|---|------|--------------------|------------|-----------------|
| 1) | <p>Existing Bridge No. 1; Carefully remove existing concrete endwalls each end, completely remove and dispose of existing C.S.P. arch and all materials that are unsuitable, including any deleterious material encountered; place granular backfill including compaction; restore gravel shoulder and paved travel surface including 300mm thick Granular "A" travel surface; 150mm thick asphalt surface; extend existing 600mm diameter C.S.P. at southwest corner with approximately 3.0m of 2.0mm thick aluminized C.S.P. including bolted coupler; supply and place 300mm thick rock on filter cloth protection on drain bank adjacent the southwest corner of existing bridge; remove and plug existing pipe stub opening at Long Marsh Drain bridge under County Road 18 with galvanized corrugated steel plates formed to the culvert and bolted in place; salvage existing rip rap; brush and fill existing open drain from Long Marsh Drain west to County Road 9 and brush and grade roadside swale to direct flows west and south; relay existing road ditch pipes; provide topsoil placement, seeding and mulching, and restoration and clean up, complete. (County of Essex)</p> | Lump | 1 | \$ 29955 | \$ 29955 |

| Item No. | Item | Unit | Estimated Quantity | Unit Price | Estimated Total |
|----------|--|------|--------------------|------------|-----------------|
| 2) | <p>Relocated Bridge No. 1; Excavate open drain from Long Marsh Drain westerly, completely remove and dispose of any deleterious material encountered; provide pipe bedding, supply and install a new road access bridge at the location shown on the plans consisting of <u>27.0</u> metres (88.6 ft.) of 2800 span X 1950mm rise corrugated steel pipe arch, 3.5mm thick, aluminized steel type II corrugated Hel-Cor pipe with annular ends and 125mm x 25mm corrugations, including 9 corrugation bolted couplers; sloped quarried limestone on filter cloth end protection; one 3.0m long and one 9.0m long 450mm diameter 2.8mm thick aluminized C.S.P. stubs at east side of road to connect road ditches to the north and south; granular backfill including 300mm thick Granular "A" travel surface; 150mm thick asphalt surface; 300mm thick rock on filter cloth protection on drain bank at Long Marsh Drain; coordinate lowering of utilities with each affected party; topsoil placement, seeding and mulching, and restoration and clean up, complete. (County of Essex)</p> | Lump | 1 | \$ 66,183 | \$ 66,183 |
| 3) | <p>Bridge No. 2; Completely remove and dispose of the existing structure and endwall materials that are unsuitable, including any other deleterious material encountered; restore drain cross section; prepare drain at new location including all brushing, grubbing and topsoil removal, provide pipe bedding, supply and install a new access bridge at the location shown on the plans consisting of <u>16.0</u> metres (52.5 ft.) of 1600mm diameter, 2.0mm thick, aluminized steel type II corrugated Hel-Cor pipe with annular ends and 125mm x 25mm corrugations, including 9 corrugation bolted coupler; 305mm thick sloped quarried limestone rip rap on filter cloth end protection; granular backfill including 300mm thick Granular "A" travel surface; topsoil placement, seeding and mulching, and restoration and clean up, complete. (806574 Ontario Inc.)</p> | Lump | 1 | \$ 24213 | \$ 24213 |

| Item No. | Item | Unit | Estimated Quantity | Unit Price | Estimated Total |
|----------|--|------|--------------------|------------|-----------------|
| 4) | <p>Bridge No. 4; Excavate drain, completely remove and dispose of the existing north concrete headwall materials that are unsuitable, including any other deleterious material encountered; fix up pipe end including shortening pipe if needed, supply and install a new precast concrete block headwall on north end with 1.5 m. wide rock on filter cloth protection on the slope adjacent to the headwall; granular backfill including compaction, topsoil placement, seeding and mulching, and restoration and clean up, complete. (Alan Quesnel)</p> | Lump | 1 | \$ 17,046 | \$ 17,046 |
| 5) | <p>Bridge No. 6; Excavate drain, completely remove and dispose of the existing structure and endwall materials that are unsuitable for reuse, including any other deleterious material encountered; provide pipe bedding, supply and install a new access bridge at the location shown on the plans consisting of <u>37.0</u> metres (121.4 ft.) of 1400mm diameter, 2.0mm thick, aluminized steel type II corrugated Hel-Cor pipe with annular ends and 125mm x 25mm corrugations, including 9 corrugation bolted coupler; enlarge concrete headwall openings and grout in new pipe; granular backfill including 300mm thick Granular "A" travel surface; topsoil placement, seeding and mulching, and restoration and clean up, complete. (Dennis Hallatt)</p> | Lump | 1 | \$ 35,055 | \$ 35,055 |
| 6) | <p>Bridge No. 7; Excavate drain, completely remove and dispose of the existing structure and materials that are unsuitable, including any other deleterious material encountered; provide pipe bedding, supply and install a new access bridge at the location shown on the plans consisting of <u>7.0</u> metres (23.0 ft.) of 1400mm diameter, 2.0mm thick, aluminized steel type II corrugated Hel-Cor pipe with annular ends and 125mm x 25mm corrugations, including 9 corrugation bolted couplers; enlarge existing headwall openings and grout in new pipe; granular backfill including 300mm thick Granular "A" top course;</p> | Lump | 1 | \$ 13,248 | \$ 13,248 |

| Item No. | Item | Unit | Estimated Quantity | Unit Price | Estimated Total |
|----------|---|------|--------------------|---------------------------|-----------------|
| | protect existing tiles and pipes; topsoil placement, seeding and mulching, and restoration and clean up, complete. (Ruby Martin) | | | | |
| 7) | Bridge No. 9; Excavate drain, completely remove and dispose of the existing structure and endwall materials that are unsuitable, including any other deleterious material encountered; provide pipe bedding, supply and install a new access bridge at the location shown on the plans consisting of <u>98.0</u> metres (321.5 ft.) of 1200mm diameter, 2.0mm thick, aluminized steel type II corrugated Hel-Cor pipe with annular ends and 125 x 25mm corrugations, including 9 corrugation bolted coupler; sloped quarried limestone on filter cloth end protection; granular backfill including 300mm thick Granular "A" travel surface at driveways; topsoil placement, seeding and mulching, temporary fencing, restoration and clean up, complete. (Kerri Montgomery) | Lump | 1 | \$ 60,293 | \$ 60,293 |
| 8) | Bridge No. 10; Completely remove and dispose of the existing structure and endwall materials that are unsuitable, including any other deleterious material encountered; restore drain cross section; prepare drain at new location including brushing, grubbing and topsoil removal, provide pipe bedding, supply and install a new access bridge at the location shown on the plans consisting of 25.0 metres (82.0 ft.) of 900mm diameter, smooth wall Boss' 2000 H.D.P.E. pipe, including wrap couplers; sloped quarried limestone on filter cloth end protection; granular backfill including 300mm thick Granular "A" travel surface; topsoil placement, seeding and mulching, and restoration and clean up, complete. (Jon Parks) | Lump | 1 | \$ 25,863 | \$ 25,863 |
| 9) | Station 0+004.5 to Station 3+265.5; Carry out bottom dipping and excavation of the drain to remove accumulated sediment and restore the drain to the profile grade and sections shown on the plans, including all leveling, hauling and disposal of material where specified, approximately <u>3,261</u> metres (3,210 cubic metres). | m | 3,261 | Per lineal metre \$ 15 | \$ 48,915 ✓ |

| Item No. | Item | Unit | Estimated Quantity | Unit Price | Estimated Total |
|----------|---|--------|--------------------|------------------|-----------------|
| 10) | <p>Station 0+000.0 to Station 3+265.5; Carry out cleaning of the drain pipes to remove accumulated sediment and restore the drain to the profile grade on the plans, including removal of any deleterious materials, all hauling and disposal of material, complete:</p> <p>a) Bridge No. 3: <u>14.5</u> metres</p> <p>b) Bridge No. 5: <u>12.2</u> metres</p> <p>c) Bridge No. 8: <u>6.2</u> metres</p> <p>d) Bridge No. 11: <u>59.4</u> metres</p> <p>e) Bridge No. 12: <u>12.3</u> metres</p> | | | Per lineal metre | |
| | | m | 14.5 | \$ 70 | \$ 1015 ✓ |
| | | m | 12.2 | \$ 70 | \$ 854 ✓ |
| | | m | 6.2 | \$ 70 | \$ 434 ✓ |
| | | m | 59.4 | \$ 70 | \$ 4158 ✓ |
| | | m | 12.3 | \$ 70 | \$ 861 ✓ |
| 11) | <p>Station 0+000.0 to Station 3+261.7; Provide quarried limestone rip rap on filter cloth general erosion protection on drain banks at surface water inlets, eroded main tile outlets, slumped bank areas and for rock chute inlets, including excavation, removal of any deleterious materials, all hauling and disposal of material, supply and place rock on filter cloth, complete:</p> <p>a) Quarried limestone: approximately <u>150.0</u> tonnes</p> <p>b) Filter cloth: approximately <u>300</u> square metres</p> | | | | |
| | | Tonnes | 150 | \$ 80 | \$ 12,000 ✓ |
| | | Sq.m | 300 | \$ 2 | \$ 600 ✓ |
| 12) | <p>Relocated Bridge No. 1; Lower 150mm watermain near east end of road crossing including all excavation, fittings, restraints, assembly, installation, disinfection, backfill, compaction and restoration, to the full satisfaction of the Town Water Department, complete.</p> | Lump | 1 | \$ 5000 | \$ 5000 |
| 13) | <p>Station 0+000.0 to Station 3+261.7; Supply and install approximately <u>75</u> standard lateral tile drain "ditch end" extensions to the outlet end of existing damaged 100mm diameter lateral tiles entering the drain, including excavation, rodent grate, backfill, compaction, topsoil</p> | Each | 75 | \$ 100 | \$ 7,500 ✓ |

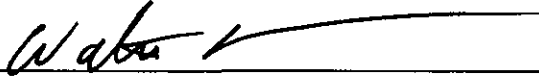
| Item No. | Item | Unit | Estimated Quantity | Unit Price | Estimated Total |
|----------|---|------|--------------------|-------------|-----------------|
| | placement and seed and mulch, complete. | | | | |
| 14) | Station 0+000.0 to Station 3+261.7; Supply and install new heavy duty H.D.P.E. plastic tile main extensions, including connections, rodent grate, removal of any deleterious materials, excavation, backfill, compaction and restoration, complete: | | | | |
| | a) 3.0 metres (10') of 150mm (6") diameter pipe for 150mm diameter tiles: <u>5</u> required | Each | 5 | \$ 250 | \$ 1,250 ✓ |
| | b) 3.0 metres (10') of 200mm (8") diameter pipe for 200mm diameter tiles: <u>5</u> required | Sq.m | 5 | \$ 300 | \$ 1,500 ✓ |
| 15) | Contingency Amount (for construction) | Lump | 1 | \$33,700.00 | \$ 33,700.00 |

| | | |
|--------------------|----|--------------------------------|
| SUBTOTAL | \$ | <u>389,643.⁰⁰</u> ✓ |
| HST 13% | \$ | <u>50,653.⁵⁹</u> ✓ |
| TOTAL TENDER PRICE | \$ | <u>440,296.⁵⁹</u> ✓ |

Note: The Town reserves the right to delete items of work from the Contract after awarding the contract.

**SIGNATURE OF PERSON AUTHORIZED TO ACT ON
BEHALF OF PROPONENT:**

CORPORATE SEAL:



(Please affix Corporate Seal)

If a corporate seal does not exist, please acknowledge the following:

"The signature of the person applied to this tender document is authorized to act on behalf of the proponent and is legally able to bind the company."

_____ *Signatory Initials*

CONTRACTOR'S QUALIFICATIONS AND EXPERIENCE

Please include a list of other similar projects and services completed by your firm and for whom the services were provided, when they were provided, and the approximate value of services provided.

2015 O'Neil Drain; \$101,000; Tecumseh
2014 North Town line Drain; \$191,000; Amherstburg
2014 St. Clair Pathway; \$490,000; Lakeshore
2014 Ruscom River Outlet; \$43,000; Lakeshore
2013 Dawson Drain Improvements; \$89,000; Lakeshore
2013 Malden Rd Drain; \$248,000; Tecumseh
2013 Battersby Drain; 80,000; Tecumseh
2012 Brown Creek; \$12,000; Lakeshore
2012 Lappain Drain; \$20,000; Lakeshore

**Provide any attachments in this regard immediately following this sheet*

REFERENCES

Provide a minimum of three (3) related projects successfully completed by the firm. Note that the references may be contacted.

Reference No.1

Company Name: Town of Leamington

Address: 10 Hazelton street Leamington N8H 1B6

Contact Name & Title: Nelson Carvalho - Manager

Telephone Number: 519-326-4454 Fax Number: 519-326-5987

Description of Project: Watermain Replacement and Restoration
at Morgan & Georgia

Date of Project: July 2016

Reference No.2

Company Name: Crozier Baird

Address: 102-27 Princess street Leamington ON N8H 2X8

Contact Name & Title: Mathew Baird

Telephone Number: 519-326-6161 Fax Number: Don't have a fax

Description of Project: Watermain & Road Reconstruction on
Gasfield Avenue Essex

Date of Project: June 2014

REFERENCES- (cont'd)

Reference No.3

Company Name: Dillon Consulting Limited

Address: 10th Fifth Street South Chatham, ON N7M 4V4

Contact Name & Title: Tim Oliver

Telephone Number: 519-354-7868 Fax Number: 519-354-2050

Description of Project: Watermain Drainage

Date of Project: May 2013

**Provide any attachments in this regard immediately following this sheet*

ACKNOWLEDGEMENT OF TENDER DOCUMENTS AND ADDENDA RECEIVED BY BIDDER

I/We, the undersigned, hereby acknowledge and confirm on behalf of:

Neven Construction

That I/We have received all of the documents noted in the Table of Contents contained in this document and have been provided with all of the details required to permit me/us to submit a bid on Request for Quotation.

1. I/We declare that this bid is made without any connection, knowledge, comparison of figures or arrangements with any other company, firm or person submitting a Tender for the supply of the same goods and services.
2. I/We declare that I/We have carefully read this document and have satisfied ourselves as to the nature of the goods and services required and do hereby make our bid to the Corporation of the Town of Amherstburg for the goods and services described herein.
3. I/We agree to have the required equipment and labour at the site to work continuously on this project (weather conditions permitting) on (provide date): September 5, 2017 and agree to complete the works by the specified completion date being as soon as possible subject to timing windows, no later than September 2017.
4. I/We acknowledge that we have received the following addendum to this Request for Quotation and that it is my/our responsibility to ensure that all addenda issued by the Corporation of the Town of Amherstburg has been received.

Receipt of Addendum No: 0 to 0.

Signature:

Corporate Seal:

WAT

(Please affix Corporate Seal)

If a corporate seal does not exist, please acknowledge the following:

"The signature of the person applied to this tender document is authorized to act on behalf of the proponent and is legally able to bind the company."

_____ Signatory Initials

ACKNOWLEDGEMENT IF ONLY ONE PROPOSAL IS RECEIVED

I/We, the undersigned, hereby acknowledge and confirm on behalf of:

Neven Construction

That in the event of only one tender having been received by the Town of Amherstburg after this call for tenders, the Town reserves the right to open our tender, or return the tender unopened.

Should the Town choose to open our tender, being the lone response after this call for tenders, I/We understand that the Town reserves the right to accept our tender, negotiate the terms contained in our tender, or reject our tender altogether, without being bound to award us with a contract for the work.

The Town is not responsible to us for any liabilities, expenses, loss or damage subsequent to or by reason of the acceptance or non-acceptance by the Town of any tender.

Signature:

Corporate Seal:

[Handwritten Signature]

(Please affix Corporate Seal)

If a corporate seal does not exist, please acknowledge the following:

"The signature of the person applied to this tender document is authorized to act on behalf of the proponent and is legally able to bind the company."

_____ Signatory Initials

AGREEMENT

THIS AGREEMENT made in quadruplicate this 5th day of April 2017.

BETWEEN THE CORPORATION OF THE TOWN OF AMHERSTBURG

(hereinafter called the Corporation) of the first part.

AND

NEVAN CONSTRUCTION INC.

(hereinafter called the Contractor) of the second part.

WHEREAS the Corporation is desirous that certain works should be designed for the implementation of:

8th CONCESSION ROAD DRAIN SOUTH

In the Town of Amherstburg and has accepted a Tender by the Contractor for this purpose.

NOW THIS AGREEMENT WITNESSES AS FOLLOWS:

The Contractor hereby covenants and agrees to provide and supply at his expense, all and every kind of labour and materials for, and to undertake and complete in strict accordance with his Tender dated the:

10th day of February 2017

And the Contract Documents (consisting of the contents and requirements for this Tender, including all modifications thereof and incorporated in the said documents before their execution) prepared by the Town of Amherstburg and all of which said documents are annexed hereto and form part of this Agreement to the same extent as fully embodied herein, the construction of the above noted works for the sum of:

Three Hundred Eighty-Nine Thousand, Six Hundred Forty-Three dollars and Zero Cents

(\$ 3 8 9 , 6 4 3 . 0 0) excluding H.S.T.

The Contractor further covenants and agrees to undertake and complete the said work in a proper workmanlike manner under the supervision and direction and to the entire satisfaction of the Town of Amherstburg Engineering and Public Works Department, within the specified time in his Tender. Time shall be deemed the essence of the contract.

The Contractor further covenants and agrees that he will at all times, indemnify and save harmless, the Corporation of the Town of Amherstburg along with their respective officers, servants and agents, from and against all loss and damages whatsoever which may be made or brought against the above listed by reason or in consequence of the non-execution of negligent execution thereof by the Contractor, its servants, agents or employees.

The Corporation hereby covenants and agrees that if the said Work is duly and properly executed and materials are provided as aforesaid, and if the said Contactor carries out, performs and observes all of the requirements and conditions of this Agreement, the Corporation will pay to the Contractor, the price set forth in his Tender, such payment or payments to be made in accordance with the provisions of the General Conditions of the Contract to above.

This Agreement and everything herein contained shall endure to the benefit of and be binding upon the parties hereto, their heirs, executors, administrators, successors and assigns, respectively.

IN WITNESS WHEREOF the parties hereto have hereunto affixed their Corporate Seals, if any, duly attested by the signature of their proper officers in that behalf, respectively.

WITNESS AS TO SIGNATURE OF
CONTRACTOR

Contractor's Signature and Seal

Contractor's Name

Contractor's address

CORPORATION OF THE TOWN OF AMHERSTBURG

WITNESS AS TO SIGNATURE OF
CORPORATION

Aldo DiCarlo, Mayor

Paula Parker, Clerk



THE CORPORATION OF THE TOWN OF AMHERSTBURG

OFFICE OF ENGINEERING & PUBLIC WORKS

MISSION STATEMENT:

| | |
|--|------------------------------------|
| Author's Name: Eric Chamberlain | Report Date: March 20, 2017 |
| Author's Phone: 519 736-3664 ext. 2312 | Date to Council: 4/24/2017 |
| Author's E-mail: echamberlain@amherstburg.ca | Resolution #: N/A |

To: Mayor and Members of Town Council

Subject: Waste Collection – Windsor Disposal Services Contract Renewal

1. RECOMMENDATION:

It is recommended that:

1. The report from the Manager of Roads and Fleet dated March 20, 2017 regarding the Waste Collection Contract **BE RECEIVED**;
2. The Waste Collection contract renewal for the period April 1, 2017 through March 31, 2027 in the amount of \$595,000 for year one to be funded annually, from the Public Works Operating Budget **BE APPROVED** with the price during the remaining years of the contract to be adjusted annually based on the change in total pickup points and the annual Consumer Price Index (CPI) as indicated in the renewal terms; and,
3. That the Mayor and Clerk **BE AUTHORIZED** to sign an agreement with the Windsor Disposal Services, satisfactory in form to the Town Solicitor, in financial content to the Town Treasurer, and in technical content to the Director of Engineering and Public Works.

2. BACKGROUND:

On March 19, 2012, the Town entered into a contract with Windsor Disposal Services (WDS) for the collection of waste including garbage, yard waste and leaf collection. The current contract expired on March 31, 2017. The current contract states:

“The Corporation shall have the right to renew this Contract, in its sole discretion, at an annual contract unit/household price that is satisfactory to both parties at the time of renewal.”

Furthermore, Article 17.8 of the Town’s Procurement Policy states:

“Where contracts and agreements provide provisions for optional extensions after the original contract period, and where the acquisition valued at \$100,000 and over, the Director shall provide to Council for their approval, a report that summarizes the following:

- a) That a contractor performance review has been conducted and the performance has been satisfactory in meeting the terms of the contract.*
- b) Why the renewal is in the best interest of the Town of Amherstburg.*
- c) Any contractual increases as a result of the extension of the original contract and the funding sources as approved by the Director of Financial Services.”*

3. DISCUSSION:

Administration has met with Windsor Disposal Services representatives to discuss the renewal of the current contract. WDS has provided the following two proposals:

Proposal 1:

- A 5 year renewal at an increase of \$128,000 in year one, followed by CPI index in years 2-5.

Proposal 2:

- A 10 year renewal at an increase of \$70,000 in year one, followed by CPI index in years 2-10

The proposed increase is related to the annual per household garbage waste pick-up. For example, with the 10 year extension option, the per-household garbage pick-up cost increases from \$44.40 to \$52.20 annually per household, a difference of \$7.80 per household or \$0.15 per week. The rates for garbage bin pick-ups, yard waste, leaves and Christmas trees will not change. Furthermore, there will be no changes to the current level of service for the collection of garbage, yard waste, leaves or Christmas trees.

In reviewing the proposals submitted by WDS Administration contacted municipal representatives in Essex County to determine if the proposed increase to rates offered by WDS were comparable to those provided to our surrounding municipalities. The proposed rate offered by WDS is consistent with the current rates provided to the municipalities in Essex County, all of which utilize WDS as their waste collection contractor. Many of the surrounding municipalities including Kingsville and LaSalle have chosen to renew existing contracts with WDS as the market place has not yielded better results for those municipalities that have chosen to tender the contract. In fact, on average, tender results have yielded much higher results than those who have negotiated renewals of existing contracts. It is important for Council to note that the Town of Tecumseh tendered their services in 2016 and WDS was the only tender submission that was received. The tender price received from WDS was significantly

higher than their previous contracted price. The Town chose to reject the tender and negotiated with WDS. In 2014, Lakeshore tendered their waste collection services; WDS was the only bidder in that process as well. Further information on this municipal comparison is provided to Council in the Personal and Confidential Memo accompanying this report.

During the course of the current contract with Windsor Disposal Services, Administration has been very satisfied with the services provided by WDS. Very few complaints have been received by the Town with respect to the services provided. Any concerns that have arisen have been immediately addressed by WDS staff. The results from the Community Based Strategic Plan Community Survey that was performed in preparation of the Community Strategic Plan showed very favourable comments and scoring for the Town's Waste Management/Recycling Program. Most respondents scored the current quality of service as "satisfied" or "very satisfied".

Furthermore, Administration will take this opportunity to remove any unnecessary duplication in the current contract that has caused ambiguity in administering the program. However, this will not alter the material content of the contract.

4. RISK ANALYSIS:

The proposed rate of \$52.20 per household per year for garbage pickup is one of the lowest in Essex County and the Town risks the chance of a significant increase should Council wish to tender the services instead of utilizing the renewal provisions in the existing contract.

5. FINANCIAL MATTERS:

Analysis of 5 year Proposal:

| | 2017 Approved Budget | Proposed Increase Annually with 5 year Proposal | Impact on 2017 | Expected Variance for 2017 | 2018 Budget |
|---|-------------------------------------|--|---------------------------|---|------------------------|
| Garbage Collection | \$420,000.00 | \$128,000 | +\$96,000 ¹ | (\$96,000) | \$548,000 |
| Yard Waste – Hauling to Landfill | <u>\$105,000.00</u> | <u>0</u> | <u>0</u> | <u>Nil</u> | <u>\$105,000</u> |
| Total Budget Amount | \$525,000.00 | \$128,000 | 0 | (\$96,000) | \$653,000 |

1. Increase in costs are estimated based on start date of April 1 or 9 months

Analysis of 10 year Proposal:

| | 2017 Approved Budget | Proposed Increase Annually with 10 year Proposal | Impact on 2017 | Expected Variance for 2017 | 2018 Budget |
|---|-------------------------------------|---|---------------------------|---|------------------------|
| Garbage Collection | \$420,000.00 | \$70,000 | +\$52,500 ¹ | (\$52,500) | \$490,000 |
| Yard Waste – Hauling to Landfill | <u>\$105,000.00</u> | <u>0</u> | <u>0</u> | <u>Nil</u> | <u>\$105,000</u> |
| Total Budget Amount | \$525,000.00 | \$70,000 | 0 | (\$52,500) | \$595,000 |

1. Increase in costs are estimated based on start date of April 1 or 9 months

Savings realized by Town in years 1 to 5 by accepting the 10 year renewal:

Should Council elect to renew the contract for a period of 10 years the Town will save \$58,000 per year in years 1 to 5 for a total of \$290,000. This is a significant savings that will be realized by the Town. Although it is difficult to estimate what the costs would be for years 6 to 10 it would not be unreasonable to assume that the cost for the service would increase and that the savings that would be realized in year 6 to 10 would be a minimum of \$290,000. Through this proposal offered by WDS the Town has an opportunity to reduce the cost of the service by a total of \$580,000 over the life of the contract.

The price during the remaining years of the contract will be adjusted annually based on the change in total households (i.e. new home builds) and the annual Consumer Price Index (CPI). These conditions exist in the current contract with WDS. For 2017, the CPI increase has been factored into the approved Environmental Services Operating Budget. .

6. CONSULTATIONS:

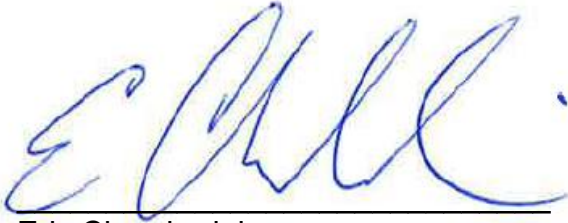
Bobbi Reive, Financial Planning Administrator

Representatives from Kingsville, Lakeshore, LaSalle, Leamington and Tecumseh were consulted.

7. CONCLUSION:

The existing Waste Collection contract with Windsor Disposal Services expired on March 31, 2017. The contract has the option to renew provisions subject to satisfactory approval by both parties. Furthermore the negotiated contract extension meets the test

of Article 17.8 of the Town's procurement Policy for contract extensions as it in the best interest of the Town The contract extension with WDS is subject to Council approval and in light of the savings that can be achieved and the satisfactory serviced received by Windsor Disposal Services Administration is recommending a ten year extension to the current contract.



Eric Chamberlain
Manager of Roads and Fleet

EC

Report Approval Details

| | |
|----------------------|-------------------------------|
| Document Title: | Contract Extension - WDS.docx |
| Attachments: | N/A |
| Final Approval Date: | Apr 18, 2017 |

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



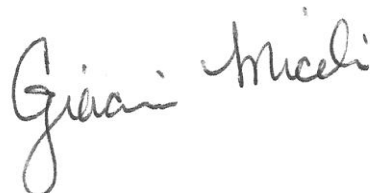
Antonietta Giofu - Apr 12, 2017 - 11:50 AM



Justin Rousseau - Apr 12, 2017 - 2:13 PM



Mark Galvin - Apr 13, 2017 - 10:46 AM



John Miceli - Apr 13, 2017 - 2:14 PM



Paula Parker - Apr 18, 2017 - 6:45 PM



THE CORPORATION OF THE TOWN OF AMHERSTBURG

OFFICE OF PLANNING, DEVELOPMENT & LEGISLATIVE SERVICES

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

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: County File 37-T-17001, 1078217 Ontario Limited Kingsbridge Subdivision, Part of Lots 12 and 13, Concession 1 (Anderdon)

1. RECOMMENDATION:

It is recommended that:

- 1. The report from the Manager of Planning Services dated March 31, 2017 regarding Draft Plan of Subdivision County File 37-T-17001, 1078217 Ontario Limited Kingsbridge Subdivision, Part of Lots 12 and 13, Concession 1 (Anderdon) BE RECEIVED; and,
2. By-law 2017-01 being a by-law to authorize the signing of a subdivision agreement be taken as having been read three times and finally passed and the Mayor and Clerk BE AUTHORIZED to sign the same, subject to the inclusion of the following provision:
a. The agreement covers Blocks 1 to 55 of the subdivision for single detached residential units and Block 56 for a 0.3 metre reserve, as shown on Draft Plan of Subdivision 37-T-17001, prepared and certified by Andrew Mantha, O.L.S., VHBSS Inc., dated July 8, 2016, as approved by the County of Essex, March 31, 2017.

2. BACKGROUND:

The subdivision agreement applies to a 4.896 ha (12.10 acre) vacant parcel of land located east of Knobb Hill Drive and north of McLellan Avenue, Part of Lots 12 and 13, Concession 1 (Anderdon). The agreement covers Blocks 1 to 55 single detached residential units and one (1) block (Block 56) for a 0.3 metre reserve in Kingsbridge Subdivision.

The County of Essex granted draft plan approval March 31, 2017 subject to a number of conditions including a provision that the applicant enter into a Subdivision Agreement to satisfy all the requirements, financial and otherwise, for the provision of services and other matters.

3. DISCUSSION:

Provincial Policy Statement (PPS)

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

County Official Plan (COP)

The application conforms with the policies of the COP.

Town of Amherstburg Official Plan (OP)

The subject lands are designated Low Density Residential in the OP which allows for residential development. Therefore the proposal conforms with the basic land use policies of the OP. There are no Natural Heritage features within or adjacent to the subject property that would trigger the requirement for an Environmental Impact Assessment.

Zoning By-law

At the March 20th, 2017 Council approved the rezoning of the subject lands from Agricultural (A) Zone to Residential First Density (R1) Zone. The subject development conforms to Zoning By-law 1999-52, as amended. The current zoning permits the construction of single detached dwellings.

Plan of Subdivision

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

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

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

- Provision of performance and maintenance securities to guarantee satisfaction of the developer's obligations under the Subdivision Agreement;

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

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

4. **RISK ANALYSIS:**

Approval of the Subdivision Agreement for Phase 8B-1 will form one component of the completion of requirements for final approval of the subdivision approval process under the *Planning Act*. The servicing of this phase of Kingsbridge Subdivision provides a much needed extension of Welsh Avenue to Knobb Hill Drive. The residents living in the eastern portion of Kingsbridge Subdivision have been without a second access to Knobb Hill Drive as previous phases have been developed. Administration is of the opinion that the construction of this phase between Knobb Hill and the easterly portion of Welsh Avenue will provide a beneficial road connection for the neighbourhood.

5. **FINANCIAL MATTERS:**

The cost associated with the applications and planning processes are the responsibility of the developer. Prior to undertaking servicing and site alteration, the developer will be required to provide all securities and insurance to the Town.

6. **CONSULTATIONS:**

The Essex Region Conservation Authority (ERCA) provided correspondence which stated that "the lands are **not located within a regulated area** that is under the jurisdiction of the ERCA (Section 28 of the *Conservation Authorities Act*). As a result a **permit is not required** for issues related to Section 28. There is concern however with the potential impact of the quality and quantity of runoff in the downstream watercourse due to future development on this site. It is recognized that water resources management concerns are being addressed **through their comments on the Draft Plan of Subdivision and involvement in the review of the stormwater management plans for the subject development and request inclusion of the following conditions in the Subdivision Agreement:**

1. That the developer undertakes an engineering analysis to identify stormwater quality and quantity measures as necessary to control any increases in flows in downstream watercourses, up to and including the 1:100 year design storm, to the satisfaction of the Municipality and the Essex Region Conservation Authority.
2. That the developer installs stormwater management measures identified above, as part of the development of the site, to the satisfaction of the Municipality and the Essex Region Conservation Authority.
3. That the developer obtains the **necessary clearance** from the Essex Region Conservation Authority prior to undertaking site alterations and/or construction activities.

An Environmental Impact Assessment is **not required** for this application for zoning by-law amendment/ draft plan of subdivision because the location of the subject property is physically separated from the natural heritage feature by existing development or infrastructure. Therefore, this application is consistent with the natural heritage policies of the PPS 2014.”

A development clearance was obtained from ERCA pertaining to their review and approval of the stormwater management report. A Letter of Authorization was also obtained by the developer pertaining to requirements under the Endangered Species Act.

The Engineering and Public Works Department provided review and participation in the preparation of the subdivision agreement.

Union Gas Limited (“Union”) provided correspondence stating a request that as a condition of final approval the owner/developer provide to Union Gas the necessary easements and/or agreements required by Union for the provision of gas services for this project in a form satisfactory to Union. The requirements from Union Gas have been incorporated as provisions in the subdivision agreement.

Canada Post provided correspondence which states that the mail service will be provided through the use of centralized Community Mail Boxes (CMBs). The requirements of Canada Post have been incorporated as provisions in the subdivision agreement.

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7. CONCLUSION:

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

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

Administration is recommending approval of the Subdivision Agreement.



Rebecca Belanger
Manager of Planning Services

af

DEPARTMENTS/OTHERS CONSULTED:

Name: Bill King, Manager of Planning Services, County of Essex

Phone#: 519 776-6441 ext. 1329

Name: Office of Engineering and Public Works

Phone #: 519 736-3664 ext. 313

Name: Building Services

Phone #: 519 736-5408 ext. 4136

Name: Fire Services

Phone #: 519 736-6500

Name: Union Gas

Email: ONTUGLandsINQ@uniongas.com

Name: Ontario Power Generation

Email: Executivevp.lawanddevelopment@opg.com

Name: Essex Region Conservation Authority

Phone #: 519 776-5209

Name: Windsor Essex Catholic District School Board

Phone #: 519 253-2481

Name: Canada Post

Phone #: 519 494-1596

Report Approval Details

| | |
|----------------------|--|
| Document Title: | Draft Plan of Subdivision, County File 37-T-17001, Kingsbridge Subdivision, Part of Lots 12 and 13, Concession 1 (Anderdon).docx |
| Attachments: | - Draft Plan of Subdivision - Kingsbridge Phase 8B-1 - ATTACHMENTS.pdf |
| Final Approval Date: | Apr 18, 2017 |

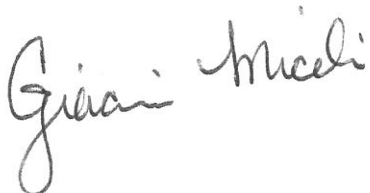
This report and all of its attachments were approved and signed as outlined below:



Mark Galvin - Apr 13, 2017 - 1:30 PM



Justin Rousseau - Apr 13, 2017 - 4:30 PM



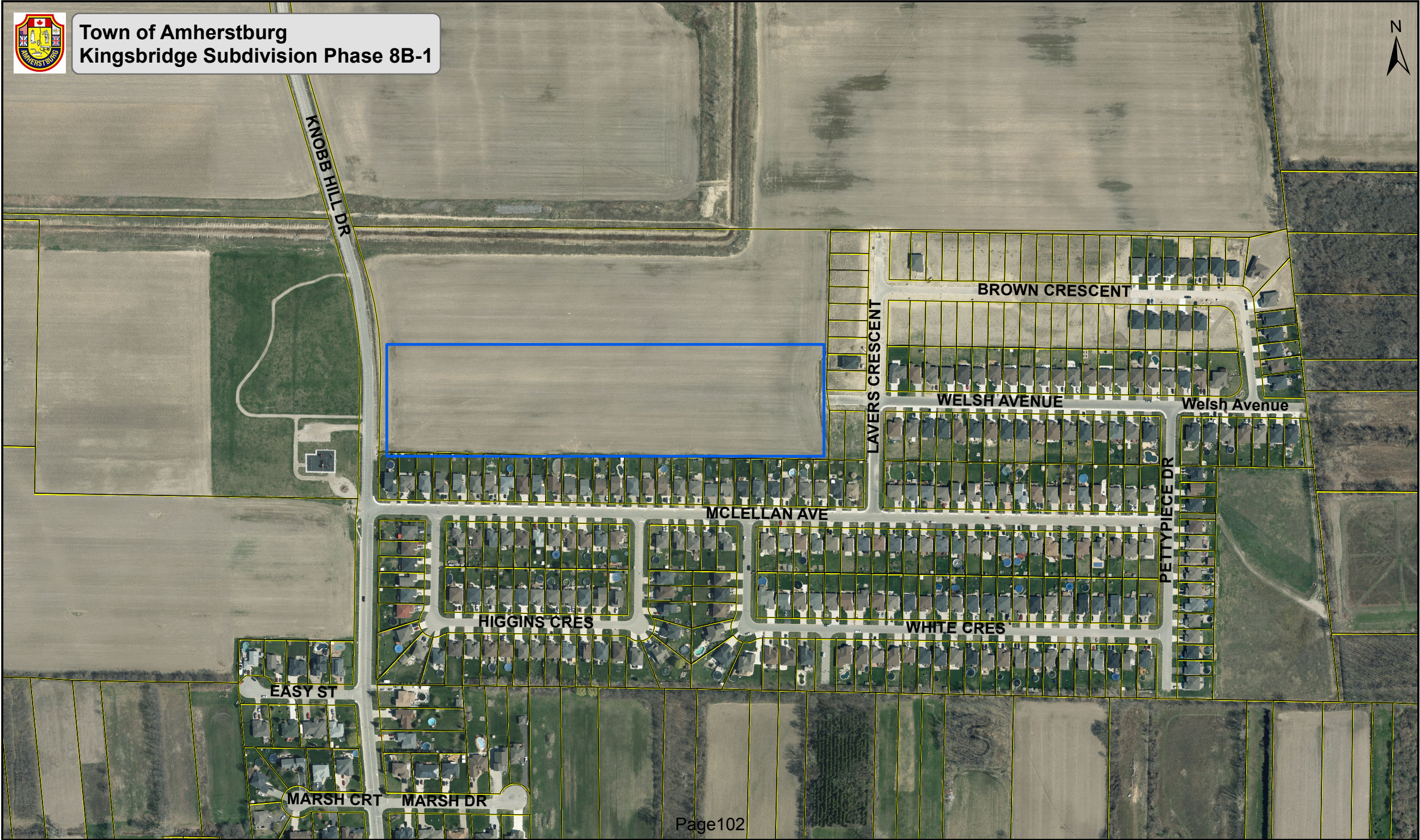
John Miceli - Apr 18, 2017 - 12:59 PM



Paula Parker - Apr 18, 2017 - 6:52 PM



Town of Amherstburg
Kingsbridge Subdivision Phase 8B-1



**CORPORATION OF THE TOWN OF AMHERSTBURG
BY-LAW NO. 2017-01**

**By-law to authorize the execution of a
Subdivision Agreement between 1078217 Ontario Limited and
the Council of the Corporation of the Town of Amherstburg
Kingsbridge Subdivision Phase 8B-1**

WHEREAS 1078217 Ontario Limited has proposed the subdivision and servicing of lands owned by it within Part of Lots 12 and 13, Concession 1 (formerly Township of Anderdon) now Town of Amherstburg;

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

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

1. THAT the Corporation of the Town of Amherstburg enter into a Subdivision Agreement with 1078217 Ontario Limited in the form annexed hereto, and the Mayor and Clerk be and they are hereby authorized to sign the original and copies thereof and affix the Corporate Seal thereto.
2. THAT this By-law shall come into force and effect on the date of final passage hereof.

Read a first, second and third time and finally passed this 24th day of April, 2017.

MAYOR – ALDO DICARLO

CLERK – PAULA PARKER

1078217 ONTARIO LIMITED
SUBDIVISION AGREEMENT
(KINGSBRIDGE SUBDIVISION PHASE 8B-1)

**KINGSBRIDGE SUBDIVISION AGREEMENT – PHASE 8B-1
(1078217 ONTARIO LIMITED)**

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SUBDIVISION AGREEMENT

THIS AGREEMENT made in quadruplicate this 24th day of April, 2017.

BETWEEN: **1078217 ONTARIO LIMITED**

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

OF THE FIRST PART;

-and-

THE CORPORATION OF THE TOWN OF AMHERSTBURG

(hereinafter called the "**Town**")

OF THE SECOND PART;

WHEREAS the Developer proposes the subdivision, development, servicing and sale of lands within Part of Lots 12 to 13, Concession 1 (formerly Township of Malden), now Town of Amherstburg, County of Essex which lands are more particularly described in Schedule "A" annexed hereto;

AND WHEREAS the County of Essex granted draft plan approval for subdivision of the lands on March 31, 2017 subject to conditions imposed including a provision that the owner agrees in writing to satisfy all of the requirements, financial and otherwise, of the Town concerning the installation of roads, services, drainage, the dedication and naming of streets, the granting of easements and parkland and other matters;

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

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

1. **Recitals**

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

2. **Interpretation**

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

3. **Installation of Services**

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

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

7. **Construction of Services by Contractors**

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

8. **Inspection**

The Town, and its authorized agents, including the Town engineer, shall have the right at any time and from time to time to inspect all Services during and after construction and to inspect and test all materials proposed

to be used in the construction of any of the services. The costs of such inspections and tests shall be paid by the Developer within 15 days of written demand by the Town. If at any time, the construction of any service or material is, in the opinion of the Town engineer, not in accordance with the plans and specifications or not in accordance with good engineering practices or any of the provisions of this Agreement, the Town engineer may order the materials to be replaced or the work to be placed in satisfactory condition within such time as he may specify, and in the event of the Developer failing to comply or obtain compliance with such order, the Town engineer may stop work upon such services, or in his sole discretion upon 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, sanitary sewer, storm sewer or hydro line shall be connected to any existing municipal services without the written approval of whichever of the Town or the approval of the Authority which has jurisdiction over such municipal system.

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

10. **Work Schedule/Quality of Work**

The Developer will prepare and submit to the Town, plans for the installation of services for each phase of the development and will request a 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. Developer's Responsibilities Until Final Acceptance

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

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

12. Building Permits

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

- (i) Initial Acceptance of Services
All of the services relating to all of the lots therein have been installed and initially accepted by the Town with the exception of the final asphalt surface course of the roadway.

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

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

13. **Tree Provisions/Mailbox Requirements**

The Developer shall:

- (i) **Tree Provision**
The Developer will provide to the Town, before the commencement of any construction or installation of any service, an irrevocable letter of credit (self-renewing and without burden of proof), or a certified cheque, satisfactory to the Town, the value of the trees to be planted (i.e. \$300 x 55 lots). The trees will be installed by the developer on the lots where homes have been constructed and the front and side yards have been seeded and sodded, once per year annually in the fall. The Town will review the number of trees planted annually and refund the tree deposits for those trees planted on a pro rata basis. The trees will be planted in accordance with the Town's Tree By-law on the municipal ROW, and at a minimum of 60 mm in calibre based on the Tree By-law.

- (ii) **Super Mailboxes**
Contact Canada Post to determine the location of super mailboxes throughout the subdivision and shall notify all purchasers of the exact location thereof and that mail delivery will be provided via community mailboxes. The location of super mailboxes also to be satisfactory to the Town.

14. **Landscaping Requirements**

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

15. **Registration Requirements**

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

16. **Financial Security**

The Developer will provide to the Town, before the commencement of any construction or installation of any service, an irrevocable letter of credit (self-renewing and without burden of proof), or a certified cheque, satisfactory to the Town, in an amount equal to 50% of the value set by the Town for all Services to guarantee satisfactory installation of all Services. If the provision of Services to the lots requires the construction or installation of any services outside the subdivision, the foregoing provisions as to the security equal to 100% of the value for Services shall extend to and be required in connection with any Service extending outside.

17. **Maintenance Security**

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

18. **Iron Bars**

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

19. **Staking of Bars Prior to Construction**

Before the sale of any lot or the issue of any building permit within the subdivision, the Developer shall stake to the satisfaction of the Town 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 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.

20. **Developers Responsibilities in Regard to Damages**

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

21. **Stormwater Management**

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

- (i) To undertake an engineering analysis to identify stormwater quality and quantity measures as necessary to control any increase in flows in downstream watercourses, up to and including the 1:100 year design storm, and, install the stormwater management measures identified above, as part of the development of the site.
- (ii) The Owner finalizes to the satisfaction of the Municipality and ERCA the update to the report titled Stormwater Management Report for the Kingsbridge Residential Community Phase 3, as originally prepared by Stantec Consulting Limited dated June 22, 1999, and the design brief, prepared by BairdAE, and install all the stormwater management measures identified in the final report as part of the development of the site.

- (iii) To continue to conduct regular inspections once every two weeks and after each sizeable storm event of all sediment and erosion control measures recommended in the approved stormwater management plan during the construction phase; Results of these inspections must be sent to the Municipality on a monthly basis.
- (iv) To maintain an inspection log which shall be made available for review by the Ministry of the Environment and Climate Change and Essex Region Conservation Authority, upon request. These inspection logs must be sent to the Municipality on a monthly basis. The log shall state the name of the inspector, date of inspections and the rectification or replacement measures which were taken to maintain the sediment and erosion control measures. Inspections shall continue until the assumption of services by the municipality or until site construction conditions warrant cessation of the visits;
- (v) It is the intent that any lands required for the permanent stormwater management pond are to be conveyed to the municipality in future phases of this development.

22. Stormwater Management Issues: Catchbasin and Road Maintenance

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

23. Design Drawings

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

24. Additional Work

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

25. Grading of Topsoil

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

26. Grading/Dumping/Removal of Material

The Developer shall carry out all grading of all lands, in accordance with the grading plans to be filed in the office of the Clerk of the Town of Amherstburg, and shall forthwith carry out temporary or permanent drainage work that the Town engineer may certify to be necessary to eliminate ponding, erosion, channeling of underground water or other drainage problems. The Developer shall neither dump nor permit to be dumped any

fill or debris, or remove or permit the removal of any soil or fill from any of the lands to be subdivided without the written consent of the Town engineer. In seeking consent of the Town engineer to the removal of topsoil the Developer shall establish that when final grades are established for all of the lots and blocks within the subdivision there will be topsoil to a depth of at least four inches (4") over the entire area not covered by buildings, roadways and driveways.

27. **Grass and Weeds Maintenance**

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

28. **Rear Yard Drainage**

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

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

29. **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.

30. **Interim Acceptance of Services**

The Developer 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 therefor approved and filed by the Town before construction, and by filing as-built drawings of such Service. The Town and its authorized agents, including the Town engineer, shall carry out such inspections as they deem necessary, and such Service shall then be deemed to have received Interim Acceptance after the Town engineer certifying that such Service has been completed in accordance with this Agreement, providing that all the covenants of this Agreement have been complied with to the date of such certificate.

31. **Final Acceptance of Services**

The Town shall have granted Final Acceptance of the Services in each phase upon the Town engineer and the Town being satisfied that all covenants under this Agreement have been fully complied with and all repairs and replacement required during the maintenance period have been carried out within such phase, and then authorizing release of the maintenance securities or bonds. Immediately prior to requesting Final

Acceptance of the Services, the Developer shall flush clean and camera inspect the sanitary and storm sewer system -including all services. The Developer's consulting engineer shall certify that the Services have been inspected and the camera inspection has been reviewed, and that there are no slumps, cracks, blockages or other deficiencies within the system to the entire satisfaction of the Town. A copy of all sewer videos will be provided to the Town for their review.

32. **Town's Fees**

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

33. **Easements**

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

34. **Conveyances**

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

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

35. **Ministry of Natural Resources Authorization**

Prior to site alteration of any kind, and final approval by the County of Essex, the Owner shall complete and implement the recommendations contained in the "Letter to Proponent (AYL-L-112-16), along with any other letters/authorizations/directions from the Ministry of Natural Resources and Forestry, and confirm that any site alteration will be completed in accordance with the Endangered Species Act, 2007.

36. **Register Notice of Agreement**

The Developer covenants and agrees to cause the Local Land Registrar to register notice of this agreement against all of the lands affected hereby, immediately after registration of the proposed subdivision, and to obtain

acknowledgement, consent and postponement agreements, from any and all encumbrances registered prior to registration of such notice.

37. **Development Charges**

The Developer acknowledges that the lands subdivided by this agreement are subject to By-law 2014-101 passed October 3, 2014, which established development charges for development in the Town, and provided that a development charge of \$12,505.00 be paid for each single detached and semi-detached dwelling. The Developer further acknowledges that the by-law provides for an annual inflationary adjustment in accordance with the Section 3(4)(a) of the Development Charges Act, and that the above noted figure may change annually. The said development charge shall be paid prior to the issuance of a building permit for each lot. The Developer undertakes and agrees to provide that all Offers of Purchase and Sale include information that satisfies Subsection 59(4) of the Development Charges Act including development charges for school purposes relating to any such lot pursuant to 59(4) of the Development Charges Act, 1997.

38. **Town Engineer**

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

39. **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.

40. **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.

41. **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.

42. **Parkland Dedication**

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

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

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

43. **Schools**

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

44. **Sidewalks**

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

45. **Streetlights**

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

46. **Street Signs**

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

47. **Sewage Allocation**

The Developer acknowledges that the development is within the sanitary sewer service area for Edgewater Lagoon but is currently being sent to the Amherstburg Wastewater Treatment Plant via Texas Road because Edgewater Lagoon is currently at capacity. The Town and Developer acknowledge that an Environmental Assessment has been completed which provides for the inclusion of the Edgewater Sanitary Sewage Service Area into the expanded and upgraded Amherstburg Wastewater Treatment Plant.

The Town agrees that once this development's sewage can be conveyed to the Amherstburg Wastewater Treatment Plant as a result of improvements to infrastructure projects currently being carried out, the Town will provide sewage allocation on a phased basis to permit the sanitary effluent of this development to be treated at the Amherstburg Wastewater Treatment Plant.

The Town confirms that there is sewage capacity, via the Texas Road sewer, for the 55 lots of Phase 8B-1.

48. **Essex Terminal Railway**

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

49. **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.

50. **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:

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

In the case of notice to the Town:

271 Sandwich Street South
AMHERSTBURG, ON N9V 2A5

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

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

Manager of Engineering 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.

51. **Agreement Binding on Parties**

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

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

1078217 ONTARIO LIMITED

Per _____
Michael R. Dunn - Secretary

I have authority to bind the Corporation

**THE CORPORATION OF THE
TOWN OF AMHERSTBURG**

Per _____
Aldo DiCarlo, Mayor

Per _____
Paula Parker, Clerk

We have authority to bind the Corporation

SCHEDULE "A"
LEGAL DESCRIPTION

Concession 1, Part of Lots 12 and 13
Geographic Township of Anderdon,
now in the Town of Amherstburg,
County of Essex,
Province of Ontario

SCHEDULE "B"
DEFINITION OF TERMS

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

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

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

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

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

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

"Indemnifiers" means jointly and severally.

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

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

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

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

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

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

1078217 ONTARIO LIMITED

Per _____
Michael R. Dunn - Secretary

I have authority to bind the Corporation

**THE CORPORATION OF THE
TOWN OF AMHERSTBURG**

Per _____
Aldo DiCarlo, Mayor

Per _____
Paula Parker, Clerk

We have authority to bind the Corporation

SCHEDULE "C"

DESIGN CRITERIA

**FOR SERVICES TO BE PROVIDED IN THE
KINGSBRIDGE SUBDIVISION – PHASE 8B-1**

TOWN OF AMHERSTBURG

GENERAL

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

STORM DRAINAGE

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

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

Sewers shall be designed in accordance with the following criteria:

| | |
|--------------------------|-----------------------|
| Design Method | Rational method |
| Design Frequency | 1:5 year |
| Runoff Coefficient | Per design charts |
| Minimum Pipe Size | 300 mm dia. |
| Manning Coefficient | 0.013 |
| Minimum Velocity | 0.76 m/s |
| Private Drain Connection | 150 mm dia. |
| Minimum Cover | 0.9 m |
| Maximum Manhole Spacing | 122 m |
| Pipe Material | Concrete, PVC or HDPE |

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

SANITARY SEWERS

Sanitary sewers together with all necessary appurtenances and service connections from the appropriate sewer to the front property line of each building

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

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

| | |
|--------------------------|----------------|
| Average Daily Flow | 450 L/cap/day |
| Peaking Factor | Harmon formula |
| Population Density | 3.5 ppl/lot |
| Minimum Pipe Size | 200 mm dia. |
| Manning Coefficient | 0.013 |
| Minimum Cover | 2.5 m |
| Private Drain Connection | 125 mm dia. |
| Maximum Manhole Spacing | 122 m |
| Pipe Material | PVC |

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

WATERMAINS

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

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

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

The Developer shall obtain an Environmental Compliance Approval from the Ministry of Environment and Climate Change, Design Approvals Branch.

ROADS

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

Roads within the Subdivision:

Street 'A'

| | |
|------------------------------|--|
| Width (edge to edge of curb) | 7.3 m |
| Curb & Gutter | Barrier type of concrete curbs & gutters |

Welsh Avenue

| | |
|------------------------------|--|
| Width (edge to edge of curb) | 8.5 m |
| Curb & Gutter | Barrier type of concrete curbs & gutters |

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

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

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

SIDEWALKS

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

The Developer shall further provide a project sign indicating that sidewalks will be constructed along the southerly part of the roadway. The Developer agrees to register a covenant on title for property advising property owners of this requirement for each property.

STREETLIGHTS

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

STREET SIGNS

The Developer shall arrange with the Town to install street signs at each intersection and where necessary, all to be done in accordance with the present standards and the Town's Development Manual satisfactory to the Department of Engineering and Public Works.

HYDRO SERVICE

The Developer shall construct and install a sufficient hydro distribution system to service the entire subdivision with connections to all lots therein and connect the same to the existing hydro distribution system. Individual lot services, where possible, shall be provided on common lot lines so that residential hydro meters face each other. The hydro distribution system within the subdivision shall be

grounded to the water distribution system. All hydro service within the subdivision shall be underground and designed and installed in accordance with the requirements and criteria of the Town of Amherstburg and Hydro One.

TELEPHONE, WIRE-LINE COMMUNICATION/TELECOMMUNICATION

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

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

GAS

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

CABLE T.V. SERVICE

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

ADJUSTMENTS

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

TEMPORARY SERVICES

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

DRIVEWAY APPROACHES

Residential driveways and their approaches shall be constructed to a width that complies with the provisions of the Corporation's Zoning By-Law, as amended from time to time. Residential approaches shall consist of 250 mm. (10") Granular "A" stone base with interlocking paving stone, concrete or asphalt paving from the back of the curb to the property line.

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

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

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

COMMUNITY MAILBOXES

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

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

EASEMENTS

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

ROAD ALLOWANCES

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

REAR YARD DRAINAGE

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

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

SPECIAL SERVICING REQUIREMENTS

The construction of structures shall conform to the following requirements:

- a) Roof or rain water leaders shall **NOT** be connected to the storm sewer. They are to be discharged to ground on splashpads. Weeping tile drains from each respective building must be discharged to a storm sewer. A sump pump connected to the storm sewer must be provided for each building.

- b) Weeping tile drains shall not be connected to the sanitary sewers.
- c) Basement floor drains shall be connected to the sanitary sewers provided for each dwelling.
- d) Rear yard drainage, including 300 mm. diameter pre-fabricated polyethylene catch basins, shall be provided for each building lot in the locations and according to the design and specifications as shown on the approved engineering drawings.
- e) A lot grading plan shall be included in the final set of plans approved for construction of the works. The consulting engineer or a certified land surveyor shall certify, upon completion of the works, that the lot grades and catch basin elevation are in accordance with the design and that the lands abutting the subdivision are draining adequately. The Developer acknowledges that, until such time as the provisions of this paragraph have been complied with, all securities delivered to the Corporation by the Developer herein shall be held to ensure the provisions of this paragraph are complied with.

1078217 ONTARIO LIMITED

Per _____
Michael R. Dunn - Secretary

I have authority to bind the Corporation

**THE CORPORATION OF THE
TOWN OF AMHERSTBURG**

Per _____
Aldo DiCarlo, Mayor

Per _____
Paula Parker, Clerk

We have authority to bind the Corporation

INTEGRATION DATA

COORDINATES ARE DERIVED FROM GRID OBSERVATIONS USING THE CAN-NET NETWORK SERVICE AND ARE REFERRED TO UTM ZONE 17 (81° WEST LONGITUDE) NAD83 (CSRS) (1997.0).
COORDINATE VALUES ARE TO AN URBAN ACCURACY IN ACCORDANCE WITH SECTION 14(2) O. REG 216/10

| POINT ID | NORTHING | EASTING |
|----------|--------------|-------------|
| ORP-A | N4666980.543 | E326223.181 |
| ORP-B | N4666751.080 | E326277.117 |

COORDINATES CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.

CURVE SCHEDULE

| CURVE | RADIUS | ARC | CHORD | CHORD BEARING |
|-------|--------|-------|-------|---------------|
| CT | 303.05 | 33.11 | 33.10 | N01°01'20"E |

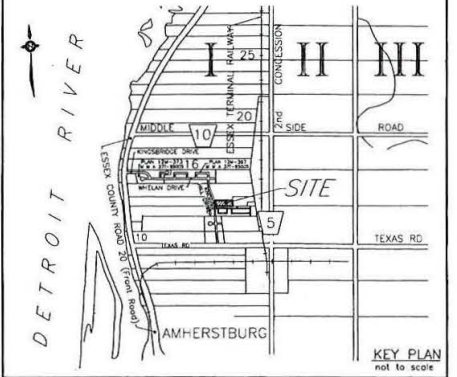
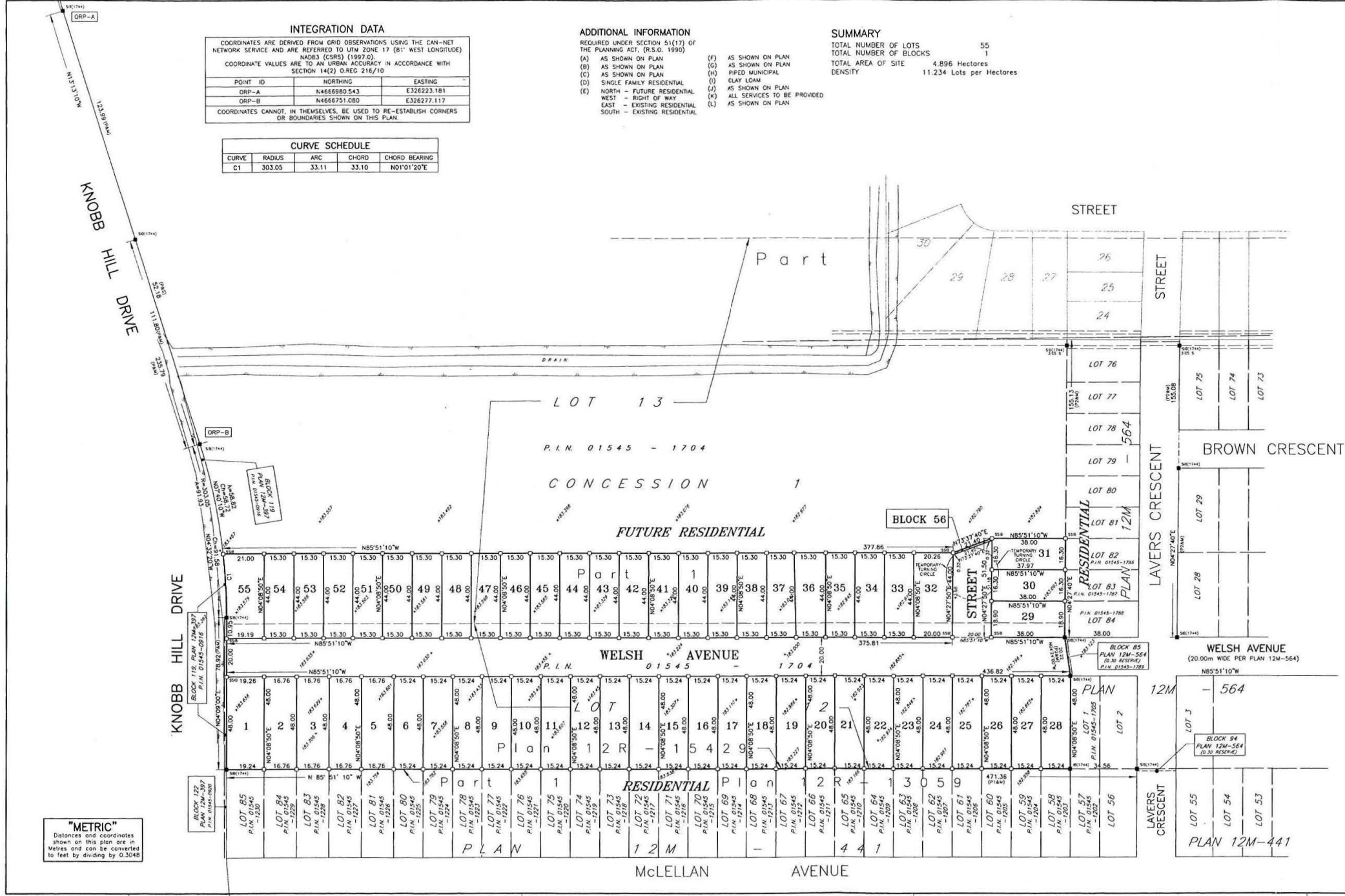
ADDITIONAL INFORMATION
REQUIRED UNDER SECTION 51(17) OF THE PLANNING ACT, (R.S.O. 1990)

(A) AS SHOWN ON PLAN
(B) AS SHOWN ON PLAN
(C) AS SHOWN ON PLAN
(D) SINGLE FAMILY RESIDENTIAL
(E) NORTH - FUTURE RESIDENTIAL
WEST - RIGHT OF WAY
EAST - EXISTING RESIDENTIAL
SOUTH - EXISTING RESIDENTIAL

(F) AS SHOWN ON PLAN
(G) AS SHOWN ON PLAN
(H) PIPED MUNICIPAL
(I) CLAY LOAM
(J) AS SHOWN ON PLAN
(K) ALL SERVICES TO BE PROVIDED
(L) AS SHOWN ON PLAN

SUMMARY

TOTAL NUMBER OF LOTS 55
TOTAL NUMBER OF BLOCKS 1
TOTAL AREA OF SITE 4.896 Hectares
DENSITY 11,234 Lots per Hectares



DRAFT PLAN OF SUBDIVISION
OF
PART OF LOTS 12 & 13,
CONCESSION 1
GEOGRAPHIC TOWNSHIP OF ANDERDON
NOW IN THE
TOWN OF AMHERSTBURG
COUNTY OF ESSEX, ONTARIO
© VERHAEGEN • STUBBERFIELD • HARTLEY • BREWER • BEZARE INC.

SCALE = 1:1000

LEGEND AND NOTES
BEARINGS ARE UTM GRID DERIVED FROM OBSERVED REFERENCE POINTS "A" AND "B" BY REAL TIME NETWORK OBSERVATIONS.
DISTANCES ON THIS PLAN ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.99994555

ALL MONUMENTS SHOWN THUSLY □ ARE IRON BARS (IB) UNLESS OTHERWISE NOTED.
58 DENOTES 25mm X 25mm X 1.22m STANDARD IRON BAR
58IB DENOTES 25mm X 25mm X 0.61m SHORT STANDARD IRON BAR
18 DENOTES 18mm X 18mm X 0.61m IRON BAR
18IB DENOTES 18mm diameter X 0.61m ROUND IRON BAR
CS DENOTES CUT-CROSS
SP DENOTES 5mm X 50mm STEEL PIN
S DENOTES SURVEY MONUMENT FOUND
SMB DENOTES SURVEY MONUMENT SET AND MARKED 1744
W1 DENOTES WITNESS J DENOTES PERPENDICULAR
(S) DENOTES SET (M) DENOTES MEASURED
ORP DENOTES OBSERVED REFERENCE POINT
SIB'S SHOWN ON THIS PLAN HAVE BEEN SET IN LIEU OF SIB'S WHERE THE POSSIBILITY THAT UNDERGROUND UTILITIES EXIST.
(S/P) DENOTES SET PROPORTIONALLY (O) DENOTES ORIGIN UNKNOWN
(P1) DENOTES PLAN 12M-397 (P2) DENOTES PLAN 12M-441
(P3) DENOTES PLAN 12M-564 (P4) DENOTES PLAN 12M-15429
(1744) DENOTES VERHAEGEN STUBBERFIELD HARTLEY BREWER BEZARE INC., O.L.S.
(A) DENOTES C.G.R. ARMSTRONG, O.L.S.

OWNER'S CERTIFICATE
I HEREBY AUTHORIZE THE FILING OF THIS DRAFT PLAN FOR APPROVAL.

1078217 ONTARIO LIMITED

DATE: _____

MICHAEL DUNN
"I HAVE THE AUTHORITY TO BIND THE CORPORATION"

SURVEYOR'S CERTIFICATE
I CERTIFY THAT:
THE BOUNDARIES OF THE LANDS TO BE SUBDIVIDED AND THEIR RELATIONSHIP TO THE ADJACENT LANDS HAVE BEEN ACCURATELY AND CORRECTLY SHOWN.

DATE JULY 8, 2016

Andrew S. Mantha
ANDREW S. MANTHA
ONTARIO LAND SURVEYOR
for VERHAEGEN • STUBBERFIELD • HARTLEY • BREWER • BEZARE INC.

VERHAEGEN STUBBERFIELD HARTLEY BREWER BEZARE INC.

WINDSOR
844 Ottawa Street
N6K 2E1
Ph: (519)258-1772
Fax: (519)258-1791

LEAMINGTON
187 Talbot Street East
N8B 1L8
Ph: (519)322-2375
Fax: (519)322-2616

ONTARIO LAND SURVEYORS www.verhbsurveys.com

DRAWN BY: D.J. CAD DATE: July 8, 2016 1:47 PM
CHECKED BY: OLS CAD FILE: 42790500.dwg
WORK ORDER: 4-27905 FILE NO.: E-AND-1-12 PLAN FILE NO.: C-4249

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

January 25, 2017

WILLIAM J. KING
MANAGER, PLANNING SERVICES
COUNTY OF ESSEX
360 FAIRVIEW AVENUE WEST
ESSEX ON N8M 1Y6

Reference: **37-T-17001**

Dear William,

Thank you for contacting Canada Post regarding plans for a new subdivision in the Town of Amherstburg. Please see Canada Post's feedback regarding the proposal, below.

Service type and location

1. Canada Post will provide mail delivery service to the subdivision through centralized Community Mail Boxes (CMBs).
2. If the development includes plans for (a) multi-unit building(s) with a common indoor entrance, the developer must supply, install and maintain the mail delivery equipment within these buildings to Canada Post's specifications.

Municipal requirements

1. Please update our office if the project description changes so that we may determine the impact (if any).
2. Should this subdivision application be approved, please provide notification of the new civic addresses as soon as possible.

Developer timeline and installation

1. Please provide Canada Post with the excavation date for the first foundation/first phase as well as the date development work is scheduled to begin. Finally, please provide the expected installation date(s) for the CMB(s).

Please see Appendix A for any additional requirements for this developer.

Regards,

Bruno DeSando
CANADA POST CORPORATION
Delivery Planning
955 Highbury Avenue
LONDON ON N5Y 1A3
tel: 519-494-1596
fax: 519-457-5412
e-mail: bruno.desando@canadapost.ca

Appendix A

Additional Developer Requirements:

- The developer will consult with Canada Post to determine suitable permanent locations for the Community Mail Boxes. The developer will then indicate these locations on the appropriate servicing plans.
- The developer agrees, prior to offering any units for sale, to display a map on the wall of the sales office in a place readily accessible to potential homeowners that indicates the location of all Community Mail Boxes within the development, as approved by Canada Post.
- The developer agrees to include in all offers of purchase and sale a statement which advises the purchaser that mail will be delivered via Community Mail Box. The developer also agrees to note the locations of all Community Mail Boxes within the development, and to notify affected homeowners of any established easements granted to Canada Post to permit access to the Community Mail Box.
- The developer will provide a suitable and safe temporary site for a Community Mail Box until curbs, sidewalks and final grading are completed at the permanent Community Mail Box locations. Canada Post will provide mail delivery to new residents as soon as the homes are occupied.
- The developer agrees to provide the following for each Community Mail Box site and to include these requirements on the appropriate servicing plans:
 - Any required walkway across the boulevard, per municipal standards
 - Any required curb depressions for wheelchair access, with an opening of at least two metres (consult Canada Post for detailed specifications)
 - A Community Mailbox concrete base pad per Canada Post specifications.

From: ONTUGLLandsINQ
To: [Amy Farkas](mailto:Amy.Farkas)
Subject: RE: Notices of Public Meetings - Kingsbridge Subdivision, OPA No. 4, & Ure's Miniature Golf
Date: Wednesday, February 08, 2017 8:36:40 AM

Thank you for your correspondence with regards to draft plan of approval for the above noted project.

It is Union Gas Limited's ("Union") request that as a condition of final approval that the owner/developer provide to Union the necessary easements and/or agreements required by Union for the provision of gas services for this project, in a form satisfactory to Union.

Should you require any further information, please contact the undersigned.

Mary Jane Patrick

Analyst, Land Services
Union Gas Limited | A Spectra Energy Company
50 Keil Drive North | Chatham, ON N7M 5M1
Tel: 519.436.4600 ext 5004578
email: mpatrick@uniongas.com



From: Amy Farkas [mailto:afarkas@amherstburg.ca]
Sent: February-06-17 11:43 AM
To: Antonietta Giofu; Bruce Bratt; Dave Attwood; Denise Kimmerly-Machier; ERCA Notice & Applications (planning@erca.org); Giovanni (John) Miceli; Lee Tome; Mark Alzner; Mark Galvin; Michelle Lavin-Faucher; Ontario Power Generation Inc; Paula Parker; Ron Meloche; Shane McVitty; Stephen Brown; Tammy Fowkes; Todd Hewitt; ONTUGLLandsINQ
Subject: Notices of Public Meetings - Kingsbridge Subdivision, OPA No. 4, & Ure's Miniature Golf

Good afternoon,

As per Planning Act regulations please find attached the circulation of the Notices of Public Meetings for two proposed Zoning By-law Amendments, an Official Plan Amendment, and a Draft Plan of Subdivision in the Town of Amherstburg, for your information and comments.

Please provide the town with any comments by February 10th, 2017.

Regards,
Amy

Amy Farkas

Planning Office Clerk

3295 Meloche Rd., Amherstburg, Ontario, N9V 2Y8
Tel: 519-736-5408 ext 2134 Fax: 519-736-9859 TTY: 519-736-9860



THE CORPORATION OF THE TOWN OF AMHERSTBURG

OFFICE OF PLANNING, DEVELOPMENT & LEGISLATIVE SERVICES

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

| | |
|---|---------------------------------|
| Author's Name: Nicole Rubli | Report Date: April 7, 2017 |
| Author's Phone: 519 736-0012 ext. 2251 | Date to Council: April 24, 2017 |
| Author's E-mail: nrubli@amherstburg.ca | Resolution #: N/A |

To: Mayor and Members of Town Council

Subject: 2017 User Fee By-law

1. **RECOMMENDATION:**

It is recommended that:

1. The report from the Manager of Licensing and Enforcement dated April 7, 2017, regarding 2017 User Fee By-law **BE RECEIVED**; and,
2. **By-law 2017-25** being a by-law to permit the Town of Amherstburg to impose fees or charges with respect to services or activities provided, related costs payable, and for the use of its property be taken as having been read three times and finally passed and the Mayor and Clerk **BE AUTHORIZED** to sign same.

2. **BACKGROUND:**

The Town of Amherstburg is responsible for ensuring that the delivery of local services is undertaken in accordance with the provisions of Provincial legislation. To offset the cost of providing services municipalities are permitted to charge fees. Administration has been proactive in ensuring that the programs and services provided by the Town reflect a proper level of costs recovery.

Increasingly, municipalities look at user fees to help offset the impact of municipal services on property taxes. The rationale for charging user fees is predicated on recovering costs from those that benefit from the service provided should be responsible to pay for it. Funding programs and services through taxation results in the general tax base funding Town programs and services whether or not they receive any direct benefit from them. Defining indirect benefit to the tax payer from various programs and services can prove to be difficult; however, it is known that a municipality does

provide a range of services that are generally understood to benefit the “common good” within the community, such as garbage collection.

The Town of Amherstburg reviews user fees annually as part of the annual budget review process. User fees allow for the change in programming and services to accommodate demand without requiring subsidies from other services. Also, user fees generate revenue to fund all or part of the provision of the service, charging user fees can make a substantial difference in the Town’s budget.

3. DISCUSSION:

Administration completed a detailed review of the user fees for services offered by the Town. The review included a municipal comparison of fees with surrounding municipalities and has ensured conformity with various pieces of legislation including the Municipal Act, Planning Act and Building Code Act.

As a result of the user fee review, administration is proposing changes to existing fees and new fees for Council’s consideration in the Recreation and Water Departments. Appendix “A” reflects the current fee and the 2017 proposed changes.

User Groups who are charged a yearly player fee were provided information in 2015 that identified fee increases to their annual fees as follows:

2015 and 2016 - \$13 per player
2017 and 2018 - \$14 per player
2018 and 2020 - \$15 per player

As well, specific to Amherstburg Minor Baseball, a new fee was introduced in 2016 that was charged to their introductory level of tee-ball. As a result of this category’s length of season, which was half as long as other age categories, Council approved a fee that represented ½ of the regular player fee. Following this recommendation, the 2017 tee-ball fee is recommended to increase from \$6.50 per player to \$7.00 per player.

In the past, the water connection fees have been billed on a time and material basis from the Water Department. Depending on which side of the road the water main was located on the costs could vary significantly. The costs have been estimated for a long and short water service and averaged. The proposed changes ensure that the fees are fair and consistent for this type of service for all residents.

In May 2016, Council passed By-law 2016-21, this By-law provides authorization to the Clerk to recover the costs incurred by the Municipality for MVA’s and stipulates the charges for these services to be:

- Current MTO rate per apparatus (currently set at \$450/hour)
- Personnel per hour / personnel per call rates (OT rates for full-time officers, current per call rates for volunteers)
- Any additional costs to the Amherstburg Fire Department (AFD) for each and every call

These fees for emergency response have now been included in the User Fee By-law schedule.

With regards to the elimination of the tax notice reprint fees, ratepayers could receive tax notices by various methods, such as being enrolled in a pre-authorized payment plan or being represented by a financial institution and may not receive an actual tax notice to begin with. In using these methods, rate payers will not receive an actual tax bill. This could result in an inconsistency with the application of the reprint of the tax notice fee if the rate payer has not received a notice to begin with. Elimination of this fee makes it a fair and consistent practice from a customer service perspective.

With regards to the elimination of the Tax Sale Tender Packages fee, the Town has recently begun using an online program; therefore there is no longer a need to print the tender packages. Additionally, printed copies of the tender packages are provided to the municipality at no cost. For these reasons, we do not have a requirement for this user fee.

Public notice for the User Fee proposed was posted in accordance with the Town's Provision of Notice to the Public policy.

4. RISK ANALYSIS:

User fees are required to be reviewed on an annual basis. A failure to do so may result in a significant time period lapsing before fees are adjusted to meet appropriate levels. This may result in lost opportunities for the Town to recover costs and place additional pressure on the general tax levy.

5. FINANCIAL MATTERS:

The impact of the existing user fees are incorporated within the revenue lines of the various departments in the 2017 proposed budget.

Increases or new fees have not been reflected in the 2017 budget.

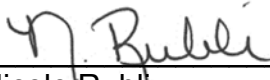
The impact of the increases will be presented in the quarterly variance reports to council in 2017 and will form the basis for future budget development.

6. CONSULTATIONS:

The Treasurer, Manager of Recreation Services and Manager of Environmental Services were consulted on this report.

7. **CONCLUSION:**

Approval of the User Fee By-law will allow the Town of Amherstburg to charge users for services at a comparable rate to that of other municipality's user fees within the Essex County Region.



Nicole Rubli
Manager of Licensing and Enforcement

HJS

Report Approval Details

| | |
|----------------------|---|
| Document Title: | 2017 User Fee By-law.docx |
| Attachments: | - 2017 Proposed Changes Recreation.pdf - 2017 Proposed Changes PWD.pdf - 2017 Proposed Changes Fire.pdf - 2017 Proposed Changes Finance.pdf - 2017-25 USER FEE BY-LAW.pdf |
| Final Approval Date: | Apr 18, 2017 |

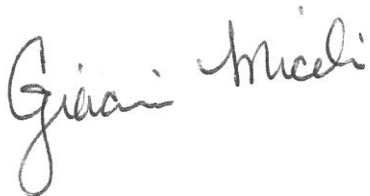
This report and all of its attachments were approved and signed as outlined below:



Mark Galvin - Apr 13, 2017 - 9:51 AM



Justin Rousseau - Apr 13, 2017 - 10:48 AM



John Miceli - Apr 13, 2017 - 1:13 PM



Paula Parker - Apr 18, 2017 - 6:38 PM

Parks, Facilities, Recreation and Culture Department

| Service | Fee Basis | Current Fee | Revised Fee | Change from 2016 |
|--|-----------------|-------------|-------------|------------------|
| ADMINISTRATION FEES | | | | |
| Security Deposit | per rental | \$ 250.00 | | No Change |
| Refunds - (programs and rentals) | per transaction | \$ 15.00 | | No Change |
| Set - Up / Take Down Rate - Amherstburg Staff | per rental | \$ 20.00 | | No Change |
| Banner Appliation Fee | per banner | \$ 100.00 | | No Change |
| AMHERSTBURG INDOOR RECREATION FACILITIES FEES | | | | |
| Ice Time | | | | |
| Prime | per hour | \$ 165.10 | | No Change |
| Non-Prime | per hour | \$ 144.08 | | No Change |
| Off-Off Prime Time | per hour | \$ 59.84 | | No Change |
| Local Minor Sports Association Prime | per hour | \$ 162.50 | | No Change |
| Local Minor Sports Association Non-Prime | per hour | \$ 141.81 | | No Change |
| Sr Adult Sports or private booking Non-Prime (before 4:00 pm) | per hour | \$ 73.66 | | No Change |
| Public Skating - General (per person) | per person | \$ 3.00 | | No Change |
| Public Skating - General (per family) | Max of 5 | \$ 8.00 | | No Change |
| Senior Public Skate | per person | \$ 4.42 | | No Change |
| Parent & Tots (per person) | per person | \$ 3.00 | | No Change |
| Hockey / Figure Skating drop-in | per person | \$ 8.00 | | No Change |
| Dry Floor Time | | | | |
| Arena Floor Rental Prime Time (Inline and Ball Hockey - dry floor rental) | per hour | \$ 59.84 | | No Change |
| Arena Floor Rental Non - Prime (Inline and Ball Hockey - dry floor rental) | per hour | \$ 55.24 | | No Change |
| **Show/Sale (in advance) per day | per day | \$ 500.00 | | No Change |
| Indoor Soccer Field | | | | |
| Prime | per hour | \$ 113.49 | | No Change |
| Non-Prime | per hour | \$ 104.04 | | No Change |
| Local Minor Sports Association Prime | per hour | \$ 111.70 | | No Change |
| Local Minor Sports Association Non-Prime | per hour | \$ 102.40 | | No Change |
| Youth - Drop-in Soccer | per hour | \$ 3.00 | | No Change |
| Adult - Drop-in Soccer | per hour | \$ 7.08 | | No Change |
| Adult - Drop-in Baseball | per hour | \$ 7.08 | | No Change |
| Multi Purpose Room Upstairs in Arena (Small room) | | | | |
| Prime Time Rental | per hour | \$ 23.01 | | No Change |
| Non -Prime Time Rental | per hour | \$ 18.42 | | No Change |
| Local Minor Sports Association Prime | per hour | \$ 22.65 | | No Change |
| Local Minor Sports Association Non-Prime | per hour | \$ 18.13 | | No Change |
| Weekend - Daily Alcohol & Non-Alcohol - Half Day (4 hours) | per event | \$ 230.17 | | No Change |
| Weekend - Daily Alcohol & Non-Alcohol - Full Day (8 hours) | per event | \$ 414.31 | | No Change |
| Board Room In Arena (Office Area) | | | | |
| All Hours | N/A | N/A | | No Change |
| Leasing Space/Essex Power Energy Zone | | | | |
| Prime Time Rental | per hour | \$ 36.25 | | No Change |
| Non -Prime Time Rental | per hour | \$ 27.19 | | No Change |
| Community Room | | | | |
| Prime Time Rental | per hour | \$ 46.03 | | No Change |
| Non -Prime Time Rental | per hour | \$ 36.83 | | No Change |
| Kitchen - Prime or Non-Prime | per hour | \$ 18.41 | | No Change |
| Weekend - Daily Alcohol & Non-Alcohol - Half Day (4 hours) | per event | \$ 230.17 | | No Change |
| Weekend - Daily Alcohol & Non-Alcohol - full Day (8 hours) | per event | \$ 414.31 | | No Change |
| ** Kitchen included in half day and full day rentals | | | | |

| Service | Fee Basis | Current Fee | Revised Fee | Change from 2016 |
|---|-------------|-------------|-------------|------------------|
| AMHERSTBURG OUTDOOR RECREATION FACILITIES FEES | | | | |
| Pavillion Rentals | | | | |
| Wedding / Special Event | per 2 hours | \$ 69.05 | | No Change |
| ** There is no alcohol allowed in KNYP Please refer to KNYP passive By-Law | | | | |
| Full Park Rentals, Special Events & Equipment | | | | |
| Family Reunion/Picnic, etc. (no alcohol) | per rental | \$ 82.86 | | No Change |
| Special Event Park Rental | per rental | \$ 224.78 | | No Change |
| Special Event Road Rental | per rental | \$ 224.78 | | No Change |
| Garbage Barrels | per barrel | \$ 2.00 | | No Change |
| Garbage Bags | per 100 | \$ 25.00 | | No Change |
| Road Barriers | per barrier | \$ 2.00 | | No Change |
| Pylons | per pylon | \$ 5.00 | | No Change |
| Picnic Table rental | per table | \$ 12.00 | | No Change |
| Recycle Bin with wheels | per unit | \$ 25.00 | | No Change |
| Recycle Box | per unit | \$ 2.00 | | No Change |
| Baseball Diamonds | | | | |
| Baseball Diamond | per game | \$ 7.37 | | No Change |
| Local Minor Sports Association Diamond | per game | \$ 7.25 | | No Change |
| Baseball Diamond - Libro Credit Union Centre - Un-Lit | per game | \$ 32.23 | | No Change |
| Baseball Diamond - Libro Credit Union Centre - Lit | per game | \$ 52.48 | | No Change |
| Local Minor Sports Association - Libro (Un-lit) | per game | \$ 31.72 | | No Change |
| Local Minor Sports Association - Libro (Lit) | per game | \$ 51.65 | | No Change |
| Baseball Diamond - Half Day (4 hours) | per day | \$ 29.46 | | No Change |
| Baseball Diamond - Per Day (8 hours) | per day | \$ 58.00 | | No Change |
| Local Minor Baseball Association (T-Ball) | per player | \$ 6.50 | \$ 7.000 | \$0.50 |
| Local Minor Baseball Association | per player | \$ 13.00 | \$ 14.000 | \$1.00 |
| Soccer/Football Field | | | | |
| Grass Field | per game | \$ 7.37 | | No Change |
| Local Minor Sports Association - Grass Field | per game | \$ 7.25 | | No Change |
| Premier Turf Field - Un-Lit | per game | \$ 32.23 | | No Change |
| Premier Turf Field - Lit | per game | \$ 52.48 | | No Change |
| Local Minor Sports Association - Premier Turf (Un-lit) | per game | \$ 31.72 | | No Change |
| Local Minor Sports Association - Premier Turf (Lit) | per game | \$ 51.65 | | No Change |
| Football Field Grass - Half Day (4 hours) | per day | \$ 29.46 | | No Change |
| Football Field Grass- Per Day (8 hours) | per day | \$ 58.00 | | No Change |
| Local Minor Sports Association - Football Field Grass (Half Day) | per day | \$ 29.00 | | No Change |
| Local Minor Sports Association - Football Field Grass (Full Day) | per day | \$ 57.09 | | No Change |
| Minor Soccer Association | per player | \$ 13.00 | \$ 14.000 | \$1 |
| Tennis Courts | | | | |
| Single Court | per hour | \$ 3.68 | | No Change |
| All Courts at location | per day | \$ 9.20 | | No Change |
| All courts - Half Day (4 hours) | 4 hours | \$ 27.63 | | No Change |
| All Courts - Per Day (8 hours) | per evening | \$ 55.24 | | No Change |
| Field and Track Area | | | | |
| Evening (with alcohol) | per evening | \$ 184.14 | | No Change |
| All day(with alcohol) | per day | \$ 368.28 | | No Change |
| Private Rental (no alcohol) | per day | \$ 92.07 | | No Change |
| (**LCBO Special Occasion Permit is Mandatory along with Insurance Certificate covering days booked**) | | | | |

| Service | Fee Basis | Current Fee | Revised Fee | Change from 2016 |
|---|--------------------|-------------|-------------|------------------|
| AMHERSTBURG COMMUNITY PROGRAMMING FEES | | | | |
| Seasonal Activities and Programs | | | | |
| Parent & Tot | per class | \$6.25 | | No Change |
| Pre-School | per class | \$6.25 | | No Change |
| Youth | per class | \$9.00 | | No Change |
| Adult | per class | \$11.00 | | No Change |
| Senior | per drop-in | \$5.00 | | No Change |
| Children & Youth - Drop In | per drop-in | \$8.00 | | No Change |
| Adult - Drop - In | per drop-in | \$8.00 | | No Change |
| Day Camp | | | | |
| Daily | per day | \$25.00 | | No Change |
| Weekly | per week | \$125.00 | | No Change |
| Specialty Camp | per week | \$137.00 | | No Change |
| Hot Lunch fee | per lunch | \$5.00 | | No Change |
| Aquatic Season Pass | | | | |
| Length Swims - Entire Season | season | \$50.00 | | No Change |
| Public Swim - Per person | season | \$40.00 | | No Change |
| Family Public Swim | season | \$80.00 | | No Change |
| Aquatic Drop-Ins | | | | |
| Pre-School | per swim | \$2.25 | | No Change |
| Youth | per swim | \$2.25 | | No Change |
| Adult | per swim | \$3.00 | | No Change |
| Family | per swim | \$8.00 | | No Change |
| Swimming Programs | | | | |
| Parent & Tot | per class | \$6.00 | | No Change |
| Pre-School | per class | \$6.00 | | No Change |
| Youth | per class | \$6.00 | | No Change |
| Private Lessons - one student | per person/30 mins | \$20.00 | | No Change |
| Private Lessons - two students | per person/30 mins | \$15.00 | | No Change |
| Private Lessons - three students | per person/30 mins | \$11.00 | | No Change |
| Private Lessons- four students | per person/30 mins | \$11.00 | | No Change |
| <i>*Family will include 5 members max. / Youth under 14 years are exempt from HST</i> | | | | |

Town of Amherstburg User Fee Schedule

Public Works / Drainage

| Service | Fee Basis | Approved Fee | 2017 Proposed Change |
|--|-------------------------------|---------------------------------|----------------------|
| Public Sewer Connection & Inspections Required | Per Inspection | \$ 40.00 | Remove |
| Curb Cut & Driveway | Per Cut | \$ 50.00 | |
| Lawyers Inquiries (orders on residential /commercial/industrial property for buyers) | Per Inquiry | \$ 75.00 | |
| Frontage Fee for New Water Connection (where debt has been retired) | Per Connection | \$ 2,000.00 | Remove |
| Water Meter Fee | 3/4" Permit/Water Meter Fee | \$ 380.00 | \$ 470.00 |
| Water Meter Fee | 1" Permit/Water Meter Fee | \$ 500.00 | \$ 560.00 |
| Water Meter Fee | 1 1/2" Permit/Water Meter Fee | \$ 870.00 | \$ 1,020.00 |
| Water Meter Fee | 2" Permit/Water Meter Fee | \$ 1,020.00 | \$ 1,135.00 |
| Disconnection /Removal of Water Service | Per disconnection | \$ 2,000.00 | |
| Water Meter Testing for Customer | Per test | \$ 250.00 | |
| Hydrant Valve Installation & Removal Fee | Per Inspection | \$ 125.00 | |
| Hydrant Water Usage Fee | per usage | New proposed fee | current water rate |
| Overstrength Sewage Treatment – Amherstburg Wastewater Treatment Plant | per kg | based on previous years actuals | |
| New Water Service Connections | 3/4" Water Service | New proposed fee | \$ 2,750.00 |
| New Water Service Connections | 1" Water Service | New proposed fee | \$ 2,950.00 |
| New Water Service Connections | 1 1/2" & 2" Water Service | New proposed fee | at cost |
| After Hours Water Shut Off/ON | per service | New proposed fee | \$ 175.00 |

| Fire Department | | | |
|--|---|---------------------------|----------------------|
| Service | Fee Basis | Current Fee | 2017 Proposed Change |
| ADMINISTRATION FEES | | | |
| Fire Search (Lawyers letters) | per search | \$80.00 | No Change |
| Fire Report (Fire no investigation) | per search | \$80.00 | No Change |
| Fire Report (Investigation with pictures) | per report | \$250.00 | No Change |
| Inspection with Fire Code deficiencies | per hour | \$80.00 | No Change |
| Re-inspection after Notice of Violation | per hour | \$80.00 | No Change |
| Request inspection (letter required) | per hour | \$80.00 | No Change |
| Firework Application and review | per hour | \$80.00 | No Change |
| Fire Safety Plan review | per hour | \$80.00 | No Change |
| Lockbox program | one time fee | \$80.00 | No Change |
| MVA response to non-resident vehicles | per hour per truck | \$410.00 | No Change |
| Smoke Alarm installation | per smoke alarm | \$40.00 | No Change |
| Risk & Safety management Level 1 propone | per hour | \$80.00 | No Change |
| Risk & Safety management Level 2 propone | per hour | \$80.00 | No Change |
| Open burn | per call (<6 firefighters) | \$410.00 | No Change |
| Open burn | per call (>6 firefighters) | \$820.00 | No Change |
| Assistance for private standby beyond normal | per hour per truck | \$410.00 | No Change |
| Annual Business Licence Inspections | per hour | \$80.00 | No Change |
| False Alarm as per Bylaw 2016-26 | per truck after 3 | \$410.00 | No Change |
| Emergency Response-Fire Department | per hour/per truck | NEW as per By-law 2016-21 | *Current MTO rate |
| Emergency Response-Fire Department | personnel per hour/personnel per call | NEW as per By-law 2016-21 | **Current rate |
| | Any other costs associated with the response of each and every call | | |
| * Current MTO rate will be determined by the Clerk as per the Ministry of Transportation rate at the date of invoice | | | |
| **Current personnel per hour and per call rates will be determined based on the hourly rate of FT firefighter and volunteer per call rates at the date of invoice. | | | |

Finance Department

| Service | Fee Basis | Approved Fee |
|--|------------------------|---------------------|
| Adding Charges to Roll | Per Transaction | \$ 100.00 |
| Financing Administrative Fee | Per Property | \$ 100.00 |
| Indemnity Processing Charge | Per Occurrence | \$ 50.00 |
| Misdirected Payment | Per Transaction | \$ 25.00 |
| NSF/Returned Payment Charge | Per Occurrence | \$ 40.00 |
| Refund Charge | Per Occurrence | \$ 25.00 |
| Tax Certificates | Per Certificate | \$ 75.00 |
| Tax Notice - reprint | Per Reprint | \$ 10.00 |
| Tax Research (For Tax, Accounting or Finance) | Per | \$ 50.00 |
| Tax Sale Registration 2nd Letter | Per | \$ 50.00 |
| Tax Sale Registration Final Letter Before Registration | Per | \$ 50.00 |
| Tax Sale Tender Package | Per | \$ 10.00 |
| Title Search - 2 years arrear | Per Search | \$ 50.00 |

| 2017 Proposed Change |
|----------------------|
| No Change |
| No Change |
| No Change |
| No Change |
| No Change |
| No Change |
| No Change |
| Eliminate Fee |
| No Change |
| No Change |
| No Change |
| Eliminate Fee |
| No Change |

THE CORPORATION OF THE TOWN OF AMHERSTBURG

BY-LAW NO. 2017-25

By-law to permit the Town of Amherstburg to impose fees or charges with respect to services or activities provided, related costs payable, and for the use of its property

WHEREAS the Municipal Act, 2001, S.O. 2001, c. 25, as amended, provides that a municipality may pass by-laws imposing fees or charges on any class or persons;

AND WHEREAS the Building Code Act, 1992, S.O. 1992, c. 23, as amended provides that a municipality may pass by-laws imposing fees and charges;

AND WHEREAS the Planning Act, R.S.O. 1990, c. P.13, as amended, provides that a municipality may pass by-laws imposing tariffs, fees and charges.

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

1. THAT the rates and service charges, as outlined in Schedule "A" attached hereto and forming part of this By-law.
2. THAT such services and activities will not be provided until payment of the appropriate fee or charge has been received.
3. THAT payment of any fee or charge in this By-law shall be in Canadian currency.
4. THAT some rates and service charges are subject to applicable sales tax.
5. THAT By-law 2016-11 is hereby repealed.

THIS by-law shall come into full force and effect on April 10, 2017

Read a first, second and third time this 10th day of April, 2017.

MAYOR- Aldo DiCarlo

CLERK – Paula Parker

Town of Amherstburg User Fee Schedule

| Administrative Services | | |
|--|--------------|-------------------------------|
| Service | Fee Basis | Approved Fee |
| Photocopies | Per Copy | \$ 0.30 |
| Pins | Per Pin | \$ 0.75 |
| Town Spoon | Per Spoon | \$ 5.00 |
| Flags | Per Flag | \$ 75.00 |
| 2 x 3 Street Maps | Per Map | \$ 10.00 |
| Clerk's Department | | |
| Commissionaire of Oaths/Witness Signature (Non Municipal Documents) Residents (Pension Documents Excluded) | Per Document | \$ 10.00 |
| Commissionaire of Oaths/Witness Signature (Non Municipal Documents) Non Residents (Pension Documents Excluded) | Per Document | \$ 15.00 |
| MFFIPA Application | Per | \$ 5.00 |
| MFFIPA Other | | As per Ontario Regulation 823 |
| Transfer of Electronic Documents (USB, Email) | per | \$ 10.00 |
| Integrity Commissioner Filing fee | per | \$ 125.00 |
| Election Nomination Fee - Mayor | per | \$ 200.00 |
| Election Nomination Fee - Deputy Mayor/Councillor | per | \$ 100.00 |
| Copies of recorded council meeting | Per CD | \$ 10.00 |
| Administrative Charge for subrogated third party damages | per | \$ 100.00 |

Licensing & Enforcement Department

| Service | Fee Basis | Approved Fee |
|-------------------------------------|------------------|---------------------|
| Auctioneer | Per Licence | \$ 78.00 |
| Lotteries/Bingos/Raffles | Per Licence | Legislated at 3% |
| Carnivals, Fairs/Midways | Per Licence | \$ 150.00 |
| Circuses | Per Licence | \$ 150.00 |
| Concerts | Per Licence | \$ 150.00 |
| Driving Schools | Per Licence | \$ 150.00 |
| Festivals | Per Licence | \$ 150.00 |
| Flea Markets | Per Licence | \$ 150.00 |
| Hawkers and Peddlers | Per Licence | \$ 78.00 |
| Horse Drawn Carriage Owners Drivers | Per Licence | \$ 78.00 |
| Limousine Driver | Per Licence | \$ 78.00 |
| Limousine Owner | Per Licence | \$ 78.00 |
| Pedi cabs Owners/Drivers | Per Licence | \$ 78.00 |
| Petting Zoos | Per Licence | \$ 150.00 |
| Portable Sign Contractors | Per Licence | \$ 100.00 |
| Produce Vendors | Per Licence | \$ 150.00 |
| Refreshment Vehicles (All Classes) | Per Licence | \$ 78.00 |
| Second Hand Shops | Per Licence | \$ 200.00 |
| Special Event Sales | Per Licence | \$ 78.00 |
| Taxicab Broker | Per Licence | \$ 75.00 |
| Taxicab Driver | Per Licence | \$ 60.00 |
| Taxicab Owner | Per Licence | \$ 70.00 |
| Trade Shows | Per Licence | \$ 150.00 |
| Amusement Arcades | Per Licence | \$ 200.00 |
| Automobile Body Repair Shops | Per Licence | \$ 200.00 |
| Barbershops | Per Licence | \$ 200.00 |
| Beauty Salons | Per Licence | \$ 200.00 |
| Bed and Breakfasts | Per Licence | \$ 200.00 |
| Bingo Halls | Per Licence | \$ 200.00 |
| Boarding/Lodging/Rooming Houses | Per Licence | \$ 200.00 |
| Body piercing parlours | Per Licence | \$ 200.00 |
| Bowling Alleys | Per Licence | \$ 200.00 |
| Business Service Establishments | Per Licence | \$ 200.00 |
| Campgrounds/Trailer Parks | Per Licence | \$ 200.00 |
| Caterers | Per Licence | \$ 200.00 |
| Dry Cleaners | Per Licence | \$ 200.00 |
| Florist Shops | Per Licence | \$ 200.00 |
| Food Shops | Per Licence | \$ 200.00 |
| Gas Stations | Per Licence | \$ 200.00 |

| Service | Fee Basis | Approved Fee |
|---|--------------------------------|---|
| Hotels/Motels | Per Licence | \$ 200.00 |
| Indoor Recreational Establishments | Per Licence | \$ 200.00 |
| Office (General, Business, Service) | Per Licence | \$ 200.00 |
| Pet Groomers | Per Licence | \$ 200.00 |
| Pet Shops | Per Licence | \$ 200.00 |
| Public Halls (all classes) | Per Licence | \$ 200.00 |
| Race Tracks | Per Licence | \$ 150.00 |
| Restaurants | Per Licence | \$ 200.00 |
| Retail Store | Per Licence | \$ 200.00 |
| Snack Bars | Per Licence | \$ 200.00 |
| Swimming Pools | Per Licence | \$ 200.00 |
| Tattoo parlours | Per Licence | \$ 200.00 |
| Theatres | Per Licence | \$ 200.00 |
| Wrecking Yards | Per Licence | \$ 200.00 |
| Adult Book/Magazine Sales | Per Licence | \$ 100.00 |
| Adult Entertainment Attendants | Per Licence | \$ 78.00 |
| Adult Entertainment Parlours | Per Licence | \$ 200.00 |
| Adult Merchandise Sales | Per Licence | \$ 200.00 |
| Adult Videotape Sales/Rental | Per Licence | \$ 200.00 |
| Marriage Licences | Per Licence | \$ 117.00 |
| Liquor Licence Application Processing | Per Application | \$ 50.00 |
| Application for Noise Exemption | Per Application | \$ 50.00 |
| Death Registration | Per | \$ 15.00 |
| Dog Licence | Per Spayed / Neutered Dog | \$ 15.00 |
| Dog Licence | Per Unspayed / un-neutered Dog | \$ 25.00 |
| Late Fee - Dog Tag -After April 30 | Per | \$ 10.00 |
| Application for Fence Variance | Per | \$ 50.00 |
| Fence Viewing | Per | \$ 400.00 |
| Appear before Property Standards Committee | | \$ 100.00 |
| Property Standards Order | Per | \$ 100.00 |
| Property Standards Order Reinspection | Per | \$ 100.00 |
| Register Property Standards Order on Title | Per | \$50 + Cost of Registration |
| By-law Violation - Administrative Fee -Work Completed by the Town | Per | 20% of Invoice costs / minimum \$100.00 |

| Finance Department | | |
|--|-----------------|--------------|
| Service | Fee Basis | Approved Fee |
| Adding Charges to Roll | Per Transaction | \$ 100.00 |
| Financing Administrative Fee | Per Property | \$ 100.00 |
| Indemnity Processing Charge | Per Occurrence | \$ 50.00 |
| Misdirected Payment | Per Transaction | \$ 25.00 |
| NSF/Returned Payment Charge | Per Occurrence | \$ 40.00 |
| Refund Charge | Per Occurrence | \$ 25.00 |
| Tax Certificates | Per Certificate | \$ 75.00 |
| Tax Research (For Tax, Accounting or Finance) | Per | \$ 50.00 |
| Tax Sale Registration 2nd Letter | Per | \$ 50.00 |
| Tax Sale Registration Final Letter Before Registration | Per | \$ 50.00 |
| Title Search - 2 years arrear | Per Search | \$ 50.00 |

| Public Works / Drainage | | |
|--|-------------------------------|---------------------------------|
| Service | Fee Basis | Approved Fee |
| Public Sewer Connection & Inspections Required | Per Inspection | \$ 40.00 |
| Curb Cut & Driveway | Per Cut | \$ 50.00 |
| Lawyers Inquiries (orders on residential /commercial/industrial property for buyers) | Per Inquiry | \$ 75.00 |
| Frontage Fee for New Water Connection (where debt has been retired) | Per Connection | \$ 2,000.00 |
| Water Meter Fee | 3/4" Permit/Water Meter Fee | \$ 380.00 |
| Water Meter Fee | 1" Permit/Water Meter Fee | \$ 500.00 |
| Water Meter Fee | 1 1/2" Permit/Water Meter Fee | \$ 870.00 |
| Water Meter Fee | 2" Permit/Water Meter Fee | \$ 1,020.00 |
| Disconnection /Removal of Water Service | Per disconnection | \$ 2,000.00 |
| Water Meter Testing for Customer | Per test | \$ 250.00 |
| Hydrant Valve Installation & Removal Fee | Per Inspection | \$ 125.00 |
| Overstrength Sewage Treatment – Amherstburg Wastewater Treatment Plant | per kg | based on previous years actuals |

| GIS Department | | |
|---|-------------|--------------|
| Service | Fee Basis | Approved Fee |
| 8 1/2 x 11 Town core Street map (B & W) | Per Map | \$ 1.00 |
| 8 1/2 x 11 Town core Street map (Colour) | Per Map | \$ 1.00 |
| 11 x 17 Town core Street map (B & W) | Per Map | \$ 2.00 |
| 11 x 17 Town core Street map (Colour) | Per Map | \$ 2.00 |
| 8 1/2 x 11 Fenced Area Specified by Customer (B&W) W/Aerial | Per Map | \$ 2.00 |
| 8 1/2 x 11 Fenced Area Specified by Customer (Colour) W/Aerial | Per Map | \$ 2.00 |
| 11 x 17 Fenced Area Specified by Customer (B&W) W/Aerial | Per Map | \$ 2.00 |
| 11 x 17 Fenced Area Specified by Customer (Colour) W/Aerial | Per Map | \$ 4.00 |
| Standard Products - Laser Plots (enlarged on plotter) | Per Sq. Ft. | \$ 2.50 |
| Custom Mapping | Per Hour | \$ 32.50 |

| Fire Services | | |
|--|---|-------------------|
| Service | Fee Basis | Approved Fee |
| Fire Search (Lawyer Letter) | Per Search | \$ 80.00 |
| Fire Report (No Investigation) | Per Report | \$ 80.00 |
| Fire Report (Investigation) | Per Report | \$ 250.00 |
| Inspection with Fire Code Deficiencies | Per Hour | \$ 80.00 |
| Re-Inspection after Notice of Violation | Per Hour | \$ 80.00 |
| Request Inspection (letter required) | Per Hour | \$ 80.00 |
| Firework Application and Review | Per Hour | \$ 80.00 |
| Fire Safety Plan Review | Per Hour | \$ 80.00 |
| Lockbox Program | One Time Fee | \$ 80.00 |
| MVA Response to Non Resident Vehicles | Per hour/Per truck | \$ 450.00 |
| Smoke Alarm Installation | Per Smoke Alarm | \$ 40.00 |
| Risk & Safety Management Level 1 Propane | Per Hour | \$ 80.00 |
| Risk & Safety Management Level 2 Propane | Per Hour | \$ 80.00 |
| Open Burn - Duty Officer Response | per Officer | \$ 225.00 |
| Open Burn | Per Call (< 6 Firefighters) | \$ 450.00 |
| Open Burn | Per Call (> 6 Firefighters) | \$ 900.00 |
| Assistance for Private Standby Beyond Normal Fire Protection | Per hour/Per truck | \$ 450.00 |
| Annual Business License Inspection | Per Hour | \$ 80.00 |
| False Alarm (After 3 Occurrences in 12 month period) | Per truck | \$ 450.00 |
| Emergency Response-Fire Department | per hour/per truck | *Current MTO rate |
| Emergency Response-Fire Department | personnel per hour/personnel per call | **Current rate |
| | Any other costs associated with the response of each and every call | |
| * Current MTO rate will be determined by the Clerk as per the Ministry of Transportation rate at the date of invoice | | |
| **Current personnel per hour and per call rates will be determined based on the hourly rate of FT firefighter and volunteer per call rates at the date of invoice. | | |

| Planning Department | | |
|---|-------------|--------------|
| Service | Fee Basis | Approved Fee |
| Application to Amend the Official Plan | Deposit | \$ 2,000.00 |
| Application to Amend Zoning By-law | Deposit | \$ 2,000.00 |
| Application to Amend Zoning By-law to A-36 | Deposit | \$ 1,000.00 |
| Consideration of an Application to the County of Essex for Approval of a Plan of Subdivision | Deposit | \$ 2,000.00 |
| Application for the Approval of Site Plans & Site Plan Agreement for New Development within Designated Site Plan Control Area | Deposit | \$ 2,000.00 |
| Consideration of an Application to the County of Essex for Approval of a Plan of Condominium | Deposit | \$ 2,000.00 |
| Consideration of an Application for Conversion, Demolition, Renovation or Repair, or Severance Under the Rental Housing Protection Act | Deposit | \$ 2,000.00 |
| Part Lot Control By-law | Deposit | \$ 1,000.00 |
| Holding (H) Removal By-law | Deposit | \$ 1,000.00 |
| <p><i>With respect to Application to amend the Official Plan, Application to amend the Zoning By-law, consideration of an Application to the Minister of Municipal Affairs and Housing for approval of a Plan of Subdivision, an application for the Approval of Site Plans and a Site Plan Agreement for new Development within a Designated Site Plan Control area, consideration of an Application to the Minister of Municipal Affairs and Housing for Approval of Plan of Condominium, consideration of an Application for Conversion, Demolition, Renovation or Repair, or Severance under the Rental Housing Protection Act, Part Lot Control By-law, Holding (H) Removal By-law if the costs of the Municipality for processing the subject planning applications exceed the amount of the deposit, the applicant shall promptly pay to the Town of Amherstburg, such excess amount upon receipt of an invoice therefore from the Town; and if the costs of the Municipality for processing the subject applications are less than the amount of the deposit, the Town shall promptly pay to the applicant the difference.</i></p> | | |
| Application for Consent to Sever Land | Fee | \$ 500.00 |
| Application for a Minor Variance or Permission to Enlarge, Extend or Alter the Use of a Legal Non-conforming Use | Fee | \$ 500.00 |
| Certificate of Validation | Fee | \$ 250.00 |
| Copy of Official Plan or Zoning Bylaw | Per Copy | \$ 50.00 |
| Planning Letter | Per Inquiry | \$ 75.00 |

| Building Department | | |
|---|------------|---|
| Service | Fee Basis | Approved Fee |
| Part 1 -A minimum fee of \$50.00 is required for all applications | | |
| Residential Group "C" - Finished Area above entrance level | per Sq Ft | \$ 1.00 |
| Residential Group "C" - Finished Area below entrance level | per Sq Ft | \$ 0.75 |
| Industrial Division F1, F2, F3 as set forth under the Ontario Building Code | per Sq Ft | \$ 1.00 |
| Institutional or Group "B" | per Sq Ft | \$ 1.00 |
| Commercial or Group D & E | per Sq Ft | |
| <u>Assembly or Group A Division 1,2,3 & 4</u> | per Sq Ft | |
| Residential Garages, Carports, Sheds, Open Roofless Decks | per | \$ 150.00 |
| Residential Swimming pools | per | \$ 100.00 |
| Finished Residential Basements/Attics | per Sq Ft | \$ 0.75 |
| Change of Use Permit | per | \$ 120.00 |
| Projects not specifically listed above including: additions, porches, canopies, retaining walls, fireplaces, renovations, building repairs authorized under Property Standards By-law, machine bases, greenhouses and any other structure or project not listed or classified elsewhere | per permit | 12.00 per \$1000 or part thereof construction value up to \$10,000,000 \$1.50 per \$1000 construction value Minimum 100.00 - %15 increase |
| Tents and other short term temporary structures: | | |
| (a) Large Tent requiring an Engineer's design | per permit | \$ 100.00 |
| (b) Small Tents | per permit | \$ 50.00 |

| Service | Fee Basis | Approved Fee |
|---|---|---|
| Demolitions Residential Part 9 | per permit | \$ 100.00 |
| Demolitions Non-Residential | per permit | \$ 800.00 |
| Demolitions Buildings Exceeding 10,000 sq. ft. | per permit | \$ 1,000.00 |
| Projects commenced prior to permit application being filed with the Building Department | per permit | 2 times cost of applicable permit |
| Farm Buildings as defined in Ontario Building Code Section 1.1.3.2 Up to 10,000 sq. ft floor area | per permit | \$ 500.00 |
| Farm Buildings as defined in Ontario Building Code Section 1.1.3.2 over 10,000 sq. ft floor area | per permit/per sq. ft. | .10 per square foot |
| Permanent Signs | per sign face | \$ 100.00 |
| Portable Signs - renewed annually | per sign/per year | \$ 100.00 |
| Part 2 - Plumbing Permit Fees | | |
| P-1 Residential Buildings under Part 9 of the Ontario Building Code | per dwelling unit or tenant space | \$ 125.00 |
| P-2 Residential Building under Part 3 of the Ontario Building Code | per unit | \$125 for the 1st unit or suite and \$75.00 for each additional unit or suite |
| P-3 Other types of buildings not specifically listed in P-1 or P-2 | per | \$100.00 + \$12.50 per fixture |
| Backflow preventor | per | \$ 75.00 |
| Each additional backflow preventor | per | \$ 10.00 |
| <i>The construction, repair, renewal or alteration of a building drain and/or building storm drain as follows:</i> | | |
| Each 15 metres (50 feet) or fraction thereof | per | \$ 9.00 |
| Installation of additional fixtures or appliances prior to the completion of plumbing work covered by a previous permit | per fixture as defined under Section 7 of the OBC | \$ 5.00 |
| Minimum plumbing permit fee | per permit | \$ 125.00 |

| Service | Fee Basis | Approved Fee |
|---|------------|--------------|
| <u>PART 3 -SEWER FEES</u> | | |
| <i>Installation of new sanitary or storm sewer piping for a single family dwelling:</i> | | |
| Sanitary Sewer | per permit | \$ 100.00 |
| Storm Sewer | per permit | \$ 100.00 |
| <i>Drainage piping and storm drainage piping not within a building, excluding grease, oil or sediment interceptor to construct, repair, renew or alter,</i> | | |
| Drainage piping, and/or storm drainage piping servicing any type of building or other than a single family dwelling: | per permit | \$ 100.00 |
| Storm drainage piping servicing land, but not connected to a building: | per permit | \$ 100.00 |
| For each manhole that is connected to drainage piping and/or storm drainage piping | per permit | \$ 100.00 |
| For each catch basin that is connected to storm drainage piping | per permit | \$ 20.00 |
| <u>PART 4 - ON SITE PART 8 SEWAGE SYSTEMS</u> | | |
| <u>Permits</u> | | |
| A minimum permit fee is required for all applications | per permit | \$ 125.00 |
| The decommissioning of septic systems and installing new lateral sanitary sewers | per permit | \$ 250.00 |
| <i>There shall be no fee for the construction of not more than 5 feet of drainage piping from building to septic tank</i> | | |
| New systems or replacement systems (raised bed/trench system) | per permit | \$ 750.00 |
| Tertiary System: | per permit | \$ 850.00 |
| Tank Replacement only | per permit | \$ 300.00 |
| Holding Tank | per permit | \$ 800.00 |
| Septic Repairs (Property Standards) | per | \$ 150.00 |
| Septic Inspections (condition of severance) | per | \$ 150.00 |
| <u>Reviews and Assessments</u> | | |
| Subdivision (per lot) | per | \$ 150.00 |
| Severance application | per | \$ 150.00 |
| Minor Variance | per | \$ 150.00 |
| Building Addition/Alteration | per | \$ 200.00 |
| Property Inquiries | per | \$ 100.00 |

| Service | Fee Basis | Approved Fee |
|--|------------------------------------|---|
| PART 5 - WATER SERVICE PIPING BEYOND THE BUILDING CONTROL VALVE | | |
| <i>Installation to extend, alter, reconstruct or install water service piping serving more than one building upstream of the water meter of building control valve.</i> | | |
| Install water service piping serving more than one building | per permit | \$ 100.00 |
| PART 6 - SPECIAL FEES | | |
| <u>FEES FOR ADDITIONAL INSPECTIONS</u> | | |
| <u>Extra Inspections:</u> | | |
| For inspections made necessary due to work not ready for inspection following notification | per | \$ 60.00 |
| <u>Special Inspections:</u> | | |
| Standby inspection | per hour | \$ 60.00 |
| Examination of revised plans | per | \$ 150.00 |
| Inspection outside of normal working hours | per hour- minimum of 2 hours | \$ 100.00 |
| Building Letter | per | \$ 75.00 |
| AMOUNT OF PERMIT FEES WHICH WILL BE RETAINED WHERE THE OWNER APPLIES FOR A REFUND OF THE SAID FEES: | | |
| <i>The conditions set out below related to the refund of building permit fees for various situations and the applicable fees which are to be retained by the Town of Amherstburg</i> | | |
| <u>Prior to Permit being Issued</u> | | |
| Building Application withdrawn by the owner | per permit | 25% of the building permit fee but not less than \$50.00 and not greater than \$1500.00 |
| Permit is not issued by the Chief Building Official | per permit | |
| Application abandoned | per permit | |
| <u>Permit Issued:</u> | | |
| Applicant requests permission to cancel the permit | per permit | 50% of the building permit fee but not less than \$150.00 |
| Work does not commence and application for a refund is made within six (6) months of the date of the permit was issued. | per permit | |
| Work commenced and is abandoned | | No refund |
| Permit Revoked | | No refund |

| Service | Fee Basis | Approved Fee |
|--|-----------|--------------|
| Indemnity Fees: | | |
| NOTE: EXTRA FEES WITH RESPECT TO EXTRA INSPECTIONS, COMMENCEMENT OF WORK PRIOR TO PERMIT APPLICATION BEING FILED WILL BE DEDUCTED AUTOMATICALLY FROM INDEMNITY FEES: | | |
| Residential | deposit | \$ 1,000.00 |
| Commercial | deposit | \$ 1,000.00 |
| Industrial | deposit | \$ 1,000.00 |
| Institutional | deposit | \$ 1,000.00 |
| Inground Pool | deposit | \$ 1,000.00 |
| Above Ground Pool | deposit | \$ 500.00 |
| Accessory detached buildings accessory to a single family dwelling | deposit | \$ 500.00 |
| Farm buildings | deposit | \$ 500.00 |
| Decks & porches requiring a permit | deposit | \$ 500.00 |
| <p><i>To indemnify the Town from any loss or damage it may sustain by reason of the work carried out under such permit. Upon the completion of all work performed under the said permit, the amount of such indemnity fee shall be returned to the applicant after deductions of the amount of any loss or damage to any property or installations of the Town or any public utility, which loss or damage, in the opinion of the authority having jurisdiction arose out of the performance of such work. Outstanding permit fees will be deducted from the indemnity fee at the time of release. The Municipality will levy a fifty dollar (\$50.00) non-refundable fee to cover costs of the indemnity inspections.</i></p> | | |

Parks, Facilities, Recreation and Culture Department

| Service | Fee Basis | Current Fee |
|--|-----------------|-------------|
| ADMINISTRATION FEES | | |
| Security Deposit | per rental | \$ 250.00 |
| Refunds - (programs and rentals) | per transaction | \$ 15.00 |
| Set - Up / Take Down Rate - Amherstburg Staff | per rental | \$ 20.00 |
| Banner Application Fee | per banner | \$ 100.00 |
| AMHERSTBURG INDOOR RECREATION FACILITIES FEES | | |
| Ice Time | | |
| Prime | per hour | \$ 165.10 |
| Non-Prime | per hour | \$ 144.08 |
| Off-Off Prime Time | per hour | \$ 59.84 |
| Local Minor Sports Association Prime | per hour | \$ 162.50 |
| Local Minor Sports Association Non-Prime | per hour | \$ 141.81 |
| Sr Adult Sports or private booking Non-Prime (before 4:00 pm) | per hour | \$ 73.66 |
| Public Skating - General (per person) | per person | \$ 3.00 |
| Public Skating - General (per family) | Max of 5 | \$ 8.00 |
| Senior Public Skate | per person | \$ 4.42 |
| Parent & Tots (per person) | per person | \$ 3.00 |
| Hockey / Figure Skating drop-in | per person | \$ 8.00 |
| Dry Floor Time | | |
| Arena Floor Rental Prime Time (Inline and Ball Hockey - dry floor rental) | per hour | \$ 59.84 |
| Arena Floor Rental Non - Prime (Inline and Ball Hockey - dry floor rental) | per hour | \$ 55.24 |
| **Show/Sale (in advance) per day | per day | \$ 500.00 |
| Indoor Soccer Field | | |
| Prime | per hour | \$ 113.49 |
| Non-Prime | per hour | \$ 104.04 |
| Local Minor Sports Association Prime | per hour | \$ 111.70 |
| Local Minor Sports Association Non-Prime | per hour | \$ 102.40 |
| Youth - Drop-in Soccer | per hour | \$ 3.00 |
| Adult - Drop-in Soccer | per hour | \$ 7.08 |
| Adult - Drop-in Baseball | per hour | \$ 7.08 |
| Multi Purpose Room Upstairs in Arena (Small room) | | |
| Prime Time Rental | per hour | \$ 23.01 |
| Non -Prime Time Rental | per hour | \$ 18.42 |
| Local Minor Sports Association Prime | per hour | \$ 22.65 |
| Local Minor Sports Association Non-Prime | per hour | \$ 18.13 |
| Weekend - Daily Alcohol & Non-Alcohol - Half Day (4 hours) | per event | \$ 230.17 |
| Weekend - Daily Alcohol & Non-Alcohol - Full Day (8 hours) | per event | \$ 414.31 |
| BOARD ROOM IN ARENA (OFFICE AREA) | | |
| All Hours | N/A | N/A |
| Leasing Space/Essex Power Energy Zone | | |
| Prime Time Rental | per hour | \$ 36.25 |
| Non -Prime Time Rental | per hour | \$ 27.19 |

| Service | Fee Basis | Current Fee |
|--|-------------|-------------|
| Community Room | | |
| Prime Time Rental | per hour | \$ 46.03 |
| Non -Prime Time Rental | per hour | \$ 36.83 |
| Kitchen - Prime or Non-Prime | per hour | \$ 18.41 |
| Weekend - Daily Alcohol & Non-Alcohol - Half Day (4 hours) | per event | \$ 230.17 |
| Weekend - Daily Alcohol & Non-Alcohol - full Day (8 hours) | per event | \$ 414.31 |
| ** Kitchen included in half day and full day rentals | | |
| AMHERSTBURG OUTDOOR RECREATION FACILITIES FEES | | |
| PAVILLION RENTALS | | |
| Wedding / Special Event | per 2 hours | \$ 69.05 |
| ** There is no alcohol allowed in KNYP Please refer to KNYP passive By-Law | | |
| FULL PARK RENTALS, SPECIAL EVENTS & EQUIPMENT | | |
| Family Reunion/Picnic, etc. (no alcohol) | per rental | \$ 82.86 |
| Special Event Park Rental | per rental | \$ 224.78 |
| Special Event Road Rental | per rental | \$ 224.78 |
| Garbage Barrels | per barrel | \$ 2.00 |
| Garbage Bags | per 100 | \$ 25.00 |
| Road Barriers | per barrier | \$ 2.00 |
| Pylons | per pylon | \$ 5.00 |
| Picnic Table rental | per table | \$ 12.00 |
| Recycle Bin with wheels | per unit | \$ 25.00 |
| Recycle Box | per unit | \$ 2.00 |
| BASEBALL DIAMONDS | | |
| Baseball Diamond | per game | \$ 7.37 |
| Local Minor Sports Association Diamond | per game | \$ 7.25 |
| Baseball Diamond - Libro Credit Union Centre - Un-Lit | per game | \$ 32.23 |
| Baseball Diamond - Libro Credit Union Centre - Lit | per game | \$ 52.48 |
| Local Minor Sports Association - Libro (Un-lit) | per game | \$ 31.72 |
| Local Minor Sports Association - Libro (Lit) | per game | \$ 51.65 |
| Baseball Diamond - Half Day (4 hours) | per day | \$ 29.46 |
| Baseball Diamond - Per Day (8 hours) | per day | \$ 58.00 |
| Local Minor Baseball Association (T-Ball) | per player | \$ 7.000 |
| Local Minor Baseball Association | per player | \$ 14.000 |

| Service | Fee Basis | Current Fee |
|---|-------------|-------------|
| SOCCER/FOOTBALL FIELD | | |
| Grass Field | per game | \$ 7.37 |
| Local Minor Sports Association - Grass Field | per game | \$ 7.25 |
| Premier Turf Field - Un-Lit | per game | \$ 32.23 |
| Premier Turf Field - Lit | per game | \$ 52.48 |
| Local Minor Sports Association - Premier Turf (Un-lit) | per game | \$ 31.72 |
| Local Minor Sports Association - Premier Turf (Lit) | per game | \$ 51.65 |
| Football Field Grass - Half Day (4 hours) | per day | \$ 29.46 |
| Football Field Grass- Per Day (8 hours) | per day | \$ 58.00 |
| Local Minor Sports Association - Football Field Grass (Half Day) | per day | \$ 29.00 |
| Local Minor Sports Association - Football Field Grass (Full Day) | per day | \$ 57.09 |
| Minor Soccer Association | per player | \$ 14.00 |
| TENNIS COURTS | | |
| Single Court | per hour | \$ 3.68 |
| All Courts at location | per day | \$ 9.20 |
| All courts - Half Day (4 hours) | 4 hours | \$ 27.63 |
| All Courts - Per Day (8 hours) | per evening | \$ 55.24 |
| FIELD & TRACK AREA | | |
| Evening (with alcohol) | per evening | \$ 184.14 |
| All day(with alcohol) | per day | \$ 368.28 |
| Private Rental (no alcohol) | per day | \$ 92.07 |
| (**LCBO Special Occasion Permit is Mandatory along with Insurance Certificate covering days booked**) | | |
| AMHERSTBURG COMMUNITY PROGRAMMING FEES | | |
| SEASONAL ACTIVITIES & PROGRAMS | | |
| Parent & Tot | per class | \$6.25 |
| Pre-School | per class | \$6.25 |
| Youth | per class | \$9.00 |
| Adult | per class | \$11.00 |
| Senior | per drop-in | \$5.00 |
| Children & Youth - Drop In | per drop-in | \$8.00 |
| Adult - Drop - In | per drop-in | \$8.00 |
| DAY CAMP | | |
| Daily | per day | \$25.00 |
| Weekly | per week | \$125.00 |
| Specialty Camp | per week | \$137.00 |
| Hot Lunch fee | per lunch | \$5.00 |

| Service | Fee Basis | Current Fee |
|---|--------------------|-------------|
| AQUATIC SEASON PASS | | |
| Length Swims - Entire Season | season | \$50.00 |
| Public Swim - Per person | season | \$40.00 |
| Family Public Swim | season | \$80.00 |
| AQUATIC DROP-INS | | |
| Pre-School | per swim | \$2.25 |
| Youth | per swim | \$2.25 |
| Adult | per swim | \$3.00 |
| Family | per swim | \$8.00 |
| SWIMMING PROGRAMS | | |
| Parent & Tot | per class | \$6.00 |
| Pre-School | per class | \$6.00 |
| Youth | per class | \$6.00 |
| Private Lessons - one student | per person/30 mins | \$20.00 |
| Private Lessons - two students | per person/30 mins | \$15.00 |
| Private Lessons - three students | per person/30 mins | \$11.00 |
| Private Lessons- four students | per person/30 mins | \$11.00 |
| <i>*Family will include 5 members max. / Youth under 14 years are exempt from HST</i> | | |



THE CORPORATION OF THE TOWN OF AMHERSTBURG

OFFICE OF THE CAO

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

| | |
|---|---------------------------------|
| Author's Name: Paula Parker | Report Date: March 20, 2017 |
| Author's Phone: 519 736-0012 ext. 2238 | Date to Council: April 24, 2017 |
| Author's E-mail: pparker@amherstburg.ca | Resolution #: N/A |

To: Mayor and Members of Town Council

Subject: 2018 Municipal Election – Voting Method

1. RECOMMENDATION:

It is recommended that:

1. The report from the Municipal Clerk/Returning Officer dated March 20, 2017 regarding 2018 Municipal Election – Voting Method **BE RECEIVED**;
2. The traditional voting method with the use of electronic tabulators and internet voting **BE APPROVED** for advanced polls;
3. The traditional voting method with the use of electronic tabulators only **BE APPROVED** as the method of voting on Election Day;
4. **By-law 2017-22** being a by-law to authorize the use of optical scanning vote tabulators and the use of internet voting as an alternative voting method for advance voting in the 2018 Municipal Election be taken as having been read three times and finally passed and the Mayor and Clerk **BE AUTHORIZED** to sign same; and,
5. The Clerk **BE AUTHORIZED** to secure a vendor(s) for the 2018 Municipal Election.

2. BACKGROUND:

Section 42 of the Elections Act provides authority for the council of a local municipality to pass by-laws authorizing electors to use an alternative voting methods such as internet, telephone or vote by mail. The Act indicates that the by-law authorizing alternate voting methods be enacted prior to May 1 of the year before the election. The

goal of the 2018 Amherstburg Municipal Election is to ensure that the voting process is open and transparent, is accessible to all eligible voters and further that each eligible voter has only one vote, and that individual ballot results are not disclosed.

3. DISCUSSION:

Alternative methods to choose from are vote by mail, telephone and/or internet. A combination of these methods is often used by municipalities. Alternative voting methods can also be used in combination with traditional (paper ballot) polling stations. The majority of Ontario municipalities now use some alternative form of voting other than or in combination with paper ballots at polling stations.

OVERVIEW OF VOTING METHODS:

A. Vote By Mail

Qualified electors are mailed a voters kit, containing instructions along with a prescribed ballot depending on school support. They are asked to read the instructions and mark the ballot. They next put the ballot in a secrecy envelope and fill in the required information on the declaration form. The secrecy envelope containing the ballot, along with the declaration are placed in the return envelope and are forwarded to the municipality by mail or in person for counting on election day. It is important to note that if the declaration form is not signed, the ballot will not be counted.

B. Internet Voting

Qualified electors will be mailed a voters kit, containing instructions and a secured password. Electors are directed to a website where they are instructed to provide their unique password as well as their date of birth. After the password and date of birth have been entered, and they match municipal records, a ballot containing a list of qualified candidates for the contested offices is displayed. The electors select his/her choices for the various offices and once complete, forwards their choices to the service provider for counting.

C. Telephone Voting

Qualified electors will be mailed a voters kit, containing instructions, and a secured password. Electors are provided a dedicated telephone number whereupon dialing, they are instructed to provide their unique password as well as their date of birth. After the password and date of birth have been entered, and they match municipal records, a ballot containing a list of qualified candidates for the contested offices is read. The elector selects his/her choices for the various offices by the prompts given, and once complete, verifies their choices and their votes are forwarded to the service provider for counting.

D. Traditional Voting (paper ballots with optical scan vote tabulators)

Qualified electors arrive at the polls and authenticate their identity. If authentication is successful, the voter will be presented with a ballot containing a list of qualified

candidates for the contested offices. The voter proceeds to a private booth and marks his/hers choices and the completed ballot is placed in a special secrecy envelope and inserted into the Ballot Box via an electronic counting device. The tabulator scans the ballot, interprets the digital image of the ballot, stores and tallies the results and prints a cumulative total of all votes cast after the polls have been closed.

ADVANTAGES & DISADVANTAGES OF THE VARIOUS METHODS:

Vote by Mail Advantages:

- secure, as a voter kit is sent by prepaid first class mail individually to all qualified electors;
- qualified voters are provided a unique password and are required to provide additional security information, such as date of birth;
- reaches several categories of voters, such as persons with disabilities, seasonal residents, business travelers, students, snowbirds and non-resident voters;
- some possible financial savings as there is no longer the need to rent or staff traditional polling places with poll workers;
- environmentally positive in that there are no carbon emissions or paper waste;
- eliminates traditional advanced poll;
- no proxies;
- voter convenience and satisfaction in that citizens can vote at home and take a longer time to study the ballot and educate themselves on the issues and research the candidates and their stance on the issues;
- there is a paper trail should a recount be necessary;
- due to convenience, there is a possibility of increased voter turnout.

Vote by Mail Disadvantages:

- voter education programs are required to ensure that everyone understands the voting process and how to complete the vote by mail ballot properly;
- voter kits not received due to lost or misdirected mail;
- if the voter declaration is not signed, the ballot is not counted;
- the civic experience of voting with neighbours at a polling place no longer exists. Many voters show a preference for voting in the manner that is already familiar to them;
- a person moves to another municipality and mail is forwarded (rerouted) to them. Unknowingly they vote when they do not meet the qualifications of being a property owner/tenant;
- postal delays and/or late mailing results in ballots being received after voting day that are not counted;
- no provision for spoiled ballot replacement;

- a voter may be enticed or coerced into casting a vote that is different from his or her true preference;
- loss of care custody and control of the ballots, as a third party controls the mailings;
- slow vote counting, as ballots are counted after the close of polls on election day;
- there have been campaign frustrations expressed by candidates. A candidate has no way of knowing if an elector has already voted when they are knocking on doors or talking to voters on the street, retail establishments, etc. resulting in wasted campaign time and materials.

Internet Voting Advantages:

- secure, as a voter kit is sent by prepaid first class mail individually to all qualified electors;
- qualified voters are provided a unique password and are required to provide additional security information, such as date of birth;
- reaches several categories of voters, such as persons with disabilities, seasonal residents, business travelers, students, snowbirds and non-resident voters;
- voter intent is clear, there are no spoiled ballots;
- eliminates traditional advanced voting;
- no proxies;
- flexibility in that votes can be cast anytime, anywhere during the voting period; it lets electors vote 24 hours a day during the prescribed period up to 8:00 PM on voting day from anywhere in the world;
- electors can use any device that connects to the internet to vote, including their computer, laptop, tablet or telephone;
- environmentally positive in that there are no carbon emissions or paper waste;
- some possible financial saving as there is no longer the need to rent or staff traditional polling places with poll workers;
- voter convenience and satisfaction in that citizens can vote at home and take a longer time to study the ballot and educate themselves on the issues and the research the candidates and their stance on the issues;
- prompt results are provided subject to the third parties capabilities;
- due to convenience, there is the possibility of increased voter turnout.

Internet Voting Disadvantages:

- voter education programs are required to ensure that everyone understands the voting process and how to complete the internet ballot properly;
- voter kits not received due to lost or misdirected mail;

- the civic experience of voting with neighbours at a polling place no longer exists. Many voters show a preference for voting in the manner that is already familiar to them;
- a person moves to another municipality and mail is forwarded (rerouted) to them. Unknowingly they vote when they do not meet the qualifications of being a property owner/tenant;
- a voter may be enticed or coerced into casting a vote that is different from his or her true preference;
- not everyone has access to the internet or chooses to vote over their internet service. An election center may have to be established for these persons, where computers and election staff would be available to answer questions and to provide electors with necessary instructions and assistance so that voters can cast their ballot at the centre. This would result in increased cost;
- loss of care custody and control of the ballots, as a third party controls the mailings;
- there is no paper trail should a recount be necessary;
- there have been campaign frustrations expressed by candidates. A candidate has no way of knowing if an elector has already voted when they are knocking on doors or talking to voters on the street, retail establishments, etc. resulting in wasted campaign time and materials.

Telephone Voting Advantages:

- secure, as a voter kit is sent by prepaid first class mail individually to all qualified electors;
- qualified voters are provided a unique password and are required to provide additional security information, such as date of birth;
- reaches several categories of voters, such as persons with disabilities, seasonal residents, business travelers, students, snowbirds and non-resident voters;
- voter intent is clear, there are no spoiled ballots;
- eliminates traditional advanced voting;
- no proxies;
- flexibility in that votes can be cast anytime, anywhere during the voting period; it lets electors vote 24 hours a day during the prescribed period up to 8:00 PM on voting day from anywhere in the world;
- environmentally positive in that there are no carbon emissions or paper waste;
- electors can use telephone to vote;
- environmentally positive in that there are no carbon emissions or paper waste;
- some possible financial saving as there is no longer the need to rent or staff traditional polling places with poll workers;
- voter convenience and satisfaction in that citizens can vote at home and take a longer time to study the ballot and educate themselves on the issues and research the candidates and their stance on the issues;

- per information supplied by the Town of Tecumseh, the process takes on average 5 minutes to complete;
- prompt results are provided subject to the third parties capabilities;
- due to convenience, there is the possibility of increased voter turnout.

Telephone Voting Disadvantages:

- voter education programs are required to ensure that everyone understands the voting process and how to complete the internet ballot properly;
- voter kits not received due to lost or misdirected mail;
- the civic experience of voting with neighbours at a polling place no longer exists. Many voters show a preference for voting in the manner that is already familiar to them;
- a person moves to another municipality and mail is forwarded (rerouted) to them. Unknowingly they vote when they do not meet the qualifications of being a property owner/tenant;
- a voter may be enticed or coerced into casting a vote that is different from his or her true preference (on speaker phone);
- loss of care custody and control of the ballots, as a third party controls the mailings;
- there is no paper trail should a recount be necessary;
- there have been campaign frustrations expressed by candidates. A candidate has no way of knowing if an elector has already voted when they are knocking on doors or talking to voters on the street, retail establishments, etc. resulting in wasted campaign time and materials.

Traditional Voting (paper ballots with optical scan vote tabulators) Advantages:

- electors are familiar and comfortable with the traditional method;
- privacy is ensured during the casting of votes;
- accuracy in the counting of ballots;
- election results are prompt, timely and accurate;
- the ballot is tabulated immediately, notifying the voters of any errors on the ballot, reducing the possibility of rejected ballots;
- there is a paper trail should a recount be necessary;
- the municipality maintains care custody and control of the election process including but not restricted to the safeguarding of ballots and the counting thereof;
- candidates are able to campaign up to the close of polls on election day.

Traditional Voting (paper ballots with optical scan vote tabulators)

Disadvantages:

- limits the flexibility of the voter. They cannot vote anytime, they are provided parameters;
- may be difficulty in finding accessible voting locations in that previously used voting locations present barriers which negatively affect the ability of electors to access the facility;
- weather may have a negative effect on voter turnout;
- may be deemed by some as old school and non-progressive;
- more labour intensive and thus increases workload and staffing.

ACCESSIBILITY ISSUES & CONSIDERATIONS:

Vote By Mail, Internet Voting and Telephone Voting:

- electors can vote at home using their own assistive devices. Many people with accessibility concerns have, where necessary made changes to use their home to meet their needs. There is no need to leave the comfort of their home to vote.

Traditional Voting (paper ballots with optical scan vote tabulators):

- The Town must ensure polling station locations are barrier free and accessible to persons with disabilities, this can be difficult to ensure.
- The Town must consult with the Amherstburg Accessibility Advisory Committee to receive and implement recommendations to aid persons with disabilities ;
- The Town must ensure the use of assistive devices such as sip and puff, magnifiers, audio devices, encourage the use of an interrupter and/or care giver to assist in the voting process.
- Where necessary, the Returning Officer and Election Coordinator will visit an electors home to verify voter card and identification, ensure the ballot is cast secretly and ensure it is returned to the electors polling station in its secrecy envelop and accepted by the vote tabulator.

VOTER TURNOUT:

No one method has proven to be superior to another with respect to voter turnout. Those wishing to vote will do so despite the method chosen. Those that do not wish to vote will not, no matter the issues or the candidates running for office. The method of voting will have no effect on those individuals who choose not to vote. It is up to the Council of the municipality to choose the method which in its opinion best suits the needs of the electors.

The statistical data for Amherstburg however, shows that in the 2010 election, Amherstburg used vote by mail as its alternative voting method and received a 67% voter turnout using this method. In the 2014 election, Amherstburg used the traditional method of voting with optical scanning tabulators and received a 47% voter turnout.

County of Essex comparison:

In 2014, 97 municipalities in the Province provided internet voting at least as an option which was up from 44 in 2010. Locally, the Town of Tecumseh and the Town of Kingsville conducted their 2014 municipal election using a combination of internet and telephone voting, while the Municipality of Leamington used solely internet voting. Council will recall there was a delay in posting the results for the three aforementioned municipalities in 2014. The election management vendor publicly stated that “while ensuring the integrity of the election the company’s quality assurance process detected an inconsistency in the naming of certain election results files, therefore the system had to re-run the entire vote tabulation and conduct a manual audit before the results could be released.” Once the results were confirmed they were sent by e-mail to each municipality. The same three municipalities along with the addition of the Town of Lasalle are recommending the use of internet and telephone voting for the 2018 election. Since 2014, the Town of Tecumseh has hosted a by-election using internet voting and reports that results were posted within ten minutes after the election closed at 8:00 p.m., a different election management vendor was used for this by-election.

| Municipality | Method proposed for 2018 |
|---------------------|--|
| Amherstburg | Traditional polls & vote tabulators with advance internet voting |
| Essex | Traditional polls with vote tabulators |
| Chatham – Kent | Traditional polls & vote tabulators with advance internet voting |
| Kingsville | Internet and Telephone |
| Lakeshore | Internet and Telephone |
| Lasalle | Internet and Telephone |
| Leamington | Internet and Telephone |
| Tecumseh | Internet and Telephone |
| City of Windsor | Traditional polls with vote tabulators |

2014 Voter Turn-out in the County

| Municipality | #of Electors in 2014 | Method used in 2014 | Voter turnout |
|---------------------|-----------------------------|--|----------------------|
| Amherstburg | 16,276 | Traditional with tabulators | 47.27% |
| Chatham-Kent | 77,855 | Internet Advance and Traditional with tabulators | 42% |
| Essex | 15,462 | Vote by Mail with tabulators | 51.28% |
| Kingsville | 15,025 | Internet and Telephone | 47.8 % |
| Lakeshore | 25,883 | Vote by Mail with tabulators | 45.2% |
| Lasalle | 22,364 | Vote by Mail with tabulators | 46% |
| Leamington | 17,123 | Internet only | 42.29% |
| Tecumseh | 18,053 | Internet and Telephone | 52.47% |
| Windsor | 156,870 | Traditional with tabulators | 37.46% |

Reasons for Internet Voting for advance voting only

- Internet voting allows electors to vote twenty-four (24) hours a day for eight (8) to twelve (12) days from any location in the world. Snowbirds and students away at school would be able to vote themselves and not need a proxy.
- It allows for convenience for the voter. The internet option allows individuals the ability to vote at home rather than driving to the voting location.
- Internet voting also addresses most accessibility issues since people can vote from anywhere. Many people with accessibility issues have, where necessary, already made accommodation to be able to use the internet. For example, people who have challenges with their sight may already have the use of an internet reader.
- Using internet voting is one way for the municipality to encourage involvement in the election process. The more the municipality uses internet technology to communicate and connect with its residents the more the municipality becomes relevant and more interest is promoted by community involvement.
- The method of internet voting for advance polls allows both the community and administration to explore the opportunity this type of voting has. Administration feels this would be successful.
- Offering internet for advance voting only is being recommended due to the ability to strike off names on the voters list. Amherstburg utilizes Voterview as our voter list software. Voterview can accompany internet voting. When a voter casts a ballot online their name is immediately stricken from the list. Once the advance polls are closed a final voters list can be printed with the voters names that have already voted marked off. This is helpful on Election Day for the Deputy Returning Officers to know who has already voted.

4. RISK ANALYSIS:

In the 2010 municipal election, the Town of Amherstburg utilized the Vote by Mail system. Numerous complaints were received from the public as well as the candidates regarding the validity of some ballots cast, delay in the reporting of the results and value for dollars spent on the election. As a result of the problems which occurred, prior to the 2014 municipal election, the Town of Amherstburg commissioned the Oracle Group to conduct a survey of its electors to determine which method of voting was preferable. An overwhelming majority favoured the traditional voting system.

As indicated above, although the survey conducted suggested the majority of those polled were in favour of the traditional voting method, there was a reduction of 20% in voter turnout from the 2010 vote by mail election to the 2014 traditional method election, which accounts for a loss of 3255 voting electorate (based on the number of eligible electors in the 2014 election). This number is substantial and should be considered by Council when making its decision on a voting method for the 2018 election. Adding internet voting as an additional option for 2018 may possibly increase the voter turnout for 2018.

5. FINANCIAL MATTERS:

All methods of voting require statutory notices to be placed in newspapers, to hold open houses and public meetings. Where one method may save monies in labour costs, increased cost in other methods with respect to printing and mailing tend to offset any savings. There appears to be no appreciable cost savings realized by choosing one method over another.

The 2014 Municipal Election was run as traditional method with optical scan vote tabulators. In 2014, the cost to run the election was \$93,902.80. In preparation of the upcoming 2018 election, the approved 2017, 2016 and 2015 budgets currently incorporate additional funding to adequately manage the considerations identified by the 2014 election. The election reserve will have \$120,000 set aside for the 2018 election to cover cost by election time, should the current budgeting process be followed in 2018. To add internet voting as an additional option for electors in the 2018 election, additional funds of \$112,500 will be required in the election reserve budget for 2018.

The estimated costs provided in the table below are based on 16, 276 electors from the 2014 election totals. The list of electors will be reviewed and amended where necessary during the revision period which will take place in 2018. These numbers may increase/decrease based on population changes.

The costs included in the estimates are for election staff to assist with the election, production of the ballots and mailing costs, advertising, voting and counting equipment where applicable.

| Summary of Election Methods | Approximated 2018 Costs |
|---|--------------------------------|
| Traditional Election with vote counting tabulators | \$120,000 |
| Traditional Election with tabulators and Internet for advance voting only. (Telephone voting would also be available) | \$200,000 |
| Vote by Mail with vote counting tabulators | \$65,000 |
| Internet/Telephone voting | \$80,000 |

6. CONSULTATIONS:

The Election Coordinator and County Clerks were consulted on various aspects of this report.

7. **CONCLUSION:**

In keeping with the premise that "*The goal of the 2018 Amherstburg Municipal Election is to ensure that the voting process is open and transparent, is accessible to all eligible voters and further that each eligible voter has only one vote, and that individual ballot results are not disclosed,*" it is respectfully recommended that the Town of Amherstburg implement the same system as was utilized in the 2014 municipal election, namely Traditional Voting (paper ballots with optical can vote tabulators).



Paula Parker
Municipal Clerk/Returning Officer

jm/pp

Report Approval Details

| | |
|----------------------|--|
| Document Title: | 2018 Municipal Election - Voting Method.docx |
| Attachments: | - 2017-22 Authorizing Use - Electronic Vote Tabulators.pdf |
| Final Approval Date: | Apr 18, 2017 |

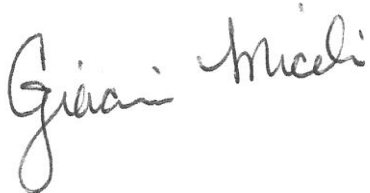
This report and all of its attachments were approved and signed as outlined below:



Justin Rousseau - Apr 12, 2017 - 11:10 AM



Mark Galvin - Apr 13, 2017 - 10:24 AM



John Miceli - Apr 13, 2017 - 11:45 AM



Paula Parker - Apr 18, 2017 - 6:12 PM

THE CORPORATION OF THE TOWN OF AMHERSTBURG

BY-LAW NO. 2017 - 22

**By-law to authorize the use of optical scanning
vote tabulators in the 2018 Municipal Election**

WHEREAS Section 42 of the *Municipal Elections Act, 1996* provides that the Council of a municipality may, by by-law, authorize the use of optical scanning vote tabulators for the purpose of counting votes in the 2018 municipal election;

AND WHEREAS the Council of the Corporation of the Town of Amherstburg considers it desirable to pass such a by-law;

Now therefore, the Council of the Corporation of the Town of Amherstburg enacts as follows:

1. The Council of the Corporation of the Town of Amherstburg hereby authorizes the use of optical scanning vote tabulators for the purpose of counting votes in the 2018 municipal election.
2. This by-law shall come into full force and take effect as of the date of its passing.

Read a first, second and third time and finally passed this 24th day of April, 2017.

MAYOR – Aldo DiCarlo

CLERK – Paula Parker



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: Adrien LeBlanc & Michelle Rose | Report Date: March 27, 2017 |
| Author's Phone: 519 736-0012 ext. 2226 & 2240 | Date to Council: April 24, 2017 |
| Author's E-mail: aleblanc@amherstburg.ca mrose@amherstburg.ca | Resolution #: N/A |

To: Mayor and Members of Town Council

Subject: Health and Safety First Quarter Update Report

1. **RECOMMENDATION:**

It is recommended that:

1. The report from the Health & Safety Officer and the Manager of Human Resources dated March 27, 2017, regarding the Health & Safety First Quarter Update **BE RECEIVED for information.**

2. **BACKGROUND:**

In January 2017, the contract for the Health and Safety Officer (HSO) was renewed to December 31, 2017. As a result, the HSO continues to identify hazards in the workplace, address non-compliance issues, conduct risk assessments, assist supervisors with appropriate training and resources, conduct spot checks, and continue to strengthen the Town's health and safety program across the organization.

3. **DISCUSSION:**

Since May 2016, the HSO has undertaken a review of work practices, policies and procedures as related to worker safety and compliance with the Occupational Health and Safety Act and associated regulations. This ongoing review involves observing

workers during the performance of normal duties, assessing new work procedures, inspecting equipment and work premises to identify hazards, performing risk analyses, investigating injury incidents as well as near-misses with the potential to cause injury to a worker or the potential to cause property damage. Additionally, the HSO has kept staff informed about changes to legislation and upcoming new requirements for employers, policies and programs. Specifically, awareness of the effect that mental health issues have in the workplace has led to the development of a new national CSA standard (Canadian Standards Association) for psychologically healthy workplaces. In response, the HSO developed a framework for increasing awareness in the workplace and working to establish a program to support mental health initiatives in the workplace. One key element of that program is the upcoming Mental Health First Aid training being provided to all Joint Health and Safety Committee members.

Similarly, new legislation requires employers of first responders to submit a Post-Traumatic Stress Disorder (PTSD) prevention program to the Ministry of Labour by April 28, 2017. Program steps have been taken in collaboration with the Fire and Police Departments and the plan is in draft form at this time and is scheduled to be submitted prior to the deadline. The HSO attends regular Joint Health and Safety Committee (JHSC) meetings to hear the concerns of workers and management and to share information regarding ongoing projects and upcoming training or changes to procedures. Findings are tracked and reported to management regularly. This report will provide an overview of significant issues identified and/or addressed since the September 2016 report to Council.

4. RISK ANALYSIS:

In addition to potential fines, enforcement activities by the Ministry of Labour result in lost productivity due to work stoppages and increased costs to meet imposed timelines when subject to compliance orders. The following examples provide an overview of just a few of the potential risks that have been controlled.

In conjunction with Fire Prevention, training was provided to Concession staff at the Libro Centre for the use of the fire-suppression system and fire extinguishers.

In 2016, “Bill 132” changed the requirements of Ontario Employers’ duties and responsibilities with respect to workplace violence and harassment. It is important for Council to note that the Town’s policy and procedures relating to workplace violence and harassment were updated and staff received the required training in accordance with the timelines established by the bill. Conversely, in February of 2016 a security contractor for the City of Oshawa received fines totalling \$70,000 for failing to meet an employer’s obligations with respect to Workplace Violence policies and worker training. This example illustrates how ensuring compliance with legislative requirements in a timely manner, the Town is protected from similar prosecution.

April 1, 2017 marks the end of a transition period where workers could legally work on a construction project where they may be subject to a fall without having received training in an approved “Working at Heights Program”. Several work activities performed by the Town staff in the Roads, Parks, Facilities and Water departments maybe classified as Construction Projects by an inspector from the MOL. On February 8, 2017 workers received Working at Heights training by an approved training organization. The HSO

undertook to ensure that the training provider was legally registered to carry-on business in the Province of Ontario, that they carried appropriate professional and general liability insurance and that they were authorized to provide the training in question. Having Town employees trained prior to the deadline ensures that the Town will not receive compliance orders nor be subject to work delays due to enforcement activities.

Please reference the attached list of health and safety issues identified and addressed since September 2016 for similar examples.

5. FINANCIAL MATTERS:

Financial implications with respect to Health and Safety can be measured in several ways, the most significant of which are either cost savings or cost avoidance.

Cost savings are realized in the form of paying reduced amounts for services such as consultation reports or training, when those can be provided in-house. Typically, salary costs are approximately 25% of the cost of third-party trainers and those savings can be magnified when third-party trainers or online providers charge per-person rates for training courses.

The Occupational Health and Safety Act requires that a worker receive training from a "Competent Person" who is qualified:

- by training, knowledge, and experience;
- is familiar with the Act and Regulations that apply in the circumstances; and,
- has an understanding of the hazards in the work.

Where the HSO meets these criteria, training is provided in-house saving roughly 80% of what outside training providers typically charge for training sessions. Estimated cost savings for training sessions provided in-house this quarter total approximately \$8000 for such topics as fall protection, use of an elevating work platform, WHMIS 2015 and Workplace Violence and Harassment.

Cost avoidance is a measure of those items that could result in costs to the employer but were avoided through good management practices. These include not having to delay productive work while undergoing an inspection, not having to re-prioritize projects to comply with orders, and not hiring contractors to expedite repairs on equipment that is subject to orders. More importantly, costs of fines and litigation are avoided by ensuring compliance. Although cost avoidance is more difficult to calculate than cost savings, properly identifying and addressing health and safety concerns in a timely manner can help avoid injuries and resultant costly WSIB claims, which carry not only wage replacement costs and administrative fees, but also re-training of replacement staff and reduced productivity from less experienced workers.

It is important to note that if the Town is convicted of an offence under the Occupational Health and Safety Act, the fine per offence can be up to \$500,000.00.

6. CONSULTATIONS:

The Manager of Human Resources was consulted on the preparation of this report.

7. **CONCLUSION:**

The HSO's diligence in overseeing a wide range of diverse work practices and hazardous activities will ultimately lead to lower costs through avoidance of worker injuries, claims, and a reduction in enforcement activities. Council's decision to extend the HSO contract supports the Town's commitment to strengthening the Town's health and safety program. This diligent focus on the program not only benefits employees, but the Town's reputation of being considered a Healthy and Safe workplace. It is widely accepted that a positive perception of the Town as an employer helps to attract and retain quality personnel and sets a standard for other local businesses and surrounding municipalities as a good corporate citizen.



Adrien LeBlanc
Health and Safety Officer



Michelle Rose
Manager of Human Resources

AL/MR

Report Approval Details

| | |
|----------------------|--|
| Document Title: | Health and Safety First Quarter Update Report.docx |
| Attachments: | - HS Q1 2017 Summary.pdf |
| Final Approval Date: | Apr 18, 2017 |

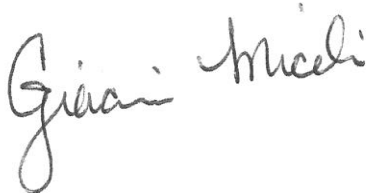
This report and all of its attachments were approved and signed as outlined below:



Justin Rousseau - Apr 18, 2017 - 3:03 PM



Mark Galvin - Apr 18, 2017 - 3:07 PM



John Miceli - Apr 18, 2017 - 4:05 PM



Paula Parker - Apr 18, 2017 - 7:04 PM



DESCRIPTION / ISSUES

NOTES:

| RECOMMENDATIONS / GAP ANALYSIS | LOW | MODERATE | MEDIUM | HIGH | NOTES: |
|--|-----|----------|--------|------|---|
| AMA ARENA Demolition/ Mould remediation/ DSS | | x | | | Reviewed DSS - In compliance Jan 2017 |
| Terms of Reference for JHSC | x | | | | Updated January 2017 |
| "WHMIS2015" Staff re-training | | x | | | Complete - Update Jan 30th, 2017 |
| Workplace Violence Training - Bill 132 | | x | | | all departments trained - Update Jan 30th, 2017 |
| AED Recall | | | x | | All units verified OK Feb 17/2017 |
| AED quarterly maintenance | | x | | | completed Feb 20/2017 |
| Working at Heights safety training | | | x | | PWD & Parks trained Feb 8, 2017 - IN COMPLIANCE |
| Fall protection - Fire | | x | | | All 3 stations trained March 2017 |
| PTSD "First Responders First" Action plan | | | x | | Drafted, report to MOL deadline April 28th, 2017 |
| WSIB Audit | | | x | | Non-compliance issues addressed - Feb 28, 2017 |
| Visual instructions for pool equipment | | | x | | Completed with U of W "VIP" student |
| On-ice head protection Risk Assess't & procedure | | | x | | Completed January 2017 |
| Chainsaw and Wood-Chipper operator safety training | | x | | | trainer scheduled for April |
| Elevating Work Platform safety training | | x | | | Facilities, Parks and PWD completed March 29th, 2017 |
| Psychological H&S in the workplace - CSA Standard | x | | | | 3 management trained in Mental Health First Aid |
| Pool operator certification course (CPO) | x | | | | correspondence with City of Windsor - possibly May 2017 |
| Ergonomic Assessments | | x | | | 2 injuries accommodated Jan/Feb 2017 - no lost time |
| F/A Equipment Inspections (Annual) | | x | | | Completed: GATA Industrial Feb 2017 |
| | | | | | |
| | | | | | |
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THE CORPORATION OF THE TOWN OF AMHERSTBURG

OFFICE OF CORPORATE SERVICES

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

| | |
|---|---------------------------------|
| Author's Name: Justin Rousseau | Report Date: April 10, 2017 |
| Author's Phone: 519 736-0012 ext. 2259 | Date to Council: April 24, 2017 |
| Author's E-mail: jrousseau@amherstburg.ca | Resolution #: N/A |

To: Mayor and Members of Town Council

Subject: April 5, 2017 – April 18, 2017 Accounts Payable

1. RECOMMENDATION:

It is recommended that:

1. The report from the Director of Corporate Services/Treasurer dated April 10, 2017, regarding April 5, 2017 – April 18, 2017, Accounts Payable **BE RECEIVED for information.**

2. BACKGROUND:

On July 11, 2016, Council adopted the following motion:

“The Treasurer BE AUTHORIZED to release funds for payables as per the Treasurer’s duties, set out in Section 286(1)(c) of the Municipal Act, 2001.”

Based on this motion, the accounts payable list will be presented to Council and the public for information at each meeting to continue with open and transparent government operations.

3. DISCUSSION:

The Accounts Payables list is attached. All cheques have been signed by approved signing authorities as per the Council approved policies.

4. RISK ANALYSIS:

The Town of Amherstburg is a complex entity with many different payment terms and contracts. While the possibility of late payment and interest charges exists, this is mitigated by allowing the Treasurer the ability to rectify the issues as they present themselves.

5. FINANCIAL MATTERS:

The funds in the amount of Appendix A have been paid during the applicable period.

6. CONSULTATIONS:

N/A

7. CONCLUSION:

The following is presented to the Mayor and Council for information.



Justin Rousseau
Director of Corporate Services/Treasurer

JR

Report Approval Details

| | |
|----------------------|--|
| Document Title: | April 5, 2017 – April 18, 2017 Accounts Payable.docx |
| Attachments: | |
| Final Approval Date: | Apr 18, 2017 |

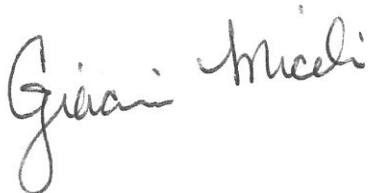
This report and all of its attachments were approved and signed as outlined below:



Justin Rousseau - Apr 12, 2017 - 10:21 AM



Mark Galvin - Apr 13, 2017 - 9:56 AM



John Miceli - Apr 13, 2017 - 11:36 AM



Paula Parker - Apr 18, 2017 - 6:04 PM



Vendor : A1C740 To ZUL180

Batch : All

Department : All

Cheque Print Date : 05-Apr-2017 To 18-Apr-2017

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 | | | | | GENERAL | | | |
| AMH001 | AMHERSTBURG PROFESSIONAL FIREFIGHTERS ASSOC | | | | | | | |
| MARCH 2017 | FIRE UNION DUES | | | | | 341 05-Apr-2017 | 05-Apr-2017 | |
| 10-2-0000000-1156 | | | | | A/P - PAYROLL DED. - FIRE | | | 372.00 |
| AMH22 | AMHERSTBURG POLICE ASSOCIATION | | | | | | | |
| MARCH 2017 | POLICE DUES MARCH 2017 | | | | | 341 05-Apr-2017 | 05-Apr-2017 | |
| 10-2-0000000-1146 | | | | | A/P - PAYROLL DED. - POLI | | | 6,599.85 |
| BEL4272 | BELWOOD POULTRY LIMITED | | | | | | | |
| APRIL 10, 2017 | REFUND OF CREDIT CREATED ON PROPERTY TAX ACCOUNT | | | | | 364 10-Apr-2017 | 10-Apr-2017 | |
| 10-1-0000000-2138 | | | | | A/R PROP TAX REFUND OWING | | | 16,009.32 |
| BOB219 | BOBLO DEVELOPMENTS INC | | | | | | | |
| APRIL 10, 2017 | REFUND OF CREDIT CREATED ON PROPERTY TAX ACCOUNT | | | | | 364 10-Apr-2017 | 10-Apr-2017 | |
| 10-1-0000000-2138 | | | | | A/R PROP TAX REFUND OWING | | | 3,265.41 |
| APRIL 10, 2017 | REFUND OF CREDIT CREATED ON PROPERTY TAX ACCOUNT | | | | | 364 10-Apr-2017 | 10-Apr-2017 | |
| 10-1-0000000-2138 | | | | | A/R PROP TAX REFUND OWING | | | 1,627.28 |
| APRIL 10, 2017 | REFUND OF CREDIT CREATED ON PROPERTY TAX ACCOUNT | | | | | 364 10-Apr-2017 | 10-Apr-2017 | |
| 10-1-0000000-2138 | | | | | A/R PROP TAX REFUND OWING | | | 1,599.16 |
| CAR645 | CARRIER CENTERS | | | | | | | |
| 04P420318 | REPAIRED SHIFTER | | | | | 351 31-Mar-2017 | 31-Mar-2017 | |
| 80-5-0000000-0402 | | | | | VEHICLE & EQUIPMENT MTCE. | | | 232.22 |
| COR408 | CORIX WATER PRODUCTS LP - ATTENTION: ACCOUNTS | | | | | | | |
| 10716015854 | WATER METERS | | | | | 351 09-Mar-2017 | 09-Mar-2017 | |
| 80-5-0000000-0833 | | | | | WATER METER REPAIRS & MTNCE | | | 1,762.80 |
| ESS53 | ESSEX REGION CONSERVATION AUTHORITY | | | | | | | |
| IN000010487 | 2ND QUARTER INSTALL | | | | | 364 01-Apr-2017 | 01-Apr-2017 | |
| 80-5-0000000-0550 | | | | | E.R.C.A. LEVY CW~GS | | | 17,301.80 |
| GRE05 | GREATER ESSEX COUNTY DISTRICT SCHOOL BOARD | | | | | | | |
| MARCH 2017 | MARCH 2017 PUB SCHOOL BOARD DEV CHARGES | | | | | 344 31-Mar-2017 | 31-Mar-2017 | |
| 10-2-0000000-0112 | | | | | A/P - PUB SCH BRD. DEV CHARGE | | | 2,745.00 |
| HAM504 | HAMEL BRANDON | | | | | | | |
| APRIL 10, 2017 | REFUND OF CREDIT CREATED ON PROPERTY TAX ACCOUNT | | | | | 364 10-Apr-2017 | 10-Apr-2017 | |
| 10-1-0000000-2138 | | | | | A/R PROP TAX REFUND OWING | | | 201.65 |
| HEA693 | HEATON SANITATION | | | | | | | |
| 29615 | CURB BOX REPAIRS | | | | | 351 10-Mar-2017 | 10-Mar-2017 | |
| 80-5-0000000-0755 | | | | | WATER SERVICE MAINTENANCE | | | 1,864.50 |
| HET208 | HETEK SOLUTIONS INC | | | | | | | |
| 0023124 | CAILBRATION | | | | | 351 22-Mar-2017 | 22-Mar-2017 | |
| 80-5-0000000-0420 | | | | | EQUIPMENT MAINTENANCE | | | 284.40 |
| HU356 | HU JIN PEI | | | | | | | |
| APRIL 10, 2017 | REFUND OF CREDIT CREATED ON PROPERTY TAX ACCOUNT | | | | | 364 10-Apr-2017 | 10-Apr-2017 | |
| 10-1-0000000-2138 | | | | | A/R PROP TAX REFUND OWING | | | 16.06 |
| IBEO1 | IBEW - LOCAL 636 | | | | | | | |
| MARCH 2017 | IBEW DUES MARCH 2017 | | | | | 341 05-Apr-2017 | 05-Apr-2017 | |
| 10-2-0000000-1145 | | | | | A/P - PAYROLL DED. - UNIO | | | 4,242.32 |



Vendor : A1C740 To ZUL180

Batch : All

Department : All

Cheque Print Date : 05-Apr-2017 To 18-Apr-2017

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 | GENERAL | | | | |
| KEL117 | KELCOM TELEMESSAGING | | | | |
| W78745-0417 | AFTER HOURS SERVICE | 364 | 01-Apr-2017 | 01-Apr-2017 | |
| 80-5-0000000-0316 | UTILITIES | | | | 29.46 |
| KEL198 | KELCOM RADIO DIVISION | | | | |
| 800007086 | RADIO AIRTIME | 322 | 15-Mar-2017 | 15-Mar-2017 | |
| 80-5-0000000-0404 | VEHICLE & RADIO LICENCES | | | | 1,700.08 |
| KEN211 | KEN LAPAIN & SONS LTD | | | | |
| 95867 HST | | 323 | 31-Mar-2017 | 31-Mar-2017 | |
| 10-1-0000000-2002 | A/R - GST INPUT TAX CR. | | | | 3,887.74 |
| LAB104 | LaBute Martin | | | | |
| APRIL 10, 2017 | REFUND OF CREDIT CREATED ON PROPERTY TAX ACCOUNT | 364 | 10-Apr-2017 | 10-Apr-2017 | |
| 10-1-0000000-2138 | A/R PROP TAX REFUND OWING | | | | 1,018.00 |
| MAR066 | MARONTATE BRADLEY AND SANDRA | | | | |
| APRIL 10, 2017 | REFUND OF CREDIT CREATED ON PROPERTY TAX ACCOUNT | 364 | 10-Apr-2017 | 10-Apr-2017 | |
| 10-1-0000000-2138 | A/R PROP TAX REFUND OWING | | | | 2,226.88 |
| MIC117 | MICHELIN NORTH AMERICA (CANADA) INC c/o | | | | |
| DA000591088€ | NEW TIRES INSTALLED | 351 | 10-Mar-2017 | 10-Mar-2017 | |
| 80-5-0000000-0402 | VEHICLE & EQUIPMENT MTCE. | | | | 1,118.25 |
| MON179 | MONTELEONE JOSEPH | | | | |
| APRIL 10, 2017 | REFUND OF CREDIT CREATED ON PROPERTY TAX ACCOUNT | 364 | 10-Apr-2017 | 10-Apr-2017 | |
| 10-1-0000000-2138 | A/R PROP TAX REFUND OWING | | | | 875.94 |
| MOR26 | MORNEAU SHEPELL LTD. | | | | |
| MARCH 2017 | 524180, 524181, 524182, 524183 | 344 | 31-Mar-2017 | 31-Mar-2017 | |
| 80-5-0000000-0207 | BENEFITS - LIFE & DISABILITY | | | | 72.54 |
| OME001 | OMERS | | | | |
| MARCH 2017 | OMERS CONTRIBUTIONS MARCH 2017 | 341 | 05-Apr-2017 | 05-Apr-2017 | |
| 10-2-0000000-1144 | OMERS PAYABLE | | | | 191,696.16 |
| 10-2-0000000-1250 | MISCELLANEOUS DEPOSITS | | | | -8,725.80 |
| ONT001 | ONTARIO CLEAN WATER AGENCY | | | | |
| 000091805 | PHONE INSTALLATION | 351 | 05-Jan-2017 | 05-Jan-2017 | |
| 80-5-0000000-0612 | GENERAL MAINTENANCE - AWWTP | | | | 2,960.71 |
| INV000093382 | MANDATORY DRINKING WATER TRAINING COURSE | 388 | 22-Mar-2017 | 22-Mar-2017 | |
| 80-5-0000000-0249 | TRAINING | | | | 2,413.50 |
| PAR372 | PARRLINE ELECTRICAL WHOLESALE | | | | |
| 66771 | METER GROUNDING WIRE | 388 | 30-Mar-2017 | 30-Mar-2017 | |
| 80-5-0000000-0833 | WATER METER REPAIRS & MTNCE | | | | 24.30 |
| PRE148 | PREVIEW INSPECTIONS AND CONSULTING | | | | |
| 0317 | BACKFLOW PROGRAM | 388 | 31-Mar-2017 | 31-Mar-2017 | |
| 80-5-0000000-0815 | BACKFLOW - PREVENTION | | | | 2,147.00 |
| RAP504 | RAPID DRAINAGE | | | | |
| 3415 | NEW WTR SERVICE | 351 | 09-Mar-2017 | 09-Mar-2017 | |
| 80-5-0000000-0755 | WATER SERVICE MAINTENANCE | | | | 1,059.38 |
| RTT067 | RIVER TOWN TIMES | | | | |
| 00091816 | ADVERTISING | 364 | 05-Apr-2017 | 05-Apr-2017 | |
| 80-5-0000000-0307 | ADVERTISING | | | | 135.60 |



Vendor : A1C740 To ZUL180

Batch : All

Department : All

Cheque Print Date : 05-Apr-2017 To 18-Apr-2017

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 GENERAL | | | | | |
| TRI132 TRICKEY ET AL TAX TEAM INC. | | | | | |
| 9995 | TAX SALE REG COSTS | 323 | 28-Mar-2017 | 28-Mar-2017 | |
| 10-1-0000000-1503 | TAX REG. - REGISTRATION C | | | | 474.60 |
| UNI05 UNITED WAY OF WINDSOR-ESSEX COUNTY | | | | | |
| APRIL 4/2017 | UNITED WAY JAN-MAR 2017 | 341 | 05-Apr-2017 | 05-Apr-2017 | |
| 10-2-0000000-1147 | A/P - PAYROLL DED. - UNIT | | | | 1,067.00 |
| VAR352 VARGA MARK AND CORNELIA | | | | | |
| APRIL 10, 2017 | REFUND OF CREDIT CREATED ON PROPERTY TAX ACCOUNT | 364 | 10-Apr-2017 | 10-Apr-2017 | |
| 10-1-0000000-2138 | A/R PROP TAX REFUND OWING | | | | 3,674.94 |
| WAA544 W.A. ATKINSON PLUMBING CO. INC. | | | | | |
| 23690 | BACKFLOW TESTING | 388 | 18-Jan-2017 | 18-Jan-2017 | |
| 80-5-0000000-0815 | BACKFLOW - PREVENTION | | | | 169.50 |
| 23691 | BACKFLOW TESTING | 388 | 18-Jan-2017 | 18-Jan-2017 | |
| 80-5-0000000-0815 | BACKFLOW - PREVENTION | | | | 169.50 |
| 23692 | BACKFLOW TESTING | 388 | 17-Jan-2017 | 17-Jan-2017 | |
| 80-5-0000000-0815 | BACKFLOW - PREVENTION | | | | 678.00 |
| WIG035 WIGLE HOME HARDWARE BUILDING CENTRE | | | | | |
| 105470 | SERVICE MAINTENANCE SUPPLIES | 351 | 23-Mar-2017 | 23-Mar-2017 | |
| 80-5-0000000-0755 | WATER SERVICE MAINTENANCE | | | | 31.55 |
| 105491 | DUST MASKS | 388 | 24-Mar-2017 | 24-Mar-2017 | |
| 80-5-0000000-0420 | EQUIPMENT MAINTENANCE | | | | 25.98 |
| WIN270 WINDSOR DISPOSAL SERVICES LTD | | | | | |
| 0000832227 | GARBAGE COLLECTION | 364 | 01-Apr-2017 | 01-Apr-2017 | |
| 10-1-0000000-2066 | A/R - CLEARING | | | | 302.56 |
| WOL533 WOLSELEY CANADA INC | | | | | |
| 5276307 | BELWOOD WATER SERVICE UPGRADE | 351 | 10-Mar-2017 | 10-Mar-2017 | |
| 80-5-0000000-0755 | WATER SERVICE MAINTENANCE | | | | 1,729.43 |
| 5276308 | HYDRANT PUMP | 351 | 17-Mar-2017 | 17-Mar-2017 | |
| 80-5-0000000-0420 | EQUIPMENT MAINTENANCE | | | | 439.57 |
| 5284660 | WATER MAIN MATERIALS | 351 | 17-Mar-2017 | 17-Mar-2017 | |
| 80-5-0000000-0810 | WATER - MAIN MAINTENANCE | | | | 2,918.31 |
| 5284661 | SERVICE CHARGES | 351 | 17-Mar-2017 | 17-Mar-2017 | |
| 80-5-0000000-0755 | WATER SERVICE MAINTENANCE | | | | 143.45 |
| 5288608 | WATER SERVICE MATERIAL | 351 | 17-Mar-2017 | 17-Mar-2017 | |
| 80-5-0000000-0755 | WATER SERVICE MAINTENANCE | | | | 1,141.55 |
| 5292674 | REPAIR MATERIAL | 351 | 16-Mar-2017 | 16-Mar-2017 | |
| 80-5-0000000-0810 | WATER - MAIN MAINTENANCE | | | | 1,566.65 |
| WOR03 WORKPLACE SAFETY & INSURANCE BOARD | | | | | |
| MARCH 2017 | WSIB PREMIUMS | 341 | 05-Apr-2017 | 05-Apr-2017 | |
| 10-2-0000000-1153 | A/P - PAYROLL DED. - WSIB | | | | 28,531.72 |
| 10-2-0000000-1153 | A/P - PAYROLL DED. - WSIB | | | | 617.12 |
| Department Totals : | | | | | 304,444.94 |

DEPARTMENT 1001010 COUNCIL

ESS110 ESSEX COUNTY STEAM & GAS ENGINE MUSEUM INC

APRIL 12, 2017 DONATIONS

10-5-1001010-0348

DONATIONS

364 12-Apr-2017 12-Apr-2017

115.00



Vendor : A1C740 To ZUL180

Batch : All

Department : All

Cheque Print Date : 05-Apr-2017 To 18-Apr-2017

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 1001010 COUNCIL

Department Totals : 115.00

DEPARTMENT 1001011 COUNCIL - MAYOR

OMF01 OMFPOA CHAPTER 8 ATTN: JASON SUCHIU

APRIL 7, 2017 OMFPOA TRAINING AND EDUCATIONAL SYPOSIUM

364 07-Apr-2017 07-Apr-2017

10-5-1001011-0340 MAYOR - PUBLIC RECEPTIONS, ETC.

65.00

Department Totals : 65.00

DEPARTMENT 1001012 COUNCIL - DEPUTY MAYOR

AMH268 AMHERSTBURG CHAMBER COMMERCE

3213 BUSINESS EXCELLENCE AWARDS DINNER TICKETS

322 16-Mar-2017 16-Mar-2017

10-5-1001012-0340 DEP MAYOR - PUBLIC RECEPTIONS, ETC.

50.00

Department Totals : 50.00

DEPARTMENT 1001013 COUNCIL - COUNCILLOR 1

AMH268 AMHERSTBURG CHAMBER COMMERCE

3213 BUSINESS EXCELLENCE AWARDS DINNER TICKETS

322 16-Mar-2017 16-Mar-2017

10-5-1001013-0340 LAVIGNE -PUBLIC RECEPTIONS, ETC.

50.00

Department Totals : 50.00

DEPARTMENT 1001018 COUNCIL - COUNCILLOR 5

AMH268 AMHERSTBURG CHAMBER COMMERCE

3213 BUSINESS EXCELLENCE AWARDS DINNER TICKETS

322 16-Mar-2017 16-Mar-2017

10-5-1001018-0340 FRYER - PUBLIC RECEPTIONS, ETC.

50.00

Department Totals : 50.00

DEPARTMENT 1001020 ADMINISTRATION

CLA508 CLAIMSPRO INC.

33620586480 Final Billing

322 29-Mar-2017 29-Mar-2017

10-5-1001020-0506 INSURANCE DEDUCTIBLE - ADMINISTRATION

264.50

CUS128 CUSTOM CREATIONS

444919 office supplies

322 30-Mar-2017 30-Mar-2017

10-5-1001020-0301 OFFICE SUPPLIES

90.40

ESS53 ESSEX REGION CONSERVATION AUTHORITY

IN000010487 2ND QUARTER INSTALL

364 01-Apr-2017 01-Apr-2017

10-5-1001020-0550 CONSERVATON AUTHORITY LEVY

28,799.45

FIR350 FIRST STOP SERVICES

2558 SHREDDING

344 31-Mar-2017 31-Mar-2017

10-5-1001020-0301 OFFICE SUPPLIES

217.01

GRA550 GRAND & TOY

K910980 OFFICE SUPPLIES

364 03-Apr-2017 03-Apr-2017

10-5-1001020-0301 OFFICE SUPPLIES

76.16

KPM434 KPMG LLP TP4348

8001458707 ACCOUNTING FEES

323 15-Mar-2017 15-Mar-2017

10-5-1001020-0326 AUDIT FEES - FINANCE DEPT

16,950.00

LIF400 LIFESAVING SOCIETY

S023661 JOB ADVERTISING

322 14-Feb-2017 14-Feb-2017



Vendor : A1C740 To ZUL180

Batch : All

Department : All

Cheque Print Date : 05-Apr-2017 To 18-Apr-2017

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 1001020 ADMINISTRATION | | | | | |
| 10-5-1001020-0307 | ADVERTISING | | | | 65.54 |
| MCT455 MCTAGUE LAW FIRM | | | | | |
| 140793 | LEGAL FEES | 322 | 23-Feb-2017 | 23-Feb-2017 | |
| 10-5-1001020-0325 | LEGAL FEES | | | | 197.75 |
| 140794 | LEGAL FEES | 322 | 23-Feb-2017 | 23-Feb-2017 | |
| 10-5-1001020-0325 | LEGAL FEES | | | | 992.03 |
| 140795 | LEGAL FEES | 323 | 23-Feb-2017 | 23-Feb-2017 | |
| 10-5-1001020-0325 | LEGAL FEES | | | | 158.20 |
| 140803 | LEGAL FEES | 323 | 23-Feb-2017 | 23-Feb-2017 | |
| 10-5-1001020-0325 | LEGAL FEES | | | | 355.95 |
| 141043 | LEGAL FEES | 322 | 13-Mar-2017 | 13-Mar-2017 | |
| 10-5-1001020-0325 | LEGAL FEES | | | | 39.55 |
| 141044 | LEGAL FEES | 323 | 13-Mar-2017 | 13-Mar-2017 | |
| 10-5-1001020-0325 | LEGAL FEES | | | | 190.59 |
| 141045 | LEGAL FEES | 323 | 13-Mar-2017 | 13-Mar-2017 | |
| 10-5-1001020-0325 | LEGAL FEES | | | | 39.55 |
| 141046 | LEGAL FEES | 323 | 13-Mar-2017 | 13-Mar-2017 | |
| 10-5-1001020-0325 | LEGAL FEES | | | | 197.75 |
| 141047 | LEGAL FEES | 323 | 13-Mar-2017 | 13-Mar-2017 | |
| 10-5-1001020-0325 | LEGAL FEES | | | | 79.10 |
| MET052 METRO KING PEST CONTROL INC. | | | | | |
| 2120 | PEST CONTROL-OCT | 323 | 31-Oct-2016 | 31-Oct-2016 | |
| 10-5-1001020-0317 | BUILDING MAINT. - TOWN HALL P&F DEPT | | | | 28.25 |
| 10-5-1001020-0317 | BUILDING MAINT. - TOWN HALL P&F DEPT | | | | 39.55 |
| 2121 | PEST CONTROL-NOV 2016 | 323 | 30-Nov-2016 | 30-Nov-2016 | |
| 10-5-1001020-0317 | BUILDING MAINT. - TOWN HALL P&F DEPT | | | | 28.25 |
| 10-5-1001020-0317 | BUILDING MAINT. - TOWN HALL P&F DEPT | | | | 39.55 |
| 2122 | PEST CONTROL-DEC 2016 | 323 | 31-Dec-2016 | 31-Dec-2016 | |
| 10-5-1001020-0317 | BUILDING MAINT. - TOWN HALL P&F DEPT | | | | 39.55 |
| 10-5-1001020-0317 | BUILDING MAINT. - TOWN HALL P&F DEPT | | | | 28.25 |
| 2124 | PEST CONTROL-FEB 2017 | 323 | 28-Feb-2017 | 28-Feb-2017 | |
| 10-5-1001020-0317 | BUILDING MAINT. - TOWN HALL P&F DEPT | | | | 39.55 |
| 10-5-1001020-0317 | BUILDING MAINT. - TOWN HALL P&F DEPT | | | | 28.25 |
| PUR663 PURE WATER BRAND | | | | | |
| MARCH 31, 20 | OFFICE SUPPLIES | 323 | 31-Mar-2017 | 31-Mar-2017 | |
| 10-5-1001020-0301 | OFFICE SUPPLIES | | | | 78.08 |
| PUR700 PUROLATOR INC. | | | | | |
| 434185579 | PUROLATOR-GLOBAL | 323 | 24-Mar-2017 | 24-Mar-2017 | |
| 10-5-1001020-0304 | POSTAGE & COURIER | | | | 4.43 |
| 434254388 | INFORMATION TO OFMEM | 323 | 31-Mar-2017 | 31-Mar-2017 | |
| 10-5-1001020-0304 | POSTAGE & COURIER | | | | 8.86 |
| 434320625 | SHIPPING CHARGE | 364 | 11-Apr-2017 | 11-Apr-2017 | |
| 10-5-1001020-0304 | POSTAGE & COURIER | | | | 15.09 |
| RTT067 RIVER TOWN TIMES | | | | | |
| 00091816 | ADVERTISING | 364 | 05-Apr-2017 | 05-Apr-2017 | |
| 10-5-1001020-0307 | ADVERTISING | | | | 167.81 |
| 10-5-1001020-0307 | ADVERTISING | | | | 197.74 |
| STA444 STAPLES ADVANTAGE (MIS C/O T04446C) | | | | | |
| 44114100 | office supplies | 323 | 03-Apr-2017 | 03-Apr-2017 | |



Vendor : A1C740 To ZUL180

Batch : All

Department : All

Cheque Print Date : 05-Apr-2017 To 18-Apr-2017

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 1001020 ADMINISTRATION | | | | | |
| 10-5-1001020-0301 | OFFICE SUPPLIES | | | | -30.04 |
| WIG035 WIGLE HOME HARDWARE BUILDING CENTRE | | | | | |
| 105936 | CEILING AIR RETURN | 364 | 06-Apr-2017 | 06-Apr-2017 | |
| 10-5-1001020-0317 | BUILDING MAINT. - TOWN HALL P&F DEPT | | | | 17.50 |
| WIN365 WINDSOR STAR | | | | | |
| 4006318WIN | JOB ADVERTISING | 323 | 28-Feb-2017 | 28-Feb-2017 | |
| 10-5-1001020-0307 | ADVERTISING | | | | 1,180.00 |
| Department Totals : | | | | | 50,624.20 |
| <hr/> | | | | | |
| DEPARTMENT 1001021 TREASURY | | | | | |
| MOR26 MORNEAU SHEPELL LTD. | | | | | |
| MARCH 2017 | 524180, 524181, 524182, 524183 | 344 | 31-Mar-2017 | 31-Mar-2017 | |
| 10-5-1001021-0207 | BENEFITS - LIFE & DISABILITY | | | | 120.91 |
| Department Totals : | | | | | 120.91 |
| <hr/> | | | | | |
| DEPARTMENT 1001022 CLERKS | | | | | |
| MOR26 MORNEAU SHEPELL LTD. | | | | | |
| MARCH 2017 | 524180, 524181, 524182, 524183 | 344 | 31-Mar-2017 | 31-Mar-2017 | |
| 10-5-1001022-0207 | BENEFITS - LIFE & DISABIL - CLERKS | | | | 16.12 |
| Department Totals : | | | | | 16.12 |
| <hr/> | | | | | |
| DEPARTMENT 1001023 C.A.O. | | | | | |
| GAL575 GALLAGHER MCDOWALL ASSOCIATES | | | | | |
| 6937 | PROFESSIONAL FEES | 322 | 28-Feb-2017 | 28-Feb-2017 | |
| 10-5-1001023-0327 | PROFESSIONAL FEES | | | | 11,153.95 |
| MOR26 MORNEAU SHEPELL LTD. | | | | | |
| MARCH 2017 | 524180, 524181, 524182, 524183 | 344 | 31-Mar-2017 | 31-Mar-2017 | |
| 10-5-1001023-0207 | BENEFITS - LIFE & DISABIL - C.A.O. | | | | 24.18 |
| Department Totals : | | | | | 11,178.13 |
| <hr/> | | | | | |
| DEPARTMENT 1001024 HUMAN RESOURCES | | | | | |
| AMH038 AMHERSTBURG PHYSICAL THERAPY | | | | | |
| 70893 | Functional abilitites | 322 | 28-Feb-2017 | 28-Feb-2017 | |
| 10-5-1001024-0250 | HEALTH AND SAFETY - HUMAN RESOURCES | | | | 45.00 |
| ERG938 ERGONOW INCORPORATED | | | | | |
| 2279 | CHAIR AND KEYBOARD | 322 | 01-Feb-2017 | 01-Feb-2017 | |
| 10-5-1001024-0250 | HEALTH AND SAFETY - HUMAN RESOURCES | | | | 423.73 |
| 2307 | ASSESSMENT REPORT | 322 | 15-Feb-2017 | 15-Feb-2017 | |
| 10-5-1001024-0250 | HEALTH AND SAFETY - HUMAN RESOURCES | | | | 254.25 |
| LUC289 LUCAS WORKS! (WINDSOR) INC. | | | | | |
| 113040-A | JOB TESTING | 322 | 09-Mar-2017 | 09-Mar-2017 | |
| 10-5-1001024-0327 | PROFESSIONAL FEES | | | | 339.00 |
| MOR26 MORNEAU SHEPELL LTD. | | | | | |
| MARCH 2017 | 524180, 524181, 524182, 524183 | 344 | 31-Mar-2017 | 31-Mar-2017 | |
| 10-5-1001024-0207 | BENEFITS - LIFE & DISABIL - HUMAN RESOUR | | | | 16.12 |
| ROS25 ROSE MICHELLE | | | | | |
| APRIL 11, 2017 | CONTEST GIFT BASKET | 364 | 11-Apr-2017 | 11-Apr-2017 | |



Vendor : A1C740 To ZUL180

Batch : All

Department : All

Cheque Print Date : 05-Apr-2017 To 18-Apr-2017

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 1001024 HUMAN RESOURCES | | | | | |
| 10-5-1001024-0240 | EMPLOYEE RECOGNITION | | | | 38.70 |
| STA444 STAPLES ADVANTAGE (MIS C/O T04446C) | | | | | |
| 43837824 | MAT FOR HEALTH AND SAFETY | 323 | 08-Mar-2017 | 08-Mar-2017 | |
| 10-5-1001024-0250 | HEALTH AND SAFETY - HUMAN RESOURCES | | | | 101.69 |
| Department Totals : | | | | | 1,218.49 |
| <hr/> | | | | | |
| DEPARTMENT 1001025 INFORMATION TECHNOLOGY | | | | | |
| APP302 APPLIED COMPUTER SOLUTIONS INC | | | | | |
| 37778 | SERVER CONSULTING | 344 | 17-Mar-2017 | 17-Mar-2017 | |
| 10-5-1001025-0310 | COMPUTER MAINTENANCE | | | | 2,118.75 |
| DIR572 DIRECTDIAL.COM | | | | | |
| IN563780 | USB CABLES | 344 | 27-Mar-2017 | 27-Mar-2017 | |
| 10-5-1001025-0310 | COMPUTER MAINTENANCE | | | | 68.93 |
| IN564390 | PRINTER REFILLS | 344 | 30-Mar-2017 | 30-Mar-2017 | |
| 10-5-1001025-0310 | COMPUTER MAINTENANCE | | | | 55.12 |
| IN564442 | WIRELESS ACCESS POINTS | 344 | 30-Mar-2017 | 30-Mar-2017 | |
| 10-5-1001025-0310 | COMPUTER MAINTENANCE | | | | 433.92 |
| IN564921 | RECEIPT PRINTERS-POINT OF SALE | 364 | 03-Apr-2017 | 03-Apr-2017 | |
| 40-7-1001025-0008 | FINANCIAL SYSTEMS | | | | 2,337.69 |
| IN565051 | PHONE HEADSET FOR KIOSK | 364 | 04-Apr-2017 | 04-Apr-2017 | |
| 10-5-1001025-0310 | COMPUTER MAINTENANCE | | | | 278.83 |
| IN565293 | TOUCH SCREENS-POINT OF SALE | 364 | 05-Apr-2017 | 05-Apr-2017 | |
| 40-7-1001025-0008 | FINANCIAL SYSTEMS | | | | 2,058.58 |
| ESC060 ESCRIBE SOFTWARE LTD | | | | | |
| 1387 | ESCRIBE LICENSING | 344 | 31-Mar-2017 | 31-Mar-2017 | |
| 10-5-1001025-0310 | COMPUTER MAINTENANCE | | | | 4,873.13 |
| KEL117 KELCOM TELEMESSAGING | | | | | |
| W78745-0417 | AFTER HOURS SERVICE | 364 | 01-Apr-2017 | 01-Apr-2017 | |
| 10-5-1001025-0315 | TELEPHONE | | | | 49.15 |
| MOR26 MORNEAU SHEPELL LTD. | | | | | |
| MARCH 2017 | 524180, 524181, 524182, 524183 | 344 | 31-Mar-2017 | 31-Mar-2017 | |
| 10-5-1001025-0207 | BENEFITS - LIFE & DISABILITY | | | | 32.24 |
| NEO150 NEOPOST LEASING SERVICES CANADA LTD | | | | | |
| 2308049 | INDICIA FOR LIBRO MAILER | 344 | 30-Mar-2017 | 30-Mar-2017 | |
| 10-5-1001025-0310 | COMPUTER MAINTENANCE | | | | 122.04 |
| 6156553 | POSTAGE METER LEASE | 344 | 16-Nov-2016 | 16-Nov-2016 | |
| 10-5-1001025-0312 | BUSINESS MACHINES LEASE | | | | 663.25 |
| STA444 STAPLES ADVANTAGE (MIS C/O T04446C) | | | | | |
| 44123159 | CABLE TESTING EQUIPMENT | 364 | 04-Apr-2017 | 04-Apr-2017 | |
| 10-5-1001025-0310 | COMPUTER MAINTENANCE | | | | 250.63 |
| 44131463 | FLASH DRIVES AMD BATTERIES | 364 | 05-Apr-2017 | 05-Apr-2017 | |
| 10-5-1001025-0310 | COMPUTER MAINTENANCE | | | | 137.50 |
| 44172622 | LAPTOP BAG/BATTERIES | 364 | 10-Apr-2017 | 10-Apr-2017 | |
| 10-5-1001025-0310 | COMPUTER MAINTENANCE | | | | 51.32 |
| THI740 THINKTEL COMMUNICATIONS - A DIVISION OF DISTRIBUTE | | | | | |
| 1137365 | PHONE SERVICE | 364 | 06-Apr-2017 | 06-Apr-2017 | |
| 10-5-1001025-0315 | TELEPHONE | | | | 338.36 |



Vendor : A1C740 To ZUL180

Batch : All

Department : All

Cheque Print Date : 05-Apr-2017 To 18-Apr-2017

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

Department Totals : 13,869.44

DEPARTMENT 1008030 UNFINANCED DRAINS

MRM173 MR.MRS JOSEPH DENOO

| | | | | | |
|-------------------|----------------------------------|-----|-------------|-------------|--------|
| 480070 | DRAINAGE PUMP INSPECTION | 344 | 22-Mar-2017 | 22-Mar-2017 | |
| 10-1-1008030-8555 | LEO BEAUDOIN PUMP | | | | 103.32 |
| 10-1-1008030-8125 | BAR POINT PUMP (ESSEX BLVD PUMP) | | | | 103.31 |
| 10-1-1008030-8965 | WILLOW BEACH PUMP | | | | 103.31 |
| 10-1-1008030-8120 | BAILEY'S BEACH DRAIN & PUMP | | | | 103.32 |
| 10-1-1008030-8675 | MICKLE PARK AVE PUMP | | | | 103.31 |
| 10-1-1008030-8515 | LAKEWOOD PUMP #2 | | | | 103.32 |
| 10-1-1008030-8510 | LAKEWOOD PUMP #1 | | | | 103.31 |

ROO009 ROOD ENGINEERING INC.

| | | | | | |
|-------------------|---|-----|-------------|-------------|----------|
| REI-2017040 | ENGINEERING FEES | 344 | 20-Mar-2017 | 20-Mar-2017 | |
| 10-1-1008030-9034 | OUELLETTE DRAIN W-IMPROVE GOLFVIEW PARK | | | | 8,009.44 |

Department Totals : 8,732.64

DEPARTMENT 2010000 FIRE DEPARTMENT

ACK297 ACKLANDS-GRAINGER INC

| | | | | | |
|-------------------|----------------|-----|-------------|-------------|--------|
| 9409285955 | SAFETY GLASSES | 364 | 06-Apr-2017 | 06-Apr-2017 | |
| 10-5-2010000-0420 | EQUIPMENT | | | | 155.40 |
| 9409285963 | EAR PLUGS | 364 | 06-Apr-2017 | 06-Apr-2017 | |
| 10-5-2010000-0420 | EQUIPMENT | | | | 29.59 |

FIR176 FIRETAK MANUFACTURING LTD

| | | | | | |
|-------------------|---------------------------|-----|-------------|-------------|----------|
| 4795 | TANKER POOL FOR STATION 2 | 364 | 06-Apr-2017 | 06-Apr-2017 | |
| 10-5-2010000-0420 | EQUIPMENT | | | | 2,207.00 |

KEN211 KEN LAPAIN & SONS LTD

| | | | | | |
|-------------------|---------------------------|-----|-------------|-------------|-----------|
| 95867 HST | | 323 | 31-Mar-2017 | 31-Mar-2017 | |
| 10-5-2010000-0402 | VEHICLE & EQUIPMENT MTCE. | | | | -1,422.21 |

MAL256 MALDEN AUTOMOTIVE

| | | | | | |
|-------------------|---------------------------|-----|-------------|-------------|------|
| 5294-146597 | SPARK PLUG FOR CHAINSAW | 364 | 05-Apr-2017 | 05-Apr-2017 | |
| 10-5-2010000-0402 | VEHICLE & EQUIPMENT MTCE. | | | | 3.15 |

MET052 METRO KING PEST CONTROL INC.

| | | | | | |
|-------------------|--------------------------------------|-----|-------------|-------------|-------|
| 2120 | PEST CONTROL-OCT | 323 | 31-Oct-2016 | 31-Oct-2016 | |
| 10-5-2010000-0317 | BUILDING MAINTENANCE - FIRE P&F DEPT | | | | 28.25 |
| 10-5-2010000-0317 | BUILDING MAINTENANCE - FIRE P&F DEPT | | | | 33.90 |
| 2121 | PEST CONTROL-NOV 2016 | 323 | 30-Nov-2016 | 30-Nov-2016 | |
| 10-5-2010000-0317 | BUILDING MAINTENANCE - FIRE P&F DEPT | | | | 33.90 |
| 10-5-2010000-0317 | BUILDING MAINTENANCE - FIRE P&F DEPT | | | | 28.25 |
| 2122 | PEST CONTROL-DEC 2016 | 323 | 31-Dec-2016 | 31-Dec-2016 | |
| 10-5-2010000-0317 | BUILDING MAINTENANCE - FIRE P&F DEPT | | | | 33.90 |
| 10-5-2010000-0317 | BUILDING MAINTENANCE - FIRE P&F DEPT | | | | 28.25 |
| 2124 | PEST CONTROL-FEB 2017 | 323 | 28-Feb-2017 | 28-Feb-2017 | |
| 10-5-2010000-0317 | BUILDING MAINTENANCE - FIRE P&F DEPT | | | | 28.25 |
| 10-5-2010000-0317 | BUILDING MAINTENANCE - FIRE P&F DEPT | | | | 33.90 |

MOR26 MORNEAU SHEPELL LTD.

| | | | | | |
|-------------------|--------------------------------|-----|-------------|-------------|--------|
| MARCH 2017 | 524180, 524181, 524182, 524183 | 344 | 31-Mar-2017 | 31-Mar-2017 | |
| 10-5-2010000-0207 | BENEFITS - LIFE & DISAB | | | | 596.46 |

NUC206 NUCLEAR SERVICES CANADA



Vendor : A1C740 To ZUL180

Batch : All

Department : All

Cheque Print Date : 05-Apr-2017 To 18-Apr-2017

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 2010000 FIRE DEPARTMENT | | | | | |
| 1128 | CALIBRATION OF RADIATION METERS | 364 | 04-Apr-2017 | 04-Apr-2017 | |
| 10-5-2010000-0800 | EMERGENCY OPERATIONS CENTRE EXPENSES | | | | 734.50 |
| OMF01 OMFPOA CHAPTER 8 ATTN: JASON SUCHIU | | | | | |
| APRIL 10, 2017 OMFPOA TRAINING & EDUCATIONAL SYMPOSIUM- B. MONTONE | | 364 | 10-Apr-2017 | 10-Apr-2017 | |
| 10-5-2010000-0351 | CONVENTIONS & SEMINARS | | | | 65.00 |
| UNI351 UNIFORM UNIFORMS | | | | | |
| 46321 | FIRE CHIEF UNIFORM | 364 | 10-Apr-2017 | 10-Apr-2017 | |
| 10-5-2010000-0252 | UNIFORMS | | | | 811.91 |
| WIG035 WIGLE HOME HARDWARE BUILDING CENTRE | | | | | |
| 105937 | SUPPLIES | 364 | 06-Apr-2017 | 06-Apr-2017 | |
| 10-5-2010000-0317 | BUILDING MAINTENANCE - FIRE P&F DEPT | | | | 40.18 |
| 105940 | SUPPLIES RETURNED | 364 | 06-Apr-2017 | 06-Apr-2017 | |
| 10-5-2010000-0317 | BUILDING MAINTENANCE - FIRE P&F DEPT | | | | -40.18 |
| WIN101 WINDSOR SPRING & ALIGNMENT | | | | | |
| IN00073900 | ANNUAL SAFETY CHEECK FOR ENGINE 2 | 364 | 11-Apr-2017 | 11-Apr-2017 | |
| 10-5-2010000-0402 | VEHICLE & EQUIPMENT MTCE. | | | | 3,053.99 |
| IN00073901 | SPARK PLUG FOR HURTS TOOL ON ENGINE 2 | 364 | 11-Apr-2017 | 11-Apr-2017 | |
| 10-5-2010000-0420 | EQUIPMENT | | | | 5.09 |
| WOR03 WORKPLACE SAFETY & INSURANCE BOARD | | | | | |
| MARCH 2017 WSIB PREMIUMS | | 341 | 05-Apr-2017 | 05-Apr-2017 | |
| 10-5-2010000-0208 | BENEFITS - WORKER'S COMP. | | | | 1,462.09 |
| Department Totals : | | | | | 7,950.57 |

| | | | | | |
|---|---------------------------------|-----|-------------|-------------|----------|
| DEPARTMENT 2020000 POLICE DEPARTMENT | | | | | |
| AAR531 AARWAY COMMUNICATIONS LTD | | | | | |
| 8382 | WIRING UNDER REPORT ROOMS DESKS | 344 | 30-Mar-2017 | 30-Mar-2017 | |
| 10-5-2020000-0310 | COMPUTER MAINTENANCE | | | | 539.01 |
| AGR835 AGRIS CO-OPERATIVE LTD | | | | | |
| 600038629 | GASOLINE | 323 | 27-Mar-2017 | 27-Mar-2017 | |
| 10-5-2020000-0401 | GASOLINE | | | | 1,401.12 |
| 600038812 | GASOLINE | 364 | 04-Apr-2017 | 04-Apr-2017 | |
| 10-5-2020000-0401 | GASOLINE | | | | 1,614.56 |
| AMH41 AMHERSTBURG POLICE PETTY CASH | | | | | |
| MARCH 2017 PETTY CASH | | 323 | 05-Apr-2017 | 05-Apr-2017 | |
| 10-5-2020000-0360 | MISCELLANEOUS EXPENSES | | | | 16.00 |
| 10-5-2020000-0360 | MISCELLANEOUS EXPENSES | | | | 9.03 |
| 10-5-2020000-0360 | MISCELLANEOUS EXPENSES | | | | 33.09 |
| 10-5-2020000-0360 | MISCELLANEOUS EXPENSES | | | | 27.39 |
| 10-5-2020000-0360 | MISCELLANEOUS EXPENSES | | | | 50.00 |
| 10-5-2020000-0360 | MISCELLANEOUS EXPENSES | | | | 20.00 |
| 10-5-2020000-0360 | MISCELLANEOUS EXPENSES | | | | 7.50 |
| 10-5-2020000-0360 | MISCELLANEOUS EXPENSES | | | | 7.90 |
| 10-5-2020000-0360 | MISCELLANEOUS EXPENSES | | | | 30.67 |
| 10-5-2020000-0252 | UNIFORMS | | | | 22.60 |
| 10-5-2020000-0252 | UNIFORMS | | | | 22.60 |
| 10-5-2020000-0252 | UNIFORMS | | | | 22.60 |
| 10-5-2020000-0252 | UNIFORMS | | | | 33.90 |
| 10-5-2020000-0252 | UNIFORMS | | | | 24.91 |

BES242 THE BEST LITTLE BODY SHOP IN TOWN



Vendor : A1C740 To ZUL180

Batch : All

Department : All

Cheque Print Date : 05-Apr-2017 To 18-Apr-2017

Bank : 1 To 99

Class : All

| Vendor Invoice | Vendor Name Description | Batch | Inv Date | Inv Due Date | Amount |
|---------------------------|--|-------|-------------|--------------|----------|
| G.L. Account | CC1 CC2 CC3 GL Account Name | | | | |
| DEPARTMENT 2020000 | POLICE DEPARTMENT | | | | |
| 52978 | REPAIRS TO 301 | 323 | 29-Mar-2017 | 29-Mar-2017 | |
| 10-5-2020000-0402 | VEHICLE & EQUIPMENT MTCE. | | | | 1,961.28 |
| CAN300 | CANADIAN ASSOC. OF CHIEFS OF POLICE | | | | |
| 20172018AC-3 | CHIEF MEMBERSHIP | 364 | 01-Apr-2017 | 01-Apr-2017 | |
| 10-5-2020000-0350 | PROFESSIONAL MEMBERSHIPS | | | | 423.75 |
| 20172018AC-7 | DEPUTY CHIEF MEMBERSHIP | 364 | 01-Apr-2017 | 01-Apr-2017 | |
| 10-5-2020000-0350 | PROFESSIONAL MEMBERSHIPS | | | | 423.75 |
| COM18 | COMMISSIONAIRES OTTAWA | | | | |
| 000000035255 | PRISONER GUARDS | 323 | 18-Mar-2017 | 18-Mar-2017 | |
| 10-5-2020000-0371 | PRISONER EXPENSES | | | | 310.16 |
| DIR572 | DIRECTDIAL.COM | | | | |
| IN564717 | RAM FOR HDVR SERVER | 344 | 31-Mar-2017 | 31-Mar-2017 | |
| 10-5-2020000-0310 | COMPUTER MAINTENANCE | | | | 113.00 |
| HER247 | HERITAGE TIRE SALES INC. | | | | |
| 99288 | 303 REPAIRS | 364 | 03-Apr-2017 | 03-Apr-2017 | |
| 10-5-2020000-0405 | VEHICLE MTCE. - TIRES | | | | 152.55 |
| 99294 | 306 SERVICE | 364 | 03-Apr-2017 | 03-Apr-2017 | |
| 10-5-2020000-0405 | VEHICLE MTCE. - TIRES | | | | 152.55 |
| 99302 | 302 SERVICE | 364 | 04-Apr-2017 | 04-Apr-2017 | |
| 10-5-2020000-0405 | VEHICLE MTCE. - TIRES | | | | 152.55 |
| 99307 | MOUNT AND BALANCE #305 | 364 | 04-Apr-2017 | 04-Apr-2017 | |
| 10-5-2020000-0405 | VEHICLE MTCE. - TIRES | | | | 124.30 |
| 99326 | COURT CAR SERVICE | 364 | 06-Apr-2017 | 06-Apr-2017 | |
| 10-5-2020000-0405 | VEHICLE MTCE. - TIRES | | | | 152.55 |
| 99332 | 301 SERVICE | 364 | 06-Apr-2017 | 06-Apr-2017 | |
| 10-5-2020000-0405 | VEHICLE MTCE. - TIRES | | | | 152.55 |
| HUB140 | HUBER & ASSOCIATES INC. | | | | |
| CW108053 | CAD TO RMS MAINTENANCE-DOWN PAYMENT | 364 | 10-Apr-2017 | 10-Apr-2017 | |
| 10-5-2020000-0329 | OPTIC MAINTENANCE | | | | 750.00 |
| JOE055 | JOE MELOCHE FORD SALES LTD | | | | |
| IJ00907 | CAR WASH | 323 | 21-Mar-2017 | 21-Mar-2017 | |
| 10-5-2020000-0402 | VEHICLE & EQUIPMENT MTCE. | | | | 112.00 |
| RJ04307 | CAR DETAILED | 323 | 08-Mar-2017 | 08-Mar-2017 | |
| 10-5-2020000-0402 | VEHICLE & EQUIPMENT MTCE. | | | | 114.13 |
| LUC289 | LUCAS WORKS! (WINDSOR) INC. | | | | |
| 113547 | BOARD SECRETARY | 364 | 06-Apr-2017 | 06-Apr-2017 | |
| 10-5-2020000-0327 | PROFESSIONAL FEES | | | | 1,134.60 |
| MAL256 | MALDEN AUTOMOTIVE | | | | |
| 5294-145920 | REPLACEMENT WIPER BLADES | 322 | 24-Mar-2017 | 24-Mar-2017 | |
| 10-5-2020000-0402 | VEHICLE & EQUIPMENT MTCE. | | | | 30.56 |
| MET052 | METRO KING PEST CONTROL INC. | | | | |
| 2120 | PEST CONTROL-OCT | 323 | 31-Oct-2016 | 31-Oct-2016 | |
| 10-5-2020000-0317 | BUILDING MAINTENANCE | | | | 33.90 |
| 2121 | PEST CONTROL-NOV 2016 | 323 | 30-Nov-2016 | 30-Nov-2016 | |
| 10-5-2020000-0317 | BUILDING MAINTENANCE | | | | 33.90 |
| 2122 | PEST CONTROL-DEC 2016 | 323 | 31-Dec-2016 | 31-Dec-2016 | |
| 10-5-2020000-0317 | BUILDING MAINTENANCE | | | | 33.90 |
| 2124 | PEST CONTROL-FEB 2017 | 323 | 28-Feb-2017 | 28-Feb-2017 | |



Vendor : A1C740 To ZUL180

Batch : All

Department : All

Cheque Print Date : 05-Apr-2017 To 18-Apr-2017

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 2020000 | | | | POLICE DEPARTMENT | | | |
| 10-5-2020000-0317 | | | | BUILDING MAINTENANCE | | | 33.90 |
| MIK315 MIKE'S COMPUTER SHOP | | | | | | | |
| WIN-93013 | | | | RAM UPGRADES FOR COMPUTERS-POLICE | 364 06-Apr-2017 | 06-Apr-2017 | |
| 10-5-2020000-0310 | | | | COMPUTER MAINTENANCE | | | 1,897.13 |
| MOR26 MORNEAU SHEPELL LTD. | | | | | | | |
| MARCH 2017 | 524180, 524181, 524182, 524183 | | | | 344 31-Mar-2017 | 31-Mar-2017 | |
| 10-5-2020000-0207 | | | | BENEFITS - LIFE & DISABIL | | | 282.10 |
| OPA021 ONTARIO PSYCHOLOGICAL ASSOCIATION | | | | | | | |
| APRIL 12, 2017 | TRAINING | | | | 364 12-Apr-2017 | 12-Apr-2017 | |
| 10-5-2020000-0254 | | | | POLICE TRAINING | | | 200.00 |
| PUR700 PUROLATOR INC. | | | | | | | |
| 434291615 | COURIER EXPENSE | | | | 364 07-Apr-2017 | 07-Apr-2017 | |
| 10-5-2020000-0306 | | | | COURIER & EXPRESS | | | 4.43 |
| RAC462 RACICOT CHRYSLER | | | | | | | |
| CCCS237732 | 306 REPAIRS | | | | 323 29-Mar-2017 | 29-Mar-2017 | |
| 10-5-2020000-0402 | | | | VEHICLE & EQUIPMENT MTCE. | | | 211.49 |
| CCCS237955 | #306 SERVICE | | | | 344 31-Mar-2017 | 31-Mar-2017 | |
| 10-5-2020000-0402 | | | | VEHICLE & EQUIPMENT MTCE. | | | 80.89 |
| STA444 STAPLES ADVANTAGE (MIS C/O T04446C) | | | | | | | |
| 44144304 | OFFICE SUPPLIES | | | | 364 06-Apr-2017 | 06-Apr-2017 | |
| 10-5-2020000-0301 | | | | OFFICE SUPPLIES | | | 16.48 |
| THI235 THINK! WIRELESS SOLUTIONS INC. | | | | | | | |
| 0000008799 | GPS | | | | 364 01-Apr-2017 | 01-Apr-2017 | |
| 10-5-2020000-0406 | | | | GPS COMMUNICATION | | | 135.60 |
| TOW595 TOWN OF LASALLE | | | | | | | |
| 2505 | DISPTACHING QUARTERLY INVOICE | | | | 323 23-Mar-2017 | 23-Mar-2017 | |
| 10-5-2020000-0324 | | | | DISPATCHING - POLICE | | | 81,498.79 |
| WOR03 WORKPLACE SAFETY & INSURANCE BOARD | | | | | | | |
| MARCH 2017 | WSIB PREMIUMS | | | | 341 05-Apr-2017 | 05-Apr-2017 | |
| 10-5-2020000-0208 | | | | BENEFITS - WORKER'S COMP. | | | 224.94 |
| Department Totals : | | | | | | | 94,830.61 |

| | | | | | | | |
|-----------------------------------|-------------------------------------|--|--|---------------------------|-----------------|-------------|-----------------|
| DEPARTMENT 2043010 | | | | BUILDING DEPARTMENT | | | |
| ATT075 ATTWOOD DAVE | | | | | | | |
| 2017-02 | inspection and plan review services | | | | 322 28-Feb-2017 | 28-Feb-2017 | |
| 10-5-2043010-0327 | | | | PROFESSIONAL FEES | | | 5,556.63 |
| 2017-03 | INSPECTION AND PLAN REVIEW | | | | 344 31-Mar-2017 | 31-Mar-2017 | |
| 10-5-2043010-0327 | | | | PROFESSIONAL FEES | | | 3,601.52 |
| MAL256 MALDEN AUTOMOTIVE | | | | | | | |
| 5294-146646 | HEADLIGHT BULB FOR #104 | | | | 364 06-Apr-2017 | 06-Apr-2017 | |
| 10-5-2043010-0402 | | | | VEHICLE & EQUIPMENT MTCE. | | | 8.28 |
| MOR26 MORNEAU SHEPELL LTD. | | | | | | | |
| MARCH 2017 | 524180, 524181, 524182, 524183 | | | | 344 31-Mar-2017 | 31-Mar-2017 | |
| 10-5-2043010-0207 | | | | BENEFITS - LIFE & DISABIL | | | 16.12 |
| Department Totals : | | | | | | | 9,182.55 |

Council/Board Report By Dept-(Computer)



Vendor : A1C740 To ZUL180

Batch : All

Department : All

Cheque Print Date : 05-Apr-2017 To 18-Apr-2017

Bank : 1 To 99

Class : All

| Vendor Invoice | Vendor Name Description | | | | GL Account Name | Batch | Inv Date | Inv Due Date | Amount |
|---|--|-----|-----|--|------------------------------|-------|-------------|--------------|-----------------|
| G.L. Account | CC1 | CC2 | CC3 | | | | | | |
| DEPARTMENT 2043015 LICENSING AND ENFORCEMENT | | | | | | | | | |
| CEN06 21ST CENTURY K-9 INC. | | | | | | | | | |
| MARCH9/2017 | | | | | ANIMAL CONTROL | 323 | 09-Mar-2017 | 09-Mar-2017 | |
| 10-5-2043015-0903 | | | | | ANIMAL CONTROL - CONTRACT | | | | 2,260.00 |
| MOR26 MORNEAU SHEPELL LTD. | | | | | | | | | |
| MARCH 2017 | 524180, 524181, 524182, 524183 | | | | BENEFITS - LIFE & DISABILITY | 344 | 31-Mar-2017 | 31-Mar-2017 | 24.18 |
| 10-5-2043015-0207 | | | | | | | | | |
| Department Totals : | | | | | | | | | 2,284.18 |
| <hr/> | | | | | | | | | |
| DEPARTMENT 3010000 PUBLIC WORKS | | | | | | | | | |
| CAR645 CARRIER CENTERS | | | | | | | | | |
| 04P420195 | Fan belt for #205 | | | | VEHICLE & EQUIPMENT MTCE. | 322 | 30-Mar-2017 | 30-Mar-2017 | 64.62 |
| 10-5-3010000-0402 | | | | | | | | | |
| 04P420236 | Aircleaner retainer for #205 | | | | VEHICLE & EQUIPMENT MTCE. | 322 | 30-Mar-2017 | 30-Mar-2017 | 49.81 |
| 10-5-3010000-0402 | | | | | | | | | |
| 04P420327 | BRAKE ADJUSTER AD POWER STEERING HOSE FOR #205 | | | | VEHICLE & EQUIPMENT MTCE. | 322 | 31-Mar-2017 | 31-Mar-2017 | 156.44 |
| 10-5-3010000-0402 | | | | | | | | | |
| 04P420353 | BRAKE ADJUSTER | | | | VEHICLE & EQUIPMENT MTCE. | 344 | 31-Mar-2017 | 31-Mar-2017 | 155.13 |
| 10-5-3010000-0402 | | | | | | | | | |
| 04P420418 | CREDIT FOR BRAKE ADJUSTER #205 | | | | VEHICLE & EQUIPMENT MTCE. | 364 | 03-Apr-2017 | 03-Apr-2017 | -155.13 |
| 10-5-3010000-0402 | | | | | | | | | |
| 04P420419 | BRAKE ADJUSTER FOR #205 | | | | VEHICLE & EQUIPMENT MTCE. | 364 | 03-Apr-2017 | 03-Apr-2017 | 105.09 |
| 10-5-3010000-0402 | | | | | | | | | |
| 04P420570 | OIL AND FUEL FILTERS | | | | VEHICLE & EQUIPMENT MTCE. | 364 | 06-Apr-2017 | 06-Apr-2017 | 116.86 |
| 10-5-3010000-0402 | | | | | | | | | |
| 04P420579 | POWER STEERING FILLINGS | | | | VEHICLE & EQUIPMENT MTCE. | 364 | 07-Apr-2017 | 07-Apr-2017 | 64.49 |
| 10-5-3010000-0402 | | | | | | | | | |
| 04P420580 | AIR FILTER FOR #306 | | | | VEHICLE & EQUIPMENT MTCE. | 364 | 07-Apr-2017 | 07-Apr-2017 | 43.01 |
| 10-5-3010000-0402 | | | | | | | | | |
| KEL198 KELCOM RADIO DIVISION | | | | | | | | | |
| 800007086 | RADIO AIRTIME | | | | VEHICLE & RADIO LICENCES | 322 | 15-Mar-2017 | 15-Mar-2017 | 1,700.09 |
| 10-5-3010000-0404 | | | | | | | | | |
| LIN156 LINDE CANADA LIMITED 15687 | | | | | | | | | |
| 56062380 | TORCH TANKS LEASE | | | | VEHICLE & EQUIPMENT MTCE. | 344 | 30-Mar-2017 | 30-Mar-2017 | 425.34 |
| 10-5-3010000-0402 | | | | | | | | | |
| MAL256 MALDEN AUTOMOTIVE | | | | | | | | | |
| 5294-146536 | SERVICE PARTS FOR #220 | | | | VEHICLE & EQUIPMENT MTCE. | 364 | 05-Apr-2017 | 05-Apr-2017 | 19.92 |
| 10-5-3010000-0402 | | | | | | | | | |
| 5294-146695 | POWER STEERING FLUID FOR #306 | | | | VEHICLE & EQUIPMENT MTCE. | 364 | 07-Apr-2017 | 07-Apr-2017 | 13.85 |
| 10-5-3010000-0402 | | | | | | | | | |
| 5294146049 | FRONT AXLE SEAL FOR #M-2 | | | | VEHICLE & EQUIPMENT MTCE. | 322 | 28-Mar-2017 | 28-Mar-2017 | 15.74 |
| 10-5-3010000-0402 | | | | | | | | | |
| 5294146254 | DASH LIGHT BULBS FOR #205 | | | | VEHICLE & EQUIPMENT MTCE. | 322 | 31-Mar-2017 | 31-Mar-2017 | 4.00 |
| 10-5-3010000-0402 | | | | | | | | | |
| 5294146414 | TRANSMISSION FLUID FOR SHOP SUPPLY | | | | VEHICLE & EQUIPMENT MTCE. | 364 | 03-Apr-2017 | 03-Apr-2017 | 23.63 |
| 10-5-3010000-0402 | | | | | | | | | |
| MER975 MERCHANTS PAPER CO | | | | | | | | | |
| 92135 | JANITORIAL SUPPLIES | | | | PWD JANITORIAL/MAINTENANCE | 323 | 29-Mar-2017 | 29-Mar-2017 | 311.88 |
| 10-5-3010000-0318 | | | | | | | | | |



Vendor : A1C740 To ZUL180

Batch : All

Department : All

Cheque Print Date : 05-Apr-2017 To 18-Apr-2017

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 3010000 PUBLIC WORKS | | | | | |
| MET052 METRO KING PEST CONTROL INC. | | | | | |
| 2120 | PEST CONTROL-OCT | 323 | 31-Oct-2016 | 31-Oct-2016 | |
| 10-5-3010000-0318 | PWD JANITORIAL/MAINTENANCE | | | | 28.25 |
| 10-5-3010000-0318 | PWD JANITORIAL/MAINTENANCE | | | | 28.25 |
| 10-5-3010000-0318 | PWD JANITORIAL/MAINTENANCE | | | | 28.25 |
| 10-5-3010000-0318 | PWD JANITORIAL/MAINTENANCE | | | | 39.55 |
| 2121 | PEST CONTROL-NOV 2016 | 323 | 30-Nov-2016 | 30-Nov-2016 | |
| 10-5-3010000-0318 | PWD JANITORIAL/MAINTENANCE | | | | 28.25 |
| 10-5-3010000-0318 | PWD JANITORIAL/MAINTENANCE | | | | 28.25 |
| 10-5-3010000-0318 | PWD JANITORIAL/MAINTENANCE | | | | 39.55 |
| 10-5-3010000-0318 | PWD JANITORIAL/MAINTENANCE | | | | 28.25 |
| 2122 | PEST CONTROL-DEC 2016 | 323 | 31-Dec-2016 | 31-Dec-2016 | |
| 10-5-3010000-0318 | PWD JANITORIAL/MAINTENANCE | | | | 39.55 |
| 10-5-3010000-0318 | PWD JANITORIAL/MAINTENANCE | | | | 28.25 |
| 10-5-3010000-0318 | PWD JANITORIAL/MAINTENANCE | | | | 28.25 |
| 10-5-3010000-0318 | PWD JANITORIAL/MAINTENANCE | | | | 28.25 |
| 2124 | PEST CONTROL-FEB 2017 | 323 | 28-Feb-2017 | 28-Feb-2017 | |
| 10-5-3010000-0318 | PWD JANITORIAL/MAINTENANCE | | | | 28.25 |
| 10-5-3010000-0318 | PWD JANITORIAL/MAINTENANCE | | | | 28.25 |
| 10-5-3010000-0318 | PWD JANITORIAL/MAINTENANCE | | | | 28.25 |
| 10-5-3010000-0318 | PWD JANITORIAL/MAINTENANCE | | | | 39.55 |
| MIC117 MICHELIN NORTH AMERICA (CANADA) INC c/o | | | | | |
| DA000592999C | TIRES INSTALLED | 344 | 29-Mar-2017 | 29-Mar-2017 | |
| 10-5-3010000-0402 | VEHICLE & EQUIPMENT MTCE. | | | | 443.30 |
| MOR26 MORNEAU SHEPELL LTD. | | | | | |
| MARCH 2017 | 524180, 524181, 524182, 524183 | 344 | 31-Mar-2017 | 31-Mar-2017 | |
| 10-5-3010000-0207 | BENEFITS - LIFE & DISABIL | | | | 96.72 |
| OAC05 OACETT | | | | | |
| 1248843 | MEMBERSHIP FEES | 344 | 01-Jan-2017 | 01-Jan-2017 | |
| 10-5-3010000-0350 | MEMBERSHIPS | | | | 240.63 |
| STA310 STANTEC CONSULTING LTD | | | | | |
| 1157511 | CONSULTANT FEES | 344 | 22-Mar-2017 | 22-Mar-2017 | |
| 10-5-3010000-0328 | ENGINEERING FEES | | | | 521.11 |
| TIM208 TIM'S TREE SERVICE | | | | | |
| 32821 | REFORESTATION EXPENSES | 323 | 28-Mar-2017 | 28-Mar-2017 | |
| 10-5-3010000-0650 | REFORESTATION EXPENSES | | | | 339.00 |
| TRA689 TRACTION WINDSOR | | | | | |
| 396256662 | REAR BRAKE DUST SHIELDS FOR #306 | 323 | 29-Mar-2017 | 29-Mar-2017 | |
| 10-5-3010000-0402 | VEHICLE & EQUIPMENT MTCE. | | | | 84.07 |
| 396257063 | BOXMARKER LIGHTS FOR #205 | 364 | 04-Apr-2017 | 04-Apr-2017 | |
| 10-5-3010000-0402 | VEHICLE & EQUIPMENT MTCE. | | | | 36.04 |
| WIG035 WIGLE HOME HARDWARE BUILDING CENTRE | | | | | |
| 105115 | SUPPLIES | 323 | 13-Mar-2017 | 13-Mar-2017 | |
| 10-5-3010000-0318 | PWD JANITORIAL/MAINTENANCE | | | | 417.31 |
| 105116 | BUILDING MAINTENANCE | 323 | 13-Mar-2017 | 13-Mar-2017 | |
| 10-5-3010000-0318 | PWD JANITORIAL/MAINTENANCE | | | | 38.42 |
| 105118 | BUILDING MAINTENANCE | 323 | 13-Mar-2017 | 13-Mar-2017 | |
| 10-5-3010000-0318 | PWD JANITORIAL/MAINTENANCE | | | | -40.68 |
| 105119 | BUILDING MAINTENANCE | 323 | 13-Mar-2017 | 13-Mar-2017 | |
| 10-5-3010000-0318 | PWD JANITORIAL/MAINTENANCE | | | | 21.75 |



Vendor : A1C740 To ZUL180

Batch : All

Department : All

Cheque Print Date : 05-Apr-2017 To 18-Apr-2017

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 3010000 PUBLIC WORKS | | | | | |
| 105644 | SUPPLIES-LUNCH ROOM | 344 | 29-Mar-2017 | 29-Mar-2017 | |
| 10-5-3010000-0318 | PWD JANITORIAL/MAINTENANCE | | | | 106.06 |
| 105661 | SUPPLIES-LUNCH ROOM | 344 | 29-Mar-2017 | 29-Mar-2017 | |
| 10-5-3010000-0318 | PWD JANITORIAL/MAINTENANCE | | | | 28.22 |
| 105681 | SUPPLIES-LUNCH ROOM | 344 | 30-Mar-2017 | 30-Mar-2017 | |
| 10-5-3010000-0318 | PWD JANITORIAL/MAINTENANCE | | | | 121.42 |
| 105719 | RENOVATIONS | 344 | 31-Mar-2017 | 31-Mar-2017 | |
| 10-5-3010000-0318 | PWD JANITORIAL/MAINTENANCE | | | | 102.81 |
| Department Totals : | | | | | 6,168.15 |
| <hr/> | | | | | |
| DEPARTMENT 3020000 ROADS | | | | | |
| HEA693 HEATON SANITATION | | | | | |
| 27814 | CULVERT PLUGGED REMOVED | 344 | 31-Mar-2017 | 31-Mar-2017 | |
| 10-5-3020000-0730 | CULVERTS & BRIDGES | | | | 813.60 |
| RIV260 RIVARD EXCAVATING LTD | | | | | |
| 10418 | CULVERT REPLACEMENT | 344 | 24-Mar-2017 | 24-Mar-2017 | |
| 10-5-3020000-0730 | CULVERTS & BRIDGES | | | | 2,904.10 |
| WAL101 WALKER AGGREGATES | | | | | |
| 267616 | STONE FOR ROADS | 344 | 25-Mar-2017 | 25-Mar-2017 | |
| 10-5-3020000-0715 | STONE | | | | 167.57 |
| WIG035 WIGLE HOME HARDWARE BUILDING CENTRE | | | | | |
| 105276 | SIGNS AND DEVICES | 323 | 17-Mar-2017 | 17-Mar-2017 | |
| 10-5-3020000-0740 | TRAFFIC SIGNS | | | | 89.80 |
| Department Totals : | | | | | 3,975.07 |
| <hr/> | | | | | |
| DEPARTMENT 3022011 ROAD CAPITAL - 2011 | | | | | |
| MIL219 MILL-AM CORPORATION | | | | | |
| 3-PWD-RD-201 | MARSH DRIVE-SURFACE ASPHALT REPLACEMENT | 364 | 03-Apr-2017 | 03-Apr-2017 | |
| 40-7-3022011-0005 | MARSH DRIVE ASPHALT | | | | 3,126.38 |
| 3-PWD-RD-201 | RENAUD DRIVER-SURFACE ASPHALT REPLACEMENT | 364 | 03-Apr-2017 | 03-Apr-2017 | |
| 40-7-3022011-0004 | RENEAU DRIVE ASPHALT | | | | 6,181.98 |
| Department Totals : | | | | | 9,308.36 |
| <hr/> | | | | | |
| DEPARTMENT 3022016 ROADS CAPITAL - 2016 | | | | | |
| SUN293 SUNSET ENTERPRIZE & WELDING | | | | | |
| 318052 | GATE ADJUSTMENTS | 344 | 28-Feb-2017 | 28-Feb-2017 | |
| 40-7-3022016-0001 | MELOCHE RD | | | | 236.15 |
| Department Totals : | | | | | 236.15 |
| <hr/> | | | | | |
| DEPARTMENT 3022017 ROADS CAPITAL - 2017 | | | | | |
| STA310 STANTEC CONSULTING LTD | | | | | |
| 1139474 | ENGINEERING | 344 | 18-Jan-2017 | 18-Jan-2017 | |
| 40-7-3022017-0001 | 2017 ENGINEERING PROJECTS | | | | 6,989.84 |
| 1158221 | ENGINEERING | 344 | 24-Mar-2017 | 24-Mar-2017 | |
| 40-7-3022017-0001 | 2017 ENGINEERING PROJECTS | | | | 3,668.52 |
| Department Totals : | | | | | 10,658.36 |



Vendor : A1C740 To ZUL180

Batch : All

Department : All

Cheque Print Date : 05-Apr-2017 To 18-Apr-2017

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 3050000 STREET LIGHTING

HIC441 HICKS ELECTRIC

| | | | | | |
|----------------------------|---------------------|-----|-------------|-------------|---------------|
| 8938 | STREET LIGHT REPAIR | 344 | 30-Mar-2017 | 30-Mar-2017 | |
| 10-5-3050000-0331 | GENERAL MAINTENANCE | | | | 567.26 |
| 8939 | STREET LIGHT REPAIR | 344 | 31-Mar-2017 | 31-Mar-2017 | |
| 10-5-3050000-0331 | GENERAL MAINTENANCE | | | | 164.98 |
| Department Totals : | | | | | 732.24 |

DEPARTMENT 4012006 SANITARY SEWER CAPITAL - 2006

CH2154 CH2M HILL CANADA LIMITED

| | | | | | |
|----------------------------|--|-----|-------------|-------------|-----------------|
| 3292307 | ENGINEERING COSTS | 344 | 22-Mar-2017 | 22-Mar-2017 | |
| 40-7-4012006-0056 | AWWTP - ABURG WASTEWATER PLANT & ENV. AS | | | | 3,209.20 |
| Department Totals : | | | | | 3,209.20 |

DEPARTMENT 4012013 WASTEWATER CAPITAL

CH2154 CH2M HILL CANADA LIMITED

| | | | | | |
|----------------------------|------------------------------|-----|-------------|-------------|------------------|
| 3292305 | ENGINEERING | 344 | 22-Mar-2017 | 22-Mar-2017 | |
| 40-7-4012013-0003 | NEW FORCEMAIN & PUMP STATION | | | | 9,615.79 |
| 3292306 | ENGINEERING | 344 | 22-Mar-2017 | 22-Mar-2017 | |
| 40-7-4012013-0003 | NEW FORCEMAIN & PUMP STATION | | | | 3,875.90 |
| Department Totals : | | | | | 13,491.69 |

DEPARTMENT 4012015 WASTEWATER CAPITAL

CH2154 CH2M HILL CANADA LIMITED

| | | | | | |
|----------------------------|--|-----|-------------|-------------|------------------|
| 3292299 | ENGINEERING RESEARCH | 344 | 22-Mar-2017 | 22-Mar-2017 | |
| 40-7-4012015-0012 | MCG WW LAGOON - INFLOW & INFILTRATION SY | | | | 2,641.94 |
| 3292300 | ENGINEERING COSTS | 344 | 22-Mar-2017 | 22-Mar-2017 | |
| 40-7-4012015-0012 | MCG WW LAGOON - INFLOW & INFILTRATION SY | | | | 11,925.46 |
| Department Totals : | | | | | 14,567.40 |

DEPARTMENT 4017720 MCGREGOR SEWERS

ONT001 ONTARIO CLEAN WATER AGENCY

| | | | | | |
|----------------------------|-------------------------------|-----|-------------|-------------|-----------------|
| 91802 | MCGREGOR LAGOON MOTOR REPAIRS | 343 | 05-Jan-2017 | 05-Jan-2017 | |
| 10-5-4017720-0612 | MAINTENANCE ITEMS - OCWA | | | | 1,343.12 |
| Department Totals : | | | | | 1,343.12 |

DEPARTMENT 4017730 EDGEWATER SEWERS

ONT001 ONTARIO CLEAN WATER AGENCY

| | | | | | |
|----------------------------|-----------------------------|-----|-------------|-------------|---------------|
| 91808 | POWER REPAIRS | 343 | 05-Jan-2017 | 05-Jan-2017 | |
| 10-5-4017730-0771 | OCWA - MEYERS PUMP STATIONS | | | | 437.67 |
| 93022 | SET REPAIR | 343 | 08-Mar-2017 | 08-Mar-2017 | |
| 10-5-4017730-0612 | OCWA MAINTENANCE ITEMS | | | | 323.48 |
| Department Totals : | | | | | 761.15 |

DEPARTMENT 4017740 AMHERSTBURG SEWERS

FEE256 THE FEED STORE

| | | | | | |
|-------------------|-----------------------------------|-----|-------------|-------------|-------|
| 1000159506 | COPPER SULPHATE FOR ROOT CONTROL | 389 | 31-Mar-2017 | 31-Mar-2017 | |
| 10-5-4017740-0759 | SERVICE CONNECTION REPAIR & MTCE. | | | | 15.76 |



Vendor : A1C740 To ZUL180

Batch : All

Department : All

Cheque Print Date : 05-Apr-2017 To 18-Apr-2017

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 4017740 AMHERSTBURG SEWERS | | | | | | | |
| HEA693 HEATON SANITATION | | | | | | | |
| 29396 | | | | STONE REMOVAL | 389 23-Mar-2017 | 23-Mar-2017 | |
| 10-5-4017740-0612 | | | | OCWA MAINTENANCE ITEMS | | | 904.00 |
| KEL117 KELCOM TELEMESSAGING | | | | | | | |
| W78745-0417 | | | | AFTER HOURS SERVICE | 364 01-Apr-2017 | 01-Apr-2017 | |
| 10-5-4017740-0316 | | | | UTILITIES - SEWERS | | | 19.64 |
| ONT001 ONTARIO CLEAN WATER AGENCY | | | | | | | |
| 90870 | | | | UPS BACKUP | 343 19-Dec-2016 | 06-Apr-2017 | |
| 10-5-4017740-0612 | | | | OCWA MAINTENANCE ITEMS | | | 695.64 |
| 91809 | | | | HOIST INSPECTION | 343 05-Jan-2017 | 05-Jan-2017 | |
| 10-5-4017740-0612 | | | | OCWA MAINTENANCE ITEMS | | | 218.27 |
| 91811 | | | | PRESSURE GAUGE | 343 05-Jan-2017 | 05-Jan-2017 | |
| 10-5-4017740-0612 | | | | OCWA MAINTENANCE ITEMS | | | 1,067.29 |
| 91813 | | | | MOTOR REPLACEMENT | 343 05-Jan-2017 | 05-Jan-2017 | |
| 10-5-4017740-0612 | | | | OCWA MAINTENANCE ITEMS | | | 1,938.62 |
| 91814 | | | | SAMPLES | 343 05-Jan-2017 | 05-Jan-2017 | |
| 10-5-4017740-0612 | | | | OCWA MAINTENANCE ITEMS | | | 534.25 |
| INV000093385 | | | | AIR LINE | 389 22-Mar-2017 | 22-Mar-2017 | |
| 10-5-4017740-0612 | | | | OCWA MAINTENANCE ITEMS | | | 182.59 |
| INV000093386 | | | | UV ROOM UPGRADES | 389 22-Mar-2017 | 22-Mar-2017 | |
| 10-5-4017740-0612 | | | | OCWA MAINTENANCE ITEMS | | | 977.80 |
| Department Totals : | | | | | | | 6,553.86 |
| <hr/> | | | | | | | |
| DEPARTMENT 4017750 BIG CREEK RBC SEWER | | | | | | | |
| ONT001 ONTARIO CLEAN WATER AGENCY | | | | | | | |
| 90913 | | | | BIG CREEK WWTP-GARDEN HOSE | 343 19-Dec-2016 | 19-Dec-2016 | |
| 10-5-4017750-0612 | | | | OCWA MAINTENANCE ITEMS | | | 86.49 |
| 91806 | | | | BIG CREEK HEAT TRACE | 343 05-Jan-2017 | 05-Jan-2017 | |
| 10-5-4017750-0612 | | | | OCWA MAINTENANCE ITEMS | | | 839.39 |
| Department Totals : | | | | | | | 925.88 |
| <hr/> | | | | | | | |
| DEPARTMENT 4017755 MCLEOD SBR SEWER | | | | | | | |
| ONT001 ONTARIO CLEAN WATER AGENCY | | | | | | | |
| 93020 | | | | HEATER REPAIR | 343 08-Mar-2017 | 08-Mar-2017 | |
| 10-5-4017755-0612 | | | | OCWA MAINTENANCE ITEMS | | | 535.72 |
| Department Totals : | | | | | | | 535.72 |
| <hr/> | | | | | | | |
| DEPARTMENT 4057710 GARBAGE COLLECTION | | | | | | | |
| WIN270 WINDSOR DISPOSAL SERVICES LTD | | | | | | | |
| 0000832227 | | | | GARBAGE COLLECTION | 364 01-Apr-2017 | 01-Apr-2017 | |
| 10-5-4057710-0602 | | | | GARBAGE COLLECTION | | | 36,835.15 |
| 0000832239 | | | | GARBAGE COLLECTION | 364 01-Apr-2017 | 01-Apr-2017 | |
| 10-5-4057710-0602 | | | | GARBAGE COLLECTION | | | 160.14 |
| 0000832240 | | | | GARBAGE COLLECTION | 364 01-Apr-2017 | 01-Apr-2017 | |
| 10-5-4057710-0602 | | | | GARBAGE COLLECTION | | | 473.24 |
| Department Totals : | | | | | | | 37,468.53 |



Vendor : A1C740 To ZUL180

Batch : All

Department : All

Cheque Print Date : 05-Apr-2017 To 18-Apr-2017

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 4067715 GARBAGE DISPOSAL | | | | | |
| WIN270 WINDSOR DISPOSAL SERVICES LTD | | | | | |
| 0000832227 | GARBAGE COLLECTION | 364 | 01-Apr-2017 | 01-Apr-2017 | |
| 10-5-4067715-0603 | YARD WASTE - HAULING TO LANDFILL | | | | 9,284.25 |
| 0000832238 | THOMAS RD YARD WASTE BIN | 364 | 01-Apr-2017 | 01-Apr-2017 | |
| 10-5-4067715-0607 | PWD YARD CLEAN UP EXPENSES | | | | 226.00 |
| Department Totals : | | | | | 9,510.25 |
| <hr/> | | | | | |
| DEPARTMENT 7010000 PARKS AND RECREATION PROGRAMMING | | | | | |
| AMH76 AMHERSTBURG'S GONE CAR CRAZY | | | | | |
| MARCH 31 | TOWN CONTRIBUTION TO CAR SHOW | 322 | 31-Mar-2017 | 31-Mar-2017 | |
| 10-5-7010000-0349 | MARKETING | | | | 2,500.00 |
| CTC329 CTC PRO SHOP #281 | | | | | |
| 1711 | WALKING CHALLENGE EXPENSES | 344 | 20-Mar-2017 | 20-Mar-2017 | |
| 10-5-7010000-0776 | ESSEX POWER YOUTH IN COMM FD | | | | 1,039.32 |
| MOR26 MORNEAU SHEPELL LTD. | | | | | |
| MARCH 2017 | 524180, 524181, 524182, 524183 | 344 | 31-Mar-2017 | 31-Mar-2017 | |
| 10-5-7010000-0207 | BENEFITS - LIFE & DISABILITY | | | | 32.24 |
| NAP110 NAPLES PIZZA | | | | | |
| 134 | RECREATION PROGRAMMING | 344 | 22-Mar-2017 | 22-Mar-2017 | |
| 10-5-7010000-0420 | RECREATION EQUIPMENT | | | | 33.00 |
| 135 | BDAY PARTY EXPENSE | 344 | 25-Mar-2017 | 25-Mar-2017 | |
| 10-5-7010000-0420 | RECREATION EQUIPMENT | | | | 33.00 |
| 136 | BDAY PARTY EXPENSE | 344 | 25-Mar-2017 | 25-Mar-2017 | |
| 10-5-7010000-0420 | RECREATION EQUIPMENT | | | | 33.00 |
| 137 | BDAY PARTY EXPENSE | 344 | 25-Mar-2017 | 25-Mar-2017 | |
| 10-5-7010000-0420 | RECREATION EQUIPMENT | | | | 33.00 |
| PAR560 PARLETTE JAKE | | | | | |
| APRIL 7, 2017 | WOMENS HOCKEY EXPENSE | 344 | 01-Apr-2017 | 01-Apr-2017 | |
| 10-5-7010000-0420 | RECREATION EQUIPMENT | | | | 200.00 |
| APRIL 7, 2017 | youth dance recreation | 364 | 07-Apr-2017 | 07-Apr-2017 | |
| 10-5-7010000-0420 | RECREATION EQUIPMENT | | | | 200.00 |
| MARCH 5, 201 | WOMEN'S HOCKEY EXPENSE | 344 | 05-Mar-2017 | 05-Mar-2017 | |
| 10-5-7010000-0420 | RECREATION EQUIPMENT | | | | 350.00 |
| ROS436 ROSE CITY GYMNASTICS | | | | | |
| FEBRUARY 21 | OSRCF PROGRAMMING | 344 | 21-Feb-2017 | 21-Feb-2017 | |
| 10-5-7010000-0420 | RECREATION EQUIPMENT | | | | 2,020.00 |
| RTT067 RIVER TOWN TIMES | | | | | |
| 00091816 | ADVERTISING | 364 | 05-Apr-2017 | 05-Apr-2017 | |
| 10-5-7010000-0307 | ADVERTISING | | | | 167.81 |
| 10-5-7010000-0307 | ADVERTISING | | | | 265.55 |
| SHA567 SHARP BUS LINES LIMITED | | | | | |
| WIN172376 | DAY CAMP EXPENSES | 344 | 15-Mar-2017 | 15-Mar-2017 | |
| 10-5-7010000-0420 | RECREATION EQUIPMENT | | | | 180.80 |
| STA444 STAPLES ADVANTAGE (MIS C/O T04446C) | | | | | |
| 43920191 | OFFICE SUPPLIES | 344 | 13-Mar-2017 | 13-Mar-2017 | |
| 10-5-7010000-0301 | OFFICE SUPPLIES | | | | 809.50 |
| 43988750 | REC PROGRAMMING EXPENSES | 344 | 20-Mar-2017 | 20-Mar-2017 | |
| 10-5-7010000-0420 | RECREATION EQUIPMENT | | | | 38.53 |



Vendor : A1C740 To ZUL180

Batch : All

Department : All

Cheque Print Date : 05-Apr-2017 To 18-Apr-2017

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 7010000 PARKS AND RECREATION PROGRAMMING

| | | | | | |
|----------------------------|-----------------|-----------------|-----------------|-------------|-----------------|
| 44025040 | OFFICE SUPPLIES | | 344 23-Mar-2017 | 23-Mar-2017 | |
| 10-5-7010000-0301 | | OFFICE SUPPLIES | | | 35.21 |
| 44118414 | TMRMS SUPPLIES | | 364 04-Apr-2017 | 04-Apr-2017 | |
| 10-5-7010000-0301 | | OFFICE SUPPLIES | | | 155.15 |
| Department Totals : | | | | | 8,126.11 |

DEPARTMENT 7012016 CAPITAL

WSP01 WSP CANADA INC.

| | | | | | |
|----------------------------|------------------|----------------------------------|-----------------|-------------|-----------------|
| 0637476 | FUEL ANK REMOVAL | | 323 29-Mar-2017 | 29-Mar-2017 | |
| 40-7-7012016-0003 | | REMOVAL OF UNDERGROUND GAS TANKS | | | 1,130.00 |
| Department Totals : | | | | | 1,130.00 |

DEPARTMENT 7017000 PARKS MAINTENANCE

MAL256 MALDEN AUTOMOTIVE

| | | | | | |
|-------------------|--|---------------------------------------|-----------------|-------------|--------|
| 5294-146358 | BRAKE CABLES | | 364 03-Apr-2017 | 03-Apr-2017 | |
| 10-5-7017000-0402 | | VEHICLE & EQUIPMENT MAINTENANCE PARKS | | | 105.46 |
| 5294-146378 | TRANSMISSION LINES AND CONNECTORS FOR #710 | | 364 03-Apr-2017 | 03-Apr-2017 | |
| 10-5-7017000-0402 | | VEHICLE & EQUIPMENT MAINTENANCE PARKS | | | 108.83 |
| 5294-146379 | BRAKE CABLES CREDIT | | 364 03-Apr-2017 | 03-Apr-2017 | |
| 10-5-7017000-0402 | | VEHICLE & EQUIPMENT MAINTENANCE PARKS | | | -63.82 |
| 5294-146412 | TRANSMISSION FLUID FOR #710 | | 364 03-Apr-2017 | 03-Apr-2017 | |
| 10-5-7017000-0402 | | VEHICLE & EQUIPMENT MAINTENANCE PARKS | | | 15.70 |
| 5294-146711 | FUEL FILTER FOR #PG-43 | | 364 07-Apr-2017 | 07-Apr-2017 | |
| 10-5-7017000-0402 | | VEHICLE & EQUIPMENT MAINTENANCE PARKS | | | 3.54 |
| 5294145942 | REPAIRED DOME LIGHT | | 322 25-Mar-2017 | 25-Mar-2017 | |
| 10-5-7017000-0402 | | VEHICLE & EQUIPMENT MAINTENANCE PARKS | | | 11.16 |
| 5294145946 | REPLACED POWER STEERING PRESSURE LINE | | 322 25-Mar-2017 | 25-Mar-2017 | |
| 10-5-7017000-0402 | | VEHICLE & EQUIPMENT MAINTENANCE PARKS | | | 57.98 |
| 5294146031 | POWER STERRING FLUID FOR #PG-1 | | 322 27-Mar-2017 | 27-Mar-2017 | |
| 10-5-7017000-0402 | | VEHICLE & EQUIPMENT MAINTENANCE PARKS | | | 18.06 |

WIG035 WIGLE HOME HARDWARE BUILDING CENTRE

| | | | | | |
|-------------------|------------------------|--------------------------------|-----------------|-------------|--------|
| 105577 | SUPPLIES | | 323 27-Mar-2017 | 27-Mar-2017 | |
| 10-5-7017000-0322 | | GENERAL SUPPLIES - PARKS & REC | | | 94.48 |
| 105602 | MATERIALS AND SUPPLIES | | 323 28-Mar-2017 | 28-Mar-2017 | |
| 10-5-7017000-0322 | | GENERAL SUPPLIES - PARKS & REC | | | 59.86 |
| 105679 | PARK SUPPLIES | | 344 30-Mar-2017 | 30-Mar-2017 | |
| 10-5-7017000-0322 | | GENERAL SUPPLIES - PARKS & REC | | | 39.44 |
| 105702 | SUPPLIES | | 344 30-Mar-2017 | 30-Mar-2017 | |
| 10-5-7017000-0322 | | GENERAL SUPPLIES - PARKS & REC | | | 225.99 |
| 105703 | SUPPLIES | | 344 30-Mar-2017 | 30-Mar-2017 | |
| 10-5-7017000-0322 | | GENERAL SUPPLIES - PARKS & REC | | | 28.22 |
| 105732 | MATERIALS | | 344 31-Mar-2017 | 31-Mar-2017 | |
| 10-5-7017000-0322 | | GENERAL SUPPLIES - PARKS & REC | | | 56.43 |
| 105740 | MATERIALS | | 344 31-Mar-2017 | 31-Mar-2017 | |
| 10-5-7017000-0322 | | GENERAL SUPPLIES - PARKS & REC | | | 36.87 |
| 105862 | PARK SUPPLIES | | 364 04-Apr-2017 | 04-Apr-2017 | |
| 10-5-7017000-0322 | | GENERAL SUPPLIES - PARKS & REC | | | 25.12 |
| 105873 | PARK SUPPLIES | | 364 05-Apr-2017 | 05-Apr-2017 | |
| 10-5-7017000-0322 | | GENERAL SUPPLIES - PARKS & REC | | | 33.89 |



Vendor : A1C740 To ZUL180

Batch : All

Department : All

Cheque Print Date : 05-Apr-2017 To 18-Apr-2017

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 7017000 PARKS MAINTENANCE | | | | | | | |
| 105938 | PARK SUPPLIES | | | | 364 06-Apr-2017 | 06-Apr-2017 | |
| 10-5-7017000-0322 | | | | GENERAL SUPPLIES - PARKS & REC | | | 19.75 |
| | | | | | | Department Totals : | 876.96 |
| ----- | | | | | | | |
| DEPARTMENT 7017010 KING'S NAVY YARD PARK | | | | | | | |
| MET052 METRO KING PEST CONTROL INC. | | | | | | | |
| 2120 | PEST CONTROL-OCT | | | | 323 31-Oct-2016 | 31-Oct-2016 | |
| 10-5-7017010-0317 | | | | PARKS BUILDING MAINTENANCE P&F | | | 33.90 |
| 10-5-7017010-0317 | | | | PARKS BUILDING MAINTENANCE P&F | | | 28.25 |
| 2121 | PEST CONTROL-NOV 2016 | | | | 323 30-Nov-2016 | 30-Nov-2016 | |
| 10-5-7017010-0317 | | | | PARKS BUILDING MAINTENANCE P&F | | | 28.25 |
| 10-5-7017010-0317 | | | | PARKS BUILDING MAINTENANCE P&F | | | 33.90 |
| 2122 | PEST CONTROL-DEC 2016 | | | | 323 31-Dec-2016 | 31-Dec-2016 | |
| 10-5-7017010-0317 | | | | PARKS BUILDING MAINTENANCE P&F | | | 28.25 |
| 10-5-7017010-0317 | | | | PARKS BUILDING MAINTENANCE P&F | | | 33.90 |
| 2124 | PEST CONTROL-FEB 2017 | | | | 323 28-Feb-2017 | 28-Feb-2017 | |
| 10-5-7017010-0317 | | | | PARKS BUILDING MAINTENANCE P&F | | | 28.25 |
| 10-5-7017010-0317 | | | | PARKS BUILDING MAINTENANCE P&F | | | 33.90 |
| | | | | | | Department Totals : | 248.60 |
| ----- | | | | | | | |
| DEPARTMENT 7017300 LIBRO | | | | | | | |
| BAY320 BAYMAR SUPPLY LTD | | | | | | | |
| 3009546 | HEATING/COOLING FOR ENERGY ZONE | | | | 323 24-Mar-2017 | 24-Mar-2017 | |
| 10-5-7017300-0331 | | | | REFRIGERATION MAINTENANCE | | | 8,065.36 |
| BRE497 BRENNER PACKERS LTD. | | | | | | | |
| 39395 | CONCESSION PURCHASES | | | | 344 17-Mar-2017 | 17-Mar-2017 | |
| 10-5-7017300-0384 | | | | CANTEEN PURCHASES Bus&Dev | | | 250.00 |
| CIN177 CINTAS CANADA LIMITED | | | | | | | |
| 847280600 | SERVICE FEES | | | | 344 31-Mar-2017 | 31-Mar-2017 | |
| 10-5-7017300-0336 | | | | CONTRACTED SERVICES | | | 69.73 |
| 847281623 | LIBRO FLOOR MATS | | | | 364 07-Apr-2017 | 07-Apr-2017 | |
| 10-5-7017300-0336 | | | | CONTRACTED SERVICES | | | 69.73 |
| COL128 COLONIAL COFFEE CO. LTD. | | | | | | | |
| 736324 | CONCESSION PURCHASE | | | | 344 23-Mar-2017 | 23-Mar-2017 | |
| 10-5-7017300-0384 | | | | CANTEEN PURCHASES Bus&Dev | | | 116.30 |
| CUL391 CULLIGAN WATER | | | | | | | |
| 6335910 | WATER COOLERS | | | | 323 31-Mar-2017 | 31-Mar-2017 | |
| 10-5-7017300-0336 | | | | CONTRACTED SERVICES | | | 81.24 |
| DOW547 DOWLER KARN | | | | | | | |
| 97529 | PROPANE | | | | 323 22-Mar-2017 | 22-Mar-2017 | |
| 10-5-7017300-0401 | | | | GASOLINE / PROPANE | | | 142.38 |
| GOR299 GORDON FOOD SERVICE CAN. LTD. - ONTARIO DIVISION | | | | | | | |
| 1542714 | CONCESSION PURCHASE | | | | 323 15-Feb-2017 | 15-Feb-2017 | |
| 10-5-7017300-0384 | | | | CANTEEN PURCHASES Bus&Dev | | | 1,340.46 |
| 1608248 | CONCESSION PURCHASES | | | | 344 17-Mar-2017 | 17-Mar-2017 | |
| 10-5-7017300-0384 | | | | CANTEEN PURCHASES Bus&Dev | | | 771.25 |
| 1618051 | CONCESSION PURCHASES | | | | 344 22-Mar-2017 | 22-Mar-2017 | |
| 10-5-7017300-0384 | | | | CANTEEN PURCHASES Bus&Dev | | | 503.21 |



Vendor : A1C740 To ZUL180

Batch : All

Department : All

Cheque Print Date : 05-Apr-2017 To 18-Apr-2017

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 | | | | |
| JAC351 JACK SMITH FUELS LTD | | | | | |
| IN296490 ANTIFREEZE PURCHASE | | 364 | 05-Apr-2017 | 05-Apr-2017 | |
| 10-5-7017300-0336 | CONTRACTED SERVICES | | | | 1,317.86 |
| MAL256 MALDEN AUTOMOTIVE | | | | | |
| 5294146048 REPLACED HEATER CORE IN #FM-1 | | 322 | 28-Mar-2017 | 28-Mar-2017 | |
| 10-5-7017300-0402 | VEHICLE & EQUIPMENT MTCE. | | | | 58.67 |
| 5294146194 ENGINE OIL AND FILTERS FOR #RS-2 | | 322 | 30-Mar-2017 | 30-Mar-2017 | |
| 10-5-7017300-0402 | VEHICLE & EQUIPMENT MTCE. | | | | 65.81 |
| MET052 METRO KING PEST CONTROL INC. | | | | | |
| 2120 PEST CONTROL-OCT | | 323 | 31-Oct-2016 | 31-Oct-2016 | |
| 10-5-7017300-0317 | BUILDING MAINTENANCE | | | | 45.20 |
| 10-5-7017300-0317 | BUILDING MAINTENANCE | | | | 28.25 |
| 2121 PEST CONTROL-NOV 2016 | | 323 | 30-Nov-2016 | 30-Nov-2016 | |
| 10-5-7017300-0317 | BUILDING MAINTENANCE | | | | 45.20 |
| 10-5-7017300-0317 | BUILDING MAINTENANCE | | | | 28.25 |
| 2122 PEST CONTROL-DEC 2016 | | 323 | 31-Dec-2016 | 31-Dec-2016 | |
| 10-5-7017300-0317 | BUILDING MAINTENANCE | | | | 45.20 |
| 10-5-7017300-0317 | BUILDING MAINTENANCE | | | | 28.25 |
| 2124 PEST CONTROL-FEB 2017 | | 323 | 28-Feb-2017 | 28-Feb-2017 | |
| 10-5-7017300-0317 | BUILDING MAINTENANCE | | | | 28.25 |
| 10-5-7017300-0317 | BUILDING MAINTENANCE | | | | 45.20 |
| MOR26 MORNEAU SHEPELL LTD. | | | | | |
| MARCH 2017 524180, 524181, 524182, 524183 | | 344 | 31-Mar-2017 | 31-Mar-2017 | |
| 10-5-7017300-0207 | BENEFITS - LIFE & DISABIL | | | | 241.81 |
| 10-5-7017300-0207 | BENEFITS - LIFE & DISABIL | | | | 80.60 |
| NAP110 NAPLES PIZZA | | | | | |
| 138 CONCESSION PURCHASE | | 344 | 25-Mar-2017 | 25-Mar-2017 | |
| 10-5-7017300-0384 | CANTEEN PURCHASES Bus&Dev | | | | 185.79 |
| NEL277 NELLA CUTLERY (HAMILTON) INC | | | | | |
| IN2339222 ZAMBONI BLADE SHARPENING | | 323 | 23-Mar-2017 | 23-Mar-2017 | |
| 10-5-7017300-0402 | VEHICLE & EQUIPMENT MTCE. | | | | 56.50 |
| NUC146 NUCCELLI'S FROZEN YOGURT | | | | | |
| 11803 CONCESSION PURCHASE | | 344 | 05-Mar-2017 | 05-Mar-2017 | |
| 10-5-7017300-0384 | CANTEEN PURCHASES Bus&Dev | | | | 147.53 |
| SHE592 SHERWIN WILLIAMS CO. | | | | | |
| 88810-2 LINE PAINT FOR BALL HOCKEY | | 323 | 29-Mar-2017 | 29-Mar-2017 | |
| 10-5-7017300-0317 | BUILDING MAINTENANCE | | | | 273.01 |
| SIM535 SIMPLISTIC LINES INC. | | | | | |
| 1732040317 FIELD MARKING PAINT REFILL | | 364 | 03-Apr-2017 | 03-Apr-2017 | |
| 10-5-7017300-0960 | OUTDOOR SOCCER (NAT TURF) | | | | 1,977.50 |
| 1774103116 CREDIT NOTE | | 364 | 31-Oct-2016 | 31-Oct-2016 | |
| 10-5-7017300-0960 | OUTDOOR SOCCER (NAT TURF) | | | | -395.50 |
| 1858040317 LIBRO PAINT SUPPLIES | | 364 | 03-Apr-2017 | 03-Apr-2017 | |
| 10-5-7017300-0960 | OUTDOOR SOCCER (NAT TURF) | | | | 4,118.85 |
| VOL382 VOLLMER INC. | | | | | |
| W16000 REFRIGERATION REPAIRS | | 323 | 24-Mar-2017 | 24-Mar-2017 | |
| 10-5-7017300-0331 | REFRIGERATION MAINTENANCE | | | | 3,904.15 |
| WIG035 WIGLE HOME HARDWARE BUILDING CENTRE | | | | | |
| 105839 PAINT | | 364 | 04-Apr-2017 | 04-Apr-2017 | |



Vendor : A1C740 To ZUL180

Batch : All

Department : All

Cheque Print Date : 05-Apr-2017 To 18-Apr-2017

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 7017300 LIBRO | | | | | | | |
| 10-5-7017300-0317 | | | | BUILDING MAINTENANCE | | | 15.80 |
| 105879 | ENERGY ROOM SUPPLIES | | | | 364 05-Apr-2017 | 05-Apr-2017 | |
| 10-5-7017300-0317 | | | | BUILDING MAINTENANCE | | | 23.71 |
| 105946 | SUPPLIES | | | | 364 06-Apr-2017 | 06-Apr-2017 | |
| 10-5-7017300-0250 | | | | HEALTH AND SAFETY | | | 40.66 |
| Department Totals : | | | | | | | 23,816.21 |
| ----- | | | | | | | |
| DEPARTMENT 7017730 99 THOMAS ROAD | | | | | | | |
| WIG035 WIGLE HOME HARDWARE BUILDING CENTRE | | | | | | | |
| 105560 | BUILDING SUPPLIES | | | | 323 27-Mar-2017 | 27-Mar-2017 | |
| 10-5-7017730-0317 | | | | 99 THOMAS RD - BUILDING MAIN | | | 26.81 |
| 105572 | BUILDING SUPPLIES | | | | 323 27-Mar-2017 | 27-Mar-2017 | |
| 10-5-7017730-0317 | | | | 99 THOMAS RD - BUILDING MAIN | | | 28.46 |
| Department Totals : | | | | | | | 55.27 |
| ----- | | | | | | | |
| DEPARTMENT 7027510 AMHERSTBURG LIBRARY | | | | | | | |
| MET052 METRO KING PEST CONTROL INC. | | | | | | | |
| 2120 | PEST CONTROL-OCT | | | | 323 31-Oct-2016 | 31-Oct-2016 | |
| 10-5-7027510-0317 | | | | CARNEGIE LIBRARY - BUILDING MAIN | | | 28.25 |
| 2121 | PEST CONTROL-NOV 2016 | | | | 323 30-Nov-2016 | 30-Nov-2016 | |
| 10-5-7027510-0317 | | | | CARNEGIE LIBRARY - BUILDING MAIN | | | 28.25 |
| 2122 | PEST CONTROL-DEC 2016 | | | | 323 31-Dec-2016 | 31-Dec-2016 | |
| 10-5-7027510-0317 | | | | CARNEGIE LIBRARY - BUILDING MAIN | | | 28.25 |
| 2124 | PEST CONTROL-FEB 2017 | | | | 323 28-Feb-2017 | 28-Feb-2017 | |
| 10-5-7027510-0317 | | | | CARNEGIE LIBRARY - BUILDING MAIN | | | 28.25 |
| Department Totals : | | | | | | | 113.00 |
| ----- | | | | | | | |
| DEPARTMENT 7037610 ACS BUILDING | | | | | | | |
| MET052 METRO KING PEST CONTROL INC. | | | | | | | |
| 2120 | PEST CONTROL-OCT | | | | 323 31-Oct-2016 | 31-Oct-2016 | |
| 10-5-7037610-0317 | | | | BUILDING MAIN.-ACS BUILDING P&F | | | 33.90 |
| 2121 | PEST CONTROL-NOV 2016 | | | | 323 30-Nov-2016 | 30-Nov-2016 | |
| 10-5-7037610-0317 | | | | BUILDING MAIN.-ACS BUILDING P&F | | | 33.90 |
| 2122 | PEST CONTROL-DEC 2016 | | | | 323 31-Dec-2016 | 31-Dec-2016 | |
| 10-5-7037610-0317 | | | | BUILDING MAIN.-ACS BUILDING P&F | | | 33.90 |
| 2124 | PEST CONTROL-FEB 2017 | | | | 323 28-Feb-2017 | 28-Feb-2017 | |
| 10-5-7037610-0317 | | | | BUILDING MAIN.-ACS BUILDING P&F | | | 33.90 |
| Department Totals : | | | | | | | 135.60 |
| ----- | | | | | | | |
| DEPARTMENT 7037620 GORDON HOUSE | | | | | | | |
| MET052 METRO KING PEST CONTROL INC. | | | | | | | |
| 2120 | PEST CONTROL-OCT | | | | 323 31-Oct-2016 | 31-Oct-2016 | |
| 10-5-7037620-0317 | | | | BUILDING MTCE - GORDON HOUSE P&F | | | 28.25 |
| 2121 | PEST CONTROL-NOV 2016 | | | | 323 30-Nov-2016 | 30-Nov-2016 | |
| 10-5-7037620-0317 | | | | BUILDING MTCE - GORDON HOUSE P&F | | | 28.25 |
| 2122 | PEST CONTROL-DEC 2016 | | | | 323 31-Dec-2016 | 31-Dec-2016 | |
| 10-5-7037620-0317 | | | | BUILDING MTCE - GORDON HOUSE P&F | | | 28.25 |
| 2124 | PEST CONTROL-FEB 2017 | | | | 323 28-Feb-2017 | 28-Feb-2017 | |



Vendor : A1C740 To ZUL180

Batch : All

Department : All

Cheque Print Date : 05-Apr-2017 To 18-Apr-2017

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 7037620 | | | | GORDON HOUSE | | | |
| 10-5-7037620-0317 | | | | BUILDING MTCE - GORDON HOUSE P&F | | | 28.25 |
| Department Totals : | | | | | | | 113.00 |
| DEPARTMENT 8010000 | | | | PLANNING | | | |
| MOR26 MORNEAU SHEPELL LTD. | | | | | | | |
| MARCH 2017 524180, 524181, 524182, 524183 | | | | | 344 31-Mar-2017 | 31-Mar-2017 | |
| 10-5-8010000-0207 | | | | BENEFITS - LIFE & DISABIL | | | 16.12 |
| Department Totals : | | | | | | | 16.12 |
| DEPARTMENT 8020000 | | | | TOURISM VISITOR INFORMATION CENTRE | | | |
| DEL091 DELISLE SIGNS | | | | | | | |
| 38 ROLL UP BANNERS | | | | | 364 06-Apr-2017 | 06-Apr-2017 | |
| 10-5-8020000-0307 | | | | ADVERTISING | | | 508.50 |
| HON444 HONOR ROBERT | | | | | | | |
| MARCH 25, 20 WALKING TOUR | | | | | 344 25-Mar-2017 | 25-Mar-2017 | |
| 10-5-8020000-0307 | | | | ADVERTISING | | | 50.00 |
| MOR26 MORNEAU SHEPELL LTD. | | | | | | | |
| MARCH 2017 524180, 524181, 524182, 524183 | | | | | 344 31-Mar-2017 | 31-Mar-2017 | |
| 10-5-8020000-0207 | | | | BENEFITS - LIFE & DISABILITY | | | 16.12 |
| REN703 RENAUD VALERIE | | | | | | | |
| MARCH 3, 201 CREATIVE DESIGN FOR BANNER AND POSTER | | | | | 344 03-Mar-2017 | 03-Mar-2017 | |
| 10-5-8020000-0307 | | | | ADVERTISING | | | 140.00 |
| Department Totals : | | | | | | | 714.62 |
| DEPARTMENT 8020100 | | | | SPECIAL EVENTS & FESTIVALS | | | |
| WOO114 WOOFA-ROO PET FEST | | | | | | | |
| MARCH30 RETURN OF SECURTY DEPOSIT FOR WOOFA-ROO WHISKEY WINE AND WAGS | | | | | 323 30-Mar-2017 | 30-Mar-2017 | |
| 10-4-8020100-1306 | | | | EVENT REVENUE | | | 250.00 |
| Department Totals : | | | | | | | 250.00 |
| DEPARTMENT 8052006 | | | | WATER DEPARTMENT CAPITAL - 2006 | | | |
| LAN309 LANDMARK STRUCTURES CO. | | | | | | | |
| PWD-WM-07-0 WATER TOWER | | | | | 371 29-Apr-2014 | 29-Apr-2014 | |
| 80-7-8052006-0108 | | | | NEW WATER TOWER - ENGINEERING & DESIGN | | | 98,119.14 |
| Department Totals : | | | | | | | 98,119.14 |
| DEPARTMENT 8052010 | | | | WATER CAPITAL | | | |
| ONT001 ONTARIO CLEAN WATER AGENCY | | | | | | | |
| 000090912 VALVE REPLACEMENTS | | | | | 351 19-Dec-2016 | 19-Dec-2016 | |
| 80-7-8052010-0007 | | | | PLANT - REPLACE CONTROL VALVES | | | 9,149.19 |
| 000091807 VALVE REPLACEMENT | | | | | 351 05-Jan-2017 | 05-Jan-2017 | |
| 80-7-8052010-0007 | | | | PLANT - REPLACE CONTROL VALVES | | | 17,914.85 |
| 000093024 VALVE REPLACEMENT | | | | | 351 08-Mar-2017 | 08-Mar-2017 | |
| 80-7-8052010-0007 | | | | PLANT - REPLACE CONTROL VALVES | | | 5,859.25 |
| Department Totals : | | | | | | | 32,923.29 |

Council/Board Report By Dept-(Computer)



Vendor : A1C740 To ZUL180
 Batch : All
 Department : All

Cheque Print Date : 05-Apr-2017 To 18-Apr-2017
 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 8052016 | WATER CAPITAL | | | | |
| ONT001 | ONTARIO CLEAN WATER AGENCY | | | | |
| 000091815 | FACILITY ASSESSMENT | 351 | 05-Jan-2017 | 05-Jan-2017 | |
| 80-7-8052016-0004 | WATER TREATMENT PLANT FACILITY PLAN | | | | 14,686.28 |
| Department Totals : | | | | | 14,686.28 |

Computer Paid Total : 805,552.11

Council/Board Report By Dept-(EFT)



Vendor : A1C740 To ZUL180
 Batch : All
 Department : All

EFT Paid Date : 05-Apr-2017 To 18-Apr-2017
 Bank : 1 To 99
 Class : All

| Vendor Code Invoice No. | Vendor Name Description | Batch | Inv Date | Inv Due Date | Amount |
|----------------------------|-----------------------------------|-------|-------------|--------------|-------------------|
| G.L. Account | CC1 CC2 CC3 GL Account Name | | | | |
| DEPARTMENT 0000000 | GENERAL | | | | |
| AMH19 | AMHERSTBURG PAYROLL-TOWN OF | | | | |
| PP14-2017 | PP14-2017 PAYROLL TRANSFER | 347 | 06-Apr-2017 | 06-Apr-2017 | |
| 10-1-0000000-0202 | PAYROLL A/C 9103910 | | | | 130,374.32 |
| DIR03 | DIRECTOR OF FAMILY RESPONSIBLTY | | | | |
| MAR 2017 | MAR 2017 FAMILY SUPPORT | 326 | 31-Mar-2017 | 05-Apr-2017 | |
| 10-2-0000000-1155 | A/P - PAYROLL DED. - FAM. | | | | 3,150.00 |
| MIN24 | MINISTRY OF FINANCE-PAYMENT | | | | |
| MAR 2017 | MAR 2017 EHT | 327 | 31-Mar-2017 | 15-Apr-2017 | |
| 10-2-0000000-1152 | A/P - PAYROLL DED. - EHT | | | | 19,157.89 |
| REC04 | RECEIVER GENERAL | | | | |
| PP12-2017 FUL | PP12-2017 PAYROLL TAXES FULL TIME | 300 | 23-Mar-2017 | 05-Apr-2017 | |
| 10-2-0000000-1143 | A/P - PAYROLL DED. - E.I. | | | | 6,304.64 |
| 10-2-0000000-1142 | A/P - PAYROLL DED. - CPP | | | | 16,889.46 |
| 10-2-0000000-1141 | A/P - PAYROLL DED. - INC. | | | | 35,560.63 |
| PP12-2017 PAR | PP12-2017 PAYROLL TAXES PART TIME | 300 | 23-Mar-2017 | 05-Apr-2017 | |
| 10-2-0000000-1143 | A/P - PAYROLL DED. - E.I. | | | | 902.57 |
| 10-2-0000000-1141 | A/P - PAYROLL DED. - INC. | | | | 3,869.91 |
| 10-2-0000000-1142 | A/P - PAYROLL DED. - CPP | | | | 1,772.72 |
| PP13-2017 FUL | PP13-2017 PAYROLL TAXES FULL TIME | 325 | 30-Mar-2017 | 12-Apr-2017 | |
| 10-2-0000000-1143 | A/P - PAYROLL DED. - E.I. | | | | 5,868.89 |
| 10-2-0000000-1142 | A/P - PAYROLL DED. - CPP | | | | 15,676.48 |
| 10-2-0000000-1141 | A/P - PAYROLL DED. - INC. | | | | 32,917.75 |
| PP13-2017 PAR | PP13-2017 PAYROLL TAXES PART TIME | 325 | 30-Mar-2017 | 12-Apr-2017 | |
| 10-2-0000000-1141 | A/P - PAYROLL DED. - INC. | | | | 6,611.37 |
| 10-2-0000000-1142 | A/P - PAYROLL DED. - CPP | | | | 2,333.94 |
| 10-2-0000000-1143 | A/P - PAYROLL DED. - E.I. | | | | 1,134.05 |
| Department Totals : | | | | | 282,524.62 |

EFT Paid Total : 282,524.62

| | |
|------------------------------------|---------------------|
| Total Unpaid for Approval : | 0.00 |
| Total Manually Paid for Approval : | 0.00 |
| Total Computer Paid for Approval : | 805,552.11 |
| Total EFT Paid for Approval : | 282,524.62 |
| Grand Total ITEMS for Approval : | <u>1,088,076.73</u> |



**OFFICE OF THE CITY CLERK
COUNCIL SERVICES**

Phone: (519)255-6211

**CITY HALL
WINDSOR, ONTARIO
N9A 6S1**

Fax: (519)255-6868

E-mail: clerks@citywindsor.ca

WEBSITE: www.citywindsor.ca

**City Council
Decision
Monday, March 27, 2017**

Decision Number: CR170/2017

That the correspondence from the President of Earth Day Network dated March 27, 2017 regarding "Earth Day Network's 2017 Global Day of Conversation" **BE RECEIVED**, and further, that this **BE REFERRED** to the Windsor Essex County Environment Committee (WECEC) for further review and consideration.

Carried.

Report Number: CMC 5/2017
Clerk's File: EI/10822 7.1.17

Steve Vlachodimos

Deputy City Clerk/Senior Manager of Council Services
April 12, 2017

Department Distribution

| | |
|----------------|-------------------------|
| Neil Robertson | Manager of Urban Design |
| Karen Kadour | Committee Coordinator |

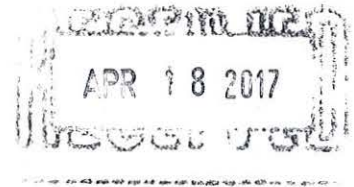
External Distribution

WECEC



The Corporation of the Town of Tecumseh Office of the Mayor

April 12, 2017



Honourable Ralph Goodale, P.C., M.P.
Minister of Public Safety and Emergency Preparedness
House of Commons
Ottawa, ON K1A 0A6

Dear Minister Goodale,

I am writing to you regarding the April 5, 2017 CBC News Report on Canadian boaters and paddlers urged to get NEXUS card, Minimum fine for failing to report to the CBSA upon entry to Canada is \$1,000 and to express concerns from local residents in this regard.

In particular, CBC reports: Boaters planning to float down the Detroit River are being warned to notify officials if they cross the invisible border before coming back to Canada. The caution comes courtesy of a new interpretation of the "in transit exemption," according to former commodore of the Windsor Power and Sail Squadron, Alan Johnson.

The CBC also reports: Word of the change comes after a recent meeting between Windsor boaters, RCMP and officials from both sides of the border where Windsor residents expressed confusion over the rules. In a statement sent to CBC, the CBSA said failure to report returning to Canada could lead to detention, seizure of a boat or a hefty fine. "The minimum fine for failing to report to the CBSA upon entry to Canada is \$1, 000," the statement said. Johnson said Canada's regulations are actually more strict than those of the Americans, who only expect boaters to check in if they drop anchor in the U.S. or come ashore.

Minister, what is the rationale for the sudden and high-handed change in the interpretation of the in-transit exemption by the Federal Government?

Our region enjoys a unique, international waterway and has the largest number per capita of recreational boaters and pleasure craft than any other region in Canada, along with a significant recreational fishing economy. It would appear that this action is nothing more than a \$50 tax grab by the Federal Government by requiring local residents, out for a pleasure cruise or fishing with their grandkids, to purchase a NEXUS card when they have little need for the card and have no intent on anchoring or going ashore in the U.S.

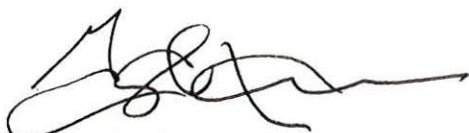
It is also very disturbing to hear the Government of Canada threatening local residents with severe penalties if they don't make a CBSA call-in every time they happen to zig-zag their jet ski, paddle their kayak or unintentionally float or sail across the invisible, international border line while enjoying a day out on our unique, international waterway. This is clearly a matter of policy getting in the way of common sense.

For generations, local residents have been exempted from such requirements along the most safe and peaceful, international border in the world. What is the rationale for the Government of Canada's sudden decision to change the way it treats Canadians from how the U.S. Government treats their citizens, in this same regard?

I also inquire as to whether this new interpretation of the in-transit exemption is being applied in a similar manner to all Canadian waterways bordering the U.S.?

I look forward to hearing back from you at your earliest opportunity.

Sincerely,



Gary McNamara
Mayor

- CC. Mayor Drew Dilkens, City of Windsor
Mayor Aldo DiCarlo, Town of Amherstburg
Mayor Ron McDermott, Town of Essex
Mayor Nelson Santos, Town of Kingsville
Mayor Tom Bain, Town of Lakeshore
Mayor Ken Antaya, Town of LaSalle
Mayor John Paterson, Municipality of Leamington
Mayor Randy Hope, Municipality of Chatham-Kent
Mayor Mike Bradley, City of Sarnia
Lynn Dollin, President, Association of Municipalities of Ontario
Clark Somerville, President, Federation of Canadian Municipalities





April 4, 2017

Honourable Catherine McKenna
Minister of Environment & Climate Change Canada
Email: Catherine.McKenna@parl.gc.ca

Honourable Lawrence MacAulay
Minister of Agriculture & AgriFood Canada
Email: Lawrence.macaulay@parl.gc.ca

Honourable Kathryn McGarry
Minister of Natural Resources & Forestry
Email: kmcgarry.mppco@liberal.ola.org

Mayor Nelson Santos
Town of Kingsville
Email: nsantos@kingsville.ca

Mayor Ken Antaya
Town of LaSalle
Email: kantaya@town.lasalle.on.ca

Mayor Tom Bain
Town of Lakeshore
Email: tbain@lakeshore.ca

Mayor John Paterson
Town of Leamington
Email: mayor@leamington.ca

Honourable Glen R. Murray
Minister of Environment & Climate Change
Email: gmurray@liberal.ola.org

Honourable Jeff Leal
Minister of Agriculture, Food & Rural Affairs
Email: jleal.mpp.co@liberal.ola.org

Tracey Ramsey, MP
Email: tracey.ramsey@parl.gc.ca

Taras Natyshak, MPP
Email: tnatyshak-co@ndp.on.ca

Mayor Gary McNamara
Town of Tecumseh
Email: gmcnamara@tecumseh.ca

Mayor Aldo DiCarlo
Town of Amherstburg
Email: adicarlo@amherstburg.ca

Federation of Canadian Municipalities
Email: info@fcm.ca

Association of Municipalities (AMO)
Email: amo@amo.on.ca

Dear Sir/Madame,

At the regular council meeting of March 20, 2017, the Essex Town Council discussed the harmful algal blooms in Lake Erie that are threatening one of the most important resources we have in Ontario, fresh water. As a result of the discussion that followed the following resolution was passed,



Moved By Councillor Bondy

Seconded By Councillor Voakes

(R17-03-109) That, harmful algal blooms in Lake Erie threaten one of Ontario's most important natural and economic resources by negatively impacting the use of water for drinking, fishing, boating, and swimming;

And that, in 2015 Lake Erie experienced the largest harmful algal bloom in its history;

And that, toxins from algal blooms can damage the kidneys and liver, and can cause nausea, vomiting, diarrhea, paralysis, and potentially death;

And that, communities that depend on Lake Erie as a source for their drinking water have made significant investments to ensure it is free from dangerous levels of algal toxins and nuisance algae;

And that, toxins from algal blooms threaten the health of anglers, boaters, and swimmers exposed to contaminated water;

And that, algal blooms limit the enjoyment of Lake Erie beaches and other recreational activities on and in the water;

And that, local tourism, commercial and residential property values may be negatively impacted if algal blooms continue to increase in intensity and frequency; and

And that, algal blooms may negatively impact Lake Erie's commercial and recreational fishing industry.

Therefore be it resolved that the Ontario and Federal governments be requested to be leaders in the development and implementation of action plans that will protect drinking water and effectively address algal blooms and protect and restore the health of Lake Erie.

Be it finally resolved that a copy of this resolution be forwarded to the:

- Ontario Minister of the Environment and Climate Change
- Ontario Minister of Agriculture and Rural Affairs
- Ontario Minister of Natural Resources
- Federal Minister of Environment and Climate Change
- Federal Minister of Agriculture and Agri-Food
- Local Member of Provincial Parliament and Member of Parliament



- AMO
- Federation Canadian Municipalities (FCM)
- Essex County Municipalities

Carried

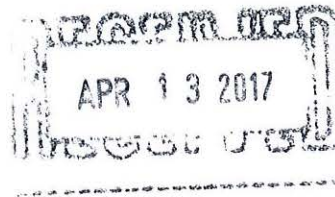
Your support of the development and implementation of action plans that will protect our water is respectfully requested.

Yours truly,

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

Robert W. Auger, L.L.B.
Manager, Legislative Services/Clerk
Ext. 1132
Email: rauger@essex.ca

RW/lm



March 30, 2017

Aldo DiCarlo
Mayor
Town of Amherstburg
271 Sandwich St. South
Amherstburg, ON N9V 2A5

Dear Aldo DiCarlo,

In 2017, Forests Ontario is marking Ontario150 and Canada's sesquicentennial by celebrating the rich legacy of our forests and by establishing future forests.

Our forests are an undeniable symbol of our province. They support healthy ecosystems and address the challenges of climate change. Forests Ontario is proud to announce the launch of two initiatives and we invite your staff and residents to get involved:

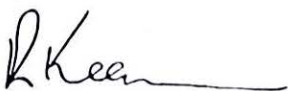
- **The Heritage Tree Program** recognizes important trees in our communities associated with significant figures and events from our history. Our goal in 2017 is to collect and share the stories of 150 unique trees and encourage greater appreciation of trees as cultural artifacts. Anyone can nominate trees for recognition as a heritage tree. Visit www.heritagetrees.ca or contact Toni Ellis, Heritage Tree Coordinator, at 1-877-646-1193 ext. 301.
- **Ontario's Green Leaf Challenge (GLC)** – The Ontario government and Forests Ontario invite all Ontarians to plant 3 million trees in 2017. Your residents then add the trees they plant to our online counter, which will map and track trees planted across the province. The website also provides resources to connect residents with local tree planting events and tree planting resources. We encourage your staff to add trees to our counter, submit tree planting events and share information about your local tree planting programs. Visit www.greenleafchallenge.ca or contact Stephanie Prince, Communications Coordinator, at 1-877-646-1193 ext. 225.

In addition, Forests Ontario continues to deliver the **50 Million Tree Program (50MTP)**, supporting landowners and municipalities in establishing healthy new forests on their properties. The program offers significant financial and practical assistance for planting trees on properties with more than 2.5 acres of open land. The Program covers a significant portion of the total planting costs. The 50MTP is an excellent opportunity to not only minimize costs and effort for tree planting, but enhance the value and function of the property and create a living legacy that will benefit entire communities. If you or your residents require more information about the 50MTP, please contact Suzanne Perry, Forestry Outreach Coordinator, at 1-877-646-1193 ext. 239.

Enclosed is a selection of materials detailing these initiatives. Please promote these opportunities to your community. Please encourage your staff and residents to contact us if they require additional copies.

Our forests are essential to a healthy future. Let's take action today by growing future forests and by engaging Ontarians to appreciate the important place of trees in our communities.

Regards,



Rob Keen, RPF
CEO, Forests Ontario
1-877-646-1193 ext. 230
rkeen@forestsontario.ca

Success Stories



Phil Holst (*Woodstock, ON*)

- Planted 12,300 trees across properties in Woodstock and Durham, Ontario.
- Property has been used as a pilot project for species migration. Trees planted to provide seed sources for species that will be better adapted to northern ecozones in coming generations.
- **Estimated savings under the 50 Million Tree Program: \$13,500.**



Patricia Harvey (*Ottawa, ON*)

- Property comprised of more than 60 plantable acres.
- Planted 24,000 trees in the spring of 2010 followed by another 26,000 in the spring of 2012 with the Rideau Valley Conservation Authority (RVCA), a partner of the 50 Million Tree Program.
- **Estimated savings under the 50 Million Tree Program: \$68,000.**



Bill & Mabel Almond (*Meaford, ON*)

- Reforested 50 acres of 180 acre property in Meaford.
- Planting coordinated by Grey Sauble Conservation Authority.
- Approximately 31,550 new trees planted on property through the 50 Million Tree Program.
- **Estimated savings under the 50 Million Tree Program: \$43,000.**



If you are interested in learning more about the 50 Million Tree Program, visit forestsontario.ca or call **1.877.646.1193**. Our dedicated staff will connect you to the support you need to add function and value to your land.


Join the more than 4,000 landowners who are working to re-green Ontario and foster a future of healthy forests supporting a strong economy, resilient ecosystem, and healthy communities!

144 Front Street West, Suite 700
Toronto, ON M5J 2L7
T: 416.646.1193

www.forestsontario.ca

50 Million Tree Program

History of the Program

The objective of the government of Ontario's 50 Million Tree Program is to plant 50 million trees across Ontario by 2025. Forests Ontario is the lead delivery agent of the program, working with partners across the province to make this goal a reality. 

While there is an abundance of idle land that could support the establishment of new forests in Ontario, the high costs and effort associated with tree planting has discouraged many landowners.

The Role of Forests Ontario

Through the 50 Million Tree Program, Forests Ontario connects landowners with experienced forestry professionals who manage the planting process so that minimal effort is required on the part of landowners.

Forests Ontario works with more than 85 partners to deliver this program including Conservation Authorities, stewardship councils, seed collectors, nurseries, and community organizations. Forests Ontario's Field Advisors have offices across Ontario to provide technical support for partners and offer workshops for landowners.

The 50 Million Tree Program is just one of the many ways Forests Ontario is working to grow a future of healthy forests sustaining healthy people, a flourishing environment and a robust economy for generations. By supporting and promoting forest restoration, stewardship, education and awareness, Forests Ontario truly is the "Voice for our Forests".



Eligibility





In order to plant under the 50 Million Tree Program, your planting site must:

- Be at least one hectare (2.5 acres) of productive land that can be planted.
- Be open or mostly open and not have been a woodland since 1990.

Landowners who plant under the program agree to:

- Employ good forestry practices.
- Assume some of the costs of future tree maintenance.
- Sign a 15 year agreement to protect the trees.

Benefits to You

-  Trees planted around agricultural land can act as windbreaks, protecting agricultural land and crops from severe wind, blowing snow and drought conditions.
-  Windbreaks surrounding properties can also provide shade during summer months and can act as natural snow fences in the winter, which could lead to reduced utility costs.
-  You could save up to 75% on your property tax by planting trees if eligible for the Managed Forest Tax Incentive Program (MFTIP).
-  All trees planted through the program contribute to cleaner air and water, wildlife habitat, and serve to mitigate the effects of climate change.

How It Works

- 1** When you agree to participate in the 50 Million Tree Program, our local Field Advisor will connect you with one of our Planting Delivery Agents (PDAs) in your community who will arrange a visit with you on your property to determine its eligibility for the program, learn your objectives for the land, and begin drafting a plan for planting the site.
- 2** Developing a site plan is a collaborative process between you and your PDA. PDAs determine key factors such as the method of planting and which species are to be planted in accordance with the conditions of the site and the objectives of each landowner.
- 3** Throughout the planting process, your PDA will work with you to provide information on tree maintenance and forest management.
- 4** In the first, second, and fifth year after the initial planting, your PDA will conduct follow-up survival assessments.

What you save



On average, between
75–90%
of planting costs are covered through the program.

The 50 Million Tree Program provides funding of \$1.35/tree over a period of five years, reducing landowners' costs to as little as \$0.25/tree.



ONTARIO'S
**GREEN
LEAF**
CHALLENGE

Make
the trees
you're
planting
count!

greenleafchallenge.ca

Page218



In celebration of Ontario's 150th anniversary, the Ontario government and Forests Ontario are challenging Ontarians to **plant more trees.**

PLANTING INSTRUCTIONS

- 1 Leave the seedling in its package until you are ready to plant it but for no longer than five days after you receive it.
- 2 Plant the tree in a sunny location. Dig a hole at least twice as big as the root ball.
- 3 Place several inches of soil at the bottom of your hole—this will help your tree take root!
- 4 Fill the hole with healthy soil and pack firmly.
- 5 Water your seedling once a week.
- 6 Visit greenleafchallenge.ca and add your tree to the counter!



**If this tree
could talk...**

It would tell us Ontario's history.
Add to the story by nominating your tree.

Find out how by visiting
www.heritagetree.ca
info@forestsontario.ca
1.877.646.1193



Trees are not just beautiful landmarks and the heart of healthy ecosystems, but characters in the stories that form our history.

A Heritage Tree is a tree or group of trees linked to significant figures or events from history and may be unique based on size, form, shape, age, or species. Examples include trees that:

- Were planted by or located on a property inhabited by a historical figure
- Have been marked or modified by First Nations groups
- Are notable for their age or species
- Served as inspiration for a well known work of art

In celebration of Canada's sesquicentennial, we invite Ontarians to join us in celebrating the social, cultural, and historic legacy of trees in our communities. Let's recognize 150 unique trees in 2017!

If you know a special, storied tree in your neighbourhood or community, share the story with us!

HOW IT WORKS

Help us tell the story of Ontario's trees:



1.877.646.1193



info@forestsontario.ca



www.heritagetree.ca

Forests Ontario will provide resources and guides for individuals, groups, or classrooms to identify and nominate potential Heritage Trees.

Once a tree is recognized as a Heritage Tree, we'll add it to an interactive database and provide a plaque for nominators to affix to their tree, marking its status as a Heritage Tree.



ÉCOLE SECONDAIRE STE ANNE CATHOLIC HIGH SCHOOL

1200 Oakwood Drive, S.S. #3
BELLE RIVER, ON N0R 1A0



Telephone: (519) 727-8908

Fax: (519) 727-9953

Attendance Line: (519) 727-4497

Ms. A. Lo Faso
Principal

Mr. A. Bertucci
Vice-Principal

Ms. A. Davis
Vice-Principal

Mrs. C. Facchinato
Vice Principal

March 31, 2017

Dear Sir/Madam

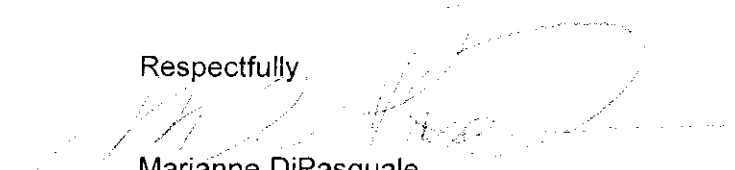
On June 9, 2017, St. Anne Catholic High School is hosting the 14th Annual WECDSB Day of Champions. For the past 13 years, this event has been a tremendous success recognizing over 1500 participants over the years. On this day, students with exceptionalities, who are a part of the Life Skills' programs at the 8 secondary schools within the Windsor Essex Catholic District School Board participate in games and activities.

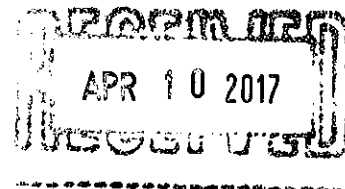
The success of this day has largely been due to the generosity of community sponsors. This year, we are once again seeking assistance from the community and are hoping that your company will be willing to make a financial donation, that will go towards the purchase of materials for activities, prizes, awards and food for the participants, staff and volunteers. We anticipate approximately 300 in attendance this year.

Donations can be mailed to or dropped off at St. Anne. If you prefer, please contact me, and a representative from my committee can also pick up any donations. On behalf of our Special Education Department, St. Anne Catholic High School and students throughout the Windsor Essex Catholic District School Board's Life Skills' programs, thank you in advance for considering this request.

We ask that commitments for donations be made by May 1, 2017. Please feel free to contact me with any questions or concerns.

Respectfully,


Marianne DiPasquale
Department Head - Special Education
St. Anne Catholic High School
519-727-8908, ext. 2031
marianne_dipasquale@wecdsb.on.ca



SECONDARY DAY OF CHAMPIONS 2017

Day of Champions

How did it begin?

The Windsor Essex Catholic District School Board Secondary Day of Champions began in 2003 at Cardinal Carter. The Special Education staff at Cardinal Carter created a day where all students in Life Skills' programs within the WECDSB could gather for healthy competition.



Who is included in this day?

Students from the Life Skills' programs at eight high schools within the WECDSB, with various physical and developmental challenges are the competitors in team events. They are assisted by Educational Assistants, peer helpers and volunteers, as well as the Special Education teaching staff. This has become a great opportunity to celebrate the accomplishments of the students in our Life Skills' programs, and allow them to experience fun and competition within the school environment.

How?

Through generous donations from community sponsors this day continues to thrive. Sponsorships assist in purchasing materials for activities, prizes and food.



SPECIAL POINTS OF INTEREST

This year's Secondary Day of Champions will be held on June 9, 2017

At
St. Anne High School
1200 Oakwood Ave
Belle River, Ontario

For more information call

Mrs. Marianne DiPasquale
At 519-727-8908
Ext 2031





The Corporation of the
City of Kawartha Lakes
P. O. Box 9000, 26 Francis St.,
LINDSAY, ON K9V 5R8
Tel. (705) 324-9411 Ext 1295, 1-888-822-2225
Fax: (705) 324-8110

Judy Currins, City Clerk

April 10, 2017

Lisa Thompson, MPP
Room 425, Legislative Building
Toronto, ON
M7A 1A8

Dear Ms. Thompson:

**Re: Municipal Resolution on Supporting Certified Crop Advisors
Correspondence from City of Belleville and MPP Lisa Thompson**

Your August 26, 2016 correspondence regarding the above referenced matter was on the December 13, 2016 Regular Council Meeting agenda for consideration. The following resolution was adopted at that meeting:

CR2016-1241

RESOLVED THAT the Memorandum from Kelly Maloney, Agriculture Development Officer, regarding Municipal Resolution on Supporting Certified Crop Advisors, Correspondence from City of Belleville and MPP Lisa Thompson, be received;

WHEREAS, Ontario-grown corn, soybean and wheat crops generate \$9 billion in economic output and are responsible for over 40,000 jobs;

WHEREAS, Ontario farmers are stewards of the land and understand the importance of pollinators to our environment and ecosystems;

WHEREAS, the Ontario government is implementing changes to ON Reg. 63109 that would prevent any Certified Crop Advisor (CCA) from carrying out a pest assessment if they receive financial compensation from a manufacturer or retailer of a Class 12 pesticide;

WHEREAS, Ontario's 538 Certified Crop Advisors are capable of and willing to conduct pest assessments and the number of CCA's eligible to service the Ontario industry will be reduced to only 80- should the proposed changes to the definition of professional pest advisor be implemented in August 2017;

WHEREAS, the reduction in CCAs would force corn and soybean farmers to step aside from the relationships that they have built with experts that understand their unique crop requirements, soil types and field conditions, placing undue delays on planting crops;

THAT the Council of the City of Kawartha Lakes support the efforts of the Member of Provincial Parliament for Huron-Bruce to eliminate barriers to employment opportunities for CCA's and allow Ontario farmers the freedom to engage in business with the expert of their choice; and
THAT a copy of this resolution be forwarded to all Members of Provincial Parliament and municipalities.

CARRIED

Please contact myself (705-324-9411, ext. 1295) if you have any questions with respect to this matter.

Yours very truly,

A handwritten signature in cursive script, appearing to read "Judy Currins".

Judy Currins, CMO,
City Clerk
City of Kawartha Lakes

cc: All Ontario Municipalities, Members of Provincial Parliament

MUNICIPALITY OF PORT HOPE
RESOLUTION

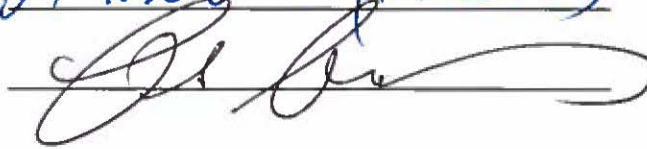
Date: 04 Apr 2017

23/2017

MOVED BY:

 (Blecker)

SECONDED BY:



WHEREAS all forms of incineration of waste, including Gasification, Plasma Arc, Pyrolysis, Energy-from Waste, Combustion and all other forms of burning of waste, produce very large quantities of deadly and/or health destroying substances that cause cancer, heart and circulatory disease, birth defects, mental disease and much more;

AND WHEREAS safe and environmentally friendly alternative means of waste-disposal management are available, including reduction, reuse, recycling, properly insulated landfill and other;

AND WHEREAS incineration is not banned in Bill 151;

AND WHEREAS incineration is explicitly condoned in the document "Strategy for a WASTE-FREE ONTARIO Building the CIRCULAR ECONOMY" released by the Government of Ontario in December 2016 (see page 10; emphasis added here: "Although **energy from waste and alternative fuels are permitted as waste management options**, these methods will not count towards diversion in Ontario");

AND WHEREAS with the latter statement, that energy-from-waste will nevertheless not count toward diversion, it is already acknowledged that incineration does not contribute to the circular economy; and in fact incineration is incompatible with a circular economy;

AND WHEREAS for the reasons given in paragraphs 1 and 2 above, incineration should not be performed in Ontario;

AND WHEREAS the Ontario Ministry of Energy announced on 27 September 2016 that it is suspending Energy-from-Waste projects (see https://news.ontario.ca/mei/en/2016/09/ontario-suspends-large-renewable-energy-procurement.html?utm_source=ondemand&utm_medium=email&utm_campaign=p), therewith removing a major impediment to obtaining political agreement on an outright ban on incinerators;

NOW THEREFORE BE IT RESOLVED THAT the Ontario Minister of the Environment and Climate Change be requested to revise existing legislation, to **explicitly ban construction of incinerators, and phase out use of existing incinerators, in Ontario;**

AND BE IT FURTHER RESOLVED THAT a copy of this Resolution be sent to the Premier of Ontario, the Minister of the Environment and Climate Change, the Minister of Energy, Lou Rinaldi, MPP for Northumberland-Quinte West, the Association of Municipalities of Ontario (AMO), the Chiefs of Ontario (COO) and all Ontario Municipalities.



Mayor R.J. Sanderson

Ministry of Citizenship and
Immigration

Minister

6th Floor
400 University Avenue
Toronto ON M7A 2R9
Tel.: (416) 325-6200
Fax: (416) 325-6195

Ministère des Affaires civiques et
de l'Immigration

Ministre

6^e étage
400, avenue University
Toronto ON M7A 2R9
Tél.: (416) 325-6200
Télééc.: (416) 325-6195



April 2017

Dear Friends,

It is my pleasure to send you this call for nominations for the inaugural **Champion of Diversity Award**.

This award will recognize outstanding individuals, groups and employers who play a crucial role in promoting immigrant success, economic growth, cultural diversity and inclusion in Ontario. Nominations can be submitted in one of the three (3) award categories:

- Inclusion and Diversity
- Cross-Cultural Understanding
- Business Leadership in Immigrant Employment

To submit a nomination for this award:

- a) Visit ontario.ca/honoursandawards.
- b) Select the category based on award type.
- c) Click on the **Champion of Diversity Award**.
- d) Download the PDF form.
- e) Read the eligibility criteria and instructions carefully.
- f) Fill out the form, then submit it **no later than May 15, 2017**. Instructions for submitting your nomination package can be found on the website.

If you have any questions please call 416-314-7526, toll free 1-877-832-8622 or TTY 416-327-2391, or email ontariohonoursandawards@ontario.ca.

I hope you will take this opportunity to recognize the essential role that individuals, groups or employers play in championing the immigration experience in Ontario.

Thank you for your attention to this important recognition program.

Sincerely,

A handwritten signature in black ink that reads "Laura Albanese".

Laura Albanese
Minister

April 13, 2017

Mayor Aldo DiCarlo
Town of Amherstburg
271 Sandwich Street South,
Amherstburg, Ontario
N9V 2A5

Dear Mayor DiCarlo and members of Amherstburg Town Council:

Re: Request to Raise Community Living Essex County Flag

Community Living Essex County is a non-profit, charitable organization which supports over 650 people, of all ages, who have an intellectual disability and their families throughout Essex County.

May is “Community Living Month” in Ontario and we are joining with more than 100 Community Living organizations to promote public awareness and the importance of including people who have an intellectual disability in all aspects of the community.

We hope the Town of Amherstburg will assist us by flying the Community Living Essex County flag at the Town Hall during one week in May, (May 15-19 or May 22-26). Further, we ask you to consider declaring May as “Community Living Month” in Amherstburg.

I look forward to hearing from you about these requests and thank you in advance for your time and consideration. Should you have any questions please contact Tony DeSantis, Manager, Community Relations and Resource Development at **519-776-6483, extension 246**.

Sincerely,



Karen Bolger,
Director, Community Living Operations

cc: Tony DeSantis, Manager, Community Relations and Resource Development

Proclamation- Amherstburg

WHEREAS: each year Community Living Ontario designates May as Community Living Month, a province wide celebration that is an opportunity to raise awareness in our local community as to how we can collectively support full participation, inclusion and citizenship of people with an intellectual disability.

AND WHEREAS: Community Living Essex County is committed to support people in achieving their goals and dreams to realize their value as full citizens in their community.

AND WHEREAS: Community Living Essex County envisions a society where everyone belongs, has equality, respect and acceptance. The gifts, uniqueness and innate value of each person is celebrated, supported and acknowledged as essential to the completeness of the whole community.

AND WHEREAS: We applaud and commend the many volunteers and staff of Community Living Essex County for their dedication and commitment and wish them continued success.

I THEREFORE, Aldo DiCarlo, Mayor of the Town of Amherstburg, do hereby proclaim the month of May 2017 as **Community Living Month** in the Town of Amherstburg.

**Minister
Responsible for
Seniors Affairs**

6th Floor
400 University Avenue
Toronto ON M7A 2R9
Tel.: (416) 314-9710
Fax: (416) 325-4787

**Ministre délégué
aux Affaires des
personnes âgées**

6^e étage
400, avenue University
Toronto ON M7A 2R9
Tél.: (416) 314-9710
Télé.: (416) 325-4787



April, 2017

Dear Mayor or Reeve,

June marks the 33rd anniversary of Seniors' Month in Ontario. To recognize the important role seniors play in our communities, we will be celebrating this year under the theme of "Living Your Best Life."

During our celebrations in June, we can highlight how our seniors have built our communities and continue to contribute their time and talents in many ways.

It's important we all recognize their achievements, and what better way than by proclaiming June as Seniors' Month in your community. I am asking you to make this proclamation and have attached a sample to make it easier for your municipality to participate. We will also be sending promotional materials for Seniors' Month soon.

I would also like to encourage you to work with your local MPP(s) to host Seniors' Month events in your community. We would be happy to help you promote your event online. Please send your event details to infoseniors@ontario.ca.

Two years ago we introduced our Twitter account to Ontario's seniors and we were impressed by the enthusiastic response to our online campaign. If you haven't already done so, please follow us [@OntSeniors](https://twitter.com/OntSeniors).

For 2017, I encourage you to visit (and like) our new Facebook page: facebook.com/SeniorsOntario, where seniors across Ontario can share information important to them.

Each year, municipalities have the opportunity to pay tribute to one outstanding senior with the [Senior of the Year Award](#). A certificate, provided by the Ontario government, is signed by Her Honour the Honourable Elizabeth Dowdeswell, Lieutenant Governor, myself as Minister of Seniors Affairs, and the local Head of Council.

I encourage you to submit a nomination before April 30, 2017 and during Seniors' Month, showcase how your seniors are making a difference in your community. Throughout the month of June, I hope to visit a number of municipalities to help celebrate the achievement of local seniors.

Finally, for more information on Seniors' Month and other supports for seniors, please visit the Ministry website at www.ontario.ca/seniors.

Thank you for your consideration, and for honouring how our seniors are living their best lives.

Sincerely,

Dipika Damerla
Minister of Seniors Affairs

Enclosed: sample proclamation

Seniors' Month Proclamation

Seniors' Month June 1 – 30, 2017

WHEREAS Seniors' Month is an annual province-wide celebration;

WHEREAS seniors have contributed and continue to contribute immensely to the life and vibrancy of this community;

WHEREAS seniors continue to serve as leaders, mentors, volunteers and important and active members of this community;

WHEREAS their contributions past and present warrant appreciation and recognition and their stories deserve to be told;

WHEREAS the health and well-being of seniors is in the interest of all and further adds to the health and well-being of the community;

WHEREAS the knowledge and experience seniors pass on to us continues to benefit all;

I, Mayor _____, do hereby proclaim June 1-30, 2017 **Seniors' Month** in _____ and encourage all citizens to recognize and celebrate the accomplishments of our seniors.

Dated in the Mayor's Office on this _____ day of _____, 2017.

Mayor

From: Falun Dafa Toronto [<mailto:faluntor@gmail.com>]

Sent: April 9, 2017 9:01 PM

To: Aldo DiCarlo <adicalo@amherstburg.ca>

Subject: 25th Anniversary-Greeting letter/Proclamation Request for Falun Dafa Month Celebration

Dear Mayor Aldo DiCarlo

I am writing to respectfully request a greeting message from you as we pay tribute to the 25th anniversary of the introduction of Falun Dafa (also called Falun Gong) to the public. I'd like to particularly thank you for the greetings you kindly sent to us in the previous years, which has been an important part in our annual global celebrations.

May 13 is the anniversary that will be celebrated in over 80 countries including Canada.

As part of our yearly tradition, we will mark the occasion with festivities and celebrations throughout May to share the goodness and benefits of Falun Dafa with more people.

Worldwide recognition of Falun Dafa includes thousands of awards and proclamations for promoting harmony and health in society through its traditional Chinese self-improvement system. The practice helps people to improve their spiritual, mental, moral, and physical wellbeing through meditative exercises and the guiding principles of Truthfulness, Benevolence, and Forbearance.

Despite the eradication campaign against Falun Gong by the Chinese Communist party has been ongoing for nearly 18 years, Falun Dafa's popularity has actually spread to over 100 countries. Moreover, along with the jailing of high-profile communist perpetrators, such as BO Xilai, Zhou Yongkang, it is more and more sound to the world that the persecution is failing.

In Canada, we are privileged to fully enjoy the values of openness and diversity, and the freedoms of conscience and religion. The upright stance on Falun Dafa from our government officials at every level, including Mayors, premiers, the Prime Ministers, during the past 10 years, has been a much appreciated fount of encouragement to us, particularly to those people living in the darkness of the persecution in China.

It is in this spirit that we celebrate in May and express our gratitude to all people who have lent us support. We would appreciate to receive your greeting messages by May 10th, 2017.

We look forward to hearing from you
Sincerely,

Pixing Zhang

On behalf of Falun Dafa Association Canada

Tel: 416 835 8337 faluntor@gmail.com

Address: 14 Ravenrock Crt, Toronto, ON M3A2Y9

2016 greetings, proclamations, and speeches for Falun Dafa Month (excerpts)

Through the promotion of the principles of truthfulness, compassion and forbearance, millions of people around the world have benefitted from the teachings of Falun Dafa.

These principles resonate strongly in Canada's peaceful, pluralistic society —Hon. Rona Ambrose, Leader of the Official Opposition, Greetings for Falun DafaMonth 2016

Falun Dafa's message of truth, compassion and tolerance is inspiring to people of all backgrounds. It resonates strongly in Alberta and indeed the rest of Canada where these principles are central to our democratic society —Hon. Rachel Notley, Premier of Alberta, Greeting for Falun DafaMonth 2016

I stand in solidarity with Falun Dafa practitioners and our Parliamentary caucus as we strive to defend and promote religious and cultural rights in everything that we do —Hon. Judy Sgro , co-chair of Parl friends for Falun Gong, speech for Falun Dafa Month 2016

I am sure that many attending various celebrations have been touched by teachings of Falun Dafa which promote health and harmony in society through traditional Chinese mind and body self-improvement techniques —Hon. Peter Kent , co-chair of Parl friends for Falun Gong, Falun Dafa Month 2016

Truthfulness and Compassion and Forbearance are wonderful principles for the whole world,"
"Any principles such as these are most welcome in Canada —Ms. Elizabeth May, the Green Party Leader, speech for Falun DafaMonth 2016

Since its introduction to the public 24 years ago, Falun Dafa practitioners and supporters have followed the principles of harmony, tolerance, truthfulness and compassion. Your bravery and courage have proven insurmountable —Mr. Peter Julian , MP for New Westminster, Falun DafaMonth 2016

As Saskatchewan continues to welcome newcomers from around the globe, our growing population is becoming more diverse and our society increasingly multicultural. I appreciate for the core Falun Dafa principles of Truthfulness-Benevolence-Forbearance,
and would like to send best wishes to all practitioners for Falun Dafa Month 2016 —Hon. Mark Docherty, Minister of Parks, Culture and Sport for Saskatchewan, Greeting for Falun DafaMonth 2016

We also received greetings from:

MP David Sweet, MP Nathaniel Erskine-Smith, MP Fin Donnelly, MP David Anderson, MP Tom Kmiec, MP Len Webber, Hon. Tony Clement, MP Colin Carrie, MP Brad Trost, Ontario MPP Randy Hillier, Ontario MPP Cheri DiNovo, Saskatchewan MLA Cathy Sproule, et. al

Some Mayor Proclamation/Greetings received in 2016:

Mayor Jim Watson, City of Ottawa, ON

Mayor Mike Savage, City of Halifax, NS

Mayor Bryan Paterson, Kingston, ON

Mayor Al McDonal, City of North Bay, ON

Mayor Colin Basran, City of Kelowna, BC

Mayor Lisa Helps, City of Victoria, BC

Mayor Richard Walton, North Vancouver, BC Mayor Mike Clay, City of Port Moody, BC Mayor Lehman,

City of Barrie, Ontario Mayor Geoffrey Dawe, City of Aurora, ON Mayor Chris Pieper, City of Armstrong,

BC Mayor Rob Burton, City of Oakville, ON Mayor G.A. Krantz, Town of Milton, ON Mayor Garry Litke,

City of Penticton, BC Mayor Barry Morishita, City of Brooks, AB Mayor David Dunphy, City of Stratford,

ON Mayor Greg B. Moore, City of Port Coquitlam, BC Mayor Adrian Foster, Town of Clarington, ON City

of Cape Breton, NS Quinte West, ON

**Amherstburg Parks Advisory Committee
November 15, 2016 at 5:00 p.m.**

MINUTES

PRESENT

Councillor Diane Pouget
Dante Pagliaroli - Chair
Paulette Drouillard
Rosa White
Annette Zahaluk – Administration
Tammy Fowkes - Administration

ABSENT

Councillor – Joan Courtney
Mical Palumbo

CALL TO ORDER

Dante Pagliaroli, Chair called the meeting to order at 5:00 p.m.

ACCEPTANCE OF AGENDA

Moved by Paulette Drouillard
Seconded by Diane Pouget

That there being no required changes the agenda be accepted as presented.

MINUTES OF PREVIOUS MEETING

Moved by Rosa White
Seconded by Diane Pouget

That the minutes of the meeting of the APAC held on Oct 5, 2016 at 5:00 p.m. be adopted.

ORDER OF BUSINESS

1. Presentation from Manager of Licensing and Enforcement

Smoke Free Ontario Act has expanded on limiting areas where public smoking is allowed in respect to Parks, Sports and Play areas.

Administration is looking for Council to pass a by-law prohibiting or regulating the smoking of tobacco in public places within the municipality.

Prohibitions included in the proposed By-law will be as follows:

No person shall:

Smoke within the boundaries of an outdoor public place;

Smoke within 9 m of a public entrance or public exit of a municipal building;

Smoke on a recreational trail or pathway;

Smoke within a special event area except where there is a designated smoking area.

Endorsing the proposed By-Law to prohibit smoking on property owned or leased by the Town of Amherstburg– Action Item

Moved by Paulette Drouillard

Seconded by Rosa White

Parks Advisory Committee endorses the authorization of Council to pass a by-law prohibiting or regulating the smoking of tobacco in public places within the municipality

Chair put the Motion **Motion Carried**

2. Update on Milkweed plantings

Jeff Currier of CH2Mhill provided an update as follows;

“The swamp milkweed has survived and although they did not produce seed this year, they did spread via root runners. We have also distributed some additional common milkweed seed this fall. We will continue to monitor next year to see if they germinate and produce seeds. “

3. Bob-Lo Dock Update

Administration brought in the recent article that was published in the RTT October 19 paper.

Article reads as follows:

“CAO John Micelli said the federal government has stated it will perform a site condition assessment on the dock but the town has not heard back on how it will address the situation. Miceli pointed out the federal government doesn’t have to answer to local municipalities but indicated the town will keep lobbying until the town receives an answer. Fisheries and Oceans Canada will need to complete a formal tendering process for the asset condition report. Until this process is finished, we cannot give an estimated date of completion for the report.”

This item is on the ‘unfinished business’ portion of the council agenda.

4. Committee for Duffy’s/Bellevue Design

The Chair of APAC was wondering if there will be a Committee formed in respect to public input on the two new town properties.

Administration noted that there will most likely be public input meetings in the New Year, but nothing mentioned of an actual committee keeping in mind the acquisitions are still in the very early stages.

NEW BUSINESS

1. Card Program Update

October addresses still need to be submitted to complete the 2016 card program. Not as many residents asked for their photo to be taken. Program will continue in 2017.

2. Communities in Bloom Update

Amherstburg received the 5 Bronze Bloom Award in the 2016 National Level CIB Competition recently, coming in second to Niagara on the Lake. Judges said ‘it was a very close race, and Amherstburg should be proud of all their accomplishments’.

Administration was extremely pleased to place that high up against a proven ‘giant’ that has for years been one of the top in attracting thousands of visitors to enjoy their Town and its offerings. Great company to be in!

APAC also made a recommendation that Horticulture Society needs to be publicly thanked and appreciated for all they do in this Town with their beautification efforts.

All agreed and Councillor Pouget offered to address this item at the next Council Meeting.

3. Signs for Public Washrooms

Rosa asked administration to look into the possibility of getting some signage out to direct visitors to where Public Washrooms can be found in Town; common practice in most Tourist destinations.

Signs should match the design of the black signs already in use.

4. Cleanliness of the Downtown Core area

Rosa would like to see a more regular program on keeping the whole town but in particular the sidewalks and curbs clean of debris in the Downtown core.

This should be a daily priority, but especially prior to and after any events where residents and visitors are actively walking and enjoying the Town.

5. Adding another APAC member

Committee inquired as to the possibility of adding on another member in 2017 to help maintain the attendance for quorum. Administration will look into this.

NEXT MEETING DATE

Committee set up the next meeting dates for 2017 as follows;
April 5, June 7, August 2, October 4.

Meetings will be held at 5pm at Town Hall.

ADJOURNMENT

Moved by Paulette Drouillard
Seconded by Rosa white

That the meeting adjourns at 6:15 p.m.

**Amherstburg Parks Advisory Committee
April 5, 2017 at 5:00 p.m.**

MINUTES

PRESENT

Councillor Diane Pouget
Dante Pagliaroli - Chair
Paulette Drouillard
Mical Palumbo
Annette Zahaluk - Administration

ABSENT

Rosa White

CALL TO ORDER

Dante Pagliaroli, Chair called the meeting to order at 5:00 p.m.

ACCEPTANCE OF AGENDA

Moved by Paulette Drouillard
Seconded by Diane Pouget

That there being no required changes the agenda be accepted as presented.

MINUTES OF PREVIOUS MEETING

Moved by Diane Pouget
Seconded by Mical Palumbo

That the minutes of the meeting of the APAC held on Nov 15, 2016 at 5:00 p.m. be adopted as printed and circulated.

ORDER OF BUSINESS

1. Chair and Co-Chair appointments

Dante Pagliaroli will remain as Chair and Rosa White will remain as Co-Chair.

2. Set Committee Goals for 2017

- Keep the issue of the run down condition of the Bob-lo dock and the Lighthouse on the radar; found on the Council minutes as Unfinished business as well,
- Review all Town parks annually; notes on upkeep and repurposing open areas

3. Items for Committees annual report to Council

Chair and Administration will sit down and review previous presentation on 2016 items, send out to members via email for comments, and set a date to present to Council.

4. Committee Budget

Clerk's office has budgeted \$1500.00 towards the Parks Advisory Committee. A few ideas discussed to put this towards: a possible day trip to get ideas from other Municipalities; a Magazine Subscription geared toward new and upcoming Gardening trends; guest speaker in the Horticulture field that could help foster new projects.

5. Committee training session – update

Clerk's office recently had a training session outlining Parliamentary Procedures both for Chairing fair, effective and efficient meetings as well as training for Staff Liaison. The Chair was unable to attend this training, but Co-Chair and Administration both attended the training; chair will be in a later session.

6. Milkweed program for butterflies

Committee would like to see different parkland in Town planted with materials to encourage the declining monarch butterfly population.

At a recent conference, administration picked up literature on creating a Monarch Butterfly Way station.

Monarch Waystations are places that provide resources necessary for monarchs to produce successive generations and sustain their migration.

The link www.monarchwatch.org was provided to Committee to look thru and perhaps some ideas can be built into the Parks Master Plan and can be developed in existing parks.

The Monarch Waystation Network is a Monarch Watch project developed to connect and support schools that have pollinator gardens and/or incorporate monarchs into their curriculum. They aim to facilitate the use of gardens as a learning center- a center for discover, self-instruction, and sharing of knowledge by the students.

7. Card Program for 2017

Committee would like to see the Card program continued. Residents enjoy the recognition and encourage homeowners to keep up their homes to a high standard.

Over the past few years, houses are chosen that have gone the extra mile keeping up their yards. A card is dropped in their mailbox, residents phone in and give permission for the Chair to come out and take pictures of their gardens which are then put on the Town website.

This year's cards will be handed out as follows: May/Mical, June/Dante, July/Diane, Aug/Paulette, Sept/Rosa and Oct/Annette

Members are asked to only give out cards if they have found an extra special location for that month; listing of the previous addresses recognized will be forwarded to Committee to help prevent duplication.

Administration will put an ad in the RTT before spring planting to encourage people jump on the red/white theme the Town is doing for Canada 150.

UNFINISHED BUSINESS

Chair asked if an update could be provided on some items since the committee hasn't met in a while.

- Boblo dock - no further updates since the November meeting; it was noted that this item is still on the Council unfinished business section as well
- Update on Duffy's property – Town officially owns it as of Feb 14. Committee is encouraged to follow Council Minutes posted to the website for upcoming details. Environmental assessment is still underway before demolition Tender goes out
- Update on Bellevue Property – campaign is underway to raise money to refurbish the building and its surroundings. Follow the updates on www.bellevueconservancy.com to see any upcoming fundraising events
- Communities in Bloom activities - Town is signed up for the 2017 National Competition. Judges are tentatively booked to be in Town July 16-18.
- The Parks Advisory Committee will have one Councilor rep going forward. Request was put forward to advertise to get another resident involved as the committee has a difficult time as it is to meet quorum. Administration will look into this with Clerks office.

NEXT MEETING DATE

Next meeting is set for Wednesday June 7 at 5 p.m.; location of the meeting to be announced on Agenda and posted to the Towns website.

ADJOURNMENT

Moved by Paulette Drouillard
Seconded by Mical Palumbo

That the meeting adjourns at 6 p.m.

CAO Office - Open Council Motions

| UFB Item | Assigned to | Assigned date | Due Date | Councillors | MOTION | Dept Comments/Status |
|-------------|-------------|---------------|----------|--------------|--|--|
| 20160222-81 | John Miceli | 22-Feb-16 | | Pouget/Fryer | <p>That Council direct Administration to prepare and present a by-law to designate, under the Ontario Heritage Act, the entire remaining public municipal lands of the King's Navy Yard Park, as described in a report of the Chief Administrative presented at a Regular Council meeting on September 14, 2015, and as recommended by the Heritage Committee on September 17, 2015, and acknowledged by Council on November 23, 2015; and further,</p> <p>That the by-law include the following roll numbers:</p> <ul style="list-style-type: none"> • 372924 00000 8500 • 372924 00000 8100 • 379911 00000 1900 • 372911 00000 1500 • 372911 00000 1600 • 372911 00000 1400 • 372911 00000 1300 | Administration compiling information for report. Heritage Committee presentation scheduled for the April 10th Council meeting. |
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Engineering and Public Works - Open Council Motions

| UFB Item | Assigned to | Assigned date | Due Date | Councillors | MOTION | Dept Comments/Status |
|--------------|------------------|---------------|----------|--------------------------------|---|---|
| EPW 12 | Antonietta Giofu | 16-Nov-15 | | Deputy Mayor DiPasquale/Pouget | Direct Administration to investigate a grant policy to address special benefits such as asphalt and concrete driveways retroactive to January 1, 2015 | Administration compiling information for report |
| 20160509-211 | Antonietta Giofu | 09-May-16 | | Pouget/Meloche | That Administration BE DIRECTED to bring back a report outlining the intended use of "multi-use" sidewalks and further to provide Council with clarification regarding bike regulations on sidewalks. | Administration compiling information for report |
| | | | | | | |

Finance Department - Open Council Motions

| UFB Item | Assigned to | Assigned date | Due date | Councillors | MOTION | Dept Comments/Status |
|--------------|-----------------|---------------|----------|--------------|--|--------------------------------------|
| 20160627-295 | Justin Rousseau | 27-Jun-16 | | Fryer/Pouget | That Administration BE DIRECTED to bring a report regarding internet speeds provided throughout the Town | Administration compiling information |
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Parks, Facilities, Recreation and Culture - Open Council Motions

| UFB Item | Assigned to | Assigned date | Due date | Councillors | MOTION | Dept Comments/Status |
|--------------|------------------------------------|---------------|----------|--------------|---|--|
| 20160425-156 | Rick Daly & Annette Zahaluk | 25-Apr-16 | | Fryer/Pouget | That Administration BE DIRECTED to bring back a report outlining options regarding brick donations. | Administration compiling information for report |
| 20160425-178 | Rebecca Belanger & Annette Zahaluk | 25-Apr-16 | | Fryer/Pouget | That Administration BE DIRECTED to provide clarification and information to residents regarding the number of trees ERCA is going to provide to residential homeowners for the 50 Million Trees program, and further to look into the possibility of adding present day green spaces. | Administration compiling information for report - Awaiting completion of the Parks Master Plan |
| 20160509-212 | Anne Rota | 09-May-16 | | Pouget/Fryer | That the Town fund and erect a plaque in the honour of the late Senator Eugene Whelan and his wife, Mrs. Elizabeth Whelan for their role in entertaining the former Soviet Ambassador Aleksander Yakovlev and Mikhail Gorbachev while visiting our historic Town, marking the location of the "Walk that Changed the World" for consideration and voting at the May 9th, 2016, Regular Council Meeting. | Administration compiling information for report - Update report went to Council September 12, 2016. |
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Planning, Development and Legislative Services - Open Council Motions

| UFB Item | Assigned to | Assigned date | Due date | Councillors | MOTION | Dept Comments/Status |
|--------------|------------------------------------|---------------|----------|---------------|---|---|
| ECDEV 2 | Tony DeThomasis | 10-Dec-14 | | | That Council direct Administration to bring a report on the discrepancy between Marsh Drive and Marsh Court, and the process to change the street name. | Policy under development. |
| 20160321-127 | Mark Galvin | 21-Mar-16 | | Fryer/Lavigne | That Administration BE DIRECTED to expedite the process of bringing the Sign By-law to Council to be updated and in the interim for the present by-law to be enforced and further that Council gives the Park's Advisory Committee the opportunity to review and offer advice on this new by-law. | Report in progress. |
| 20160425-178 | Rebecca Belanger & Annette Zahaluk | 25-Apr-16 | | Fryer/Pouget | That Administration BE DIRECTED to provide clarification and information to residents regarding the number of trees ERCA is going to provide to residential homeowners for the 50 Million Trees program, and further to look into the possibly of adding present day green spaces. | In progress - Awaiting completion of the Parks Master Plan |

Unfinished Business Lists - eScribe as at April 24, 2017

| Meeting Type | Meeting Site | Department | Agenda Item | Assigned To | Due Date | Category | Status | Comments | Priority | Description |
|-------------------------|------------------------------------|--|---|--|------------|----------------|------------|--|----------|--|
| Regular Council Meeting | Regular Council Meeting_Sep12_2016 | | DELEGATIONS | Dawn Morencie, Justin Rousseau, Rick Daly | | Report Back | Incomplete | Resolution # 20160912-346 | High | Direct Administration to bring back a report outlining reduced rental rates for the indoor turf at the Libro Centre and how the reduced rates will effect the overall 2017 budget. |
| Special Council Meeting | Special Council Meeting_Sep19_2016 | Planning, Development & Legislative Services | Removal of Holding Zone for 7809 Howard Ave | Rebecca Belanger, Dawn Morencie, Mark Galvin | | None | Incomplete | Resolution # 20160919-372The Emergency Response Plan was requested from the Jones GRoup and has not yet been received. | High | Provide the Emergency Plan and ECA to the residents surrounding 7809 Howard Ave. |
| Regular Council Meeting | Regular Council Meeting_Oct11_2016 | Final | Temperature Control in Community Room at the Libro Centre - Fern Elliott, Golden Age Club | John Miceli, Dawn Morencie | | Report Back | Incomplete | Resolution # 20161011-396 2. Administration met with the FMGAC on Wed March 29th. | High | That: 1. The delegation BE RECEIVED; 2. The Chief Administrative OfficerÁ BE DIRECTED to negotiate with the Golden Age Club to extend their lease agreement for another 5 years; 3. Administration BE DIRECTED to bring a report back to Council as to why the dressing rooms are hot and the Community Room is cold at the Libro Centre; and, 4. A heating device BE ADDED to the Community Room that is controlled by the user with an upset limitof \$25,000. |
| Regular Council Meeting | Regular Council Meeting_Nov14_2016 | CAO | Accessibility Renovation to Municipal Buildings/Infrastructure | Dawn Morencie, Paula Parker | 11/17/2016 | Report Back | Incomplete | Stems from a discussion with the AAAC. John & Rebecca were present for the meeting for the community strat plan. Resolution from AAAC: That Administration develop a policy (that the committee reviews and edits) to ensure the Town is promoting accessibility in the strategic plan and ask that \$50,000 a year, starting in the 2017 annual capital budget, be set aside for promoting accessibility in public buildings. | Normal | follow up policy development as per resolution. |
| Special Council Meeting | Special Council Meeting_Nov29_2016 | | 2017 BUDGET DELIBERATIONS | Dawn Morencie | | None | Incomplete | | Normal | Libro Centre Budget That: 1. The report from the Chief Administrative Officer dated October 21, 2016, regarding the additional Municipal position of Director of Parks, Facilities, Recreation and Culture BE RECEIVED; and, 2. The position BE REFERRED back to the CAO for restructuring of the department and a report brought back to Council. Note: this meeting date says Nov.29th which was the original budget date but this budget discussion actually took place on Jan. 10, 2017. |
| Regular Council Meeting | Regular Council Meeting_Jan23_2017 | Final | Support Postal Banking - Richmond Hill Resolution | Tammy Fowkes, Dawn Morencie | | Correspondence | Incomplete | | Normal | Resolution # 20170123-554 Item 12.3 - That Administration BE DIRECTED to send a letter in support of Richmond Hills resolution regarding postal banking. |
| Regular Council Meeting | Regular Council Meeting_Feb13_2017 | Final | Essex County Library Board Refund of Surplus Funds - Essex County Council Resolution | Justin Rousseau, Dawn Morencie | | Correspondence | Incomplete | | Normal | Resolution # 20170213-585 That Administration BE DIRECTED to send a letter to Essex County Council requesting its share of the funds be sent back to Amherstburg. |
| Regular Council Meeting | Regular Council Meeting_Feb27_2017 | Final | Carbon Tax Credits for Municipalities | Justin Rousseau, Dawn Morencie | | None | Incomplete | | Normal | Resolution # 20170227-605 That Administration BE DIRECTED to bring a report back to Council regarding the impact of Carbon Tax Credits on Town of Amherstburg. |

Unfinished Business Lists - eScribe as at April 24, 2017

| Meeting Type | Meeting Site | Department | Agenda Item | Assigned To | Due Date | Category | Status | Comments | Priority | Description |
|-------------------------|------------------------------------|------------|--|-----------------------------|-----------|----------------|------------|--|----------|--|
| Regular Council Meeting | Regular Council Meeting_Feb27_2017 | CAO | Employee Code of Conduct / Committee Structure | Paula Parker | 4/13/2017 | Report Back | Incomplete | | Normal | No formal resolution made Paula to bring back a by-law appointing JPAC committee members if necessary (similar to Emergency Management Committee). And update policies - option 2 of the report |
| Regular Council Meeting | Regular Council Meeting_Mar20_2017 | Final | Request to Offset Development Charges for 182 Pickering Drive - Steve Newman, South Pointe Apartments | Dawn Morencie, Paula Parker | | Report Back | Incomplete | | Normal | Administration to bring back report and new development agreement for council consideration. |
| Regular Council Meeting | Regular Council Meeting_Mar20_2017 | Final | Preservation of Nature Habitat - Greg Nemeth | Dawn Morencie, Paula Parker | | Report Back | Incomplete | CAO walk is scheduled for Thursday May 4, 2017 | Normal | John to take a walk with Greg Nemeth and come up with a way to expropriate the property for a municipal nature park |
| Regular Council Meeting | Regular Council Meeting_Mar20_2017 | CAO | Agreements Parks Advisory Committee and Recreation and Cu | Paula Parker | | Report Back | Incomplete | | Normal | Bring report for rec appointment back to next meeting |
| Regular Council Meeting | Regular Council Meeting_Apr10_2017 | Final | Request for Use of Space at the Libro Centre - Tino Riccio and Joseph Capaldi, The Verdi Club | Dawn Morencie | | Report Back | Incomplete | | Normal | That the delegation BE RECEIVED and Administration BE DIRECTED to prepare a report on the feasibility of the Verdi Club's request to use space at the Libro Centre. Note: John stated he would try for April 24 but if not then May 8. I will update with a resolution # once I assign one. |
| Regular Council Meeting | Regular Council Meeting_Apr10_2017 | Final | Essex Windsor EMS Presentation to Council - Bruce Krauter, Chief, Essex Windsor EMS | Dawn Morencie, Tammy Fowkes | | Correspondence | Incomplete | | Normal | That Council direct Administration to request a report from Essex County to see if there is a way to alleviate the differences municipalities pay for EMS services. That Council direct Administration to send a letter to Essex County Council to review the current EMS services and provide the funding necessary to improve the areas that are in need and that the letter be sent to all municipalities and local members of Parliament. |
| Regular Council Meeting | Regular Council Meeting_Apr10_2017 | Final | Windsor Police Service 150th Anniversary - Series of Events & Sponsorship Opportunities | Dawn Morencie, Tammy Fowkes | | None | Incomplete | | Normal | That a business card advertisement in the amount of \$200 BE PLACED in the Commemorative Magazine for the 150th Anniversary of the Windsor Police Service. |
| Regular Council Meeting | Regular Council Meeting_Apr10_2017 | Final | Conference Book Advertisement & Sponsorship - OMFPOA Chapter 8 Essex County Chatham-Kent Region, Fire Prevention Divisions | Dawn Morencie, Tammy Fowkes | | None | Incomplete | | Normal | That a business card advertisement in the amount of \$325 BE PLACED in the Conference Book for the OMFPOA Chapter 8 Essex County Chatham-Kent Region, Fire Departments, Fire Prevention Divisions. |

THE CORPORATION OF THE TOWN OF AMHERSTBURG

BY-LAW NO. 2017 - 38

**By-law to Confirm the Proceedings of the Council
of the Corporation of the Town of Amherstburg**

WHEREAS pursuant to Section 5(1) of the Municipal Act, 2001, S.O. 2001, c. 25 as amended, the powers of a municipality shall be exercised by its Council;

WHEREAS pursuant to Section 5(3) of the Municipal Act, 2001, S.O. 2001, c.25 as amended, a municipal power, including a municipality's capacity rights, powers and privileges under Section 8 of the Municipal Act, 2001, S.O. 2001, c.25 as amended, shall be exercised by By-law unless the municipality is specifically authorized to do otherwise;

WHEREAS it is deemed expedient that a By-law be passed to authorize the execution of agreements and other documents and that the Proceedings of the Council of the Corporation of the Town of Amherstburg at its meeting be confirmed and adopted by By-law; and,

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

1. THAT the action(s) of the Council of the Corporation of the Town of Amherstburg in respect of all recommendations in reports and minutes of committees, all motions and resolutions and all actions passed and taken by the Council of the Corporation of the Town of Amherstburg, documents and transactions entered into during the April 24th, 2017, meeting of Council, are hereby adopted and confirmed, as if the same were expressly contained in this By-law;
2. THAT the Mayor and proper officials of the Corporation of the Town of Amherstburg are hereby authorized and directed to do all things necessary to give effect to the action(s) of the Council of the Corporation of the Town of Amherstburg during the said meetings referred to in paragraph 1 of this By-law;
3. THAT the Mayor and Clerk are hereby authorized and directed to execute all documents necessary to the action taken by this Council as described in Section 1 of this By-law and to affix the Corporate Seal of the Corporation of the Town of Amherstburg to all documents referred to in said paragraph 1.

Read a first, second and third time and finally passed this 24th day of April, 2017.

MAYOR – Aldo DiCarlo

CLERK – Paula Parker