



**TOWN OF AMHERSTBURG  
REGULAR COUNCIL MEETING**

**AGENDA**

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

**Monday, February 22, 2021  
6:00 PM**

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

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

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|                  | <b>Pages</b> |
|------------------|--------------|
| 1. CALL TO ORDER | 9            |
| 2. ROLL CALL     |              |

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

That Council move into an In-Camera Meeting of Council at 1:00 p.m. pursuant to Section 239 of the Municipal Act, 2001, as amended for the following reasons:

**Item A - Section 239(3.1) - Asset Management Training Session - Educational or Training Sessions.**

**Item B - Section 239(2)(f) - Advice that is subject to solicitor-client privilege, including communications necessary for that purpose.**

**4. DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF**

*(In-Camera Council Meeting Agenda Items)*

**5. RECESS FROM SPECIAL IN-CAMERA COUNCIL MEETING**

**6. RESUMPTION OF REGULAR COUNCIL MEETING**

That Council resume Regular session at      p.m.

**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. Regular Council Meeting Minutes - February 8, 2021**

## 9. DELEGATIONS

- 9.1. Exemption Request, Noise By-law 2001-43 - Paul Sousa, President, SunParlor R/C Flyers Inc. 24

That the delegation **BE RECEIVED**.

## 10. REPORTS – CORPORATE SERVICES

- 10.1. 2021 OCIF - Formula Based Capital Projects 28

It is recommended that:

1. The following projects **BE APPROVED** for completion in 2021 to be funded by Ontario Community Infrastructure Fund – Formula Based funding as a transfer from Reserve Fund – Ontario Grants:
  - a. \$315,000 allowance for Culvert 8 Replacement;
  - b. \$375,000 allowance for Culvert 38 Replacement;
  - c. \$225,000 allowance for Pointe West Drive Mill & Pave (west side); and
  - d. \$50,000 allowance for Wyandotte St Mill & Pave (full extent).

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

- 11.1. Status Public Art – King’s Navy Yard Park Mural Project 32

It is recommended that:

1. The Treasurer **BE AUTHORIZED** to transfer up to \$10,000 to fund the project from the Donations Reserve Fund for the King’s Navy Yard Park Mural Project.

It is recommended that:

1. Administration **BE DIRECTED** to complete the scope of work identified in the May 25, 2020 report to Council for Phase 2 of 320 Richmond;
2. A 2021 expenditure for completion of the works at 320 Richmond Project Phase 2, as outlined in the report from the Director of Parks, Facilities, Recreation & Culture dated February 11, 2021, **BE APPROVED** at a cost not to exceed \$329,800 including net HST; and,
3. The Treasurer **BE AUTHORIZED** to transfer an amount not to exceed \$329,800 from the Parks Reserve account, to fund the 320 Richmond Project as previously approved by Council in the May 25, 2020 report for Phase 2.

## 12. REPORTS – ENGINEERING AND PUBLIC WORKS

### 12.1. Lemay-Cookson Pumpworks and Lemay-Cookson Branch Drain - Tender Results

It is recommended that:

1. An over-expenditure not to exceed \$113,719 **BE APPROVED** for the Repair and Improvement to the Lemay-Cookson Pumpworks and Lemay-Cookson Branch Drain project, for a total cost not to exceed \$505,719 including net HST to be funded by recoveries from benefitting property owners;
2. The Town's estimate of the over-expenditure not to exceed \$95,887 including net HST be funded from current taxation **BE APPROVED**, with any surplus/deficit resulting from taxation funded operations to be addressed through recommendations in the year end (Q4) variance report;
3. The Lemay-Cookson Pumpworks and Lemay-Cookson Branch Drain Tender **BE AWARDED** to Murray Mills Excavating and Trucking (Sarnia) Ltd. for an amount not to exceed \$418,907 plus H.S.T.; and,
4. The Mayor and Clerk **BE AUTHORIZED** to execute an agreement with Murray Mills Excavating and Trucking (Sarnia) Ltd. for completion of the Lemay-Cookson Pumpworks and Lemay-Cookson Branch Drain improvements.

### 13. REPORTS - PLANNING, DEVELOPMENT AND LEGISLATIVE SERVICES

#### 13.1. Boblo Island South End Development Street Name Request

52

It is recommended that:

1. The proposed street names Bois Blanc Boulevard, Driftwood Crescent and Sandcastle Crescent for Street A, Street B and Street C respectively of the Boblo Island South End Development **BE APPROVED**.

### 14. REPORTS - CAO's OFFICE

#### 14.1. Amherstburg Emergency Response Plan - 2021 Update

73

It is recommended that:

1. The updated Emergency Response Plan attached (Appendix "A") **BE APPROVED**, as presented; and,
2. **By-law 2021-008** attached (Appendix C) being a by-law to adopt an Emergency Response Plan governing the provisions of necessary services during such emergencies be taken as having been read three times and finally passed and the Mayor and Clerk **BE AUTHORIZED** to sign same.

#### 14.2. Update C/R 20201214-452

128

It is recommended that:

1. The ice **NOT BE INSTALLED** at the Libro Centre in accordance with C/R 20201214-452.

**14.3. Proactive Committee Oversight**

It is recommended that:

1. The Terms of Reference for the Committee Governance Task Force (CGTF) **BE APPROVED** for the purpose of providing recommendations to Council on the adoption of individualized Advisory Committee Work Plans and Terms of Reference in accordance with the report dated February 4, 2021 entitled Proactive Committee Oversight; and,
2. \_\_\_\_\_ and \_\_\_\_\_ **BE APPOINTED** as Council representatives to the Committee Governance Task Force (CGTF).

**15. INFORMATION REPORTS**

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

|       |   |     |
|-------|---|-----|
| 15.1. | 2020 Yearly Building Activity Report                                | 146 |
| 15.2. | Bi-Weekly Waste Collection Review                                   | 152 |
| 15.3. | Cheque Listing for the Month of January 2021                        | 156 |
| 15.4. | Off-Road Vehicle Use on Amherstburg Roadways                        | 212 |
| 15.5. | Monthly Fire Department Activity Report – January 2021              | 275 |
| 15.6. | Annual Committee Report 2020 - Audit and Finance Advisory Committee | 280 |

**16. CONSENT CORRESPONDENCE**

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

|       |   |     |
|-------|---|-----|
| 16.1. | International Women's Day, Feature in The Windsor Star - POSTMEDIA Solutions  | 283 |
| 16.2. | Insurance Premiums - Township of Georgian Bay Resolution  | 284 |
| 16.3. | Working Group Composition Concerns, Conservation Authorities - Township of Perth South Resolution                               | 285 |
| 16.4. | Changes to the Health Protection and Promotion Act - Ministry of Agriculture, Food and Rural Affairs                            | 289 |
| 16.5. | Universal Paid Sick Days in Ontario - City of St. Catherine's Resolution  | 291 |
| 16.6. | Request for Changes to the Municipal Act and Municipal Elections Act regarding Criminal Records - Township of Conmee Resolution | 293 |

**17. CONSENT OTHER MINUTES**

That the following minutes **BE RECEIVED**:

|       |  |     |
|-------|--|-----|
| 17.1. | Committee of Adjustment Meeting Minutes - January 26, 2021 | 294 |
|-------|--|-----|

**18. UNFINISHED BUSINESS**

|       |  |     |
|-------|--|-----|
| 18.1. | Unfinished Business List as at February 22, 2021 | 309 |
|-------|--|-----|

**19. NEW BUSINESS**

**20. NOTICE OF MOTION**

There were no Notices of Motion.

**21. BY-LAWS**

**21.1. By-law 2021-012 - Confirmatory By-law**

312

That **By-law 2021-012** being a by-law to Confirm all Resolutions of the Municipal Council Meetings held on February 22, 2021, be taken as having been read three times and finally passed and the Mayor and Clerk **BE AUTHORIZED** to sign same.

**22. RESUMPTION OF SPECIAL IN-CAMERA COUNCIL MEETING**

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

**Item D - Section 239(2)(c)** - A proposed or pending acquisition or disposition of land by the municipality or local board.

**23. ADJOURNMENT OF SPECIAL IN-CAMERA COUNCIL MEETING**

**24. RESUMPTION OF REGULAR COUNCIL MEETING**

That Council resume Regular session at      p.m.

**25. REPORT OUT FROM IN-CAMERA COUNCIL MEETING - February 22, 2021**

**26. ADJOURNMENT**

That Council rise and adjourn at      p.m.



# MARCH 2021

| SUNDAY | MONDAY  | TUESDAY  | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY |
|--------|---|--|-----------|----------|--------|----------|
|        | 1   | 2<br><br>Drainage Board Meeting<br>(First Sitting of the Court of Revision for the Owen Bondy Drain)<br>*Electronic Participation<br>6:00 pm | 3         | 4        | 5      | 6        |
| 7      | 8<br>*Electronic Meetings with Public Participation via Livestream<br><br>Special Council Meeting - Planning- 5:30 pm & Regular Council Meeting 6:00 p.m. | 9  | 10        | 11       | 12     | 13       |

|    |  |   |    |    |    |    |
|----|--|---|----|----|----|----|
| 14 | 15   | 16  | 17 | 18 | 19 | 20 |
| 21 | 22<br>Regular<br>Council<br>Meeting<br>6:00 p.m.<br><br>*Electronic<br>Meeting<br>with Public<br>Participation<br>via<br>Livestream) | 23  | 24 | 25 | 26 | 27 |
| 28 | 29   | 30<br>Committee<br>of<br>Adjustment<br>Meeting<br>*Electronic<br>Participation<br>7:30 a.m. | 31 |    |    |    |



**TOWN OF AMHERSTBURG  
REGULAR COUNCIL MEETING  
Monday, February 8, 2021  
6:00 PM**

**MINUTES**

**PRESENT**

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

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

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

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**CALL TO ORDER**

The Mayor called the meeting to order at 6:05 p.m.

**ROLL CALL**

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

There were no disclosures of pecuniary interest noted.

## **MINUTES OF PREVIOUS MEETING**

Resolution # 20210208-025

**Moved By** Councillor Renaud

**Seconded By** Deputy Mayor 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 Regular Council Meeting Minutes - December 14, 2020**
- 4.2 Special In-Camera Council Meeting Minutes - December 18, 2020**
- 4.3 Special Council Meeting Minutes - Planning - January 11, 2021**
- 4.4 Regular Council Meeting Minutes - January 11, 2021**
- 4.5 Special In-Camera Council Meeting Minutes - January 11, 2021**
- 4.6 Regular Council Meeting Minutes - January 25, 2021**

The Mayor put the Motion.

**Motion Carried**

## **DELEGATIONS**

- 5.1 Request to Change Parking Time in Front of Queen Charlotte Building - Robert Iannucci, Nucceli's Frozen Yogurt**
- 5.2 Request to Change Parking Time in Front of Queen Charlotte Building - Bryce May, Happier Camper Canada**

Resolution # 20210208-026

**Moved By** Councillor McArthur

**Seconded By** Deputy Mayor Meloche

**That:**

1. **The delegations in item # 5.1 and item # 5.2 BE RECEIVED; and,**
2. **Parking BE SIGNED as 2 hour parking on Dalhousie Street in front of the Queen Charlotte building.**

The Mayor put the Motion.

**Motion Carried**

## **REPORTS – CORPORATE SERVICES**

There were no reports.

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

There were no reports.

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

### **8.1 Meadow View Estates Subdivision - Phase 1 - Accept and Assume Underground Infrastructure**

Resolution # 20210208-027

**Moved By** Councillor Renaud  
**Seconded By** Deputy Mayor Meloche

**That:**

1. **The recommendations in the letter from the consulting engineer, Stantec Consulting Ltd dated December 21, 2020 regarding Meadow View Estates Subdivision - Phase 1 BE ACCEPTED; and,**
2. **The underground infrastructure for Meadow View Estates Subdivision - Phase 1 BE ACCEPTED and ASSUMED.**

The Mayor put the Motion.

**Motion Carried**

**8.2 Meadow View Estates Subdivision Phase 2 - Accept and Assume Underground Infrastructure**

Councillor Prue requested a friendly amendment that the report coming to Council in the spring include the section of pipe repair on a 1 year maintenance.

Resolution # 20210208-028

**Moved By** Deputy Mayor Meloche  
**Seconded By** Councillor Simone

**That:**

- 1. The recommendations in the letter from the consulting engineer, Stantec Consulting Ltd dated December 21, 2020 regarding Meadow View Estates Subdivision - Phase 2 BE ACCEPTED;**
- 2. The underground infrastructure for Meadow View Estates Subdivision – Phase 2 BE ACCEPTED AND ASSUMED; and,**
- 3. The report coming to Council in the spring include the section of pipe repair on a 1 year maintenance.**

The Mayor put the Motion.

**Motion Carried**

**REPORTS - PLANNING, DEVELOPMENT AND LEGISLATIVE SERVICES**

**9.1 Removal of Part Lot Control – Kingsbridge Phase 5**

Resolution # 20210208-029

**Moved By** Councillor Prue  
**Seconded By** Councillor Renaud

**That:**

- 1. The application for Removal of Part Lot Control for Part of Lots 11 and 12, Concession 1, being Blocks 17, 18, 20, 22, 24, 26 through 32 inclusive, 34, 35, 36 and 37 on Plan 12M-669, known locally as Kingsbridge Subdivision, BE APPROVED; and,**

2. **By-law 2021-003 being a by-law to remove certain lands from Part Lot Control be taken as having been read three times and finally passed and the Mayor and Clerk BE AUTHORIZED to sign same.**

The Mayor put the Motion.

**Motion Carried**

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

There were no reports.

## **INFORMATION REPORTS**

Resolution # 20210208-030

**Moved By** Councillor McArthur  
**Seconded By** Councillor Simone

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

- 11.1 **Building Activity Report for Months of October, November & December 2020**
- 11.2 **Pending Playground Equipment Removal from Wigle and Briar Ridge Parks**

The Mayor put the Motion.

**Motion Carried**

Resolution # 20210208-031

**Moved By** Councillor Prue  
**Seconded By** Councillor McArthur

***Item # 11.2 - That Administration BE DIRECTED to immediately begin public consultation on Briar Ridge and Jack Purdie parks for playground equipment to be funded from the Reserve Fund General.***

The Mayor put the Motion.

**Motion Carried**

## CONSENT CORRESPONDENCE

Resolution # 20210208-032

**Moved By** Deputy Mayor Meloche  
**Seconded By** Councillor McArthur

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

- 12.1 **Impending Closure of Ontario Fire College - Chris McConnell, President, OPSEU Local 137**
- 12.2 **Ontario Fire College - Lake of Bays Resolution**
- 12.3 **Extension Request for Community Safety and Well-Being Plan - Township of Asphodel-Norwood Resolution**
- 12.4 **Request for Revisions to the Municipal Elections Act - Lake of Bays Resolution**
- 12.5 **Request for Municipal Infrastructure Funding Opportunities - Lake of Bays Resolution**

The Mayor put the Motion.

**Motion Carried**

Resolution # 20210208-033

**Moved By** Councillor Simone  
**Seconded By** Councillor Courtney

*Item # 12.1 & # 12.2 -* **WHEREAS the Ontario Fire College has been in existence since 1949; and**

**WHEREAS the Ontario Fire College is one of the primary sources of certified training for Ontario Firefighters; and**

**WHEREAS the Ontario Fire College has built a reputation of integrity, credibility, and reliability in providing some of the best training to our Fire Services within the Province of Ontario; and**

**WHEREAS the Ontario Fire College has been used to train and certify both Volunteer, Part-Time and Career firefighters throughout Ontario; and**



**WHEREAS the Ontario Fire College gives Ontario Firefighters another option other than Regional Training Centers to obtain National Fire Protection Association (NFPA) certifications; and**

**WHEREAS the Ontario Fire College is the most cost-effective method to certify Firefighters to NFPA Standards in Ontario; and**

**WHEREAS the Ontario Government enacted and revoked O. Reg. 379/18: Firefighter Certification in 2018; and**

**WHEREAS when the Ontario Government revoked O. Reg. 379/18: Firefighter Certification, it was made known by the Office of the Solicitor General that the act would be amended and brought back in the future; and**

**THEREFORE, BE IT RESOLVED THAT the Council of the Corporation of the Town of Amherstburg hereby supports the resolution from the Township of Augusta and the Town of Lake of Bays and requests that the Province of Ontario reverse their decision to close the Ontario Fire College as the College is one of the best and most cost-effective methods for municipalities to train their firefighters which assists us in protecting our residents. Should the College continue to be closed as announced, that the Funds associated with the operation of the Fire College be retained for the exclusive use of the Ontario Fire Service to offset the financial impact of Fire fighter training; and,**

**BE IT FURTHER RESOLVED THAT this Resolution is forwarded to the Honourable Doug Ford Premier of Ontario, the Honourable Sylvia Jones; Ontario Solicitor General, the Honourable Steve Clark, Minister of Municipal Affairs and Housing, the Ontario Fire Marshal; Jon Pegg, and all municipalities within the Province of Ontario.**

The Mayor put the Motion.

**Motion Carried**

## **CORRESPONDENCE**

### **13.1 Municipal Representation, Essex Region Source Protection Committee - Essex Region Conservation Authority**

Resolution # 20210208-034

**Moved By** Councillor Courtney

**Seconded By** Councillor Simone

**That:**

- 1. The correspondence dated January 25, 2021, from ERCA regarding Essex Region Source Protection Committee, Municipal Representation BE RECEIVED; and,**
- 2. The Town of Amherstburg ENDORSE the appointment of Kevin Webb as the City of Windsor's representative on the Essex Region Source Protection Committee.**

The Mayor put the Motion.

**Motion Carried**

### **13.2 2021 Census of Population - Statistics Canada**

Councillor Courtney amended the motion to include the purchase of a ¼ page advertisement in the River Town Times and social media posts with respect to the census questionnaire.

Resolution # 20210208-035

**Moved By** Councillor Courtney  
**Seconded By** Deputy Mayor Meloche

**That:**

- 1. The correspondence from Statistics Canada BE RECEIVED;**
- 2. The Town of Amherstburg SUPPORTS the 2021 Census, and encourages all residents to complete their census questionnaire online at [www.census.gc.ca](http://www.census.gc.ca); and,**
- 3. Administration BE DIRECTED to place a ¼ page advertisement in the River Town Times and to create social media posts advising and encouraging residents to partake in the census questionnaire.**

The Mayor put the Motion.

**Motion Carried**

## **OTHER MINUTES**

### **14.1 Drainage Board Meeting Minutes - February 2, 2021**

Resolution # 20210208-036

**Moved By** Deputy Mayor Meloche  
**Seconded By** Councillor Renaud

**That:**

- 1. The Drainage Board Meeting Minutes of February 2, 2021, BE RECEIVED; and,**
- 2. By-law 2021-009 being a by-law to provide for the Bridges Over the Owen Bondy Drain based on the Drainage Report by N.J. Peralta Engineering Ltd. BE PROVISIONALLY ADOPTED by giving first and second reading and the Mayor and Clerk BE AUTHORIZED to sign same.**

The Mayor put the Motion.

**Motion Carried**

## **UNFINISHED BUSINESS**

1. Councillor Courtney asked about the public consultation process for the recreation amenities such as the skate park and he further advised that he would bring a motion forward in New Business.

The Director of Parks, Facilities, Recreation and Culture advised that the public consultation plan for all proposed locations would include all the amenities that a specific location would potentially host.

2. Councillor Prue asked for an update with respect to the report regarding Community Benefit Charges and Community Use By-laws (Resolution # 20190826-426)

The Director of Corporate Services advised that this item would impact overall fiscal policy and not just a specific budget year. She advised that the report is still scheduled to come before Council for consideration.

3. Councillor Prue asked for an update with respect to the report regarding festivals and events and possible alternate locations to hold them (Resolution # 20190909-447).

The Director of Parks, Facilities, Recreation and Culture advised that some portions of the Council direction have been actioned and a report will still be coming forward

4. Councillor Prue asked for an update with respect to the policy regarding charitable donations (Resolution # 20190909-446).

The Director of Corporate Services advised that work is in progress and the policy is forthcoming.

5. Councillor Prue asked for an update with respect to the report regarding staff parking for businesses in the downtown core (Resolution # 20200224-080).

The Manager of Licencing and Enforcement advised that the report will be before Council in the next couple of months.

6. Councillor Prue asked for an update with respect to the report regarding a speed limit reduction in the downtown core and residential areas (Resolution # 20201013-317).

The Director of Engineering and Public Works advised that additional research is underway and public consultation may be sought with a report to be bought after consultation.

7. Councillor Prue asked for an update with respect to the report regarding the joint use agreement for the tennis courts at Villanova Catholic High School (Resolution # 20201117-408).

The Director of Parks, Facilities, Recreation and Culture advised that Administration has reached out to the Windsor Essex County District School Board and is currently speaking with the Town of LaSalle.

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

The Manager of Planning Services advised that Administration is still currently working with solicitors and the report is still forthcoming for Council.

## **NEW BUSINESS**

1. Resolution # 20210208-037

**Moved By** Deputy Mayor Meloche  
**Seconded By** Councillor Simone

**That Administration BE DIRECTED to bring a report to Council addressing what the Town can do to further advance the issue of affordable housing and to assist in creating in affordable housing.**

The Mayor put the Motion.

**Motion Carried**

2. Resolution # 20210208-038

**Moved By** Councillor Courtney  
**Seconded By** Councillor Prue

**That:**

1. **Administration BE DIRECTED to bring back a report to Council for the February 22, 2021, Regular Council Meeting, on possible land use options, plans and recommendations for Jack Purdie Park and the north end of H. Smith Murray Park aka Centennial Park, based on zoning and legislative requirements; and,**
2. **Safe forums and dates BE PRESENTED for public consultation and feedback on those options, plans or recommendations written within the report.**

The Mayor put the Motion.

**Motion Carried**

3. Councillor Prue asked if the Boards and Committee would soon be back to meeting in person once again.

The Clerk advised that this has been addressed in a report that will be before Council at the February 22, 2021, Regular Council Meeting.

4. Councillor Prue advised of an email Council received with respect to radon gas on Golfview Drive and asked if the concern could be raised by the Mayor or Deputy Mayor at County Council.

The Mayor advised that he will bring the concern to County Council. Councillor McArthur advised that the Windsor Essex County Health Unit has a page on their website with respect to radon gas information.

5. Resolution # 20210208-039

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

**That Administration BE DIRECTED to approach the Greater Essex County District School Board regarding the dirt piling up at the General Amherst High School construction site and to inquire as to what the intended use is for the dirt.**

The Mayor put the Motion.

**Motion Carried**

## **NOTICE OF MOTION**

There were no Notices of Motion.

## **BY-LAWS**

### **18.1 By-law 2021-011 - Confirmatory By-law**

Resolution # 20210208-040

**Moved By** Deputy Mayor Meloche  
**Seconded By** Councillor McArthur

**That By-law 2021-011 being a by-law to Confirm all Resolutions of the Municipal Council Meeting held on February 8, 2021, be taken as having been read three times and finally passed and the Mayor and Clerk BE AUTHORIZED to sign same.**

The Mayor put the Motion.

**Motion Carried**

**ADJOURNMENT**

**Moved By** Deputy Mayor Meloche  
**Seconded By** Councillor Courtney

**That Council rise and adjourn at 9:05 p.m.**

The Mayor put the Motion.

**Motion Carried**

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MAYOR – ALDO DICARLO

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CLERK – PAULA PARKER



## Town of Amherstburg Delegation Request Form

I wish to appear before:

Council

Advisory Committee of Council Specify: \_\_\_\_\_

Date of Meeting: Feb 22, 2021

Name of Delegate(s): Paul Sousa

Address: 4819 4th Con. North Amherstburg (Club location)

Phone: [REDACTED] Email: [REDACTED]

Attending as an Individual

Representing a Group/Organization SunParlor R/C Flyers Inc.  
(Name of Group/Organization/Business)

Have you contacted Administration regarding this matter?  Yes  No

If yes, who? Nicole Rubli

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

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

Due to covid19 Gov restrictions for Public consultations, allowing Administration process proity of our Noise By-law 2001-43 amendment (allowing us to use Combustible engines for recreational use ) to more important matters, we are requesting an exemption to the Noise By-law 2001-43 until the amendment is processed.

*(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:

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

Additional documentation attached?  Yes  No

Will a PowerPoint presentation be made?  Yes  No

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

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

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**For office use only:**

Date request received: Feb. 16/21 Request Received by (initials): TF

Request relates to: Noise By-law Exemption request

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

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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.

SunParlor R/C Flyers 4819 4<sup>th</sup> Con Amherstburg Ont.

Paul Sousa, President

Requesting exemption of Noise By-law 2001-43 beginning date of May 01 2021.

(the use of Combustible engines for recreational use in Agriculture Land)

We the Club of SunParlor R/C Flyers are requesting this exemption at this time, as we are awaiting Public consultation portion of our Noise By-law 2001-43 amendment, that was requested in Jan 2020 and council had directed Admin to return with amendment for review with council and Public members. The process was take place around early spring of 2020 but due to Covid 19 pandemic, all was postponed to late 3<sup>rd</sup> to early 4<sup>th</sup> quarter of 2020. Again due to continuing efforts to control Covid 19 pandemic under Government orders, all has been postponed until due process can occur.

We are aware of priorities are set for Admin to take care of important matters that come into the office. We would not want to get impose on these. Back in Jan of 2020, we had asked for an exemption to this by-law (Noise-2001-43) until the amendment was written and passed but under the guidance of the councilors suggested we did not need at that time, as we just getting the amendment in a few months just before our season would start.

We tend to use this exemption period to also do some testing on our models that use combustible engines. We recently purchased a quality dB noise meter to record noise levels of the models at different locations throughout our flying field. We would insure that the models do pass not only our club's but also the organization of MAAC (Model Aeronautics association of Canada) regulations, in which are associated with. We would also bring this data to our meeting if needed when the By-law amendment goes through the public consultation meeting portion.

Thank You

SunParlor R/C Flyers

Paul Sousa – President





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: 2021 OCIF - Formula Based Capital Projects

1. RECOMMENDATION:

It is recommended that:

- 1. The following projects BE APPROVED for completion in 2021 to be funded by Ontario Community Infrastructure Fund – Formula Based funding as a transfer from Reserve Fund – Ontario Grants:
a. \$315,000 allowance for Culvert 8 Replacement;
b. \$375,000 allowance for Culvert 38 Replacement;
c. \$225,000 allowance for Pointe West Drive Mill & Pave (west side); and
d. \$50,000 allowance for Wyandotte St Mill & Pave (full extent).

2. BACKGROUND:

In 2016, the Town entered into an Ontario Community Infrastructure Fund Formula-Based (OCIF-F) Component Agreement (By-law 2016-01), under which OCIF-F had been provided to the Town between 2015 and 2020. At the time of development of the draft 2021 Budget no funding announcement had been made to support Ontario’s provision of OCIF-F beyond 2020 and inquiries to Ontario representatives provided no additional information or assurances in terms of the funding continuing. As such, the 2021 Budget was drafted, deliberated and recommended for final approval on December 14, 2020 without the inclusion of an estimate for OCIF-F grant revenue.

On December 18, 2020 Council reconvened their meeting of December 14, 2020, and adopted Resolution # 20201214-477, which included the following contingent approvals, subject to OCIF-F funding (emphasis added):

That:

- 1. The 2021 Mill and Pave Road Works in the recommended 2021 Budget be approved contingent on OCIF grant funding at a total estimated cost of \$400,000

- funded from OCIF, \$345,420 and from Reserve Fund General (current taxation) \$55,420;
2. The **Bridge 3008** capital project in the recommended 2021 Budget be increased to \$297,000 to be funded from OCIF, contingent on approval of OCIF grant funding;
  3. The \$125,000 from OCIF funding, contingent on approval of OCIF grant funding, BE USED toward an eligible capital project identified as **Fryer Street reconstruction** to lower the tax levy

### 3. **DISCUSSION:**

On January 25, 2021, the Ontario Minister of Infrastructure announced an investment in the 2021 Ontario Community Infrastructure Fund (OCIF) to help small, rural and northern communities build and repair roads, bridges, water and wastewater infrastructure. The Town of Amherstburg is eligible to receive \$1,732,420 under the Agreement for the 2021 Funding Year.

Given the Town’s funding eligibility for 2021 and the approved allocation of that funding under Resolution # 20201214-477 totalling \$767,420, an unallocated balance of \$965,000 remains. This report recommends the application of the remaining funding based on priority capital projects under the Asset Management Plan, based on the Roads Needs Study and the Bridge and Culvert Study. Those studies provide evaluation of asset renewal priorities for roads, bridges and culverts based on condition.

### 4. **RISK ANALYSIS:**

The use of grant funding toward eligible capital lifecycle renewal projects mitigates the risk of increased tax levy demands to fund those costs and allows for completion of priority capital works to maintain safe and effective services for the community through improved infrastructure.

### 5. **FINANCIAL MATTERS:**

The projects recommended in this report for inclusion in the 2021 capital program are the next priorities in the Town’s Asset Management Plan for roads and related infrastructure, and had been considered during preparation of the draft 2021 Budget but could not be recommended due to funding constraints.

|  | 2021<br>Budget | 2021<br>Estimated | Difference<br>(over)/under |
|--|----------------|-------------------|----------------------------|
| Capital Expense:                             |                |                   |                            |
| • Culvert 8                                  | \$ -           | \$315,000         | (\$315,000)                |
| • Culvert 38                                 | -              | 375,000           | ( 375,000)                 |
| • Pointe West Dr mill and pave (west side)   | -              | 225,000           | ( 225,000)                 |
| • Wyandotte St – mill and pave (full extent) | -              | 50,000            | ( 50,000)                  |
| <b>Total Capital Expense</b>                 | <b>\$ -</b>    | <b>\$965,000</b>  | <b>(\$965,000)</b>         |

|   |             |                  |                    |
|---|-------------|------------------|--------------------|
|   |             |                  |                    |
| Capital Funding:                            |             |                  |                    |
| Transfer from Reserve Fund – Ontario Grants | \$ -        | \$965,000        | (\$965,000)        |
| <b>Total Capital Funding</b>                | <b>\$ -</b> | <b>\$965,000</b> | <b>(\$965,000)</b> |

**6. CONSULTATIONS:**

The Treasurer and Director of Engineering and Public Works were consulted.

**7. CONCLUSION:**

The recommendation of this report would provide in-year approval for priority capital projects to be completed in 2021 using funding from the unallocated balance of the 2021 OCIF-Formula Based grant.




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Cheryl Horrobin  
**Director of Corporate Services**

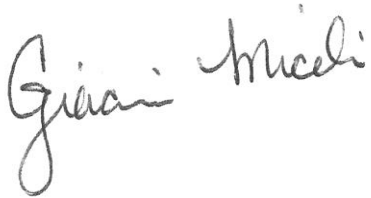
## Report Approval Details

|                      |   |
|----------------------|---|
| Document Title:      | 2021 OCIF - Formula Based Capital Projects.docx |
| Attachments:         |   |
| Final Approval Date: | Feb 16, 2021                                    |

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



Cheryl Horrobin



John Miceli



Paula Parker



THE CORPORATION OF THE TOWN OF AMHERSTBURG

OFFICE OF PARKS, FACILITIES, RECREATION & CULTURE

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

|   |                                    |
|---|------------------------------------|
| Author's Name: Phil Roberts   | Report Date: February 9, 2021      |
| Author's Phone: 519 736-0012 ext. 2   | Date to Council: February 22, 2021 |
| Author's E-mail: <a href="mailto:proberts@amherstburg.ca">proberts@amherstburg.ca</a> | Resolution #:                      |

To: Mayor and Members of Town Council

Subject: Status Public Art – King’s Navy Yard Park Mural Project

1. **RECOMMENDATION:**

It is recommended that:

1. The Treasurer **BE AUTHORIZED** to transfer up to \$10,000 to fund the project from the Donations Reserve Fund for the King’s Navy Yard Park Mural Project.

2. **BACKGROUND:**

Council received a report from the Director of Parks, Recreation, Facilities and Culture dated September 16, 2020 outlining a mosaic art piece to be installed on the east wall of the privy building at 242 Dalhousie Street (King’s Navy Yard Park) as a response to economic recovery generated from the Open Air weekends.

An internal committee was assembled to review the submissions and to create a short list. Two artists were short listed and on September 1, 2020 were subsequently interviewed by the committee to further advance the concept of their submission.

After careful review of the submissions, a local artist and his mosaic tile piece celebrating the Detroit River was selected. This public art piece identified the significance of the Detroit River as an International Heritage River and a one of its kind International Wildlife Refuge. The fact that both the uniquely designated natural heritage and historical heritage elements occur on Amherstburg’s doorstep warranted a depiction of both flora and fauna and most appropriately an indigenous people’s representation.

Additionally, Amherstburg residents Richard and Colleen Peddie, had generously agreed to cover the entire costs of the project with a donation to the Town of \$10,000.



### **3. DISCUSSION:**

A contract for the work was developed with successful artist in October and was signed by the artist on November 13, 2020. The artist was unable to fulfil the conditions of the contract and his bid submission as presented during the public competition.

On February 4, 2021, after exhausting all possibilities to engage this project, Administration notified the successful artist that as he was unable to fulfil the conditions of the contract the Town was immediately terminating its relationship.

From the public competition of September 1, 2020, the second highest score was awarded to another Amherstburg mural artist. Administration will engage the artist with the second highest score to revisit the project, now keeping with a more defined scope of work in celebrating the Detroit River as it relates to Amherstburg's natural and indigenous heritage.

Richard and Colleen Peddie have agreed to continue to fund the project stating, "of course the Peddie's are still in. We think art is critical to a successful community".

It is Administration's intention to begin working with the new artist on concept and renderings assuming a start to installation during start up for the 2021 Amherstburg Open Air season as a muse for our residents and visitors to enjoy the process.

### **4. RISK ANALYSIS:**

As identified in the previous report, there is a risk that sensitivities to past and current cultural issues particularly those experienced by indigenous people are exacerbated with misrepresentation. This has hopefully been mitigated by consultation with several people and groups qualified to make genuine comment.

### **5. FINANCIAL MATTERS:**

The previous artist had estimated a total cost of approximately \$9,000 excluding taxes for his proposed installation; however, the new artist has estimated \$7,200 including net HST, if applicable (\$7,075 excluding taxes) for labour and material of his proposed art installation.

Richard and Colleen Peddie, have agreed to cover the entire costs of the project and have donated \$10,000 to the Town for this initiative; those funds will be held in the Donations Reserve Fund until applied to fund the cost of the art installation. The Donors have indicated that should there be surplus funds they request that the remaining funds be put to future public art initiatives. Any funds not required for this initiative will continue to be held in the reserve fund until such time as Council authorizes their future use.

The project cost will be incurred under Community Events expense in the Tourism & Culture budget centre and funded from the offsetting donation revenue, via a transfer from the Donations Reserve Fund.

Additionally, application will be made to the Detroit River Canadian Clean-up Public Advisory Committee to fund an interpretive panel for the design, once the design and messaging is finalized.

**6. CONSULTATIONS:**

The Donors and the Artist were consulted on this report.

**7. CONCLUSION:**

While we recognized the talent of original artist and the uniqueness of the mosaic tile art piece, Administration is disappointed he was unable to deliver. The Town however, is pleased to be able to continue to advance public art in this community with the support of a local artist, generous residents, local indigenous people and Council.



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Phil Roberts  
**Director of Parks, Recreation, Facilities and Culture**

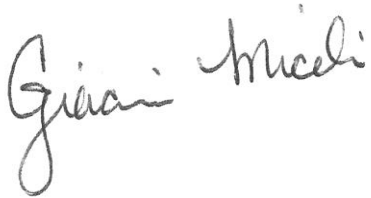
## Report Approval Details

|                      |  |
|----------------------|--|
| Document Title:      | Status Public Art - King's Navy Yard Park Mural Project.docx |
| Attachments:         |  |
| Final Approval Date: | Feb 17, 2021   |

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



Cheryl Horrobin



John Miceli



Paula Parker



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: Update 320 Richmond Project

1. RECOMMENDATION:

It is recommended that:

- 1. Administration BE DIRECTED to complete the scope of work identified in the May 25, 2020 report to Council for Phase 2 of 320 Richmond;
2. A 2021 expenditure for completion of the works at 320 Richmond Project Phase 2, as outlined in the report from the Director of Parks, Facilities, Recreation & Culture dated February 11, 2021, BE APPROVED at a cost not to exceed \$329,800 including net HST; and,
3. The Treasurer BE AUTHORIZED to transfer an amount not to exceed \$329,800 from the Parks Reserve account, to fund the 320 Richmond Project as previously approved by Council in the May 25, 2020 report for Phase 2.

2. BACKGROUND:

On July 29, 2019 Council approved \$1,617,000 (including non-refundable HST) for Phase 1 of the repurposing of 320 Richmond, to be funded by the Parkland Reserve. Phase 1 has been completed and the Essex County Nurse Practitioners Led Clinic (ECNPLD) and Amherstburg Community Services (ACS) have long-term leases and now occupy this space.

On May 25, 2020 Council authorized Administration to proceed with Phase 2 of the repurposing of 320 Richmond, approving a budget of \$638,000 (including non-refundable

HST) to be funded from the Parks Reserve account. The following was approved by Council Resolution# 20200525-145:

- Administration BE DIRECTED to finalize lease agreements with The House of Shalom, Fighting Island Boxing Club and Verdi Club, each for a portion of space at 320 Richmond St., Amherstburg and for a period of 10 years, as Phase 2 of the facility redevelopment;
- Administration BE AUTHORIZED to complete the necessary leasehold improvements for Phase 2 at a cost not to exceed \$626,900 plus HST;
- Administration BE AUTHORIZED to transfer an amount not to exceed \$638,000 from the Parkland Reserve account toward funding the cost of the leasehold improvements for Phase 2 at 320 Richmond; and,
- Upon relocation of the Fighting Island Boxing Club to 320 Richmond, Administration BE DIRECTED to dispose of 300 Victoria St., Amherstburg in accordance with the Surplus Town Property policy and that net proceeds of the sale be transferred to the Parkland Reserve account.

Note that the reference to the “Parkland Reserve” account is actually in reference to the “Parks Reserve” account, not to be confused with the obligatory “Parkland Dedication Reserve Fund”, which cannot be used for this project.

### **3. DISCUSSION:**

The 2020 Q3 report and 2021 Budget anticipated that Phase 2 works would be completed by December 31, 2020; as such, no amounts were carried forward in r the 2021 budget year presented to Council for approval. Unfortunately, the works were not fully completed as forecasted and as a result Administration requires authority from Council to complete the works and fund the expenditure in 2021. This request is a result of workload pressures caused by COVID-19 and the non-availability of subcontractors and equipment.

Phase 2 of the project continues to be funded from the Parks Reserve account, as originally anticipated in 2020 under Council Resolution# 20200525-145.

### **4. RISK ANALYSIS:**

If Council chooses to not approve the unbudgeted expenditure for the completion of Phase 2 of the 320 Richmond improvements the Town risks further delays to the project, the possibility of losing the leaseholders and could be financially liable for not providing the space.

### **5. FINANCIAL MATTERS:**

The following is a cost breakdown to date on the project:

|   |              |
|---|--------------|
| Total Funding approved in Council Resolutions to 12-31-2020 | \$ 2,255,000 |
| Total Costs and funding applied to December 31, 2020        | \$ 1,925,200 |
| Requested Approval for 2021                                 | \$ 329,800   |

The following chart shows the required -expenditure and proposed funding source for 2021.

| Facilities Budget Centre - Capital | 2021 Budget | 2021 Estimated incl. net HST | Variance (over) / under |
|------------------------------------|-------------|------------------------------|-------------------------|
| Cost:                              |             |                              |                         |
| 320 Richmond – Capital             | \$ -        | \$ 329,800                   |                         |
| <b>Total Cost</b>                  | <b>\$ -</b> | <b>\$ 329,800</b>            | <b>(\$ 329,800)</b>     |
| Funding:                           |             |                              |                         |
| Transfer from Parks Reserve        |             | \$ 329,800                   | (\$ 329,800)            |
| <b>Total Funding</b>               | <b>\$ -</b> | <b>\$ 329,800</b>            | <b>(\$ 329,800)</b>     |

**6. CONSULTATIONS:**

Director of Corporate Services  
Treasurer

**7. CONCLUSION:**

It is recommended that \$329,800, a 2021 unbudgeted expenditure be approved to complete Phase 2 of the 320 Richmond redevelopment project.




---

Phil Roberts  
**Director of Parks, Facilities, Recreation and Culture**

## Report Approval Details

|                      |   |
|----------------------|---|
| Document Title:      | 2021 02 11 Update 320 Richmond Project.docx |
| Attachments:         |   |
| Final Approval Date: | Feb 17, 2021                                |

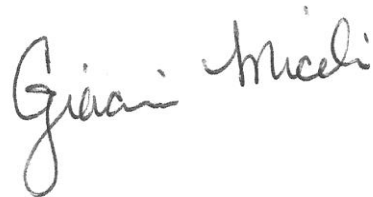
This report and all of its attachments were approved and signed as outlined below:



Phil Roberts



Cheryl Horrobin



John Miceli



Paula Parker



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: Lemay-Cookson Pumpworks and Lemay-Cookson Branch Drain - Tender Results

1. RECOMMENDATION:

It is recommended that:

- 1. An over-expenditure not to exceed \$113,719 BE APPROVED for the Repair and Improvement to the Lemay-Cookson Pumpworks and Lemay-Cookson Branch Drain project...
2. The Town's estimate of the over-expenditure not to exceed \$95,887 including net HST be funded from current taxation BE APPROVED...
3. The Lemay-Cookson Pumpworks and Lemay-Cookson Branch Drain Tender BE AWARDED to Murray Mills Excavating and Trucking (Sarnia) Ltd. for an amount not to exceed \$418,907 plus H.S.T.; and,
4. The Mayor and Clerk BE AUTHORIZED to execute an agreement with Murray Mills Excavating and Trucking (Sarnia) Ltd. for completion of the Lemay-Cookson Pumpworks and Lemay-Cookson Branch Drain improvements.



## 2. BACKGROUND:

The Town advertised a Request for Tender (RFT) for the Lemay-Cookson Pumpworks and Lemay-Cookson Branch Drain on January 13, 2021 online via Bids and Tenders and on the Town's website. The RFT included the installation of a stormwater pumping station, a roadside storm sewer, and flood protection along Sari Lane, all according to the August 21, 2020 engineering report completed by Dillon Consulting. The By-law authorizing the work under said report was passed by Council on December 18, 2020.

## 3. DISCUSSION:

Tenders closed for this project at 11:00 a.m. on Wednesday January 27, 2021. The Town received eight (8) tender submissions that were processed electronically via the Bids and Tenders system.

The tenders were reviewed electronically to ensure there were no mathematical errors or omissions. The tender results are:

| <u>Bidder</u>                                       | <u>Tender Amount (excluding HST)</u> |
|---|--------------------------------------|
| 1. Murray Mills Excavating & Trucking (Sarnia) Ltd. | \$ 418,907.00                        |
| 2. D'Amore Construction (2000) Ltd.                 | \$ 450,000.00                        |
| 3. South Shore Contracting of Essex County Inc.     | \$ 457,500.00                        |
| 4. Elmara Construction Ltd.                         | \$ 466,715.00                        |
| 5. J & J Lepera Infrastructures                     | \$ 474,400.00                        |
| 6. Nevan Construction Inc.                          | \$ 484,500.00                        |
| 7. Rudak Excavating Inc.                            | \$ 497,100.00                        |
| 8. Sterling Ridge Infrastructure Inc.               | \$ 519,900.00                        |

The consulting engineer has completed the review of the submissions and has recommended that the tender be awarded to the lowest bidder, Murray Mills Excavating & Trucking (Sarnia) Ltd. Administration concurs with this recommendation.

The engineer's estimate for this project undervalued the cost of the new pump station, flood protection wall, and wildlife exclusion fence. In addition, a \$30,000 contingency allowance was required per the RFT but was not included in the construction estimate provided in the Drainage Report.

At the discretion of the engineer, a contingency allowance was not included in the report due in part to the nature of the Schedule of Assessment. The Schedule of Assessment provides a number of non pro-rateable assessments to the Town of Amherstburg. This makes it difficult to fairly distribute a pro-rateable contingency without knowing exactly how said contingency would be spent. Any attempts to allocate unforeseen costs across an assessment schedule of this nature could unfairly and inequitably affect the assessments of the other affected landowners listed in the schedule. Despite the exclusion of the contingency within the engineering report, it was added to the RFT to ensure that additional expenditures, if needed, would be addressed without later consent from Council. This is in keeping with past practises when tendering larger drainage projects.

#### 4. **RISK ANALYSIS:**

The tender results exceed the engineering estimate provided under the Drainage Report by Dillon. In comparison with the engineering estimate, the bid submitted by Murray Mills Excavating & Trucking (Sarnia) Ltd, excluding the contingency allowance included in the Tender, is approximately 26% higher than the estimate. However, this amount does not exceed the 33% overage threshold stipulated under Section 59 of the Drainage Act, which would have required Council to call a meeting with affected landowners to discuss the construction costs. It should be noted that this information is provided to Council in order to draw attention to their obligations under the Act to meet with landowners to discuss construction costs. It should also be noted that the Act does not provide an overage threshold by which a construction Tender shall be rejected by Council.

Water levels in Lake Erie and the Detroit River continue to trend upwards, so early installation of the recommended pumping system and flood protection measures would safeguard the affected residents and roadway from another season of flooding. Bearing this in mind, scheduling provisions within the Tender have been drafted in such a way so as to provide the best opportunity to complete the works to mitigate another season of flooding. Delay of construction would jeopardize this scheduling, which is already precarious given the unpredictability of rising water levels and construction restrictions imposed to protect fish species at risk that have been identified by the Department of Fisheries and Oceans, the Ministry of Natural Resources and Forestry (MNR) and the Ministry of Environment, Conservation and Parks (MOECP).

Should construction be delayed, appeal rights are afforded to affected landowners under Section 58(5) of the Drainage Act which states:

##### **Appeal to Tribunal**

58 (5) Where the council does not proceed with reasonable dispatch with the construction of the work after passage of the by-law, a petitioner may appeal to the Tribunal or, where lands used for agricultural purposes are included in the area to be drained, the Minister may refer the matter to the Tribunal, and the Tribunal may direct the council to take such action as the council is authorized to take under this Act and as the Tribunal considers proper. R.S.O. 1990, c. D.17, s. 58 (5); 2006, c. 19, Sched. A, s. 6 (1); 2010, c. 16, Sched. 1, s. 2 (24).

The intention of this section of the Act is to ensure that a landowner's right to sufficient drainage as recommended by the engineer is protected. This section of the Act also helps to mitigate further damage suffered from a lack of drainage.

Under the Drainage Act, the municipality can be held responsible for damages due to flooding if the improvements are not completed. In consideration of these risks, along with the appeal rights afforded to affected landowners as outlined herein, the recommendation is to proceed with award of the tender.

## 5. FINANCIAL MATTERS:

As this is a drainage project being conducted under the provisions Section 78 of the Drainage Act, final project costs will be assessed to affected landowners according to the Drainage Report prepared by Dillon Consulting, dated August 21, 2020.

The total project cost for improvements to the Lemay-Cookson Pumpworks and Lemay-Cookson Branch Drain is estimated as follows:

| Drainage Project:<br>Lemay-Cookson Pumpworks and<br>Lemay-Cookson Branch Drain | Budget <sup>(1)</sup> | Actual<br>(incl. net<br>HST) | Variance<br>(over)/under |
|--|-----------------------|------------------------------|--------------------------|
| <b>Cost:</b>   |                       |                              |                          |
| Engineering & Project Management   |                       | \$ 76,320                    |                          |
| Cost of ERCA Permit  |                       | 800                          |                          |
| Hydro One Fees (pump station<br>commissioning)                                 |                       | 319                          |                          |
| Allowances (per Engineer's Report) <sup>(2)</sup>                              |                       | 2,000                        |                          |
| Construction – Tender Pricing <sup>(3)</sup>                                   |                       | 426,280                      |                          |
| <b>Total Project Cost</b>  | <b>\$ 392,000</b>     | <b>\$ 505,719</b>            | <b>(\$ 113,719)</b>      |
| <b>Funding:</b>  |                       |                              |                          |
| Taxation <sup>(4)</sup>  | \$ 61,027             | \$ 156,914                   | (\$ 95,887)              |
| Transfer from Municipal Drain Reserve  | 235,000               | 235,000                      | -                        |
| Subtotal – Municipal (Road) Share  | \$ 296,027            | \$ 391,914                   | (\$ 95,887)              |
| Assessment to the County of Essex  | 21,444                | 25,046                       | ( 3,602)                 |
| Landowner Assessments  | 74,529                | 88,759                       | ( 14,230)                |
| <b>Total Project Funding</b>   | <b>\$ 392,000</b>     | <b>\$ 505,719</b>            | <b>(\$ 113,719)</b>      |

Notes:

1. The 2021 Budget includes an allowance of \$392,000 in the Drainage budget centre under Drain Construction expense for completion of these works, to be funded by recoveries from benefitting property owners. The estimated Town share of the cost is funded from taxation and is allowed for under the Public Works budget centre as Municipal Drain Expense. (see note 4 below)
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. The recommended tender for the Lemay Cookson Pumpworks and Lemay Cookson Branch Drain includes a contingency allowance of \$30,528 including net HST (\$30,000 plus HST), which will be used for unforeseen expenditures should they arise during construction.
4. The estimated road share of the works shown above includes the entire amount of the \$30,000 contingency (plus tax). This conservatively provides for the entire contingency allowance to be applied if necessary to fund unforeseen expenditures.

The Town would actually only bear the cost related to those items that have been entirely assessed to the Town of Amherstburg according to the Schedule of Assessment. Should the contingency allowance be required to fund unforeseen costs that arise during construction, such costs will be pro-rated appropriately according to the Schedule of Assessment and depending on the nature of the associated work requiring the expenditure of the contingency.

Of the \$400,000 budgeted under the 2021 Budget for Municipal Drain Expense, \$296,027 was allocated to fund the Town's assessed share of the Lemay Cookson Pumpworks and Lemay Cookson Branch Drain project. Based on the tender results and the updated project cost estimate, including the contingency allowance and taxes, the road share of project costs is now estimated at \$391,914, an increase of \$95,887.

It is recommended that the road share of the project over-expenditure be funded from current taxation, particularly since the estimated overage includes contingency allowance which may not be incurred and as the Municipal Drain Reserve account is estimated to be fully expended by the budgeted transfer from reserve.

**6. CONSULTATIONS:**

The Consulting Engineer (Dillon Consulting) reviewed the tender submissions. They are recommending awarding the contract to Murray Mills Excavating & Trucking (Sarnia) Ltd.

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

**7. CONCLUSION:**

Administration is recommending that Council award the Lemay-Cookson Pumpworks and Lemay-Cookson Branch Drain to Murray Mills Excavating & Trucking (Sarnia) Ltd.



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Shane McVitty  
**Drainage Superintendent and Engineering Coordinator**

## Report Approval Details

|                      |  |
|----------------------|--|
| Document Title:      | Lemay Cookson Pumpworks and Lemay-Cookson Branch Drain - Tender Results.docx   |
| Attachments:         | - AGREEMENT- Lemay-Cookson - Agreement with Murray Mills.pdf<br>- 210212 - LETTER - Dillon Tender results recommendation Lemay-Cookson Drain.pdf |
| Final Approval Date: | Feb 17, 2021   |

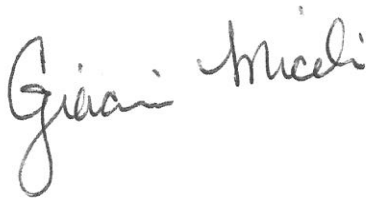
This report and all of its attachments were approved and signed as outlined below:



Antonietta Giofu



Cheryl Horrobin



John Miceli



Paula Parker

## **AGREEMENT**

**THIS AGREEMENT** made in duplicate this \_\_\_ day of \_\_\_\_\_, 2021.

**BETWEEN THE CORPORATION OF THE TOWN OF AMHERSTBURG**

(hereinafter called the Corporation) of the first part.

AND

**MURRAY MILLS EXCAVATING & TRUCKING (SARNIA) LTD.**

(hereinafter called the Contractor) of the second part.

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

**LEMAY-COOKSON PUMPWORKS & LEMAY-COOKSON BRANCH DRAIN**

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

**NOW THIS AGREEMENT WITNESSES AS FOLLOWS:**

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

\_\_\_ day of \_\_\_\_\_, 2021

And the Agreement 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 Corporation 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 an amount not to exceed:

**FOUR HUNDRED AND EIGHTEEN THOUSAND NINE HUNDRED AND SEVEN DOLLARS (\$418,907.00) excluding H.S.T.**

The Contractor hereby covenants and agrees with the Corporation in the following manner:

(1) To execute and perform the whole of the work herein mentioned in a workmanlike manner, in strict accordance with the provisions of this Agreement, including the said Specifications, General Conditions and the Plans (where applicable) therein referred to.

The Contractor shall, in the execution and performance of the said work perform, observe, fulfill and abide by all the covenants, agreements, stipulations, provisions and conditions mentioned and contained in this Agreement.

(2) The Contractor will indemnify and save harmless the Corporation, its officers, partners, agents, employees and Council members from and against all claims, demands, losses, damages, costs, expenses, actions and suits that may arise, directly or indirectly from its performance of the contract or by reason of any matter or thing done, permitted or omitted to be done by the Contractor, its sub-contractors or their agents or employees with respect to the contract.

(3) To pay to the Corporation, on demand, all loss, costs, damages or expenses incurred by the Corporation or any of its officers, servants or agents in consequence of any such action, suit, claim, lien, execution or demand, and any monies paid or payable by the Corporation or any of its officers, servants or agents in settlement or in discharge thereof, or on account thereof. If in default of said monies so paid or payable by the Corporation, its officers, servants or agents, including any monies payable by the Contractor under any of the terms and conditions of the Contract, these said monies may be deducted from any monies of the Contractor then remaining in possession of the Corporation on account of this or any other Contract, or may be recovered from the Contractor or the Surety named in the Bond hereto attached in any court of competent jurisdiction and monies paid at their request.

The Corporation covenants with the Contractor that if the said work, including all extras in connection therewith, shall be duly and properly executed as aforesaid, the Corporation will pay the Contractor the Contract price mentioned in said tender (which are to apply to all extras of the character specified in the schedule of rates forming part of said Tender). Payment shall be made in the manner, subject to drawbacks and liquidated damages mentioned in the said General Conditions, upon estimates or certificates signed by the Engineer, issued in accordance with the conditions incorporated with and made part of this Agreement.

No monies shall become due or be payable under this Agreement unless and until an estimate or certificate therefore shall have been signed by the said Engineer, the possession of which is hereby made a condition precedent to the right of the Agreement to be paid or to maintain any action for such money or for any part thereof, the Corporation shall not be liable or compelled to pay for any extras or additional work not included in this Agreement, except only in the manner and as provided for herein. The Corporation shall not be liable or compelled to grant or insure any estimate or certificate for work rejected or condemned by the said Engineer or to pay any money therefore until the work so rejected or condemned has been replaced by new material and workmanship to the written satisfaction of the said Engineer. It is hereby expressly provided that the granting of any estimate or certificate, or the payment of any monies thereunder, shall not be construed as an acceptance of any bad or defective work or material, to which the same relates, or as an admission of liability to pay any money in respect thereof, and shall not in any manner lessen the liability of the Contractor to replace such work or material, although the condition of the same may not have been known to, or discovered by the

said Engineer at the time such estimate or certificate was granted, or monies paid thereon.

AND it is understood and agreed between the parties hereto as follows:

That this Agreement, and the covenants and conditions herein, and in the said General Conditions contained shall extend to and be binding upon the heirs, executors, administrators, successors and assigns, of the said Contractor and the Corporation respectively. In this Agreement, and in the Contract, of which this Agreement forms a part, the words, "person", "plans", "shall", "may", "herein", "work", "Contract", "Contractor", "Inspector", "Engineer", and words used in the singular number of the masculine gender, shall have the meaning and effect given them in the General Conditions hereto annexed or in the Interpretation Act of the Revised Statutes of Ontario.



**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.

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WITNESS AS TO SIGNATURE  
OF CONTRACTOR

---

Contractor's Signature and Seal

---

Contractor's Name

---

Contractor's address

**THE CORPORATION OF THE TOWN OF  
AMHERSTBURG**

---

WITNESS AS TO SIGNATURE  
OF CORPORATION

---

Aldo DiCarlo, Mayor

---

Paula Parker, Municipal Clerk



February 12, 2021

The Corporation of the  
Town of Amherstburg  
271 Sandwich St. South  
Amherstburg, ON  
N9V 2A5

Attention: Shane McVitty  
Drainage Superintendent/ Engineering Coordinator

10 Fifth Street South  
Chatham, Ontario  
Canada  
N7M 4V4  
Telephone  
519.354.7802  
Fax  
519.354.2050

**Tender Results –Lemay-Cookson Pumpworks, and Lemay-Cookson Branch Drain**

Dear Sir:

The following Tenders were received January 27, 2021 and are listed below in order of lowest to highest.

|   |              |
|---|--------------|
| 1. Murray Mills Excavating & Trucking (Sarnia) Ltd. | \$418,907.00 |
| 2. D'Amore Construction (2000) Ltd.                 | \$450,000.00 |
| 3. South Shore Contracting of Essex County Inc.     | \$457,500.00 |
| 4. Elmara Construction Ltd.                         | \$466,715.00 |
| 5. J & J Lepera Infrastructures                     | \$474,400.00 |
| 6. Nevan Construction Inc.                          | \$484,500.00 |
| 7. Rudak Excavating Inc.                            | \$497,100.00 |
| 8. Sterling Ridge Infrastructure Inc.               | \$519,900.00 |

The tender prices, noted above, exclude the HST and all tenders were accompanied by a digital bid bond submission. All tenders were reviewed to be complete and no arithmetic errors were found. All eight (8) bids include a \$30,000.00 contingency fee.

The engineer's estimate was \$314,200.00 and did not include the contingency. Therefore, the low bidder's price without the contingency, for comparative purposes, is \$388,907.00 or approximately 23.8% above the engineer's estimate.

In accordance with Section 59 of the Drainage Act, a meeting would be required to discuss the construction costs with the assessed ratepayers if the construction price exceeded the engineer's estimate by more than 33%. The engineer's estimate was based on historical prices taking into account similarly related projects that were constructed prior to the Covid 19 worldwide pandemic.

To provide an explanation for the overage of \$74,507.00, based on my recent discussions with contractors and material suppliers, it is without argument that the sole contributor to the escalation of prices for both the manufacturing and delivery sector for these materials has been the pandemic. In particular, the serious impact that it has had on the supply chain for shipping and deliveries. The repetitious stop and go of the economy brought on by the mandatory lockdowns and further reduced operations has



significantly limited the supply despite the on-going demand that remains high and did so even before the onset of the pandemic.

According to contractors we've spoken to, the costs for many of the materials used in construction like concrete, steel and crushed stone have recently jumped substantially in recent months and furthermore, there are now added surcharges being imposed on the delivery of these products to manage the high demand. Unfortunately, we did not have prior knowledge of this when preparing our construction estimate in early 2020.

For this project, the material costs would represent more than two-thirds of the construction price and as a result, has been greatly subjected to these above noted increases. It is suspected that these costs will continue to rise with the on-going uncertainty as to when things return to normal following the conclusion of this pandemic.

In consideration of the above, we would recommend that the Contract be awarded to the lowest bidder, being Murray Mills Excavating & Trucking (Sarnia) Ltd.

Yours respectfully,

Tim Oliver, P.Eng.  
Project Manager

cc. Ms. Paula Parker, Municipal Clerk, Town of Amherstburg



**THE CORPORATION OF THE TOWN OF AMHERSTBURG**

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

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

|  |   |
|--|---|
| <b>Author's Name: Frank Garardo</b>  | <b>Report Date: February 5, 2021</b>      |
| <b>Author's Phone: 519 736-5408 ext. 2125</b>  | <b>Date to Council: February 22, 2021</b> |
| <b>Author's E-mail: <a href="mailto:fgarardo@amherstburg.ca">fgarardo@amherstburg.ca</a></b> | <b>Resolution #: N/A</b>                  |

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

**Subject: Boblo Island South End Development Street Name Request**

---

**1. RECOMMENDATION:**

It is recommended that:

1. The proposed street names Bois Blanc Boulevard, Driftwood Crescent and Sandcastle Crescent for Street A, Street B and Street C respectively of the Boblo Island South End Development **BE APPROVED.**

**2. BACKGROUND:**

The Town of Amherstburg is committed to honouring and promoting the heritage and identity of the Town and therefore a street naming policy (Municipal Street Naming Policy) was brought forward to Council for approval on September 25, 2017. The Municipal Street Naming Policy included the creation of a Historical Street Name Inventory List for developers to choose from when naming new streets.

Street naming is an important municipal function that enables people to locate properties quickly and effectively. Street naming should be simple, easy for the public to understand and enable the effective management of municipal street networks and the delivery of municipal services, including emergency response.

The Municipal Street Naming Policy approved through By-law 2017-90 allows a developer to utilize names that are not on the Historical Street Name Inventory List as long as the proposed names are approved by Council. The developer of Boblo Island, Amico Affiliates, have requested names for the southern development of the island that are not on the Historical Street Name List.

### 3. **DISCUSSION:**

The Municipal Street Naming Policy sets out the criteria and approval process to assign a legal municipal street name to a street on a draft plan of subdivision.

A municipality's authority to name streets is as follows:

1. The Municipal Act, 2001 – Section 24-68 delegates the responsibility to pass bylaws for the purpose of naming streets to local municipalities.
2. The Planning Act, R.S.O. 1990 – Section 41 provides for the naming of streets through the site plan control process.

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

The Historical Street Name Inventory List, contains 25 potential street names and has been attached to this report (Appendix A to the Municipal Street Naming Policy). The list of street names includes prominent figures associated with the founding of Amherstburg, figures who were associated with the War of 1812, past mayors of Amherstburg (from 1878 to 1899), and past Reeves of Amherstburg (from 1924 to 1954).

#### **Boblo Island Name Requests**

Section 7.1 and 7.1.1 of the Municipal Street Naming Policy authorizes Council to approve additional street names not in the inventory and Section 6.6.3 states "street names that represent specific themes are encouraged". Amico Affiliates, the developer of Boblo Island, have requested consideration for alternative street names for the development of the southern end of Boblo Island to continue the theme of the existing street names on the island. The following names were proposed:

**Figure 1**

| <b>Street</b>                                  | <b>Option 1 (Developer preferred option)</b> | <b>Option 2</b>    |
|--|--|--------------------|
| Street A (coloured yellow on attached drawing) | Bois Blanc Boulevard                         |                    |
| Street B (coloured pink on attached drawing)   | White Sands Crescent                         | Driftwood Crescent |
| Street C (coloured orange on attached drawing) | Sandcastle Crescent                          | Crescent Moon      |

There are some provisions within the Municipal Street Naming Policy that must be considered when naming new streets. The following policies are included for Council's consideration:

- 6.6.9. Names with spelling that leaves proper pronunciation in question shall be avoided.
- 6.6.10. Two word names shall be avoided.
- 6.6.11. Street names that are hyphenated or use quotes will not be permitted.
- 6.6.12. Street names must not be identical or similar sounding to any existing street name, both within the Town and within adjacent municipalities.
- 6.6.13. Homonyms, or names that are very close in pronunciation to existing street names, both within the Town and within adjacent municipalities, are not permitted.
- 6.6.14. Redundant street type designations are to be avoided (for example, Hall Line Drive).
- 6.6.15. Substantiation is required for proposed street names, such as historical or cultural significance, if there is any.

When taking into consideration the above provisions, Bois Blanc Boulevard, White Sands Crescent and Crescent Moon are not considered ideal names since they are two word names, there is some potential that proper pronunciation may be in question and Crescent Moon provides for a redundant street type designation. However, in this particular case, Bois Blanc Boulevard should be considered as it is the historical name of the island and therefore is in keeping with the Town's commitment to honour the history of the area. It is therefore recommended that Bois Blanc Boulevard, Driftwood Crescent and Sandcastle Crescent be considered for the naming of the streets in the Boblo south end development.

As per the street naming policy section 6.6.2:

“Street names shall be chosen, whenever possible, to recognize the historical significance of figures, groups, neighbourhoods, places, landmarks and events within the Town of Amherstburg that denote: ...The unique aspects related to the community's geographical locations or other distinct characteristics;...”

It is appropriate to consider alternative street names for some developments within the Town of Amherstburg. In this case, the proposed names are in keeping with the names of the existing developed portion of the island.

#### **4. RISK ANALYSIS:**

There is little to no risk to the municipality associated with this report. Standardizing the naming and renaming of streets allows the Town to have more control over what names are chosen for new developments and the effectiveness of emergency services.

#### **5. FINANCIAL MATTERS:**

There are no financial impacts associated with this report.

#### **6. CONSULTATIONS:**

Fire Services, the Building Division, and the Engineering and Public Works Department were consulted with the proposed street names from Amico.

Fire Services stated the following:

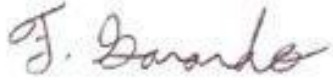
“Fire has no objection to the street names of the newly proposed development. As for changing the Boblo Island boulevard, the issue is where do the numbers start and end. When the loop joins you would have a high house number next to the low number. That creates confusion for emergency response. When departing the ferry in an emergency response it is important to be able to identify the shortest response route and not drive the entire loop. It would be imperative to have signage indicating numbering through out the development especially at the entrances of proposed extended streets if the names changes to be all Bois Blanc. Also will the new home numbering coincide with the existing homes already in place on Boblo Island Boulevard. A suggestion would be that property numbering should begin at the ferry and continue west along the existing Boblo Island Boulevard. If the name is to change it would continue south along the westerly side and continue consecutively back around to the end of the loop back near the ferry. Signage at directional changes is imperative due to the existing layout. Currently Boblo Island Boulevard turns into Crystal Bay Drive, and the new proposed change must be clearly identified.”

It has been verified with the developer that existing street names will not be affected by the proposal. The existing Boblo Island Boulevard that runs across the width of the island from the ferry dock to Crystal Bay Drive will remain unchanged. The main loop of laneway around the south end of the island is currently not an improved Town owned right-of-way but a private lane over private property.

This space left blank intentionally.

**7. CONCLUSION:**

Administration recommends that Council approve the addition of street names Bois Blanc Boulevard, Driftwood Crescent and Sandcastle Crescent and allocate the street names to the Boblo south end subdivision development.



Frank Garardo  
**Manager of Planning Services**

**SF/JM**

**DEPARTMENTS/OTHERS CONSULTED:**

**Name: Town of Amherstburg Infrastructure Services Department**

**Phone #: 519 736-3664 ext. 2313**

**Name: Town of Amherstburg Fire Department**

**Phone #: 519 736-0012 ext. 2231**

**Name: Town of Amherstburg Building Division**

**Phone #: 519 736-5408 ext. 2136**

**NOTIFICATION :**

| Name         | Address | Email Address       | Telephone | FAX |
|--------------|---------|---------------------|-----------|-----|
| Gudrin Beggs |         | gbeggs@triamico.com |           |     |



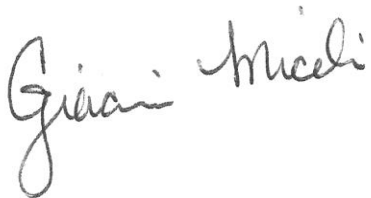
## Report Approval Details

|                      |   |
|----------------------|---|
| Document Title:      | Boblo Island South End Development Street Name Request.docx                                   |
| Attachments:         | - Report to Council- February 22- Boblo Island South End Street Name Request- ATTACHMENTS.pdf |
| Final Approval Date: | Feb 16, 2021  |

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



Cheryl Horrobin




John Miceli



Paula Parker

# POLICY

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

## 1. POLICY STATEMENT

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

## 2. PURPOSE

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

## 3. SCOPE

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

#### 4. DEFINITIONS

- 4.1. **Chief Administrative Officer (CAO)** is the Chief Administrative Officer for the Corporation of the Town of Amherstburg, which includes the roles and responsibilities as laid out in Section 229 of the *Municipal Act, 2001*.
- 4.2. **Clerk** is the Municipal Clerk for the Corporation of the Town of Amherstburg, which includes the roles and responsibilities as laid out in Section 228 of the *Municipal Act, 2001*.
- 4.3. **Council** refers to the current elected Council for the Corporation of the Town of Amherstburg. This includes, in its entirety, the Mayor, Deputy Mayor and five (5) Councillors.
- 4.4. **Developer** in this policy refers to any person or corporation initiating a project where the implementation of new streets is included.
- 4.5. **Essential Services** include, but is not limited to, 911 Emergency Service (Police, Fire, and Ambulance) and Canada Post/federal mail delivery.
- 4.6. **Highway** means a designated or declared provincial highway, and/or street allowances and streets dedicated to the public use of highways under the Municipal Act, 2001.
- 4.7. **Senior Management Team (SMT)** is comprised of the Chief Administrative Officer and the Directors. If a Director is unavailable, a delegate may be assigned.
- 4.8. **Street** means all public and private right-of-ways within the boundaries of the Town, and when referenced in this policy refers to all vehicular paths of travel that may be noted as the following:

|           |            |            |  |
|-----------|------------|------------|--|
| <b>a.</b> | Abby       | <b>r.</b>  | Laneway  |
| <b>b.</b> | Access     | <b>s.</b>  | Line   |
| <b>c.</b> | Alley      | <b>t.</b>  | Link   |
| <b>d.</b> | Avenue     | <b>u.</b>  | Loop   |
| <b>e.</b> | Bend       | <b>v.</b>  | Mall   |
| <b>f.</b> | Block      | <b>w.</b>  | Park   |
| <b>g.</b> | Boulevard  | <b>x.</b>  | Parkway  |
| <b>h.</b> | Centre     | <b>y.</b>  | Place  |
| <b>i.</b> | Circle     | <b>z.</b>  | Plaza  |
| <b>j.</b> | Circus     | <b>aa.</b> | Road   |
| <b>k.</b> | Court      | <b>bb.</b> | Route  |
| <b>l.</b> | Crescent   | <b>cc.</b> | Row  |
| <b>m.</b> | Cul-de-sac | <b>dd.</b> | Square   |
| <b>n.</b> | Drive      | <b>ee.</b> | Street   |
| <b>o.</b> | Extension  | <b>ff.</b> | Terrace  |
| <b>p.</b> | Highway    | <b>gg.</b> | Thoroughfare   |
| <b>q.</b> | Lane       | <b>hh.</b> | Any other street type as noted by Statistics Canada. |

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

4.10. **Town** is the Corporation of the Town of Amherstburg.

## 5. **INTERPRETATIONS**

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

## 6. **GENERAL CONDITIONS**

6.1. In accordance with Sec. 24-68 of the Municipal Act, 2001, Town Council may pass by-laws for assigning street names to municipal streets within the jurisdiction of the Town.

6.2. In addition to such names being established in a by-law, a municipal street within the limits of the Town may be named in a Plan of Subdivision.

6.3. All requests for street names must be made in writing and have a completed Street Name Request Form attached. The requests shall include background information concerning the rationale for the request, geographical association (if applicable), biographical information and documentation providing support for the request. The applicant must assume responsibility for obtaining the support for the request where applicable.

6.4. The Planning Services department shall compile and process all proposed street names for suitability appropriateness and conformity to the street naming policy of the Town. No street name shall be used unless approved by Council. The Planning Services department may refuse a name if it is known to conflict with existing street names at either the local or regional (Essex County) scale.

6.5. The Planning Services department shall maintain a Historical Street Name Inventory and the list of existing street names and all records related thereto. Names that are approved by Council shall be placed on the Historical Street Name Inventory and shall remain on the list for future use. Council may at any time direct that a specific name be used for a specific street.

### 6.6. **Guidelines to Street Naming**

6.6.1. All streets accessible to vehicles shall be named including a roadway within a mobile home park.

6.6.2. Street names shall be chosen, whenever possible, to recognize the historical significance of figures, groups, neighbourhoods, places, landmarks and events within the Town of Amherstburg that denote:

6.6.2.1. The community's evolution and progress;

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

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

6.7. **Street Type Designations**

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

6.8. **New Street Naming**

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

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

#### 6.9. **Street Name Signs**

6.9.1. Street name signs shall be of such size and shape and constructed of such materials as required by the Engineering and Public Works Department, in compliance the Manual of Uniform Traffic Control Devices and the Ontario Traffic manuals.

6.9.2. A street name sign may also include an address range to the street address numbers that are located within a street or any portion of a street.

#### 6.10. **Notification**

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

#### 6.11. **Procedures**

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

### 7. **RESPONSIBILITIES**

7.1. **Council** has the authority and responsibility to:

7.1.1. Approve street names for new and existing streets.

7.1.2. Adopt by-laws that are required for the creation of any new street (name) not created through the registration of a plan of subdivision or condominium within the Town.

7.2. The **Planning Services Department** has the authority and responsibility to:

7.2.1. Coordinate and assign new street names within the Town of Amherstburg.

7.2.2. Ensure that all proposed street naming are conducted in accordance with this policy.

7.2.3. Duly examine and process subdivision and condominium applications and ensure that proposed street names are selected in accordance with this policy, prior to presentation to Council.

7.2.4. Present Council with recommendations regarding the naming of new streets through Council reports and supporting by-laws.

### 8. **REFERENCES AND RELATED DOCUMENTS**

8.1. **Municipal Act, 2001**

## APPENDIX A – Historical Street Names Inventory

### The Town of Amherstburg's Historical Street Name Inventory

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

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



# APPENDIX B – Street Name Request Form



## STREET NAME REQUEST FORM

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

---

### Contact Information

Full Name(s): \_\_\_\_\_

Daytime Telephone: \_\_\_\_\_

Alternative Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_

Date Submitted: \_\_\_\_\_

### Street Name Information

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

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

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

**APPENDIX B – Street Name Request Form**



**STREET NAME REQUEST FORM**

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

**Contact Information**

Full Name(s): Gudrin Beggs

Daytime Telephone: (519) 737-1577

Alternative Telephone: \_\_\_\_\_

Email: gbeggs@triamico.com

Mailing Address: 2199 Blackacre Drive

Date Submitted: February 8, 2021

**Street Name Information**

|  |  |
|--|--|
| Street Name or Theme Requested                     | Bois Blanc Boulevard (Street A), White Sands Crescent (Street B), Sand Castle Crescent (Street C). |
| Background Support                                 | Please see the attached site plan.   |
| Geographical Association (Description of Location) |  |

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

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





**From:** [Gudrin Beggs](#)  
**To:** [Sarah French](#); [Derrick C. Amicone](#)  
**Cc:** [Janine Mastronardi](#); [Frank Garardo](#); [Cindy Prince](#)  
**Subject:** RE: Boblo Municipal Addressing  
**Date:** January 12, 2021 9:56:46 AM  
**Attachments:** [SKM\\_C36821010418380.pdf](#)

---

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

Good Morning Sarah:

I apologize for the delay in responding back. Our street name choices were vetted by the marketing company we recently retained.

We would like Council to consider the following names:

**Yellow Road**

Option 1 Bois Blanc Boulevard

**Pink Road**

Option 1 White Sands Crescent

Option 2 Driftwood Crescent

**Orange Road**

Option 1 Sandcastle Crescent

Option 2 Crescent Moon

We would also like to propose renaming the existing street currently named Boblo Island Boulevard to Bois Blanc Boulevard, so that Bois Blanc Boulevard will be the entire loop road. Our marketing team has advised a rebrand of the island calling it Bois Blanc, rather than Boblo Island.

Please let me know if you have questions.

Thanks  
Gudrin

**From:** [Ron Meloche](#)  
**To:** [Sarah French](#); [Angelo Avolio](#); [Rob Unis](#); [Todd Hewitt](#); [Shane McVitty](#); [Bruce Montone](#)  
**Cc:** [Frank Garardo](#); [Janine Mastronardi](#)  
**Subject:** RE: Boblo Street Name Requests  
**Date:** January 20, 2021 12:33:11 PM

---

Good afternoon Sarah, Fire has no objection to the street names of the newly proposed development. As for changing the Boblo Island boulevard, the issue is where do the numbers start and end. When the loop joins you would have a high house number next to the low number. That creates confusion for emergency response. When departing the ferry in an emergency response it is important to be able to identify the shortest response route and not drive the entire loop. It would be imperative to have signage indicating numbering through out the development especially at the entrances of proposed extended streets if the names changes to be all Bois Blanc. Also will the new home numbering coincide with the existing homes already in place on Boblo Island Boulevard. A suggestion would be that property numbering should begin at the ferry and continue west along the existing Boblo Island Boulevard. If the name is to change it would continue south along the westerly side and continue consecutively back around to the end of the loop back near the ferry. Signage at directional changes is imperative due to the existing layout. Currently Boblo Island Boulevard turns into Crystal Bay Drive, and the new proposed change must be clearly identified.

**Ron Meloche**

*Assistant Deputy Chief / Fire Prevention & Inspection Officer*  
Town of Amherstburg  
271 Sandwich St. South, Amherstburg, ON, N9V 2A5  
Tel: 519-736-6500 Fax: 519-736-3683 TTY: 519-736-9860



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---

**From:** Sarah French [REDACTED]  
**Sent:** January 20, 2021 9:32 AM  
**To:** Angelo Avolio [REDACTED]; Rob Unis [REDACTED]; Todd Hewitt [REDACTED]; Shane McVitty [REDACTED]; Ron Meloche [REDACTED]; Bruce Montone [REDACTED]  
**Cc:** Frank Garardo [REDACTED]; Janine Mastronardi [REDACTED]  
**Subject:** Boblo Street Name Requests

Good morning,  
Please see attached an email from Amico requesting street names for Boblo south end. Please provide us with any comments you have about the proposed street names as soon as you are able. Please cc Frank and Janine on your response, as I may not be at work for too much longer.

Best,  
Sarah

**Sarah French**

*Planner*

Town of Amherstburg

3295 Meloche Rd., Amherstburg, ON, N9V 2Y8

Tel: 519-736-5408 x2125 Fax: 519-736-9859 TTY: 519-736-9860



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## Janine Mastronardi

---

**From:** Cindy Prince [REDACTED]  
**Sent:** January 26, 2021 11:30 AM  
**To:** Sarah French; Gudrin Beggs; Derrick C. Amicone  
**Cc:** Janine Mastronardi; Frank Garardo  
**Subject:** RE: Boblo Municipal Addressing

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

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

Hi Sarah:

Boblo Island Boulevard is proposed to remain as currently named. No changes requested there. We have asked existing residents and they prefer to keep the street name they have.

Accordingly, we are only proposing street names for the new proposed streets.

Please let me know if you have everything that you require. Thanks

Cindy



**Cindy Prince**  
AMICO AFFILIATES  
VICE PRESIDENT



RELENTLESS POSITIVE ACTION





THE CORPORATION OF THE TOWN OF AMHERSTBURG

OFFICE OF THE CAO

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

|   |                                    |
|---|------------------------------------|
| Author's Name: B. Montone   | Report Date: January 29, 2021      |
| Author's Phone: 519 736-6500 ext. 2241  | Date to Council: February 22, 2021 |
| Author's E-mail: <a href="mailto:bmontone@amherstburg.ca">bmontone@amherstburg.ca</a> | Resolution #:                      |

To: Mayor and Members of Town Council

Subject: Amherstburg Emergency Response Plan – 2021 Update

---

1. **RECOMMENDATION:**

It is recommended that:

1. The updated Emergency Response Plan attached (Appendix "A") **BE APPROVED**, as presented; and,
2. **By-law 2021-008** attached (Appendix C) being a by-law to adopt an Emergency Response Plan governing the provisions of necessary services during such emergencies 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 Emergency Response Plan (ERP) was previously revised in March 2020.

To ensure the municipality continues to meet the requirements of the Emergency Management and Civil Protection Act (attached as Appendix "B"), the CEMC is required to report Council's approval of revisions to the Office of the Fire Marshal & Emergency Management Ontario through the Annual Statement of Compliance and provide the Province with an updated copy of the plan.

### 3. **DISCUSSION:**

To ensure compliance with the requirements of the Emergency Management and Civil Protection Act, the Community Emergency Management Program Committee chaired by the Town Clerk/Risk Manager, conducted a review of the Emergency Response Plan and Program. The CEMC has also collected updated information from all Community Control group members, consistent with legislative requirements. Further to these, the administrative structure of the Town continues to change. Consequently, a number of changes, as well as definitions and inferences are required throughout the plan to reflect and incorporate our new capabilities.

### 4. **RISK ANALYSIS:**

**Resource Risks:** It is believed that there are sufficient personnel resources available to address the requirements of the Emergency Response Plan during unplanned emergencies in or affecting the Town. This is considered unlikely with medium impact.

**Timing Risks:** It is believed that a reasonable regular annual schedule of updates and training to maintain the ERP currency is in place. This is considered possible with low impact.

**Community Impact Risks:** A review of emergency plan implementation events and annual exercises over the past five (5) years was conducted. This Includes in 2020 despite the “Pandemic emergency” to ensure our readiness for a major flooding event. This review revealed that, “Although this updated ERP will provide improved emergency management to assist in resiliency and to prepare for, prevent, respond to, mitigate and recover from the risks to our community to some degree, it does not totally eliminate them.” This is considered likely but with medium impact.

With this updated Emergency Response Plan, the Emergency Operations Centre has been updated/modified/tested and considered operational, the potential to improve our functionality during major emergencies will be significantly improved. This was necessary in our community response to the current COVID-19 pandemic. Mitigation of emergencies and recovery plans not implemented effectively can result in additional damage, loss of life and increased financial impacts to the Corporation, the citizens and businesses who contribute to our community and who may be affected by emergencies that will occur. This is considered unlikely with medium impact.

There is always potential for criticism when implementing change. In the alternative, to not proceed creates the potential criticism that the Town is not addressing the necessary issues. This is considered possible with low impact.

### 5. **FINANCIAL MATTERS:**

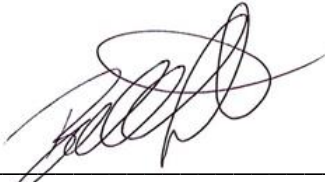
There are no financial impacts or additional budgetary considerations with the update of the Emergency Response Plan. Costs associated with the implementation of the ERP in relation to an emergency will be monitored and reported under the Town’s financial management and reporting processes.

**6. CONSULTATIONS:**

Senior Management Team  
Chair, Community Emergency Management Program Committee  
Partners and Agencies identified in the plan

**7. CONCLUSION:**

The updated Emergency Response Plan, and a new By-law passed by Council will better serve the citizens of Amherstburg during an emergency and will fulfill the requirements under the Emergency Management and Civil Protection Act.R.S.O.



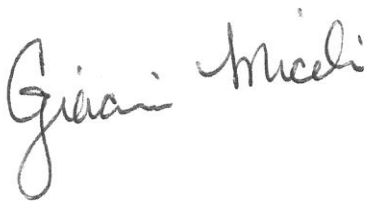
---

Bruce Montone  
**Fire Chief/Community Emergency Management Coordinator (CEMC)**

**bm/BM**

|              |  |
|--------------|--|
| Attachments: | - Appendix A - 2021 Emergency Response Plan.pdf<br>- Appendix B - Emergency Management and Civil Protection Act 2017.doc<br>-Appendix C - Bylaw 2021-008 |
|--------------|--|

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

A handwritten signature in cursive script that reads "John Miceli".

John Miceli

A handwritten signature in cursive script that reads "Paula Parker".

Paula Parker



**By-law 2021-008**

**Town of Amherstburg**

**EMERGENCY RESPONSE PLAN**

**February 22, 2021**

# Town of Amherstburg EMERGENCY RESPONSE PLAN

---

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- 1. Mayor or Acting Mayor
- 2. CAO or Alternate
- 3. Police Chief or Alternate
- 4. Fire Chief or Alternate
- 5. Director of Engineering & Public Works or Alternate
- 6. Medical Officer of Health or Alternate
- 7. Manager Housing Support Services (Social Services) or Alternate
- 8. Emergency Medical Services (EMS) Representative or Alternate
- 9. Manager of Information Technology/Corporate Telecommunications Coordinator or Alternate
- 10. Director of Planning, Development and Legislative Services or Alternate
- 11. Municipal Clerk/Emergency Information Officer or Alternate
- 12. Electrical/Water Utility Representatives (Essex Power/Hydro One) or Alternates
- 13. Director of Corporate Services or Alternate
- 14. Community Emergency Management Coordinator (CEMC) or Alternate

**b) Support and Advisory Staff as needed**

1. Executive Assistant to the CAO/Mayor
2. Manager of Facilities
3. Manager of Building Services & CBO or Alternate
4. Treasurer or Alternate
5. Manager of Human Resources or Alternate
6. Citizen Inquiry Supervisor 211 or Alternate
7. Manager of Engineering or Alternate
8. Manager of Roads and Fleet
9. Manager of Environmental services
10. Manager of Licensing and Enforcement
11. GIS Coordinator
12. Manager of Tourism and Culture
13. Essex County Community Emergency Management Coordinator or Alternate
14. City/County Board of Education and City/County Separate School Board
15. Long-term Care Administrators or Alternate
16. Other Agencies

**PART G EMERGENCY TELECOMMUNICATIONS PLAN**

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1. Community Spokesperson
2. Citizen Inquiry Supervisor
3. Emergency Information Coordinator

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Standard Membership  
Roles and Responsibility Composition

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---

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| <b>ANNEX B</b> | <b>LOGISTICS</b><br>a) Location of the Emergency Operations Centre<br>b) Equipment |
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|                |  |
|----------------|--|
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# TOWN OF AMHERSTBURG EMERGENCY RESPONSE PLAN

---

## PART A: INTRODUCTION

**Emergencies are defined as a situation, or an impending situation, that constitutes a danger of major proportions that could result in serious harm to persons or substantial damage to property and that is caused by the forces of nature, a disease or other health risk, an accident or an act whether intentional or otherwise.** They affect public safety; meaning the health, welfare and property, as well as the environment and economic health of the Town of Amherstburg.

The population of the Town of Amherstburg is approx. 22,000 residents.

In order to protect residents, businesses and visitors, the Town of Amherstburg requires a coordinated emergency response by a number of agencies under the direction of the Community Control Group. These are distinct arrangement and procedures which may vary from the normal, day-to-day operations carried out by emergency services.

Every official, municipal department and agency must be prepared to carry out assigned responsibilities in an emergency. The response plan has been prepared to provide key officials, agencies and departments of the Town of Amherstburg important emergency response information related to:

- Arrangements, services and equipment; and,
- Roles and responsibilities during an emergency.

In addition, it is important that residents, businesses and interested visitors be aware of its provisions. Copies of the Town of Amherstburg Emergency Response Plan may be viewed at:

- Town Hall;
- The Town of Amherstburg Website

For more information, please contact:

Community Emergency Management Coordinator (CEMC)  
Fire Chief Bruce Montone  
Town of Amherstburg  
(519) 736-6500 X2241

## **PART B: AIM**

The aim of this plan is to make provision for the extraordinary arrangements and measures that may have to be taken to protect the health, safety, welfare, environment and economic health of the residents, businesses and visitors of the Town of Amherstburg when faced with an emergency.

It enables a centralized controlled and coordinated response to emergencies in or impacting the Town of Amherstburg, and meets the legislated requirements of the *Emergency Management and Civil Protection Act*. R.S.O.2000.

## **PART C: AUTHORITY**

The *Emergency Management and Civil Protection Act* R.S.O. 2000, CHAPTER E.9 is the legal authority for this emergency response plan in Ontario.

The *Emergency Management and Civil Protection Act* states that:

*“Every municipality shall formulate an emergency plan governing the provision of necessary services during an emergency and the procedures under and the manner in which employees of the municipality and other persons will respond to the emergency and the council of the municipality shall by by-law adopt the emergency plan.” [Section 3 (1)]*

*“The head of council of a municipality may declare that an emergency exists in the municipality or in any part thereof and may take such action and make such orders as he or she considers necessary and are not contrary to law to implement the emergency plan of the municipality and to protect property and the health, safety and welfare of the inhabitants of the emergency area.” [Section 4 (1)]*

As enabled by the *Emergency Management and Civil Protection Act*, this emergency response plan and its' elements have been:

- Issued under the authority of Town of Amherstburg By-law #2021-008; and
- Filed with the Office of the Fire Marshal & Emergency Management (OFMEM), Ministry of the Solicitor General, Ontario.

## **a) Definition of an Emergency**

The *Emergency Management and Civil Protection Act* define an emergency as:

***“A situation or an impending situation that constitutes a danger of major proportions that could result in serious harm to persons or substantial damage to property and that is caused by the forces of nature, a disease or other health risk, an accident or an act whether intentional or otherwise.”***

The Emergency Operations Centre (EOC) can be activated for any emergency for the purposes of managing an emergency, or for maintaining services to the community and/or supporting the emergency site, a “Declaration” is not mandatory

## **b) Action Prior to Declaration**

When an emergency exists but has not yet been declared to exist, employees of the Town, its Agencies, Boards and Commissions may take such action(s) under this emergency response plan as may be required to protect property and the health, safety and welfare of the Town of Amherstburg.

## **PART D: EMERGENCY NOTIFICATION PROCEDURES**

The executive authority for the management and mitigation of a potential or declared emergency lies with the Community Control Group (CCG) as defined in this Emergency Response Plan and lead by the Mayor or designate.

Upon receipt of a warning of a real or potential emergency, the responding department will immediately contact the City of Windsor Fire Dispatch Centre, to request that the notification system be activated.

Upon receipt of the warning, the City of Windsor Fire Dispatch Centre will notify the Fire Chief/CEMC, or Deputy Fire Chief/Alternate CEMC.

The above personnel will make the determination to consult with the Chief Administrative Officer (CAO), and to activate the system. The Fire Chief/CEMC or designate will notify City of Windsor Fire Dispatch to start the manual notification procedure or will utilize the Everbridge Mass Notification System to alert the CCG members.

Upon being notified, it is the responsibility of all CCG officials to implement their own internal notification procedures to notify their required support staff and volunteer organizations. Where a threat of an impending emergency exists, the CCG will be notified and placed on standby.

**Note\*\*\* The Emergency Telecommunications Coordinator will be notified anytime the CCG is notified to ensure the Emergency Corporate Radio System (CRS) Information Technology and telecommunications plan is implemented.\*\*\***

Town of Amherstburg Subordinate Plans annexed to this plan may be implemented anytime in whole or in part as required.

Contacts of CCG members and Alternates are contained within **Annex “A”**

### **a) Requests for Assistance**

Assistance or Support may be requested from the County of Essex at any time by contacting the County Warden through the Essex County Community Emergency Management Coordinator, or neighboring Municipality, and contacting the Mayor of the said Municipality. The request shall not be deemed to be a request that the County or neighboring Municipality assume authority and control of the emergency.

Assistance may also be requested from the Province of Ontario at any time without any loss of control or authority. Requests for provincial assistance should be made through OFMEM through the Provincial Emergency Operations Centre (PEOC).

The Emergency notification contact list, including contact numbers for requesting assistance, is included in **Annex A**.

### **b) A Declared Community Emergency**

The Mayor or Acting Mayor of the Town of Amherstburg as the Head of Council is responsible for declaring an emergency. This decision is usually made in consultation with other members of the CCG & guided by information and considerations contained in **Annex F**.

Upon declaring an emergency, the Mayor will notify:

- OFMEM, Ministry of the Solicitor General, Ontario;
- Town Council;
- County Warden, as appropriate;
- Public;
- Neighboring community officials, as required (both Canadian and US);
- Local Member of the Provincial Parliament (MPP);
- Local Member of Parliament (MP).

A community emergency may be terminated at any time by:

- Mayor or Acting Mayor; or
- Town Council; or
- Premier of Ontario.

When terminating an emergency, the Mayor will notify:

- OFMEM, Ministry of Solicitor General Ontario;
- Town Council;
- County Warden, as appropriate;
- Public;
- Neighboring community officials, as required (both Canadian and US);
- Local Member of the Provincial Parliament (MPP);
- Local Member of Parliament (MP).

## **PART E: COMMUNITY CONTROL GROUP**

### ***a) Emergency Operations Centre (EOC)***

The CCG will report to the Municipal Emergency Operations Centre located at 99 Thomas Road. In the event this Operation Centre cannot be used, then the alternate location will be the Lasalle Municipal Building, 5950 Malden Road, Lasalle, Ontario. In the event of an incident requiring a more distant out-of-Town alternate EOC this will be the County of Essex Civic Centre, 360 Fairview Road, Essex, Ontario. The CCG may at the discretion of the Mayor utilize virtual tools.

### ***b) Community Control Group (CCG)***

The EOC will be directed and controlled by the Community Control Group (CCG) - a group of officials who are responsible for coordinating the provision of the essential services necessary to minimize the effects of an emergency on the community.

The CCG consists of the following officials:

- Mayor or Acting Mayor
- CAO or Alternate
- Community Emergency Management Coordinator (CEMC) or Alternate
- Police Chief or Alternate
- Fire Chief or Alternate
- Director of Engineering & Public Works or Alternate
- Director of Planning, Development and Legislative Services or Alternate
- Director of Corporate Services or Alternate
- Municipal Clerk/Emergency Information Officer or Alternate
- Manager of Information Technology/designated Corporate Telecommunications Coordinator or Alternate
- Medical Officer of Health or Alternate
- Social Services Manager Housing Support Services or Alternate
- Emergency Medical Services (EMS) Representative or Alternate
- Electrical/Water Utility Representatives ( Ontario Clean Water Agency (OCWA) Essex Power/Hydro One) or Alternates

## **Additional personnel called or added to the CCG, at any time, may include:**

- Tourism Coordinator
- CEMC Administrative Assistant
- Town of Amherstburg Departments & units required
- OFMEM Ontario Representative;
- Ontario Provincial Police Representative;
- Liaison staff from provincial ministries;
- Any other officials, experts or representatives from the public or private sector as deemed necessary by the CCG.

The CCG may function with only a limited number of persons depending upon the emergency. While the CCG may not require the presence of all the people listed as members of the control group, all members of the CCG must be notified of the EOC activation.

### ***c) Operating Cycle***

Members of the CCG will gather at regular intervals during the emergency to inform each other of actions taken and problems encountered. The Community Emergency Management Coordinator (CEMC) will establish the frequency of meetings and agenda items. Meetings will be kept as brief as possible and may be by electronic conferencing when appropriate and available thus allowing members to carry out their individual responsibilities. The CEMC Administrative Assistant will maintain a status board and maps which will be prominently displayed and kept up to date at the EOC and within the Community Control Group Responsibilities

The members of the Community Control Group (CCG) are likely to be responsible for the following actions or decisions:

- Calling out and mobilizing their service, agency, personnel and equipment;
- Ensuring their alternates and staff are properly trained for involvement;
- Coordinating and directing their service and provide any actions necessary for the mitigation of the effects of the emergency, provided they are not contrary to law;
- Determining if the location and composition of the CCG as appropriate;
- Advising the Mayor as to whether the declaration of an emergency is recommended;
- Advising the Mayor on the need to designate all or part of the Town as an emergency area;
- Ensure an Incident Commander is appointed;
- Provide support to the Emergency site(s) by offering equipment, staff and resources, as required;
- Ordering, coordinating and/or overseeing the evacuation or sheltering of inhabitants considered to be in danger;
- Discontinuing utilities or services provided by public or private enterprise, i.e. hydro, water, gas, closing down a shopping plaza/mall;
- Arranging for services and equipment from local agencies not under community control i.e. private contractors, industry, volunteer agencies, service clubs;
- Notifying, requesting assistance from and/or liaison with various levels of government and any public or private agencies not under community control, as considered necessary;

- Determining if additional volunteers are required and if appeals for volunteers are warranted;
- Determining if additional transport is required for evacuation or transport of persons and/or supplies;
- Ensuring that pertinent information regarding the emergency is promptly forwarded to the Emergency Information Officer and 211 Manager, for dissemination to the media and public;
- Determining the need to establish advisory groups and/or sub- committees/working groups for any aspect of the emergency including recovery;
- Authorizing expenditure of money required for dealing with the emergency;
- Notifying the service, agency or group under their direction, of the termination of the emergency;
- Maintaining a log outlining decisions made and actions taken, and submitting a summary of the log to the **Community Emergency Management Coordinator (CEMC) within two (2) weeks** of the termination of the emergency, as required;
- Participating in the debriefing following the emergency.
- Consider applications for ODRAP and taking actions as required.

**d) *Relationship between CCG and Emergency Site Incident Commander (IC):***

- Depending on the nature of the emergency, and once the site IC has been assigned, the CCG relationship with the IC is to offer support with equipment, staff and other resources as required, and to approve the incident action plan along with approving extraordinary expenditures in accordance with the municipal procurement policy.
- The CCG will also ensure that the rest of the community maintains municipal services where possible.

**e) *Relationship between Emergency Site IC, and command and control structures of emergency responders***

- The senior representative for each emergency responder agency (police, fire, EMS, public works) at the site will consult with the Site IC, so as to offer a coordinated or “Unified and effective response”. Regular briefings will be held at the site and chaired by the Site IC, so as to establish the manner and process by which response to the emergency will be provided.
- The Site IC will communicate the Incident Action plan to the CCG
- In Accordance with IMS protocols and processes, maintain a log (s) of decisions and actions utilizing appropriate forms



## **PART F: EMERGENCY RESPONSE SYSTEM**

### ***A) The individual responsibilities of the Community Control Group:***

#### **1. Mayor or Acting Mayor**

The Mayor or Acting Mayor is responsible for:

- Provide overall leadership for the CCG;
- Declare an emergency within the designated area;
- Declare that the emergency has terminated (Note: Council may also terminate the emergency);
- Notify the OFMEM Ontario, Ministry of the Solicitor General of the declaration of the emergency, and termination of the emergency;
- Ensure the members of council are advised of the declaration and termination of an emergency, and are kept informed of the emergency situation.
- Notify the local Member of the Provincial Parliament and Local Member of Parliament.

#### **2. Chief Administrative Officer (CAO) or Alternate**

The Chief Administrative Officer for the Town of Amherstburg is responsible for:

- Activate the emergency notification system, in consultation with the Fire Chief/CEMC, through City of Windsor Fire Dispatch Centre or Everbridge Mass Notification System and ensuring all members of the CCG are notified;
- Chair or delegate the CCG management cycles;
- Advise the Mayor on policies and procedures, as appropriate;
- Approve, in conjunction with the Mayor, major announcements and media releases prepared by the Emergency Information Officer and 211 Centre briefing notes made in consultation with the CCG;
- Coordinate in conjunction with the Social Services Representative for the use of Town Recreational Centres/other buildings for Reception centres/ Evacuations and visitors.
- Ensure a secure, voice and data wireless or fibre optic communication link is established for the CCG by Manager of Information Technology.
- Call out additional Town staff to provide assistance, as required.
- Maintain a log outlining decisions made and actions taken, and submitting a summary of the log to the **Community Emergency Management Coordinator (CEMC) within two (2) weeks** of the termination of the emergency, as required;
- Participate in the debriefing following the emergency.

### **3. Community Emergency Management Coordinator or Alternate**

The Community Emergency Management Coordinator (CEMC) is responsible for:

- Consultation with the CAO/Mayor regarding the need to activate the EOC and Notify the CCG
- Activate the emergency notification system through the City of Windsor Fire Dispatch Centre Dispatch Centre or the Everbridge Notification system;
- Activate and arrange the Municipal Emergency Operations Centre;
- Ensure suitable back-up facilities and Tools are available & designated should the primary EOC not be available or suitable to be activated.
- Ensure that security is in place for the EOC and registration of CCG members;
- Provide all members of the CCG with the necessary plans, resources, supplies, maps, radios and equipment;
- Provide advice and clarifications about the implementation details of the Emergency Response Plan;
- Supervise the designated Emergency Telecommunications Coordinator;
- Provide liaison with community support agencies
- Ensure that the operating cycle is met by the CCG and related documentation is maintained and kept for future reference;
- Address any action items that may result from the activation of the Emergency Response Plan and keeping CCG informed of implementation needs;
- Maintain the records and logs for the purpose of debriefings and post- emergency reporting that will be prepared.
- Provide the CCG with the appropriate clerical staff (Scribes) from all Town of Amherstburg Departments.

### **4. Police Chief or Alternate**

The Police Chief is responsible for:

- Activate the emergency notification system, in consultation with the Fire Chief/CEMC, through City of Windsor Fire Dispatch Centre or Everbridge system and ensuring all members of the CCG are notified;
- Ensure the protection of life and property and the provision of law and order;
- Notifying necessary emergency and community services, as required;
- Establish a site command post with redundant and secure, voice and data wireless or fibre optic communications to the EOC;
- Depend on the nature of a police emergency, assign a Site incident commander and site command post and inform the CCG;
- Establish an ongoing redundant and secure, voice and data wireless communications link with the senior police official at the scene of the emergency;
- Establish the inner perimeter within the emergency area;
- Establish the outer perimeter in the vicinity of the emergency to facilitate the movement of emergency vehicles and restrict access to all but essential emergency personnel;
- Provide traffic control staff to facilitate the movement of emergency vehicles;
- Alert persons endangered by the emergency and coordinating evacuation procedures;

- Open evacuation centres in collaboration with the Social Services Representative;
- Provide liaison with the Social Services Representative regarding the establishment and operation of evacuation and reception centres;
- Provide police service in EOC, evacuation centres, morgues, and other facilities, as required;
- Notify the coroner of fatalities;
- Provide liaison with other community, provincial and federal police agencies, as required;
- Maintain a log outlining decisions made and actions taken, and submitting a summary of the log to the **Community Emergency Management Coordinator (CEMC) within two (2) weeks** of the termination of the emergency, as required;
- Participate in the debriefing following the emergency.

## 5. Fire Chief or Alternate

The Fire Chief is responsible for:

- Activate the emergency notification system, in consultation with the CAO or other CCG member through the Dispatch Centre City of Windsor Fire Dispatch Centre or Everbridge System;
- Provide the CCG with information and advice on firefighting, rescues and hazardous materials or other public safety matters;
- Establish a site command post with redundant and secure, voice and data wireless communications to the EOC;
- Depending on the nature of the emergency, assigning the Site Incident Commander and a command post and inform the CCG;
- Establish an ongoing communications link with the senior fire official at the scene of the emergency;
- Inform the Mutual Aid Fire Coordinator and/or initiating mutual aid arrangements for the provision of additional firefighters and equipment, if needed;
- Determine if additional or special equipment is needed and recommending possible sources of supply, e.g., breathing apparatus, protective clothing;
- Provide assistance to other community departments and agencies and being prepared to take charge of or contribute to non-firefighting operations if necessary, e.g., rescue, first aid, casualty collection, evacuation;
- Provide an Emergency Site Manager, if required.
- Maintain a log outlining decisions made and actions taken, and submitting a summary of the log to the **Community Emergency Management Coordinator (CEMC) within two (2) weeks** of the termination of the emergency, as required;
- Participate in the debriefing following the emergency.

## 6. Director of Engineering & Public Works or Alternate

*(Areas of Responsibility: Environmental Protection, Roads & Fleet Services, Public Works Operations, Engineering)*

The Director of Engineering & Public Works is responsible for:

- Activate the emergency notification system, in consultation with the Fire Chief, through Windsor Fire Dispatch Centre or Everbridge system and ensuring all members of the CCG are notified;
- Provide the CCG with information and advice on engineering and public works matters;
- Depending on the nature of the emergency, assigning the Site incident commander (s) and informing the CCG;
- Establish an ongoing redundant and secure, voice wireless communications link with the senior public works official at the scene of the emergency;
- Provide liaison with the public works representative from the neighboring community(s) to ensure a coordinated response;
- Provide traffic emergency routes and ensure signalization is maintained in consultation with Police, Fire, and EMS
- Coordinate the acquisition, distribution and scheduling of various modes of transport (i.e. public transit, school buses, trains, boats, trucks and airplanes) for the purpose of transporting persons and/or supplies, as required, by members of the CCG and the support and advisory staff;
- Procure staff to assist, as required;
- Ensure that records are maintained of drivers and operators involved.
- Provide provision of engineering assistance;
- Provide construction, maintenance and repair of roads;
- Provide maintenance of sanitary sewage
- Provide equipment for emergency pumping operations.
- Discontinue any public works service to any resident, as required, and restoring these services when appropriate;
- Ensure liaison with public utilities to disconnect any service representing a hazard and/or to arrange for the provision of alternate services or functions;
- Provide public works vehicles and equipment as required by any other emergency services;
- Ensure liaison with the conservation authority regarding flood control, conservation and environmental matters and being prepared to take preventative action.
- Coordinate with the Parks & Facilities Representative for the use of tools, machinery, or vehicles that may be required.
- Maintain a log outlining decisions made and actions taken, and submitting a summary of the log to the **Community Emergency Management Coordinator (CEMC) within two (2) weeks** of the termination of the emergency, as required;
- Participate in the debriefing following the emergency.

## 7. Director of Planning, Development and Legislative Services or Alternate

(Areas of responsibility: Town Solicitor, Licensing and Enforcement, Building Services, Planning Services,)

The Director of Planning, Development and Legislative Services is responsible for:

- Activate the emergency notification system, in consultation with the Fire Chief/CEMC, through the City of Windsor Fire Dispatch Centre or Everbridge System.
- Provide liaison, communication and support between the CEMC, CAO, Mayor and the Managers of services reporting to him/her.
- Provide legal counsel as required.
- Maintain a log outlining decisions made and actions taken, and submitting a summary of the log to the **Community Emergency Management Coordinator (CEMC) within two (2) weeks** of the termination of the emergency, as required;
- Participating in the debriefing following the emergency.

## 8. Director of Corporate Services or Alternate

(Areas of responsibility: Finance, Information Technology, and Human Resources)

The Director of Corporate Services/Treasurer is responsible for:

- Activate the emergency notification system, in consultation with the Fire Chief/CEMC, through the City of Windsor Fire Dispatch Centre or Everbridge System.
- Provide liaison, communication and support between the CEMC, CAO, Mayor and the Managers of services reporting to him/her.
- Provide information and advice on financial, technology and human resource matters as they relate to the emergency;
- Maintain a log outlining decisions made and actions taken, and submitting a summary of the log to the **Community Emergency Management Coordinator (CEMC) within two (2) weeks** of the termination of the emergency, as required.
- Participating in the debriefing following the emergency.

## 9. Emergency Information Officer (Municipal Clerk/Risk Manager) or Alternate

The Emergency Information Officer (Municipal Clerk/Risk Manager) is responsible for:

- Activate the emergency notification system, in consultation with the Fire Chief/CEMC, through the City of Windsor Fire Dispatch Centre or Everbridge System;
- Ensure that the Town of Amherstburg Tourism Coordinator will act as the Emergency Information Officer's Spokesperson during an emergency. The Emergency Information Officer is responsible for the creation and dissemination of news and information to the public and the media under the supervision of the C.A.O. A detailed Emergency Information Plan is included in Part O.
- Ensure a media centre is established in a designated location when required.
- Conduct Media Briefings and liaise with other Communications coordinating groups and agencies including 211.
- Provide the CCG with considerations of risk management relative to the Corporation.
- Upon direction by the Mayor, Town Clerk's/council services will ensure that all councilors

- are advised of the declaration and termination of declaration of the emergency;
- Upon direction by the Mayor, Town Clerk's/council services will arrange special meetings of Council, as required, and advising members of Council of the time, date, and location of the meetings;
- Maintain a log outlining decisions made and actions taken, and submitting a summary of the log to the **Community Emergency Management Coordinator (CEMC) within two (2) weeks** of the termination of the emergency, as required;
- Participate in the debriefing following the emergency;

#### **10. Manager of Information Technology/ Designated Corporate Telecommunications Coordinator or Alternate**

The Information Technology Manager is responsible for:

- Activate the emergency notification system, in consultation with the Fire Chief/CEMC, through the City of Windsor Fire Dispatch Centre or Everbridge system.
- Establish and maintaining redundant and secure, voice and data wireless communications links, using the Corporate Technology Infrastructure (CTI) within the EOC and all CCG members requiring such service;
- Fulfill the role of Corporate Telecommunications Coordinator or alternate, provide training and advice on any radio and other telecommunications matters;
- Participate in Developing and updating the Emergency Corporate Radio System (CRS) and Telecommunications Plan
- Liaise with and provide direction to the Amateur Radio Emergency Radio (ARES) Telecommunications Coordinator;
- Assist the community control group by providing access to the corporate applications required for use during the emergency including but not limited to:
  - Email
  - Internet
  - Cable/Satellite Television Services
  - Virtual Tools
  - GIS
  - Facility and equipment data
  - Projection capability for any required information.
- Liaison and cooperation with the Emergency Telecommunications Coordinator if not designated
- Coordinate telephone and data communications that may be required;
- Assist with acquiring any GIS mapping and services that may be used by the community control group;
- Maintain a log outlining decisions made and actions taken, and submitting a summary of the log to the **Community Emergency Management Coordinator (CEMC) within two (2) weeks** of the termination of the emergency, as required;
- Participating in the debriefing following the emergency;

## 11. Medical Officer of Health or Alternate

*(Areas of Responsibility: Public Health)*

The Medical Officer of Health is responsible for:

- Act as a coordinating link for all emergency health services at the CCG;
- Provide liaison with the Ontario Ministry of Health and Long Term Care, Public Health Branch;
- Provide liaison with area hospital administrators if required;
- Depending on the nature of the emergency, assigning the Site Incident Commander and informing the CCG;
- Establish an ongoing redundant and secure, voice wireless communications link with the senior health official at the scene of the emergency;
- Provide liaison with the ambulance service representatives;
- Provide advice on any matters, which may adversely affect public health;
- Provide authoritative instructions on health and safety matters to the public through the Emergency Information Officer;
- Coordinate the response to disease related emergencies or anticipated emergencies such as epidemics, according to Ministry of Health and Long Term Care policies;
- Assist in the provision of coordination of care of bed-ridden citizens and invalids at home and in evacuation centers during an emergency;
- Provide liaison with voluntary and private agencies, as required, for augmenting and coordinating public health resources;
- Provide coordination of all efforts to prevent and control the spread of disease during an emergency;
- Notify the Water Division (OCWA) Representative regarding the need for potable water supplies and sanitation facilities;
- Provide liaison with Social Services Representative on areas of mutual concern regarding health services in reception/evacuation centres.
- Maintain a log outlining decisions made and actions taken, and submitting a summary of the log to the **Community Emergency Management Coordinator (CEMC) within two (2) weeks** of the termination of the emergency, as required;
- Participate in the debriefing following the emergency.

## 12. Social Services - Manager of Housing Support Services (City of Windsor) or Alternate

*(Areas of Responsibility: Social Development, Ontario Works, Housing & Children's Services, Health and Long Term Care Facilities)*

The Social Services Representative is responsible for:

- Ensure the well-being of residents who have been displaced from their homes by arranging emergency lodging, clothing, feeding, registration and inquiries and personal services;
- Supervise the opening and operation of temporary and/or long-term Reception/Evacuation centres, and ensuring they are adequately staffed;
- Liaison with other CCG members as necessary, to create a plan to assist with selection,

preparation, establishment and operation of reception/evacuation centre(s), which can be opened on short notice;

- Establish an ongoing redundant and secure, voice wireless communications link with the official at the scene of the emergency;
- Liaise with the Medical Officer of Health on areas of mutual concern regarding operations in reception/evacuation centres;
- When a facility has been selected to serve as an evacuation center that has previously been designated as a shelter site, will ensure that one or more representative of that facility have been contacted and are prepared to meet Town/City of Windsor Community Development and Health Services Staff (CDHS), and Community partner staff at site. Those representatives will be available to provide assistance with respect to maintenance, use and operation of facility throughout duration of emergency.
- Liaison with Red Cross in making arrangements for meals for evacuees, CDHS staff/Community Partners at the reception/evacuation centre(s) as required
- Provide liaison with LTC Homes and Homes for the Aged and Nursing Homes as required;
- Make arrangements for meals for the staff/volunteers at the evacuation centres as required
- Maintain a log outlining decisions made and actions taken, and submitting a summary of the log to the **Community Emergency Management Coordinator (CEMC) within two (2) weeks** of the termination of the emergency, as required;
- Participate in the debriefing following the emergency.

### 13. Emergency Medical Services (EMS) Representative or Alternate

The Emergency Medical Services Representative is responsible for:

- Activate the emergency notification system, in consultation with the Fire Chief/CEMC, through the Dispatch Centre City of Windsor Fire Dispatch Centre or Everbridge system
- Provide emergency medical services at the emergency site(s);
- Depending on the nature of the emergency, assigning the Site IC and informing the CCG;
- Establish an ongoing redundant and secure, voice wireless communications link with the senior EMS official at the scene of the emergency;
- Obtain EMS from other municipalities for support, if required;
- Provide triage at the site;
- Advise the CCG if other means of transportation is required for large scale response;
- Liaise with the Ministry of Health and Long Term Care Central Ambulance Communications Centre to ensure balanced emergency coverage is available at all times throughout the community;
- Provide liaison with the receiving hospitals;
- Provide liaison with the Medical Officer of Health, as required;
- Maintain a log outlining decisions made and actions taken, and submitting a summary of the log to the **Community Emergency Management Coordinator (CEMC) within two (2) weeks** of the termination of the emergency, as required;
- Participate in the debriefing following the emergency.



#### 14. (a) Utility Representatives – Electricity/ Water

OCWA/Essex Power/Hydro One Representatives is responsible for:

- Monitor the status of power outages and customers without water services
- Provide updates on power outages, as required;
- Provide liaison with the public works representative;
- Establish an ongoing redundant and secure, voice wireless communications link with the senior official at the scene of the emergency;
- May provide assistance with accessing generators for essential services, or other temporary power measures;
- Maintain a log outlining decisions made and actions taken, and submitting a summary of the log to the **Community Emergency Management Coordinator (CEMC) within two (2) weeks** of the termination of the emergency, as required;
- Participate in the debriefing following the emergency.

#### 14. (b) Manager of Environmental Services/(OCWA) is responsible for:

- Provide maintenance of water systems;
- Provide liaison with the fire chief concerning emergency water supplies for firefighting purposes;
- Provide emergency potable water, supplies and sanitation facilities to the requirements of the Medical Officer of Health;
- Provide liaison with the public works representative;
- Discontinue any water services to any building, as required, and restoring the services when appropriate;
- Maintain a log outlining decisions made and actions taken, and submitting a summary of the log to the **Community Emergency Management Coordinator (CEMC) within two (2) weeks** of the termination of the emergency, as required;
- Participate in the debriefing following the emergency.

#### ***B) Additional Support and Advisory Staff required to assist and fulfill alternate roles;***

The following staff may be required to provide support, logistics, relief and advice to the CCG:

##### 1. Executive Assistant to the CAO & Mayor

The Executive Assistant to the CAO or Alternate will be responsible for:

- Coordination in assisting CAO and Mayor
- Assist the CAO with liaison and coordination with the Emergency Information Coordinator and the Citizen Inquiry Supervisor (211 Manager/supervisor).
- Upon direction of Mayor and CAO, provide advice and contact support staff to assist in duties consistent with decisions of the Community Control Group
- Perform Scribe duties for the CAO and Mayor including; maintaining a log outlining

decisions made and actions taken, and submitting a summary of the log to the **Community Emergency Management Coordinator (CEMC) within two (2) weeks** of the termination of the emergency, as required.

## 2. Chief Building Official

The Chief Building Official will be responsible for:

- Coordinating building inspection personnel to advise emergency services and the Community Control Group on the structural safety of buildings;
- Issuing any required building/demolition permits to property owners during or following the emergency;
- Providing any other technical expertise to the Community Control Group regarding construction of buildings as required;
- Providing any required staff and equipment for assisting emergency responders at the emergency site or anywhere else in the municipality

## 3. Treasurer or Alternate

*(Areas of Responsibility: Finance, Purchasing, Asset Management)*

The Treasurer is responsible for:

- Providing oversight for the service areas reporting to him/her;
- Providing information and advice on financial, purchasing and asset management matters as they relate to policy & the emergency;
- Provide liaison, if necessary, with the Treasurers of neighboring communities;
- Ensure a process and policy is implemented for Emergency Procurement;
- Ensure that records of expenses are maintained for future claim purposes;
- Ensuring the prompt payment and settlement of all the legitimate invoices and claims incurred during an emergency;
- Maintaining a log outlining decisions made and actions taken, and submitting a summary of the log to the **Community Emergency Management Coordinator (CEMC) within two (2) weeks** of the termination of the emergency, as required;

## 4. Manager of Human Resources or Alternate

The Manager of Human Resources or Alternate is responsible for:

- Coordinating and processing requests for human resources;
- Coordinating offers of, and appeals for, volunteers with the support of the CCG;
- Selecting the most appropriate site(s) for the registration of human resources;
- Ensuring records of human resources and administrative detail, that may involve financial liability, are completed;
- Ensuring that a Volunteer Registration Form is completed, when volunteers are involved and a copy of the form is retained for Town records;
- Ensuring identification cards are issued to volunteers and temporary employees, where practical;
- Arranging for transportation of human resources to and from site(s);
- Obtaining assistance, if necessary, from Human Resources Development Canada, as well

as other government departments, public and private agencies and volunteer groups.

- Maintaining a log outlining decisions made and actions taken, and submitting a summary of the log to the **Community Emergency Management Coordinator (CEMC) within two (2) weeks** of the termination of the emergency, as required;

## **5. 211 Manager/Supervisor or Alternate**

The 211 Manager/Supervisor is responsible for:

- The dissemination of information to the public (as the Citizen Inquiry Supervisor) under the supervision of the C.A.O and in consultation with the emergency information officer;
- Ensuring timely and accurate information is available to the public in the interest of public safety;
- Will be notified to provide this support function at the CCG at the onset of the emergency.
- Adhere to the Emergency Information Plan included in Part O

## **6. GIS Coordinator or Alternate**

The GIS Coordinator or Alternate is responsible for:

- Ensuring Geomatics services are available in the EOC for the CCG

## **7. Manager of Roads and Fleet**

The Manager of Roads and Fleet is responsible for:

- Providing the CCG with information and advice on public works matters;
- Establishing an ongoing redundant and secure, voice wireless communications link with the senior public works official at the scene of the emergency;
- Provide liaison with the public works representative from the neighbouring community(s) to ensure a coordinated response;
- Provide traffic emergency routes and signalization is maintained in consultation with Police, Fire, and EMS
- Provide emergency construction, maintenance and repair of Town roads;
- Discontinuing any public works service to any resident, as required, and restoring these services when appropriate;
- Ensuring liaison with the conservation authority regarding flood control, conservation and environmental matters and being prepared to take preventative action.
- Providing public works vehicles and equipment as required by any other emergency services;
- Coordinating the acquisition, distribution and scheduling of various modes of transport (i.e. public transit, school buses, trains, boats, trucks and airplanes) for the purpose of transporting persons and/or supplies, as required, by members of the CCG and the support and advisory staff

## **8. Manager of Parks and Naturalized Areas**

The Manager of Parks and Naturalized Areas is responsible for:

- Ensuring liaison with public utilities to disconnect any service representing a hazard and/or

to arrange for the provision of alternate services or functions;

- Coordinate with the Facilities Representative for the use of tools, machinery, or vehicles that may be required.

## **9. Manager of Environmental Services**

The Manager of Environmental Services is responsible for:

- Providing the CCG with information and advice on Environmental Services matters;
- Establishing an ongoing redundant and secure, voice wireless communications link with the Director of Engineering and Public Works and officials at the scene of the emergency;
- Provide liaison with the Utilities representative (Essex Power, OCWA etc.) and from the neighboring community(s) to ensure a coordinated response;
- Provide maintenance of sanitary sewage;
- Providing equipment for emergency pumping operations.
- Ensuring liaison with the conservation authority regarding flood control, conservation and environmental matters and being prepared to take preventative action.
- Coordinate with Medical Officer of Health regarding Drinking Water issues in accordance with the Drinking Water Emergencies Plan Annex W;
- Providing equipment for emergency Potable Water operations.

## **10. Manager of Municipal Facilities**

The Manager of Municipal Facilities is responsible to:

- Coordinate with the recreation and social services Representatives to facilitate reception/evacuation centres.
- Provide advice to CCG and CEMC on suitable facilities and uses required by the management of the emergency

## **11. Essex County Community Emergency Management Coordinator or Alternate**

The Essex County Community Emergency Management Coordinator will assist the CCG with the coordination of any County resources that may be required and to keep neighboring communities informed of essential information that may be relevant for their own preparedness and safety.

## **12. City of Detroit Homeland Security Director or Alternate**

The Homeland Security Director will assist the CCG with the coordination of any Detroit/Michigan resources that may be required and to keep the U.S. communities informed of essential information that may be relevant for their own preparedness and safety.

### **13. Greater Essex County District School Board, Windsor Essex Catholic District School Board**

The school boards, local community centres, and other facilities that have been identified are responsible for:

- Providing any school (as appropriate and available) for use as an evacuation or reception centre and a representative(s) to co-ordinate the maintenance, use and operation of the facilities being utilized as evacuation or reception centres;
- Provide liaison with the municipality as to protective actions to the schools (i.e., implementing school stay in place procedure and implementing the school evacuation procedure);
- Maintaining a log outlining decisions made and actions taken, and submitting a summary of the log to the **Community Emergency Management Coordinator (CEMC) within two (2) weeks** of the termination of the emergency, as required

### **14. Hospital Administrators throughout the County and City of Windsor**

The Hospital Administrators are responsible for:

- Implementing the hospital emergency plan;
- Ensuring that all hospitals provide adequate site security;
- Provide liaison with the Medical Officer of Health and local ambulance representatives with respect to hospital and medical matters, as required;
- Evaluating requests for the provision of medical site teams/medical triage teams;
- Provide liaison with the Ministry of Health, Long Term Care, and Community Care Access Centre as appropriate.

### **15. Long-Term Care Administrators or Alternate: Will be required to assist with long-term care facilities.**

### **16. Other Agencies**

In an emergency, many agencies may be required to work with the CCG. Others might include Ontario Provincial Police, the Office of the Fire Marshal and Emergency Management (OFMEM), industry, volunteer groups, conservation authorities, and provincial ministries.

Those who become involved may be required to maintain a log outlining decisions made and actions taken, and submitting a summary of the log to the **Community Emergency Management Coordinator (CEMC) within two (2) weeks** of the termination of the emergency, as required.

## **PART G: EMERGENCY CORPORATE RADIO SYSTEM (CRS) AND TELECOMMUNICATONS PLAN**

### **1.0 INTRODUCTION**

Upon implementation of the Emergency Response Plan, it will be important to ensure that communications are established between the emergency site(s) and the EOC. Also, communications may be required at various locations including evacuation/reception centres, hospitals, and other key responding agencies.

Past disasters in Canada and the US have demonstrated that cellular networks and other public systems and even the normal fixed telephone system, become rapidly overloaded and cannot be relied upon for critical communications between emergency management personnel. In addition, the public telephone network can be disrupted by the emergency itself.

In any major emergency the ability to effectively communicate between various emergency services and their Command Centers, relief organizations and evacuation facilities and with the Emergency Operations Center (EOC) becomes crucial. The most disaster resistant communications tool available to the Town is a Radio System which is designed to Public Safety standards.

In a major emergency, in addition to the normal users of the Corporate Radio System, a number of other entities will be using the radio system, either as a prime communications tool or as a backup in the event of a failure of the public telephone system or of email. In addition, it can be expected that the traffic of the Radio system from its normal users (such as, but not limited to, Police, Fire and ambulance) will increase significantly, as will the use of 9-1-1 and the 211 centre.

### **2.0 AIM**

The aim of this *Radio and Telecommunications Emergency Response Plan* is to provide both operational staff and administrative staff with a tool to help maximize the efficiency of communications in a major emergency.

### **3.1 EMERGENCY RADIO AND TELECOMMUNICATIONS MEASURES TO BE IN PLACE AT ALL TIMES**

In order to be able to meet the communications needs of a major emergency the following equipment in the quantities stated should be set aside by the designated Emergency Telecommunications Coordinator and the Town Service Provider (Kelcom) and be dedicated solely to major emergency use:

- Non mission critical radios for EOC participants 6
- Additional Fire mission critical radios 6
- Additional non mission critical radios for other Town of Amherstburg departments 10
- Headsets 6
- Additional radio batteries 22
- Additional radio battery chargers 22

All of the above Corporate radio system equipment shall be checked for full serviceability by the Emergency Telecommunications Coordinator and the Service Provider on at least a monthly basis, including checking that the appropriate current channels and talk groups are programmed. The amateur emergency radio station should be similarly checked by the Amateur Radio Emergency Radio (ARES) Telecommunications Coordinator.

Plans are to be made for the rapid distribution of all emergency radio equipment. This plan should include brief operating instructions and the emergency radio channels to be used by each group.

Plans are to be made for the rapid cooperation on radio matters with adjacent jurisdictions including Detroit and Michigan and with the RCMP and OPP and The City of Windsor. This plan should include brief operating instructions and the emergency radio channels to be used by each group.

The Emergency Telecommunications Coordinator shall inform all users and potential users on a quarterly basis of the availability of this dedicated emergency radio equipment. Concurrently, the radio distribution plan should be circulated. Emergency communications training exercises and major event participants may use this equipment. Any weakness or discrepancies in the emergency radio equipment thus identified will then be corrected.

### **4.0 EMERGENCY RADIO AND TELECOMMUNICATIONS MEASURES TO BE TAKEN WHEN AN EMERGENCY EXISTS BUT HAS NOT YET BEEN DECLARED**

The Emergency Telecommunications Coordinator shall inform the service provider and all users and potential users that an Emergency could be declared in the immediate future and will circulate the distribution plan and user instructions by e-mail. All emergency radio equipment will be put on charge. All accessories shall be checked.

## **5.1 EMERGENCY PLAN FOR THE CORPORATE RADIO SYSTEM AND FOR TELECOMMUNICATIONS**

Upon implementation of the Emergency Response Plan, it will be important to ensure that communications are established between the emergency site(s) and the EOC. Also, communications may be required at various locations including evacuation centres, hospitals, and other key responding agencies. The radio communications responsibilities of the Community Control Group are given below.

Members of the CCG will gather at regular intervals during the emergency to inform each other of actions taken and problems encountered. Meetings will be kept as brief as possible and may be by electronic conferencing when appropriate.

## **5.2 THE EMERGENCY TELECOMMUNICATIONS COORDINATOR**

The Manager of Information Technology or Alternate as the designated Emergency Telecommunications Coordinator has the prime responsibility for emergency radio telecommunications during a declared emergency, with the assistance of the Amateur Radio & Emergency Radio Telecommunications Coordinator.

Other specific responsibilities are:

- Establish and maintain appropriate voice communications links, using the Corporate Radio System (CRS) infrastructure with the EOC and all CCG members requiring such service;
- Issue and maintain CRS radios to all CCG members requiring them
- Establish appropriate radio interoperability with all relevant adjacent municipalities and with other Emergency services, making use of the interoperability plan;
- Ensure that the radios issued have the appropriate talk groups;
- In conjunction with the alternate, providing training and advice on any radio and other telecommunications matters;
- Update the Emergency CRS and Telecommunications Plan;
- Liaise with and direction to the Amateur Radio Emergency Radio (ARES) Telecommunications Coordinator.

The Emergency Telecommunications Coordinator is part of the initial Emergency Notification Procedure who in turn will call upon his contacts for further communications support, as required.

The Emergency Telecommunications Office is located in the EOC. It should be equipped with portable hand radios, battery back-up, two-way radio with the necessary channels to communicate with Police, Fire, EMS and the Ontario Fire Marshal. Communications between the EOC and the other responding agencies, if necessary will be with this assistance.



### **5.3 THE INDIVIDUAL COMMUNICATIONS RESPONSIBILITIES OF THE OTHER MEMBERS OF THE COMMUNITY CONTROL GROUP:**

#### **CHIEF ADMINISTRATIVE OFFICER OR ALTERNATE**

The Chief Administrative Officer for the Town of Amherstburg is responsible for:

- Ensuring that voice (and where appropriate data) wireless communication links are established between the CCG, with the resources and policies established.

#### **POLICE CHIEF OR ALTERNATE**

The Police Chief is responsible for:

- Activating the emergency notification system, in consultation with the Fire Chief.
- Establishing a site command post with voice (and where appropriate data) wireless communications to the EOC;
- Establishing an ongoing voice (and where appropriate data) wireless communications link with the senior police official at the scene of the emergency consistent with the resources and policies established by the Emergency Telecommunications Coordinator.

#### **FIRE CHIEF OR ALTERNATE**

The Fire Chief is responsible for:

- Activating the emergency notification system.
- Establishing a site command post with appropriate ongoing voice,(and data if required) wireless communications with the EOC using the plan developed and distributed by the Emergency Telecommunications Coordinator
- Establishing an ongoing voice (and where appropriate data) wireless mobile communications link with the senior officials' command vehicles consistent with the resources and policies established by the Emergency Telecommunications Coordinator

#### **COMMUNITY EMERGENCY MANAGEMENT COORDINATOR OR ALTERNATE**

The Community Emergency Management Coordinator (CEMC) is responsible for:

- Ensuring that all members of the CCG have necessary plans, resources, supplies, maps, radios and equipment;
- Supervising the Emergency Telecommunications Coordinator or alternate;
- Establishing an ongoing voice (and where appropriate data) wireless communications link with the senior police official at the scene of the emergency, consistent with the resources and policies established.

#### **EMERGENCY MEDICAL SERVICES REPRESENTATIVE OR ALTERNATE**

The Emergency Medical Services (EMS) Representative is responsible for:

- Establishing an ongoing appropriate voice wireless communications link, with the senior EMS official at the scene of the emergency consistent with the resources and policies established by the Emergency Telecommunications Coordinator.

- Liaising with the Ministry of Health and Long Term Care Central Ambulance Communications Centre to ensure balanced emergency coverage is available at all times throughout the community.

**COMMON COMMUNICATIONS RESPONSIBILITIES OF THE REMAINING MEMBERS OF THE COMMUNITY CONTROL GROUP:**

- All of the following members of the Community Control Group: are responsible for establishing an ongoing appropriate voice wireless communications link, consistent with the resources and policies established by the Emergency Telecommunications Coordinator, with the senior official of their own organization at the scene of the emergency.

**Director of Engineering and Public Works or Alternate**

**Medical Officer of Health or Alternate**

**Community Development & Health Commissioner (Social Services) or Alternate**

**Director of Planning, Development and Legislated Services or Alternate**

**Utility Representative – OCWA/Essex Power/ Hydro One**

**Manager of Roads and Fleet or Alternate**

**5.4 THE INDIVIDUAL COMMUNICATIONS RESPONSIBILITIES OF MEMBERS OF THE SUPPORT AND ADVISORY STAFF**

**MANAGER OF INFORMATION TECHNOLOGY/CORPORATE COMMUNICATIONS COORDINATOR OR ALTERNATE**

Assisting the Community Control Group by providing access to the corporate IT applications required for use during the emergency including but not necessarily limited to:

- Email
- Internet
- Cable/Satellite Television Services
- Virtual Tools
- GIS
- Facility and equipment data
- Projection capability for any required information.

- Liaison and cooperation with the Emergency Telecommunications Coordinator;
- Initiating all necessary actions to ensure the telephone system at the EOC or alternate EOC (if in use) functions as effectively as the event permits;
- Coordinating all telephone and data communications that may be required.

## **AMATEUR RADIO EMERGENCY RADIO (ARES) TELECOMMUNICATIONS COORDINATOR**

- Activating the emergency notification system of the local amateur radio operators group;
- Ensuring that the ARES emergency communications facilities are properly equipped and staffed and that any problems, which may arise, are corrected;
- Liaison and cooperation with the Emergency Telecommunications Coordinator;
- Maintaining an inventory of community and private sector ARES communications equipment and facilities within the community, which could, in an emergency, be used to augment existing communications systems;
- Making arrangements to acquire additional ARES communications resources during an emergency;
- Establishing an ongoing voice (and where appropriate data) wireless communications link with the senior official at the scene of the emergency, consistent with the resources and policies established by the Emergency Telecommunications Coordinator;
- All messages are to be written on the Amateur Radio Message Forms and logged.

## **EMERGENCY INFORMATION OFFICER**

- Establishing a communication link with the Community Spokesperson, the 211 centre Manager/Supervisor and any other media coordinator(s) (i.e. provincial, federal, private industry, etc.) involved in the incident, ensuring that all information released to the media and public is timely, full and accurate.

## **COMMUNITY SPOKESPERSONS**

- Establishing a communication link and regular liaison with the Emergency Information Officer at the EOC, consistent with the Emergency Telecommunications plan.

## **CITIZEN INQUIRY SUPERVISOR (211 Centre Manager/Supervisor)**

The Citizen Inquiry Supervisor is responsible for:

- Establishing the 211 Call Centre as the Citizen Inquiry Service, including the appointment of additional personnel as required;
- Informing the Emergency Information Officer of the establishment of the Citizen Inquiry Service at the 211 Call Centre;
- Informing the affected emergency services, the CCG and Town of Amherstburg reception of the establishment of the Citizen Inquiry Service at the 211 Call Centre;
- Ensuring liaison with the Emergency Information Officer to obtain current information on the emergency.

## **PART H: EMERGENCY INFORMATION PLAN**

Upon implementation of this Emergency Response Plan, it will be important to co-ordinate the release of accurate information to the news media, issue authoritative instructions to the public, and respond to or redirect individual requests for, or reports on, information concerning any aspect of the emergency.

In order to fulfill these functions during an emergency, the following positions will be established:

- Emergency Information Officer
- Community Spokesperson
- Citizen Inquiry Supervisor (211 Centre Manager/Supervisor)

During the first 12 hours of an emergency, the following positions may also be required:

- Emergency Information Coordinator
- Media Centre Coordinator
- Writer
- Public Mass Notification Officer

The local Emergency Information Centre (EIC) will be located in the Municipal Emergency Operations Centre (EOC) with a media briefing facility to be located at Libro Credit Union Centre, 3295 Meloche Road, Amherstburg, ON. Depending on the nature of the emergency, it may be necessary to establish a media information area adjacent to the emergency site, as decided by the Community Control Group. This area, if established, will be staffed as determined by the community spokesperson. It may be determined that Virtual Tools are a useful alternative.

The Citizen Inquiry Centre is to be located at the 211 Call Centre if possible and practical under the supervision of the Citizen Inquiry Supervisor.

Note: 211 provides non-emergency community, social, health and federal, provincial and municipal government service information for residents in Southwest Ontario including Windsor-Essex, Sarnia-Lambton, Chatham-Kent, London-Middlesex, Elgin County, Oxford County.

### **1. Emergency Information Officer**

The Emergency Information Officer reports to the CAO and is responsible for:

- Establishing a communication link with the Community Spokesperson, the Citizen Inquiry Supervisor and any other media coordinator(s) (i.e. provincial, federal, private industry, etc.) involved in the incident, ensuring that all information released to the media and public is timely, full and accurate;
- Ensuring that an EIC is established, physical or virtual, if required;
- Ensuring liaison with the CCG to obtain up-to-date information for media releases, co-ordinate individual interviews and organize press conferences;

- Ensuring that the following are advised of the establishment of the Citizen Inquiry Centre through 211:
  - Media;
  - Community Control Group;
  - Reception desk (Town Hall);
  - Community Spokesperson;
  - Police/Fire Public Information Officers;
  - Neighboring Communities;
  - Media contact at the Reception/Evacuation Centres;
  - Any other appropriate persons, agencies or businesses.
- Providing direction and regular updates to the Citizen Inquiry Supervisor to ensure that the most accurate and up-to-date information is disseminated to the public;
- Ensuring that the media releases are approved by the Chief Administrative Officer (in consultation with the Mayor) prior to dissemination, and distributing hard copies of the media release to the EIC, the CCG, Citizen Inquiry Supervisor and other key persons handling inquiries from the media;
- Maintaining copies of media releases and newspaper articles pertaining to the emergency in cooperation with the E.O.C. logistical staff.

## **2. Community Spokespersons**

The community spokespersons will be appointed by the Community Control Group and are responsible for:

- Giving interviews on behalf of the Town of Amherstburg with the assistance of the EIO.
- Establishing a communication link and regular liaison with the Emergency Information Officer at the EOC;
- Redirecting all inquiries about decisions made by the CCG and about the emergency as a whole;
- Coordinating media photograph sessions at the scene when necessary and appropriate;
- Coordinating on-scene interviews between the emergency services personnel and the media if practical and appropriate.

## **3. CITIZEN INQUIRY SUPERVISOR (211 Centre Manager/Supervisor)**

The Citizen Inquiry Supervisor is responsible for:

- Establishing the 211 Call Centre as the Citizen Inquiry Service, including the appointment of additional personnel as required;
- Informing the Emergency Information Officer of the establishment of the Citizen Inquiry Service at the 211 Call Centre and any additional designated telephone number(s);
- Informing the affected emergency services, the CCG and Town of Amherstburg reception desk of the establishment of the Citizen Inquiry Service at the 211 Call Centre;
- Ensuring liaison with the Emergency Information Officer to obtain current information on the emergency;

- Responding to, and re-directing inquiries and reports from the public based upon information from the Emergency Information Officer. (Such information may be related to school closings, access routes or the location of evacuation centers.);
- Responding to and redirecting inquiries pertaining to the investigation of the emergency, deaths, injuries or matters of personnel involved with or affected by the emergency to the appropriate emergency service;
- Responding to and redirecting inquiries pertaining to persons who may be located in evacuation and reception centers to the registration and inquiry telephone number(s);
- Procuring staff to assist, as required;
- Maintaining a log outlining decisions made and actions taken, and submitting a summary of the log to the **Community Emergency Management Coordinator (CEMC) within two (2) weeks** of the termination of the emergency, as required.

## **Part I            Community Emergency Management Program Committee (CEMPC)**

### **O. Reg. 380/04 - Section 11**

- (1) *Every community shall have an emergency management program committee. O. Reg. 380/04, s. 11 (1).*
- (2) *The committee shall be composed of,*
  - a) the municipality's emergency management program coordinator;*
  - b) a senior municipal official appointed by the council;*
  - c) such members of the council, as may be appointed by the council;*
  - d) such municipal employees who are responsible for emergency management functions, as may be appointed by the council; and*
  - e) such other persons as may be appointed by the council. O. Reg. 380/04, s. 11 (2).*
- (3) *The persons appointed under clause (2) (e) may only be,*
  - (a) officials or employees of any level of government who are involved in emergency management;*
  - (b) Representatives of organizations outside government who are involved in emergency management; or persons representing industries that may be involved in emergency management. O. Reg. 380/04, s. 11 (3).*
- (4) *The council shall appoint one of the members of the committee to be the chair of the committee. O. Reg. 380/04, s. 11 (4).*
- (5) *The committee shall advise the council on the development and implementation of the municipality's emergency management program. O. Reg. 380/04, s. 11 (5).*
- (6) *The committee shall conduct an annual review of the municipality's emergency management program and shall make recommendations to the council for its revision if necessary. O. Reg. 380/04, s. 11 (6).*

### **Context**

Every municipality must form a committee responsible for overseeing the development and implementation of its emergency management program. The committee's membership is somewhat defined within the EMCPA; however, in addition to the individuals required to be part

of the committee under the legislation, the municipality is free to include whomever else it wishes. It is not required that all committee members be municipal employees.

### **Committee Membership**

The Town of Amherstburg municipal emergency management program committee is a key organizational step toward making the emergency management process more effective. To reach its full potential, the committee represents the various organizations that have, or should have, a role in implementing and maintaining the municipal emergency management Plan and Program.

### **Roles and Responsibilities**

The municipal emergency management program committee's legislative responsibility is to oversee the development, implementation, and maintenance of the municipal emergency management program, including the municipal emergency response plan, public education program, training, and exercises. The committee is also accountable for the annual review of the municipality's emergency management program.

To achieve consistency with recommended practice, the committee also reviews and evaluates municipal activities, such as exercises, actual emergencies, and provides support and resources to the CEMC, based on the current goals and objectives of the emergency management program. Annually the committee conducts a review of the whole program, including goals and objectives, and make revisions as necessary for the upcoming year. If it is determined that changes are indeed required, then the committee is responsible for making recommendations for program changes or enhancements to Municipal Council.

### **During an Emergency**

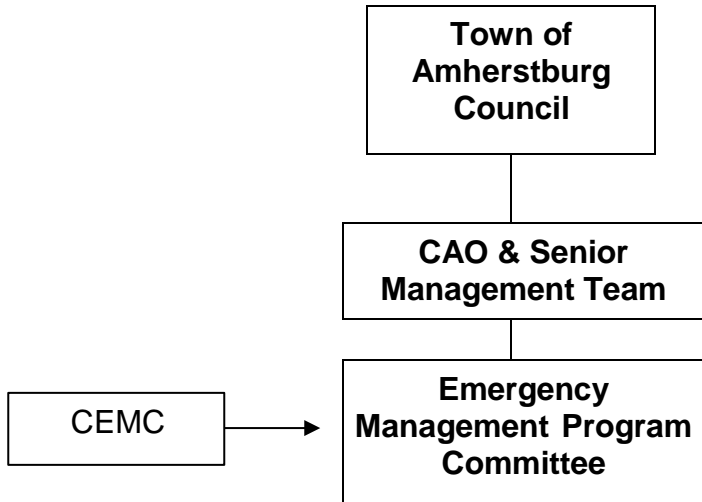
Although in general the municipal emergency management program committee does not play a formal role during emergencies, some of the program committee members are also members of the Community Control Group (CCG). Therefore, these members play a more official role in the municipality during an emergency, while other members of the program committee may be called upon for support if needed.

**The CEMPC is comprised of:**

- **\*\* Chairperson\*\*** - Municipal Clerk/Risk Manager
- Community Emergency Management Coordinator
- Medical Officer of Health
- Chief of Police
- Fire Chief or Alternate
- Treasurer
- Manager of Facilities
- Essex-Windsor EMS Chief
- Chief Building Official
- Electrical/Water Utility Representatives (OCWA/Essex Power/Hydro One) or Alternates
- Manager of Tourism and Culture
- Ontario Provincial Police Representative
- Manager of Human Resources
- Manager of Recreation
- Manager of Licensing and Enforcement
- Information Technology Manager or Alternate
- Manager of Parks
- Manager of Roads and Fleet
- Manager of Environmental Services
- Manager of Planning
- Manager of Engineering
- Social Services- Manager of Housing Support Services
- Manager/Supervisor- 211 Centre



Below is the flow chart to illustrate the EMPC legislated reporting relationship to municipal Council. Recommendations made by the Emergency Management Program Committee are reviewed by the CAO & Senior Management Team.



## **Appendix B**

### **Emergency Management and Civil Protection Act**

R.S.O. 1990, CHAPTER E.9

**Consolidation Period:** From December 15, 2009 to the [e-Laws currency date](#).

Last amendment: 2009, c. 33, Sched. 9, s. 4.

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#### **Definitions**

1. In this Act,

“emergency” means a situation or an impending situation that constitutes a danger of major proportions that could result in serious harm to persons or substantial damage to property and that is caused by the forces of nature, a disease or other health risk, an accident or an act whether intentional or otherwise; (“situation d’urgence”)

“emergency area” means the area in which an emergency exists; (“zone de crise”)

“emergency management program” means a program developed under section 2.1 or 5.1; (“programme de gestion des situations d’urgence”)

“emergency plan” means a plan formulated under section 3, 6, 8 or 8.1; (“plan de mesures d’urgence”)

“employee of a municipality” means an employee as defined in section 278 of the *Municipal Act, 2001* or a designated employee as defined in section 217 of the *City of Toronto Act, 2006*, as the case may be; (“employé municipal”)

“head of council” includes a chair of the board of an improvement district; (“président du conseil”)

“local board” means a local board as defined in the *Municipal Affairs Act*; (“conseil local”)

“local services board” means a Local Services Board established under the *Local Services Boards Act*; (“régie locale des services publics”)

“member of council” includes a trustee of the board of an improvement district; (“membre du conseil”)

“public servant” means a public servant within the meaning of the *Public Service of Ontario Act, 2006*. (“fonctionnaire”) R.S.O. 1990, c. E.9, s. 1; 1999, c. 12, Sched. P, s. 3; 2002, c. 14, s. 3; 2002, c. 17, Sched. C, s. 10 (1, 2); 2006, c. 13, s. 1 (2); 2006, c. 32, Sched. C, s. 17; 2006, c. 35, Sched. C, s. 32 (1, 2).

#### **Administration of Act**

**2.** The Solicitor General is responsible for the administration of this Act. R.S.O. 1990, c. E.9, s. 2.

#### **Cabinet advisory committee**

**2.0.1** The Lieutenant Governor in Council may appoint, from among the members of the Executive Council, a committee to advise the Lieutenant Governor in Council on matters relating to emergencies. 2006, c. 13, s. 1 (3).

#### **Municipal emergency management programs**

**2.1** (1) Every municipality shall develop and implement an emergency management program and the council of the municipality shall by by-law adopt the emergency management program. 2002, c. 14, s. 4.

#### **Same**

- (2) The emergency management program shall consist of,
- (a) an emergency plan as required by section 3;
  - (b) training programs and exercises for employees of the municipality and other persons with respect to the provision of necessary services and the procedures to be followed in emergency response and recovery activities;
  - (c) public education on risks to public safety and on public preparedness for emergencies; and
  - (d) any other element required by the standards for emergency management programs set under section 14. 2002, c. 14, s. 4.

#### **Hazard and risk assessment and infrastructure identification**

(3) In developing its emergency management program, every municipality shall identify and assess the various hazards and risks to public safety that could give rise to emergencies and identify the facilities and other elements of the infrastructure that are at risk of being affected by emergencies. 2002, c. 14, s. 4.

#### **Confidentiality for defence reasons**

(4) Subject to subsection (5), a head of an institution, as defined in the *Municipal Freedom of Information and Protection of Privacy Act*, may refuse under that Act to disclose a record if,

- (a) the record contains information required for the identification and assessment activities under subsection (3); and
- (b) its disclosure could reasonably be expected to prejudice the defence of Canada or of any foreign state allied or associated with Canada or be injurious to the detection, prevention or suppression of espionage, sabotage or terrorism. 2002, c. 14, s. 4.

#### **Same**

(5) A head of an institution, as defined in the *Municipal Freedom of Information and Protection of Privacy Act*, shall not disclose a record described in subsection (4),

- (a) if the institution is a municipality and the head of the institution is not the council of the municipality, without the prior approval of the council of the municipality;
- (b) if the institution is a board, commission or body of a municipality, without the prior approval of the council of the municipality or, if it is a board, commission or body of two or more municipalities, without the prior approval of the councils of those municipalities. 2002, c. 14, s. 4.

**Confidentiality of third party information**

(6) A head of an institution, as defined in the *Municipal Freedom of Information and Protection of Privacy Act*, shall not, under that Act, disclose a record that,

- (a) contains information required for the identification and assessment activities under subsection (3); and
- (b) reveals a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence implicitly or explicitly. 2002, c. 14, s. 4.

**Meetings closed to public**

(7) The council of a municipality shall close to the public a meeting or part of a meeting if the subject matter being considered is the council's approval for the purpose of subsection (5). 2002, c. 14, s. 4.

**Application of *Municipal Freedom of Information and Protection of Privacy Act***

(8) Nothing in this section affects a person's right of appeal under section 39 of the *Municipal Freedom of Information and Protection of Privacy Act* with respect to a record described in this section. 2002, c. 14, s. 4.

**Municipal emergency plan**

**3.** (1) Every municipality shall formulate an emergency plan governing the provision of necessary services during an emergency and the procedures under and the manner in which employees of the municipality and other persons will respond to the emergency and the council of the municipality shall by by-law adopt the emergency plan. 2002, c. 14, s. 5 (1).

- (2) REPEALED: 2002, c. 14, s. 5 (1).

**Co-ordination by county**

(3) The council of a county may with the consent of the councils of the municipalities situated within the county co-ordinate and assist in the formulation of their emergency plans under subsection (1). R.S.O. 1990, c. E.9, s. 3 (3).

**Specific emergencies may be designated**

(4) The Lieutenant Governor in Council may designate a municipality to address a specific type of emergency in its emergency plan and, if so required, the municipality shall include the type of emergency specified in its emergency plan. 2002, c. 14, s. 5 (2).

**Training and exercises**

(5) Every municipality shall conduct training programs and exercises to ensure the readiness of employees of the municipality and other persons to act under the emergency plan. 2002, c. 14, s. 5 (3).

**Review of plan**

- (6) Every municipality shall review and, if necessary, revise its emergency plan every year. 2002, c. 14, s. 5 (3).

**Declaration of emergency**

**4.** (1) The head of council of a municipality may declare that an emergency exists in the municipality or in any part thereof and may take such action and make such orders as he or she considers necessary and are not contrary to law to implement the emergency plan of the municipality and to protect property and the health, safety and welfare of the inhabitants of the emergency area. R.S.O. 1990, c. E.9, s. 4 (1).

**Declaration as to termination of emergency**

(2) The head of council or the council of a municipality may at any time declare that an emergency has terminated. R.S.O. 1990, c. E.9, s. 4 (2).

**Solicitor General to be notified**

(3) The head of council shall ensure that the Solicitor General is notified forthwith of a declaration made under subsection (1) or (2). R.S.O. 1990, c. E.9, s. 4 (3).

#### **Premier may declare emergency terminated**

(4) The Premier of Ontario may at any time declare that an emergency has terminated. R.S.O. 1990, c. E.9, s. 4 (4).

#### **Conformity with upper-tier plan**

5. The emergency plan of a lower-tier municipality in an upper-tier municipality, excluding a county, shall conform to the emergency plan of the upper-tier municipality and has no effect to the extent of any inconsistency and, for the purposes of this section, The Corporation of the County of Lambton shall be deemed to be an upper-tier municipality. 2002, c. 17, Sched. C, s. 10 (3).

#### **Emergency management programs of provincial government bodies**

5.1 (1) Every minister of the Crown presiding over a ministry of the Government of Ontario and every agency, board, commission and other branch of government designated by the Lieutenant Governor in Council shall develop and implement an emergency management program consisting of,

- (a) an emergency plan as required by section 6;
- (b) training programs and exercises for public servants and other persons with respect to the provision of necessary services and the procedures to be followed in emergency response and recovery activities;
- (c) public education on risks to public safety and on public preparedness for emergencies; and
- (d) any other element required by the standards for emergency management programs set under section 14. 2002, c. 14, s. 7; 2006, c. 35, Sched. C, s. 32 (3).

#### **Hazard and risk assessment and infrastructure identification**

(2) In developing an emergency management program, every minister of the Crown and every designated agency, board, commission and other branch of government shall identify and assess the various hazards and risks to public safety that could give rise to emergencies and identify the facilities and other elements of the infrastructure for which the minister or agency, board, commission or branch is responsible that are at risk of being affected by emergencies. 2002, c. 14, s. 7.

#### **Confidentiality of third party information**

(3) A head of an institution, as defined in the *Freedom of Information and Protection of Privacy Act*, shall not, under that Act, disclose a record that,

- (a) contains information required for the identification and assessment activities under subsection (2); and
- (b) reveals a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence implicitly or explicitly. 2002, c. 14, s. 7.

#### **Application of *Freedom of Information and Protection of Privacy Act***

(4) Nothing in this section affects a person's right of appeal under section 50 of the *Freedom of Information and Protection of Privacy Act* with respect to a record described in this section. 2002, c. 14, s. 7.

#### **Emergency plans of provincial government bodies**

6. (1) It is the responsibility of,

- (a) each minister of the Crown presiding over a ministry of the Government of Ontario; and
- (b) each agency, board, commission or other branch of government designated by the Lieutenant Governor in Council,

to formulate an emergency plan for the ministry or branch of government, as the case may be, in respect of the type of emergency assigned to it by the Lieutenant Governor in Council, governing the provision of necessary services during an emergency and the procedures under and the manner in which public servants and other persons will respond to the emergency. R.S.O. 1990, c. E.9, s. 6 (1); 2006, c. 35, Sched. C, s. 32 (3).

#### **Training and exercises**

(2) Every minister of the Crown described in clause (1) (a) and every agency, board, commission or other branch of government described in clause (1) (b) shall conduct training programs and exercises to ensure the readiness of public servants and other persons to act under their emergency plans. 2002, c. 14, s. 8; 2006, c. 35, Sched. C, s. 32 (3).

#### **Review of plan**

(3) Every minister of the Crown described in clause (1) (a) and every agency, board, commission or other branch of government described in clause (1) (b) shall review and, if necessary, revise its emergency plan every year. 2002, c. 14, s. 8.

## **Chief, Emergency Management Ontario**

**6.1** The Lieutenant Governor in Council shall appoint a Chief, Emergency Management Ontario who, under the direction of the Solicitor General, shall be responsible for monitoring, co-ordinating and assisting in the development and implementation of emergency management programs under sections 2.1 and 5.1 and for ensuring that those programs are co-ordinated in so far as possible with emergency management programs and emergency plans of the Government of Canada and its agencies. 2002, c. 14, s. 9.

### **Emergency plans submitted to Chief**

**6.2** (1) Every municipality, minister of the Crown and designated agency, board, commission and other branch of government shall submit a copy of their emergency plans and of any revisions to their emergency plans to the Chief, Emergency Management Ontario, and shall ensure that the Chief, Emergency Management Ontario has, at any time, the most current version of their emergency plans. 2002, c. 14, s. 10.

### **Repository for emergency plans**

(2) The Chief, Emergency Management Ontario shall keep in a secure place the most current version of every emergency plan submitted to him or her. 2002, c. 14, s. 10.

### **Definitions**

**7.** In sections 7.0.1 to 7.0.11,

“animal” means a domestic animal or bird or an animal or bird that is wild by nature that is in captivity; (“animal”)

“Commissioner of Emergency Management” means the person appointed from time to time by order in council as the Commissioner of Emergency Management; (“commissaire à la gestion des situations d’urgence”)

“municipality” includes a local board of a municipality, a district social services administration board and, despite subsection 6 (2) of the *Northern Services Boards Act*, a local services board; (“municipalité”)

“necessary goods, services and resources” includes food, water, electricity, fossil fuels, clothing, equipment, transportation and medical services and supplies. (“denrées, services et ressources nécessaires”) 2006, c. 13, s. 1 (4).

### **Declaration of emergency**

**7.0.1** (1) Subject to subsection (3), the Lieutenant Governor in Council or the Premier, if in the Premier’s opinion the urgency of the situation requires that an order be made immediately, may by order declare that an emergency exists throughout Ontario or in any part of Ontario. 2006, c. 13, s. 1 (4).

### **Confirmation of urgent declaration**

(2) An order of the Premier that declares an emergency is terminated after 72 hours unless the order is confirmed by order of the Lieutenant Governor in Council before it terminates. 2006, c. 13, s. 1 (4).

### **Criteria for declaration**

(3) An order declaring that an emergency exists throughout Ontario or any part of it may be made under this section if, in the opinion of the Lieutenant Governor in Council or the Premier, as the case may be, the following criteria are satisfied:

1. There is an emergency that requires immediate action to prevent, reduce or mitigate a danger of major proportions that could result in serious harm to persons or substantial damage to property.
2. One of the following circumstances exists:
  - i. The resources normally available to a ministry of the Government of Ontario or an agency, board or commission or other branch of the government, including existing legislation, cannot be relied upon without the risk of serious delay.
  - ii. The resources referred to in subparagraph i may be insufficiently effective to address the emergency.
  - iii. It is not possible, without the risk of serious delay, to ascertain whether the resources referred to in subparagraph i can be relied upon. 2006, c. 13, s. 1 (4).

### **Emergency powers and orders**

#### **Purpose**

**7.0.2** (1) The purpose of making orders under this section is to promote the public good by protecting the health, safety and welfare of the people of Ontario in times of declared emergencies in a manner that is subject to the *Canadian Charter of Rights and Freedoms*. 2006, c. 13, s. 1 (4).

#### **Criteria for emergency orders**

(2) During a declared emergency, the Lieutenant Governor in Council may make orders that the Lieutenant Governor in Council believes are necessary and essential in the circumstances to prevent, reduce or mitigate serious harm to persons or substantial damage to property, if in the opinion of the Lieutenant Governor in Council it is reasonable to believe that,

- (a) the harm or damage will be alleviated by an order; and
- (b) making an order is a reasonable alternative to other measures that might be taken to address the emergency. 2006, c. 13, s. 1 (4).

**Limitations on emergency order**

- (3) Orders made under this section are subject to the following limitations:
  1. The actions authorized by an order shall be exercised in a manner which, consistent with the objectives of the order, limits their intrusiveness.
  2. An order shall only apply to the areas of the Province where it is necessary.
  3. Subject to section 7.0.8, an order shall be effective only for as long as is necessary. 2006, c. 13, s. 1 (4).

**Emergency orders**

(4) In accordance with subsection (2) and subject to the limitations in subsection (3), the Lieutenant Governor in Council may make orders in respect of the following:

1. Implementing any emergency plans formulated under section 3, 6, 8 or 8.1.
2. Regulating or prohibiting travel or movement to, from or within any specified area.
3. Evacuating individuals and animals and removing personal property from any specified area and making arrangements for the adequate care and protection of individuals and property.
4. Establishing facilities for the care, welfare, safety and shelter of individuals, including emergency shelters and hospitals.
5. Closing any place, whether public or private, including any business, office, school, hospital or other establishment or institution.
6. To prevent, respond to or alleviate the effects of the emergency, constructing works, restoring necessary facilities and appropriating, using, destroying, removing or disposing of property.
7. Collecting, transporting, storing, processing and disposing of any type of waste.
8. Authorizing facilities, including electrical generating facilities, to operate as is necessary to respond to or alleviate the effects of the emergency.
9. Using any necessary goods, services and resources within any part of Ontario, distributing, and making available necessary goods, services and resources and establishing centres for their distribution.
10. Procuring necessary goods, services and resources.
11. Fixing prices for necessary goods, services and resources and prohibiting charging unconscionable prices in respect of necessary goods, services and resources.
12. Authorizing, but not requiring, any person, or any person of a class of persons, to render services of a type that that person, or a person of that class, is reasonably qualified to provide.
13. Subject to subsection (7), requiring that any person collect, use or disclose information that in the opinion of the Lieutenant Governor in Council may be necessary in order to prevent, respond to or alleviate the effects of the emergency.
14. Consistent with the powers authorized in this subsection, taking such other actions or implementing such other measures as the Lieutenant Governor in Council considers necessary in order to prevent, respond to or alleviate the effects of the emergency. 2006, c. 13, s. 1 (4).

**Terms and conditions for services**

(5) An order under paragraph 12 of subsection (4) may provide for terms and conditions of service for persons providing and receiving services under that paragraph, including the payment of compensation to the person providing services. 2006, c. 13, s. 1 (4).

**Employment protected**

(6) The employment of a person providing services under an order made under paragraph 12 of subsection (4) shall not be terminated because the person is providing those services. 2006, c. 13, s. 1 (4).

**Disclosure of information**

(7) The following rules apply with respect to an order under paragraph 13 of subsection (4):

1. Information that is subject to the order must be used to prevent, respond to or alleviate the effects of the emergency and for no other purpose.
2. Information that is subject to the order that is personal information within the meaning of the *Freedom of Information and Protection of Privacy Act* is subject to any law with respect to the privacy and confidentiality of personal information when the declared emergency is terminated. 2006, c. 13, s. 1 (4).

**Exception**

(8) Paragraph 2 of subsection (7) does not prohibit the use of data that is collected as a result of an order to disclose information under paragraph 13 of subsection (4) for research purposes if,

- (a) information that could be used to identify a specific individual is removed from the data; or
- (b) the individual to whom the information relates consents to its use. 2006, c. 13, s. 1 (4).

**Authorization to render information anonymous**

(9) A person who has collected or used information as the result of an order under paragraph 13 of subsection (4) may remove information that could be used to identify a specific individual from the data for the purpose of clause (8) (a). 2006, c. 13, s. 1 (4).

**Powers of the Premier**

**Powers delegated to Premier**

**7.0.3** (1) If an order is made under section 7.0.1, the Premier may exercise any power or perform any duty conferred upon a minister of the Crown or an employee of the Crown by or under an Act of the Legislature. 2006, c. 13, s. 1 (4); 2006, c. 35, Sched. C, s. 32 (4).

**Powers of Premier, municipal powers**

(2) If an order is made under section 7.0.1 and the emergency area or any part of it is within the jurisdiction of a municipality, the Premier, where he or she considers it necessary, may by order made under this section,

- (a) direct and control the administration, facilities and equipment of the municipality in the emergency area, and, without restricting the generality of the foregoing, the exercise by the municipality of its powers and duties in the emergency area, whether under an emergency plan or otherwise, is subject to the direction and control of the Premier; and
- (b) require any municipality to provide such assistance as he or she considers necessary to an emergency area or any part of the emergency area that is not within the jurisdiction of the municipality and direct and control the provision of such assistance. 2006, c. 13, s. 1 (4).

**By-law not necessary**

(3) Despite subsection 5 (3) of the *Municipal Act, 2001*, a municipality is authorized to exercise a municipal power in response to an order of the Premier or his or her delegate made under subsection (2) without a by-law. 2006, c. 13, s. 1 (4).

**Delegation of powers**

**7.0.4** (1) After an order has been made under section 7.0.1, the Lieutenant Governor in Council may delegate to a minister of the Crown or to the Commissioner of Emergency Management any of the powers of the Lieutenant Governor in Council under subsection 7.0.2 (4) and the Premier may delegate to a minister of the Crown or to the Commissioner of Emergency Management any of the Premier's powers under section 7.0.3. 2006, c. 13, s. 1 (4).

**Same**

(2) A minister to whom powers have been delegated under subsection (1) may delegate any of his or her powers under subsection 7.0.2 (4) and section 7.0.3 to the Commissioner of Emergency Management. 2006, c. 13, s. 1 (4).

**Proceedings to restrain contravention of order**

**7.0.5** Despite any other remedy or any penalty, the contravention by any person of an order made under subsection 7.0.2 (4) may be restrained by order of a judge of the Superior Court of Justice upon application without notice by the Crown in right of Ontario, a member of the Executive Council or the Commissioner of Emergency Management, and the judge may make the order and it may be enforced in the same manner as any other order or judgment of the Superior Court of Justice. 2006, c. 13, s. 1 (4).

**Reports during an emergency**



**7.0.6** During an emergency, the Premier, or a Minister to whom the Premier delegates the responsibility, shall regularly report to the public with respect to the emergency. 2006, c. 13, s. 1 (4).

**Termination of emergency**

**7.0.7** (1) Subject to this section, an emergency declared under section 7.0.1 is terminated at the end of the 14th day following its declaration unless the Lieutenant Governor in Council by order declares it to be terminated at an earlier date. 2006, c. 13, s. 1 (4).

**Extension of emergency, L.G. in C.**

(2) The Lieutenant Governor in Council may by order extend an emergency before it is terminated for one further period of no more than 14 days. 2006, c. 13, s. 1 (4).

**Extension of emergency, Assembly**

(3) The Assembly, on the recommendation of the Premier, may by resolution extend the period of an emergency for additional periods of no more than 28 days. 2006, c. 13, s. 1 (4).

**Same**

(4) If there is a resolution before the Assembly to extend the period of the emergency, the declaration of emergency shall continue until the resolution is voted on. 2006, c. 13, s. 1 (4).

**Revocation of orders**

**7.0.8** (1) Subject to this section, an order made under subsection 7.0.2 (4) is revoked 14 days after it is made unless it is revoked sooner. 2006, c. 13, s. 1 (4).

**Commissioner's orders**

(2) An order of the Commissioner of Emergency Management made under subsection 7.0.2 (4) is revoked at the end of the second full day following its making unless it is confirmed before that time by order of the Lieutenant Governor in Council, the Premier or the Minister who delegated the power to make the order. 2006, c. 13, s. 1 (4).

**Extension of orders, L.G. in C., etc.**

(3) During a declared emergency, the Lieutenant Governor in Council or a Minister to whom the power has been delegated may by order, before it is revoked, extend the effective period of an order made under subsection 7.0.2 (4) for periods of no more than 14 days. 2006, c. 13, s. 1 (4).

**Extension of order after emergency**

(4) Despite the termination or disallowance of the emergency, the Lieutenant Governor in Council may by order extend the effective period of an order made under subsection 7.0.2 (4) for periods of no more than 14 days where the extension of the order is necessary to deal with the effects of the emergency. 2006, c. 13, s. 1 (4).

**Disallowance of emergency by Assembly**

**7.0.9** (1) Despite section 7.0.7, the Assembly may by resolution disallow the declaration of emergency under section 7.0.1 or the extension of an emergency. 2006, c. 13, s. 1 (4).

**Same**

(2) If the Assembly passes a resolution disallowing the declaration of emergency or the extension of one, any order made under subsection 7.0.2 (4) is revoked as of the day the resolution passes. 2006, c. 13, s. 1 (4).

**Report on emergency**

**7.0.10** (1) The Premier shall table a report in respect of the emergency in the Assembly within 120 days after the termination of an emergency declared under section 7.0.1 and, if the Assembly is not then in session, the Premier shall table the report within seven days of the Assembly reconvening. 2006, c. 13, s. 1 (4).

**Content of report**

(2) The report of the Premier shall include information,

- (a) in respect of making any orders under subsection 7.0.2 (4) and an explanation of how the order met the criteria for making an order under subsection 7.0.2 (2) and how the order satisfied the limitations set out in subsection 7.0.2 (3); and
- (b) in respect of making any orders under subsection 7.0.3 (2) and an explanation as to why he or she considered it necessary to make the order. 2006, c. 13, s. 1 (4).

**Consideration of report**

(3) The Assembly shall consider the report within five sitting days after the report is tabled. 2006, c. 13, s. 1 (4).

**Commissioner's report**

(4) If the Commissioner of Emergency Management makes any orders under subsection 7.0.2 (4) or 7.0.3 (2), he or she shall, within 90 days after the termination of an emergency declared under subsection 7.0.1 (1), make a report to the Premier in respect of the orders and the Premier shall include it in the report required by subsection (1). 2006, c. 13, s. 1 (4).

**Offences**

**7.0.11** (1) Every person who fails to comply with an order under subsection 7.0.2 (4) or who interferes with or obstructs any person in the exercise of a power or the performance of a duty conferred by an order under that subsection is guilty of an offence and is liable on conviction,

- (a) in the case of an individual, subject to clause (b), to a fine of not more than \$100,000 and for a term of imprisonment of not more than one year;
- (b) in the case of an individual who is a director or officer of a corporation, to a fine of not more than \$500,000 and for a term of imprisonment of not more than one year; and
- (c) in the case of a corporation, to a fine of not more than \$10,000,000. 2006, c. 13, s. 1 (4).

**Separate offence**

(2) A person is guilty of a separate offence on each day that an offence under subsection (1) occurs or continues. 2006, c. 13, s. 1 (4).

**Increased penalty**

(3) Despite the maximum fines set out in subsection (1), the court that convicts a person of an offence may increase a fine imposed on the person by an amount equal to the financial benefit that was acquired by or that accrued to the person as a result of the commission of the offence. 2006, c. 13, s. 1 (4).

**Exception**

(4) No person shall be charged with an offence under subsection (1) for failing to comply with or interference or obstruction in respect of an order that is retroactive to a date that is specified in the order, if the failure to comply, interference or obstruction is in respect of conduct that occurred before the order was made but is after the retroactive date specified in the order. 2006, c. 13, s. 1 (4).

**Orders in emergency**

**Purpose**

**7.1** (1) The purpose of this section is to authorize the Lieutenant Governor in Council to make appropriate orders when, in the opinion of the Lieutenant Governor in Council, victims of an emergency or other persons affected by an emergency need greater services, benefits or compensation than the law of Ontario provides or may be prejudiced by the operation of the law of Ontario. 2006, c. 13, s. 1 (5).

**Order**

(2) If the conditions set out in subsection (3) are satisfied, the Lieutenant Governor in Council may, by order made on the recommendation of the Attorney General, but only if the Lieutenant Governor in Council is of the opinion described in subsection (1),

- (a) temporarily suspend the operation of a provision of a statute, regulation, rule, by-law or order of the Government of Ontario; and
- (b) if it is appropriate to do so, set out a replacement provision to be in effect during the temporary suspension period only. 2006, c. 13, s. 1 (5).

**Conditions**

(3) The conditions referred to in subsection (2) are:

- 1. A declaration has been made under section 7.0.1.
- 2. The provision,
  - i. governs services, benefits or compensation, including,
    - A. fixing maximum amounts,
    - B. establishing eligibility requirements,
    - C. requiring that something be proved or supplied before services, benefits or compensation become available,
    - D. restricting how often a service or benefit may be provided or a payment may be made in a given time period,

- E. restricting the duration of services, benefits or compensation or the time period during which they may be provided,
  - ii. establishes a limitation period or a period of time within which a step must be taken in a proceeding, or
  - iii. requires the payment of fees in respect of a proceeding or in connection with anything done in the administration of justice.
3. In the opinion of the Lieutenant Governor in Council, the order would facilitate providing assistance to victims of the emergency or would otherwise help victims or other persons to deal with the emergency and its aftermath. 2006, c. 13, s. 1 (5).

**Maximum period, renewals and new orders**

- (4) The period of temporary suspension under an order shall not exceed 90 days, but the Lieutenant Governor in Council may,
- (a) before the end of the period of temporary suspension, review the order and, if the conditions set out in subsection (3) continue to apply, make an order renewing the original order for a further period of temporary suspension not exceeding 90 days;
  - (b) at any time, make a new order under subsection (2) for a further period of temporary suspension not exceeding 90 days. 2006, c. 13, s. 1 (5).

**Further renewals**

- (5) An order that has previously been renewed under clause (4) (a) may be renewed again, and in that case clause (4) (a) applies with necessary modifications. 2006, c. 13, s. 1 (5).

**Effect of temporary suspension: time period**

- (6) If a provision establishing a limitation period or a period of time within which a step must be taken in a proceeding is temporarily suspended by the order and the order does not provide for a replacement limitation period or period of time, the limitation period or period of time resumes running on the date on which the temporary suspension ends and the temporary suspension period shall not be counted. 2006, c. 13, s. 1 (5).

**Effect of temporary suspension: fee**

- (7) If a provision requiring the payment of a fee is temporarily suspended by the order and the order does not provide for a replacement fee, no fee is payable at any time with respect to things done during the temporary suspension period. 2006, c. 13, s. 1 (5).

**Restriction**

- (8) This section does not authorize,
- (a) making any reduction in respect of services, benefits or compensation;
  - (b) shortening a limitation period or a period of time within which a step must be taken in a proceeding; or
  - (c) increasing the amount of a fee. 2006, c. 13, s. 1 (5).

**Orders, general**

**Commencement**

- 7.2** (1) An order made under subsection 7.0.2 (4) or 7.1 (2),
- (a) takes effect immediately upon its making; or
  - (b) if it so provides, may be retroactive to a date specified in the order. 2006, c. 13, s. 1 (5).

**Notice**

- (2) Subsection 23 (2) of the *Legislation Act, 2006* does not apply to an order made under subsection 7.0.2 (4) or 7.1 (2), but the Lieutenant Governor in Council shall take steps to publish the order in order to bring it to the attention of affected persons pending publication under the *Legislation Act, 2006*. 2006, c. 13, s. 2 (3).

**General or specific**

- (3) An order made under subsection 7.0.2 (4) or 7.1 (2) may be general or specific in its application. 2006, c. 13, s. 1 (5).

**Conflict**

(4) In the event of conflict between an order made under subsection 7.0.2 (4) or 7.1 (2) and any statute, regulation, rule, by-law, other order or instrument of a legislative nature, including a licence or approval, made or issued under a statute or regulation, the order made under subsection 7.0.2 (4) or 7.1 (2) prevails unless the statute, regulation, rule, by-law, other order or instrument of a legislative nature specifically provides that it is to apply despite this Act. 2006, c. 13, s. 1 (5).

#### **Chief Medical Officer of Health**

(5) Except to the extent that there is a conflict with an order made under subsection 7.0.2 (4), nothing in this Act shall be construed as abrogating or derogating from any of the powers of the Chief Medical Officer of Health as defined in subsection 1 (1) of the *Health Protection and Promotion Act*. 2006, c. 13, s. 1 (5).

#### **Limitation**

(6) Nothing in this Act shall be construed or applied so as to confer any power to make orders altering the provisions of this Act. 2006, c. 13, s. 1 (5).

#### **Same**

(7) Nothing in this Act affects the rights of a person to bring an application for the judicial review of any act or failure to act under this Act. 2006, c. 13, s. 1 (5).

#### **Occupational Health and Safety Act**

(8) Despite subsection (4), in the event of a conflict between this Act or an order made under subsection 7.0.2 (4) and the *Occupational Health and Safety Act* or a regulation made under it, the *Occupational Health and Safety Act* or the regulation made under it prevails. 2006, c. 13, s. 1 (5).

#### **Lieutenant Governor in Council to formulate plan**

**8.** The Lieutenant Governor in Council shall formulate an emergency plan respecting emergencies arising in connection with nuclear facilities, and any provisions of an emergency plan of a municipality respecting such an emergency shall conform to the plan formulated by the Lieutenant Governor in Council and are subject to the approval of the Solicitor General and the Solicitor General may make such alterations as he or she considers necessary for the purpose of co-ordinating the plan with the plan formulated by the Lieutenant Governor in Council. R.S.O. 1990, c. E.9, s. 8; 1999, c. 12, Sched. P, s. 6.

#### **Other emergency plans**

**8.1** The Solicitor General may, if he or she thinks it is necessary or desirable in the interests of emergency management and public safety, formulate emergency plans respecting types of emergencies other than those arising in connection with nuclear facilities. 2002, c. 14, s. 12.

#### **What plan may provide**

- 9.** An emergency plan formulated under section 3, 6 or 8 shall,
- (a) in the case of a municipality, authorize employees of the municipality or, in the case of a plan formulated under section 6 or 8, authorize public servants to take action under the emergency plan where an emergency exists but has not yet been declared to exist;
  - (b) specify procedures to be taken for the safety or evacuation of persons in an emergency area;
  - (c) in the case of a municipality, designate one or more members of council who may exercise the powers and perform the duties of the head of council under this Act or the emergency plan during the absence of the head of council or during his or her inability to act;
  - (d) establish committees and designate employees to be responsible for reviewing the emergency plan, training employees in their functions and implementing the emergency plan during an emergency;
  - (e) provide for obtaining and distributing materials, equipment and supplies during an emergency;
  - (e.1) provide for any other matter required by the standards for emergency plans set under section 14; and
  - (f) provide for such other matters as are considered necessary or advisable for the implementation of the emergency plan during an emergency. R.S.O. 1990, c. E.9, s. 9; 2002, c. 14, s. 13; 2006, c. 35, Sched. C, s. 32 (5).

#### **Public access to plans**

**10.** Except for plans respecting continuity of operations or services, an emergency plan formulated under section 3, 6 or 8 shall be made available to the public for inspection and copying during ordinary business hours at an office of the municipality, ministry or branch of government, as the case may be. R.S.O. 1990, c. E.9, s. 10; 2009, c. 33, Sched. 9, s. 4.

#### **Protection from action**

**11.** (1) No action or other proceeding lies or shall be instituted against a member of council, an employee of a municipality, an employee of a local services board, an employee of a district social services administration board, a minister of the Crown, a public servant or any other individual acting pursuant to this Act or an order made under this Act for any act done in good faith in the exercise or performance or the intended exercise or performance of any power or duty under this Act or an order under this Act or for neglect or default in the good faith exercise or performance of such a power or duty. 2006, c. 13, s. 1 (6); 2006, c. 35, Sched. C, s. 32 (6).

#### **Crown not relieved of liability**

(2) Despite subsections 5 (2) and (4) of the *Proceedings Against the Crown Act*, subsection (1) does not relieve the Crown of liability for the acts or omissions of a minister of the Crown or a public servant referred to in subsection (1) and the Crown is liable under that Act as if subsection (1) had not been enacted. 2006, c. 13, s. 1 (6); 2006, c. 35, Sched. C, s. 32 (7).

#### **Municipality not relieved of liability**

(3) Subsection (1) does not relieve a municipality of liability for the acts or omissions of a member of council or an employee of the municipality referred to in subsection (1), and the municipality is liable as if subsection (1) had not been enacted and, in the case of a member of council, as if the member were an employee of the municipality. 2006, c. 13, s. 1 (6).

#### **Application of subs. (1)**

(4) In the case of an order that is made retroactive to a date specified in the order, subsection (1) applies to an individual referred to in that subsection in respect of any act or any neglect or default that occurs before the order is made but on or after the date specified in the order. 2006, c. 13, s. 1 (6).

#### **Definitions**

(5) In this section,

“member of council” includes a member of a local board, a local services board or a district social service administration board; (“membre du conseil”)

“municipality” includes a local board of a municipality. (“municipalité”) 2006, c. 13, s. 1 (6).

#### **Right of action**

**12.** Where money is expended or cost is incurred by a municipality or the Crown in the implementation of an emergency plan or in connection with an emergency, the municipality or the Crown, as the case may be, has a right of action against any person who caused the emergency for the recovery of such money or cost, and for the purposes of this section, “municipality” includes a local board of a municipality and a local services board. R.S.O. 1990, c. E.9, s. 12; 1999, c. 12, Sched. P, s. 8.

#### **Agreements**

**13.** (1) The Solicitor General, with the approval of the Lieutenant Governor in Council, may make agreements with the Crown in right of Canada in respect of the payment by Canada to Ontario of any part of the cost to Ontario and to municipalities of the development and implementation of emergency management programs and the formulation and implementation of emergency plans. R.S.O. 1990, c. E.9, s. 13 (1); 2002, c. 14, s. 15.

#### **Idem**

(2) The Solicitor General, with the approval of the Lieutenant Governor in Council, may make agreements with the Crown in right of Canada and with the Crown in right of any other province for the provision of any personnel, service, equipment or material during an emergency. R.S.O. 1990, c. E.9, s. 13 (2).

#### **Idem**

(3) The council of a municipality may make an agreement with the council of any other municipality or with any person for the provision of any personnel, service, equipment or material during an emergency. R.S.O. 1990, c. E.9, s. 13 (3); 1999, c. 12, Sched. P, s. 9.

#### **Action not an expropriation**

**13.1** (1) Nothing done under this Act or under an order made under subsection 7.0.2 (4) constitutes an expropriation or injurious affection for the purposes of the *Expropriations Act* or otherwise at law and there is no compensation for the loss, including a taking, of any real or personal property except in accordance with subsection (3). 2006, c. 13, s. 1 (7).

#### **Payment of cost of assistance**

(2) The Lieutenant Governor in Council may by order authorize the payment of the cost of providing any assistance that arises under this Act or as the result of an emergency out of funds appropriated by the Assembly. 2006, c. 13, s. 1 (7).

**Compensation for loss of property**

(3) If, as the result of making an order under subsection 7.0.2 (4), a person suffers the loss, including a taking, of any real or personal property, the Lieutenant Governor in Council may by order authorize the reasonable compensation of the person for the loss in accordance with such guidelines as may be approved by the Lieutenant Governor in Council. 2006, c. 13, s. 1 (7).

**Compensation for municipalities**

(4) Without limiting the generality of subsection (2), the Lieutenant Governor in Council may by order authorize the payment of the costs incurred by a municipality in respect of an order made under this Act out of funds appropriated by the Assembly. 2006, c. 13, s. 1 (7).

**Standards for emergency management programs and emergency plans**

**14.** (1) The Solicitor General may make regulations setting standards for the development and implementation of emergency management programs under sections 2.1 and 5.1 and for the formulation and implementation of emergency plans under sections 3 and 6. 2002, c. 14, s. 16.

**General or particular**

(2) A regulation made under subsection (1) may be general or particular in its application. 2002, c. 14, s. 16.

**Conformity to standards required**

(3) Every municipality, minister of the Crown and designated agency, board, commission and other branch of government shall ensure that their emergency management programs and emergency plans conform to the standards set under this section. 2002, c. 14, s. 16.

**Crown bound**

**15.** This Act binds the Crown. 2006, c. 13, s. 1 (8).

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**THE CORPORATION OF THE TOWN OF AMHERSTBURG**

**BY-LAW NO. 2021-008**

**A By-law to adopt an Emergency Response Plan governing the provisions of necessary services during such emergencies**

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**WHEREAS** Section 3(1) of The Emergency Management Act and Civil Protection Act, R.S.O. 1990 c. E9, provides that the Council of a municipality may pass a by-law formulating or providing for the formulation of an emergency plan governing the provision of necessary services during an emergency and the procedures under and the manner in which employees of the municipality and other persons will respond to an emergency.

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

1. That the Amherstburg Emergency Response Plan dated January 2021, attached hereto as Schedule "A" and forming part of this By-law is hereby adopted as the emergency plan governing the provision of necessary services during an emergency of the municipality and other persons who will respond to the emergency.
2. That By-law 2019-002 is hereby repealed in its entirety.
3. This By-law shall come into force and take effect on the day of the final passing thereof.

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

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MAYOR – ALDO DICARLO

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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: Giovanni (John) Miceli   | Report Date: February 10, 2021     |
| Author's Phone: 519 736-0012 ext. 2228  | Date to Council: February 22, 2021 |
| Author's E-mail: <a href="mailto:jmiceli@amherstburg.ca">jmiceli@amherstburg.ca</a> | Resolution #: 20201214-452         |

To: Mayor and Members of Town Council

Subject: Update C/R 20201214-452

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1. **RECOMMENDATION:**

It is recommended that:

1. The ice **NOT BE INSTALLED** at the Libro Centre in accordance with C/R 20201214-452.

2. **BACKGROUND:**

On December 14, 2020, the CAO brought forward a presentation titled "COVID-19 Response Framework" for Council's consideration. The presentation highlighted the impact of the most recent colour zone changes under the Ontario Framework. As a result of the presentation Council adopted the following motion:

Resolution# 20201214-452

That Option 2, to remove ice and reinstall ice when pandemic status changes back to Orange to allow user groups to book ice at first available opportunity **BE SUPPORTED** with a report back to Council at the February 22, 2021 before installing ice for March.

The purpose of the report is to provide Council with an update since the December 14, 2020 meeting.



### 3. **DISCUSSION:**

The Ontario government announced on November 3, 2020 that all Ontario public health unit regions would be categorized into five zones: Green-Prevent, Yellow-Protect, Orange-Restrict, Red-Control, and Grey-Lockdown.

The chronology of Windsor-Essex County moving through the provincial COVID-19 Response Framework is as follows:

- Green to Yellow on November 16, 2020
- Yellow to Orange on November 23, 2020
- Orange to Red on November 30, 2020
- Red to Grey on December 14, 2020
- Province wide lockdown on December 26, 2020
- Anticipated return to Red week of February 14, 2021

On Monday February 8, 2021, Premier Ford announced that Ontario's declared state of emergency would expire on February 9, 2021 and that the stay at home order for Windsor-Essex would continue until February 16, 2021 for the region. Also on that day the province announced changes to the colour coded framework. Those changes are as follows:

#### **Prevent (Green)**

In this category, the region must focus on education and awareness about public health safety measures. It also requires people to maintain at least two metres of physical distance and wear a face covering in indoor settings.

All retailers are also asked to have and post a safety plan. Restrictions reflect those of Stage 3 until there is a widely available vaccine or treatment.

To be assigned this status, the Windsor-Essex county Health Unit (WECHU) must have a **weekly** incidence rate of fewer than 10 cases per 100,000 people. The test positivity rate must be under 0.5 per cent.

#### **Protect (Yellow)**

In this category, the region will enhance targeted enforcement, fines and education to limit further transmission. Additional public health measures are required in high-risk settings, such as restaurants and gyms.

Regions placed in the protect category will have a weekly incidence rate between 10 and 24.9 cases per 100,000 people. The test positivity rate must be between 0.5 and 1.2 per cent.

#### **Restrict (Orange)**

When a region moves to this level, enhanced measure and restrictions are applied to slow the spread and prevent closures. During this stage active screening would take place of people entering indoor malls.

The **weekly** incidence rate in these regions must be between 25 and 39.9 cases per 100,000 people. The test positivity rate must be between 1.3 and 2.4 per cent.

At this level the province suggests that hospital and ICU occupancy are increasing.

### **Control (Red)**

In the control phase, regions will implement broader-scale measures and restrictions across multiple sectors. This phase will be similar to a modified Stage 2 in the Province's Response Framework.

The restrictions in this phase are the most severe before moving to a lockdown. In-person shopping is permitted for retail services with capacity limits, including a 75 per cent capacity limit for essential stores and a 50 per cent capacity for all other retail stores. Active screening of patrons and workers at indoor malls would continue at this stage.

The **weekly** incident rate is more than 40 cases per 100,000 people. The positivity rate must increase above 2.5 per cent.

In this stage, hospital and ICU capacity are at risk of being overwhelmed.

### **Lockdown (Grey)**

While the grey-lockdown phase initially meant the closure of all non-essential businesses, the province announced on February 8, 2021 that this last category would become more lenient.

The province reported that in-person shopping would now be permitted for retail stores with even more stringent capacity limits in this stage. Essential stores like supermarkets and pharmacies would have a 50 per cent capacity limit in this stage, while all other stores would have a 25 per cent capacity limit.

In this stage, 10 people are allowed to gather outdoors but two metres distance needs to be maintained. Masks are strongly recommended when outside. Outdoor recreational amenities, including ice rinks, ski hills and snow trails are open with restrictions.

All other restrictions from the four other stages will continue in the grey-lockdown phase.

It has been suggested by the WECHU that based on the currently weekly incident rates experienced in Windsor-Essex that our region will be moving to the **RED** response framework. Although it is a reduction in the coloured framework it is still not the **ORANGE** status in the motion adopted by Council. However, in an effort to provide Council with information on what is required in the **RED** response framework the following is a list of restrictions for indoor sports and recreational fitness activities which include the following:

- No spectators are permitted to be in the facility. However, a person under the age of 18 years who is engaged in activities in the facility may be accompanied by one parent or guardian.
- Any person who enters or uses the facility must maintain a physical distance of at least two metres from any other person who is using the facility.

- Any locker rooms, change rooms, showers and clubhouses in the facility must be closed, except to the extent they provide access to equipment storage, a washroom or a portion of the facility that is used to provide first aid.
- Any equipment that is rented to, provided to or provided for the use of users of the facility must be cleaned and disinfected between each use.
- Activities that require the use of equipment or fixed structures that cannot be cleaned and disinfected between each use must not be practised or played within the facility.
- The person responsible for the facility must ensure that a safety plan is prepared and made available
- The person responsible for the facility must,
  - i. record the name and contact information of every member of the public who enters an indoor area of the facility,
  - ii. maintain the records for a period of at least one month, and
  - iii. only disclose the records to a medical officer of health or an inspector under the Health Protection and Promotion Act on request for a purpose specified in section 2 of that Act or as otherwise required by law.
- No member of the public may enter the facility unless they have made a reservation to do so. In the case of members of the public participating in a team sport, only one reservation per team is required.
- No member of the public may be in the facility for longer than 90 minutes at a time unless the member of the public is engaged in a sport.
- Music must not be played in the facility at a decibel level that exceeds the level at which normal conversation is possible.

At the December 14, 2020 Council meeting representatives from Amherstburg Minor Hockey Associations (AMHA) and Skate Amherstburg also advised Council that working within the Red response framework was challenging for the associations. On Wednesday February 10, 2021 the CAO contacted Wes Ewer, representative for AMHA and the Admirals and was advised that a Red Response Framework would still present a challenge for the organizations he represents and they continue to support the motion adopted by Council.

It is also important for Council to note, that at present, there is no clear timeframe as to when the general population will receive vaccines. This may present a challenge for Council to consider in the future. In addition, it should also be noted that in the event the local Medical Officer of Health moves forward with Mass Vaccination Centres that the Libro Centre could become the location of choice for Amherstburg. Should this occur this may impact the town's ability to install ice at the Libro Centre.

**4. RISK ANALYSIS:**

N/A

**5. FINANCIAL MATTERS:**

At the present time there are no financial implications associated with Council continuing to follow the motion adopted on December 14, 2020. It is anticipated that the installation

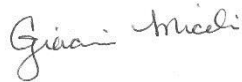
of the ice at the Libro Centre will occur in August 2021, which is allowed for in the budget adopted by Council for 2021.

**6. CONSULTATIONS:**

Wes Ewer- AMHA and Amherstburg Admirals

**7. CONCLUSION:**

Based on the current colour zone status of the region and the previously adopted motion of Council reinstalling the ice surface at the Libro Centre would not be suitable at this time. Administration will continue to monitor the provincial response framework and status and consult with the users at the appropriate time.



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Giovanni (John) Miceli  
**Chief Administrative Officer**

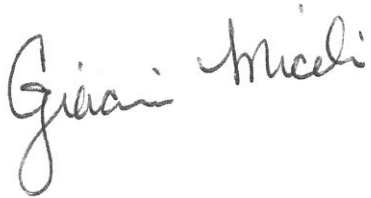
## Report Approval Details

|                      |                                       |
|----------------------|---------------------------------------|
| Document Title:      | Update - Resolution 20201214-452.docx |
| Attachments:         |                                       |
| Final Approval Date: | Feb 16, 2021                          |

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



Cheryl Horrobin



John Miceli



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.

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: Proactive Committee Oversight

1. RECOMMENDATION:

It is recommended that:

- 1. The Terms of Reference for the Committee Governance Task Force (CGTF) BE APPROVED for the purpose of providing recommendations to Council on the adoption of individualized Advisory Committee Work Plans and Terms of Reference in accordance with the report dated February 4, 2021 entitled Proactive Committee Oversight; and,
2. \_\_\_\_\_ and \_\_\_\_\_ BE APPOINTED as Council representatives to the Committee Governance Task Force (CGTF).

2. BACKGROUND:

Council is responsible for and provides direction to its Committee's whose advisory functions are intended to provide subject matter expertise, community input and recommendations with regards to the established priorities of Council.

Each term of Council may have different priorities. For instance, at the beginning of this term, Administration sought direction from Council to advertise for lay member appointees for its existing committee structure. Council directed the advertisement for members of two additional committees including an Economic Development Advisory Committee (EDAC) and an Audit Advisory Committee (AuAC, later renamed the Audit and Finance Advisory Committee (AFAC)). Subsequently, Council also requested the addition of a Seniors Advisory Committee, a Mayor's Youth Advisory Committee and an Amherstburg Environmental Advisory Committee. An additional committee, the Dangerous Dog Appeal Committee, was recommended by Administration and approved by Council. On a number

of occasions, Council has requested amendments to the proposed Terms of Reference brought forward by Administration for these new committees, which has added to administrative workload pressures.

In the last term of Council, the committee structure was decentralized with duties spread over various divisions of the municipality, often with varied approaches to ensuring that the legislated responsibilities and advisory functions of those bodies were met. The need for more assistance with committee structure was identified in both the last term and current term of Council. In 2019 Council approved funding for the creation of a Policy and Committee Coordinator position to, in part, provide procedural guidance and administrative support to all Committees.

Also in 2019, Administration introduced a committee training regimen, which provides education to appointed committee members on their role on each committee, procedural elements and what it means to be appointed and their commitment to ethical, professional behaviour.

Administration is continually looking for ways to improve its services to Council and the community, and the additional time spent on amendments to committee terms of reference has prompted another opportunity for improvement in the process.

### **3. DISCUSSION:**

Under the current committee governance model, Council establishes the Terms of Reference for each committee and a staff with subject matter expertise is assigned as committee liaison. Council stays apprised of all of the actions of its committees by regularly reviewing committee agendas and minutes. Of additional use is the annual reports from each committee liaison on committee achievements over the last year. Council also has representation on every committee and can choose to bring forward committee items or information to the Council as a whole. While these methods are effective in providing information to Council, these steps are not proactive steps to monitoring committee activity.

In addition, the process of proactive management through committee work plans and mandates is recommended by Administration and supported by the findings of the Strategic Delivery Review (SDR). Therefore, it is recommended that a committee be struck inclusive of a subset of members of Council, the Clerk and CAO to provide recommendations on these items for final approval by Council. This aligns with the findings of the SDR by ensuring a regular and permanent strategic planning cycle as it relates to committees.

It should be noted that the existing method of reviewing Committee mandates is cumbersome and somewhat ineffective, largely consisting on a review by Administration and elements added as noted by Council upon consideration. This process is usually completed at the start of a Council's term, and may not reflect evolving issues or ideas which develop throughout those four years. Beyond a term review of the mandate of a committee in its terms of reference, the addition of Council created work plans for all committees can be expected to provide a framework to assist committees in understanding the priorities of Council.

Committee work plans are commonplace in other municipalities and supported by Administration as a best practice that Council recognized in the adoption of the Terms of Reference for the Audit and Finance Advisory Committee (AFAC) and Amherstburg Environmental Advisory Committee (AEAC). To assist the process of creating and directing committee work plans and terms of reference, the creation of a committee to provide oversight affords Council the opportunity to deliberate these matters in a committee setting with the benefit of Administration to illustrate past practices, legislative requirements, staffing considerations and other such elements.

Administration brings forth recommendations to terms of reference based on best practices in municipal governance. Council, in its wisdom and as elected representatives of the community, envision other elements in each terms of reference. This illustrates the importance of not only the Administrative review of comparator municipalities and best practices, but an open dialogue with Council about their expectations and objectives for their committees. The combination of both of these elements will be of greater assistance in achieving the will of Council and ensuring these essential advisory functions are appropriately focused on Council priorities.

In saying this, it is recommended that a committee (Committee Governance Task Force, CGTF) be struck under the recommended Terms of Reference (attached) for the purpose of providing recommendations to Council on the adoption of individualized advisory committee work plans and terms of reference be comprised of five members; three Members of Council and the Clerk and CAO. To ensure that the committee does not exceed quorum of Council, no more than three Members of Council would be able to participate. Additionally, it is recommended that the Mayor have representation on the task force, given the role of head of Council, leaving 2 members of Council's choosing.

A five member task force provides the diversity of perspectives required to meet the needs identified in this report and ensures an odd number majority exists to break tie votes, as required. Additionally, the recommendation includes the role of Clerk and CAO to ensure that recommendations of this task force are in keeping with the Municipal Act, Town policies, strategic priorities and municipal best practices.

In accordance with the Municipal Act section 228, the Clerk is responsible to record, without note or comment, all resolutions, decisions and other proceedings of the council. On behalf of Council, the Clerk also oversees the operations of all committees and has identified responsibilities regarding approving delegation requests, meeting schedules, and procedural matters, among others.

The Municipal Act, section 229 provides that the municipality may appoint a Chief Administrative Officer to exercise general control and management of the affairs of the municipality for the purpose of ensuring the efficient and effective operation of the municipality. By-law 2014-94 appointed the CAO indicating that he is responsible for the oversight of all departments and officials under control of Council and that the CAO has full control and direction of all Town employees. It further states "the Chief Administrative Officer shall advise Council and direct staff in accordance with applicable policies, rules, professional standards, regulations and legislation."

At this time, non-statutory committee meetings have been cancelled due to COVID-19. Once this new governance model is adopted by Council, this structure will be used immediately in an effort to provide Council oversight to committees and local boards.



Prioritization of tasks based upon an established work plan by the task force will assist in identifying which committees will remobilize and when. This will assist the Clerk in identifying which delivery model is required (virtual or in-person based on COVID stage) to ensure that safety and accessibility is provided to all members.

**4. RISK ANALYSIS:**

This report presents a proactive approach to ensure that Council's committee structure is in keeping with best practices in municipal governance and reflective of the will of Council. There is a risk that failure to adopt a governance model to address deficiencies which exist in the current model could result in miscommunication, duplication of work, inefficiencies and expectations which can be expected to impact the use of municipal resources.

**5. FINANCIAL MATTERS:**

Although there are no direct financial implications in the adoption of the recommendations of this report, there may be expenses related to the wages of the recording secretary for attendance at meetings held outside regular business hours. This could be entirely offset by meeting during regular business hours.

Additionally, it can be anticipated that tasks investigated by this committee will be of assistance in streamlining related business practices by reducing duplication of work and result in increased productivity on associated work plan items.

**6. CONSULTATIONS:**

Giovanni (John) Miceli, Chief Administrative Officer  
Paula Parker, Clerk/Risk Manager

**7. CONCLUSION:**

As the advisory function of committees is intended to serve the will of Council, the creation of a task force will provide Council the ability to contemplate once per term, at the very least, and direct what priorities and objectives it deems relevant to committees, with the benefit of review and deliberation on municipal best practices. It is therefore recommended that Council form a task force comprised of a subset of three members of Council and two members of Administration (specifically the Clerk and CAO) to provide recommendations on the adoption of individualized committee work plans and terms of reference. These recommendations would then be presented to Council for deliberation and, if adopted, would provide direction to Committees with regards to Council priorities and to ensure Committees meet legislated responsibilities.

  
\_\_\_\_\_  
Kevin Fox  
**Policy and Committee Coordinator**



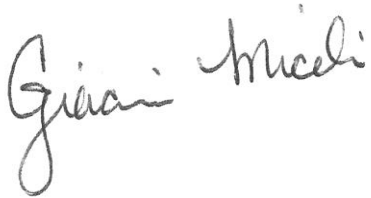
## Report Approval Details

|                      |   |
|----------------------|---|
| Document Title:      | Proactive Committee Oversight.docx                                |
| Attachments:         | - Terms of Reference - Committee Governance Task Force (CGTF).pdf |
| Final Approval Date: | Feb 17, 2021  |

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



Cheryl Horrobin




John Miceli



Paula Parker

# TERMS OF REFERENCE

|   |                  |  |
|---|------------------|--|
|  | Committee:       | <b>Committee Governance Task Force</b> |
|   | Administered By: | Clerk                                  |
|   | Approval Date:   | DRAFT                                  |
|   | Replaces:        | N/A                                    |
|   | Attachment(s):   | N/A                                    |

## 1. COMMITTEE NAME

This committee shall be known as the Committee Governance Task Force (CGTF).

## 2. MANDATE

2.1. The mandate of this body is to provide recommendations to Council on the creation, amendment and rescindment of terms of reference, committee work plans and other matters dealing with Local Boards and Committees that are referred by Council. The body's recommendations shall be formed on the basis of legislation, strategic priorities, planning documents and directions of Council, in contemplation and review of municipal best practices and resource allocations.

## 3. SCOPE

3.1. The Committee Governance Task Force Terms of Reference apply to appointed members for the duration of their appointment.

3.2. The Committee Governance Task Force shall provide recommendations with regards to Statutory, Advisory or Ad-Hoc Committees of the Town of Amherstburg.

3.2.1. The following Local Boards and Committees are not included in this Committee's mandate:

3.2.1.1. Committee of Adjustment

3.2.1.2. Dangerous Dog Appeal Committee

3.2.1.3. Drainage Board

3.2.1.4. Fence Viewer Committee

3.2.1.5. Livestock Evaluator Committee

3.2.1.6. Property Standards

3.2.1.7. Any Local Board or Committee not established by the Town of Amherstburg.

3.3. The Terms of Reference for this body shall be reviewed every four (4) years from the date it becomes effective, and/or sooner at the discretion of Council, the Clerk or designate.

## 4. DEFINITIONS

- 4.1. **Ad-Hoc Committee(s)** refers to a body created to perform a specific task and that are dissolved when the task is completed. The Committee has no authority for decision making or independent actions. Members are appointed by Council and membership typically includes one member of Council as liaison. (i.e. Communities in Bloom Committee)
- 4.2. **Advisory Committee(s)** refers to a body that provides advice and recommendations to Council as requested on areas within their mandate with no authority for decision making or independent actions. Members are appointed by Council and membership typically includes one member of Council as liaison. (i.e. Mayor's Youth Advisory Committee or Economic Development Advisory Committee)
- 4.3. **Statutory Committee(s)** refers to a body which is permitted or required by Provincial legislation and perform functions as specified in the relevant legislation. (i.e. Amherstburg Accessibility Advisory Committee or Heritage Committee)
- 4.4. **Terms of Reference** is a document outlining the mandate and local board or committee operational details, including such things as composition, activities, term, quorum, meeting schedule, staff roles and the like. Such documentation must align with legislative responsibilities and Council adopted strategic priorities. Local board and committee terms of reference require Council adoption.
- 4.5. **Work Plan(s)** refer to a type of governance document which establishes the goals, priorities, objectives, deliverables, and/or achievements sought over a term of Council with associated timelines and schedules for accomplishing tasks and reporting on progress.

Common definitions, acronyms, and terms are available in the Glossary located on the Town's webpage.

## 5. INTERPRETATIONS

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

## 6. GENERAL CONDITIONS

### 6.1. **Review of Committee Terms of Reference**

6.1.1. In the review of Committee Terms of Reference members shall ensure that:

6.1.1.1. Terms of Reference clearly state the purpose, function, mandate of the body and that such purpose, function or mandate is attainable, achievable and relevant to the Town of Amherstburg.

6.1.1.2. Terms of Reference include such operational details, including such things as composition, activities, term, quorum, meeting schedule, staff roles and the like.

- 6.1.1.3. Terms of Reference align with legislative responsibilities and Council adopted strategic priorities.
- 6.1.1.4. Terms of Reference indicate that the body is to be directed in its activities by a work plan, as established by Council.
- 6.1.1.5. Benchmark analyses are conducted against comparator municipalities and trends in municipal governance models as indicated by members of Administration.
- 6.1.1.6. The Meeting Schedule shall indicate that additional meetings can be called, as needed, when directed by Council or when requested through the Chair to the Clerk.

## 6.2. **Review of Committee Work Plans**

- 6.2.1. In the review of Committee Work Plans members shall ensure that:
  - 6.2.1.1. Work Plans establish the goals, priorities, objectives, deliverables, and/or achievements sought over a term of Council with associated timelines and schedules for accomplishing tasks and reporting on progress.
  - 6.2.1.2. Associated staffing and resource allocations required to implement the Work Plan as indicated by Administration have been considered.

## 6.3. **Committee Governance**

- 6.3.1. When reviewing committee terms of reference and work plans, staffing consideration shall be sought from Administration and any recommendation of the task force shall be provided by the CAO, or designate, to Council during the budget process.
- 6.3.2. When reviewing committee terms of reference and work plans, budgetary considerations shall be sought from Administration and any recommendation of the task force shall be provided by the Clerk to Council during the budget process.

## 6.4. **Task Force Composition**

- 6.4.1. The Committee Governance Task Force shall consist of five members:
  - 6.4.1.1. The Mayor (or Deputy Mayor, where the Mayor declines);
  - 6.4.1.2. Two (2) Members of Council;
  - 6.4.1.3. The Clerk; and,
  - 6.4.1.4. The Chief Administrative Officer.
- 6.4.2. The Committee Governance Task Force shall be chaired by the Mayor (or Deputy Mayor, where the Mayor declines).

- 6.4.3. The Committee Governance Task Force shall elect a Vice Chair at its first meeting of the Term to serve for the duration of the term.
- 6.4.4. A recording secretary shall be directed by the Clerk to provide administrative and procedural assistance to the committee, as required.

**6.5. Quorum**

- 6.5.1. A quorum is a majority of the members constituting the task force.
- 6.5.2. If there is no quorum present within 15 minutes of the appointed hour of the meeting, the meeting shall adjourn. The names of those members present shall be recorded in the minutes.
- 6.5.3. If a meeting starts with a quorum and members of the board/committee leave during the meeting, the meeting shall continue as long as two members of the body remain. However, no voting shall take place without quorum.

**6.6. Term of Appointment**

- 6.6.1. The term of appointment to the Committee Governance Task Force shall coincide with that of the sitting Council at the time of appointment.

**6.7. Meeting Frequency**

- 6.7.1. The task force shall meet, as required, at the commencement of a new term of Council to provide recommendations relative to Committee Terms of Reference and associated Work Plans for the term. Where a new committee has been requested or established or, a review of terms of reference and/or draft committee work plan are directed by Council, additional meetings may be called or when requested through the Chair to the Clerk to ensure the matter has been explored and a report of the findings presented to Council.

**6.8. Rules of Order and Meeting Procedures**

- 6.8.1. Meeting procedures shall be in accordance with the Town's Procedural By-law, and where the Procedural By-law is silent on a matter, follow Roberts Rules of Order.
- 6.8.2. Other information relative to procedural or administrative matters of Local Boards and Committees can be found in the *Guide to Local Boards and Committees*.

**6.9. Report to Council**

- 6.9.1. The task force shall approve a final draft document containing all associated recommendations to individualized Work Plans or Terms of Reference by motion.
- 6.9.2. The recording secretary shall draft a Council report inclusive of the final draft document for Council consideration.

## **7. RESPONSIBILITIES**

- 7.1. **Council** has the authority and responsibility to:
  - 7.1.1. Strike a Committee Governance Task Force (CGTF).
  - 7.1.2. Approve the Terms of Reference for the task force.
  - 7.1.3. Appoint Members to the task force.
  
- 7.2. The **CAO** has the authority and responsibility to:
  - 7.2.1. Provide advice and recommendations with regards to staff and resource allocations available for Committee obligations.
  - 7.2.2. Provide advice and recommendations with regards to alignment of Committee Terms of Reference and Work Plans with strategic priorities identified in Council adopted Corporate Planning and guiding documents.
  
- 7.3. The **Clerk** has the authority and responsibility to:
  - 7.3.1. Draft Committee and Local Board Terms of Reference and Work Plans for consideration and voting at CGTF meetings.
  - 7.3.2. Provide advice and recommendations with regards to legislative responsibilities, procedural matters and policy considerations of Committees and Local Boards.
  - 7.3.3. Provide advice and recommendations with regards to funding considerations for Committees and Local Boards.
  
- 7.4. The **Recording Secretary** has the authority and responsibility to:
  - 7.4.1. Record, without note or comment, all recommendations and other proceedings of the task force.
  - 7.4.2. Draft reports to Council, as appropriate, inclusive of adopted draft documentation relative to Committee Work Plans and/or Terms of Reference.
  
- 7.5. **Members of the CGTF** have the authority and responsibility to:
  - 7.5.1. Review Administrative recommendations with regards to Terms of Reference and Work Plans for Committees in accordance with these Terms of Reference.
  - 7.5.2. Review and make recommendations to Council on the Terms of Reference for Committees in accordance with these Terms of Reference.
  - 7.5.3. Recommend Committee Work Plans for Council consideration in accordance with these Terms of Reference.

## **8. REFERENCES AND RELATED DOCUMENTS**

- 8.1. *Accessibility for Ontarians with Disabilities Act, 2005*
- 8.2. *Integrated Accessibility Standards Regulation, O.Reg 191/11*
- 8.3. *Municipal Act, 2001*



## Future State Design: (1) Strategic Planning Cycle – Leading Practices

### Structuring and delegating work to committees of Council can support implementation:

The Town has 17 committees of Council – six of which are statutory and 11 of which are creations of Council. There is no overarching general policy on non-statutory advisory committees.

It is recommended that Council develop, adopt, and implement an overarching general by-law on non-statutory advisory committees that sets out, in addition to standard clauses related to legislative and other authorities, the following:

- The general purpose and role of non-statutory advisory committees, including committee relationship to Council and limits to their mandates;
- Criteria to guide Council in deciding when to create, amend, or retire an advisory committee;
- Acceptable levels of staff support and attendance at committee meetings;
- Process for regular Council review of Committee mandates, structure, and responsibilities;
- Process for annual work planning (for Council approval) and regular and annual reporting of committee activities to Council;
- Work and participation expectations of committee members, particularly with respect to the role of chairs, vice-chairs, and secretaries;
- Process for setting committee budgets and a full cost accounting of staff time to committee deliberations.



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: 2020 Yearly Building Activity Report

1. RECOMMENDATION:

It is recommended that:

- 1. The 2020 Yearly Building Activity report from the Chief Building Official dated January 18, 2021 regarding the construction year from January to December 2020 BE RECEIVED for information.

2. BACKGROUND:

At regular Council meeting of April 11, 2016 council passed the following resolution (Resolution #20160411-145):

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

3. DISCUSSION:

This year has been a very interesting year. What appeared to be a complete slowdown from the lockdown Provincial Order in March 2020 due the COVID-19 pandemic ended up being one of the busiest years on record.

Building activity and statistics are from January to December of 2020 and are indicated with the tables attached.

The Building Division issued a total of 454 permits with an approximate construction value of over \$126,115,000. The permits issued consists of single family dwelling units, semi-

detached units, townhouse units, garages, building additions, commercial, industrial, institutional, swimming pool enclosures and decks. A total of 147 single family dwelling units and 46 multi residential, a total of 193 new single family residential units, have been created. In addition, 6 new secondary units as well 9 residential apartment units were created, giving a total of 208 residential units. Two existing apartment buildings were converted to condo units.

A total of 35 legal requests for property information and title searches were processed. Over 2500 inspections were conducted.

In comparison to 2019 there has been a significant increase in construction value of \$62,924,000. This is due to the increase in residential construction. There were also two very large projects that have resulted in the increase in revenue and construction value, including the 80-acre greenhouse facility and the secondary school. These two projects brought in over \$270,000 in permit revenue.

**4. RISK ANALYSIS:**

There is no identified risk related to this report.

**5. FINANCIAL MATTERS:**

The revenues for all building permits issued in 2020 was approximately \$912,000. The Development Charges collected in 2020 totalled \$3,006,000.

**6. CONSULTATIONS:**

Justin Rousseau, Treasurer

**7. CONCLUSION:**

Building activity was higher than usual during 2020 and it is anticipated that residential construction will remain strong throughout 2021, with several new phases of Kingsbridge subdivision that will be opening and providing more lots for development.



---

Angelo Avolio CBCO  
**Chief Building Official**

| <b>Yearly Building Activity for 2020</b> |                     |                           |
|--|---------------------|---------------------------|
|  | <b># of permits</b> | <b>Construction Value</b> |
| Single Detached Dwelling                 | 147                 | \$ 50,711,000.00          |
| Semi Detached Dwelling                   | 6                   | \$ 1,446,000.00           |
| Three Unit Townhouse                     | 0                   | \$ -                      |
| Four Unit Townhouse                      | 40                  | \$ 9,959,000.00           |
| Apartment Building                       | 0                   | \$ -                      |
| Secondary Suites                         | 6                   | \$ 366,000.00             |
| Attached Garage                          | 5                   | \$ 101,000.00             |
| Detached Garage                          | 24                  | \$ 917,000.00             |
| Barns & Pole Barns                       | 15                  | \$ 1,315,000.00           |
| Renovations                              | 8                   | \$ 765,000.00             |
| Addition to Residence                    | 18                  | \$ 2,376,000.00           |
| Front Porch                              | 0                   | \$ -                      |
| Shed                                     | 12                  | \$ 143,000.00             |
| Sun Room                                 | 1                   | \$ 34,000.00              |
| Gazebo                                   | 4                   | \$ 55,000.00              |
| Covered Porch                            | 4                   | \$ 47,000.00              |
| Wood Decks                               | 14                  | \$ 104,000.00             |
| Signs                                    | 6                   | \$ 30,000.00              |
| Moved Residences                         | 0                   | \$ -                      |
| Demolition of Residence                  | 5                   | \$ 52,000.00              |
| Demolition of Other                      | 6                   | \$ 468,000.00             |
| Commercial                               | 12                  | \$ 4,681,000.00           |
| Industrial                               | 8                   | \$ 27,713,000.00          |
| Institutional                            | 5                   | \$ 21,709,000.00          |
| Back Water Valve-Sub                     | 3                   | \$ 15,000.00              |
| Plumbing Permit                          | 4                   | \$ 12,000.00              |
| Heating Permit                           | 0                   | \$ -                      |
| Pool House                               | 6                   | \$ 125,000.00             |
| Pool Permit                              | 51                  | \$ 2,100,000.00           |
| Septic System                            | 31                  | \$ 793,000.00             |
| Solar Panels                             | 0                   | \$ -                      |
| Tent                                     | 7                   | \$ 8,000.00               |
| Others                                   | 6                   | \$ 70,000.00              |
| <b>Totals</b>                            | <b>454</b>          | <b>\$ 126,115,000.00</b>  |

## HISTORICAL BUILDING ACTIVITY

| Year | Municipality | Single Dwellings | Double Dwellings | Row Dwellings | Apartments | Conversions | Totals |
|------|--------------|------------------|------------------|---------------|------------|-------------|--------|
| 1996 | Amherstburg  | 100              | 8                | 0             | 2          | 0           | 108    |
| 1997 | Amherstburg  | 104              | 0                | 0             | 24         | 0           | 128    |
| 1998 | Amherstburg  | 140              | 12               | 0             | 0          | 0           | 152    |
| 1999 | Amherstburg  | 134              | 2                | 0             | 31         | 0           | 167    |
| 2000 | Amherstburg  | 108              | 0                | 0             | 0          | 1           | 109    |
| 2001 | Amherstburg  | 119              | 0                | 0             | 2          | 0           | 121    |
| 2002 | Amherstburg  | 149              | 0                | 8             | 10         | 1           | 168    |
| 2003 | Amherstburg  | 145              | 0                | 12            | 0          | 0           | 157    |
| 2004 | Amherstburg  | 166              | 0                | 12            | 0          | 0           | 178    |
| 2005 | Amherstburg  | 81               | 8                | 9             | 0          | 0           | 98     |
| 2006 | Amherstburg  | 64               | 10               | 4             | 140        | 0           | 218    |
| 2007 | Amherstburg  | 34               | 17               | 3             | 0          | 0           | 54     |
| 2008 | Amherstburg  | 26               | 0                | 7             | 0          | 0           | 33     |
| 2009 | Amherstburg  | 25               | 0                | 9             | 0          | 0           | 34     |
| 2010 | Amherstburg  | 55               | 4                | 9             | 36         | 0           | 100    |
| 2011 | Amherstburg  | 47               | 4                | 7             | 0          | 0           | 58     |
| 2012 | Amherstburg  | 52               | 10               |               | -          | -           | 62     |
| 2013 | Amherstburg  | 54               | 10               | 6             |            |             | 70     |
| 2014 | Amherstburg  | 51               | 12               | 15            |            | 2           | 80     |
| 2015 | Amherstburg  | 67               | 24               | 12            | 23         |             | 126    |
| 2016 | Amherstburg  | 85               | 28               | 22            | -          | -           | 135    |
| 2017 | Amherstburg  | 84               | 41               | 9             | 34         | 1           | 169    |
| 2018 | Amherstburg  | 90               | 34               | 6             | 0          | 0           | 130    |
| 2019 | Amherstburg  | 77               | 64               | 0             | 0          | 0           | 141    |
| 2020 | Amherstburg  | 147              | 8                | 40            | 15         | 2           | 210    |



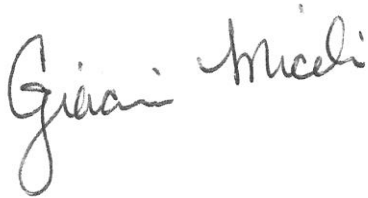
## Report Approval Details

|                      |                                    |
|----------------------|------------------------------------|
| Document Title:      | 2020 Yearly Building Activity.docx |
| Attachments:         |                                    |
| Final Approval Date: | Jan 29, 2021                       |

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



Cheryl Horrobin



John Miceli



Paula Parker



THE CORPORATION OF THE TOWN OF AMHERSTBURG

OFFICE OF ENGINEERING AND PUBLIC WORKS

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

|  |                                    |
|--|------------------------------------|
| Author's Name: Eric Chamberlain  | Report Date: November 19, 2020     |
| Author's Phone: 519 736-3664 ext. 2312   | Date to Council: February 22, 2021 |
| Author's E-mail:<br><a href="mailto:echamberlain@amherstburg.ca">echamberlain@amherstburg.ca</a> | Resolution #: 20201109-375         |

To: Mayor and Members of Town Council

Subject: Bi-Weekly Waste Collection Review

---

1. **RECOMMENDATION:**

It is recommended that:

1. The report from the Manager of Roads and Fleet dated November 19, 2020, regarding the Bi-Weekly Waste Collection Review **BE RECEIVED for information.**

2. **BACKGROUND:**

On November 9, 2020, Council passed the following resolution:

*That Administration **BE DIRECTED** to look into the feasibility of changing the garbage pick up frequency from weekly to every 2 weeks.*

3. **DISCUSSION:**

The Manager of Roads and Fleet has reached out to Green for Life, formerly Windsor Disposal Services, to discuss the proposed bi-weekly waste collection. The Town generates on average 660 tons of garbage per month which equates to an average of 165 tons of household waste weekly.



| Collection Frequency | Average Waste Collection Weight (tons) |       | Trucks/Effort         |
|----------------------|--|-------|-----------------------|
|                      | Weekly                                 | Daily |                       |
| Weekly               | 165                                    | 41.25 | 4 Trucks and 8 Staff  |
| Bi-Weekly            | 330                                    | 82.50 | 8 trucks and 16 staff |

Note: The trucks have a capacity of 10 tons. It takes the crew the full day to fill the truck.

The representative from GFL has indicated that, if the Town moved to a biweekly collection, GFL would have to double the efforts to collect the waste and there would not be any cost savings that would be passed on to the Town. In addition, the transition to a bi-weekly collection would be a significant change in the current contract with Green for Life. The contract would have to be adjusted to meet the new service delivery model.

It is anticipated that residents would continue to generate the same average tonnage of waste weekly. It should be noted that, if the Town moved to a bi-weekly pick-up schedule, Amherstburg would be the only municipality in the County that would have biweekly pick-up for garbage. Administration would expect that resident complaints would increase due to having to hold the waste for two weeks, particularly in the summer months because of odour and pest issues. Furthermore, residents could be required to purchase additional waste bins to contain the household waste for a two-week period adding a financial burden directly to the residents.

The Town could consider bi-weekly waste collection when the household organic program is implemented. The household organic program will redirect food waste and organics from residential collection from ending up in the landfill. The household organics will be hauled to a facility to transform the waste into a reusable bi-product. With the diversion of the household food waste and organics, the overall weight of weekly waste collection and the amount of waste being directed to regional landfill would be reduced.

#### 4. **RISK ANALYSIS:**

A reduction in waste collection frequency may cause increase in odour concerns and could result in pest and animal conflicts. In addition, these conflicts could result in increased complaints from residents.

#### 5. **FINANCIAL MATTERS:**

Based on the current waste collection volumes, the contractor advises there would be no cost savings from moving to a bi-weekly waste collection cycle. In fact, there may be increased costs to residents for the purchase of additional waste containers to house the household waste over a two-week period.

#### 6. **CONSULTATIONS:**

Mike Coulson, GFL representative

7. **CONCLUSION:**

The residents of Amherstburg generates approximately 165 tons of garbage waste on a weekly basis. The Town could consider bi-weekly waste collection when household food waste and organic program is initiated.



---

Eric Chamberlain  
**Manager of Roads and Fleet**

## Report Approval Details

|                      |  |
|----------------------|--|
| Document Title:      | Bi-Weekly Waste Collection Review.docx |
| Attachments:         |  |
| Final Approval Date: | Feb 16, 2021                           |

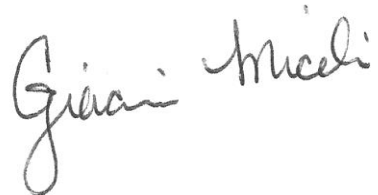
This report and all of its attachments were approved and signed as outlined below:



Antonietta Giofu



Cheryl Horrobin



John Miceli



Paula Parker



## THE CORPORATION OF THE TOWN OF AMHERSTBURG

### OFFICE OF CORPORATE SERVICES

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

|   |                                    |
|---|------------------------------------|
| Author's Name: Kate Rowe  | Report Date: February 4, 2021      |
| Author's Phone: 519 736-0012 ext. 2253  | Date to Council: February 22, 2021 |
| Author's E-mail: <a href="mailto:krowe@amherstburg.ca">krowe@amherstburg.ca</a> | Resolution #: N/A                  |

To: Mayor and Members of Town Council

Subject: Cheque Listing for the Month of January 2021

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#### 1. RECOMMENDATION:

It is recommended that:

1. The report from the Supervisor of Accounting dated February 4, 2021 regarding Cheque Listing for the Month of January 2021 **BE RECEIVED for information.**

#### 2. BACKGROUND:

On June 24 2019, Council adopted the following resolution:

“That the Accounts Payable reports be re-added to the agenda.”

It is noted that the report is actually a transmittal of the listing of cheques issued for the subject month.

#### 3. DISCUSSION:

The list of cheques issued in the month of January 2021 is attached for information. The cheques are issued by the Town to satisfy commitments or obligations as a result of services rendered, goods purchased and received or contractual obligations in accordance with Council approved operating or capital budgets and/or the Council approved Procurement Policy.

4. **RISK ANALYSIS:**

N/A

5. **FINANCIAL MATTERS:**

There is no financial impact from the recommendation in this report.

6. **CONSULTATIONS:**

N/A

7. **CONCLUSION:**

This report is provided for information.



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Kate Rowe  
**Supervisor of Accounting**



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Justin Rousseau  
**Treasurer**

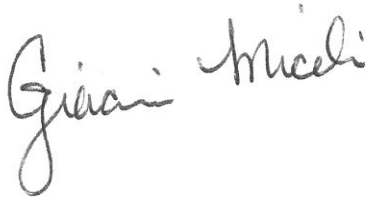
## Report Approval Details

|                      |                                    |
|----------------------|------------------------------------|
| Document Title:      | Cheque Listing - January 2021.docx |
| Attachments:         | - Cheque listing January 2021.pdf  |
| Final Approval Date: | Feb 16, 2021                       |

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



Cheryl Horrobin



John Miceli



Paula Parker

## Council/Board Report By Dept-(Computer)



AP5130

Page : 1

Date : Feb 04, 2021

Time : 3:50 pm

Vendor : 001 To ZUL180

Batch : All

Department : All

Cheque Print Date : 01-Jan-2021 To 31-Jan-2021

Bank : 1 To 99

Class : All

| Vendor Invoice   | Vendor Name Description |  |     |                 | Batch Invc Date  | Invc Due Date | Amount    |
|--|-------------------------|--|-----|-----------------|------------------|---------------|-----------|
| G.L. Account   | CC1                     | CC2  | CC3 | GL Account Name |                  |               |           |
| <b>DEPARTMENT 0000000</b>  |                         | GENERAL  |     |                 |                  |               |           |
| <b>ALL636</b>  |                         | <b>ALLIANCE GENERAL CONTRACTING OF WINDSOR</b>       |     |                 |                  |               |           |
| PRNR2020233  |                         | INDEMNITY DEPOSIT RETURNED FOR 3170 MIDDLE SIDE ROAD |     |                 | 24 11-Jan-2021   | 11-Jan-2021   |           |
| 10-2-0000000-2140  |                         | INDEMNITY FEES                                       |     |                 |                  |               | 1,000.00  |
| <b>AMH29</b>   |                         | <b>AMHERSTBURG FIREMAN'S ASSOCIATION</b>             |     |                 |                  |               |           |
| NOVEMBER 21 2020 DUES COVERS JUNE 1, 202 - NOV 30, 2020                  |                         |  |     |                 | 1431 30-Nov-2020 | 30-Nov-2020   |           |
| 10-2-0000000-1156  |                         | A/P - PAYROLL DED. - FIRE                            |     |                 |                  |               | 2,800.00  |
| <b>BAN010</b>  |                         | <b>THE BANK OF NOVIA SCOTIA</b>                      |     |                 |                  |               |           |
| DECEMBER 21 REFUND OF PROPERTY TAX OVER PAYMENT                          |                         |  |     |                 | 1402 23-Dec-2020 | 23-Dec-2020   |           |
| 10-1-0000000-2138  |                         | A/R PROP TAX REFUND OWING                            |     |                 |                  |               | 894.00    |
| <b>BEZ273</b>  |                         | <b>BEZAIRE JOEL</b>                                  |     |                 |                  |               |           |
| DECEMBER 21 PARTIAL REFUND OF SECURITY DEPOSIT FOR 7551 N TOWNLINE       |                         |  |     |                 | 1402 23-Dec-2020 | 23-Dec-2020   |           |
| 10-2-0000000-2120  |                         | BUILD/PLAN Development Agreement Securit             |     |                 |                  |               | 5,000.00  |
| <b>BON450</b>  |                         | <b>BONDY TED</b>                                     |     |                 |                  |               |           |
| 2020-214 REFUND OF INDEMNITY DEPOSIT FOR 4500 4TH CONC N                 |                         |  |     |                 | 7 12-Jan-2021    | 12-Jan-2021   |           |
| 10-2-0000000-2135  |                         | INDEMNITY FEE - RIGHT OF WAY                         |     |                 |                  |               | 1,000.00  |
| <b>COM046</b>  |                         | <b>COMPETERS INC</b>                                 |     |                 |                  |               |           |
| 5382 SERVICE MAINTENANCE   |                         |  |     |                 | 23 04-Jan-2021   | 04-Jan-2021   |           |
| 80-5-0000000-0755  |                         | WATER SERVICE MAINTENANCE                            |     |                 |                  |               | 395.00    |
| <b>DAM01</b>   |                         | <b>D'AMORE CONSTRUCTION (2000) LTD</b>               |     |                 |                  |               |           |
| PRDE2020286 RETURN OF INDEMNITY DEPOSIT FOR 3179 MIDDLE SIDE ROAD        |                         |  |     |                 | 24 12-Jan-2021   | 12-Jan-2021   |           |
| 10-2-0000000-2140  |                         | INDEMNITY FEES                                       |     |                 |                  |               | 1,000.00  |
| <b>DIE133</b>  |                         | <b>DIESEL ROOFING &amp; SIDING INC. O/A DS60</b>     |     |                 |                  |               |           |
| 2020-209 PERMIT #2020-209 INDEMNITY REFUND 259 DALHOUSIE ST              |                         |  |     |                 | 1346 16-Dec-2020 | 16-Dec-2020   |           |
| 10-2-0000000-2135  |                         | INDEMNITY FEE - RIGHT OF WAY                         |     |                 |                  |               | 1,000.00  |
| <b>DRO1142</b>   |                         | <b>DROUILLARD IAN</b>                                |     |                 |                  |               |           |
| 2225907 INDEMNITY DEPOSIT RETURN 19 SHANGRILA, 2019-006                  |                         |  |     |                 | 24 13-Jan-2021   | 13-Jan-2021   |           |
| 10-2-0000000-2140  |                         | INDEMNITY FEES                                       |     |                 |                  |               | 1,000.00  |
| <b>ESS273</b>  |                         | <b>ESSEX POWERLINES CORPORATION</b>                  |     |                 |                  |               |           |
| JC8540 WATER BILLING & COLLECTING CHARGES FOR THE MONTH OF DECEMBER 2020 |                         |  |     |                 | 1435 31-Dec-2020 | 31-Dec-2020   |           |
| 80-5-0000000-0504  |                         | COLLECTION EXPENSE                                   |     |                 |                  |               | 14,449.88 |
| <b>GFL270</b>  |                         | <b>GFL (GREEN FOR LIFE) ENVIRONMENTAL INC.</b>       |     |                 |                  |               |           |
| GW000103294 WASTE COLLECTION FOR JANUARY 2021                            |                         |  |     |                 | 7 01-Jan-2021    | 01-Jan-2021   |           |
| 10-1-0000000-2031  |                         | A/R - FLOW THROUGH INVOICES                          |     |                 |                  |               | 401.51    |

Council/Board Report By Dept-(Computer)



AP5130

Page : 2

Date : Feb 04, 2021

Time : 3:50 pm

Vendor : 001 To ZUL180

Batch : All

Department : All

Cheque Print Date : 01-Jan-2021 To 31-Jan-2021

Bank : 1 To 99

Class : All

| Vendor Invoice                                 | Vendor Name Description |     |     |  | Batch Invc Date | Invc Due Date | Amount      |  |
|--|-------------------------|-----|-----|--|-----------------|---------------|-------------|--|
| G.L. Account                                   | CC1                     | CC2 | CC3 | GL Account Name                        |                 |               |             |  |
| <b>DEPARTMENT 0000000 GENERAL</b>              |                         |     |     |  |                 |               |             |  |
| JANUARY 6, 2021 REFUND OF OVERPAYMENT OF TAXES |                         |     |     |  | 7               | 19-Jan-2021   | 19-Jan-2021 |  |
| 10-1-0000000-2138                              |                         |     |     | A/R PROP TAX REFUND OWING              |                 |               | 3,281.83    |  |
| <b>GRO132 GRONDIN DEAN</b>                     |                         |     |     |  |                 |               |             |  |
| 2020-014 REFUND OF INDEMNITY FEES, ALMA STREET |                         |     |     |  | 7               | 12-Jan-2021   | 12-Jan-2021 |  |
| 10-2-0000000-2135                              |                         |     |     | INDEMNITY FEE - RIGHT OF WAY           |                 |               | 1,000.00    |  |
| <b>GSP636 G&amp;S EQUIPMENT RENTALS</b>        |                         |     |     |  |                 |               |             |  |
| 2178 GRASS CUTTING                             |                         |     |     |  | 1402            | 20-Jun-2020   | 20-Jun-2020 |  |
| 10-1-0000000-2066                              |                         |     |     | A/R - CLEARING                         |                 |               | 310.75      |  |
| <b>HEA693 HEATON SANITATION</b>                |                         |     |     |  |                 |               |             |  |
| 41731 FILLING STATION REPAIRS                  |                         |     |     |  | 1435            | 23-Dec-2020   | 23-Dec-2020 |  |
| 80-5-0000000-0855                              |                         |     |     | COIN OPERATED FILLING STATIONS REPAIRS |                 |               | 1,695.00    |  |
| 41734 FILLING STATION REPAIRS                  |                         |     |     |  | 23              | 02-Jan-2021   | 02-Jan-2021 |  |
| 80-5-0000000-0855                              |                         |     |     | COIN OPERATED FILLING STATIONS REPAIRS |                 |               | 1,398.38    |  |
| <b>IBEW01 IBEW - LOCAL 636</b>                 |                         |     |     |  |                 |               |             |  |
| NOV2020 NOV 2020 MONTHLY DUES                  |                         |     |     |  | 1370            | 30-Nov-2020   | 30-Nov-2020 |  |
| 10-2-0000000-1145                              |                         |     |     | A/P - PAYROLL DED. - UNIO              |                 |               | 3,547.32    |  |
| <b>JIR154 JIREH TOOLS</b>                      |                         |     |     |  |                 |               |             |  |
| 60038 MAINTENANCE                              |                         |     |     |  | 1404            | 29-Dec-2020   | 29-Dec-2020 |  |
| 80-5-0000000-0420                              |                         |     |     | EQUIPMENT MAINTENANCE                  |                 |               | 3,161.74    |  |
| 60297 SERVICE MAINTENANCE                      |                         |     |     |  | 23              | 05-Jan-2021   | 05-Jan-2021 |  |
| 80-5-0000000-0755                              |                         |     |     | WATER SERVICE MAINTENANCE              |                 |               | 101.69      |  |
| <b>KEN211 KEN LAPAIN &amp; SONS LTD</b>        |                         |     |     |  |                 |               |             |  |
| 6871 MAINTENANCE                               |                         |     |     |  | 1435            | 09-Dec-2020   | 09-Dec-2020 |  |
| 80-5-0000000-0402                              |                         |     |     | VEHICLE & EQUIPMENT MTCE.              |                 |               | 1,397.37    |  |
| <b>LAW731 LAWSON PRODUCTS INC</b>              |                         |     |     |  |                 |               |             |  |
| 9307997288 MAINTENANCE                         |                         |     |     |  | 1435            | 06-Nov-2020   | 06-Nov-2020 |  |
| 80-5-0000000-0810                              |                         |     |     | WATER - MAIN MAINTENANCE               |                 |               | 116.83      |  |
| 9308000677 MAINTENANCE                         |                         |     |     |  | 1435            | 09-Nov-2020   | 09-Nov-2020 |  |
| 80-5-0000000-0810                              |                         |     |     | WATER - MAIN MAINTENANCE               |                 |               | 2,677.88    |  |
| 9308013194 MAINTENANCE                         |                         |     |     |  | 1435            | 13-Nov-2020   | 13-Nov-2020 |  |
| 80-5-0000000-0810                              |                         |     |     | WATER - MAIN MAINTENANCE               |                 |               | 593.14      |  |
| 9308029617 MAINTENANCE                         |                         |     |     |  | 1435            | 20-Nov-2020   | 20-Nov-2020 |  |
| 80-5-0000000-0810                              |                         |     |     | WATER - MAIN MAINTENANCE               |                 |               | 61.19       |  |



Council/Board Report By Dept-(Computer)



AP5130

Page : 3

Date : Feb 04, 2021

Time : 3:50 pm

Vendor : 001 To ZUL180

Batch : All

Department : All

Cheque Print Date : 01-Jan-2021 To 31-Jan-2021

Bank : 1 To 99

Class : All

| Vendor Invoice                           | Vendor Name Description |         |     |   | Batch Invc Date | Invc Due Date | Amount      |
|--|-------------------------|---------|-----|---|-----------------|---------------|-------------|
| G.L. Account                             | CC1                     | CC2     | CC3 | GL Account Name   |                 |               |             |
| <b>DEPARTMENT 0000000</b>                |                         | GENERAL |     |   |                 |               |             |
| 80-5-0000000-0810                        |                         |         |     | WATER - MAIN MAINTENANCE                                |                 |               | -188.21     |
| <b>LOR495 LORICON HOLDINGS</b>           |                         |         |     |   |                 |               |             |
| 2020-004                                 |                         |         |     | REFUND ON INDEMNITY DEPOSIT FOR ALMA STREET             | 7               | 12-Jan-2021   | 12-Jan-2021 |
| 10-2-0000000-2135                        |                         |         |     | INDEMNITY FEE - RIGHT OF WAY                            |                 |               | 1,000.00    |
| <b>MAC128 MACDONALD TODD</b>             |                         |         |     |   |                 |               |             |
| PRAB2020412                              |                         |         |     | RETURN OF INDEMNITY DEPOSIT FOR 128 WHELAN DRIVE        | 24              | 06-Jan-2021   | 06-Jan-2021 |
| 10-2-0000000-2140                        |                         |         |     | INDEMNITY FEES  |                 |               | 500.00      |
| <b>MAL256 MALDEN AUTO SUPPLY</b>         |                         |         |     |   |                 |               |             |
| 5294-226698                              |                         |         |     | UNIT WM-08  | 1435            | 09-Dec-2020   | 09-Dec-2020 |
| 80-5-0000000-0402                        |                         |         |     | VEHICLE & EQUIPMENT MTCE.                               |                 |               | 7.86        |
| <b>MAN797 MANSON HENRY</b>               |                         |         |     |   |                 |               |             |
| PRAB2020272                              |                         |         |     | RETURN OF INDEMNITY DEPOSIT FOR 7971 COLLISON SIDE ROAD | 24              | 06-Jan-2021   | 06-Jan-2021 |
| 10-2-0000000-2140                        |                         |         |     | INDEMNITY FEES  |                 |               | 500.00      |
| <b>MCG880 MCGEE'S PLUMBING SOLUTIONS</b> |                         |         |     |   |                 |               |             |
| 0055                                     |                         |         |     | WATER METER REPLACEMENT                                 | 23              | 13-Jan-2021   | 13-Jan-2021 |
| 80-5-0000000-0833                        |                         |         |     | WATER METER REPAIRS & MTNCE                             |                 |               | 559.35      |
| <b>MEA01 THE MEARIE GROUP</b>            |                         |         |     |   |                 |               |             |
| 33,327                                   |                         |         |     | JANUARY 2020 BENEFITS                                   | 23              | 02-Jan-2021   | 02-Jan-2021 |
| 80-5-0000000-0211                        |                         |         |     | BENEFITS - ESSEX POWER - WATER DEPARTMEN                |                 |               | 765.49      |
| DECEMBER 2020 PREMIUMS                   |                         |         |     |   | 1384            | 01-Dec-2020   | 01-Dec-2020 |
| 80-5-0000000-0211                        |                         |         |     | BENEFITS - ESSEX POWER - WATER DEPARTMEN                |                 |               | 765.49      |
| <b>OKT366 OK TIRE STORE - SANTING</b>    |                         |         |     |   |                 |               |             |
| 0000187498                               |                         |         |     | KROWN AEROSOL   | 1384            | 09-Dec-2020   | 09-Dec-2020 |
| 80-5-0000000-0840                        |                         |         |     | VALVE MAINTENANCE                                       |                 |               | 183.06      |
| 0000192346                               |                         |         |     | AEROSOL CREDIT  | 1384            | 09-Dec-2020   | 09-Dec-2020 |
| 80-5-0000000-0840                        |                         |         |     | VALVE MAINTENANCE                                       |                 |               | -91.53      |
| <b>ONT001 ONTARIO CLEAN WATER AGENCY</b> |                         |         |     |   |                 |               |             |
| INV000000030                             |                         |         |     | ADDITIONAL SERVICES                                     | 1404            | 14-Dec-2020   | 14-Dec-2020 |
| 80-5-0000000-0612                        |                         |         |     | GENERAL MAINTENANCE - AWWTP                             |                 |               | 1,499.64    |
| INV000000073                             |                         |         |     | ADDITIONAL SERVICES                                     | 1404            | 14-Dec-2020   | 14-Dec-2020 |
| 80-5-0000000-0612                        |                         |         |     | GENERAL MAINTENANCE - AWWTP                             |                 |               | 4,295.62    |
| INV000000073                             |                         |         |     | ADDITIONAL SERVICES                                     | 1404            | 14-Dec-2020   | 14-Dec-2020 |
| 80-5-0000000-0612                        |                         |         |     | GENERAL MAINTENANCE - AWWTP                             |                 |               | 889.79      |



Vendor : 001 To ZUL180

Batch : All

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Bank : 1 To 99

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| Vendor Invoice                              | Vendor Name Description |     |     |  | Batch Invc Date  | Invc Due Date | Amount    |
|---|-------------------------|-----|-----|--|------------------|---------------|-----------|
| G.L. Account                                | CC1                     | CC2 | CC3 | GL Account Name  |                  |               |           |
| <b>DEPARTMENT 0000000 GENERAL</b>           |                         |     |     |  |                  |               |           |
| 80-5-0000000-0612                           |                         |     |     | GENERAL MAINTENANCE - AWWTP                                  |                  |               | 1,087.88  |
| INV000000073                                |                         |     |     | ADDITIONAL SERVICES  | 1404 14-Dec-2020 | 14-Dec-2020   |           |
| 80-5-0000000-0680                           |                         |     |     | LIFE CYCLE EXPENSES  |                  |               | 15,430.38 |
| INV000000073                                |                         |     |     | ADDITIONAL SERVICES  | 1404 14-Dec-2020 | 14-Dec-2020   |           |
| 80-5-0000000-0612                           |                         |     |     | GENERAL MAINTENANCE - AWWTP                                  |                  |               | 423.34    |
| INV000000073                                |                         |     |     | ADDITIONAL SERVICES  | 1404 14-Dec-2020 | 14-Dec-2020   |           |
| 80-5-0000000-0612                           |                         |     |     | GENERAL MAINTENANCE - AWWTP                                  |                  |               | 414.05    |
| INV000000075                                |                         |     |     | ADDITIONAL SERVICES  | 1404 18-Dec-2020 | 18-Dec-2020   |           |
| 80-5-0000000-0680                           |                         |     |     | LIFE CYCLE EXPENSES  |                  |               | 10,257.82 |
| INV000000076                                |                         |     |     | ADDITIONAL SERVICES  | 1435 23-Dec-2020 | 23-Dec-2020   |           |
| 80-5-0000000-0680                           |                         |     |     | LIFE CYCLE EXPENSES  |                  |               | 50,203.29 |
| INV000000082                                |                         |     |     | ADDITIONAL SERVICES  | 1435 31-Dec-2020 | 31-Dec-2020   |           |
| 80-5-0000000-0612                           |                         |     |     | GENERAL MAINTENANCE - AWWTP                                  |                  |               | 860.04    |
| <b>ONT104 ONTARIO ONE CALL</b>              |                         |     |     |  |                  |               |           |
| 202018413                                   |                         |     |     | SERVICE MAINTENANCE  | 1435 31-Dec-2020 | 31-Dec-2020   |           |
| 80-5-0000000-0755                           |                         |     |     | WATER SERVICE MAINTENANCE                                    |                  |               | 487.08    |
| 202018960                                   |                         |     |     | SERVICE MAINTENANCE  | 1435 31-Dec-2020 | 31-Dec-2020   |           |
| 80-5-0000000-0755                           |                         |     |     | WATER SERVICE MAINTENANCE                                    |                  |               | 1,489.00  |
| <b>PAR372 PARRLINE ELECTRICAL WHOLESALE</b> |                         |     |     |  |                  |               |           |
| 93792                                       |                         |     |     | FILLING STATION REPAIRS                                      | 1435 03-Dec-2020 | 03-Dec-2020   |           |
| 80-5-0000000-0855                           |                         |     |     | COIN OPERATED FILLING STATIONS REPAIRS                       |                  |               | 97.46     |
| <b>PEN1024 PENTO JOHN</b>                   |                         |     |     |  |                  |               |           |
| NOVEMBER 1                                  |                         |     |     | C.J. BONDY PLUMBING INVOICE # 33135                          | 1404 24-Nov-2020 | 24-Nov-2020   |           |
| 80-5-0000000-0815                           |                         |     |     | BACKFLOW - PREVENTION  |                  |               | 506.24    |
| <b>PRI100 PRINCESS AUTO</b>                 |                         |     |     |  |                  |               |           |
| 1317467                                     |                         |     |     | EQUIPMENT  | 23 16-Jan-2021   | 16-Jan-2021   |           |
| 80-5-0000000-0420                           |                         |     |     | EQUIPMENT MAINTENANCE  |                  |               | 22.59     |
| 2535240                                     |                         |     |     | EQUIPMENT  | 23 16-Jan-2021   | 16-Jan-2021   |           |
| 80-5-0000000-0420                           |                         |     |     | EQUIPMENT MAINTENANCE  |                  |               | 148.50    |
| <b>RAP504 RAPID DRAINAGE</b>                |                         |     |     |  |                  |               |           |
| 4764  |                         |     |     | SERVICE  | 1404 18-Dec-2020 | 18-Dec-2020   |           |
| 80-5-0000000-0755                           |                         |     |     | WATER SERVICE MAINTENANCE                                    |                  |               | 2,384.30  |
| <b>RRC482 RRC MANAGEMENT</b>                |                         |     |     |  |                  |               |           |
| 232684                                      |                         |     |     | RETURN OF INDEMNITY DEPOSIT FOR 7826 HOWARD AVENUE, 2019-322 | 24 11-Jan-2021   | 11-Jan-2021   |           |

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Batch : All

Department : All

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| Vendor Invoice                                   | Vendor Name Description                             |     |     |                 | Batch Invc Date  | Invc Due Date | Amount   |
|--|---|-----|-----|-----------------|------------------|---------------|----------|
| G.L. Account                                     | CC1   | CC2 | CC3 | GL Account Name |                  |               |          |
| <b>DEPARTMENT 0000000 GENERAL</b>                |   |     |     |                 |                  |               |          |
| <b>SAV763 SAVOIE JOHN</b>                        |   |     |     |                 |                  |               |          |
| R#13191  | PERMIT:2011-116 INDEMNITY REFUND 7636 CONC 7 S      |     |     |                 | 1346 17-Dec-2020 | 17-Dec-2020   |          |
| 10-2-0000000-2140                                | INDEMNITY FEES                                      |     |     |                 |                  |               | 1,000.00 |
| <b>SEA460 SEATON SUNROOMS</b>                    |   |     |     |                 |                  |               |          |
| PRAD2020337                                      | RETURN OF INDEMNITY DEPOSIT FOR 114 LAKEWOOD DRIVE  |     |     |                 | 24 11-Jan-2021   | 11-Jan-2021   |          |
| 10-2-0000000-2140                                | INDEMNITY FEES                                      |     |     |                 |                  |               | 1,000.00 |
| <b>SPI203 SPICKETT ERIC</b>                      |   |     |     |                 |                  |               |          |
| PRPE2020138                                      | PERMIT:PRPE2020138 INDEMNITY REFUND 203 HYDE PARK   |     |     |                 | 1346 04-Dec-2020 | 04-Dec-2020   |          |
| 10-2-0000000-2140                                | INDEMNITY FEES                                      |     |     |                 |                  |               | 1,000.00 |
| <b>UNI300 UNITED WAY OF WINDSOR-ESSEX COUNTY</b> |   |     |     |                 |                  |               |          |
| DECEMBER 20                                      | OCTOBER - DECEMBER 2020                             |     |     |                 | 1431 31-Dec-2020 | 31-Dec-2020   |          |
| 10-2-0000000-1147                                | A/P - PAYROLL DED. - UNIT                           |     |     |                 |                  |               | 248.00   |
| <b>VUL603 VULTAGGIO COREY JOSEPH</b>             |   |     |     |                 |                  |               |          |
| PRBD2020413                                      | RETURN OF INDEMNITY DEPOSIT FOR 6031 COUNTY ROAD 18 |     |     |                 | 24 11-Jan-2021   | 11-Jan-2021   |          |
| 10-2-0000000-2140                                | INDEMNITY FEES                                      |     |     |                 |                  |               | 500.00   |
| <b>WOL533 WOLSELEY CANADA INC</b>                |   |     |     |                 |                  |               |          |
| 136574   | WATER METER REPAIRS AND MAINTENANCE                 |     |     |                 | 1435 20-Dec-2020 | 20-Dec-2020   |          |
| 80-5-0000000-0833                                | WATER METER REPAIRS & MTNCE                         |     |     |                 |                  |               | 5,311.00 |
| 173515   | REPAIRS, UPGRADES, NEW INSTALLS                     |     |     |                 | 1435 20-Dec-2020 | 20-Dec-2020   |          |
| 80-5-0000000-0845                                | BLOWOFF REPAIRS, UPGRADES, NEW INSTALLS             |     |     |                 |                  |               | 2,712.00 |
| 210316   | EQUIPMENT   |     |     |                 | 1435 20-Dec-2020 | 20-Dec-2020   |          |
| 80-5-0000000-0402                                | VEHICLE & EQUIPMENT MTCE.                           |     |     |                 |                  |               | 794.62   |
| 213015   | SUPPLIES  |     |     |                 | 1404 20-Dec-2020 | 20-Dec-2020   |          |
| 80-5-0000000-0420                                | EQUIPMENT MAINTENANCE                               |     |     |                 |                  |               | 5,085.00 |
| 2227279  | WATER METER REPAIRS AND MAINTENANCE                 |     |     |                 | 23 06-Jan-2021   | 06-Jan-2021   |          |
| 80-5-0000000-0833                                | WATER METER REPAIRS & MTNCE                         |     |     |                 |                  |               | 918.44   |
| 251653   | FILLING STATION REPAIRS                             |     |     |                 | 23 12-Jan-2021   | 12-Jan-2021   |          |
| 80-5-0000000-0855                                | COIN OPERATED FILLING STATIONS REPAIRS              |     |     |                 |                  |               | 217.08   |
| 251654   | FILLING STATION REPAIRS                             |     |     |                 | 23 12-Jan-2021   | 12-Jan-2021   |          |
| 80-5-0000000-0855                                | COIN OPERATED FILLING STATIONS REPAIRS              |     |     |                 |                  |               | 216.18   |
| 262315   | MAINTENANCE   |     |     |                 | 23 14-Jan-2021   | 14-Jan-2021   |          |
| 80-5-0000000-0755                                | WATER SERVICE MAINTENANCE                           |     |     |                 |                  |               | 4,947.94 |
| 263660   | MAINTENANCE   |     |     |                 | 23 19-Jan-2021   | 19-Jan-2021   |          |
| 80-5-0000000-0755                                | WATER SERVICE MAINTENANCE                           |     |     |                 |                  |               | 173.55   |

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| Vendor Invoice                    | Vendor Name Description |     |     |  | Batch Invc Date | Invc Due Date | Amount            |
|-----------------------------------|-------------------------|-----|-----|--|-----------------|---------------|-------------------|
| G.L. Account                      | CC1                     | CC2 | CC3 | GL Account Name                        |                 |               |                   |
| <b>DEPARTMENT 0000000 GENERAL</b> |                         |     |     |  |                 |               |                   |
| 263661                            |                         |     |     | MAINTENANCE                            | 23 14-Jan-2021  | 14-Jan-2021   |                   |
| 80-5-0000000-0755                 |                         |     |     | WATER SERVICE MAINTENANCE              |                 |               | 259.76            |
| 269472                            |                         |     |     | MAINTENANCE                            | 23 15-Jan-2021  | 15-Jan-2021   |                   |
| 80-5-0000000-0755                 |                         |     |     | WATER SERVICE MAINTENANCE              |                 |               | 11.13             |
| 269473                            |                         |     |     | FILLING STATION REPAIRS                | 23 15-Jan-2021  | 15-Jan-2021   |                   |
| 80-5-0000000-0855                 |                         |     |     | COIN OPERATED FILLING STATIONS REPAIRS |                 |               | 107.88            |
| 269474                            |                         |     |     | FILLING STATION REPAIRS                | 23 15-Jan-2021  | 15-Jan-2021   |                   |
| 80-5-0000000-0855                 |                         |     |     | COIN OPERATED FILLING STATIONS REPAIRS |                 |               | 357.37            |
| <b>WOR415 WORK AUTHORITY</b>      |                         |     |     |  |                 |               |                   |
| 646855                            |                         |     |     | CLOTHING                               | 23 17-Jan-2021  | 17-Jan-2021   |                   |
| 80-5-0000000-0161                 |                         |     |     | CLOTHING                               |                 |               | 249.15            |
| <b>Department Totals :</b>        |                         |     |     |  |                 |               | <b>168,891.14</b> |

|  |  |  |  |                               |                  |             |                 |
|--|--|--|--|-------------------------------|------------------|-------------|-----------------|
| <b>DEPARTMENT 1001010 COUNCIL</b>                        |  |  |  |                               |                  |             |                 |
| <b>AMH60 AMHERSTBURG CLERKS PETTY CASH</b>               |  |  |  |                               |                  |             |                 |
| DEC 2020   |  |  |  | PETTY CASH REPLENISHMENT      | 1346 17-Dec-2020 | 17-Dec-2020 |                 |
| 10-5-1001010-0360  |  |  |  | COMMITTEE MEETINGS - SUNDRIES |                  |             | 28.95           |
| 10-5-1001010-0342  |  |  |  | COUNCIL MEETINGS              |                  |             | 13.51           |
| 10-5-1001010-0342  |  |  |  | COUNCIL MEETINGS              |                  |             | 5.60            |
| 10-5-1001010-0342  |  |  |  | COUNCIL MEETINGS              |                  |             | 91.52           |
| <b>FAS259 FASTSIGNS</b>                                  |  |  |  |                               |                  |             |                 |
| 33438  |  |  |  | CUSTOM ALUMINUM PLAQUE        | 1346 17-Dec-2020 | 17-Dec-2020 |                 |
| 10-5-1001010-0368  |  |  |  | HERITAGE COMMITTEE            |                  |             | 5,648.78        |
| <b>ROY805 THE ROYAL CANADIAN LEGION - PROJECT OFFICE</b> |  |  |  |                               |                  |             |                 |
| DEC 18/20  |  |  |  | 1/4 PAGE B&W AD               | 1346 18-Dec-2020 | 18-Dec-2020 |                 |
| 10-5-1001010-0348  |  |  |  | DONATIONS                     |                  |             | 470.00          |
| <b>Department Totals :</b>                               |  |  |  |                               |                  |             | <b>6,258.36</b> |

|  |  |  |  |                     |               |             |        |
|--|--|--|--|---------------------|---------------|-------------|--------|
| <b>DEPARTMENT 1001020 ADMINISTRATION</b> |  |  |  |                     |               |             |        |
| <b>ADV329 ADVANCE BUSINESS SYSTEMS</b>   |  |  |  |                     |               |             |        |
| 721841                                   |  |  |  | PSTAGE METER AT EPW | 7 04-Jan-2021 | 04-Jan-2021 |        |
| 10-5-1001020-0304                        |  |  |  | POSTAGE & COURIER   |               |             | 678.00 |
| <b>CAN380 CANADIAN TIRE STORE #281</b>   |  |  |  |                     |               |             |        |

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Class : All

| Vendor Invoice            | Vendor Name Description                      |     |     |                            | Batch Invc Date  | Invc Due Date | Amount   |
|---------------------------|--|-----|-----|----------------------------|------------------|---------------|----------|
| G.L. Account              | CC1  | CC2 | CC3 | GL Account Name            |                  |               |          |
| <b>DEPARTMENT 1001020</b> |  |     |     | ADMINISTRATION             |                  |               |          |
| 40-7-1001020-0012         | 320COM                                       |     |     | ST. BERNARD'S 320 RICHMOND |                  |               | 35.78    |
| 40-7-1001020-0012         | 320COM                                       |     |     | ST. BERNARD'S 320 RICHMOND |                  |               | 155.93   |
| <b>CEN859</b>             | <b>CENTENNIAL LOCK &amp; SAFE LIMITED</b>    |     |     |                            |                  |               |          |
| 26090                     | SECURITY KEYS                                |     |     |                            | 1346 04-Dec-2020 | 04-Dec-2020   |          |
| 40-7-1001020-0012         | 320COM                                       |     |     | ST. BERNARD'S 320 RICHMOND |                  |               | 283.57   |
| <b>COL277</b>             | <b>COLAUTTI FLOORS</b>                       |     |     |                            |                  |               |          |
| 00082939                  | TILE WORK                                    |     |     |                            | 1433 14-Dec-2020 | 14-Dec-2020   |          |
| 40-7-1001020-0012         | 320COM                                       |     |     | ST. BERNARD'S 320 RICHMOND |                  |               | 8,023.00 |
| <b>DEL060</b>             | <b>DELINE'S POWERWASH &amp; PEST CONTROL</b> |     |     |                            |                  |               |          |
| 047842 (2021)             | PEST CONTROL SERVICES                        |     |     |                            | 25 11-Jan-2021   | 11-Jan-2021   |          |
| 40-7-1001020-0012         | 320COM                                       |     |     | ST. BERNARD'S 320 RICHMOND |                  |               | 170.50   |
| <b>DPO150</b>             | <b>DPOC QUADIENT LEASING CANADA</b>          |     |     |                            |                  |               |          |
| 2020-12-21                | TOWN HALL POSTAGE MACHINE A/C232920          |     |     |                            | 1346 21-Dec-2020 | 21-Dec-2020   |          |
| 10-5-1001020-0304         | POSTAGE & COURIER                            |     |     |                            |                  |               | 2,500.00 |
| <b>ELE400</b>             | <b>ELECTRICAL SAFETY AUTHORITY</b>           |     |     |                            |                  |               |          |
| 98244897                  | ESA PERMIT                                   |     |     |                            | 1431 24-Jul-2020 | 24-Jul-2020   |          |
| 40-7-1001020-0012         | 320COM                                       |     |     | ST. BERNARD'S 320 RICHMOND |                  |               | 135.60   |
| 98250212                  | ESA  |     |     |                            | 1431 29-Jul-2020 | 29-Jul-2020   |          |
| 40-7-1001020-0012         | 320COM                                       |     |     | ST. BERNARD'S 320 RICHMOND |                  |               | 88.14    |
| <b>EMC530</b>             | <b>EMCO CORPORATION</b>                      |     |     |                            |                  |               |          |
| 128747-00                 | CREDIT                                       |     |     |                            | 1402 22-Dec-2020 | 22-Dec-2020   |          |
| 40-7-1001020-0012         | 320COM                                       |     |     | ST. BERNARD'S 320 RICHMOND |                  |               | -25.90   |
| 37624807-01               | MAINTENANCE                                  |     |     |                            | 1402 17-Dec-2020 | 17-Dec-2020   |          |
| 40-7-1001020-0012         | 320COM                                       |     |     | ST. BERNARD'S 320 RICHMOND |                  |               | 21.06    |
| 37625161-00               | SUPPLIES                                     |     |     |                            | 1346 16-Dec-2020 | 16-Dec-2020   |          |
| 40-7-1001020-0012         | 320COM                                       |     |     | ST. BERNARD'S 320 RICHMOND |                  |               | 168.16   |
| 37625162-00               | BATTERY                                      |     |     |                            | 1346 16-Dec-2020 | 16-Dec-2020   |          |
| 40-7-1001020-0012         | 320COM                                       |     |     | ST. BERNARD'S 320 RICHMOND |                  |               | 134.47   |
| 37625281-00               | MAINTENANCE SUPPLIES                         |     |     |                            | 1431 17-Dec-2020 | 17-Dec-2020   |          |
| 40-7-1001020-0012         | 320COM                                       |     |     | ST. BERNARD'S 320 RICHMOND |                  |               | 124.29   |
| 37625540-00               | MAINTENANCE                                  |     |     |                            | 1402 21-Dec-2020 | 21-Dec-2020   |          |
| 40-7-1001020-0012         | 320COM                                       |     |     | ST. BERNARD'S 320 RICHMOND |                  |               | 29.57    |
| 37626204-00               | PLUMBING MATERIALS                           |     |     |                            | 7 06-Jan-2021    | 06-Jan-2021   |          |
| 40-7-1001020-0012         | 320COM                                       |     |     | ST. BERNARD'S 320 RICHMOND |                  |               | 315.21   |

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Vendor : 001 To ZUL180

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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            |                  |               |          |
| <b>DEPARTMENT 1001020</b>                            |   |     |     | ADMINISTRATION             |                  |               |          |
| 40-7-1001020-0012                                    | 320COM                                    |     |     | ST. BERNARD'S 320 RICHMOND |                  |               | 128.59   |
| 37626532-00  | MAINTENANCE MATERIALS                     |     |     |                            | 25 07-Jan-2021   | 07-Jan-2021   |          |
| 40-7-1001020-0012                                    | 320COM                                    |     |     | ST. BERNARD'S 320 RICHMOND |                  |               | 376.15   |
| 37626533-00  | MAINTENANCE MATERIALS                     |     |     |                            | 25 07-Jan-2021   | 07-Jan-2021   |          |
| 40-7-1001020-0012                                    | 320COM                                    |     |     | ST. BERNARD'S 320 RICHMOND |                  |               | 136.22   |
| 37626862-00  | PLUMBING MATERIALS                        |     |     |                            | 7 09-Jan-2021    | 09-Jan-2021   |          |
| 40-7-1001020-0012                                    | 320COM                                    |     |     | ST. BERNARD'S 320 RICHMOND |                  |               | 665.65   |
| <b>GRY115</b>  | <b>GRYPHON GLASS</b>                      |     |     |                            |                  |               |          |
| 15111  | LABOUR                                    |     |     |                            | 1402 23-Dec-2020 | 23-Dec-2020   |          |
| 40-7-1001020-0012                                    | 320COM                                    |     |     | ST. BERNARD'S 320 RICHMOND |                  |               | 488.16   |
| <b>LUC170</b>  | <b>LUCIER GLOVE &amp; SAFETY PRODUCTS</b> |     |     |                            |                  |               |          |
| 44629  | FIRE EXTINGUISHER SIGNAGE                 |     |     |                            | 7 05-Jan-2021    | 05-Jan-2021   |          |
| 40-7-1001020-0012                                    | 320COM                                    |     |     | ST. BERNARD'S 320 RICHMOND |                  |               | 117.43   |
| 44643  | INSPECTION TAGS FOR FIRE EXTINGUISHERS    |     |     |                            | 25 06-Jan-2021   | 06-Jan-2021   |          |
| 40-7-1001020-0012                                    | 320COM                                    |     |     | ST. BERNARD'S 320 RICHMOND |                  |               | 22.60    |
| <b>PAR372</b>  | <b>PARRLINE ELECTRICAL WHOLESALE</b>      |     |     |                            |                  |               |          |
| 94130  | ELECTRICAL                                |     |     |                            | 1403 14-Dec-2020 | 14-Dec-2020   |          |
| 40-7-1001020-0012                                    | 320COM                                    |     |     | ST. BERNARD'S 320 RICHMOND |                  |               | 219.40   |
| 94152  | ELECTRICAL                                |     |     |                            | 1403 15-Dec-2020 | 15-Dec-2020   |          |
| 40-7-1001020-0012                                    | 320COM                                    |     |     | ST. BERNARD'S 320 RICHMOND |                  |               | 279.64   |
| 94279  | ELECTRICAL                                |     |     |                            | 1403 21-Dec-2020 | 21-Dec-2020   |          |
| 40-7-1001020-0012                                    | 320COM                                    |     |     | ST. BERNARD'S 320 RICHMOND |                  |               | 89.60    |
| <b>PIC359</b>  | <b>182 PICKERING INC</b>                  |     |     |                            |                  |               |          |
| JANUARY 7, 21 AFFORDABLE HOUSING GRANT INSTALLMENT 1 |   |     |     |                            | 7 07-Jan-2021    | 07-Jan-2021   |          |
| 10-5-1001020-0353                                    |   |     |     | GRANTS TO ORGANIZATIONS    |                  |               | 8,452.70 |
| <b>PUR700</b>  | <b>PUROLATOR INC.</b>                     |     |     |                            |                  |               |          |
| 446289678  | SHIPPING DEC 8&9/20                       |     |     |                            | 1346 11-Dec-2020 | 11-Dec-2020   |          |
| 10-5-1001020-0304                                    |   |     |     | POSTAGE & COURIER          |                  |               | 22.38    |
| 446415508  | SHIPPING                                  |     |     |                            | 1433 25-Dec-2020 | 25-Dec-2020   |          |
| 10-5-1001020-0304                                    |   |     |     | POSTAGE & COURIER          |                  |               | 9.97     |
| <b>RTT067</b>  | <b>RIVER TOWN TIMES</b>                   |     |     |                            |                  |               |          |
| 4507   | DEC 16/20 EDITION                         |     |     |                            | 946 16-Dec-2020  | 16-Dec-2020   |          |
| 10-5-1001020-0307                                    |   |     |     | ADVERTISING                |                  |               | 349.03   |
| 4521   | ADVERTISING                               |     |     |                            | 1403 23-Dec-2020 | 23-Dec-2020   |          |

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Vendor : 001 To ZUL180

Batch : All

Department : All

Cheque Print Date : 01-Jan-2021 To 31-Jan-2021

Bank : 1 To 99

Class : All

| Vendor Invoice                                    | Vendor Name Description      |     |     |                            | Batch Invc Date  | Invc Due Date | Amount           |
|---|------------------------------|-----|-----|----------------------------|------------------|---------------|------------------|
| G.L. Account                                      | CC1                          | CC2 | CC3 | GL Account Name            |                  |               |                  |
| <b>DEPARTMENT 1001020 ADMINISTRATION</b>          |                              |     |     |                            |                  |               |                  |
| 4539  | ADVERTISING                  |     |     |                            | 1402 30-Dec-2020 | 30-Dec-2020   |                  |
| 10-5-1001020-0307                                 |                              |     |     | ADVERTISING                |                  |               | 349.03           |
| 4569  | ADVERTISING                  |     |     |                            | 7 06-Jan-2021    | 06-Jan-2021   |                  |
| 10-5-1001020-0307                                 |                              |     |     | ADVERTISING                |                  |               | 349.03           |
| 4583  | ADVERTISING                  |     |     |                            | 7 13-Jan-2021    | 13-Jan-2021   |                  |
| 10-5-1001020-0307                                 |                              |     |     | ADVERTISING                |                  |               | 349.03           |
| <b>TRE515 TREMBLAR BUILDING SUPPLIES LTD.</b>     |                              |     |     |                            |                  |               |                  |
| 64965   | NEW DOORS                    |     |     |                            | 7 04-Jan-2021    | 04-Jan-2021   |                  |
| 40-7-1001020-0012                                 | 320COM                       |     |     | ST. BERNARD'S 320 RICHMOND |                  |               | 129.95           |
| <b>VUE832 VUE MILLWORK INC.</b>                   |                              |     |     |                            |                  |               |                  |
| 00152   | MAINTENANCE                  |     |     |                            | 1433 17-Dec-2020 | 17-Dec-2020   |                  |
| 40-7-1001020-0012                                 | 320COM                       |     |     | ST. BERNARD'S 320 RICHMOND |                  |               | 7,572.13         |
| <b>WIG035 WIGLE HOME HARDWARE BUILDING CENTRE</b> |                              |     |     |                            |                  |               |                  |
| 147233  | MAINTENANCE                  |     |     |                            | 1402 19-Dec-2020 | 19-Dec-2020   |                  |
| 40-7-1001020-0012                                 | 320COM                       |     |     | ST. BERNARD'S 320 RICHMOND |                  |               | 9.03             |
| 147257  | SUPPLIES                     |     |     |                            | 1402 21-Dec-2020 | 21-Dec-2020   |                  |
| 40-7-1001020-0012                                 | 320COM                       |     |     | ST. BERNARD'S 320 RICHMOND |                  |               | 216.90           |
| 147291  | SUPPLIES                     |     |     |                            | 1402 22-Dec-2020 | 22-Dec-2020   |                  |
| 40-7-1001020-0012                                 | 320COM                       |     |     | ST. BERNARD'S 320 RICHMOND |                  |               | 23.06            |
| 147336  | MAINTENANCE                  |     |     |                            | 1402 23-Dec-2020 | 23-Dec-2020   |                  |
| 40-7-1001020-0012                                 | 320COM                       |     |     | ST. BERNARD'S 320 RICHMOND |                  |               | 167.15           |
| 147646  | MAINTENANCE MATERIALS        |     |     |                            | 7 08-Jan-2021    | 08-Jan-2021   |                  |
| 40-7-1001020-0012                                 | 320COM                       |     |     | ST. BERNARD'S 320 RICHMOND |                  |               | 11.05            |
| <b>WIN1506 WINMECH LTD</b>                        |                              |     |     |                            |                  |               |                  |
| 315   | HVAC MAINTENANCE AND REPAIRS |     |     |                            | 7 12-Jan-2021    | 12-Jan-2021   |                  |
| 40-7-1001020-0012                                 | 320COM                       |     |     | ST. BERNARD'S 320 RICHMOND |                  |               | 1,443.77         |
| <b>Department Totals :</b>                        |                              |     |     |                            |                  |               | <b>35,408.46</b> |

DEPARTMENT 1001021 TREASURY

FIR350 FIRST STOP SERVICES

6019 SHREDDING SERVICES

10-5-1001021-0301 OFFICE SUPPLIES

1402 31-Dec-2020 31-Dec-2020

46.66

MON183 MONARCH OFFICE SUPPLY INC

Council/Board Report By Dept-(Computer)



Vendor : 001 To ZUL180

Batch : All

Department : All

Cheque Print Date : 01-Jan-2021 To 31-Jan-2021

Bank : 1 To 99

Class : All

| Vendor Invoice | Vendor Name Description |     |     |                 | Batch Invc Date | Invc Due Date | Amount |
|----------------|-------------------------|-----|-----|-----------------|-----------------|---------------|--------|
| G.L. Account   | CC1                     | CC2 | CC3 | GL Account Name |                 |               |        |

|                            |  |          |  |                 |  |  |                 |
|----------------------------|--|----------|--|-----------------|--|--|-----------------|
| <b>DEPARTMENT 1001021</b>  |  | TREASURY |  |                 |  |  |                 |
| 10-5-1001021-0301          |  |          |  | OFFICE SUPPLIES |  |  | 966.69          |
| <b>Department Totals :</b> |  |          |  |                 |  |  | <b>1,013.35</b> |

|                            |                                      |        |  |  |      |             |                 |
|----------------------------|--------------------------------------|--------|--|--|------|-------------|-----------------|
| <b>DEPARTMENT 1001022</b>  |                                      | CLERKS |  |  |      |             |                 |
| <b>AMH60</b>               | <b>AMHERSTBURG CLERKS PETTY CASH</b> |        |  |  |      |             |                 |
| DEC 2020                   |                                      |        |  | PETTY CASH REPLENISHMENT                 | 1346 | 17-Dec-2020 | 17-Dec-2020     |
| 10-5-1001022-0301          |                                      |        |  | OFFICE SUPPLIES                          |      |             | 17.85           |
| <b>CLA508</b>              | <b>CLAIMSPRO INC.</b>                |        |  |  |      |             |                 |
| 33620.738387               |                                      |        |  | INSURANCE DEDUCTIBLE                     | 1442 | 31-Dec-2020 | 31-Dec-2020     |
| 10-5-1001022-0506          |                                      |        |  | INSURANCE DEDUCTIBLE                     |      |             | 1,034.25        |
| <b>ELM160</b>              | <b>ELMAN BRUCE P</b>                 |        |  |  |      |             |                 |
| DECEMBER 20                |                                      |        |  | INTEGRITY SERVICES                       | 1402 | 31-Dec-2020 | 31-Dec-2020     |
| 10-5-1001022-0327          |                                      |        |  | PROFESSIONAL FEES - CLERKS               |      |             | 2,640.00        |
| <b>EXP407</b>              | <b>407 EXPRESS TOLL ROUTE</b>        |        |  |  |      |             |                 |
| DEC 21, 2020               |                                      |        |  | NOV 21 TO DEC 20, 2020 TRANSPONDER FEES  | 1402 | 21-Dec-2020 | 21-Dec-2020     |
| 10-5-1001022-0402          |                                      |        |  | VEHICLE & EQUIP MAINTENANCE              |      |             | 4.46            |
| <b>FIR350</b>              | <b>FIRST STOP SERVICES</b>           |        |  |  |      |             |                 |
| 6019                       |                                      |        |  | SHREDDING SERVICES                       | 1402 | 31-Dec-2020 | 31-Dec-2020     |
| 10-5-1001022-0301          |                                      |        |  | OFFICE SUPPLIES                          |      |             | 46.66           |
| <b>MON183</b>              | <b>MONARCH OFFICE SUPPLY INC</b>     |        |  |  |      |             |                 |
| 246033                     |                                      |        |  | PURCHASES FOR THE MONTH OF DECEMBER 2020 | 1442 | 31-Dec-2020 | 31-Dec-2020     |
| 10-5-1001022-0301          |                                      |        |  | OFFICE SUPPLIES                          |      |             | 22.54           |
| <b>Department Totals :</b> |                                      |        |  |  |      |             | <b>3,765.76</b> |

|                           |                                      |        |  |                          |      |             |             |
|---------------------------|--------------------------------------|--------|--|--------------------------|------|-------------|-------------|
| <b>DEPARTMENT 1001023</b> |                                      | C.A.O. |  |                          |      |             |             |
| <b>AMH60</b>              | <b>AMHERSTBURG CLERKS PETTY CASH</b> |        |  |                          |      |             |             |
| DEC 2020                  |                                      |        |  | PETTY CASH REPLENISHMENT | 1346 | 17-Dec-2020 | 17-Dec-2020 |
| 10-5-1001023-0301         |                                      |        |  | OFFICE SUPPLIES          |      |             | 5.65        |
| <b>ASS200</b>             | <b>ASSOCIATION OF MUN OF ONTARIO</b> |        |  |                          |      |             |             |
| MEM007360                 |                                      |        |  | MUNICIPAL MEMBERSHIPS    | 7    | 01-Jan-2021 | 01-Jan-2021 |
| 10-5-1001023-0350         |                                      |        |  | MEMBERSHIPS - C.A.O.     |      |             | 7,214.80    |

|               |                            |  |  |                    |      |             |             |
|---------------|----------------------------|--|--|--------------------|------|-------------|-------------|
| <b>FIR350</b> | <b>FIRST STOP SERVICES</b> |  |  |                    |      |             |             |
| 6019          |                            |  |  | SHREDDING SERVICES | 1402 | 31-Dec-2020 | 31-Dec-2020 |



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Date : Feb 04, 2021

Time : 3:50 pm

Vendor : 001 To ZUL180

Batch : All

Department : All

Cheque Print Date : 01-Jan-2021 To 31-Jan-2021

Bank : 1 To 99

Class : All

| Vendor Invoice                              | Vendor Name Description |     |     |  | Batch Invc Date  | Invc Due Date | Amount          |
|---|-------------------------|-----|-----|--|------------------|---------------|-----------------|
| G.L. Account                                | CC1                     | CC2 | CC3 | GL Account Name                              |                  |               |                 |
| <b>DEPARTMENT 1001023 C.A.O.</b>            |                         |     |     |  |                  |               |                 |
| <b>KRA720 KRALOVENSKY THERESA</b>           |                         |     |     |  |                  |               |                 |
| 2433  |                         |     |     | RESEARCH, DEVELOPEMENT & DOCUMENTARY WRITING | 1402 15-Dec-2020 | 15-Dec-2020   |                 |
| 10-5-1001023-0327                           |                         |     |     | PROFESSIONAL FEES                            |                  |               | 850.00          |
| 5   |                         |     |     | PROFESSIONAL FEES                            | 1433 31-Dec-2020 | 31-Dec-2020   |                 |
| 10-5-1001023-0327                           |                         |     |     | PROFESSIONAL FEES                            |                  |               | 595.00          |
| <b>MON183 MONARCH OFFICE SUPPLY INC</b>     |                         |     |     |  |                  |               |                 |
| 246033                                      |                         |     |     | PURCHASES FOR THE MONTH OF DECEMBER 2020     | 1442 31-Dec-2020 | 31-Dec-2020   |                 |
| 10-5-1001023-0301                           |                         |     |     | OFFICE SUPPLIES                              |                  |               | 22.38           |
| <b>VER944 VERHAEGEN LAND SURVEYORS</b>      |                         |     |     |  |                  |               |                 |
| T106288-47                                  |                         |     |     | PROFESSIONAL SERVICES                        | 1402 10-Dec-2020 | 10-Dec-2020   |                 |
| 10-5-1001023-0327                           |                         |     |     | PROFESSIONAL FEES                            |                  |               | 423.75          |
| <b>Department Totals :</b>                  |                         |     |     |  |                  |               | <b>9,158.24</b> |
| -----                                       |                         |     |     |  |                  |               |                 |
| <b>DEPARTMENT 1001024 HUMAN RESOURCES</b>   |                         |     |     |  |                  |               |                 |
| <b>FSE177 FAMILY SERVICES WINDSOR-ESSEX</b> |                         |     |     |  |                  |               |                 |
| 24531                                       |                         |     |     | DEC 1 - FEB 28, QUARTERLY INSTALLMENT        | 1402 08-Dec-2020 | 08-Dec-2020   |                 |
| 10-5-1001024-0215                           |                         |     |     | BENEFITS - EAP                               |                  |               | 1,163.70        |
| <b>LAS110 LASER ART INC.</b>                |                         |     |     |  |                  |               |                 |
| 37736                                       |                         |     |     | ENGRAVING ON WINE TUMBLERS                   | 1346 07-Dec-2020 | 07-Dec-2020   |                 |
| 10-5-1001024-0240                           |                         |     |     | EMPLOYEE RECOGNITION                         |                  |               | 605.96          |
| 37753                                       |                         |     |     | ENGRAVING TUMBLERS                           | 1346 07-Dec-2020 | 07-Dec-2020   |                 |
| 10-5-1001024-0240                           |                         |     |     | EMPLOYEE RECOGNITION                         |                  |               | 55.94           |
| <b>MAR006 MARIANNE LOVE CONSULTING INC.</b> |                         |     |     |  |                  |               |                 |
| 116.20                                      |                         |     |     | JUN 1-30/20 BILLING                          | 1346 05-Aug-2020 | 05-Aug-2020   |                 |
| 10-5-1001024-0327                           |                         |     |     | PROFESSIONAL FEES                            |                  |               | 854.56          |
| 195.20                                      |                         |     |     | AIG 1-OCT 31/20 BILLING                      | 1346 05-Nov-2020 | 05-Nov-2020   |                 |
| 10-5-1001024-0327                           |                         |     |     | PROFESSIONAL FEES                            |                  |               | 1,709.13        |
| <b>MON183 MONARCH OFFICE SUPPLY INC</b>     |                         |     |     |  |                  |               |                 |
| 243350                                      |                         |     |     | ERGOTRON WORKLIFT DESKTOP                    | 1346 09-Dec-2020 | 09-Dec-2020   |                 |
| 10-5-1001024-0250                           |                         |     |     | HEALTH AND SAFETY - HUMAN RESOURCES          |                  |               | 970.67          |
| 246033                                      |                         |     |     | PURCHASES FOR THE MONTH OF DECEMBER 2020     | 1442 31-Dec-2020 | 31-Dec-2020   |                 |
| 10-5-1001024-0240                           |                         |     |     | EMPLOYEE RECOGNITION                         |                  |               | 78.55           |
| 10-5-1001024-0301                           |                         |     |     | OFFICE SUPPLIES                              |                  |               | 23.96           |

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Date : Feb 04, 2021

Time : 3:50 pm

Vendor : 001 To ZUL180

Batch : All

Department : All

Cheque Print Date : 01-Jan-2021 To 31-Jan-2021

Bank : 1 To 99

Class : All

| Vendor Invoice | Vendor Name Description |     |     |                 | Batch Invc Date | Invc Due Date | Amount |
|----------------|-------------------------|-----|-----|-----------------|-----------------|---------------|--------|
| G.L. Account   | CC1                     | CC2 | CC3 | GL Account Name |                 |               |        |

**DEPARTMENT 1001024 HUMAN RESOURCES**

|                   |                 |  |  |                 |                  |             |       |
|-------------------|-----------------|--|--|-----------------|------------------|-------------|-------|
| 446406098         | OFFICE SUPPLIES |  |  |                 | 1430 25-Dec-2020 | 25-Dec-2020 |       |
| 10-5-1001024-0301 |                 |  |  | OFFICE SUPPLIES |                  |             | 15.27 |

**WOR133 WORKLINK SOLUTIONS**

|                   |                   |  |  |                                     |                  |             |        |
|-------------------|-------------------|--|--|-------------------------------------|------------------|-------------|--------|
| 101851            | HEALTH AND SAFETY |  |  |                                     | 1402 18-Dec-2020 | 18-Dec-2020 |        |
| 10-5-1001024-0250 |                   |  |  | HEALTH AND SAFETY - HUMAN RESOURCES |                  |             | 569.52 |

**Department Totals : 6,047.26**

**DEPARTMENT 1001025 INFORMATION TECHNOLOGY**

**APP302 APPLIED COMPUTER SOLUTIONS INC**

|                   |                    |  |  |                      |                  |             |          |
|-------------------|--------------------|--|--|----------------------|------------------|-------------|----------|
| 49963             | NETWORK MONITORING |  |  |                      | 1442 10-Dec-2020 | 10-Dec-2020 |          |
| 10-5-1001025-0310 |                    |  |  | COMPUTER MAINTENANCE |                  |             | 5,356.20 |

|                   |                       |  |  |           |                  |             |          |
|-------------------|-----------------------|--|--|-----------|------------------|-------------|----------|
| 49981             | PHONE SYSTEM UPGRADES |  |  |           | 1346 14-Dec-2020 | 14-Dec-2020 |          |
| 10-5-1001025-0315 |                       |  |  | TELEPHONE |                  |             | 1,977.50 |

|                   |  |  |  |                      |                  |             |          |
|-------------------|--|--|--|----------------------|------------------|-------------|----------|
| 49987             | CISCO ANYCONNECT LICENSING & INSTALLATION SERVICES |  |  |                      | 1346 15-Dec-2020 | 15-Dec-2020 |          |
| 10-5-1001025-0310 |  |  |  | COMPUTER MAINTENANCE |                  |             | 1,507.08 |

|                   |                                |  |  |           |                  |             |        |
|-------------------|--------------------------------|--|--|-----------|------------------|-------------|--------|
| 50120             | PHONE SYSTEM VPN CONFIGURATION |  |  |           | 1430 20-Dec-2020 | 20-Dec-2020 |        |
| 10-5-1001025-0315 |                                |  |  | TELEPHONE |                  |             | 176.56 |

**AUX880 AUXILIUM GROUP**

|                   |                      |  |  |                      |                  |             |           |
|-------------------|----------------------|--|--|----------------------|------------------|-------------|-----------|
| 2898              | COMPUTER MAINTENANCE |  |  |                      | 1430 23-Nov-2020 | 23-Nov-2020 |           |
| 10-5-1001025-0310 |                      |  |  | COMPUTER MAINTENANCE |                  |             | 30,661.06 |

**CIT913 CITYVIEW A DIVISION OF N HARRIS COMPUTER CORP**

|                   |                      |  |  |                      |                  |             |          |
|-------------------|----------------------|--|--|----------------------|------------------|-------------|----------|
| CT048970          | COMPUTER MAINTENANCE |  |  |                      | 1430 18-Dec-2020 | 18-Dec-2020 |          |
| 10-5-1001025-0310 |                      |  |  | COMPUTER MAINTENANCE |                  |             | 8,475.00 |

|                   |                      |  |  |                      |                  |             |          |
|-------------------|----------------------|--|--|----------------------|------------------|-------------|----------|
| CT048971          | COMPUTER MAINTENANCE |  |  |                      | 1430 18-Dec-2020 | 18-Dec-2020 |          |
| 10-5-1001025-0310 |                      |  |  | COMPUTER MAINTENANCE |                  |             | 3,706.40 |

|                   |                      |  |  |                      |                  |             |          |
|-------------------|----------------------|--|--|----------------------|------------------|-------------|----------|
| MN00134962        | COMPUTER MAINTENANCE |  |  |                      | 1430 17-Dec-2020 | 17-Dec-2020 |          |
| 10-5-1001025-0310 |                      |  |  | COMPUTER MAINTENANCE |                  |             | 1,092.24 |

**DIR572 DIRECTDIAL**

|                   |                 |  |  |                      |                  |             |        |
|-------------------|-----------------|--|--|----------------------|------------------|-------------|--------|
| IN770939          | BLUETOOTH MOUSE |  |  |                      | 1346 04-Dec-2020 | 04-Dec-2020 |        |
| 10-5-1001025-0310 |                 |  |  | COMPUTER MAINTENANCE |                  |             | 334.48 |

|                   |                                 |  |  |                      |                  |             |        |
|-------------------|---------------------------------|--|--|----------------------|------------------|-------------|--------|
| IN772537          | PRIVACY FILTERS FOR NEW SCREENS |  |  |                      | 1430 14-Dec-2020 | 14-Dec-2020 |        |
| 10-5-1001025-0310 |                                 |  |  | COMPUTER MAINTENANCE |                  |             | 302.84 |

|                   |                                 |  |  |                      |                  |             |        |
|-------------------|---------------------------------|--|--|----------------------|------------------|-------------|--------|
| IN775135          | PRIVACY FILTERS FOR NEW SCREENS |  |  |                      | 1430 29-Dec-2020 | 29-Dec-2020 |        |
| 10-5-1001025-0310 |                                 |  |  | COMPUTER MAINTENANCE |                  |             | 600.00 |

Council/Board Report By Dept-(Computer)



Vendor : 001 To ZUL180

Batch : All

Department : All

Cheque Print Date : 01-Jan-2021 To 31-Jan-2021

Bank : 1 To 99

Class : All

| Vendor Invoice | Vendor Name Description |     |     |                 | Batch Invc Date | Invc Due Date | Amount |
|----------------|-------------------------|-----|-----|-----------------|-----------------|---------------|--------|
| G.L. Account   | CC1                     | CC2 | CC3 | GL Account Name |                 |               |        |

**DEPARTMENT 1001025 INFORMATION TECHNOLOGY**

**ESO651 ESOLUTIONS GROUP LIMITED**

|                   |                        |  |  |                                |                  |             |        |
|-------------------|------------------------|--|--|--------------------------------|------------------|-------------|--------|
| 128360            | WEBSITE DESIGN CHANGES |  |  |                                | 1430 18-Dec-2020 | 18-Dec-2020 |        |
| 10-5-1001025-0311 |                        |  |  | WEBSITE DEVELOPMENT & SOFTWARE |                  |             | 339.00 |

**INS153 INSIGHT CANADA INC.**

|                   |                      |  |  |                   |                  |             |          |
|-------------------|----------------------|--|--|-------------------|------------------|-------------|----------|
| 721337867         | MONITOR REPLACEMENTS |  |  |                   | 1430 02-Dec-2020 | 02-Dec-2020 |          |
| 40-7-1001025-0002 |                      |  |  | COMPUTER HARDWARE |                  |             | 4,964.23 |

**SER102 SERENIC SOFTWARE A SYLOGIST COMPANY**

|                   |                                 |  |  |                      |                  |             |          |
|-------------------|---------------------------------|--|--|----------------------|------------------|-------------|----------|
| SI-9754           | SERVICE REQUEST MANAGER RENEWAL |  |  |                      | 1430 14-Dec-2020 | 14-Dec-2020 |          |
| 10-5-1001025-0310 |                                 |  |  | COMPUTER MAINTENANCE |                  |             | 4,545.82 |

**TOS075 TOSHIBA TEC CANADA BUSINESS SOLUTIONS INC**

|                   |   |  |  |             |                  |             |          |
|-------------------|---|--|--|-------------|------------------|-------------|----------|
| AR4104040         | RECORDS RETENTION COPIER 11/15-12/15/20 |  |  |             | 1346 16-Dec-2020 | 16-Dec-2020 |          |
| 10-5-1001025-0308 |   |  |  | PHOTOCOPIES |                  |             | 57.94    |
| AR4104041         | RECORDS RETENTION COPIER 11/15-12/14/20 |  |  |             | 1346 16-Dec-2020 | 16-Dec-2020 |          |
| 10-5-1001025-0308 |   |  |  | PHOTOCOPIES |                  |             | 17.12    |
| AR4104042         | COPIER USAGE & MAINT 11/15-12/14/20     |  |  |             | 1346 16-Dec-2020 | 16-Dec-2020 |          |
| 10-5-1001025-0308 |   |  |  | PHOTOCOPIES |                  |             | 1,416.39 |

**Department Totals : 65,219.14**

**DEPARTMENT 1008030 UNFINANCED DRAINS**

**DIL426 DILLON CONSULTING**

|                   |                  |  |  |  |                  |             |          |
|-------------------|------------------|--|--|--|------------------|-------------|----------|
| 228970            | ENGINEERING FEES |  |  |  | 1430 17-Dec-2020 | 17-Dec-2020 |          |
| 10-1-1008030-9040 |                  |  |  | LEMAY-COOKSON DRAIN - REQ FOR IMPROVEMEN |                  |             | 1,922.13 |
| 230064            | ENGINEERING FEES |  |  |  | 25 15-Jan-2021   | 15-Jan-2021 |          |
| 10-1-1008030-9040 |                  |  |  | LEMAY-COOKSON DRAIN - REQ FOR IMPROVEMEN |                  |             | 1,610.93 |

**ESS53 ESSEX REGION CONSERVATION AUTHORITY**

|                   |             |  |  |  |                  |             |        |
|-------------------|-------------|--|--|--|------------------|-------------|--------|
| IN000017837       | ERCA PERMIT |  |  |  | 1430 21-Dec-2020 | 21-Dec-2020 |        |
| 10-1-1008030-9033 |             |  |  | OUELLETTE DRAIN WEST-OUTLET IMPROVEMENTS |                  |             | 800.00 |

**NJP045 N.J. PERALTA ENGINEERING LTD**

|                   |                  |  |  |  |                  |             |           |
|-------------------|------------------|--|--|--|------------------|-------------|-----------|
| 20-288            | ENGINEERING FEES |  |  |  | 1430 23-Dec-2020 | 23-Dec-2020 |           |
| 10-1-1008030-9595 |                  |  |  | Owen Bondy Drain – Bridges for Cecelia |                  |             | 13,786.00 |

**PRE03 PRECISION MOTOR REPAIR**

|                   |                |  |  |                      |                  |             |          |
|-------------------|----------------|--|--|----------------------|------------------|-------------|----------|
| 15452             | NEW PUMP MOTOR |  |  |                      | 1433 04-Dec-2020 | 04-Dec-2020 |          |
| 10-1-1008030-8675 |                |  |  | MICKLE PARK AVE PUMP |                  |             | 2,754.83 |

## Council/Board Report By Dept-(Computer)



AP5130

Page : 14

Date : Feb 04, 2021

Time : 3:50 pm

Vendor : 001 To ZUL180

Batch : All

Department : All

Cheque Print Date : 01-Jan-2021 To 31-Jan-2021

Bank : 1 To 99

Class : All

| Vendor Invoice                                      | Vendor Name Description |       |     |  | Batch Invc Date  | Invc Due Date              | Amount           |
|---|-------------------------|-------|-----|--|------------------|----------------------------|------------------|
| G.L. Account  | CC1                     | CC2   | CC3 | GL Account Name                                |                  |                            |                  |
| <b>DEPARTMENT 1008030 UNFINANCED DRAINS</b>         |                         |       |     |  |                  |                            |                  |
| 16-557-0121   |                         |       |     | ENGINEERING FEES                               | 25 04-Jan-2021   | 04-Jan-2021                |                  |
| 10-1-1008030-9033                                   |                         |       |     | OUELLETTE DRAIN WEST-OUTLET IMPROVEMENTS       |                  |                            | 1,293.85         |
|   |                         |       |     |  |                  | <b>Department Totals :</b> | <b>22,167.74</b> |
| -----   |                         |       |     |  |                  |                            |                  |
| <b>DEPARTMENT 1010000 RESERVE - WORKING CAPITAL</b> |                         |       |     |  |                  |                            |                  |
| <b>MOU251 MOUSSEAU DELUCA McPHERSON PRINCE LLP</b>  |                         |       |     |  |                  |                            |                  |
| 62934   |                         |       |     | MATTER:IK-20040 EXONOMIC COMMUNITY DEVELOPMENT | 1346 30-Nov-2020 | 30-Nov-2020                |                  |
| 20-3-1010000-0400                                   |                         |       |     | RESERVE FUND GENERAL                           |                  |                            | 237.30           |
|   |                         |       |     |  |                  | <b>Department Totals :</b> | <b>237.30</b>    |
| -----   |                         |       |     |  |                  |                            |                  |
| <b>DEPARTMENT 2010000 FIRE DEPARTMENT</b>           |                         |       |     |  |                  |                            |                  |
| <b>AJS141 A.J. STONE CO LTD</b>                     |                         |       |     |  |                  |                            |                  |
| 0000157244  |                         |       |     | SCBA SPECTACLE KITS                            | 1346 22-Dec-2020 | 22-Dec-2020                |                  |
| 10-5-2010000-0420                                   |                         |       |     | FIREFIGHTING EQUIPMENT                         |                  |                            | 535.62           |
| 0000157383  |                         |       |     | SUPPLIES                                       | 7 04-Jan-2021    | 04-Jan-2021                |                  |
| 10-5-2010000-0800                                   |                         | VIRUS |     | EMERGENCY OPERATIONS CENTRE EXPENSES           |                  |                            | 627.79           |
| 0000157413  |                         |       |     | FACEPIECE FILTER ATTACHMENTS                   | 7 05-Jan-2021    | 05-Jan-2021                |                  |
| 10-5-2010000-0800                                   |                         | VIRUS |     | EMERGENCY OPERATIONS CENTRE EXPENSES           |                  |                            | 4,151.36         |
| 0000157447  |                         |       |     | VIRUS APR FILTERS                              | 7 06-Jan-2021    | 06-Jan-2021                |                  |
| 10-5-2010000-0800                                   |                         | VIRUS |     | EMERGENCY OPERATIONS CENTRE EXPENSES           |                  |                            | 2,737.76         |
| 0000157551  |                         |       |     | PPE  | 7 11-Jan-2021    | 11-Jan-2021                |                  |
| 10-5-2010000-0800                                   |                         | VIRUS |     | EMERGENCY OPERATIONS CENTRE EXPENSES           |                  |                            | 1,641.30         |
| 0000157669  |                         |       |     | PPE  | 25 18-Jan-2021   | 18-Jan-2021                |                  |
| 10-5-2010000-0423                                   |                         |       |     | PERSONAL PROTECTIVE EQUIPMENT                  |                  |                            | 196.62           |
| 10046106-0  |                         |       |     | EQUIPMENT REPAIR/REPLACEMENT                   | 1346 17-Dec-2020 | 17-Dec-2020                |                  |
| 10-5-2010000-0420                                   |                         |       |     | FIREFIGHTING EQUIPMENT                         |                  |                            | 1,094.55         |
| <b>AND110 ANDERSON ROGER</b>                        |                         |       |     |  |                  |                            |                  |
| 663668  |                         |       |     | 1B REPAIRS                                     | 1346 07-Dec-2020 | 07-Dec-2020                |                  |
| 10-5-2010000-0402                                   |                         |       |     | VEHICLE & EQUIPMENT MTCE.                      |                  |                            | 678.00           |
| <b>CAN01 CANADIAN ASSOCIATION OF FIRE CHIEFS</b>    |                         |       |     |  |                  |                            |                  |
| 300004162   |                         |       |     | CAFC ANNUAL MEMBERSHIP FEES                    | 7 04-Jan-2021    | 04-Jan-2021                |                  |
| 10-5-2010000-0350                                   |                         |       |     | MEMBERSHIPS                                    |                  |                            | 333.35           |
| <b>CAN380 CANADIAN TIRE STORE #281</b>              |                         |       |     |  |                  |                            |                  |

## Council/Board Report By Dept-(Computer)



AP5130

Page : 15

Date : Feb 04, 2021

Time : 3:50 pm

Vendor : 001 To ZUL180

Batch : All

Department : All

Cheque Print Date : 01-Jan-2021 To 31-Jan-2021

Bank : 1 To 99

Class : All

| Vendor Invoice            | Vendor Name Description                                       |     |     |                           | Batch Invc Date  | Invc Due Date | Amount    |
|---------------------------|---|-----|-----|---------------------------|------------------|---------------|-----------|
| G.L. Account              | CC1   | CC2 | CC3 | GL Account Name           |                  |               |           |
| <b>DEPARTMENT 2010000</b> |   |     |     | <b>FIRE DEPARTMENT</b>    |                  |               |           |
| 10-5-2010000-0402         |   |     |     | VEHICLE & EQUIPMENT MTCE. |                  |               | 51.48     |
| 10-5-2010000-0402         |   |     |     | VEHICLE & EQUIPMENT MTCE. |                  |               | 80.17     |
| 10-5-2010000-0402         |   |     |     | VEHICLE & EQUIPMENT MTCE. |                  |               | 220.27    |
| 10-5-2010000-0402         |   |     |     | VEHICLE & EQUIPMENT MTCE. |                  |               | 23.72     |
| 10-5-2010000-0402         |   |     |     | VEHICLE & EQUIPMENT MTCE. |                  |               | 225.91    |
| 10-5-2010000-0402         |   |     |     | VEHICLE & EQUIPMENT MTCE. |                  |               | 266.50    |
| <b>CIT350</b>             | <b>CITY OF WINDSOR</b>  |     |     |                           |                  |               |           |
| 0000182040                | LAST PAYMENT FOR AFD SHARE OF MOBILE LIVE FIRE UNIT SIMULATOR |     |     |                           | 1402 27-Nov-2020 | 27-Nov-2020   |           |
| 10-5-2010000-0351         | TRAINING & PROF.DEVELOPMENT                                   |     |     |                           |                  |               | 16,318.00 |
| 0000182116                | MECHANICAL SERVICES   |     |     |                           | 1346 07-Dec-2020 | 07-Dec-2020   |           |
| 10-5-2010000-0420         | FIREFIGHTING EQUIPMENT  |     |     |                           |                  |               | 1,077.40  |
| 0000182135                | MECHANICAL SERVICES   |     |     |                           | 1346 08-Dec-2020 | 08-Dec-2020   |           |
| 10-5-2010000-0420         | FIREFIGHTING EQUIPMENT  |     |     |                           |                  |               | 1,292.88  |
| 0000182162                | MECHANICAL SERVICES   |     |     |                           | 1346 10-Dec-2020 | 10-Dec-2020   |           |
| 10-5-2010000-0402         | VEHICLE & EQUIPMENT MTCE.                                     |     |     |                           |                  |               | 225.59    |
| 0000182450                | E1 VEHICLE MAINTENANCE CHECK                                  |     |     |                           | 1403 31-Dec-2020 | 31-Dec-2020   |           |
| 10-5-2010000-0402         | VEHICLE & EQUIPMENT MTCE.                                     |     |     |                           |                  |               | 135.60    |
| 0000182451                | MAINTENANCE   |     |     |                           | 1403 31-Dec-2020 | 31-Dec-2020   |           |
| 10-5-2010000-0402         | VEHICLE & EQUIPMENT MTCE.                                     |     |     |                           |                  |               | 542.40    |
| 0000182452                | E1B MAINTENANCE   |     |     |                           | 1403 31-Dec-2020 | 31-Dec-2020   |           |
| 10-5-2010000-0402         | VEHICLE & EQUIPMENT MTCE.                                     |     |     |                           |                  |               | 135.60    |
| <b>COL286</b>             | <b>COLBRO EQUIPMENT RENTAL</b>                                |     |     |                           |                  |               |           |
| 134301-0                  | REPAIR  |     |     |                           | 1402 22-Dec-2020 | 22-Dec-2020   |           |
| 10-5-2010000-0402         | VEHICLE & EQUIPMENT MTCE.                                     |     |     |                           |                  |               | 171.24    |
| <b>DAR402</b>             | <b>DARCH FIRE</b>   |     |     |                           |                  |               |           |
| CI30002265                | FIRE EXT TRAINING   |     |     |                           | 1431 31-Dec-2020 | 31-Dec-2020   |           |
| 10-5-2010000-0248         | FIRE PREVENTION & TRAININ                                     |     |     |                           |                  |               | 9,571.10  |
| <b>FIR100</b>             | <b>FIRE MARSHAL'S PUBLIC FIRE SAFETY COUNCIL</b>              |     |     |                           |                  |               |           |
| IN005477                  | ANNUAL RENEWAL  |     |     |                           | 7 11-Jan-2021    | 11-Jan-2021   |           |
| 10-5-2010000-0350         | MEMBERSHIPS   |     |     |                           |                  |               | 100.00    |
| <b>FLA049</b>             | <b>FLASHPONT FIRE EQUIPMENT</b>                               |     |     |                           |                  |               |           |
| 2012-06                   | PIECING SPIKES  |     |     |                           | 1346 16-Dec-2020 | 16-Dec-2020   |           |
| 10-5-2010000-0420         | FIREFIGHTING EQUIPMENT  |     |     |                           |                  |               | 2,165.96  |
| <b>FRO400</b>             | <b>FRONTLINE OUTFITTERS</b>                                   |     |     |                           |                  |               |           |

Council/Board Report By Dept-(Computer)



Vendor : 001 To ZUL180

Batch : All

Department : All

Cheque Print Date : 01-Jan-2021 To 31-Jan-2021

Bank : 1 To 99

Class : All

| Vendor Invoice                                | Vendor Name Description                  |     |     |                                      | Batch Invc Date  | Invc Due Date | Amount   |
|---|--|-----|-----|--------------------------------------|------------------|---------------|----------|
| G.L. Account                                  | CC1                                      | CC2 | CC3 | GL Account Name                      |                  |               |          |
| <b>DEPARTMENT 2010000 FIRE DEPARTMENT</b>     |  |     |     |                                      |                  |               |          |
| 10-5-2010000-0252                             |  |     |     | UNIFORMS                             |                  |               | 1,004.46 |
| 0000050478                                    | CLOTHING REQUIREMENTS                    |     |     |                                      | 1346 10-Dec-2020 | 10-Dec-2020   |          |
| 10-5-2010000-0252                             |  |     |     | UNIFORMS                             |                  |               | 778.36   |
| <b>HOL459 HOLLAND CLEANING SOLUTIONS LTD</b>  |  |     |     |                                      |                  |               |          |
| 532688  | VIRUS DISINFECTING FOGGER                |     |     |                                      | 1346 18-Dec-2020 | 18-Dec-2020   |          |
| 10-5-2010000-0402                             |  |     |     | VEHICLE & EQUIPMENT MTCE.            |                  |               | 1,550.64 |
| 532689  | VIRUS STATION 3 DISINFECTING EQUIP       |     |     |                                      | 1346 18-Dec-2020 | 18-Dec-2020   |          |
| 10-5-2010000-0420                             |  |     |     | FIREFIGHTING EQUIPMENT               |                  |               | 1,550.64 |
| <b>KEL198 KELCOM RADIO DIVISION</b>           |  |     |     |                                      |                  |               |          |
| 80012910                                      | RADIO AIRTIME                            |     |     |                                      | 1403 15-Dec-2020 | 15-Dec-2020   |          |
| 10-5-2010000-0319                             |  |     |     | COMMUNICATION EQUIP MAINTENANCE      |                  |               | 3,742.56 |
| <b>MAL256 MALDEN AUTO SUPPLY</b>              |  |     |     |                                      |                  |               |          |
| 5294-227157                                   | BATTERY FOR STATION 3 GENERATOR          |     |     |                                      | 1346 17-Dec-2020 | 17-Dec-2020   |          |
| 10-5-2010000-0402                             |  |     |     | VEHICLE & EQUIPMENT MTCE.            |                  |               | 91.81    |
| <b>MAX080 MAXILL</b>                          |  |     |     |                                      |                  |               |          |
| 645694  | EMERGENCY OPERATIONS CENTRE              |     |     |                                      | 1433 26-Sep-2020 | 26-Sep-2020   |          |
| 10-5-2010000-0800                             |  |     |     | EMERGENCY OPERATIONS CENTRE EXPENSES |                  |               | 309.89   |
| 654463  | EMERGENCY OPERATIONS CENTRE              |     |     |                                      | 1433 23-Oct-2020 | 23-Oct-2020   |          |
| 10-5-2010000-0800                             |  |     |     | EMERGENCY OPERATIONS CENTRE EXPENSES |                  |               | 306.00   |
| 655583  | EMERGENCY                                |     |     |                                      | 1430 28-Oct-2020 | 28-Oct-2020   |          |
| 10-5-2010000-0800                             |  |     |     | EMERGENCY OPERATIONS CENTRE EXPENSES |                  |               | 968.41   |
| <b>MON183 MONARCH OFFICE SUPPLY INC</b>       |  |     |     |                                      |                  |               |          |
| 246033  | PURCHASES FOR THE MONTH OF DECEMBER 2020 |     |     |                                      | 1442 31-Dec-2020 | 31-Dec-2020   |          |
| 10-5-2010000-0318                             |  |     |     | OPERATING SUPPLIES                   |                  |               | 47.12    |
| <b>MSJ355 MSJ AUTOMOTIVE SERVICE LTD</b>      |  |     |     |                                      |                  |               |          |
| 117458  | REPAIR TO SUPPORT 2                      |     |     |                                      | 7 06-Jan-2021    | 06-Jan-2021   |          |
| 10-5-2010000-0402                             |  |     |     | VEHICLE & EQUIPMENT MTCE.            |                  |               | 81.06    |
| <b>PRO306 PROFIRE EMERGENCY EQUIPMENT INC</b> |  |     |     |                                      |                  |               |          |
| SO028834                                      | E2 ABS SENSOR REPAIR                     |     |     |                                      | 7 07-Jan-2021    | 07-Jan-2021   |          |
| 10-5-2010000-0402                             |  |     |     | VEHICLE & EQUIPMENT MTCE.            |                  |               | 200.18   |
| <b>SAN107 SANI GEAR INC</b>                   |  |     |     |                                      |                  |               |          |
| 6208  | PPE MAINT                                |     |     |                                      | 1346 16-Dec-2020 | 16-Dec-2020   |          |
| 10-5-2010000-0423                             |  |     |     | PERSONAL PROTECTIVE EQUIPMENT        |                  |               | 478.56   |



Vendor : 001 To ZUL180

Batch : All

Department : All

Cheque Print Date : 01-Jan-2021 To 31-Jan-2021

Bank : 1 To 99

Class : All

| Vendor Invoice            | Vendor Name Description                    |     |     |  | Batch Invc Date  | Invc Due Date | Amount   |
|---------------------------|--|-----|-----|--|------------------|---------------|----------|
| G.L. Account              | CC1  | CC2 | CC3 | GL Account Name  |                  |               |          |
| <b>DEPARTMENT 2010000</b> |  |     |     | <b>FIRE DEPARTMENT</b>                                     |                  |               |          |
| 10-5-2010000-0423         |  |     |     | PERSONAL PROTECTIVE EQUIPMENT                              |                  |               | 641.45   |
| 6289                      |  |     |     | EQUIPMENT MAINTENANCE                                      | 1403 29-Dec-2020 | 29-Dec-2020   |          |
| 10-5-2010000-0402         |  |     |     | VEHICLE & EQUIPMENT MTCE.                                  |                  |               | 191.82   |
| 6352                      |  |     |     | PPE MAINTENANCE  | 7 11-Jan-2021    | 11-Jan-2021   |          |
| 10-5-2010000-0423         |  |     |     | PERSONAL PROTECTIVE EQUIPMENT                              |                  |               | 316.01   |
| 6411                      |  |     |     | PPE MAINTENANCE  | 7 20-Jan-2021    | 20-Jan-2021   |          |
| 10-5-2010000-0423         |  |     |     | PERSONAL PROTECTIVE EQUIPMENT                              |                  |               | 431.94   |
| <b>SKY232</b>             | <b>SKY MOBILE</b>                          |     |     |  |                  |               |          |
| 3292                      |  |     |     | MONTHLY BEACONS  | 7 01-Jan-2021    | 01-Jan-2021   |          |
| 10-5-2010000-0345         |  |     |     | FIRE - CELL PHONE EXPENSE                                  |                  |               | 404.54   |
| <b>STR002</b>             | <b>STRYKER CANADA ULC</b>                  |     |     |  |                  |               |          |
| 91453                     |  |     |     | DEFIB PADDIS   | 1430 28-Dec-2020 | 28-Dec-2020   |          |
| 10-5-2010000-0402         |  |     |     | VEHICLE & EQUIPMENT MTCE.                                  |                  |               | 192.10   |
| <b>SUT05</b>              | <b>SUTPHEN CORPORATION</b>                 |     |     |  |                  |               |          |
| 40045077                  |  |     |     | L1 PARTS   | 1346 11-Nov-2020 | 11-Nov-2020   |          |
| 10-5-2010000-0402         |  |     |     | VEHICLE & EQUIPMENT MTCE.                                  |                  |               | 172.67   |
| <b>TMC132</b>             | <b>TMC CLINIC INC</b>                      |     |     |  |                  |               |          |
| 39295                     |  |     |     | TRAINING & PROFESSIONAL DEVELOPMENT                        | 1433 31-Jul-2020 | 31-Jul-2020   |          |
| 10-5-2010000-0351         |  |     |     | TRAINING & PROF.DEVELOPMENT                                |                  |               | 414.00   |
| 39296                     |  |     |     | TRAINING & PROFESSIONAL DEVELOPMENT                        | 1433 31-Jul-2020 | 31-Jul-2020   |          |
| 10-5-2010000-0351         |  |     |     | TRAINING & PROF.DEVELOPMENT                                |                  |               | 828.00   |
| 39297                     |  |     |     | TRAINING & PROFESSIONAL DEVELOPMENT                        | 1433 31-Jul-2020 | 31-Jul-2020   |          |
| 10-5-2010000-0351         |  |     |     | TRAINING & PROF.DEVELOPMENT                                |                  |               | 828.00   |
| 39298                     |  |     |     | TRAIING AND PROFESSIONAL DEVELOPMENT                       | 1433 31-Jul-2020 | 31-Jul-2020   |          |
| 10-5-2010000-0351         |  |     |     | TRAINING & PROF.DEVELOPMENT                                |                  |               | 828.00   |
| 39299                     |  |     |     | TRAINING AND PROFESSIONAL DEVELOPMENT                      | 1433 31-Jul-2020 | 31-Jul-2020   |          |
| 10-5-2010000-0351         |  |     |     | TRAINING & PROF.DEVELOPMENT                                |                  |               | 414.00   |
| <b>TRU429</b>             | <b>401 TRUCKSOURCE INC.</b>                |     |     |  |                  |               |          |
| 90596717                  |  |     |     | E1B EMERGENCY REPAIRS/TRANSMISSION SHIFTER NOT FUNCTIONING | 7 07-Jan-2021    | 07-Jan-2021   |          |
| 10-5-2010000-0402         |  |     |     | VEHICLE & EQUIPMENT MTCE.                                  |                  |               | 2,593.35 |
| <b>UNI351</b>             | <b>UNIFORM UNIFORMS</b>                    |     |     |  |                  |               |          |
| 51610                     |  |     |     | UNIFORMS   | 990 17-Dec-2020  | 17-Dec-2020   |          |
| 10-5-2010000-0252         |  |     |     | UNIFORMS   |                  |               | 1,679.75 |
| <b>WIG035</b>             | <b>WIGLE HOME HARDWARE BUILDING CENTRE</b> |     |     |  |                  |               |          |

Council/Board Report By Dept-(Computer)



Vendor : 001 To ZUL180

Batch : All

Department : All

Cheque Print Date : 01-Jan-2021 To 31-Jan-2021

Bank : 1 To 99

Class : All

| Vendor Invoice | Vendor Name Description |     |     |                 | Batch Invc Date | Invc Due Date | Amount |
|----------------|-------------------------|-----|-----|-----------------|-----------------|---------------|--------|
| G.L. Account   | CC1                     | CC2 | CC3 | GL Account Name |                 |               |        |

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| DEPARTMENT                 | 2010000          | FIRE DEPARTMENT    |  |  |                  |             |                  |
|----------------------------|------------------|--------------------|--|--|------------------|-------------|------------------|
| 147091                     | GENERAL SUPPLIES |                    |  |  | 1346 14-Dec-2020 | 14-Dec-2020 |                  |
| 10-5-2010000-0318          |                  | OPERATING SUPPLIES |  |  |                  |             | 51.53            |
| <b>Department Totals :</b> |                  |                    |  |  |                  |             | <b>65,697.02</b> |

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| DEPARTMENT                 | 2012020                      | FIRE CAPITAL             |  |  |                  |             |                  |
|----------------------------|------------------------------|--------------------------|--|--|------------------|-------------|------------------|
| STE216                     | STERLMAR EQUIPMENT           |                          |  |  |                  |             |                  |
| 200330                     | COMMAND 3 EMERGENCY LIGHTING |                          |  |  | 1346 10-Dec-2020 | 10-Dec-2020 |                  |
| 40-7-2012020-0001          |                              | REPLACE 2010 DEDGE TRUCK |  |  |                  |             | 10,881.90        |
| <b>Department Totals :</b> |                              |                          |  |  |                  |             | <b>10,881.90</b> |

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| DEPARTMENT                 | 2012021               | FIRE CAPITAL                 |  |  |                  |             |                   |
|----------------------------|-----------------------|------------------------------|--|--|------------------|-------------|-------------------|
| AJS141                     | A.J. STONE CO LTD     |                              |  |  |                  |             |                   |
| 000015234                  | SCBA                  |                              |  |  | 1402 22-Dec-2020 | 22-Dec-2020 |                   |
| 40-7-2012021-0001          |                       | SCBA EQUIPMENT               |  |  |                  |             | 12,995.00         |
| 10043745                   | SCBA                  |                              |  |  | 1402 22-Dec-2020 | 22-Dec-2020 |                   |
| 40-7-2012021-0001          |                       | SCBA EQUIPMENT               |  |  |                  |             | 681,871.38        |
| THA150                     | THAMES COMMUNICATIONS |                              |  |  |                  |             |                   |
| CHA20IN1080C               | NEW PAGERS            |                              |  |  | 25 15-Jan-2021   | 15-Jan-2021 |                   |
| 40-7-2012021-0004          |                       | PAGING EQUIPMENT REPLACEMENT |  |  |                  |             | 19,791.95         |
| <b>Department Totals :</b> |                       |                              |  |  |                  |             | <b>714,658.33</b> |

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| DEPARTMENT        | 2020000                  | POLICE DEPARTMENT    |  |  |                  |             |        |
|-------------------|--------------------------|----------------------|--|--|------------------|-------------|--------|
| CAN380            | CANADIAN TIRE STORE #281 |                      |  |  |                  |             |        |
| NOVEMBER 20       | NOVEMBER 2020            |                      |  |  | 1402 30-Nov-2020 | 30-Nov-2020 |        |
| 10-5-2020000-0317 |                          | BUILDING MAINTENANCE |  |  |                  |             | 18.61  |
| KEL198            | KELCOM RADIO DIVISION    |                      |  |  |                  |             |        |
| 80012912          | RADIO MAINTENANCE        |                      |  |  | 1442 15-Dec-2020 | 15-Dec-2020 |        |
| 10-5-2020000-0319 |                          | RADIO MAINTENANCE    |  |  |                  |             | 571.78 |
| 80012913          | RADIO MAINENANCE         |                      |  |  | 1442 15-Dec-2020 | 15-Dec-2020 |        |
| 10-5-2020000-0319 |                          | RADIO MAINTENANCE    |  |  |                  |             | 197.75 |
| KEL363            | KEL COMMUNICATIONS LTD   |                      |  |  |                  |             |        |
| RC00004953        | TOWER LEASE CALDWELL     |                      |  |  | 1442 01-Dec-2020 | 01-Dec-2020 |        |
| 10-5-2020000-0319 |                          | RADIO MAINTENANCE    |  |  |                  |             | 444.06 |



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Vendor : 001 To ZUL180

Batch : All

Department : All

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| Vendor Invoice | Vendor Name Description |     |     |                 | Batch Invc Date | Invc Due Date | Amount |
|----------------|-------------------------|-----|-----|-----------------|-----------------|---------------|--------|
| G.L. Account   | CC1                     | CC2 | CC3 | GL Account Name |                 |               |        |

DEPARTMENT 2020000 POLICE DEPARTMENT

Department Totals : 1,232.20

DEPARTMENT 2043010 BUILDING DEPARTMENT

BRO963 BROWN ROSEMARY

R#234015 PERMIT:2019-401 SEPTIC SYSTEM REFUND 9630 CONC 9 1346 23-Nov-2020 23-Nov-2020  
 10-4-2043010-2115 BUILD DEPT - BUILDING PERMITS 100.00

MON183 MONARCH OFFICE SUPPLY INC

245215 SUPPLY & INSTALL CREDENZA TOP 1346 21-Dec-2020 21-Dec-2020  
 10-5-2043010-0301 OFFICE SUPPLIES 331.09

RRC482 RRC MANAGEMENT

232684 RETURN OF INDEMNITY DEPOSIT FOR 7826 HOWARD AVENUE, 2019-322 24 11-Jan-2021 11-Jan-2021  
 10-4-2043010-1015 ADMINISTRATIVE CHARGES - BUILDING DEPART 1,237.50

Department Totals : 1,668.59

DEPARTMENT 2043015 LICENSING AND ENFORCEMENT

CIT350 CITY OF WINDSOR

0000182333 TRAINING & PROF DEVELOPMENT 1430 23-Dec-2020 23-Dec-2020  
 10-5-2043015-0351 TRAINING AND CONFERENCES 970.56

KEL198 KELCOM RADIO DIVISION

80012915 SERVICE AGREEMENT RADIOS 1430 15-Dec-2020 15-Dec-2020  
 10-5-2043015-0420 SMALL EQUIPMENT 118.48

LAS139 LASALLE ANIMAL HOSPITAL

94695 SPA/NEUTER PROGRAM 1402 30-Nov-2020 30-Nov-2020  
 10-5-2043015-0904 ANIMAL CONTROL - OTHER 100.00

94835 SPAY/NEUTER PROGRAM

10-5-2043015-0904 ANIMAL CONTROL - OTHER 100.00

94850 SPAY/NEUTER PROGRAM

10-5-2043015-0904 ANIMAL CONTROL - OTHER 100.00

MON183 MONARCH OFFICE SUPPLY INC

246033 PURCHASES FOR THE MONTH OF DECEMBER 2020 1442 31-Dec-2020 31-Dec-2020  
 10-5-2043015-0301 OFFICE SUPPLIES 44.01

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Class : All

| Vendor Invoice                                      | Vendor Name Description |     |     |  | Batch Invc Date  | Invc Due Date | Amount          |
|---|-------------------------|-----|-----|--|------------------|---------------|-----------------|
| G.L. Account  | CC1                     | CC2 | CC3 | GL Account Name  |                  |               |                 |
| <b>DEPARTMENT 2043015 LICENSING AND ENFORCEMENT</b> |                         |     |     |  |                  |               |                 |
| <b>ULI350 ULINE CANADA CORPORATION</b>              |                         |     |     |  |                  |               |                 |
| 7743240   |                         |     |     | UNIFORMS   | 7 04-Jan-2021    | 04-Jan-2021   |                 |
| 10-5-2043015-0252                                   |                         |     |     | UNIFORMS - BYLAW ENFORCEMENT                           |                  |               | 303.36          |
| <b>WIN137 WINDSOR-ESSEX COUNTY HUMANE SOCIETY</b>   |                         |     |     |  |                  |               |                 |
| JANUARY 2021  |                         |     |     | ANIMAL CONTROL SERVICES FOR THE MONTH OF JANUARY 2021  | 25 02-Jan-2021   | 02-Jan-2021   |                 |
| 10-5-2043015-0903                                   |                         |     |     | ANIMAL CONTROL - CONTRACT                              |                  |               | 2,666.67        |
| NOVEMBER 2020                                       |                         |     |     | ANIMAL CONTROL SERVICES FOR THE MONTH OF NOVEMBER 2020 | 1403 05-Nov-2020 | 05-Nov-2020   |                 |
| 10-5-2043015-0903                                   |                         |     |     | ANIMAL CONTROL - CONTRACT                              |                  |               | 2,583.33        |
| NOVEMBER3 : REIMBURSEMENT FOR STRAY CATS            |                         |     |     |  | 1402 30-Nov-2020 | 30-Nov-2020   |                 |
| 10-5-2043015-0904                                   |                         |     |     | ANIMAL CONTROL - OTHER                                 |                  |               | 150.00          |
| <b>WOR415 WORK AUTHORITY</b>                        |                         |     |     |  |                  |               |                 |
| 645673  |                         |     |     | UNIFORMS   | 7 10-Jan-2021    | 10-Jan-2021   |                 |
| 10-5-2043015-0252                                   |                         |     |     | UNIFORMS - BYLAW ENFORCEMENT                           |                  |               | 244.07          |
| <b>Department Totals :</b>                          |                         |     |     |  |                  |               | <b>8,880.48</b> |

|  |  |      |  |                           |                  |             |        |
|--|--|------|--|---------------------------|------------------|-------------|--------|
| <b>DEPARTMENT 3010000 PUBLIC WORKS</b> |  |      |  |                           |                  |             |        |
| <b>ACK297 ACKLANDS-GRAINGER INC</b>    |  |      |  |                           |                  |             |        |
| 9752102948                             |  |      |  | EQUIPMENT                 | 1430 18-Dec-2020 | 18-Dec-2020 |        |
| 10-5-3010000-0420                      |  | MECH |  | EQUIPMENT                 |                  |             | 3.80   |
| 9752303561                             |  |      |  | EQUIPMENT REPAIR          | 1430 18-Dec-2020 | 18-Dec-2020 |        |
| 10-5-3010000-0420                      |  | MECH |  | EQUIPMENT                 |                  |             | 111.02 |
| 9753368647                             |  |      |  | SMALL EQUIPMENT           | 1430 21-Dec-2020 | 21-Dec-2020 |        |
| 10-5-3010000-0420                      |  | MECH |  | EQUIPMENT                 |                  |             | 18.51  |
| <b>ADV329 ADVANCE BUSINESS SYSTEMS</b> |  |      |  |                           |                  |             |        |
| 720744                                 |  |      |  | SUPPLIES                  | 1430 14-Dec-2020 | 14-Dec-2020 |        |
| 10-5-3010000-0301                      |  |      |  | OFFICE SUPPLIES           |                  |             | 94.30  |
| <b>BEN262 BENSON AUTO PARTS</b>        |  |      |  |                           |                  |             |        |
| 20483047                               |  |      |  | SHOP SUPPLIES             | 1431 15-Dec-2020 | 15-Dec-2020 |        |
| 10-5-3010000-0402                      |  |      |  | VEHICLE & EQUIPMENT MTCE. |                  |             | 100.39 |
| <b>CAN380 CANADIAN TIRE STORE #281</b> |  |      |  |                           |                  |             |        |
| NOVEMBER 2020                          |  |      |  | NOVEMBER 2020             | 1402 30-Nov-2020 | 30-Nov-2020 |        |
| 10-5-3010000-0301                      |  |      |  | OFFICE SUPPLIES           |                  |             | 31.33  |
| 10-5-3010000-0301                      |  |      |  | OFFICE SUPPLIES           |                  |             | 56.48  |
| 10-5-3010000-0301                      |  |      |  | OFFICE SUPPLIES           |                  |             | 25.11  |

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Class : All

| Vendor Invoice                         | Vendor Name Description               |     |     |                             | Batch Invc Date  | Invc Due Date | Amount    |
|--|---------------------------------------|-----|-----|-----------------------------|------------------|---------------|-----------|
| G.L. Account                           | CC1                                   | CC2 | CC3 | GL Account Name             |                  |               |           |
| <b>DEPARTMENT 3010000 PUBLIC WORKS</b> |                                       |     |     |                             |                  |               |           |
| <b>CAR645 CARRIER CENTERS</b>          |                                       |     |     |                             |                  |               |           |
| 04P480076                              | UNIT 220                              |     |     |                             | 1403 08-Dec-2020 | 08-Dec-2020   |           |
| 10-5-3010000-0402                      |                                       |     |     | VEHICLE & EQUIPMENT MTCE.   |                  |               | 241.80    |
| 04P480099                              | CREDIT                                |     |     |                             | 1403 08-Dec-2020 | 08-Dec-2020   |           |
| 10-5-3010000-0402                      |                                       |     |     | VEHICLE & EQUIPMENT MTCE.   |                  |               | -61.02    |
| 04P480307                              | UNIT 306                              |     |     |                             | 1430 15-Dec-2020 | 15-Dec-2020   |           |
| 10-5-3010000-0402                      |                                       |     |     | VEHICLE & EQUIPMENT MTCE.   |                  |               | 184.60    |
| 04P480386                              | UNIT 306                              |     |     |                             | 1403 16-Dec-2020 | 16-Dec-2020   |           |
| 10-5-3010000-0402                      |                                       |     |     | VEHICLE & EQUIPMENT MTCE.   |                  |               | 392.65    |
| 04P480387                              | UNIT 306                              |     |     |                             | 1403 16-Dec-2020 | 16-Dec-2020   |           |
| 10-5-3010000-0402                      |                                       |     |     | VEHICLE & EQUIPMENT MTCE.   |                  |               | 5.53      |
| <b>CAR660 CARDINAL</b>                 |                                       |     |     |                             |                  |               |           |
| 1987991                                | PARTS DELIVERY                        |     |     |                             | 1431 29-Feb-2020 | 29-Feb-2020   |           |
| 10-5-3010000-0420                      |                                       |     |     | EQUIPMENT                   |                  |               | 82.20     |
| 2028408                                | PARTS DELIVERY                        |     |     |                             | 1431 30-Jun-2020 | 30-Jun-2020   |           |
| 10-5-3010000-0402                      |                                       |     |     | VEHICLE & EQUIPMENT MTCE.   |                  |               | 151.50    |
| 2040963                                | PARTS DELIVERY                        |     |     |                             | 1431 31-Jul-2020 | 31-Jul-2020   |           |
| 10-5-3010000-0402                      |                                       |     |     | VEHICLE & EQUIPMENT MTCE.   |                  |               | 314.03    |
| 2049419                                | PARTS DELIVERY                        |     |     |                             | 1431 31-Aug-2020 | 31-Aug-2020   |           |
| 10-5-3010000-0402                      |                                       |     |     | VEHICLE & EQUIPMENT MTCE.   |                  |               | 320.90    |
| <b>CED150 CEDAR SIGNS</b>              |                                       |     |     |                             |                  |               |           |
| INV/2020/2915                          | SIGN DELIVERY COSTS                   |     |     |                             | 1403 26-Oct-2020 | 26-Oct-2020   |           |
| 10-5-3010000-0741                      |                                       |     |     | TRAFFIC SIGNS & DEVICES     |                  |               | 57.32     |
| INV/2020/3309                          | SIGNS FOR BEAUDOIN PARK/CHURCH        |     |     |                             | 1403 18-Nov-2020 | 18-Nov-2020   |           |
| 10-5-3010000-0741                      |                                       |     |     | TRAFFIC SIGNS & DEVICES     |                  |               | 292.05    |
| <b>COU360 COUNTY OF ESSEX</b>          |                                       |     |     |                             |                  |               |           |
| IN000016908                            | CENTRELINE PAINTING                   |     |     |                             | 1346 07-Dec-2020 | 07-Dec-2020   |           |
| 10-5-3010000-0725                      | PAINT                                 |     |     | ROADS MAINTENANCE - GENERAL |                  |               | 35,531.58 |
| IN000016953                            | WEATHER REPORTING SERVICES            |     |     |                             | 25 07-Jan-2021   | 07-Jan-2021   |           |
| 10-5-3010000-0725                      |                                       |     |     | ROADS MAINTENANCE - GENERAL |                  |               | 1,305.04  |
| <b>DIR572 DIRECTDIAL</b>               |                                       |     |     |                             |                  |               |           |
| IN771923                               | OFFICE PRINTERS - SOUTH & NORTH YARDS |     |     |                             | 09 09-Dec-2020   | 09-Dec-2020   |           |
| 10-5-3010000-0301                      |                                       |     |     | OFFICE SUPPLIES             |                  |               | 863.32    |
| <b>DON70 DON CASSELMAN &amp; SON</b>   |                                       |     |     |                             |                  |               |           |

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Vendor : 001 To ZUL180

Batch : All

Department : All

Cheque Print Date : 01-Jan-2021 To 31-Jan-2021

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Class : All

| Vendor Invoice            | Vendor Name Description                        |        |     |                                    | Batch Invc Date  | Invc Due Date | Amount    |
|---------------------------|--|--------|-----|------------------------------------|------------------|---------------|-----------|
| G.L. Account              | CC1  | CC2    | CC3 | GL Account Name                    |                  |               |           |
| <b>DEPARTMENT 3010000</b> |  |        |     | <b>PUBLIC WORKS</b>                |                  |               |           |
| SI-171635                 |  |        |     | SUPPLIES                           | 1430 10-Dec-2020 | 10-Dec-2020   |           |
| 10-5-3010000-0402         |  |        |     | VEHICLE & EQUIPMENT MTCE.          |                  |               | 114.41    |
| <b>ESS160</b>             | <b>ESSEX TERMINAL RAILWAY CO</b>               |        |     |                                    |                  |               |           |
| 0023245-IN                |  |        |     | RAILWAY MAINTENANCE                | 1403 01-Dec-2020 | 01-Dec-2020   |           |
| 10-5-3010000-0720         |  |        |     | RAILWAY CROSSINGS                  |                  |               | 306.92    |
| <b>ESS360</b>             | <b>ESSEX WINDSOR SOLID WASTE AUTHORITY</b>     |        |     |                                    |                  |               |           |
| 30553                     |  |        |     | LANDFILL CHARGES TIPPNG FEES       | 1430 31-Dec-2020 | 31-Dec-2020   |           |
| 10-5-3010000-0601         |  | WEED   |     | Landfill Tipping Fees              |                  |               | 21,591.60 |
| 30560                     |  |        |     | YARD WASTE TIPPING FEES            | 1430 31-Dec-2020 | 31-Dec-2020   |           |
| 10-5-3010000-0601         |  | YARD   |     | Landfill Tipping Fees              |                  |               | 632.00    |
| IN000011387               |  |        |     | DECEMBER FIXED COST                | 1403 31-Dec-2020 | 31-Dec-2020   |           |
| 10-5-3010000-0601         |  |        |     | Landfill Tipping Fees              |                  |               | 39,063.00 |
| <b>ESS959</b>             | <b>ESSEX LINEN SUPPLY LTD</b>                  |        |     |                                    |                  |               |           |
| 57141                     |  |        |     | MATS & RAGS                        | 1403 31-Dec-2020 | 31-Dec-2020   |           |
| 10-5-3010000-0301         |  |        |     | OFFICE SUPPLIES                    |                  |               | 103.71    |
| <b>FLU1650</b>            | <b>FLUID BASICS INC</b>                        |        |     |                                    |                  |               |           |
| 42114                     |  |        |     | SALT CALIBRATIONS                  | 1403 14-Dec-2020 | 14-Dec-2020   |           |
| 10-5-3010000-0725         |  | WINCON |     | ROADS MAINTENANCE - GENERAL        |                  |               | 2,138.86  |
| 42119                     |  |        |     | WINTER CONTOL - SALT TRACKING UNIT | 1403 23-Dec-2020 | 23-Dec-2020   |           |
| 10-5-3010000-0725         |  | WINCON |     | ROADS MAINTENANCE - GENERAL        |                  |               | 3,357.91  |
| <b>GFL270</b>             | <b>GFL (GREEN FOR LIFE) ENVIRONMENTAL INC.</b> |        |     |                                    |                  |               |           |
| GW000102810               |  |        |     | PWD YARD CLEAN UP                  | 1403 07-Nov-2020 | 07-Nov-2020   |           |
| 10-5-3010000-0607         |  |        |     | PWD YARD CLEAN UP EXPENSES         |                  |               | 180.80    |
| GW000103254               |  |        |     | SOUTH YARD                         | 1403 12-Dec-2020 | 12-Dec-2020   |           |
| 10-5-3010000-0607         |  |        |     | PWD YARD CLEAN UP EXPENSES         |                  |               | 180.80    |
| GW000103254               |  |        |     | LIBRO - CARDBOARD                  | 1403 12-Dec-2020 | 12-Dec-2020   |           |
| 10-5-3010000-0603         |  | REFUSE |     | WASTE COLLECTION                   |                  |               | 372.90    |
| GW000103254               |  |        |     | MAIN YARD                          | 1403 12-Dec-2020 | 12-Dec-2020   |           |
| 10-5-3010000-0607         |  |        |     | PWD YARD CLEAN UP EXPENSES         |                  |               | 180.80    |
| GW000103278               |  |        |     | SOUTH YARD                         | 1403 19-Dec-2020 | 19-Dec-2020   |           |
| 10-5-3010000-0607         |  |        |     | PWD YARD CLEAN UP EXPENSES         |                  |               | 84.75     |
| GW000103294               |  |        |     | WASTE COLLECTION FOR JANUARY 2021  | 1403 01-Jan-2021 | 01-Jan-2021   |           |
| 10-5-3010000-0603         |  | REFUSE |     | WASTE COLLECTION                   |                  |               | 50,229.80 |
| 10-5-3010000-0603         |  | YARD   |     | WASTE COLLECTION                   |                  |               | 9,834.49  |

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Class : All

| Vendor Invoice  | Vendor Name Description  |        |     |                             | Batch Invc Date  | Invc Due Date | Amount    |
|---|--------------------------|--------|-----|-----------------------------|------------------|---------------|-----------|
| G.L. Account  | CC1                      | CC2    | CC3 | GL Account Name             |                  |               |           |
| <b>DEPARTMENT 3010000 PUBLIC WORKS</b>                    |                          |        |     |                             |                  |               |           |
| 0000054793  | POWER WASHER REPAIR      |        |     |                             | 25 12-Jan-2021   | 12-Jan-2021   |           |
| 10-5-3010000-0402   |                          |        |     | VEHICLE & EQUIPMENT MTCE.   |                  |               | 355.37    |
| <b>HEA693 HEATON SANITATION</b>                           |                          |        |     |                             |                  |               |           |
| 41393   | HYDRO VAC SIGN HOLES     |        |     |                             | 1403 09-Dec-2020 | 09-Dec-2020   |           |
| 10-5-3010000-0741   |                          |        |     | TRAFFIC SIGNS & DEVICES     |                  |               | 1,808.00  |
| 41394   | HYDRO VAC SIGNS HOLES    |        |     |                             | 1403 10-Dec-2020 | 10-Dec-2020   |           |
| 10-5-3010000-0741   |                          |        |     | TRAFFIC SIGNS & DEVICES     |                  |               | 1,921.00  |
| <b>HIC441 HICKS ELECTRIC</b>                              |                          |        |     |                             |                  |               |           |
| 10390   | STREET LIGHTS            |        |     |                             | 1433 14-Oct-2020 | 14-Oct-2020   |           |
| 10-5-3010000-0331   |                          | STREET |     | GENERAL MAINTENANCE         |                  |               | 1,584.26  |
| 10477   | STREET LIGHT REPAIRS     |        |     |                             | 7 06-Jan-2021    | 06-Jan-2021   |           |
| 10-5-3010000-0331   |                          | STREET |     | GENERAL MAINTENANCE         |                  |               | 548.05    |
| 10482   | STREET LIGHT REPAIRS     |        |     |                             | 7 06-Jan-2021    | 06-Jan-2021   |           |
| 10-5-3010000-0331   |                          | STREET |     | GENERAL MAINTENANCE         |                  |               | 1,513.07  |
| 10483   | STREET LIGHT MAINTENANCE |        |     |                             | 25 12-Jan-2021   | 12-Jan-2021   |           |
| 10-5-3010000-0331   |                          | STREET |     | GENERAL MAINTENANCE         |                  |               | 559.35    |
| <b>JEF296 JEFF SHEPLEY EXCAVATING LTD</b>                 |                          |        |     |                             |                  |               |           |
| 11452   | SALT DELIVERY            |        |     |                             | 1403 15-Dec-2020 | 15-Dec-2020   |           |
| 10-5-3010000-0725   |                          | WINCON |     | ROADS MAINTENANCE - GENERAL |                  |               | 2,750.44  |
| <b>KEL198 KELCOM RADIO DIVISION</b>                       |                          |        |     |                             |                  |               |           |
| 80012914  | RADIO AIRTIME            |        |     |                             | 1433 15-Dec-2020 | 15-Dec-2020   |           |
| 10-5-3010000-0404   |                          |        |     | VEHICLE & RADIO LICENCES    |                  |               | 1,726.02  |
| <b>KIM249 KIMBALL LUMBER &amp; BUILDING SUPPLIES LTD.</b> |                          |        |     |                             |                  |               |           |
| A622496   | POST FOR SIGN INSTALLS   |        |     |                             | 1433 22-Dec-2020 | 22-Dec-2020   |           |
| 10-5-3010000-0741   |                          |        |     | TRAFFIC SIGNS & DEVICES     |                  |               | 519.30    |
| <b>KSW113 K&amp;S WINDSOR SALT LTD.</b>                   |                          |        |     |                             |                  |               |           |
| 5300519338  | SALT FOR WINTER CONTROL  |        |     |                             | 1403 10-Dec-2020 | 10-Dec-2020   |           |
| 10-5-3010000-0725   |                          | WINCON |     | ROADS MAINTENANCE - GENERAL |                  |               | 10,284.50 |
| 5300521148  | SALT FOR WINTER CONTROL  |        |     |                             | 1403 18-Dec-2020 | 18-Dec-2020   |           |
| 10-5-3010000-0725   |                          | WINCON |     | ROADS MAINTENANCE - GENERAL |                  |               | 14,963.29 |
| 5300524129  | SALT FOR WINTER CONTROL  |        |     |                             | 7 05-Jan-2021    | 05-Jan-2021   |           |
| 10-5-3010000-0725   |                          | WINCON |     | ROADS MAINTENANCE - GENERAL |                  |               | 12,463.82 |
| 530052456   | SALT FOR WINTER COTROL   |        |     |                             | 7 06-Jan-2021    | 06-Jan-2021   |           |
| 10-5-3010000-0725   |                          | WINCON |     | ROADS MAINTENANCE - GENERAL |                  |               | 5,781.23  |

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Cheque Print Date : 01-Jan-2021 To 31-Jan-2021

Bank : 1 To 99

Class : All

| Vendor Invoice            | Vendor Name Description |        |     |  | Batch Invc Date  | Invc Due Date | Amount |
|---------------------------|-------------------------|--------|-----|--|------------------|---------------|--------|
| G.L. Account              | CC1                     | CC2    | CC3 | GL Account Name                          |                  |               |        |
| <b>DEPARTMENT 3010000</b> |                         |        |     | PUBLIC WORKS                             |                  |               |        |
| <b>LAW731</b>             |                         |        |     | <b>LAWSON PRODUCTS INC</b>               |                  |               |        |
| 7235323                   |                         |        |     | SHOP SUPPLIES                            | 7 06-Jan-2021    | 06-Jan-2021   |        |
| 10-5-3010000-0402         |                         |        |     | VEHICLE & EQUIPMENT MTCE.                |                  |               | 451.86 |
| 7248606                   |                         |        |     | SHOP SUPPLIES                            | 7 12-Jan-2021    | 12-Jan-2021   |        |
| 10-5-3010000-0402         |                         |        |     | VEHICLE & EQUIPMENT MTCE.                |                  |               | 156.67 |
| <b>MAL256</b>             |                         |        |     | <b>MALDEN AUTO SUPPLY</b>                |                  |               |        |
| 5294-227023               |                         |        |     | SHOP SUPPLIES                            | 1431 15-Dec-2020 | 15-Dec-2020   |        |
| 10-5-3010000-0402         |                         |        |     | VEHICLE & EQUIPMENT MTCE.                |                  |               | 7.36   |
| 5294-227047               |                         |        |     | UNIT 306                                 | 1431 16-Dec-2020 | 16-Dec-2020   |        |
| 10-5-3010000-0402         |                         |        |     | VEHICLE & EQUIPMENT MTCE.                |                  |               | 110.73 |
| 5294-227048               |                         |        |     | UNIT PW 02 & 03                          | 1431 16-Dec-2020 | 16-Dec-2020   |        |
| 10-5-3010000-0402         |                         |        |     | VEHICLE & EQUIPMENT MTCE.                |                  |               | 31.53  |
| 5294-227058               |                         |        |     | SHOP TOOLS                               | 1431 16-Dec-2020 | 16-Dec-2020   |        |
| 10-5-3010000-0402         |                         |        |     | VEHICLE & EQUIPMENT MTCE.                |                  |               | 72.65  |
| 5294-227151               |                         |        |     | SHOP SUPPLIES                            | 1431 17-Dec-2020 | 17-Dec-2020   |        |
| 10-5-3010000-0402         |                         |        |     | VEHICLE & EQUIPMENT MTCE.                |                  |               | 57.97  |
| 5294-227260               |                         |        |     | UNIT 103                                 | 1431 21-Dec-2020 | 21-Dec-2020   |        |
| 10-5-3010000-0402         |                         |        |     | VEHICLE & EQUIPMENT MTCE.                |                  |               | 12.60  |
| 5294-227703               |                         |        |     | CREDIT                                   | 7 04-Jan-2021    | 04-Jan-2021   |        |
| 10-5-3010000-0402         |                         |        |     | VEHICLE & EQUIPMENT MTCE.                |                  |               | -20.34 |
| 5294-227764               |                         |        |     | M-2                                      | 7 05-Jan-2021    | 05-Jan-2021   |        |
| 10-5-3010000-0402         |                         |        |     | VEHICLE & EQUIPMENT MTCE.                |                  |               | 190.72 |
| 5294-227951               |                         |        |     | EQUIPMENT MAINTENANCE                    | 7 07-Jan-2021    | 07-Jan-2021   |        |
| 10-5-3010000-0402         |                         |        |     | VEHICLE & EQUIPMENT MTCE.                |                  |               | 21.45  |
| <b>MCG684</b>             |                         |        |     | <b>MCGUIRE FARMS INC</b>                 |                  |               |        |
| 0901                      |                         |        |     | STONE DELIVERY                           | 1403 09-Dec-2020 | 09-Dec-2020   |        |
| 10-5-3010000-0725         |                         | GRAVEL |     | ROADS MAINTENANCE - GENERAL              |                  |               | 600.57 |
| <b>MON183</b>             |                         |        |     | <b>MONARCH OFFICE SUPPLY INC</b>         |                  |               |        |
| 246033                    |                         |        |     | PURCHASES FOR THE MONTH OF DECEMBER 2020 | 1442 31-Dec-2020 | 31-Dec-2020   |        |
| 10-5-3010000-0301         |                         |        |     | OFFICE SUPPLIES                          |                  |               | -12.44 |
| <b>MSM051</b>             |                         |        |     | <b>MSM RECYCLERS</b>                     |                  |               |        |
| INV134                    |                         |        |     | TIRE DISPOSAL                            | 7 04-Jan-2021    | 04-Jan-2021   |        |
| 10-5-3010000-0607         |                         |        |     | PWD YARD CLEAN UP EXPENSES               |                  |               | 316.40 |
| <b>NAS514</b>             |                         |        |     | <b>NASCI CONSTRUCTION SERVICES LTD</b>   |                  |               |        |

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Vendor : 001 To ZUL180

Batch : All

Department : All

Cheque Print Date : 01-Jan-2021 To 31-Jan-2021

Bank : 1 To 99

Class : All

| Vendor Invoice  | Vendor Name Description |        |     |                              | Batch Invc Date  | Invc Due Date | Amount   |
|---|-------------------------|--------|-----|------------------------------|------------------|---------------|----------|
| G.L. Account  | CC1                     | CC2    | CC3 | GL Account Name              |                  |               |          |
| <b>DEPARTMENT 3010000</b>                             |                         |        |     | <b>PUBLIC WORKS</b>          |                  |               |          |
| 5053  |                         |        |     | ROADS REPAIR                 | 1403 10-Dec-2020 | 10-Dec-2020   |          |
| 10-5-3010000-0725                                     |                         |        |     | ROADS MAINTENANCE - GENERAL  |                  |               | 5,424.00 |
| <b>ONT351 1307749 ONTARIO LTD. GOODREAU TREE CARE</b> |                         |        |     |                              |                  |               |          |
| 5895  |                         |        |     | TREE TRIMMING                | 1433 31-Dec-2020 | 31-Dec-2020   |          |
| 10-5-3010000-0650                                     |                         | T-TRIM |     | TREE MAINTENANCE             |                  |               | 3,390.00 |
| <b>SAF01 SAFETY-KLEEN CANADA INC</b>                  |                         |        |     |                              |                  |               |          |
| 84548912  |                         |        |     | EQUIPMENT MAINTENANCE        | 1430 14-Dec-2020 | 14-Dec-2020   |          |
| 10-5-3010000-0402                                     |                         |        |     | VEHICLE & EQUIPMENT MTCE.    |                  |               | 203.92   |
| <b>STE366 STERLING FUELS</b>                          |                         |        |     |                              |                  |               |          |
| 0092465   |                         |        |     | FUEL FOR VEHICLES            | 1403 14-Dec-2020 | 14-Dec-2020   |          |
| 10-5-3010000-0401                                     |                         |        |     | GASOLINE                     |                  |               | 3,187.50 |
| 0092473   |                         |        |     | FUEL FOR EQUIPMENT           | 1403 14-Dec-2020 | 14-Dec-2020   |          |
| 10-5-3010000-0401                                     |                         |        |     | GASOLINE                     |                  |               | 466.11   |
| 0092474   |                         |        |     | FUEL FOR TRUCKS              | 1403 14-Dec-2020 | 14-Dec-2020   |          |
| 10-5-3010000-0401                                     |                         |        |     | GASOLINE                     |                  |               | 778.23   |
| 0092475   |                         |        |     | FUEL FOR TRUCKS              | 1403 14-Dec-2020 | 14-Dec-2020   |          |
| 10-5-3010000-0401                                     |                         |        |     | GASOLINE                     |                  |               | 697.45   |
| 0092476   |                         |        |     | FUEL FOR EQUIPMENT           | 1403 14-Dec-2020 | 14-Dec-2020   |          |
| 10-5-3010000-0401                                     |                         |        |     | GASOLINE                     |                  |               | 375.53   |
| 0092479   |                         |        |     | FUEL FOR TRUCKS              | 1430 14-Dec-2020 | 14-Dec-2020   |          |
| 10-5-3010000-0401                                     |                         |        |     | GASOLINE                     |                  |               | 889.72   |
| 0092763   |                         |        |     | FUEL FOR VEHICLE & EQUIPMENT | 1403 29-Dec-2020 | 29-Dec-2020   |          |
| 10-5-3010000-0401                                     |                         |        |     | GASOLINE                     |                  |               | 670.91   |
| 0092764   |                         |        |     | FUEL FOR EQUIPMENT & VEHICLE | 1403 29-Dec-2020 | 29-Dec-2020   |          |
| 10-5-3010000-0401                                     |                         |        |     | GASOLINE                     |                  |               | 419.31   |
| 0092767   |                         |        |     | FUEL FOR VEHICLE & EQUIPMENT | 1403 29-Dec-2020 | 29-Dec-2020   |          |
| 10-5-3010000-0401                                     |                         |        |     | GASOLINE                     |                  |               | 104.34   |
| 0092768   |                         |        |     | FUEL FOR TRUCKS              | 1403 29-Dec-2020 | 29-Dec-2020   |          |
| 10-5-3010000-0401                                     |                         |        |     | GASOLINE                     |                  |               | 912.86   |
| 0092872   |                         |        |     | FUEL FOR VEHICLES            | 25 04-Jan-2021   | 04-Jan-2021   |          |
| 10-5-3010000-0401                                     |                         |        |     | GASOLINE                     |                  |               | 2,642.99 |
| 0092877   |                         |        |     | FUEL FOR EQUIPMENT           | 25 04-Jan-2021   | 04-Jan-2021   |          |
| 10-5-3010000-0401                                     |                         |        |     | GASOLINE                     |                  |               | 296.60   |
| 0092878   |                         |        |     | FUEL FOR TRUCKS              | 25 04-Jan-2021   | 04-Jan-2021   |          |



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Batch : All

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| Vendor Invoice   | Vendor Name Description         |     |     |                                   | Batch Invc Date  | Invc Due Date | Amount    |
|--|---------------------------------|-----|-----|-----------------------------------|------------------|---------------|-----------|
| G.L. Account   | CC1                             | CC2 | CC3 | GL Account Name                   |                  |               |           |
| <b>DEPARTMENT 3010000 PUBLIC WORKS</b>                           |                                 |     |     |                                   |                  |               |           |
| <b>TRA689 UAP INC.</b>   |                                 |     |     |                                   |                  |               |           |
| 396349154  | UNIT 306                        |     |     |                                   | 1431 15-Dec-2020 | 15-Dec-2020   |           |
| 10-5-3010000-0402  |                                 |     |     | VEHICLE & EQUIPMENT MTCE.         |                  |               | 48.33     |
| 396349404  | shop supplies                   |     |     |                                   | 1431 18-Dec-2020 | 18-Dec-2020   |           |
| 10-5-3010000-0402  |                                 |     |     | VEHICLE & EQUIPMENT MTCE.         |                  |               | 260.96    |
| 39634954   | UNIT 108 REPAIR                 |     |     |                                   | 1402 27-Nov-2020 | 27-Nov-2020   |           |
| 10-5-3010000-0402  |                                 |     |     | VEHICLE & EQUIPMENT MTCE.         |                  |               | 28.30     |
| 396349958  | UNIT PG-52 & 53                 |     |     |                                   | 7 04-Jan-2021    | 04-Jan-2021   |           |
| 10-5-3010000-0402  |                                 |     |     | VEHICLE & EQUIPMENT MTCE.         |                  |               | 326.91    |
| <b>TRU429 401 TRUCKSOURCE INC.</b>                               |                                 |     |     |                                   |                  |               |           |
| 9059323  | UNIT 209                        |     |     |                                   | 1430 11-Dec-2020 | 11-Dec-2020   |           |
| 10-5-3010000-0402  |                                 |     |     | VEHICLE & EQUIPMENT MTCE.         |                  |               | 89.70     |
| 90594046   | UNIT 209                        |     |     |                                   | 1430 11-Dec-2020 | 11-Dec-2020   |           |
| 10-5-3010000-0402  |                                 |     |     | VEHICLE & EQUIPMENT MTCE.         |                  |               | 102.39    |
| <b>TSI030 TSI INC</b>  |                                 |     |     |                                   |                  |               |           |
| 1-FINAL  | ENGINEERING SERVICES            |     |     |                                   | 1442 31-Dec-2020 | 31-Dec-2020   |           |
| 10-5-3010000-2029  |                                 |     |     | TRF TO RESERVES - PLANS & STUDIES |                  |               | 11,695.50 |
| <b>TUR200 TURF CARE PRODUCTS CANADA LIMITED LES PRODUITS TUR</b> |                                 |     |     |                                   |                  |               |           |
| 70704177-00  | POLAR TAX UNIT - WINTER CONTROL |     |     |                                   | 1430 03-Dec-2020 | 03-Dec-2020   |           |
| 10-5-3010000-0402  |                                 |     |     | VEHICLE & EQUIPMENT MTCE.         |                  |               | 1,548.10  |
| <b>WAL101 WALKER AGGREGATES</b>                                  |                                 |     |     |                                   |                  |               |           |
| 298190   | STONE FOR SHOP BINS             |     |     |                                   | 1430 12-Dec-2020 | 12-Dec-2020   |           |
| 10-5-3010000-0725  | GRAVEL                          |     |     | ROADS MAINTENANCE - GENERAL       |                  |               | 2,163.78  |
| 298445   | GRAVEL FOR ROADS                |     |     |                                   | 25 09-Jan-2021   | 09-Jan-2021   |           |
| 10-5-3010000-0725  | GRAVEL                          |     |     | ROADS MAINTENANCE - GENERAL       |                  |               | 10,829.99 |
| <b>WIG035 WIGLE HOME HARDWARE BUILDING CENTRE</b>                |                                 |     |     |                                   |                  |               |           |
| 147111   | EQUIPMENT                       |     |     |                                   | 1433 15-Dec-2020 | 15-Dec-2020   |           |
| 10-5-3010000-0420  |                                 |     |     | EQUIPMENT                         |                  |               | 20.32     |
| 147112   | EQUIPMENT                       |     |     |                                   | 1433 15-Dec-2020 | 15-Dec-2020   |           |
| 10-5-3010000-0420  |                                 |     |     | EQUIPMENT                         |                  |               | 67.77     |
| 147114   | EQUIPMENT                       |     |     |                                   | 1433 15-Dec-2020 | 15-Dec-2020   |           |
| 10-5-3010000-0420  |                                 |     |     | EQUIPMENT                         |                  |               | 22.59     |
| 147265   | EQUIPMENT                       |     |     |                                   | 1433 21-Dec-2020 | 21-Dec-2020   |           |
| 10-5-3010000-0420  |                                 |     |     | EQUIPMENT                         |                  |               | 50.84     |



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| Vendor Invoice                                 | Vendor Name Description |     |     |  | Batch Invc Date  | Invc Due Date              | Amount            |
|--|-------------------------|-----|-----|--|------------------|----------------------------|-------------------|
| G.L. Account                                   | CC1                     | CC2 | CC3 | GL Account Name                                |                  |                            |                   |
| <b>DEPARTMENT 3010000 PUBLIC WORKS</b>         |                         |     |     |  |                  |                            |                   |
| <b>WIN100 WINDSOR ESSEX COUNTY HEALTH UNIT</b> |                         |     |     |  |                  |                            |                   |
| 009 (2020)                                     |                         |     |     | WEST NILE VIRUS PREVENTION                     | 1430 15-Dec-2020 | 15-Dec-2020                |                   |
| 10-5-3010000-0736                              |                         |     |     | WEST NILE VIRUS PREVENTION                     |                  |                            | 2,170.37          |
|  |                         |     |     |  |                  | <b>Department Totals :</b> | <b>278,799.80</b> |
| -----  |                         |     |     |  |                  |                            |                   |
| <b>DEPARTMENT 3022017 ROADS CAPITAL</b>        |                         |     |     |  |                  |                            |                   |
| <b>RTT067 RIVER TOWN TIMES</b>                 |                         |     |     |  |                  |                            |                   |
| 4521   |                         |     |     | ADVERTISING                                    | 1403 23-Dec-2020 | 23-Dec-2020                |                   |
| 40-7-3022017-0009                              |                         |     |     | BRIDGE 3008, RIVER CANARD AT CONC 2            |                  |                            | 124.80            |
|  |                         |     |     |  |                  | <b>Department Totals :</b> | <b>124.80</b>     |
| -----  |                         |     |     |  |                  |                            |                   |
| <b>DEPARTMENT 3022019 ROADS CAPITAL</b>        |                         |     |     |  |                  |                            |                   |
| <b>RUD01 RUDAK EXCAVATING INC.</b>             |                         |     |     |  |                  |                            |                   |
| T11-2020-002 # PPC #1                          |                         |     |     |  | 1430 31-Dec-2020 | 31-Dec-2020                |                   |
| 40-7-3022019-0006                              |                         |     |     | CULVERT #3 COLLISION DRAIN AT COLLISION        |                  |                            | 203,235.88        |
|  |                         |     |     |  |                  | <b>Department Totals :</b> | <b>203,235.88</b> |
| -----  |                         |     |     |  |                  |                            |                   |
| <b>DEPARTMENT 3022020 ROADS CAPITAL</b>        |                         |     |     |  |                  |                            |                   |
| <b>DIL426 DILLON CONSULTING</b>                |                         |     |     |  |                  |                            |                   |
| 229292   |                         |     |     | ENGINEERING                                    | 1402 21-Dec-2020 | 21-Dec-2020                |                   |
| 40-7-3022020-0001                              |                         |     |     | ENGINEERING - FRYER ST(SIMCOE TO ALMA)         |                  |                            | 20,220.22         |
| <b>ENB500 ENBRIDGE GAS INC</b>                 |                         |     |     |  |                  |                            |                   |
| PA02254  |                         |     |     | HAMEL BEZAIRE DRAIN CULVERT 59                 | 1402 24-Nov-2020 | 24-Nov-2020                |                   |
| 40-7-3022020-0016                              |                         |     |     | HAMEL BEZAIRE DRAIN CULVERT 59                 |                  |                            | 10,073.26         |
| <b>HEA693 HEATON SANITATION</b>                |                         |     |     |  |                  |                            |                   |
| 42246  |                         |     |     | UTILITY EXPLORATION                            | 1430 08-Dec-2020 | 08-Dec-2020                |                   |
| 40-7-3022020-0011                              |                         |     |     | 5TH CONC S OVER ALBERT MCGEE CULVERT 8         |                  |                            | 1,529.74          |
| 40-7-3022020-0011                              |                         |     |     | 5TH CONC S OVER ALBERT MCGEE CULVERT 8         |                  |                            | 1,529.74          |
| <b>RCS261 RC SPENCER ASSOCIATES INC.</b>       |                         |     |     |  |                  |                            |                   |
| 19-905-1120                                    |                         |     |     | PAVED SHOULDERS ALMA BETWEEN FRYER AND MELOCHE | 1433 02-Nov-2020 | 02-Nov-2020                |                   |
| 40-7-3022020-0007                              |                         |     |     | PAVED SHOULDERS ALMA BET FRYER /MELOCHE        |                  |                            | 19,393.63         |
| 19-905-1220                                    |                         |     |     | PAVED SHOULDERS ALMA BETWEEN FRYER/MELOCHE     | 1433 01-Dec-2020 | 01-Dec-2020                |                   |
| 40-7-3022020-0007                              |                         |     |     | PAVED SHOULDERS ALMA BET FRYER /MELOCHE        |                  |                            | 6,823.79          |

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Vendor : 001 To ZUL180

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Class : All

| Vendor Invoice             | Vendor Name Description |     |     |  | Batch Invc Date  | Invc Due Date | Amount           |
|----------------------------|-------------------------|-----|-----|--|------------------|---------------|------------------|
| G.L. Account               | CC1                     | CC2 | CC3 | GL Account Name  |                  |               |                  |
| <b>DEPARTMENT 3022020</b>  |                         |     |     | <b>ROADS CAPITAL</b>                                     |                  |               |                  |
| 40-7-3022020-0010          |                         |     |     | WHELAN DR AT 3RD CONC N CULVERT 38                       |                  |               | 590.43           |
| 20-104A-1220               |                         |     |     | ENGINEERING SERVICES                                     | 1402 01-Dec-2020 | 01-Dec-2020   |                  |
| 40-7-3022020-0011          |                         |     |     | 5TH CONC S OVER ALBERT MCGEE CULVERT 8                   |                  |               | 6,374.61         |
| <b>STA310</b>              |                         |     |     | <b>STANTEC CONSULTING LTD</b>                            |                  |               |                  |
| 1559992                    |                         |     |     | ENGINEERING SERVICES                                     | 1402 14-Dec-2020 | 14-Dec-2020   |                  |
| 40-7-3022020-0015          |                         |     |     | BRIDGE NO.3012 RIVER CANARD AT CON5N                     |                  |               | 5,868.09         |
| <b>WOO4090</b>             |                         |     |     | <b>WOOD ENVIRONMENTAL &amp; INFRASTRUCTURE SOLUTIONS</b> |                  |               |                  |
| GE2560                     |                         |     |     | REHAB OF 4TH CON N (ALMA-CTY10)                          | 1402 15-Dec-2020 | 15-Dec-2020   |                  |
| 40-7-3022020-0002          |                         |     |     | REHAB OF 4TH CONC N (ALMA-CTY10)                         |                  |               | 4,302.25         |
| <b>Department Totals :</b> |                         |     |     |  |                  |               | <b>76,705.76</b> |

|                           |  |       |  |   |                  |             |          |
|---------------------------|--|-------|--|---|------------------|-------------|----------|
| <b>DEPARTMENT 4010000</b> |  |       |  | <b>Wastewater department</b>                                |                  |             |          |
| <b>CAN380</b>             |  |       |  | <b>CANADIAN TIRE STORE #281</b>                             |                  |             |          |
| NOVEMBER 21 NOVEMBER 2020 |  |       |  |   | 1402 30-Nov-2020 | 30-Nov-2020 |          |
| 80-5-4010000-0760         |  | SSCS  |  | MANHOLE CLEANING & MAINTENANCE                              |                  |             | 27.10    |
| 80-5-4010000-0759         |  | SSCS  |  | SERVICE CONNECTION REPAIR & MTCE.                           |                  |             | 5.41     |
| <b>CIV330</b>             |  |       |  | <b>CIVICA INFRASTRUCTURE INC</b>                            |                  |             |          |
| 103121                    |  |       |  | ENGINEERING SERVICES  | 1437 31-Dec-2020 | 31-Dec-2020 |          |
| 80-5-4010000-0766         |  |       |  | INFLOW & INFILTRATION MAINTENANCE                           |                  |             | 8,445.62 |
| <b>ESS273</b>             |  |       |  | <b>ESSEX POWERLINES CORPORATION</b>                         |                  |             |          |
| JC8541                    |  |       |  | SEWER BILLING AND COLLECTING FOR THE MONTH OF DECEMBER 2020 | 1441 30-Dec-2020 | 30-Dec-2020 |          |
| 80-5-4010000-0504         |  | SSCS  |  | COLLECTION & BILLING EXPENSE                                |                  |             | 1,087.63 |
| <b>ESS360</b>             |  |       |  | <b>ESSEX WINDSOR SOLID WASTE AUTHORITY</b>                  |                  |             |          |
| 30489                     |  |       |  | LANDFILL CHARGES FOR THE MONTH OF DECEMBER 2020             | 1437 31-Dec-2020 | 31-Dec-2020 |          |
| 80-5-4010000-0602         |  | ASSTS |  | LANDFILL CHARGES  |                  |             | 7,946.40 |
| <b>GAT290</b>             |  |       |  | <b>GATA INDUSTRIAL SERVICES INC.</b>                        |                  |             |          |
| 050-12510                 |  |       |  | GENERAL MAINTENANCE   | 1445 05-Jan-2020 | 05-Jan-2020 |          |
| 80-5-4010000-0331         |  |       |  | GENERAL MAINTENANCE   |                  |             | 261.82   |
| <b>HEA693</b>             |  |       |  | <b>HEATON SANITATION</b>                                    |                  |             |          |
| 41399                     |  |       |  | SERVICE CONNECTION REPAIR & MAINTENANCE                     | 1437 14-Dec-2020 | 14-Dec-2020 |          |
| 80-5-4010000-0759         |  |       |  | SERVICE CONNECTION REPAIR & MTCE.                           |                  |             | 678.00   |
| <b>ONT001</b>             |  |       |  | <b>ONTARIO CLEAN WATER AGENCY</b>                           |                  |             |          |
| INV000000072              |  |       |  | ADDITIONAL SERVICES   | 1406 14-Dec-2020 | 14-Dec-2020 |          |

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Vendor : 001 To ZUL180

Batch : All

Department : All

Cheque Print Date : 01-Jan-2021 To 31-Jan-2021

Bank : 1 To 99

Class : All

| Vendor Invoice                           | Vendor Name Description |        |     |                                 | Batch Invc Date  | Invc Due Date | Amount   |
|--|-------------------------|--------|-----|---------------------------------|------------------|---------------|----------|
| G.L. Account                             | CC1                     | CC2    | CC3 | GL Account Name                 |                  |               |          |
| <b>DEPARTMENT 4010000</b>                |                         |        |     | Wastewater department           |                  |               |          |
| INV00000072: ADDITIONAL SERVICES         |                         |        |     |                                 | 1406 14-Dec-2020 | 14-Dec-2020   |          |
| 80-5-4010000-0612                        |                         | MSLS   |     | OCWA MAINTENANCE ITEMS          |                  |               | 288.87   |
| INV00000072: ADDITIONAL SERVICES         |                         |        |     |                                 | 1406 14-Dec-2020 | 14-Dec-2020   |          |
| 80-5-4010000-0612                        |                         | MSLS   |     | OCWA MAINTENANCE ITEMS          |                  |               | 483.36   |
| INV00000072: ADDITIONAL SERVICES         |                         |        |     |                                 | 1406 14-Dec-2020 | 14-Dec-2020   |          |
| 80-5-4010000-0612                        |                         | MSLS   |     | OCWA MAINTENANCE ITEMS          |                  |               | 877.33   |
| INV00000072: ADDITIONAL SERVICES         |                         |        |     |                                 | 1406 14-Dec-2020 | 14-Dec-2020   |          |
| 80-5-4010000-0612                        |                         |        |     | OCWA MAINTENANCE ITEMS          |                  |               | 377.63   |
| INV00000072: MAINTENANCE                 |                         |        |     |                                 | 1445 14-Dec-2020 | 14-Dec-2020   |          |
| 80-5-4010000-0612                        |                         | MCLEOI |     | OCWA MAINTENANCE ITEMS          |                  |               | 2,199.18 |
| INV00000072: ADDITIONAL SERVICES         |                         |        |     |                                 | 1406 14-Dec-2020 | 14-Dec-2020   |          |
| 80-5-4010000-0612                        |                         | BIGCR  |     | OCWA MAINTENANCE ITEMS          |                  |               | 2,166.04 |
| INV00000072: MAINTENANCE                 |                         |        |     |                                 | 1406 14-Dec-2020 | 14-Dec-2020   |          |
| 80-5-4010000-0612                        |                         | BIGCR  |     | OCWA MAINTENANCE ITEMS          |                  |               | 546.45   |
| INV00000073: MAINTENANCE                 |                         |        |     |                                 | 1406 14-Dec-2020 | 14-Dec-2020   |          |
| 80-5-4010000-0612                        |                         | ASSTS  |     | OCWA MAINTENANCE ITEMS          |                  |               | 132.29   |
| INV00000073: MAINTENANCE ITEMS           |                         |        |     |                                 | 1437 14-Dec-2020 | 14-Dec-2020   |          |
| 80-5-4010000-0612                        |                         | ESLS   |     | OCWA MAINTENANCE ITEMS          |                  |               | 546.45   |
| INV00000073: MAINTENANCE                 |                         |        |     |                                 | 1445 14-Dec-2020 | 14-Dec-2020   |          |
| 80-5-4010000-0612                        |                         | ESLS   |     | OCWA MAINTENANCE ITEMS          |                  |               | 3,259.75 |
| INV00000073: LIFECYCLE                   |                         |        |     |                                 | 1445 14-Dec-2020 | 14-Dec-2020   |          |
| 80-5-4010000-0680                        |                         | ASSTS  |     | LIFE CYCLE EXPENSES             |                  |               | 1,263.20 |
| INV00000073: MAINTENANCE                 |                         |        |     |                                 | 1406 14-Dec-2020 | 14-Dec-2020   |          |
| 80-5-4010000-0612                        |                         | ASSTS  |     | OCWA MAINTENANCE ITEMS          |                  |               | 188.81   |
| INV00000073: MAINTENANCE ITEMS           |                         |        |     |                                 | 1437 14-Dec-2020 | 14-Dec-2020   |          |
| 80-5-4010000-0612                        |                         | ASSTS  |     | OCWA MAINTENANCE ITEMS          |                  |               | 546.45   |
| INV00000073: MAINTENANC ITEMS            |                         |        |     |                                 | 1437 14-Dec-2020 | 14-Dec-2020   |          |
| 80-5-4010000-0612                        |                         | ASSTS  |     | OCWA MAINTENANCE ITEMS          |                  |               | 834.43   |
| INV00000073: MAINTENANCE                 |                         |        |     |                                 | 1445 14-Dec-2020 | 14-Dec-2020   |          |
| 80-5-4010000-0612                        |                         | ASSTS  |     | OCWA MAINTENANCE ITEMS          |                  |               | 1,754.66 |
| INV00000073: UNEXPECTED OPERATIONS       |                         |        |     |                                 | 1445 15-Dec-2020 | 15-Dec-2020   |          |
| 80-5-4010000-0613                        |                         | MSLS   |     | OCWA UNEXPECTED OPERATION ITEMS |                  |               | 1,015.00 |
| INV00000073: UNEXPECTED OPERATIONS ITEMS |                         |        |     |                                 | 1437 15-Dec-2020 | 15-Dec-2020   |          |
| 80-5-4010000-0613                        |                         | MCLEOI |     | OCWA UNEXPECTED OPERATION ITEMS |                  |               | 1,119.50 |

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Batch : All

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Cheque Print Date : 01-Jan-2021 To 31-Jan-2021

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| Vendor Invoice                  | Vendor Name Description |                       |     |                                 | Batch Invc Date  | Invc Due Date | Amount    |
|---------------------------------|-------------------------|-----------------------|-----|---------------------------------|------------------|---------------|-----------|
| G.L. Account                    | CC1                     | CC2                   | CC3 | GL Account Name                 |                  |               |           |
| <b>DEPARTMENT 4010000</b>       |                         | Wastewater department |     |                                 |                  |               |           |
| 80-5-4010000-0613               | ASSTS                   |                       |     | OCWA UNEXPECTED OPERATION ITEMS |                  |               | 1,102.00  |
| INV000000075: MAINTENANCE       |                         |                       |     |                                 | 1445 18-Dec-2020 | 18-Dec-2020   |           |
| 80-5-4010000-0612               | BIGCR                   |                       |     | OCWA MAINTENANCE ITEMS          |                  |               | 2,014.85  |
| INV000000075: LIFECYCLES        |                         |                       |     |                                 | 1406 18-Dec-2020 | 18-Dec-2020   |           |
| 80-5-4010000-0680               | ESLS                    |                       |     | LIFE CYCLE EXPENSES             |                  |               | 2,652.88  |
| INV000000075: MAINTENANCE ITEMS |                         |                       |     |                                 | 1437 18-Dec-2020 | 18-Dec-2020   |           |
| 80-5-4010000-0612               | ASSTS                   |                       |     | OCWA MAINTENANCE ITEMS          |                  |               | 234.03    |
| INV000000075: MAINTENANCE ITEMS |                         |                       |     |                                 | 1437 18-Dec-2020 | 18-Dec-2020   |           |
| 80-5-4010000-0612               | ASSTS                   |                       |     | OCWA MAINTENANCE ITEMS          |                  |               | 4,263.74  |
| INV000000075: MAINTENANCE ITEMS |                         |                       |     |                                 | 1437 18-Dec-2020 | 18-Dec-2020   |           |
| 80-5-4010000-0612               | ASSTS                   |                       |     | OCWA MAINTENANCE ITEMS          |                  |               | 1,572.12  |
| INV000000076: MAINTENANCE       |                         |                       |     |                                 | 1441 22-Dec-2020 | 22-Dec-2020   |           |
| 80-5-4010000-0612               | ASSTS                   |                       |     | OCWA MAINTENANCE ITEMS          |                  |               | 25,740.61 |
| INV000000076: LIFECYCLE         |                         |                       |     |                                 | 1441 23-Dec-2020 | 23-Dec-2020   |           |
| 80-5-4010000-0680               | ESLS                    |                       |     | LIFE CYCLE EXPENSES             |                  |               | 8,559.74  |
| INV000000076: LIFECYCLE         |                         |                       |     |                                 | 1441 23-Dec-2020 | 23-Dec-2020   |           |
| 80-5-4010000-0680               | ASSTS                   |                       |     | LIFE CYCLE EXPENSES             |                  |               | 16,235.19 |
| INV000000076: LIFECYCLE         |                         |                       |     |                                 | 1441 23-Dec-2020 | 23-Dec-2020   |           |
| 80-5-4010000-0680               | ASSTS                   |                       |     | LIFE CYCLE EXPENSES             |                  |               | 24,073.33 |
| INV000000076: LIFECYCLE         |                         |                       |     |                                 | 1441 23-Dec-2020 | 23-Dec-2020   |           |
| 80-5-4010000-0680               | ASSTS                   |                       |     | LIFE CYCLE EXPENSES             |                  |               | 12,222.01 |
| INV000000077: LIFECYCLE         |                         |                       |     |                                 | 1438 24-Dec-2020 | 24-Dec-2020   |           |
| 80-5-4010000-0680               | ESLS                    |                       |     | LIFE CYCLE EXPENSES             |                  |               | 1,930.13  |
| INV000000077: LIFECYCLE         |                         |                       |     |                                 | 1441 24-Dec-2020 | 24-Dec-2020   |           |
| 80-5-4010000-0680               | ESLS                    |                       |     | LIFE CYCLE EXPENSES             |                  |               | 28,375.02 |
| INV000000077: MAINTENANCE       |                         |                       |     |                                 | 1441 24-Dec-2020 | 24-Dec-2020   |           |
| 80-5-4010000-0612               | ASSTS                   |                       |     | OCWA MAINTENANCE ITEMS          |                  |               | 809.96    |
| INV000000077: MAINTENANCE       |                         |                       |     |                                 | 1441 24-Dec-2020 | 24-Dec-2020   |           |
| 80-5-4010000-0612               | ASSTS                   |                       |     | OCWA MAINTENANCE ITEMS          |                  |               | 334.89    |
| INV000000079: LIFECYCLE         |                         |                       |     |                                 | 1437 31-Dec-2020 | 31-Dec-2020   |           |
| 80-5-4010000-0680               | MCLEO                   |                       |     | LIFE CYCLE EXPENSES             |                  |               | 15,637.41 |
| INV000000080: MAINTENANCE ITEMS |                         |                       |     |                                 | 1437 31-Dec-2020 | 31-Dec-2020   |           |
| 80-5-4010000-0612               | BIGCR                   |                       |     | OCWA MAINTENANCE ITEMS          |                  |               | 213.64    |
| INV000000080: MAINTENANCE       |                         |                       |     |                                 | 1438 31-Dec-2020 | 31-Dec-2020   |           |

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| Vendor Invoice                                    | Vendor Name Description    |     |     |                                   | Batch Invc Date  | Invc Due Date | Amount            |
|---|----------------------------|-----|-----|-----------------------------------|------------------|---------------|-------------------|
| G.L. Account                                      | CC1                        | CC2 | CC3 | GL Account Name                   |                  |               |                   |
| <b>DEPARTMENT 4010000</b> Wastewater department   |                            |     |     |                                   |                  |               |                   |
| INV000000081                                      | UNEXPECTED OPERATIONS      |     |     |                                   | 1438 31-Dec-2020 | 31-Dec-2020   |                   |
| 80-5-4010000-0613                                 | MCLEOI                     |     |     | OCWA UNEXPECTED OPERATION ITEMS   |                  |               | 2,115.00          |
| INV000000081                                      | UNEXPECTED OPERATIONS      |     |     |                                   | 1438 31-Dec-2020 | 31-Dec-2020   |                   |
| 80-5-4010000-0613                                 | BIGCR                      |     |     | OCWA UNEXPECTED OPERATION ITEMS   |                  |               | 378.00            |
| INV000000081                                      | UNEXPECTED OPERATION ITEMS |     |     |                                   | 1438 31-Dec-2020 | 31-Dec-2020   |                   |
| 80-5-4010000-0613                                 | ASSTS                      |     |     | OCWA UNEXPECTED OPERATION ITEMS   |                  |               | 1,484.00          |
| INV000000081                                      | UNEXPECTED OPERATIONS      |     |     |                                   | 1438 31-Dec-2020 | 31-Dec-2020   |                   |
| 80-5-4010000-0613                                 | ESLS                       |     |     | OCWA UNEXPECTED OPERATION ITEMS   |                  |               | 897.50            |
| INV000000082                                      | MAINTENANCE                |     |     |                                   | 1438 31-Dec-2020 | 31-Dec-2020   |                   |
| 80-5-4010000-0612                                 | BIGCR                      |     |     | OCWA MAINTENANCE ITEMS            |                  |               | 2,411.71          |
| INV000000082                                      | MAINTENANCE ITEMS          |     |     |                                   | 1438 31-Dec-2020 | 31-Dec-2020   |                   |
| 80-5-4010000-0612                                 | ASSTS                      |     |     | OCWA MAINTENANCE ITEMS            |                  |               | 2,198.02          |
| INV000000087                                      | ADDITIONAL SERVICES        |     |     |                                   | 1445 31-Dec-2020 | 31-Dec-2020   |                   |
| 80-5-4010000-0612                                 | MSLS                       |     |     | OCWA MAINTENANCE ITEMS            |                  |               | 8,264.55          |
| 80-5-4010000-0612                                 | MCLEOI                     |     |     | OCWA MAINTENANCE ITEMS            |                  |               | 2,197.10          |
| 80-5-4010000-0612                                 | ESLS                       |     |     | OCWA MAINTENANCE ITEMS            |                  |               | 666.69            |
| 80-5-4010000-0612                                 | ASSTS                      |     |     | OCWA MAINTENANCE ITEMS            |                  |               | 51,169.23         |
| 80-5-4010000-0612                                 | AWTP                       |     |     | OCWA MAINTENANCE ITEMS            |                  |               | 17,427.09         |
| 80-5-4010000-0612                                 | BIGCR                      |     |     | OCWA MAINTENANCE ITEMS            |                  |               | -1,355.89         |
| 80-5-4010000-0612                                 | BOBLO                      |     |     | OCWA MAINTENANCE ITEMS            |                  |               | -1,754.43         |
| <b>WIG035 WIGLE HOME HARDWARE BUILDING CENTRE</b> |                            |     |     |                                   |                  |               |                   |
| 145243  | SUPPLIES                   |     |     |                                   | 1384 07-Oct-2020 | 07-Oct-2020   |                   |
| 80-5-4010000-0759                                 |                            |     |     | SERVICE CONNECTION REPAIR & MTCE. |                  |               | 40.57             |
| <b>WOL533 WOLSELEY CANADA INC</b>                 |                            |     |     |                                   |                  |               |                   |
| 213015  | SUPPLIES                   |     |     |                                   | 1404 20-Dec-2020 | 20-Dec-2020   |                   |
| 80-5-4010000-0331                                 |                            |     |     | GENERAL MAINTENANCE               |                  |               | 1,808.00          |
| 9888691   | STAKE FLAGS                |     |     |                                   | 1384 14-Oct-2020 | 14-Oct-2020   |                   |
| 80-5-4010000-0759                                 |                            |     |     | SERVICE CONNECTION REPAIR & MTCE. |                  |               | 213.57            |
| <b>Department Totals :</b>                        |                            |     |     |                                   |                  |               | <b>270,943.74</b> |

DEPARTMENT 4012018 WASTEWATER CAPITAL

|                                      |                       |  |  |                      |                  |             |           |
|--------------------------------------|-----------------------|--|--|----------------------|------------------|-------------|-----------|
| <b>STA310 STANTEC CONSULTING LTD</b> |                       |  |  |                      |                  |             |           |
| 1559969                              | PROFESSIONAL SERVICES |  |  |                      | 1437 14-Dec-2020 | 14-Dec-2020 |           |
| 40-7-4012018-0001                    |                       |  |  | SE QUADRANT CLASS EA |                  |             | 10,863.39 |

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| Vendor Invoice   | Vendor Name Description |     |     |                                    | Batch Invc Date | Invc Due Date | Amount          |
|--|-------------------------|-----|-----|------------------------------------|-----------------|---------------|-----------------|
| G.L. Account   | CC1                     | CC2 | CC3 | GL Account Name                    |                 |               |                 |
| <b>DEPARTMENT 4012018 WASTEWATER CAPITAL</b>               |                         |     |     |                                    |                 |               |                 |
| -----  |                         |     |     |                                    |                 |               |                 |
| <b>DEPARTMENT 4012020 CAPITAL</b>                          |                         |     |     |                                    |                 |               |                 |
| <b>STA310 STANTEC CONSULTING LTD</b>                       |                         |     |     |                                    |                 |               |                 |
| 1558876  |                         |     |     | PROFESSIONAL SERVICES              | 1404            | 10-Dec-2020   | 10-Dec-2020     |
| 40-7-4012020-0003  |                         |     |     | EDGEWATER LAGOON DECOMMISSIONING   |                 |               | 9,145.98        |
| <b>Department Totals :</b>                                 |                         |     |     |                                    |                 |               | <b>9,145.98</b> |
| -----  |                         |     |     |                                    |                 |               |                 |
| <b>DEPARTMENT 7010000 PARKS AND RECREATION PROGRAMMING</b> |                         |     |     |                                    |                 |               |                 |
| <b>FAS259 FASTSIGNS</b>                                    |                         |     |     |                                    |                 |               |                 |
| 33280  |                         |     |     | COVID SIGNAGE                      | 1346            | 20-Nov-2020   | 20-Nov-2020     |
| 10-5-7010000-0740  |                         |     |     | SIGNS & SIGN MAINTENANCE           |                 |               | 1,938.52        |
| 33317  |                         |     |     | COVID SIGNAGE                      | 1346            | 20-Nov-2020   | 20-Nov-2020     |
| 10-5-7010000-0740  |                         |     |     | SIGNS & SIGN MAINTENANCE           |                 |               | 526.58          |
| <b>LEB881 LEBLANC MARC</b>                                 |                         |     |     |                                    |                 |               |                 |
| 1906   |                         |     |     | STAFF MASKS COVID                  | 1346            | 12-Dec-2020   | 12-Dec-2020     |
| 10-5-7010000-0252  |                         |     |     | UNIFORMS - BUS DEVEL & PROGRAMS    |                 |               | 804.00          |
| <b>Department Totals :</b>                                 |                         |     |     |                                    |                 |               | <b>3,269.10</b> |
| -----  |                         |     |     |                                    |                 |               |                 |
| <b>DEPARTMENT 7017000 PARKS CAPITAL</b>                    |                         |     |     |                                    |                 |               |                 |
| <b>ABC210 A.B.C RECREATION LTD</b>                         |                         |     |     |                                    |                 |               |                 |
| 0002480-IN   |                         |     |     | EXTENSION PROJECT KNYP             | 1433            | 09-Dec-2020   | 09-Dec-2020     |
| 40-7-7017000-0016  |                         |     |     | Development of Waterfront          |                 |               | 8,175.55        |
| <b>BRA02 BRAVO CEMENT CONTRACTING (WINDSOR)LTD</b>         |                         |     |     |                                    |                 |               |                 |
| IN055098   |                         |     |     | TRAIL APPROVEMENTS                 | 1431            | 25-Nov-2020   | 25-Nov-2020     |
| 40-7-7017000-0003  |                         |     |     | REFURBISH PLAYGROUND - BEAUDOIN PK |                 |               | 339.00          |
| <b>CAN236 CANADIAN FENCE CONTRACTORS - 1954812</b>         |                         |     |     |                                    |                 |               |                 |
| 474  |                         |     |     | MALDEN PARK EXPENSES               | 1431            | 26-Nov-2020   | 26-Nov-2020     |
| 40-7-7017000-0010  |                         |     |     | PARK IMPROVEMENTS                  |                 |               | 11,331.29       |
| <b>CAN380 CANADIAN TIRE STORE #281</b>                     |                         |     |     |                                    |                 |               |                 |
| NOVEMBER 2( NOVEMBER 2020                                  |                         |     |     |                                    | 1402            | 30-Nov-2020   | 30-Nov-2020     |
| 10-5-7017000-0771  |                         |     |     | SPECIAL EVENTS                     |                 |               | 67.77           |
| 10-5-7017000-0771  |                         |     |     | SPECIAL EVENTS                     |                 |               | 22.59           |
| 10-5-7017000-0322  |                         |     |     | GENERAL SUPPLIES - PARKS & REC     |                 |               | 63.23           |
| 10-5-7017000-0322  |                         |     |     | GENERAL SUPPLIES - PARKS & REC     |                 |               | 101.62          |

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| Vendor Invoice  | Vendor Name Description                  |     |     |                                       | Batch Invc Date  | Invc Due Date | Amount    |
|---|--|-----|-----|---------------------------------------|------------------|---------------|-----------|
| G.L. Account  | CC1                                      | CC2 | CC3 | GL Account Name                       |                  |               |           |
| <b>DEPARTMENT 7017000 PARKS CAPITAL</b>                   |  |     |     |                                       |                  |               |           |
| 2080668   | SUPPLIES                                 |     |     |                                       | 1346 30-Nov-2020 | 30-Nov-2020   |           |
| 10-5-7017000-0322   |  |     |     | GENERAL SUPPLIES - PARKS & REC        |                  |               | 84.27     |
| <b>JAM060 JAMES GIBB SIGNS</b>                            |  |     |     |                                       |                  |               |           |
| 239   | OFFICE SUPPLIES                          |     |     |                                       | 1403 16-Jul-2020 | 16-Jul-2020   |           |
| 10-5-7017000-0301   |  |     |     | OFFICE SUPPLIES                       |                  |               | 135.60    |
| <b>KEL198 KELCOM RADIO DIVISION</b>                       |  |     |     |                                       |                  |               |           |
| 80012911  | RADIO AIRTIME                            |     |     |                                       | 1403 15-Dec-2020 | 15-Dec-2020   |           |
| 10-5-7017000-0319   |  |     |     | RADIO AIR TIME                        |                  |               | 304.59    |
| <b>KIM249 KIMBALL LUMBER &amp; BUILDING SUPPLIES LTD.</b> |  |     |     |                                       |                  |               |           |
| 498241 (2016C CREDIT FROM AN INVOICE PAID TWICE           |  |     |     |                                       | 1433 31-Dec-2020 | 31-Dec-2020   |           |
| 10-5-7017000-0322   |  |     |     | GENERAL SUPPLIES - PARKS & REC        |                  |               | -67.57    |
| <b>KUC134 KUCERA CONSTRUCTION EQUIPMENT</b>               |  |     |     |                                       |                  |               |           |
| CW23771   | UNIT 508                                 |     |     |                                       | 1430 21-Dec-2020 | 21-Dec-2020   |           |
| 10-5-7017000-0402   |  |     |     | VEHICLE & EQUIPMENT MAINTENANCE PARKS |                  |               | 577.94    |
| <b>LUC170 LUCIER GLOVE &amp; SAFETY PRODUCTS</b>          |  |     |     |                                       |                  |               |           |
| 44281   | CLOTHING                                 |     |     |                                       | 1403 10-Dec-2020 | 10-Dec-2020   |           |
| 10-5-7017000-0161   |  |     |     | PARKS - CLOTHING                      |                  |               | 959.30    |
| <b>MAL256 MALDEN AUTO SUPPLY</b>                          |  |     |     |                                       |                  |               |           |
| 5294-227046   | UNIT PG-1                                |     |     |                                       | 1431 16-Dec-2020 | 16-Dec-2020   |           |
| 10-5-7017000-0402   |  |     |     | VEHICLE & EQUIPMENT MAINTENANCE PARKS |                  |               | 227.14    |
| 5294-227155   | CREDIT                                   |     |     |                                       | 1431 17-Dec-2020 | 17-Dec-2020   |           |
| 10-5-7017000-0402   |  |     |     | VEHICLE & EQUIPMENT MAINTENANCE PARKS |                  |               | -10.17    |
| 5294-227692   | PARKS #RM-1                              |     |     |                                       | 7 04-Jan-2021    | 04-Jan-2021   |           |
| 10-5-7017000-0402   |  |     |     | VEHICLE & EQUIPMENT MAINTENANCE PARKS |                  |               | 219.53    |
| <b>MON183 MONARCH OFFICE SUPPLY INC</b>                   |  |     |     |                                       |                  |               |           |
| 246033  | PURCHASES FOR THE MONTH OF DECEMBER 2020 |     |     |                                       | 1442 31-Dec-2020 | 31-Dec-2020   |           |
| 10-5-7017000-0301   |  |     |     | OFFICE SUPPLIES                       |                  |               | 135.26    |
| <b>TOT341 TOTAL SOURCE CONTRACTING</b>                    |  |     |     |                                       |                  |               |           |
| 1042  | BEAUDOIN PARK IMPROVEMENTS               |     |     |                                       | 1433 05-Dec-2020 | 05-Dec-2020   |           |
| 40-7-7017000-0003   |  |     |     | REFURBISH PLAYGROUND - BEAUDOIN PK    |                  |               | 57,630.00 |
| 1043  | BEAUDOIN PARK PROJECT                    |     |     |                                       | 1433 05-Dec-2020 | 05-Dec-2020   |           |
| 40-7-7017000-0003   |  |     |     | REFURBISH PLAYGROUND - BEAUDOIN PK    |                  |               | 3,955.00  |
| <b>ULI350 ULINE CANADA CORPORATION</b>                    |  |     |     |                                       |                  |               |           |

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| Vendor Invoice             | Vendor Name Description |     |     |  | Batch Invc Date  | Invc Due Date | Amount           |
|----------------------------|-------------------------|-----|-----|--|------------------|---------------|------------------|
| G.L. Account               | CC1                     | CC2 | CC3 | GL Account Name                            |                  |               |                  |
| <b>DEPARTMENT 7017000</b>  |                         |     |     | <b>PARKS CAPITAL</b>                       |                  |               |                  |
| 10-5-7017000-0322          |                         |     |     | GENERAL SUPPLIES - PARKS & REC             |                  |               | 450.62           |
| <b>WIG035</b>              |                         |     |     | <b>WIGLE HOME HARDWARE BUILDING CENTRE</b> |                  |               |                  |
| 146824                     |                         |     |     | BEAUDOIN PAVILLION ROOF                    | 1431 03-Dec-2020 | 03-Dec-2020   |                  |
| 40-7-7017000-0003          |                         |     |     | REFURBISH PLAYGROUND - BEAUDOIN PK         |                  |               | 3,177.42         |
| 147003                     |                         |     |     | GENERAL SUPPLIES                           | 1433 10-Dec-2020 | 10-Dec-2020   |                  |
| 10-5-7017000-0322          |                         |     |     | GENERAL SUPPLIES - PARKS & REC             |                  |               | 24.81            |
| 147008                     |                         |     |     | CAPITAL EXPENSE                            | 1402 10-Dec-2020 | 10-Dec-2020   |                  |
| 40-7-7017000-0003          |                         |     |     | REFURBISH PLAYGROUND - BEAUDOIN PK         |                  |               | 673.17           |
| 147071                     |                         |     |     | GENERAL SUPPLIES                           | 1433 14-Dec-2020 | 14-Dec-2020   |                  |
| 10-5-7017000-0322          |                         |     |     | GENERAL SUPPLIES - PARKS & REC             |                  |               | 10.14            |
| 147275                     |                         |     |     | GENERAL SUPPLIES                           | 1433 21-Dec-2020 | 21-Dec-2020   |                  |
| 10-5-7017000-0322          |                         |     |     | GENERAL SUPPLIES - PARKS & REC             |                  |               | 9.03             |
| 147298                     |                         |     |     | GENERAL SUPPLIES                           | 1433 22-Dec-2020 | 22-Dec-2020   |                  |
| 10-5-7017000-0322          |                         |     |     | GENERAL SUPPLIES - PARKS & REC             |                  |               | 62.30            |
| 147314                     |                         |     |     | SMALL EQUIPMENT                            | 1403 22-Dec-2020 | 22-Dec-2020   |                  |
| 10-5-7017000-0420          |                         |     |     | PARKS MAINTENANCE EQUIPMENT                |                  |               | 9.03             |
| 147642                     |                         |     |     | SUPPLIES                                   | 7 08-Jan-2021    | 08-Jan-2021   |                  |
| 10-5-7017000-0322          |                         |     |     | GENERAL SUPPLIES - PARKS & REC             |                  |               | 13.54            |
| <b>Department Totals :</b> |                         |     |     |  |                  |               | <b>88,682.00</b> |

|                           |  |  |  |  |                  |             |          |
|---------------------------|--|--|--|--|------------------|-------------|----------|
| <b>DEPARTMENT 7017002</b> |  |  |  | <b>FACILITIES</b>                      |                  |             |          |
| <b>AFF062</b>             |  |  |  | <b>AFFLECK SHEET METAL INC.</b>        |                  |             |          |
| 17521                     |  |  |  | MAINT TOWN HALL                        | 1346 10-Dec-2020 | 10-Dec-2020 |          |
| 10-5-7017002-0317         |  |  |  | TOWN FACILITIES - BUILDING MAINTENANCE |                  |             | 774.05   |
| <b>ANC133</b>             |  |  |  | <b>ANCHOR DOORS &amp; SERVICE INC.</b> |                  |             |          |
| 58552                     |  |  |  | SHOP DOOR                              | 1433 15-Dec-2020 | 15-Dec-2020 |          |
| 10-5-7017002-0316         |  |  |  | PWD FACILITIES - UTILITIES             |                  |             | 2,787.22 |
| 58680                     |  |  |  | DOOR REPAIRS                           | 1403 23-Dec-2020 | 23-Dec-2020 |          |
| 10-5-7017002-0317         |  |  |  | FIRE FACILITIES - BUILDING MAINTENANCE |                  |             | 234.48   |
| <b>CAN380</b>             |  |  |  | <b>CANADIAN TIRE STORE #281</b>        |                  |             |          |
| NOVEMBER 2( NOVEMBER 2020 |  |  |  |  | 1402 30-Nov-2020 | 30-Nov-2020 |          |
| 10-5-7017002-0317         |  |  |  | FIRE FACILITIES - BUILDING MAINTENANCE |                  |             | 4.51     |
| 10-5-7017002-0322         |  |  |  | LIONS GENERAL SUPPLIES- GLOBAL         |                  |             | 9.03     |

COX03 COXON'S SALES &amp; RENTALS LTD



Council/Board Report By Dept-(Computer)



Vendor : 001 To ZUL180

Batch : All

Department : All

Cheque Print Date : 01-Jan-2021 To 31-Jan-2021

Bank : 1 To 99

Class : All

| Vendor Invoice  | Vendor Name Description |     |     |                                   | Batch Invc Date  | Invc Due Date | Amount    |
|---|-------------------------|-----|-----|-----------------------------------|------------------|---------------|-----------|
| G.L. Account  | CC1                     | CC2 | CC3 | GL Account Name                   |                  |               |           |
| <b>DEPARTMENT 7017002 FACILITIES</b>                      |                         |     |     |                                   |                  |               |           |
| 10-5-7017002-0317   | PWD                     |     |     | FACILITIES - BUILDING MAINTENANCE |                  |               | 480.25    |
| <b>DEL060 DELINE'S POWERWASH &amp; PEST CONTROL</b>       |                         |     |     |                                   |                  |               |           |
| 234023  | PEST CONTROL            |     |     |                                   | 7 07-Jan-2021    | 07-Jan-2021   |           |
| 10-5-7017002-0317   | PWD                     |     |     | FACILITIES - BUILDING MAINTENANCE |                  |               | 170.50    |
| <b>DOR534 DOR-CO GARAGE DOORS</b>                         |                         |     |     |                                   |                  |               |           |
| 228407  | DOOR REPAIRS            |     |     |                                   | 1433 30-Nov-2020 | 30-Nov-2020   |           |
| 10-5-7017002-0317   | 99THOM                  |     |     | FACILITIES - BUILDING MAINTENANCE |                  |               | 1,152.60  |
| <b>ELE400 ELECTRICAL SAFETY AUTHORITY</b>                 |                         |     |     |                                   |                  |               |           |
| 97954696  | CREDIT                  |     |     |                                   | 1431 15-Oct-2020 | 15-Oct-2020   |           |
| 10-5-7017002-0317   | GORDO                   |     |     | FACILITIES - BUILDING MAINTENANCE |                  |               | -172.89   |
| <b>EMC530 EMCO CORPORATION</b>                            |                         |     |     |                                   |                  |               |           |
| 37625371-00   | MAINTENANCE             |     |     |                                   | 1402 18-Dec-2020 | 18-Dec-2020   |           |
| 10-5-7017002-0317   | PARKBL                  |     |     | FACILITIES - BUILDING MAINTENANCE |                  |               | 218.73    |
| 37626531-00   | SEWAGE PUMP MAINTENANCE |     |     |                                   | 25 07-Jan-2021   | 07-Jan-2021   |           |
| 10-5-7017002-0317   | 99THOM                  |     |     | FACILITIES - BUILDING MAINTENANCE |                  |               | 386.56    |
| <b>EMP515 EMPIRE COMMUNICATIONS</b>                       |                         |     |     |                                   |                  |               |           |
| 32487   | COVID CONTROL MEASURES  |     |     |                                   | 1433 09-Dec-2020 | 09-Dec-2020   |           |
| 10-5-7017002-0317   | TOWN VIRUS              |     |     | FACILITIES - BUILDING MAINTENANCE |                  |               | 640.82    |
| 32491   | COVID CONTROL MEASURES  |     |     |                                   | 1433 09-Dec-2020 | 09-Dec-2020   |           |
| 10-5-7017002-0317   | TOWN VIRUS              |     |     | FACILITIES - BUILDING MAINTENANCE |                  |               | 10,404.57 |
| <b>ENC113 ENCORE MECHANICAL AND BUILDING SERVICES INC</b> |                         |     |     |                                   |                  |               |           |
| 135533  | MAINTENANCE             |     |     |                                   | 1433 11-Nov-2020 | 11-Nov-2020   |           |
| 10-5-7017002-0317   | 320RIC                  |     |     | FACILITIES - BUILDING MAINTENANCE |                  |               | 480.25    |
| <b>FEE256 THE FEED STORE</b>                              |                         |     |     |                                   |                  |               |           |
| 1000241461  | SUPPLIES                |     |     |                                   | 1431 17-Dec-2020 | 17-Dec-2020   |           |
| 10-5-7017002-0317   | PWD VIRUS               |     |     | FACILITIES - BUILDING MAINTENANCE |                  |               | 57.07     |
| <b>GRY115 GRYPHON GLASS</b>                               |                         |     |     |                                   |                  |               |           |
| 14981   | COVID CONTROL MEASURES  |     |     |                                   | 1433 01-Dec-2020 | 01-Dec-2020   |           |
| 10-5-7017002-0317   | PWD VIRUS               |     |     | FACILITIES - BUILDING MAINTENANCE |                  |               | 7,966.50  |
| <b>HOL459 HOLLAND CLEANING SOLUTIONS LTD</b>              |                         |     |     |                                   |                  |               |           |
| 532985  | CLEANING SUPPLIES       |     |     |                                   | 1403 22-Dec-2020 | 22-Dec-2020   |           |
| 10-5-7017002-0318   |                         |     |     | JANITORIAL - GLOBAL               |                  |               | 484.77    |
| 533005  | CLEANING SUPPLIES       |     |     |                                   | 1403 23-Dec-2020 | 23-Dec-2020   |           |

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Department : All

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Class : All

| Vendor Invoice                                 | Vendor Name Description              |     |     |                                   | Batch Invc Date  | Invc Due Date | Amount   |
|--|--------------------------------------|-----|-----|-----------------------------------|------------------|---------------|----------|
| G.L. Account                                   | CC1                                  | CC2 | CC3 | GL Account Name                   |                  |               |          |
| <b>DEPARTMENT 7017002 FACILITIES</b>           |                                      |     |     |                                   |                  |               |          |
| 533031   | JANITORIAL                           |     |     |                                   | 1403 23-Dec-2020 | 23-Dec-2020   |          |
| 10-5-7017002-0318                              |                                      |     |     | JANITORIAL - GLOBAL               |                  |               | 152.50   |
| 533184   | CLEANING SUPPLIES                    |     |     |                                   | 1403 30-Dec-2020 | 30-Dec-2020   |          |
| 10-5-7017002-0318                              |                                      |     |     | JANITORIAL - GLOBAL               |                  |               | 218.09   |
| 533186   | CLEANING SUPPLIES                    |     |     |                                   | 1403 30-Dec-2020 | 30-Dec-2020   |          |
| 10-5-7017002-0318                              |                                      |     |     | JANITORIAL - GLOBAL               |                  |               | 13.49    |
| 533217   | CLEANING SUPPLIES                    |     |     |                                   | 1403 30-Dec-2020 | 30-Dec-2020   |          |
| 10-5-7017002-0318                              |                                      |     |     | JANITORIAL - GLOBAL               |                  |               | 295.17   |
| 533492   | CLEANING SUPPLIES                    |     |     |                                   | 7 04-Jan-2021    | 04-Jan-2021   |          |
| 10-5-7017002-0318                              |                                      |     |     | JANITORIAL - GLOBAL               |                  |               | 373.62   |
| <b>PPE871 PPE ONLINE</b>                       |                                      |     |     |                                   |                  |               |          |
| PPE5837  | FACE MASKS                           |     |     |                                   | 7 08-Jan-2021    | 08-Jan-2021   |          |
| 10-5-7017002-0317                              | TOWN VIRUS                           |     |     | FACILITIES - BUILDING MAINTENANCE |                  |               | 447.60   |
| <b>REN217 RENE ROY GROUP INC.</b>              |                                      |     |     |                                   |                  |               |          |
| 2207   | NEW OFFICES TO SOCIAL DISTANCE STAFF |     |     |                                   | 1431 09-Dec-2020 | 09-Dec-2020   |          |
| 10-5-7017002-0317                              | PWD VIRUS                            |     |     | FACILITIES - BUILDING MAINTENANCE |                  |               | 5,543.78 |
| <b>SAV085 SAVARIA SIS</b>                      |                                      |     |     |                                   |                  |               |          |
| IN0000000593                                   | ELEVATOR MAINTENANCE                 |     |     |                                   | 25 08-Jan-2021   | 08-Jan-2021   |          |
| 10-5-7017002-0317                              | CARNEC                               |     |     | FACILITIES - BUILDING MAINTENANCE |                  |               | 2,100.67 |
| <b>TRO104 TROY LIFE &amp; FIRE SAFETY LTD.</b> |                                      |     |     |                                   |                  |               |          |
| 1000323399                                     | ANNUAL FIRE SYSTEMS INSPECTION       |     |     |                                   | 1433 24-Nov-2020 | 24-Nov-2020   |          |
| 10-5-7017002-0317                              | GORDO                                |     |     | FACILITIES - BUILDING MAINTENANCE |                  |               | 474.60   |
| 1000343764                                     | MONITORING FIRE PANEL                |     |     |                                   | 25 04-Jan-2021   | 04-Jan-2021   |          |
| 10-5-7017002-0317                              | 320COM                               |     |     | FACILITIES - BUILDING MAINTENANCE |                  |               | 565.00   |
| 1000344227                                     | FIRE SYSTEM REPAIRS                  |     |     |                                   | 25 07-Jan-2021   | 07-Jan-2021   |          |
| 10-5-7017002-0317                              | POLICE                               |     |     | FACILITIES - BUILDING MAINTENANCE |                  |               | 318.55   |
| <b>UNI677 UNIQUE COMMUNICATIONS INC</b>        |                                      |     |     |                                   |                  |               |          |
| 19425  | YEARLY FIRE PANEL MONITORING         |     |     |                                   | 1431 16-Dec-2020 | 16-Dec-2020   |          |
| 10-5-7017002-0317                              | GORDO                                |     |     | FACILITIES - BUILDING MAINTENANCE |                  |               | 271.20   |
| <b>VUE832 VUE MILLWORK INC.</b>                |                                      |     |     |                                   |                  |               |          |
| 00153  | MAINTENANCE                          |     |     |                                   | 1433 17-Dec-2020 | 17-Dec-2020   |          |
| 10-5-7017002-0317                              | PWD VIRUS                            |     |     | FACILITIES - BUILDING MAINTENANCE |                  |               | 1,491.60 |
| 00154  | DECONTAMINATION PROJECT BUILD OUT    |     |     |                                   | 1433 17-Dec-2020 | 17-Dec-2020   |          |
| 10-5-7017002-0317                              | FIRE                                 |     |     | FACILITIES - BUILDING MAINTENANCE |                  |               | 6,438.74 |

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Batch : All

Department : All

Cheque Print Date : 01-Jan-2021 To 31-Jan-2021

Bank : 1 To 99

Class : All

| Vendor Invoice                                    | Vendor Name Description |       |     |                                       | Batch Invc Date  | Invc Due Date | Amount           |
|---|-------------------------|-------|-----|---------------------------------------|------------------|---------------|------------------|
| G.L. Account                                      | CC1                     | CC2   | CC3 | GL Account Name                       |                  |               |                  |
| <b>DEPARTMENT 7017002 FACILITIES</b>              |                         |       |     |                                       |                  |               |                  |
| <b>WIG035 WIGLE HOME HARDWARE BUILDING CENTRE</b> |                         |       |     |                                       |                  |               |                  |
| 147088  |                         |       |     | OFFICE MAINTENANCE                    | 1431 14-Dec-2020 | 14-Dec-2020   |                  |
| 10-5-7017002-0317                                 | PWD                     | VIRUS |     | FACILITIES - BUILDING MAINTENANCE     |                  |               | 457.54           |
| 147118  |                         |       |     | OFFICE MAINTENANCE                    | 1431 15-Dec-2020 | 15-Dec-2020   |                  |
| 10-5-7017002-0317                                 | PWD                     | VIRUS |     | FACILITIES - BUILDING MAINTENANCE     |                  |               | 12.42            |
| 147125  |                         |       |     | OFFICE MAINTENANCE                    | 1431 15-Dec-2020 | 15-Dec-2020   |                  |
| 10-5-7017002-0317                                 | PWD                     | VIRUS |     | FACILITIES - BUILDING MAINTENANCE     |                  |               | 12.42            |
| 147299  |                         |       |     | SEPARATE OFFICE FOR SOCIAL DISTANCING | 1433 22-Dec-2020 | 22-Dec-2020   |                  |
| 10-5-7017002-0317                                 | PWD                     | VIRUS |     | FACILITIES - BUILDING MAINTENANCE     |                  |               | 41.18            |
| 147328  |                         |       |     | MAINTENANCE                           | 1402 22-Dec-2020 | 22-Dec-2020   |                  |
| 10-5-7017002-0317                                 | PWD                     |       |     | FACILITIES - BUILDING MAINTENANCE     |                  |               | 6.20             |
| <b>WIN1506 WINMECH LTD</b>                        |                         |       |     |                                       |                  |               |                  |
| 271   |                         |       |     | HVAC REPAIRS                          | 7 10-Jan-2021    | 10-Jan-2021   |                  |
| 10-5-7017002-0317                                 | TOWN                    |       |     | FACILITIES - BUILDING MAINTENANCE     |                  |               | 1,530.02         |
| 302   |                         |       |     | HVAC MODIFICATIONS                    | 7 10-Jan-2021    | 10-Jan-2021   |                  |
| 10-5-7017002-0317                                 | GORDO                   |       |     | FACILITIES - BUILDING MAINTENANCE     |                  |               | 1,638.50         |
| 314   |                         |       |     | INSPECT UNIT HEATER                   | 7 07-Jan-2021    | 07-Jan-2021   |                  |
| 10-5-7017002-0317                                 | FIRE                    |       |     | FACILITIES - BUILDING MAINTENANCE     |                  |               | 203.40           |
| 318   |                         |       |     | REPLACEMENT UNIT HEATER HALL #3       | 7 12-Jan-2021    | 12-Jan-2021   |                  |
| 10-5-7017002-0317                                 | FIRE                    |       |     | FACILITIES - BUILDING MAINTENANCE     |                  |               | 4,746.00         |
| <b>Department Totals :</b>                        |                         |       |     |                                       |                  |               | <b>53,518.29</b> |

DEPARTMENT 7017300 LIBRO

CAN380 CANADIAN TIRE STORE #281

NOVEMBER 2( NOVEMBER 2020

|                   |  |  |  |                      |                  |             |       |
|-------------------|--|--|--|----------------------|------------------|-------------|-------|
| 10-5-7017300-0317 |  |  |  | BUILDING MAINTENANCE | 1402 30-Nov-2020 | 30-Nov-2020 | 45.15 |
| 10-5-7017300-0317 |  |  |  | BUILDING MAINTENANCE |                  |             | 33.88 |
| 10-5-7017300-0317 |  |  |  | BUILDING MAINTENANCE |                  |             | 33.88 |
| 10-5-7017300-0317 |  |  |  | BUILDING MAINTENANCE |                  |             | 10.16 |

CEN859 CENTENNIAL LOCK &amp; SAFE LIMITED

|                   |  |  |  |                      |                  |             |       |
|-------------------|--|--|--|----------------------|------------------|-------------|-------|
| 26102             |  |  |  | KEYS                 | 1403 23-Dec-2020 | 23-Dec-2020 |       |
| 10-5-7017300-0317 |  |  |  | BUILDING MAINTENANCE |                  |             | 20.34 |

|                   |  |  |  |                      |                  |             |        |
|-------------------|--|--|--|----------------------|------------------|-------------|--------|
| 26103             |  |  |  | MAINTENANCE          | 1403 23-Dec-2020 | 23-Dec-2020 |        |
| 10-5-7017300-0317 |  |  |  | BUILDING MAINTENANCE |                  |             | 124.30 |

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Vendor : 001 To ZUL180

Batch : All

Department : All

Cheque Print Date : 01-Jan-2021 To 31-Jan-2021

Bank : 1 To 99

Class : All

| Vendor Invoice                                      | Vendor Name Description |     |     |  | GL Account Name           | Batch Invc Date  | Invc Due Date | Amount   |
|---|-------------------------|-----|-----|--|---------------------------|------------------|---------------|----------|
| G.L. Account  | CC1                     | CC2 | CC3 |  |                           |                  |               |          |
| <b>DEPARTMENT 7017300 LIBRO</b>                     |                         |     |     |  |                           |                  |               |          |
| 4071131247  | FLOOR MATS              |     |     |  |                           | 1403 24-Dec-2020 | 24-Dec-2020   |          |
| 10-5-7017300-0331                                   |                         |     |     |  | REFRIGERATION MAINTENANCE |                  |               | 193.23   |
| <b>CUL391 CULLIGAN WATER</b>                        |                         |     |     |  |                           |                  |               |          |
| 2784443   | COOLER RENTALS          |     |     |  |                           | 1442 31-Oct-2020 | 31-Oct-2020   |          |
| 10-5-7017300-0336                                   |                         |     |     |  | CONTRACTED SERVICES       |                  |               | 81.24    |
| 2798895   | COOLER RENTAL           |     |     |  |                           | 1442 30-Nov-2020 | 30-Nov-2020   |          |
| 10-5-7017300-0336                                   |                         |     |     |  | CONTRACTED SERVICES       |                  |               | 81.24    |
| 2811992   | COOLER RENTAL           |     |     |  |                           | 1442 31-Dec-2020 | 31-Dec-2020   |          |
| 10-5-7017300-0336                                   |                         |     |     |  | CONTRACTED SERVICES       |                  |               | 81.24    |
| 2813455   | COLLER RENTAL           |     |     |  |                           | 1442 31-Dec-2020 | 31-Dec-2020   |          |
| 10-5-7017300-0336                                   |                         |     |     |  | CONTRACTED SERVICES       |                  |               | 1.65     |
| <b>DEL060 DELINE'S POWERWASH &amp; PEST CONTROL</b> |                         |     |     |  |                           |                  |               |          |
| 234025  | PEST CONTROL            |     |     |  |                           | 1442 06-Dec-2020 | 06-Dec-2020   |          |
| 10-5-7017300-0336                                   |                         |     |     |  | CONTRACTED SERVICES       |                  |               | 170.50   |
| <b>DOR534 DOR-CO GARAGE DOORS</b>                   |                         |     |     |  |                           |                  |               |          |
| 229004  | DOOR REPAIRS            |     |     |  |                           | 1403 16-Dec-2020 | 16-Dec-2020   |          |
| 10-5-7017300-0317                                   |                         |     |     |  | BUILDING MAINTENANCE      |                  |               | 101.70   |
| <b>DOW547 DOWLER KARN</b>                           |                         |     |     |  |                           |                  |               |          |
| 35990757  | CYLINDERS RENTALS       |     |     |  |                           | 1431 31-Dec-2020 | 31-Dec-2020   |          |
| 10-5-7017300-0401                                   |                         |     |     |  | GASOLINE / PROPANE        |                  |               | 28.25    |
| <b>EMC530 EMCO CORPORATION</b>                      |                         |     |     |  |                           |                  |               |          |
| 37627072-00   | SUPPLIES                |     |     |  |                           | 25 13-Jan-2021   | 13-Jan-2021   |          |
| 10-5-7017300-0317                                   |                         |     |     |  | BUILDING MAINTENANCE      |                  |               | 319.34   |
| 37627139-00   | MAINTENANCE MATERIAL    |     |     |  |                           | 25 14-Jan-2021   | 14-Jan-2021   |          |
| 10-5-7017300-0317                                   |                         |     |     |  | BUILDING MAINTENANCE      |                  |               | 288.15   |
| <b>EMP515 EMPIRE COMMUNICATIONS</b>                 |                         |     |     |  |                           |                  |               |          |
| 32478   | BUILDING MAINTENANCE    |     |     |  |                           | 1433 09-Dec-2020 | 09-Dec-2020   |          |
| 10-5-7017300-0317                                   |                         |     |     |  | BUILDING MAINTENANCE      |                  |               | 3,427.00 |
| <b>FCF160 FCFP</b>                                  |                         |     |     |  |                           |                  |               |          |
| INV154027   | SPRINKLER MAINT         |     |     |  |                           | 1346 16-Dec-2020 | 16-Dec-2020   |          |
| 10-5-7017300-0336                                   |                         |     |     |  | CONTRACTED SERVICES       |                  |               | 163.29   |
| <b>FEE256 THE FEED STORE</b>                        |                         |     |     |  |                           |                  |               |          |
| 1000241460  | EQUIPMENT PARTS         |     |     |  |                           | 1433 17-Dec-2020 | 17-Dec-2020   |          |

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Vendor : 001 To ZUL180

Batch : All

Department : All

Cheque Print Date : 01-Jan-2021 To 31-Jan-2021

Bank : 1 To 99

Class : All

| Vendor Invoice                                   | Vendor Name Description |       |     |  | GL Account Name                      | Batch Invc Date  | Invc Due Date | Amount   |
|--|-------------------------|-------|-----|--|--------------------------------------|------------------|---------------|----------|
| G.L. Account                                     | CC1                     | CC2   | CC3 |  |                                      |                  |               |          |
| <b>DEPARTMENT 7017300 LIBRO</b>                  |                         |       |     |  |                                      |                  |               |          |
| <b>HEA693 HEATON SANITATION</b>                  |                         |       |     |  |                                      |                  |               |          |
| 41729  |                         |       |     |  | BUILDING MAINTENANCE                 | 1402 21-Dec-2020 | 21-Dec-2020   |          |
| 10-5-7017300-0317                                |                         |       |     |  | BUILDING MAINTENANCE                 |                  |               | 1,017.00 |
| <b>HOL459 HOLLAND CLEANING SOLUTIONS LTD</b>     |                         |       |     |  |                                      |                  |               |          |
| 533641   |                         |       |     |  | SUPPLIES                             | 7 06-Jan-2021    | 06-Jan-2021   |          |
| 10-5-7017300-0317                                |                         | VIRUS |     |  | BUILDING MAINTENANCE                 |                  |               | 1,152.60 |
| 534335   |                         |       |     |  | SUPPLIES                             | 25 13-Jan-2021   | 13-Jan-2021   |          |
| 10-5-7017300-0317                                |                         |       |     |  | BUILDING MAINTENANCE                 |                  |               | 216.10   |
| <b>LUC170 LUCIER GLOVE &amp; SAFETY PRODUCTS</b> |                         |       |     |  |                                      |                  |               |          |
| 42956  |                         |       |     |  | UNIFORMS                             | 1402 02-Oct-2020 | 02-Oct-2020   |          |
| 10-5-7017300-0161                                |                         |       |     |  | CLOTHING                             |                  |               | 2,847.07 |
| 44121  |                         |       |     |  | UNIFORMS                             | 1433 03-Dec-2020 | 03-Dec-2020   |          |
| 10-5-7017300-0161                                |                         |       |     |  | CLOTHING                             |                  |               | 406.78   |
| 44445  |                         |       |     |  | UNIFORMS                             | 1433 17-Dec-2020 | 17-Dec-2020   |          |
| 10-5-7017300-0161                                |                         |       |     |  | CLOTHING                             |                  |               | 281.34   |
| 44491  |                         |       |     |  | WALL PLAQUES FOR FIRE EXTINGUISHERS  | 1433 21-Dec-2020 | 21-Dec-2020   |          |
| 10-5-7017300-0317                                |                         |       |     |  | BUILDING MAINTENANCE                 |                  |               | 146.79   |
| 44642  |                         |       |     |  | UNIFORMS                             | 25 06-Jan-2021   | 06-Jan-2021   |          |
| 10-5-7017300-0161                                |                         |       |     |  | CLOTHING                             |                  |               | 36.16    |
| <b>MAL256 MALDEN AUTO SUPPLY</b>                 |                         |       |     |  |                                      |                  |               |          |
| 5294-227263                                      |                         |       |     |  | UNIT RS-1                            | 1431 21-Dec-2020 | 21-Dec-2020   |          |
| 10-5-7017300-0402                                |                         |       |     |  | VEHICLE & EQUIPMENT MTCE.            |                  |               | 42.31    |
| <b>NEL277 NELLA CUTLERY (HAMILTON) INC</b>       |                         |       |     |  |                                      |                  |               |          |
| IN2403402  |                         |       |     |  | BLADE SHARPENING                     | 1402 29-Oct-2020 | 29-Oct-2020   |          |
| 10-5-7017300-0402                                |                         |       |     |  | VEHICLE & EQUIPMENT MTCE.            |                  |               | 39.55    |
| IN2404652  |                         |       |     |  | MAINTENANCE                          | 1402 26-Nov-2020 | 26-Nov-2020   |          |
| 10-5-7017300-0402                                |                         |       |     |  | VEHICLE & EQUIPMENT MTCE.            |                  |               | 118.65   |
| PY3566727  |                         |       |     |  | CREDIT FOR A DOUBLE PAYMENT RECEIVED | 1402 05-Apr-2020 | 05-Apr-2020   |          |
| 10-5-7017300-0336                                |                         |       |     |  | CONTRACTED SERVICES                  |                  |               | -67.80   |
| <b>PPE871 PPE ONLINE</b>                         |                         |       |     |  |                                      |                  |               |          |
| D765   |                         |       |     |  | PPE                                  | 25 13-Jan-2021   | 13-Jan-2021   |          |
| 10-5-7017300-0317                                |                         | VIRUS |     |  | BUILDING MAINTENANCE                 |                  |               | 53.90    |
| <b>RTT067 RIVER TOWN TIMES</b>                   |                         |       |     |  |                                      |                  |               |          |

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Vendor : 001 To ZUL180

Batch : All

Department : All

Cheque Print Date : 01-Jan-2021 To 31-Jan-2021

Bank : 1 To 99

Class : All

| Vendor Invoice             | Vendor Name Description                       |  |     |  | Batch Invc Date  | Invc Due Date | Amount           |
|----------------------------|---|--|-----|--|------------------|---------------|------------------|
| G.L. Account               | CC1   | CC2  | CC3 | GL Account Name                                    |                  |               |                  |
| <b>DEPARTMENT 7017300</b>  |   | LIBRO                                      |     |  |                  |               |                  |
| 10-5-7017300-0336          |   |  |     | CONTRACTED SERVICES                                |                  |               | 55.37            |
| <b>THY410</b>              | <b>THYSSENKRUPP ELEVATOR (CANADA) LIMITED</b> |  |     |  |                  |               |                  |
| 1869768                    |   |  |     | ELEVATOR SERVICE MAINTENANCE                       | 7 01-Jan-2021    | 01-Jan-2021   |                  |
| 10-5-7017300-0336          |   |  |     | CONTRACTED SERVICES                                |                  |               | 1,277.76         |
| 1876710                    |   |  |     | ELEVATOR FIRE TEST                                 | 7 06-Jan-2021    | 06-Jan-2021   |                  |
| 10-5-7017300-0317          |   |  |     | BUILDING MAINTENANCE                               |                  |               | 467.60           |
| <b>WIG035</b>              |   | <b>WIGLE HOME HARDWARE BUILDING CENTRE</b> |     |  |                  |               |                  |
| 147327                     |   |  |     | MAINTENANCE  | 1402 22-Dec-2020 | 22-Dec-2020   |                  |
| 10-5-7017300-0317          |   |  |     | BUILDING MAINTENANCE                               |                  |               | 13.54            |
| <b>WIN1506</b>             |   | <b>WINMECH LTD</b>                         |     |  |                  |               |                  |
| 225                        |   |  |     | REFRIGERATION EQUIPMENT SHUT DOWN AND PUMP REPAIRS | 1403 31-Dec-2020 | 31-Dec-2020   |                  |
| 10-5-7017300-0336          |   |  |     | CONTRACTED SERVICES                                |                  |               | 949.20           |
| 309                        |   |  |     | P/M HVAC UNITS                                     | 7 05-Jan-2021    | 05-Jan-2021   |                  |
| 10-5-7017300-0317          |   |  |     | BUILDING MAINTENANCE                               |                  |               | 3,909.80         |
| <b>ZAM038</b>              |   | <b>ZAMBONI COMPANY LTD</b>                 |     |  |                  |               |                  |
| 107038                     |   |  |     | CREDIT WARRANTY                                    | 1403 22-Dec-2020 | 22-Dec-2020   |                  |
| 10-5-7017300-0402          |   |  |     | VEHICLE & EQUIPMENT MTCE.                          |                  |               | 216.96           |
| <b>Department Totals :</b> |   |  |     |  |                  |               | <b>18,490.13</b> |

|                           |                          |   |  |  |                  |             |          |
|---------------------------|--------------------------|---|--|--|------------------|-------------|----------|
| <b>DEPARTMENT 8010000</b> |                          | PLANNING & LEGISLATIVE SERVICES             |  |  |                  |             |          |
| <b>DIL426</b>             | <b>DILLON CONSULTING</b> |   |  |  |                  |             |          |
| 229463                    |                          |   |  | PROFESSIONAL FEES                        | 1430 23-Dec-2020 | 23-Dec-2020 |          |
| 10-5-8010000-0327         |                          |   |  | PROFESSIONAL FEES                        |                  |             | 1,757.99 |
| <b>MON183</b>             |                          | <b>MONARCH OFFICE SUPPLY INC</b>            |  |  |                  |             |          |
| 246033                    |                          |   |  | PURCHASES FOR THE MONTH OF DECEMBER 2020 | 1442 31-Dec-2020 | 31-Dec-2020 |          |
| 10-5-8010000-0301         |                          |   |  | OFFICE SUPPLIES                          |                  |             | 1,002.50 |
| <b>MON610</b>             |                          | <b>MONTEITH BROWN PLANNING CONSULTANTS</b>  |  |  |                  |             |          |
| 15358                     |                          |   |  | PROFESSIONAL FEES                        | 1430 15-Dec-2020 | 15-Dec-2020 |          |
| 10-5-8010000-0327         |                          |   |  | PROFESSIONAL FEES                        |                  |             | 807.95   |
| <b>MOU251</b>             |                          | <b>MOUSSEAU DELUCA McPHERSON PRINCE LLP</b> |  |  |                  |             |          |
| 62917                     |                          |   |  | PROFESSIONAL SERVICES                    | 1403 30-Nov-2020 | 30-Nov-2020 |          |
| 10-5-8010000-0367         |                          |   |  | GLOBAL LEGAL FEES                        |                  |             | 1,220.40 |
| 62951                     |                          |   |  | FILE NUMBER:80846 109 PARK               | 1346 30-Nov-2020 | 30-Nov-2020 |          |

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Department : All

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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 8010000 PLANNING & LEGISLATIVE SERVICES**

**MRD948 M.R. DUNN CONTRACTING LTD**

|   |  |  |  |  |                |             |                 |
|---|--|--|--|--|----------------|-------------|-----------------|
| JANUARY 19, ; KINGSBRIDGE PHASE 10 PLANNING DEPOSIT |  |  |  |  | 25 19-Jan-2021 | 19-Jan-2021 |                 |
| 10-4-8010000-1905                                   |  |  |  | PLANNING - Consent and Minor Variances |                |             | 2,000.00        |
| <b>Department Totals :</b>                          |  |  |  |  |                |             | <b>7,432.94</b> |

**DEPARTMENT 8020000 TOURISM VISITOR INFORMATION CENTRE**

**CAN380 CANADIAN TIRE STORE #281**

|                           |        |  |  |                  |                  |             |       |
|---------------------------|--------|--|--|------------------|------------------|-------------|-------|
| NOVEMBER 20 NOVEMBER 2020 |        |  |  |                  | 1402 30-Nov-2020 | 30-Nov-2020 |       |
| 10-5-8020000-0341         | RIVERL |  |  | COMMUNITY EVENTS |                  |             | 33.84 |

**HAG191 HAG CUSTOMS**

|                   |  |  |  |                  |                  |             |        |
|-------------------|--|--|--|------------------|------------------|-------------|--------|
| 261 RIVER LIGHTS  |  |  |  |                  | 1346 12-Dec-2020 | 12-Dec-2020 |        |
| 10-5-8020000-0341 |  |  |  | COMMUNITY EVENTS |                  |             | 160.00 |

**ONT092 ONTARIO BIA ASSOCIATION**

|                    |  |  |  |             |                  |             |        |
|--------------------|--|--|--|-------------|------------------|-------------|--------|
| 19-466 MEMBERSHIPS |  |  |  |             | 1433 22-Dec-2020 | 22-Dec-2020 |        |
| 10-5-8020000-0350  |  |  |  | MEMBERSHIPS |                  |             | 339.00 |

**SUN293 SUNSET ENTERPRIZE & WELDING**

|                     |        |  |  |                  |                  |             |          |
|---------------------|--------|--|--|------------------|------------------|-------------|----------|
| 318306 RIVER LIGHTS |        |  |  |                  | 1402 23-Dec-2020 | 23-Dec-2020 |          |
| 10-5-8020000-0341   | RIVERL |  |  | COMMUNITY EVENTS |                  |             | 3,562.20 |

**318307 RIVER LIGHTS**

|                   |        |  |  |                  |  |  |          |
|-------------------|--------|--|--|------------------|--|--|----------|
| 10-5-8020000-0341 | RIVERL |  |  | COMMUNITY EVENTS |  |  | 4,585.61 |
|-------------------|--------|--|--|------------------|--|--|----------|

**318308 RIVER LIGHTS**

|                   |        |  |  |                  |  |  |          |
|-------------------|--------|--|--|------------------|--|--|----------|
| 10-5-8020000-0341 | RIVERL |  |  | COMMUNITY EVENTS |  |  | 4,237.50 |
|-------------------|--------|--|--|------------------|--|--|----------|

**WIG035 WIGLE HOME HARDWARE BUILDING CENTRE**

|                            |  |  |  |                  |                  |             |                  |
|----------------------------|--|--|--|------------------|------------------|-------------|------------------|
| 146881 RIVER LIGHTS        |  |  |  |                  | 1346 07-Dec-2020 | 07-Dec-2020 |                  |
| 10-5-8020000-0341          |  |  |  | COMMUNITY EVENTS |                  |             | 90.28            |
| <b>Department Totals :</b> |  |  |  |                  |                  |             | <b>13,008.43</b> |

**DEPARTMENT 8052020 CAPITAL**

**DAM01 D'AMORE CONSTRUCTION (2000) LTD**

|   |  |  |  |                              |                  |             |            |
|---|--|--|--|------------------------------|------------------|-------------|------------|
| E08-2020-039   PPC# 3 PACIFIC AVE WATERMAIN & PREVENT REPLACEMENT |  |  |  |                              | 1402 07-Dec-2020 | 07-Dec-2020 |            |
| 80-7-8052020-0005   |  |  |  | PACIFIC ST WATERMAIN REPLACE |                  |             | 357,216.31 |

**ONT001 ONTARIO CLEAN WATER AGENCY**

|                                   |  |  |  |  |                  |             |  |
|-----------------------------------|--|--|--|--|------------------|-------------|--|
| INV0000000076 ADDITIONAL SERVICES |  |  |  |  | 1435 23-Dec-2020 | 23-Dec-2020 |  |
|-----------------------------------|--|--|--|--|------------------|-------------|--|

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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 |  |                              |  |                  |               |                     |
| <b>DEPARTMENT 8052020 CAPITAL</b>                                |                             |  |                              |  |                  |               |                     |
| <b>STA310 STANTEC CONSULTING LTD</b>                             |                             |  |                              |  |                  |               |                     |
| 1560354  | SCADA UPGRADES              |  |                              |  | 1430 14-Dec-2020 | 14-Dec-2020   |                     |
| 80-7-8052020-0002  |                             |  | SCADA UPGRADE                |  |                  |               | 8,200.48            |
| <b>WOO4090 WOOD ENVIRONMENTAL &amp; INFRASTRUCTURE SOLUTIONS</b> |                             |  |                              |  |                  |               |                     |
| GE2559   | PROFESSIONAL SERVICES       |  |                              |  | 1430 15-Dec-2020 | 15-Dec-2020   |                     |
| 80-7-8052020-0005  |                             |  | PACIFIC ST WATERMAIN REPLACE |  |                  |               | 4,339.00            |
| <b>Department Totals :</b>                                       |                             |  |                              |  |                  |               | <b>632,491.96</b>   |
| <b>Computer Paid Total :</b>                                     |                             |  |                              |  |                  |               | <b>2,787,897.47</b> |

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Class : All

| Vendor Code Invoice No.                      | Vendor Name Description      |  |                           |  | Batch Invc Date  | Invc Due Date | Amount     |
|--|------------------------------|--|---------------------------|--|------------------|---------------|------------|
| G.L. Account                                 | CC1 CC2 CC3 GL Account Name  |  |                           |  |                  |               |            |
| <b>DEPARTMENT 0000000 GENERAL</b>            |                              |  |                           |  |                  |               |            |
| <b>AMH19 AMHERSTBURG PAYROLL~TOWN OF</b>     |                              |  |                           |  |                  |               |            |
| PP#01-2021                                   | PP#01-2021 PAYROLL TRANSFER  |  |                           |  | 10 07-Jan-2021   | 07-Jan-2021   |            |
| 10-1-0000000-0302                            |                              |  | WFCU-PAYROLL 6429187      |  |                  |               | 106,084.89 |
| PP#02-2021                                   | PP#02-2021 PAYROLL TRANSFER  |  |                           |  | 13 14-Jan-2021   | 14-Jan-2021   |            |
| 10-1-0000000-0302                            |                              |  | WFCU-PAYROLL 6429187      |  |                  |               | 102,604.00 |
| PP#03-2021                                   | PP#03-2021 PAYROLL TRANSFER  |  |                           |  | 34 21-Jan-2021   | 21-Jan-2021   |            |
| 10-1-0000000-0302                            |                              |  | WFCU-PAYROLL 6429187      |  |                  |               | 89,926.55  |
| PP#04-2021                                   | PP#04-2021 PAYROLL TRANSFER  |  |                           |  | 59 28-Jan-2021   | 28-Jan-2021   |            |
| 10-1-0000000-0302                            |                              |  | WFCU-PAYROLL 6429187      |  |                  |               | 101,709.76 |
| <b>DIR03 DIRECTOR OF FAMILY RESPONSIBLTY</b> |                              |  |                           |  |                  |               |            |
| DEC 2020                                     | FAMILY SUPPORT DECEMBER 2020 |  |                           |  | 1419 31-Dec-2020 | 31-Dec-2020   |            |
| 10-2-0000000-1155                            |                              |  | A/P - PAYROLL DED. - FAM. |  |                  |               | 1,264.00   |



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| Vendor Code                              | Vendor Name                               |     |     |  | Batch | Inv Date    | Inv Due Date | Amount     |
|--|---|-----|-----|--|-------|-------------|--------------|------------|
| Invoice No.                              | Description                               |     |     |  |       |             |              |            |
| G.L. Account                             | CC1                                       | CC2 | CC3 | GL Account Name                          |       |             |              |            |
| <b>DEPARTMENT 0000000</b>                |   |     |     | GENERAL                                  |       |             |              |            |
| DEC 2020                                 | ELECTRICITY, WATER & SEWAGE DECEMBER 2020 |     |     |  | 1448  | 31-Dec-2020 | 31-Dec-2020  |            |
| 80-5-0000000-0316                        |   |     |     | UTILITIES                                |       |             |              | 490.74     |
| <b>GRE03 GREEN SHIELD CANADA</b>         |   |     |     |  |       |             |              |            |
| JAN 2021                                 | JANUARY 2021 BENEFITS                     |     |     |  | 38    | 01-Jan-2021 | 01-Jan-2021  |            |
| 10-1-0000000-2064                        |   |     |     | A/R - EMPLOYEE BENEFITS                  |       |             |              | 1,185.16   |
| 80-5-0000000-0206                        |   |     |     | BENEFITS - GREENSHIELD RE - WATER DEPART |       |             |              | 1,467.74   |
| 80-5-0000000-0205                        |   |     |     | BENEFITS - GREENSHIELD                   |       |             |              | 4,608.14   |
| <b>HYD02 HYDRO ONE NETWORKS</b>          |   |     |     |  |       |             |              |            |
| DEC 2020                                 | MAIN ACCOUNT DECEMBER 2020                |     |     |  | 1407  | 31-Dec-2020 | 31-Dec-2020  |            |
| 80-5-0000000-0316                        |   |     |     | UTILITIES                                |       |             |              | 143.69     |
| <b>MIN24 MINISTRY OF FINANCE-PAYMENT</b> |   |     |     |  |       |             |              |            |
| DEC 2020                                 | EHT DECEMBER 2020                         |     |     |  | 1427  | 31-Dec-2020 | 31-Dec-2020  |            |
| 10-2-0000000-1152                        |   |     |     | A/P - PAYROLL DED. - EHT                 |       |             |              | 21,380.99  |
| <b>OME001 OMERS</b>                      |   |     |     |  |       |             |              |            |
| DEC 2020                                 | OMERS CONTRIBUTION FOR DECEMBER 2020      |     |     |  | 1426  | 31-Dec-2020 | 31-Dec-2020  |            |
| 10-2-0000000-1144                        |   |     |     | OMERS PAYABLE                            |       |             |              | 145,748.88 |
| <b>REC04 RECEIVER GENERAL</b>            |   |     |     |  |       |             |              |            |
| PP#2021-01 FU                            | PP#2021-01 FULL TIME                      |     |     |  | 9     | 07-Jan-2021 | 07-Jan-2021  |            |
| 10-2-0000000-1141                        |   |     |     | A/P - PAYROLL DED. - INC.                |       |             |              | 31,216.06  |
| 10-2-0000000-1143                        |   |     |     | A/P - PAYROLL DED. - E.I.                |       |             |              | 5,003.14   |
| 10-2-0000000-1142                        |   |     |     | A/P - PAYROLL DED. - CPP                 |       |             |              | 15,331.32  |
| PP#2021-01 PA                            | PP#2021-01 PART TIME                      |     |     |  | 9     | 07-Jan-2021 | 07-Jan-2021  |            |
| 10-2-0000000-1142                        |   |     |     | A/P - PAYROLL DED. - CPP                 |       |             |              | 1,638.98   |
| 10-2-0000000-1143                        |   |     |     | A/P - PAYROLL DED. - E.I.                |       |             |              | 699.42     |
| 10-2-0000000-1141                        |   |     |     | A/P - PAYROLL DED. - INC.                |       |             |              | 2,813.93   |
| PP#2021-02 FU                            | PP#2021-02 FULL TIME PAYROLL TAXES        |     |     |  | 14    | 14-Jan-2021 | 14-Jan-2021  |            |
| 10-2-0000000-1141                        |   |     |     | A/P - PAYROLL DED. - INC.                |       |             |              | 26,078.73  |
| 10-2-0000000-1143                        |   |     |     | A/P - PAYROLL DED. - E.I.                |       |             |              | 4,568.61   |
| 10-2-0000000-1142                        |   |     |     | A/P - PAYROLL DED. - CPP                 |       |             |              | 13,925.80  |
| PP#2021-02 PA                            | PP#2021-02 PART TIME PAYROLL TAXES        |     |     |  | 14    | 14-Jan-2021 | 14-Jan-2021  |            |
| 10-2-0000000-1142                        |   |     |     | A/P - PAYROLL DED. - CPP                 |       |             |              | 754.24     |
| 10-2-0000000-1143                        |   |     |     | A/P - PAYROLL DED. - E.I.                |       |             |              | 985.76     |
| 10-2-0000000-1141                        |   |     |     | A/P - PAYROLL DED. - INC.                |       |             |              | 7,246.44   |
| PP#2021-03 FU                            | PP#2021-03 FULL TIME PAYROLL TAXES        |     |     |  | 14    | 21-Jan-2021 | 21-Jan-2021  |            |
| 10-2-0000000-1141                        |   |     |     | A/P - PAYROLL DED. - INC.                |       |             |              | 26,872.20  |
| 10-2-0000000-1143                        |   |     |     | A/P - PAYROLL DED. - E.I.                |       |             |              | 4,641.95   |

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Vendor : 001 To ZUL180  
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 Bank : 1 To 99  
 Class : All

| Vendor Code   | Vendor Name | Invoice No. | Description | Batch                        | Invc Date | Invc Due Date | Amount            |
|---|-------------|-------------|-------------|------------------------------|-----------|---------------|-------------------|
| G.L. Account  | CC1         | CC2         | CC3         | GL Account Name              |           |               |                   |
| <b>DEPARTMENT 0000000 GENERAL</b>                       |             |             |             |                              |           |               |                   |
| PP#2021-03 PA PP#2021-03 PART TIME PAYROLL TAXES        |             |             |             |                              |           |               |                   |
| 10-2-0000000-1142                                       |             |             |             | A/P - PAYROLL DED. - CPP     | 57        | 21-Jan-2021   | 596.48            |
| 10-2-0000000-1143                                       |             |             |             | A/P - PAYROLL DED. - E.I.    |           |               | 216.19            |
| 10-2-0000000-1141                                       |             |             |             | A/P - PAYROLL DED. - INC.    |           |               | 1,161.01          |
| PP#2021-04 FU PP#2021-04 FULL TIME PAYROLL TAXES        |             |             |             |                              |           |               |                   |
| 10-2-0000000-1141                                       |             |             |             | A/P - PAYROLL DED. - INC.    | 58        | 28-Jan-2021   | 27,492.36         |
| 10-2-0000000-1143                                       |             |             |             | A/P - PAYROLL DED. - E.I.    |           |               | 4,741.19          |
| 10-2-0000000-1142                                       |             |             |             | A/P - PAYROLL DED. - CPP     |           |               | 14,476.36         |
| PP#2021-04 PA PP#2021-04 PART TIME PAYROLL TAXES        |             |             |             |                              |           |               |                   |
| 10-2-0000000-1142                                       |             |             |             | A/P - PAYROLL DED. - CPP     | 58        | 28-Jan-2021   | 1,955.40          |
| 10-2-0000000-1143                                       |             |             |             | A/P - PAYROLL DED. - E.I.    |           |               | 207.20            |
| 10-2-0000000-1141                                       |             |             |             | A/P - PAYROLL DED. - INC.    |           |               | 5,354.55          |
| <b>SUN11 SUN LIFE ASSURANCE CO. OF CANADA - BILLING</b> |             |             |             |                              |           |               |                   |
| JAN 2021  |             |             |             | JANUARY 2021 BENEFITS        | 45        | 01-Jan-2021   |                   |
| 80-5-0000000-0207                                       |             |             |             | BENEFITS - LIFE & DISABILITY |           |               | 4,552.39          |
| <b>WOR03 WORKPLACE SAFETY &amp; INSURANCE BOARD</b>     |             |             |             |                              |           |               |                   |
| DEC 2020  |             |             |             | DECEMBER 2020 WSIB BENEFIT   | 1428      | 31-Dec-2020   |                   |
| 10-2-0000000-1153                                       |             |             |             | A/P - PAYROLL DED. - WSIB    |           |               | 16,863.30         |
| <b>Department Totals :</b>                              |             |             |             |                              |           |               | <b>810,171.53</b> |

|  |  |  |  |                           |    |             |                 |
|--|--|--|--|---------------------------|----|-------------|-----------------|
| <b>DEPARTMENT 1001020 ADMINISTRATION</b> |  |  |  |                           |    |             |                 |
| <b>GRE03 GREEN SHIELD CANADA</b>         |  |  |  |                           |    |             |                 |
| JAN 2021                                 |  |  |  | JANUARY 2021 BENEFITS     | 38 | 01-Jan-2021 |                 |
| 10-5-1001020-0206                        |  |  |  | BENEFITS - GREENSHIELD RE |    |             | 5,496.58        |
| <b>Department Totals :</b>               |  |  |  |                           |    |             | <b>5,496.58</b> |

|                                    |  |  |  |                                  |    |             |          |
|------------------------------------|--|--|--|----------------------------------|----|-------------|----------|
| <b>DEPARTMENT 1001021 TREASURY</b> |  |  |  |                                  |    |             |          |
| <b>BRI459 BRINKS CANADA</b>        |  |  |  |                                  |    |             |          |
| 3412560229                         |  |  |  | SERVICE CHARGES FOR JANUARY 2021 | 65 | 01-Jan-2021 |          |
| 10-5-1001021-0336                  |  |  |  | CONTRACTED SERVICES - BRINKS     |    |             | 879.08   |
| <b>GRE03 GREEN SHIELD CANADA</b>   |  |  |  |                                  |    |             |          |
| JAN 2021                           |  |  |  | JANUARY 2021 BENEFITS            | 38 | 01-Jan-2021 |          |
| 10-5-1001021-0205                  |  |  |  | BENEFITS - GREENSHIELD           |    |             | 4,233.53 |

|   |  |  |  |                       |    |             |  |
|---|--|--|--|-----------------------|----|-------------|--|
| <b>SUN11 SUN LIFE ASSURANCE CO. OF CANADA - BILLING</b> |  |  |  |                       |    |             |  |
| JAN 2021  |  |  |  | JANUARY 2021 BENEFITS | 45 | 01-Jan-2021 |  |

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Vendor : 001 To ZUL180  
 Batch : All  
 Department : All

EFT Paid Date : 01-Jan-2021 To 31-Jan-2021  
 Bank : 1 To 99  
 Class : All

| Vendor Code                | Vendor Name                 | Batch | Inv Date | Inv Due Date | Amount           |
|----------------------------|-----------------------------|-------|----------|--------------|------------------|
| Invoice No.                | Description                 |       |          |              |                  |
| G.L. Account               | CC1 CC2 CC3 GL Account Name |       |          |              |                  |
| DEPARTMENT 1001021         | TREASURY                    |       |          |              |                  |
| <b>Department Totals :</b> |                             |       |          |              | <b>10,486.76</b> |

|                            |   |  |                |             |                 |
|----------------------------|---|--|----------------|-------------|-----------------|
| DEPARTMENT 1001022         | CLERKS  |  |                |             |                 |
| <b>GRE03</b>               | <b>GREEN SHIELD CANADA</b>                        |  |                |             |                 |
| JAN 2021                   | JANUARY 2021 BENEFITS                             |  | 38 01-Jan-2021 | 01-Jan-2021 |                 |
| 10-5-1001022-0205          | BENEFITS - GREENSHIELD - CLERKS                   |  |                |             | 425.13          |
| 10-5-1001022-0205          | BENEFITS - GREENSHIELD - CLERKS                   |  |                |             | 1,307.52        |
| <b>SUN11</b>               | <b>SUN LIFE ASSURANCE CO. OF CANADA - BILLING</b> |  |                |             |                 |
| JAN 2021                   | JANUARY 2021 BENEFITS                             |  | 45 01-Jan-2021 | 01-Jan-2021 |                 |
| 10-5-1001022-0207          | BENEFITS - LIFE & DISABIL - CLERKS                |  |                |             | 1,844.75        |
| <b>Department Totals :</b> |   |  |                |             | <b>3,577.40</b> |

|                            |   |  |                |             |                 |
|----------------------------|---|--|----------------|-------------|-----------------|
| DEPARTMENT 1001023         | C.A.O.  |  |                |             |                 |
| <b>GRE03</b>               | <b>GREEN SHIELD CANADA</b>                        |  |                |             |                 |
| JAN 2021                   | JANUARY 2021 BENEFITS                             |  | 38 01-Jan-2021 | 01-Jan-2021 |                 |
| 10-5-1001023-0205          | BENEFITS - GREENSHIELD - C.A.O.                   |  |                |             | 1,307.52        |
| <b>SUN11</b>               | <b>SUN LIFE ASSURANCE CO. OF CANADA - BILLING</b> |  |                |             |                 |
| JAN 2021                   | JANUARY 2021 BENEFITS                             |  | 45 01-Jan-2021 | 01-Jan-2021 |                 |
| 10-5-1001023-0207          | BENEFITS - LIFE & DISABIL - C.A.O.                |  |                |             | 1,306.80        |
| <b>Department Totals :</b> |   |  |                |             | <b>2,614.32</b> |

|                            |   |  |                |             |                 |
|----------------------------|---|--|----------------|-------------|-----------------|
| DEPARTMENT 1001024         | HUMAN RESOURCES                                   |  |                |             |                 |
| <b>GRE03</b>               | <b>GREEN SHIELD CANADA</b>                        |  |                |             |                 |
| JAN 2021                   | JANUARY 2021 BENEFITS                             |  | 38 01-Jan-2021 | 01-Jan-2021 |                 |
| 10-5-1001024-0205          | BENEFITS - GREENSHIELD - HUMAN RESOURCES          |  |                |             | 871.68          |
| <b>SUN11</b>               | <b>SUN LIFE ASSURANCE CO. OF CANADA - BILLING</b> |  |                |             |                 |
| JAN 2021                   | JANUARY 2021 BENEFITS                             |  | 45 01-Jan-2021 | 01-Jan-2021 |                 |
| 10-5-1001024-0207          | BENEFITS - LIFE & DISABIL - HUMAN RESOUR          |  |                |             | 1,243.03        |
| <b>Department Totals :</b> |   |  |                |             | <b>2,114.71</b> |

|                    |                               |  |                  |             |  |
|--------------------|-------------------------------|--|------------------|-------------|--|
| DEPARTMENT 1001025 | INFORMATION TECHNOLOGY        |  |                  |             |  |
| <b>BEL01</b>       | <b>BELL CANADA</b>            |  |                  |             |  |
| DEC 2020           | DECEMBER 2020 MONTHLY CHARGES |  | 1378 16-Dec-2020 | 16-Dec-2020 |  |

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Vendor : 001 To ZUL180  
 Batch : All  
 Department : All

EFT Paid Date : 01-Jan-2021 To 31-Jan-2021  
 Bank : 1 To 99  
 Class : All

| Vendor Code                | Vendor Name                                       | Batch | Inv Date    | Inv Due Date | Amount          |
|----------------------------|---|-------|-------------|--------------|-----------------|
| Invoice No.                | Description                                       |       |             |              |                 |
| G.L. Account               | CC1 CC2 CC3 GL Account Name                       |       |             |              |                 |
| <b>DEPARTMENT 1001025</b>  | <b>INFORMATION TECHNOLOGY</b>                     |       |             |              |                 |
| JAN 2021                   | JANUARY 2021 MONTHLY CHARGES                      | 18    | 01-Jan-2021 | 01-Jan-2021  |                 |
| 10-5-1001025-0315          | TELEPHONE   |       |             |              | 1,146.36        |
| <b>COG02</b>               | <b>COGECO PAYMENT CENTRE</b>                      |       |             |              |                 |
| DEC 2020                   | DECEMBER 2020 INTERNET                            | 1405  | 01-Dec-2020 | 01-Dec-2020  |                 |
| 10-5-1001025-0332          | INTERNET ACCESS                                   |       |             |              | 3,167.39        |
| 10-5-1001025-0332          | INTERNET ACCESS                                   |       |             |              | 180.74          |
| <b>GRE03</b>               | <b>GREEN SHIELD CANADA</b>                        |       |             |              |                 |
| JAN 2021                   | JANUARY 2021 BENEFITS                             | 38    | 01-Jan-2021 | 01-Jan-2021  |                 |
| 10-5-1001025-0205          | BENEFITS - GREENSHIELD                            |       |             |              | 1,493.62        |
| <b>SUN11</b>               | <b>SUN LIFE ASSURANCE CO. OF CANADA - BILLING</b> |       |             |              |                 |
| JAN 2021                   | JANUARY 2021 BENEFITS                             | 45    | 01-Jan-2021 | 01-Jan-2021  |                 |
| 10-5-1001025-0207          | BENEFITS - LIFE & DISABILITY                      |       |             |              | 1,630.21        |
| <b>Department Totals :</b> |   |       |             |              | <b>7,710.82</b> |

|                            |   |      |             |             |                 |
|----------------------------|---|------|-------------|-------------|-----------------|
| <b>DEPARTMENT 1008030</b>  | <b>UNFINANCED DRAINS</b>                          |      |             |             |                 |
| <b>ESS46</b>               | <b>ESSEX POWERLINES CORPORATION</b>               |      |             |             |                 |
| DEC 2020                   | ELECTRICITY, WATER & SEWAGE DECEMBER 2020         | 1448 | 31-Dec-2020 | 31-Dec-2020 |                 |
| 10-1-1008030-8965          | WILLOW BEACH PUMP                                 |      |             |             | 67.68           |
| <b>GRE03</b>               | <b>GREEN SHIELD CANADA</b>                        |      |             |             |                 |
| JAN 2021                   | JANUARY 2021 BENEFITS                             | 38   | 01-Jan-2021 | 01-Jan-2021 |                 |
| 10-5-1008030-0205          | BENEFITS GREENSHIELD                              |      |             |             | 435.84          |
| <b>HYD02</b>               | <b>HYDRO ONE NETWORKS</b>                         |      |             |             |                 |
| DEC 2020                   | MAIN ACCOUNT DECEMBER 2020                        | 1407 | 31-Dec-2020 | 31-Dec-2020 |                 |
| 10-1-1008030-8555          | LEO BEAUDOIN PUMP                                 |      |             |             | 56.43           |
| 10-1-1008030-8120          | BAILEY'S BEACH DRAIN & PUMP                       |      |             |             | 31.45           |
| 10-1-1008030-8965          | WILLOW BEACH PUMP                                 |      |             |             | 427.37          |
| 10-1-1008030-8515          | LAKWOOD PUMP #2                                   |      |             |             | 94.35           |
| 10-1-1008030-8675          | MICKLE PARK AVE PUMP                              |      |             |             | 61.43           |
| 10-1-1008030-8510          | LAKWOOD PUMP #1                                   |      |             |             | 37.95           |
| <b>SUN11</b>               | <b>SUN LIFE ASSURANCE CO. OF CANADA - BILLING</b> |      |             |             |                 |
| JAN 2021                   | JANUARY 2021 BENEFITS                             | 45   | 01-Jan-2021 | 01-Jan-2021 |                 |
| 10-5-1008030-0207          | BENEFITS LIFE & DISABILITY                        |      |             |             | 581.67          |
| <b>Department Totals :</b> |   |      |             |             | <b>1,794.17</b> |

DEPARTMENT 2010000 FIRE DEPARTMENT



Vendor : 001 To ZUL180  
Batch : All  
Department : All

EFT Paid Date : 01-Jan-2021 To 31-Jan-2021  
Bank : 1 To 99  
Class : All

| Vendor Code   | Vendor Name   | Invoice No. | Description | Batch           | Inv Date    | Inv Due Date | Amount           |
|---|---|-------------|-------------|-----------------|-------------|--------------|------------------|
| G.L. Account  | CC1   | CC2         | CC3         | GL Account Name |             |              |                  |
| <b>DEPARTMENT 2010000 FIRE DEPARTMENT</b>               |   |             |             |                 |             |              |                  |
| <b>BEL12 BELL CANADA</b>                                |   |             |             |                 |             |              |                  |
| JAN 2021  | JANUARY 2021 SERVICES                                   |             |             | 37              | 01-Jan-2021 | 01-Jan-2021  |                  |
| 10-5-2010000-0800                                       | EMERGENCY OPERATIONS CENTRE EXPENSES                    |             |             |                 |             |              | 61.97            |
| <b>BEL900 BELL CANADA</b>                               |   |             |             |                 |             |              |                  |
| JAN 2021  | JANUARY 2021 EMERGENCY PREPAREDNESS                     |             |             | 63              | 01-Jan-2021 | 01-Jan-2021  |                  |
| 10-5-2010000-0800                                       | EMERGENCY OPERATIONS CENTRE EXPENSES                    |             |             |                 |             |              | 115.00           |
| <b>COG02 COGECO PAYMENT CENTRE</b>                      |   |             |             |                 |             |              |                  |
| DEC 2020  | DECEMBER 2020 INTERNET                                  |             |             | 1405            | 01-Dec-2020 | 01-Dec-2020  |                  |
| 10-5-2010000-0251                                       | FIRE PREVENTION & TRAININ                               |             |             |                 |             |              | 80.22            |
| <b>GRE03 GREEN SHIELD CANADA</b>                        |   |             |             |                 |             |              |                  |
| JAN 2021  | JANUARY 2021 BENEFITS                                   |             |             | 38              | 01-Jan-2021 | 01-Jan-2021  |                  |
| 10-5-2010000-0205                                       | BENEFITS - GREENSHIELD - FIRE                           |             |             |                 |             |              | 3,520.22         |
| 10-5-2010000-0206                                       | BENEFITS - GREENSHIELD RE                               |             |             |                 |             |              | 1,712.88         |
| <b>HYD02 HYDRO ONE NETWORKS</b>                         |   |             |             |                 |             |              |                  |
| DEC 2020  | MAIN ACCOUNT DECEMBER 2020                              |             |             | 1407            | 31-Dec-2020 | 31-Dec-2020  |                  |
| 10-5-2010000-0800                                       | EMERGENCY OPERATIONS CENTRE EXPENSES                    |             |             |                 |             |              | 34.64            |
| DEC EMERG 2020  | 2S CONC LOT 20 & 2N CONC LOT 10, SIRENS - DECEMBER 2020 |             |             | 1376            | 11-Dec-2020 | 11-Dec-2020  |                  |
| 10-5-2010000-0800                                       | EMERGENCY OPERATIONS CENTRE EXPENSES                    |             |             |                 |             |              | 66.58            |
| <b>SUN11 SUN LIFE ASSURANCE CO. OF CANADA - BILLING</b> |   |             |             |                 |             |              |                  |
| JAN 2021  | JANUARY 2021 BENEFITS                                   |             |             | 45              | 01-Jan-2021 | 01-Jan-2021  |                  |
| 10-5-2010000-0207                                       | BENEFITS - LIFE & DISABIL                               |             |             |                 |             |              | 3,776.60         |
| <b>WOR03 WORKPLACE SAFETY &amp; INSURANCE BOARD</b>     |   |             |             |                 |             |              |                  |
| DEC 2020  | DECEMBER 2020 WSIB BENEFIT                              |             |             | 1428            | 31-Dec-2020 | 31-Dec-2020  |                  |
| 10-5-2010000-0208                                       | BENEFITS - WORKER'S COMP.                               |             |             |                 |             |              | 1,632.93         |
| <b>Department Totals :</b>                              |   |             |             |                 |             |              | <b>11,001.04</b> |

|   |                               |  |  |    |             |             |            |
|---|-------------------------------|--|--|----|-------------|-------------|------------|
| <b>DEPARTMENT 2020000 POLICE DEPARTMENT</b> |                               |  |  |    |             |             |            |
| <b>BEL01 BELL CANADA</b>                    |                               |  |  |    |             |             |            |
| JAN 2021                                    | JANUARY 2021 MONTHLY CHARGES  |  |  | 18 | 01-Jan-2021 | 01-Jan-2021 |            |
| 10-5-2020000-0315                           | TELEPHONE                     |  |  |    |             |             | 542.11     |
| <b>CIT350 CITY OF WINDSOR</b>               |                               |  |  |    |             |             |            |
| JANUARY 2021                                | WPS CONTRACT FOR JANUARY 2021 |  |  | 32 | 01-Jan-2021 | 01-Jan-2021 |            |
| 10-5-2020000-0605                           | SERVICE CONTRACT -WPS         |  |  |    |             |             | 426,548.42 |
| <b>ENB01 ENBRIDGE GAS (UNION GAS)</b>       |                               |  |  |    |             |             |            |

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Vendor : 001 To ZUL180  
 Batch : All  
 Department : All

EFT Paid Date : 01-Jan-2021 To 31-Jan-2021  
 Bank : 1 To 99  
 Class : All

| Vendor Code                                 | Vendor Name                               | Batch | Inv Date    | Inv Due Date | Amount            |
|---|---|-------|-------------|--------------|-------------------|
| Invoice No.                                 | Description                               |       |             |              |                   |
| G.L. Account                                | CC1 CC2 CC3 GL Account Name               |       |             |              |                   |
| <b>DEPARTMENT 2020000 POLICE DEPARTMENT</b> |   |       |             |              |                   |
| 10-5-2020000-0316                           | UTILITIES - POLICE DEPT                   |       |             |              | 318.59            |
| <b>ESS46 ESSEX POWERLINES CORPORATION</b>   |   |       |             |              |                   |
| DEC 2020                                    | ELECTRICITY, WATER & SEWAGE DECEMBER 2020 | 1448  | 31-Dec-2020 | 31-Dec-2020  |                   |
| 10-5-2020000-0316                           | UTILITIES - POLICE DEPT                   |       |             |              | 1,314.13          |
| <b>GRE03 GREEN SHIELD CANADA</b>            |   |       |             |              |                   |
| JAN 2021                                    | JANUARY 2021 BENEFITS                     | 38    | 01-Jan-2021 | 01-Jan-2021  |                   |
| 10-5-2020000-0206                           | BENEFITS - GREENSHIELD RE                 |       |             |              | 9,100.22          |
| <b>Department Totals :</b>                  |   |       |             |              | <b>437,823.47</b> |

|   |                           |    |             |             |                 |
|---|---------------------------|----|-------------|-------------|-----------------|
| <b>DEPARTMENT 2043010 BUILDING DEPARTMENT</b>           |                           |    |             |             |                 |
| <b>GRE03 GREEN SHIELD CANADA</b>                        |                           |    |             |             |                 |
| JAN 2021  | JANUARY 2021 BENEFITS     | 38 | 01-Jan-2021 | 01-Jan-2021 |                 |
| 10-5-2043010-0206                                       | BENEFITS - GREENSHIELD RE |    |             |             | 1,710.02        |
| 10-5-2043010-0205                                       | BENEFITS - GREENSHIELD    |    |             |             | 1,072.61        |
| <b>SUN11 SUN LIFE ASSURANCE CO. OF CANADA - BILLING</b> |                           |    |             |             |                 |
| JAN 2021  | JANUARY 2021 BENEFITS     | 45 | 01-Jan-2021 | 01-Jan-2021 |                 |
| 10-5-2043010-0207                                       | BENEFITS - LIFE & DISABIL |    |             |             | 1,694.10        |
| <b>Department Totals :</b>                              |                           |    |             |             | <b>4,476.73</b> |

|   |                              |    |             |             |                 |
|---|------------------------------|----|-------------|-------------|-----------------|
| <b>DEPARTMENT 2043015 LICENSING AND ENFORCEMENT</b>     |                              |    |             |             |                 |
| <b>GRE03 GREEN SHIELD CANADA</b>                        |                              |    |             |             |                 |
| JAN 2021  | JANUARY 2021 BENEFITS        | 38 | 01-Jan-2021 | 01-Jan-2021 |                 |
| 10-5-2043015-0205                                       | BENEFITS - GREENSHIELD       |    |             |             | 1,889.65        |
| <b>SUN11 SUN LIFE ASSURANCE CO. OF CANADA - BILLING</b> |                              |    |             |             |                 |
| JAN 2021  | JANUARY 2021 BENEFITS        | 45 | 01-Jan-2021 | 01-Jan-2021 |                 |
| 10-5-2043015-0207                                       | BENEFITS - LIFE & DISABILITY |    |             |             | 1,725.39        |
| <b>Department Totals :</b>                              |                              |    |             |             | <b>3,615.04</b> |

|   |   |      |             |             |          |
|---|---|------|-------------|-------------|----------|
| <b>DEPARTMENT 3010000 PUBLIC WORKS</b>    |   |      |             |             |          |
| <b>ESS46 ESSEX POWERLINES CORPORATION</b> |   |      |             |             |          |
| DEC 2020                                  | ELECTRICITY, WATER & SEWAGE DECEMBER 2020 | 1448 | 31-Dec-2020 | 31-Dec-2020 |          |
| 10-5-3010000-0316                         | TRAFF Utilities                           |      |             |             | 1,156.95 |
| 10-5-3010000-0316                         | STREET Utilities                          |      |             |             | 8,634.27 |
| <b>GRE03 GREEN SHIELD CANADA</b>          |   |      |             |             |          |

Council/Board Report By Dept-(EFT)



Vendor : 001 To ZUL180  
 Batch : All  
 Department : All

EFT Paid Date : 01-Jan-2021 To 31-Jan-2021  
 Bank : 1 To 99  
 Class : All

| Vendor Code   | Vendor Name                     | Batch | Inv Date    | Inv Due Date | Amount           |
|---|---------------------------------|-------|-------------|--------------|------------------|
| Invoice No.   | Description                     |       |             |              |                  |
| G.L. Account  | CC1 CC2 CC3 GL Account Name     |       |             |              |                  |
| <b>DEPARTMENT 3010000 PUBLIC WORKS</b>                  |                                 |       |             |              |                  |
| 10-5-3010000-0206                                       | BENEFITS - GREENSHIELD RE       |       |             |              | 7,365.11         |
| 10-5-3010000-0205                                       | BENEFITS - GREENSHIELD          |       |             |              | 5,322.82         |
| <b>HYD02 HYDRO ONE NETWORKS</b>                         |                                 |       |             |              |                  |
| DEC 2020  | MAIN ACCOUNT DECEMBER 2020      | 1407  | 31-Dec-2020 | 31-Dec-2020  |                  |
| 10-5-3010000-0757                                       | STORM SEWER CLEANING & FLUSHING |       |             |              | 79.69            |
| DEC 2020 STR  | DECEMBER 2020 STREET LIGHTS     | 1436  | 31-Dec-2020 | 31-Dec-2020  |                  |
| 10-5-3010000-0316                                       | STREET Utilities                |       |             |              | 3,173.90         |
| <b>SUN11 SUN LIFE ASSURANCE CO. OF CANADA - BILLING</b> |                                 |       |             |              |                  |
| JAN 2021  | JANUARY 2021 BENEFITS           | 45    | 01-Jan-2021 | 01-Jan-2021  |                  |
| 10-5-3010000-0207                                       | BENEFITS - LIFE & DISABIL       |       |             |              | 5,811.12         |
| <b>Department Totals :</b>                              |                                 |       |             |              | <b>31,543.86</b> |

|   |   |      |             |             |                  |
|---|---|------|-------------|-------------|------------------|
| <b>DEPARTMENT 4010000 Wastewater department</b> |   |      |             |             |                  |
| <b>BEL12 BELL CANADA</b>                        |   |      |             |             |                  |
| JAN 2021  | JANUARY 2021 SERVICES                     | 37   | 01-Jan-2021 | 01-Jan-2021 |                  |
| 80-5-4010000-0612                               | ASSTS OCWA MAINTENANCE ITEMS              |      |             |             | 63.22            |
| 80-5-4010000-0612                               | ASSTS OCWA MAINTENANCE ITEMS              |      |             |             | 68.93            |
| <b>ENB01 ENBRIDGE GAS (UNION GAS)</b>           |   |      |             |             |                  |
| DEC 2020  | DECEMBER 2020 MONTHLY CHARGES             | 1390 | 31-Dec-2020 | 31-Dec-2020 |                  |
| 80-5-4010000-0316                               | MCLEOF UTILITIES                          |      |             |             | 252.56           |
| 80-5-4010000-0316                               | ASSTS UTILITIES                           |      |             |             | 2,729.91         |
| <b>ESS46 ESSEX POWERLINES CORPORATION</b>       |   |      |             |             |                  |
| DEC 2020  | ELECTRICITY, WATER & SEWAGE DECEMBER 2020 | 1448 | 31-Dec-2020 | 31-Dec-2020 |                  |
| 80-5-4010000-0316                               | UTILITIES                                 |      |             |             | 185.24           |
| 80-5-4010000-0316                               | UTILITIES                                 |      |             |             | 29,354.50        |
| 80-5-4010000-0316                               | UTILITIES                                 |      |             |             | 481.20           |
| <b>HYD02 HYDRO ONE NETWORKS</b>                 |   |      |             |             |                  |
| DEC 2020  | MAIN ACCOUNT DECEMBER 2020                | 1407 | 31-Dec-2020 | 31-Dec-2020 |                  |
| 80-5-4010000-0316                               | MCLEOF UTILITIES                          |      |             |             | 7,634.35         |
| 80-5-4010000-0316                               | UTILITIES                                 |      |             |             | 92.34            |
| 80-5-4010000-0316                               | UTILITIES                                 |      |             |             | 204.53           |
| 80-5-4010000-0316                               | UTILITIES                                 |      |             |             | 2,520.74         |
| 80-5-4010000-0316                               | BIGCR UTILITIES                           |      |             |             | 244.86           |
| 80-5-4010000-0316                               | ESLS UTILITIES                            |      |             |             | 2,888.25         |
| 80-5-4010000-0316                               | MSLS UTILITIES                            |      |             |             | 3,280.31         |
| <b>Department Totals :</b>                      |   |      |             |             | <b>50,000.94</b> |

Council/Board Report By Dept-(EFT)



AP5130

Date : Feb 04, 2021

Page : 50

Time : 3:50pm

Vendor : 001 To ZUL180  
 Batch : All  
 Department : All

EFT Paid Date : 01-Jan-2021 To 31-Jan-2021  
 Bank : 1 To 99  
 Class : All

| Vendor Code  | Vendor Name | Invoice No. | Description | Batch           | Inv Date | Inv Due Date | Amount |
|--------------|-------------|-------------|-------------|-----------------|----------|--------------|--------|
| G.L. Account | CC1         | CC2         | CC3         | GL Account Name |          |              |        |

DEPARTMENT 4010000 Wastewater department

DEPARTMENT 7010000 PARKS AND RECREATION PROGRAMMING

BEL34 BELL

JAN 2021 JANUARY 2021 SATELLITE SERVICES 19 10-Jan-2021 10-Jan-2021  
 10-5-7010000-0349 MARKETING 82.43

GRE03 GREEN SHIELD CANADA

JAN 2021 JANUARY 2021 BENEFITS 38 01-Jan-2021 01-Jan-2021  
 10-5-7010000-0205 BENEFITS - GREENSHIELD 860.97

SUN11 SUN LIFE ASSURANCE CO. OF CANADA - BILLING

JAN 2021 JANUARY 2021 BENEFITS 45 01-Jan-2021 01-Jan-2021  
 10-5-7010000-0207 BENEFITS - LIFE & DISABILITY 939.70

Department Totals : 1,883.10

DEPARTMENT 7010160 LION'S POOL PROGRAMMING

ESS46 ESSEX POWERLINES CORPORATION

DEC 2020 ELECTRICITY, WATER & SEWAGE DECEMBER 2020 1448 31-Dec-2020 31-Dec-2020  
 10-5-7010160-0316 UTILITIES - LIONS POOL 43.67

Department Totals : 43.67

DEPARTMENT 7017000 PARKS MAINTENANCE

GRE03 GREEN SHIELD CANADA

JAN 2021 JANUARY 2021 BENEFITS 38 01-Jan-2021 01-Jan-2021  
 10-5-7017000-0205 BENEFITS - GREENSHIELD - PARKS & GROUNDS 2,389.75

SUN11 SUN LIFE ASSURANCE CO. OF CANADA - BILLING

JAN 2021 JANUARY 2021 BENEFITS 45 01-Jan-2021 01-Jan-2021  
 10-5-7017000-0207 BENEFITS - LIFE & DISABIL - PARKS & GRDS 3,221.73

Department Totals : 5,611.48

DEPARTMENT 7017002 FACILITIES

ENB01 ENBRIDGE GAS (UNION GAS)

DEC 2020 DECEMBER 2020 MONTHLY CHARGES 1390 31-Dec-2020 31-Dec-2020  
 10-5-7017002-0316 PWD FACILITIES - UTILITIES 272.06

10-5-7017002-0316 TOWN FACILITIES - UTILITIES 183.22

10-5-7017002-0316 FIRE FACILITIES - UTILITIES 183.22





Vendor : 001 To ZUL180  
 Batch : All  
 Department : All

EFT Paid Date : 01-Jan-2021 To 31-Jan-2021  
 Bank : 1 To 99  
 Class : All

| Vendor Code               | Vendor Name                               | Invoice No. | Description                         | Batch                               | Inv Date    | Inv Due Date | Amount   |  |
|---------------------------|---|-------------|-------------------------------------|-------------------------------------|-------------|--------------|----------|--|
| G.L. Account              | CC1                                       | CC2         | CC3                                 | GL Account Name                     |             |              |          |  |
| <b>DEPARTMENT 7017002</b> |   |             | <b>FACILITIES</b>                   |                                     |             |              |          |  |
| 10-5-7017002-0316         | PWD                                       |             |                                     | FACILITIES - UTILITIES              |             |              | 598.71   |  |
| 10-5-7017002-0316         | PWD                                       |             |                                     | FACILITIES - UTILITIES              |             |              | 293.58   |  |
| 10-5-7017002-0316         | FIRE                                      |             |                                     | FACILITIES - UTILITIES              |             |              | 258.50   |  |
| 10-5-7017002-0316         | CENTW                                     |             |                                     | FACILITIES - UTILITIES              |             |              | 57.12    |  |
| 10-5-7017002-0316         | ACS                                       |             |                                     | FACILITIES - UTILITIES              |             |              | 207.05   |  |
| 10-5-7017002-0316         | GORDO                                     |             |                                     | FACILITIES - UTILITIES              |             |              | 240.07   |  |
| 10-5-7017002-0316         | SCOUT                                     |             |                                     | FACILITIES - UTILITIES              |             |              | 229.77   |  |
| 10-5-7017002-0316         | TOWN                                      |             |                                     | FACILITIES - UTILITIES              |             |              | 1,057.43 |  |
| 10-5-7017002-0316         | 32ORIC                                    |             |                                     | FACILITIES - UTILITIES              |             |              | 1,527.42 |  |
| 10-5-7017002-0316         | TOWN                                      |             |                                     | FACILITIES - UTILITIES              |             |              | 511.69   |  |
| 10-5-7017002-0316         | FIRE                                      |             |                                     | FACILITIES - UTILITIES              |             |              | 511.69   |  |
| <b>ESS46</b>              |   |             | <b>ESSEX POWERLINES CORPORATION</b> |                                     |             |              |          |  |
| DEC 2020                  | ELECTRICITY, WATER & SEWAGE DECEMBER 2020 |             |                                     | 1448                                | 31-Dec-2020 | 31-Dec-2020  |          |  |
| 10-5-7017002-0316         | CARNEC                                    |             |                                     | FACILITIES - UTILITIES              |             |              | 54.98    |  |
| 10-5-7017002-0316         | 99THOM                                    |             |                                     | FACILITIES - UTILITIES              |             |              | 980.24   |  |
| 10-5-7017002-0316         | BELLEV                                    |             |                                     | FACILITIES - UTILITIES              |             |              | 54.98    |  |
| 10-5-7017002-0316         | 32ORIC                                    |             |                                     | FACILITIES - UTILITIES              |             |              | 3,437.01 |  |
| 10-5-7017002-0316         | KNYP                                      |             |                                     | FACILITIES - UTILITIES              |             |              | 82.05    |  |
| 10-5-7017002-0316         | GATESI                                    |             |                                     | FACILITIES - UTILITIES              |             |              | 72.36    |  |
| 10-5-7017002-0316         | 3381ME                                    |             |                                     | FACILITIES - UTILITIES              |             |              | 22.56    |  |
| 10-5-7017002-0316         | TOWN                                      |             |                                     | FACILITIES - UTILITIES              |             |              | 1,764.59 |  |
| 10-5-7017002-0316         | KNYP                                      |             |                                     | FACILITIES - UTILITIES              |             |              | 1,002.11 |  |
| 10-5-7017002-0316         | GORDO                                     |             |                                     | FACILITIES - UTILITIES              |             |              | 332.38   |  |
| 10-5-7017002-0316         | WIGLE                                     |             |                                     | FACILITIES - UTILITIES              |             |              | 160.01   |  |
| 10-5-7017002-0316         | NORTHC                                    |             |                                     | FACILITIES - UTILITIES              |             |              | 315.08   |  |
| 10-5-7017002-0316         | SCOUT                                     |             |                                     | FACILITIES - UTILITIES              |             |              | 422.88   |  |
| 10-5-7017002-0316         | CENTW                                     |             |                                     | FACILITIES - UTILITIES              |             |              | 1,018.76 |  |
| 10-5-7017002-0316         | ACS                                       |             |                                     | FACILITIES - UTILITIES              |             |              | 148.71   |  |
| 10-5-7017002-0316         | PWD                                       |             |                                     | FACILITIES - UTILITIES              |             |              | 1,680.45 |  |
| 10-5-7017002-0316         | FIRE                                      |             |                                     | FACILITIES - UTILITIES              |             |              | 176.14   |  |
| 10-5-7017002-0316         | MALWA                                     |             |                                     | FACILITIES - UTILITIES              |             |              | 67.68    |  |
| 10-5-7017002-0316         | TODDY                                     |             |                                     | FACILITIES - UTILITIES              |             |              | 1,706.52 |  |
| <b>GRE03</b>              |   |             | <b>GREEN SHIELD CANADA</b>          |                                     |             |              |          |  |
| JAN 2021                  | JANUARY 2021 BENEFITS                     |             |                                     | 38                                  | 01-Jan-2021 | 01-Jan-2021  |          |  |
| 10-5-7017002-0205         |   |             |                                     | BENEFITS - GREENSHIELD - FACILITIES |             |              | 850.26   |  |
| <b>HYD02</b>              |   |             | <b>HYDRO ONE NETWORKS</b>           |                                     |             |              |          |  |
| DEC 2020                  | MAIN ACCOUNT DECEMBER 2020                |             |                                     | 1407                                | 31-Dec-2020 | 31-Dec-2020  |          |  |
| 10-5-7017002-0316         | TOWN                                      |             |                                     | FACILITIES - UTILITIES              |             |              | 886.49   |  |

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



AP5130 Page : 52  
Date : Feb 04, 2021 Time : 3:50pm

Vendor : 001 To ZUL180  
Batch : All  
Department : All

EFT Paid Date : 01-Jan-2021 To 31-Jan-2021  
Bank : 1 To 99  
Class : All

| Vendor Code   | Vendor Name           | Invoice No. | Description                                       | Batch                                  | Inv Date    | Inv Due Date | Amount           |  |
|---|-----------------------|-------------|---|--|-------------|--------------|------------------|--|
| G.L. Account  | CC1                   | CC2         | CC3   | GL Account Name                        |             |              |                  |  |
| <b>DEPARTMENT 7017002</b>                                 |                       |             | FACILITIES  |  |             |              |                  |  |
| 10-5-7017002-0316   | PWD                   |             |   | FACILITIES - UTILITIES                 |             |              | 994.82           |  |
| 10-5-7017002-0316   | MALCOM                |             |   | FACILITIES - UTILITIES                 |             |              | 121.62           |  |
| DEC 2020 TENI HYDRO FOR 3320 MIDDLE SIDE RD DECEMBER 2020 |                       |             |   | 1351                                   | 15-Dec-2020 | 15-Dec-2020  |                  |  |
| 10-5-7017002-0316   | TENNIS                |             |   | FACILITIES - UTILITIES                 |             |              | 60.26            |  |
| <b>SUN11</b>  |                       |             | <b>SUN LIFE ASSURANCE CO. OF CANADA - BILLING</b> |  |             |              |                  |  |
| JAN 2021  | JANUARY 2021 BENEFITS |             |   | 45                                     | 01-Jan-2021 | 01-Jan-2021  |                  |  |
| 10-5-7017002-0207   |                       |             |   | BENEFITS - LIFE & DISABIL - FACILITIES |             |              | 1,373.49         |  |
| <b>Department Totals :</b>                                |                       |             |   |  |             |              | <b>24,108.94</b> |  |

|  |                       |  |   |                           |             |             |                  |  |
|--|-----------------------|--|---|---------------------------|-------------|-------------|------------------|--|
| <b>DEPARTMENT 7017300</b>                          |                       |  | LIBRO   |                           |             |             |                  |  |
| <b>ENB01</b>                                       |                       |  | <b>ENBRIDGE GAS (UNION GAS)</b>                   |                           |             |             |                  |  |
| DEC 2020 DECEMBER 2020 MONTHLY CHARGES             |                       |  |   | 1390                      | 31-Dec-2020 | 31-Dec-2020 |                  |  |
| 10-5-7017300-0316                                  |                       |  |   | UTILITIES                 |             |             | 8,039.06         |  |
| <b>ESS46</b>                                       |                       |  | <b>ESSEX POWERLINES CORPORATION</b>               |                           |             |             |                  |  |
| DEC 2020 ELECTRICITY, WATER & SEWAGE DECEMBER 2020 |                       |  |   | 1448                      | 31-Dec-2020 | 31-Dec-2020 |                  |  |
| 10-5-7017300-0316                                  |                       |  |   | UTILITIES                 |             |             | 1,218.67         |  |
| <b>GRE03</b>                                       |                       |  | <b>GREEN SHIELD CANADA</b>                        |                           |             |             |                  |  |
| JAN 2021   | JANUARY 2021 BENEFITS |  |   | 38                        | 01-Jan-2021 | 01-Jan-2021 |                  |  |
| 10-5-7017300-0206                                  |                       |  |   | BENEFITS - GREENSHIELD RE |             |             | 3,305.13         |  |
| 10-5-7017300-0205                                  |                       |  |   | BENEFITS - GREENSHIELD    |             |             | 1,326.47         |  |
| <b>HYD02</b>                                       |                       |  | <b>HYDRO ONE NETWORKS</b>                         |                           |             |             |                  |  |
| DEC 2020 LIBR DECEMBER 2020 LIBRO HYDRO            |                       |  |   | 1415                      | 31-Dec-2020 | 31-Dec-2020 |                  |  |
| 10-5-7017300-0316                                  |                       |  |   | UTILITIES                 |             |             | 47,687.60        |  |
| <b>SUN11</b>                                       |                       |  | <b>SUN LIFE ASSURANCE CO. OF CANADA - BILLING</b> |                           |             |             |                  |  |
| JAN 2021   | JANUARY 2021 BENEFITS |  |   | 45                        | 01-Jan-2021 | 01-Jan-2021 |                  |  |
| 10-5-7017300-0207                                  |                       |  |   | BENEFITS - LIFE & DISABIL |             |             | 750.48           |  |
| <b>Department Totals :</b>                         |                       |  |   |                           |             |             | <b>62,327.41</b> |  |

|                           |                       |  |   |                                 |             |             |          |  |
|---------------------------|-----------------------|--|---|---------------------------------|-------------|-------------|----------|--|
| <b>DEPARTMENT 8010000</b> |                       |  | PLANNING & LEGISLATIVE SERVICES                   |                                 |             |             |          |  |
| <b>GRE03</b>              |                       |  | <b>GREEN SHIELD CANADA</b>                        |                                 |             |             |          |  |
| JAN 2021                  | JANUARY 2021 BENEFITS |  |   | 38                              | 01-Jan-2021 | 01-Jan-2021 |          |  |
| 10-5-8010000-0206         |                       |  |   | BENEFITS - GREENSHIELD RETIREES |             |             | 1,037.18 |  |
| 10-5-8010000-0205         |                       |  |   | BENEFITS - GREENSHIELD          |             |             | 1,047.07 |  |
| <b>SUN11</b>              |                       |  | <b>SUN LIFE ASSURANCE CO. OF CANADA - BILLING</b> |                                 |             |             |          |  |

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



AP5130 Page : 53  
 Date : Feb 04, 2021 Time : 3:50pm

Vendor : 001 To ZUL180  
 Batch : All  
 Department : All

EFT Paid Date : 01-Jan-2021 To 31-Jan-2021  
 Bank : 1 To 99  
 Class : All

| Vendor Code                | Vendor Name                     | Batch | Inv Date | Inv Due Date | Amount          |
|----------------------------|---------------------------------|-------|----------|--------------|-----------------|
| Invoice No.                | Description                     |       |          |              |                 |
| G.L. Account               | CC1 CC2 CC3 GL Account Name     |       |          |              |                 |
| <b>DEPARTMENT 8010000</b>  | PLANNING & LEGISLATIVE SERVICES |       |          |              |                 |
| 10-5-8010000-0207          | BENEFITS - LIFE & DISABIL       |       |          |              | 1,405.60        |
| <b>Department Totals :</b> |                                 |       |          |              | <b>3,489.85</b> |

| Vendor Code   | Vendor Name                        | Batch | Inv Date    | Inv Due Date | Amount          |
|---|------------------------------------|-------|-------------|--------------|-----------------|
| Invoice No.   | Description                        |       |             |              |                 |
| G.L. Account  | CC1 CC2 CC3 GL Account Name        |       |             |              |                 |
| <b>DEPARTMENT 8020000</b>                               | TOURISM VISITOR INFORMATION CENTRE |       |             |              |                 |
| <b>GRE03 GREEN SHIELD CANADA</b>                        |                                    |       |             |              |                 |
| JAN 2021 JANUARY 2021 BENEFITS                          |                                    | 38    | 01-Jan-2021 | 01-Jan-2021  |                 |
| 10-5-8020000-0205                                       | BENEFITS - GREENSHIELD - TOURISM   |       |             |              | 1,743.36        |
| <b>SUN11 SUN LIFE ASSURANCE CO. OF CANADA - BILLING</b> |                                    |       |             |              |                 |
| JAN 2021 JANUARY 2021 BENEFITS                          |                                    | 45    | 01-Jan-2021 | 01-Jan-2021  |                 |
| 10-5-8020000-0207                                       | BENEFITS - LIFE & DISABILITY       |       |             |              | 1,645.12        |
| <b>Department Totals :</b>                              |                                    |       |             |              | <b>3,388.48</b> |

**EFT Paid Total : 1,483,280.30**

|   |                     |
|---|---------------------|
| Total Unpaid for Approval :             | 0.00                |
| Total Manually Paid for Approval :      | 0.00                |
| Total Computer Paid for Approval :      | 2,787,897.47        |
| Total EFT Paid for Approval :           | 1,483,280.30        |
| <b>Grand Total ITEMS for Approval :</b> | <b>4,271,177.77</b> |



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: Off-Road Vehicle Use on Amherstburg Roadways

1. RECOMMENDATION:

It is recommended that:

- 1. The report dated January 27, 2021 regarding Off-Road Vehicle Use on Amherstburg Roadways BE RECEIVED for information.

2. BACKGROUND:

Representatives of the Essex County ATV Club delegated before Council on September 24, 2018. The Essex County ATV Club requested that Council look into passing a by-law allowing ATVs to ride on designated roads within the municipality.

As a result of the delegation, Council passed the following motion:

Administration BE DIRECTED to hold a public meeting to consider ATV use on Town right-of-ways and bring back a report with recommendations.

A public meeting was held on October 30, 2018. Administration subsequently brought a report to Council on March 25, 2019 with the following recommendation: (March 25, 2019 report and appendices are attached for reference)

NO FURTHER ACTION be taken with respect to Off-Road Vehicle use on Municipal Roadways at this time.

At the March 25, 2019 meeting Council passed the following motions:

The delegation BE RECEIVED;

*That the report from the Manager of Licensing and Enforcement dated February 15, 2019, regarding Off-Road Vehicle Use on Municipal Roadways BE RECEIVED;*

*NO FURTHER ACTION be taken with respect to Off-Road Vehicle use on Municipal Roadways at this time; and,*

*That Administration CONTINUE to work with the Essex County ATV Club, the County of Essex, ERCA, and the Police to find a possible trial area for off-road vehicle use.*

### **3. DISCUSSION:**

Administration met with a representative from the County of Essex and the Essex Region County Conservation Authority (ERCA) in the spring of 2019. ERCA Administration provided correspondence on ERCA's position of Off-Road Vehicle (ORV) use on roadways and is attached for reference. On January 27, 2021 Town Administration confirmed with ERCA Administration, that their position remains the same that they are not in favour of ORV use on roadways.

Administration from the County of Essex further investigated ORV use on roadways and confirmed that their position remains that Administration from the County does not support ORV use on county roads. On January 27, 2021, Administration confirmed with County of Essex Administration, that their position remains the same, the County does not support ORV use on roadways.

Administration delayed this report in early 2019 due to legislative changes that were focused on changing how the province manages off-road vehicles on municipal roadways. Effective January 1<sup>st</sup>, 2021 the province expanded the on-road opportunities for off-road vehicles in some parts of Ontario. (Ministry of Transportation correspondence attached) This provincial initiative is to enhance trail access by increasing on-road connections to Ontario's off-road vehicle trail network. These trail networks do not exist in Amherstburg.

The changes apply to only the municipalities listed in Ontario Regulation 8/03 and does not include Amherstburg. Municipalities that are not listed in O. Reg 8/03 continue to be subject to the existing regulatory framework. In the Town of Amherstburg ORVs remain prohibited on municipal roadways unless otherwise permitted through the passing of a by-law.

### **4. RISK ANALYSIS:**

There is little risk associated with not permitting ORVs on Town of Amherstburg roadways. It is acknowledged by Administration however, that public feedback received during the public consultation process in 2018/2019 has substantially supported the initiative.

**5. FINANCIAL MATTERS:**

There are no financial impacts associated with the recommendation in this report.

If Council were to direct Administration to draft a by-law permitting ORVs, signs would be recommended to make riders aware of which roads were prohibited – this would include all County roads. Ideally the signs would be installed at the intersection of a restricted and permitted highway. In this scenario four signs would typically be installed at each of these intersections to properly designate the highways. If the by-law further prohibited ORVs in the urban areas, finding suitable sign installation locations would be difficult in downtown areas or areas with competing signs already installed.

Based on preliminary estimates, approximately 132 signs would be required to designate all of the ORV restricted county roadways. This translates into an estimated cost of \$22,000 for materials and labour (2021 \$).

As Administration does not recommend permitting ORVs on roadways, the cost for signs is not included in the budget. If Council were to direct that ORVs be permitted, approval to overspend the 2021 Budget would be needed for signage was installed, and further financial impacts would be incurred in future for maintenance and replacement of signage.

If roadways in the downtown area were also prohibited for ORV use as a result of the by-law, additional signs would be required.

Any impact on insurance premiums would be dependent upon the number of claims and circumstances related to the nature of the claims at issue.

Further, the financial impacts of increases to other operating costs such as road shoulder maintenance, by-law enforcement and or policing, etc. cannot be quantified at this time.

**6. CONSULTATIONS:**

Administration from the County of Essex and ERCA were consulted on the report. The Manager of Roads and Fleets was also consulted on this report.

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**7. CONCLUSION:**

It is understood that the determination to permit ORV use on Amherstburg roadways may be subject to criticism regardless of the decision. Administration has provided Council with the most complete and up-to-date information available as well as hosting an open house to allow for public input and provide Council with feedback received. It should also be noted that the only local municipalities allowing ORVs at present are Pelee Island and Lakeshore, the latter on a limited basis in both scope and timing. No other local municipality in Essex County including the County allows for ORVs.

Council may elect to permit ORVs on Amherstburg roadways; if this direction is taken Administration would report back, including a draft by-law for consideration, at a future meeting.

Administration recommends that Council not permit ORVs, on Amherstburg roadways at this time.



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Nicole Rubli  
**Manager of Licensing and Enforcement**

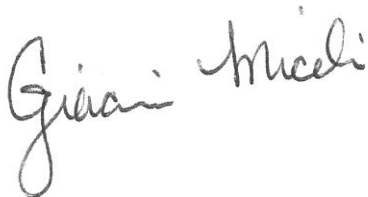
## Report Approval Details

|                      |  |
|----------------------|--|
| Document Title:      | Off-Road Vehicle Use on Amherstburg Roadways.docx  |
| Attachments:         | - 2019 ATV Report and Appendices.pdf<br>- Town of Amherstburg 2nd letter re ORVs.docx<br>- Municipal Stakeholders Letter.pdf |
| Final Approval Date: | Feb 16, 2021   |

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



Cheryl Horrobin



John Miceli



Paula Parker





## THE CORPORATION OF THE TOWN OF AMHERSTBURG

### OFFICE OF PLANNING, DEVELOPMENT & LEGISLATIVE SERVICES

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

|  |                                 |
|--|---------------------------------|
| Author's Name: Nicole Rubli  | Report Date: February 15, 2019  |
| Author's Phone: 519 736-0012 ext. 2251   | Date to Council: March 25, 2019 |
| Author's E-mail:<br><a href="mailto:nrubli@amherstburg.ca">nrubli@amherstburg.ca</a> | Resolution #: 20180924-313      |

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

**Subject: Off-Road Vehicle Use on Municipal Roadways**

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#### 1. **RECOMMENDATION:**

It is recommended that:

1. That the report from the Manager of Licensing and Enforcement dated February 15, 2019, regarding Off-Road Vehicle Use on Municipal Roadways **BE RECEIVED**; and,
2. **NO FURTHER ACTION** be taken with respect to Off-Road Vehicle use on Municipal Roadways at this time.

#### 2. **BACKGROUND:**

The use of off-road vehicles off-highway is regulated by the *Off-Road Vehicles Act, R.S.O. 1990* and on-highway by the *Highway Traffic Act, R.S.O. 1990 (HTA)* and *Regulation 316/03 (Operation of Off-road Vehicles (ORVs) on Highways)*. All-terrain vehicles (ATVs) are one of many off-road vehicle class types that are regulated by this legislation. The *Highway Traffic Act, R.S.O. 1990 (HTA)* prohibits the use of off-road vehicles on all highways with some exceptions.

These exceptions include driving directly across a highway, use of off-road vehicle for agricultural purposes, animal trapping, and specific public works functions. Municipalities may also pass by-laws permitting specified off-road vehicle classes on highways, or part of the highway, during specified months and hours. The HTA further provides rules of the road regulations in regards to operating off-road vehicles (ORVs) on highways.

Section 4.1 (1) of *Regulation 316/03* states that an off-road vehicle may be driven on a highway in a municipality if a by-law made by the municipality permits the operation of the off-road vehicle on the highway or part of the highway. Municipalities may also by by-law limit the months or hours of permitted off-road vehicle operation as well as restrict which highways operation would be permitted on.

ORV's are required to have a permit with a number plate and to be insured under a motor vehicle liability policy. On highways where ORVs are permitted, the operator must be 16 years of age and possess a valid G2/M2 or higher class of driver's licence. Rules of the roads apply to ORVs and include requirements for headlamps to be on at all times. The ORV shall be driven on the shoulder of the roadway and travel in the same direction as traffic. Speed limit restrictions are in place; maximum of 20km/hr on a posted 50km/hr roadway and a maximum of 50km/hr for roadways with a posted limit greater than 50km/hr.

Representatives of the Essex County ATV Club delegated before Council on September 24<sup>th</sup>, 2018. The Essex County ATV Club requested that Council look into the Town of Amherstburg passing a bylaw allowing ATVs to ride on designated roads within the municipality.

As a result of the delegation, Council passed the following motion:

*Administration BE DIRECTED to hold a public meeting to consider ATV use on Town right-of-ways and bring back a report with recommendations.*

A public meeting was held on October 30, 2018 (see 'Community Engagement' in the next section).

### **3. DISCUSSION:**

Administration has reviewed the request from the Essex County ATV Club and has gathered information and comment from various Town of Amherstburg departments, various stakeholders, County of Essex, and the public through the public consultation meeting and online survey. A summary of the information is as follows:

#### **County of Essex**

Administration at the County of Essex was contacted and has indicated that at this time, the County does not intend to allow ORVS on any of the County Roads. The All-Terrain Vehicle section of the County of Essex Best Management Practice Manual states:

*"Where it can be demonstrated that a specific section of Municipal road is required to complete an established trail system, the County of Essex may consider limited access to that specific section, on a trial basis, subject to satisfactory resolution of all liability, safety and nuisance concerns"*

The Essex County ATV club has a trail system located parallel to the Chrysler Greenway on properties that lie within the boundaries of County Roads 9 (Howard Ave), 10 (Middleside Rd), 11 (Walker Rd) and Texas Road. Permitting ORVs on Town

roadways would not assist the Club in accessing their trails as they are located off of County roads except off of Texas Road.

There are two separate road networks that exist within the Town. Current Town infrastructures consist of concessions, roads in the urban area and residential roadways. There are ten county roads that run through the Town of Amherstburg.

County roads include: (See Reference Map of County Roads - Appendix A)

|                                |                            |
|--------------------------------|----------------------------|
| County Road 3 (Malden Road)    | County Road 11 (Walker)    |
| County Road 5                  | County Road 18 (Pike Road) |
| County Road 8 (North Townline) | County Road 20             |
| County Road 9 (Howard Ave)     | County Road 41             |
| County Road 10 (Middleside)    | County Road 50             |

If the Town were to pass a by-law permitting ORVs, the operation of the ORVs would still be prohibited on County roads (indicated in red on Appendix A). Only crossing of County roads would be permitted.

### **Town of Amherstburg Insurer-BFL Canada**

Consideration should be given to the liability of allowing ORV use on Town roadways. The Town's insurer was contacted and has provided the following statement:

*If a by-law is passed allowing ATVs to use municipal highways, the driver of the ATV is to stay on the shoulder of the road (unless there is no shoulder or the shoulder is impassable, in which case, it must be driven on the pavement). As such, the shoulder of the roadway would need to be able to safely support this type of vehicle through proper maintenance i.e. no potholes, limited erosion and the shoulder may need to be widened. A possible greater exposure could be if an ATV was forced to drive onto the paved section, and as a result, there is an accident with a motor vehicle moving at a much greater rate of speed.*

Based on the Town's insurer's comments, if the Town were to pass a by-law permitting ORVs on the roadways, it may increase the Town's level of risk exposure which can lead to a potential for negative impacts on the Town's insurance program.

### **Essex County Federation of Agriculture**

The Essex County Federation of Agriculture was contacted and provided written comments. Please reference Appendix C – ECFA Letter, where their concerns with recreational use of ATV/ORV's were outlined.

### **Windsor Police – Amherstburg Detachment – Enforcement**

The Amherstburg Detachment does not currently have an ATV to use to enforce a by-law permitting ORVs on roadways, should one be approved by Council. Without such

equipment it would be difficult to enforce a bylaw as the vehicles normally driven by officers are not suitable for off road use.

In regards to public safety, it is important to prevent ORVs from operating within an urban setting under any circumstances. There is high risk of collision with either pedestrians or motor vehicles, in addition to the fact that ORVs are not primarily designed to be operated on a roadway.

**Essex Region Conservation Authority**

The Essex Region Conservation Authority was contacted and provided written comments. Please reference Appendix D – ERCA Letter, where their concerns were outlined.

**Community Engagement**

Administration held a Public Consultation meeting on October 30, 2018. The purpose of this meeting was to educate the residents on the legislation surrounding ORVs and to consult the on whether Amherstburg should permit ORV’s on municipal roadways. Approximately eighty (80) people were in attendance at this meeting.

To seek public input on the decision to permit ORV use, in addition to the public meeting, a survey was conducted to understand the community’s feeling toward ORV operation on roadways and what regulations the public felt should be in place surrounding their use. Talk the Burg was utilized to receive comment from the residents and answer a brief survey.

Results from the Talk the Burg ATV Survey showed that approximately 900 people visited the page. A total of 276 people (1.2% of the Town’s population) participated in the survey, of which 80.1% responded in favour of ATVs operating on Amherstburg roadways. The written comments received as well as the Survey results received on Talk the Burg form Appendix B to this report.

Administration has canvassed local municipalities on whether they permit ORVs on their roadways, with the responses outlined below:

| <b>Municipality</b> | <b>Bylaw To Permit ORVs on Roadways</b> | <b>ORVs Not Permitted on Roadways</b> |
|---------------------|---|---------------------------------------|
| Essex               |   | ✓                                     |
| Kingsville          |   | ✓                                     |
| Lakeshore           | ✓ *                                     |                                       |
| LaSalle             |   | ✓                                     |
| Leamington          |   | ✓                                     |
| Pelee Island        | ✓ **                                    |                                       |
| Tecumseh            |   | ✓                                     |

\*Permitted on certain roads from Dec 1<sup>st</sup> - Apr 30<sup>th</sup> from 7am – 10pm

\*\*Permitted at all times in all areas

## **Town of Amherstburg Public Works Division**

Road infrastructure in Amherstburg spans 335 total kilometres and consists of arterial, collector and residential roadways. The Town is responsible for maintaining 230 km within the municipality. Road widths vary but are an average of 6.5m with shoulder widths averaging 1m. Limited shoulder width and ditches result in unfavourable location for ORVs to travel on the shoulder which will result ORVs having to travel on the far-right side of the road. Some Town roads also have pedestrian and bicycle lanes that run parallel to the roads which could cause safety concerns with ORVs sharing the road with pedestrians and vehicles.

Section 24 of Ontario Regulation 316/03 outlines that ORVs shall be driven on the shoulder of the roadway in the same direction as traffic on the same side. However, ORVs may drive on the roadway in the same direction as traffic on the same side, if there is no shoulder, if the shoulder is obstructed or the shoulder is not wide enough to allow the ORV to be driven with all its tires remaining completely off the road.

With limited shoulders on Town roadways ORVs will have to be operated on the roadways in many cases increasing the likelihood of traffic conflicts.

### **Summary**

Administration recommends that ORV use on Town roadways not be permitted due to safety concerns, risk and potential liability associated with the use, to minimize negative impacts to the community and concern for environmental sensitive areas as summarized above. There is no action required if Council chooses to not permit ORV use on Town roadways.

Should Council want to permit ORVs on Town roadways the following impacts should be considered.

## **IMPACTS TO PERMITTING ORVS ON ROADWAYS**

### **Public Safety/Community Impact**

Of primary concern when considering ORV use on municipal roadways, Council must have regard for public safety. The HTA has prohibited ORVs on roadways and consideration must be given to the fact that ORVs are not designed or intended for use on roadways. Ontario Regulation 316/03 provides for safety control; however, compliance through enforcement may be difficult to achieve.

The Canadian Institute for Health Information reported that in 2016-2017 there were 548 cases of injuries in Ontario that required hospitalization from ORV use.

Council of Chatham-Kent had passed a by-law back on March 7, 2016 permitting ORVs on certain roads for a one year trial. The Council had also requested a report on ORV incidents from the Chatham-Kent Police Service at the completion of the trial period. The Police Chief from Chatham-Kent reported there was a 43% increase in calls during

the trial period relating to ORVs, the majority of the complaints received from area residents related to property damage and noise caused by ORVs.

Given the experience in Chatham-Kent, it may assist Council to have recent call data for Amherstburg. The chart below contains data obtained from Police from 2017-19. The 2019 data reflects calls for service from January 1<sup>st</sup> to March 3<sup>rd</sup> 2019 only. The row titled “POA Enforcement” refers to Provincial Offence Act Enforcement which encompasses any charges laid by the former Amherstburg Police Service under either of these two acts or the Trespass to Property Act.

| <b>INCIDENT</b>          | <b>2017</b> | <b>2018</b> | <b>2019</b> |
|--------------------------|-------------|-------------|-------------|
| Traffic Complaints       | 15          | 5           | 1           |
| POA enforcement          | 0           | 1           | 0           |
| Collisions               | 1           | 0           | 1           |
| Criminal                 | 0           | 1           | 0           |
| Fail to Stop             | 1           | 1           | (1)         |
| Trespass/Bylaw Complaint | 10          | 13          | 1           |
| <b>Total</b>             | <b>27</b>   | <b>20</b>   | <b>3</b>    |

When the calls for service were examined, most were nuisance type calls where ORV’s were being driven near residential properties resulting in noise, safety or trespass violations. The “Fail to Stop” in the data for 2019 was a trespass complaint where the ORV’s fled upon seeing police arrive. Approximately 1/3 of the complaints originated in the more densely populated residential areas of the town.

Permitting ORVs on roadways may lead to additional complaints regarding ORV riding in areas where they are not permitted and concerns related to noise, environmental degradation and damage to property. ORVs can cause significant damage to the ground, particularly when saturated. Allowing ORVs on roadways may increase access to areas that may be protected lands such as the Chrysler Greenway Trail and the Big Creek Watershed area.

### **Signage**

Signs are typically installed to designate sections of highway for special vehicle restrictions. In the case of ORVs, the signs inform the ORV operator where they are permitted to ride. Signs also aid police enforcement by designating sections of highways where ORVs are not permitted.

The Highway Traffic Act does not require the installation of signs for highways that are either designated as ORV permitted or restricted. In addition, neither the Ontario Traffic Manual nor the Manual of Uniform Traffic Control Devices (Canada) provide a standard sign design or installation guidelines.

If Council were to direct Administration to draft a by-law permitting ORVs, signs would be recommended to make riders aware of which roads were prohibited – this would include all County roads. Ideally the signs will be installed at the intersection of a

restricted and permitted highway. In this scenario four signs will typically be installed at each of these intersections to properly designate the highways. If the by-law further prohibited ORVs in the urban areas, finding suitable sign installation locations will be difficult in downtown areas or areas with competing signs already installed.

Based on preliminary estimates, approximately 132 signs will be required to designate all of the ORV restricted county roadways. This translates into an estimated cost of \$20,000 (approximately \$150 per sign) for materials and labour.

|   |                    |
|---|--------------------|
| Alum High Int. 45 x 45 - \$30 per sign          | \$3,960.00         |
| 4 x 4 Post - \$25 per post                      | \$3,300.00         |
| Hydro Vac - \$2,000 per day                     | \$6,000.00         |
| Staffing and Labour Costs                       | \$4,800.00         |
| Incidentals – Stone Backfill/Hardware/Equipment | \$2,000.00         |
| <b>Total Cost to Install Signs</b>              | <b>\$20,000.00</b> |

If roadways in the downtown area were also prohibited for ORV use as a result of the by-law, additional signs would be required.

**Maintenance and Inspection**

If the Town permitted ORV use on the roadways a “duty of care” would be required to ensure minimum maintenance standards are being met. This may require an enhanced level of service be established and a more formalized maintenance and inspection program.

**4. RISK ANALYSIS:**

There is little risk associated with not permitting ORVs on Town of Amherstburg roadways. It is acknowledged by Administration however, that public feedback substantially supports the initiative.

In consultation with the Town’s insurer if the Town were to pass a By-law allowing ORVs to travel on its roadways consideration must be given to the following:

1. Does the Town have the staff to manage their increased maintenance responsibilities? If there is a loss the courts would look to maintenance/inspection records to see what standards were being met at the time of the accident.
2. How safe are the roadways being contemplated for this use:
  - a) Are they flat with no curves? Do they have clear sight lines?
  - b) Type of road ie paved or gravel?
  - c) How busy is the roadway?

- d) Will the shoulders need to be widened?
- e) Based on the type of road, which minimum maintenance standards apply?

Some further considerations:

- a) When staff are completing their inspections, along with ensuring the shoulder of the road meets the Minimum Maintenance Standards, the inspections will also need to confirm that the shoulders were wide enough to support ATV traffic and there were no inherent hazards eg. Part of the shoulder being washed away resulting from a heavy rainfall.
- b) Signage should be erected to warn the public (pedestrian and drivers) that they are sharing the roads and the shoulder of the roads with ATV's. This would especially important where sight lines are blocked eg. A bend in the road, hill etc.

## **5. FINANCIAL MATTERS:**

There are no financial implications as a result of this report.

If Council were to approve a by-law permitting ORVs on Town roadways the estimated signage costs is approximately \$20,000. The signs are not a budgeted item and would result in a negative variance in the Public Works sign maintenance budget line.

Any impact on insurance premiums would be dependent upon the number of claims and circumstances related to the nature of the claims at issue.

Further, increases to other operating costs such as road shoulder maintenance, by-law enforcement and or policing, etc. cannot be quantified at this time.

## **6. CONSULTATIONS:**

The following stakeholders were consulted on this report and their comments are provided within the body of this report.

County of Essex  
BFL Canada  
Essex Region Conservation Authority  
Essex County Federation of Agriculture  
Windsor Police  
Town of Amherstburg Public Works Division

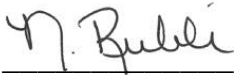


**7. CONCLUSION:**

It is understood that the determination to permit ORV use on Amherstburg roadways may be subject to criticism regardless of the decision. Administration has provided Council with the most complete and up-to-date information available as well as hosting an open house and accompanying survey to allow for public input and provide Council with feedback received. It should also be noted that the only local municipalities allowing ORVs at present are Pelee Island and Lakeshore, the latter on a limited basis in both scope and timing. No other local municipality in Essex County including the County allows for ORVs.

Council may elect to permit ORVs on Amherstburg roadways; if this direction is taken administration will draft the appropriate by-law for consideration at a future meeting.

However, the Town's Community partners have voiced concerns over allowing ORV use on the Town's roadways. This report recommends that Council not permit ORVs, on Amherstburg roadways at this time.



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Nicole Rubli

**Manager of Licensing and Enforcement**

## Report Approval Details

|                      |  |
|----------------------|--|
| Document Title:      | Off-Road Vehicle Use on Municipal Roadways.docx  |
| Attachments:         | - Map of County Roads - Amherstburg.pdf<br>- Redacted - Survey_Responses_Report_Redacted.pdf<br>- ECFA - ATV ORV Letter Town of Amherstburg.docx<br>- Town of Amherstburg - ATV on Roads.pdf |
| Final Approval Date: | Mar 18, 2019   |

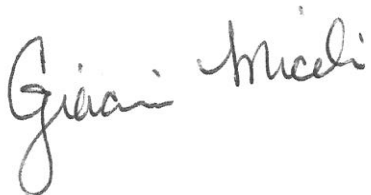
This report and all of its attachments were approved and signed as outlined below:



**Mark Galvin - Mar 14, 2019 - 10:16 AM**



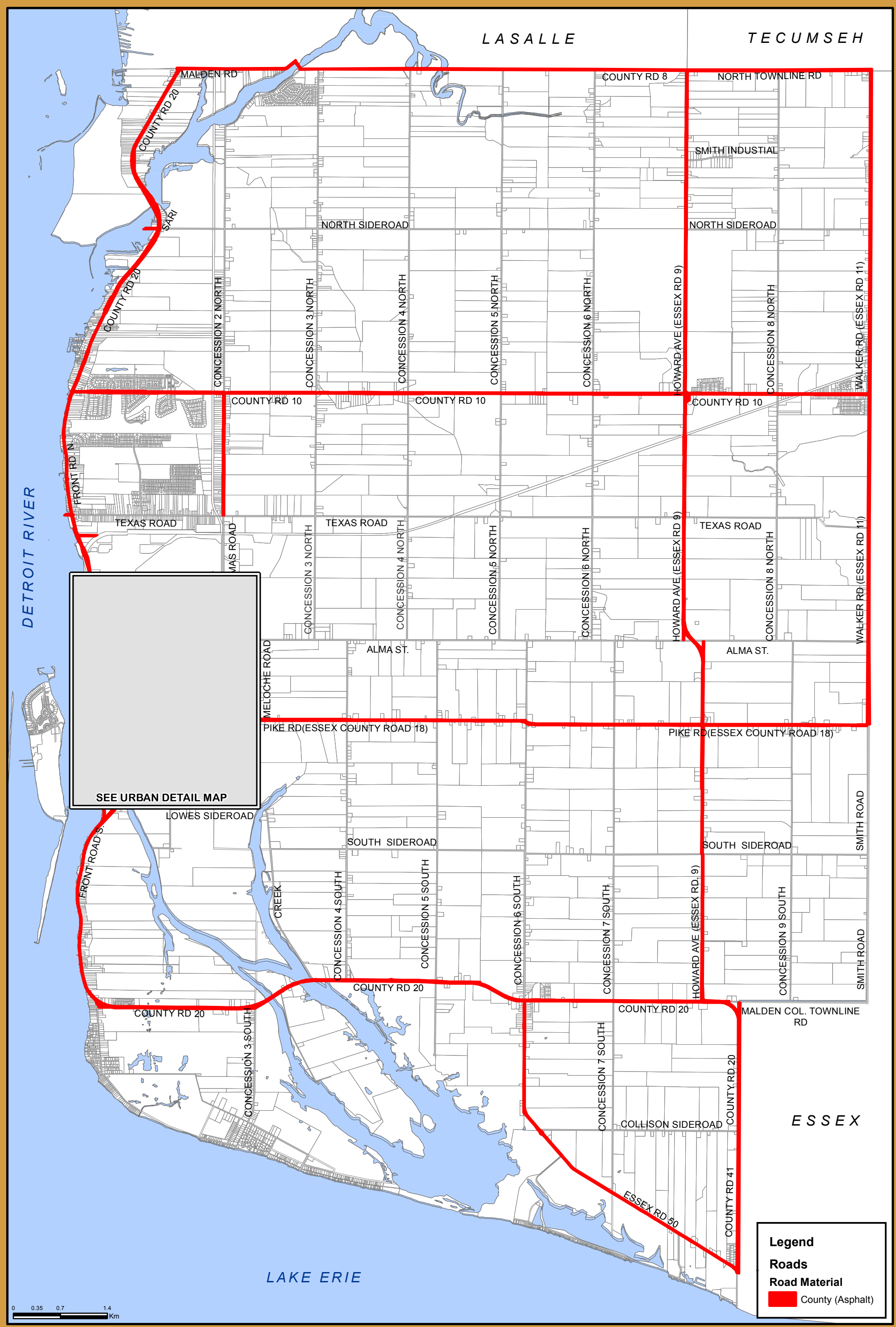
**Cheryl Horrobin - Mar 14, 2019 - 1:22 PM**



**John Miceli - Mar 18, 2019 - 8:12 AM**



**Paula Parker - Mar 18, 2019 - 9:35 AM**



SEE URBAN DETAIL MAP

**Legend**

**Roads**

**Road Material**

█ County (Asphalt)



# TOWN OF AMHERSTBURG

## County Road Locations



# Survey Report

22 September 2017 - 02 December 2018

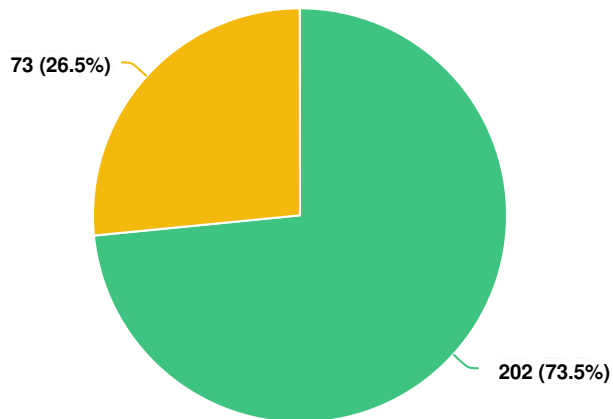
# ATV Use on Municipal Roadways Survey

PROJECT: Let's Talk ATV Use on Municipal Roadways

**Talk Amherstburg**



**Q1 | Do you reside in Amherstburg or own property in Amherstburg?**

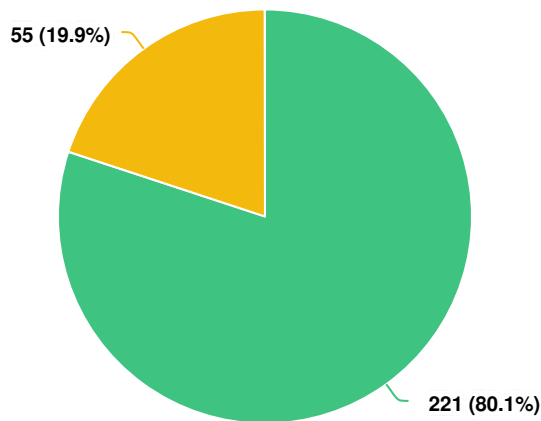


**Question options**

- Yes
- No

*Optional question (275 responses, 1 skipped)*

**Q2 | Are you in favour of ATVs operating on Amherstburg roadways?**

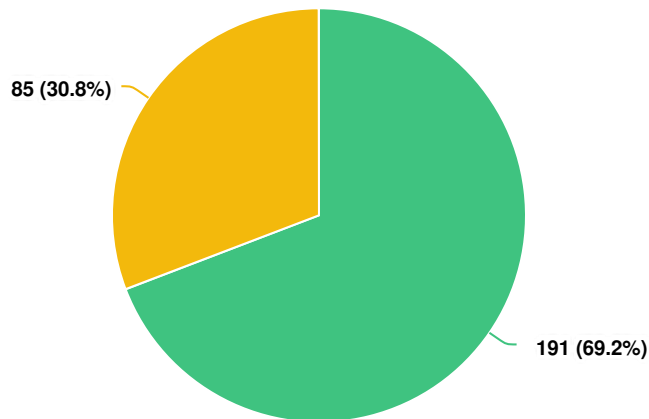


**Question options**

- Yes
- No

*(276 responses, 0 skipped)*

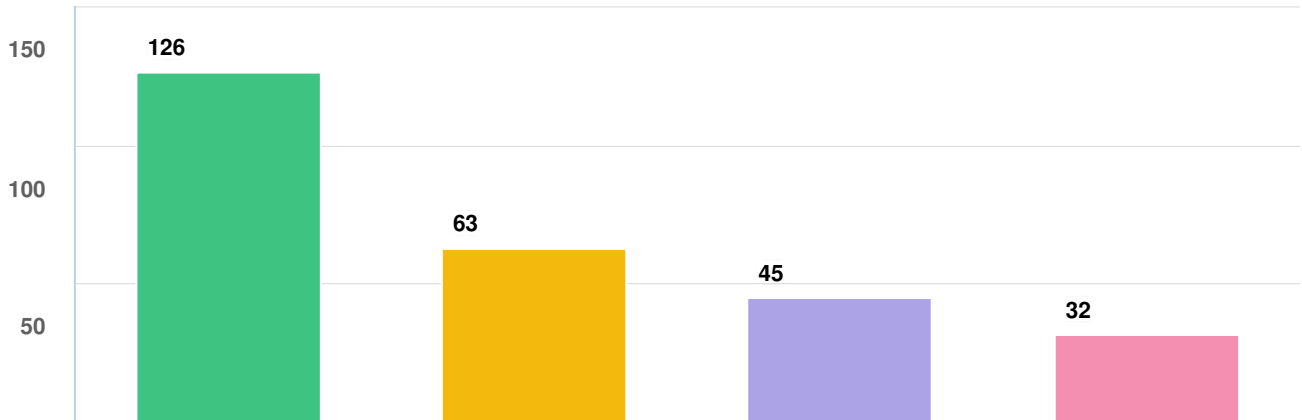
**Q3 Do you own an ATV?**



**Question options**

● Yes ● No  
(276 responses, 0 skipped)

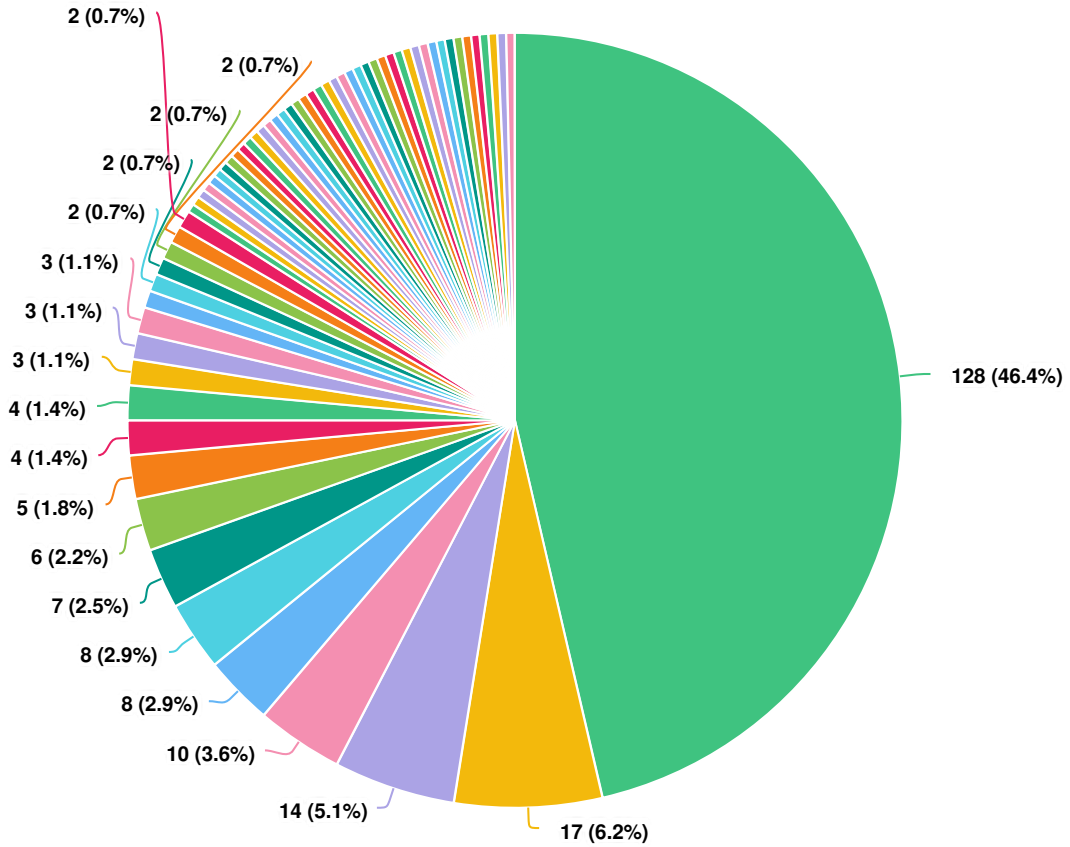
**Q4 What type of ATV do you own? (Check all that apply)**



**Question options**

● Single rider all-terrain vehicle ● Two-up all-terrain vehicle ● Multi-purpose off-highway utility vehicle  
● Recreational off-highway vehicle  
(276 responses, 0 skipped)

**Q5 What is your postal code? (Optional)**

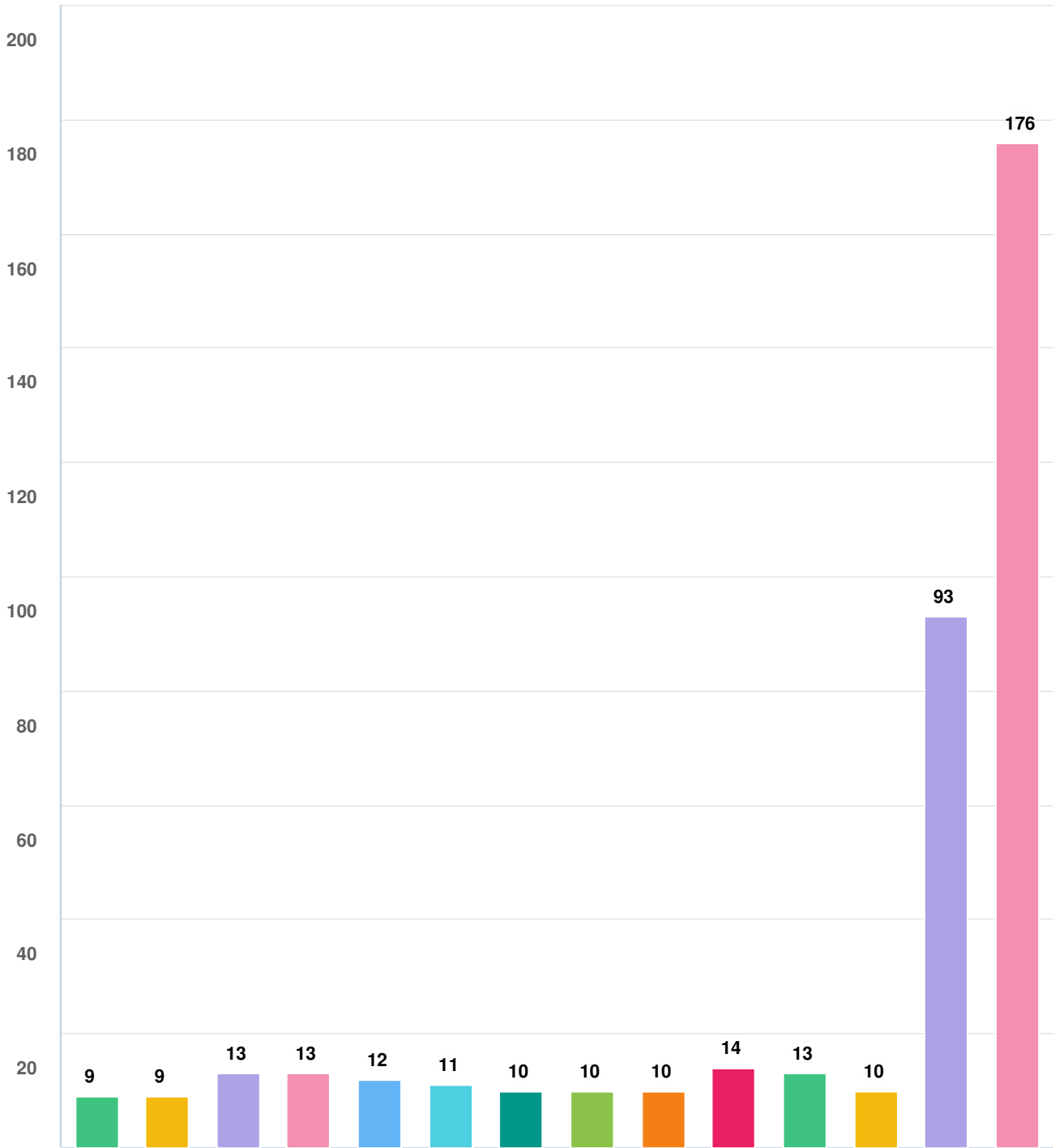


**Question options**

- Slice
- Amherstburg, ON, N9V 2Y8
- Amherstburg, ON, N9V 2Y9
- Amherstburg, ON, N9V 3R3
- Harrow, ON, N0R 1G0
- Amherstburg, ON, N9V 0C8
- McGregor, ON, N0R 1J0
- Amherstburg, ON, N0R 1J0
- Lasalle, ON, N9H 0B6
- Belle River, ON, N0R 1A0
- Amherstburg, ON, N9V 2R8
- Amherstburg, ON, N9V 2Y7
- Amherstburg, ON, N9V 4C5
- Amherstburg, ON, N9V 1R7
- Amherstburg, ON, N9V 0C5
- South Woodslee, ON, N0R 1V0
- Maidstone, ON, N0R 1K0
- Essex, ON, N8M 2X5
- Amherstburg, ON, N9V 0A3
- Windsor, ON, N9G 1T8
- Windsor, ON, N8W 3M1
- Kingsville, ON, N9Y 3M4
- Amherstburg, ON, N9V 2S6
- Windsor, ON, N9J 2P3
- Essex, ON, N8M 0C5
- Amherstburg, ON, N9V 4E2
- Amherstburg, ON, N9V 0E2
- Amherstburg, ON, N9V 1V2
- Windsor, ON, N9H 2K2
- Windsor, ON, N8R 2B8
- Amherstburg, ON, N9V 0A8
- Amherstburg, ON, N9V 2P7
- Amherstburg, ON, N9V 4C6
- Windsor, ON, N8W 0A5
- Windsor, ON, N8W 2E7
- Kingsville, ON, N9Y 3L2
- Cottam, ON, N0R 1B0
- Windsor, ON, N8S 2S4
- Chatham, ON, N7M 0K5
- Amherstburg, ON, N9V 4A1
- Essex, ON, N0R 1J0
- Windsor, ON, N8X 3A1
- Belle River, ON, N0R 0A3
- Windsor, ON, N8N 4N7
- Amherstburg, ON, N9V 2V7
- Windsor, ON, N8W 2W5
- Windsor, ON, N8Y 4H3
- Essex, ON, N8M 2X6
- Essex, ON, N8M 2E9
- Essex, ON, N8M 2L4
- Harrow, ON, N0R 0A7
- Lasalle, ON, N9J 0B9
- Amherstburg, ON, N9V 1A3
- Amherstburg, ON, N9V 2L5
- Amherstburg, ON, N9V 3S5
- Kingsville, ON, N9Y 1V6
- Amherstburg, ON, N9V 2L9
- Amherstburg, ON, N9V 3Y6
- Windsor, ON, N9G 2P2
- Windsor, ON, N8N 5E9
- Amherstburg, ON, N9V 0A7
- Amherstburg, ON, N9V 0C7
- Amherstburg, ON, N9V 1N4

Optional question (131 responses, 145 skipped)

**Q6** Should ATV use on municipal roadways be restricted by month? Choose all that apply.



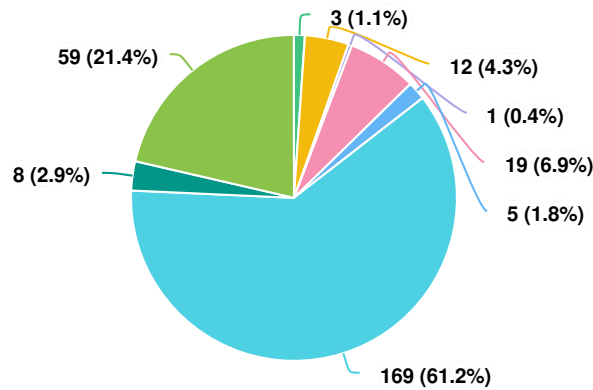
**Question options**

- January
- February
- March
- April
- May
- June
- July
- August
- September
- October
- November
- December
- All
- None

(276 responses, 0 skipped)



**Q7 For what purpose do you typically use ATVs?**

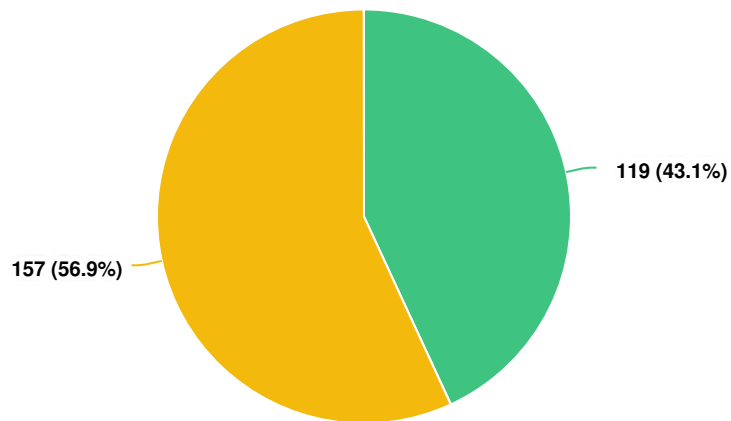


**Question options**

- Ice Fishing
- Hunting
- Trapping
- Farming
- Work Related
- Leisure Riding
- Other
- I do not use ATVs

(276 responses, 0 skipped)

**Q8 Are there specific roadways in Amherstburg where ATV use should be restricted?**



**Question options**

- Yes
- No

(276 responses, 0 skipped)

**Q9 Which roadways should ATVs be restricted from?**

- [REDACTED]  
10/31/2018 09:32 AM  
ATVs should be restricted from the Greenway and connectors which are for the safety of walkers with or without their dogs and bicycle riders and families to ride safely out of this kind of traffic and vehicular traffic  
Main, high traffic roads, heading into or leaving the town of Amherstburg.
- [REDACTED]  
10/31/2018 09:43 AM
- [REDACTED]  
10/31/2018 09:45 AM  
Any road considered a major highway
- [REDACTED]  
10/31/2018 09:48 AM  
ALL
- [REDACTED]  
10/31/2018 10:01 AM  
Hwys
- [REDACTED]  
10:02 AM  
All urban road west of Meloche/Thomas.
- [REDACTED]  
10/31/2018 10:09 AM  
Front Road & the Downtown Core & heavy residential populated areas (the Monopoly)
- [REDACTED]  
10/31/2018 10:22 AM  
I don't think ATV should be allowed right in main town Amherstburg
- [REDACTED]  
10/31/2018 12:07 PM  
All road ways
- [REDACTED]  
10/31/2018 12:34 PM  
All roads they are dangerous, noisy, destructive and harmful to wildlife.
- [REDACTED]  
10/31/2018 12:36 PM  
Highways
- [REDACTED]  
10/31/2018 12:38 PM  
High way roads 401 #3
- [REDACTED]  
10/31/2018 12:38 PM  
Neighbourhood, any road with a speed limit of 40km/h. and 4 lane highways
- [REDACTED]  
10/31/2018 12:42 PM  
All road ways!
- [REDACTED]  
[REDACTED] PM  
Water front roads, keep it more to the county, but still have accessibility to gas stations.
- [REDACTED]  
10/31/2018 12:54 PM  
All
- [REDACTED]  
Core town roadways

10/31/2018 01:39 PM

[REDACTED] Main highway

10/31/2018 01:57 PM

[REDACTED] County rd 20 where its 4 lane and no shoulders.

10/31/2018 02:00 PM

[REDACTED] Country rd 20 in some areas.

10/31/2018 02:18 PM

[REDACTED] Over 60km

10/31/2018 02:21 PM

[REDACTED] Main streets down town

10/31/2018 02:24 PM

[REDACTED] -In subdivisions. -Front Rd. -Down by navy yard.

10/31/2018 02:31 PM

[REDACTED] MAIN ROADS

10/31/2018 02:57 PM

[REDACTED] In town roads

10/31/2018 03:35 PM

[REDACTED] Downtown core and main hwys

10/31/2018 03:41 PM

[REDACTED] All of them

10/31/2018 03:45 PM

[REDACTED] urban area

10/31/2018 04:01 PM

[REDACTED] All of roads

10/31/2018 05:04 PM

[REDACTED] Residential streets, cul de sacs,

10/31/2018 06:17 PM

[REDACTED] ALL OF THEM

10/31/2018 06:17 PM

[REDACTED] Main Roads

10/31/2018 06:29 PM

[REDACTED] None

10/31/2018 06:30 PM

[REDACTED] The heart of town. Only Allowed on the county roads

10/31/2018 07:44 PM

|                                   |   |
|-----------------------------------|---|
| [REDACTED]<br>10/31/2018 08:29 PM | highways, residential streets, trails used for walking or biking  |
| [REDACTED]<br>10/31/2018 08:36 PM | All main roads  |
| [REDACTED]<br>10/31/2018 09:14 PM | Core areas  |
| [REDACTED]<br>10/31/2018 09:32 PM | Subdivision   |
| [REDACTED]<br>11/01/2018 12:15 AM | Highways  |
| [REDACTED]<br>11/01/2018 12:26 AM | highway 18  |
| [REDACTED]<br>11/01/2018 06:35 AM | Any residential or busier town roads should not allow ATVs  |
| [REDACTED]<br>11/01/2018 07:59 AM | All roadways  |
| [REDACTED]<br>11/01/2018 08:37 AM | Subdivisions  |
| [REDACTED]<br>11/01/2018 09:07 AM | There is enough traffic on our roads now. We have cars, trucks, bicycles, tractors with trailers, the odd snowmobile, and motorized wheelchairs. Police have enough on their hands let alone trying to catch an ATV that can go off road in an instant. I have seen them on the roads at night, and early morning with people carrying guns and bows for hunting. |
| [REDACTED]<br>11/01/2018 09:20 AM | All municipal roadways, especially roadways without gravel shoulders, should not be permitted, not insured what age limits?   |
| [REDACTED]<br>11/01/2018 09:49 AM | Main arteries, down town area.  |
| [REDACTED]<br>11/01/2018 10:02 AM | highways  |
| [REDACTED]<br>11/01/2018 10:35 AM | Highways  |
| [REDACTED]<br>11/01/2018 10:36 AM | They should be subject to the same rules as all motor vehicles, plated, insured, lights. There are not wide enough shoulders for these vehicles and we have enough debt now without widening roads.   |
| [REDACTED]<br>11/01/2018 10:56 AM | Sandwich Street, Dallhouse Street and all streets that are located in sub divisions and heavy residential areas.  |
| [REDACTED]<br>11/01/2018 10:57 AM | Town center   |

|                                   |   |
|-----------------------------------|---|
| [REDACTED]<br>11/01/2018 11:51 AM | Main roads through town.  |
| [REDACTED]<br>11/01/2018 12:18 PM | Downtown core   |
| [REDACTED]<br>11/01/2018 12:26 PM | Residential subdivisions  |
| [REDACTED]<br>11/01/2018 12:26 PM | The downtown corridor   |
| [REDACTED]<br>11/01/2018 12:51 PM | downtown  |
| [REDACTED]<br>11/01/2018 01:16 PM | Roadways that are either too busy or fast for the atvs  |
| [REDACTED]<br>11/01/2018 01:19 PM | Downtown area. Usage of atv should be kept to the outskirts and concessions.  |
| [REDACTED]<br>11/01/2018 02:16 PM | all number/main routes including front road, howard and walker road.. allow to cross but not ride along. town centre should also have a restriction.. |
| [REDACTED]<br>11/01/2018 04:58 PM | Highways  |
| [REDACTED]<br>11/01/2018 05:33 PM | High ways   |
| [REDACTED]<br>11/01/2018 11:49 PM | All of downtown Amherstburg- hazard All residential zones- nuisance This is a bad idea.   |
| [REDACTED]<br>11/02/2018 07:13 AM | All   |
| [REDACTED]<br>11/02/2018 07:39 AM | All non concessions roads that are in the town  |
| [REDACTED]<br>11/02/2018 09:47 AM | City limits   |
| [REDACTED]<br>11/02/2018 01:21 PM | The downtown core - eg. Sandwich Street   |
| [REDACTED]<br>11/02/2018 03:29 PM | main streets / historic areas (Front road/Dalhousie)  |
| [REDACTED]<br>11/02/2018 07:43 PM | All roadways  |
| [REDACTED]<br>11/03/2018 10:19 AM | Highways and main roads threew towns  |

[REDACTED]  
11/03/2018 10:00 PM

Any roadway in the actual boundaries of the old town like Dalhousie Street To Lowes Side Road To Meloche Road To Alma Street To Dalhousie Street. Not to be used to go to Wal Mart, Shooters Road House, Mc Donalds, Sobeys, No Frills, The Beer Store, Liquor Store, or Tim Hortons , ETC. Subdivisions

[REDACTED]  
11/04/2018 09:10 AM

Just in town

[REDACTED]  
11/04/2018 09:23 AM

[REDACTED]  
11/04/2018 12:04 PM

Should be restricted from all roads. ATV's should not be allowed on any highways. Roadways are included in the definition of a highway.

[REDACTED]  
11/05/2018 07:26 AM

Highways

[REDACTED]  
11/05/2018 07:10 PM

The ATV's should be restricted on all the streets in Amherstburg including the rural streets.

[REDACTED]  
11/05/2018 11:55 PM

Main streets

[REDACTED]  
11/06/2018 01:27 PM

Should not be driving through town.

[REDACTED]  
11/06/2018 05:43 PM

All roads.

[REDACTED]  
11/07/2018 08:36 AM

Highways

[REDACTED]  
11/07/2018 09:04 AM

all roadways ,there noisy ,running at all hours ,and caking the roadway with mud.they trespass , and destroy the greenway surface that they aren.t supposed to be on. blasting back and forth at all hours

[REDACTED]  
11/07/2018 10:04 AM

Residential & Downtown

[REDACTED]  
11/07/2018 10:31 AM

Any road over 80km

[REDACTED]  
11/07/2018 03:07 PM

all

[REDACTED]  
11/07/2018 03:37 PM

All.

[REDACTED]  
11/07/2018 07:16 PM

Downtown core

[REDACTED]  
11/08/2018 02:43 PM

all roads

|                                   |   |
|-----------------------------------|---|
| [REDACTED]<br>11/08/2018 04:46 PM | all   |
| [REDACTED]<br>11/08/2018 07:39 PM | Downtown Streets  |
| [REDACTED]<br>11/09/2018 10:30 AM | All   |
| [REDACTED]<br>11/09/2018 06:08 PM | Heavily populated roads, sub divisions and business areas.  |
| [REDACTED]<br>11/10/2018 10:53 AM | All   |
| [REDACTED]<br>11/12/2018 09:03 AM | Highway use   |
| [REDACTED]<br>11/13/2018 01:33 PM | All   |
| [REDACTED]<br>11/13/2018 01:50 PM | All of them.  |
| [REDACTED]<br>11/13/2018 04:15 PM | Main roads  |
| [REDACTED]<br>11/14/2018 08:24 AM | Town core and roads with speed limits greater than 70 km/hr |
| [REDACTED]<br>11/14/2018 11:48 AM | In the downtown core. In Subdivisions.                      |
| [REDACTED]<br>11/15/2018 08:46 AM | Rural roads, not downtown                                   |
| [REDACTED]<br>11/16/2018 07:50 AM | All Municipal roads and public land                         |
| [REDACTED]<br>11/16/2018 08:56 AM | restricted for the core roadways, and residential areas     |
| [REDACTED]<br>11/16/2018 10:59 AM | Not to be used directly in town                             |
| [REDACTED]<br>11/16/2018 09:26 PM | All   |
| [REDACTED]<br>11/18/2018 03:21 PM | Main roads in the downtown core.                            |
| [REDACTED]<br>11/18/2018 07:11 PM | In city limits  |

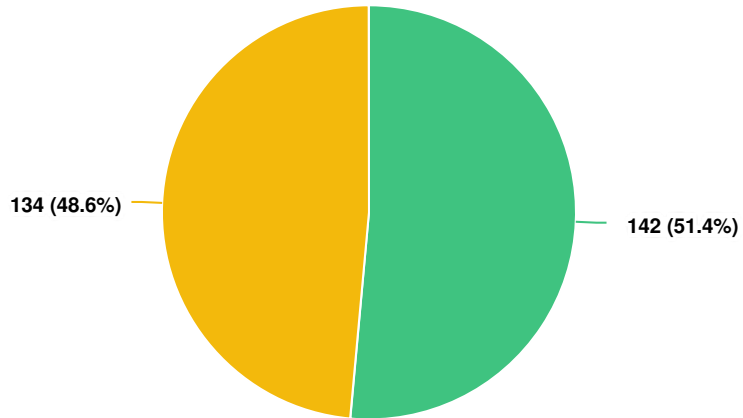
|                     |   |
|---------------------|---|
| [REDACTED]          | All   |
| 11/19/2018 07:29 AM |   |
| [REDACTED]          | None  |
| 11/24/2018 08:57 PM |   |
| [REDACTED]          | A   |
| 11/26/2018 05:25 PM |   |
| [REDACTED]          | all except getting to their farms   |
| 11/27/2018 09:53 AM |   |
| [REDACTED]          | all   |
| 11/27/2018 09:56 AM |   |
| [REDACTED]          | Sandwich, Front Road, Simcoe, Richmond, Dalhousie, Park, Pickering, Ramsay  |
| 11/27/2018 10:10 AM |   |
| [REDACTED]          | all of them   |
| 11/27/2018 11:54 AM |   |
| [REDACTED]          | All of them. ATVs have high torque. They run fast and they stop fast.... much faster than a car. There will be a lot of accidents and deaths related to this. Furthermore, they are EXTREEMLY LOUD! I do not want to have to call the police every time someone decides to gun their machine at night with no regards to anyone else. Bad idea. |
| 11/27/2018 01:24 PM |   |
| [REDACTED]          | residential, commercial, hiway  |
| 11/27/2018 02:56 PM |   |
| [REDACTED]          | All   |
| 11/27/2018 06:49 PM |   |
| [REDACTED]          | All within town limits  |
| 11/28/2018 06:37 AM |   |
| [REDACTED]          | All road ways with a speed maximum of 70km and higher.  |
| 11/28/2018 02:16 PM |   |
| [REDACTED]          | ALL roadways  |
| 11/28/2018 04:25 PM |   |
| [REDACTED]          | Roads in designated urban areas.  |
| 11/29/2018 12:51 PM |   |
| [REDACTED]          | All   |
| 11/29/2018 01:34 PM |   |
| [REDACTED]          | Driving directly down front road could be dangerous being the busiest in town. I would encourage the use to allow crossing front but not driving directly on front with traffic. The secondary roads are plentiful and allow for access to other areas of the town and surrounding areas.   |
| 11/29/2018 06:18 PM |   |
| [REDACTED]          | All   |



11/30/2018 10:29 AM

(121 responses, 155 skipped)

**Q10** Are there specific roadways in Amherstburg where ATV use should be permitted?



**Question options**

- Yes
- No

(276 responses, 0 skipped)

**Q11 | Which roadways should ATVs be permitted on?**

|                                   |   |
|-----------------------------------|---|
| [REDACTED]<br>10/31/2018 09:32 AM | the old railway routes, or where permitted in field areas   |
| [REDACTED]<br>10/31/2018 09:43 AM | Low traffic, class B  |
| [REDACTED]<br>10/31/2018 09:45 AM | Major highways  |
| [REDACTED]<br>10/31/2018 09:52 AM | All of them   |
| [REDACTED]<br>10/31/2018 10:01 AM | County roads  |
| [REDACTED]<br>10/31/2018 10:03 AM | Municipal rural roads outside of the town core  |
| [REDACTED]<br>10/31/2018 10:09 AM | County roads & side streets without heavy population/homes  |
| [REDACTED]<br>10/31/2018 10:22 AM | County and rural roads  |
| [REDACTED]<br>10/31/2018 10:33 AM | all   |
| [REDACTED]<br>10/31/2018 11:04 AM | All roads   |
| [REDACTED]<br>10/31/2018 11:49 AM | The 2nd concession between middle side road and texas road. I am aware it is a county road          |
| [REDACTED]<br>10/31/2018 11:51 AM | All   |
| [REDACTED]<br>10/31/2018 11:55 AM | Most roads included designated downtown leadins. Access to restaurants and fuel should be included. |
| [REDACTED]<br>10/31/2018 12:07 PM | All road  |
| [REDACTED]<br>10/31/2018 12:17 PM | All Amherstburg roads   |
| [REDACTED]<br>10/31/2018 12:20 PM | Anywhere in the county and no major highways.   |
| [REDACTED]                        | All   |

10/31/2018 12:36 PM

[REDACTED]

All country roads/ town roads

10/31/2018 12:36 PM

[REDACTED]

All country road Road Town roads and all dirt roads

10/31/2018 12:38 PM

[REDACTED]

any that are not as described above in roadways that should not be permitted

10/31/2018 12:38 PM

[REDACTED]

All

10/31/2018 12:39 PM

[REDACTED]

All of them

10/31/2018 12:40 PM

[REDACTED]

ATVs should be allowed on all roads that connect the two ATV club properties and other roads that are not directly in the town so riders can drive the atv from their house institute hooking up a trailer.

10/31/2018 12:47 PM

[REDACTED]

Roads connected to gas stations.

10/31/2018 12:53 PM

[REDACTED]

All roads should be ATV legal

10/31/2018 01:02 PM

[REDACTED]

All

10/31/2018 01:02 PM

[REDACTED]

All roadways

10/31/2018 01:05 PM

[REDACTED]

All

10/31/2018 01:56 PM

[REDACTED]

All but main highway

10/31/2018 01:57 PM

[REDACTED]

All, but not in the town of Aburg.

10/31/2018 02:00 PM

[REDACTED]

All

10/31/2018 02:14 PM

[REDACTED]

All back roads.

10/31/2018 02:18 PM

[REDACTED]

60km and under

10/31/2018 02:21 PM

[REDACTED]

Simcoe St./Pike Rd. Texas Rd. Alma St. All concessions. Need to be able to get to and from said riding destination.

10/31/2018 02:31 PM

[REDACTED]  
10/31/2018 02:37 PM

these vehicles have to have both Licenses and Insurance so they should be allowed on any road as long as they can maintain the posted speed limit and are driven by licensed drivers.

[REDACTED]  
10/31/2018 03:41 PM

any secondary road where traffic volume and speed permits

[REDACTED]  
10/31/2018 04:01 PM

everywhere but urban area

[REDACTED]  
10/31/2018 04:05 PM

ALL

[REDACTED]  
10/31/2018 04:58 PM

ATVs should be allowed in all areas. This is a small farming community.

[REDACTED]  
10/31/2018 05:25 PM

All Roadways

[REDACTED]  
10/31/2018 05:48 PM

All

[REDACTED]  
10/31/2018 06:04 PM

Keep them off main road unless trail access or fuel is on those roads like ures country kitchen is on 18 you should be allowed to go there get food and fuel and continue on your way. Use common sense when restricting road use we are not really asking for much here.

[REDACTED]  
10/31/2018 06:11 PM

All

[REDACTED]  
10/31/2018 06:19 PM

All, especially rural areas

[REDACTED]  
10/31/2018 06:29 PM

Backroads/side streets

[REDACTED]  
10/31/2018 06:30 PM

All

[REDACTED]  
10/31/2018 07:44 PM

To tourist locations

[REDACTED]  
10/31/2018 08:12 PM

Everywhere but Main Street

[REDACTED]  
10/31/2018 08:29 PM

rural roads

[REDACTED]  
10/31/2018 08:36 PM

Any side road

[REDACTED]  
10/31/2018 08:48 PM

All rural roads

|                                   |   |
|-----------------------------------|---|
| [REDACTED]<br>10/31/2018 09:14 PM | Rural roadway , or roads with shoulders for personal safety.                          |
| [REDACTED]<br>10/31/2018 09:19 PM | All roadways under 80 km per hr   |
| [REDACTED]<br>10/31/2018 09:32 PM | Concsion rd ways leading to trail systems   |
| [REDACTED]<br>10/31/2018 09:44 PM | Downtown  |
| [REDACTED]<br>10/31/2018 10:53 PM | All   |
| [REDACTED]<br>10/31/2018 11:03 PM | All roads   |
| [REDACTED]<br>11/01/2018 12:15 AM | Anything that is not a highway.   |
| [REDACTED]<br>11/01/2018 05:05 AM | All roadways.   |
| [REDACTED]<br>11/01/2018 06:06 AM | I would like to see all roads with the exceptions of highways                         |
| [REDACTED]<br>11/01/2018 06:09 AM | All   |
| [REDACTED]<br>11/01/2018 06:57 AM | All roadways.   |
| [REDACTED]<br>11/01/2018 08:37 AM | Non populated   |
| [REDACTED]<br>11/01/2018 09:07 AM | NO roadways. No trails where people are allowed to walk. Walkers have rights as well. |
| [REDACTED]<br>11/01/2018 09:49 AM | Side streets. Access to gas stations, restaurants                                     |
| [REDACTED]<br>11/01/2018 10:02 AM | all but highways  |
| [REDACTED]<br>11/01/2018 10:48 AM | All   |
| [REDACTED]<br>11/01/2018 10:56 AM | Alma, and simcoe to name a few but any roads that are not in heavy residential areas. |
| [REDACTED]<br>11/01/2018 10:57 AM | Rural roads. Concessions  |

|   |  |
|---|--|
| ██████████<br>11/01/2018 12:26 PM         | Any roadway that connects trail systems. Also, roads that have fuel, lodging and restaurant access.  |
| ██████████<br>11/01/2018 12:37 PM         | All roadways.  |
| ██████████████████<br>11/01/2018 12:51 PM | all  |
| ██████████<br>11/01/2018 01:00 PM         | all  |
| ██████████<br>11/01/2018 01:16 PM         | Rural roads including concessions  |
| ██████████<br>11/01/2018 01:19 PM         | Concessions and outskirts of city center, unless a designated trail was to be put in place in town. Almonte and Ottawa region and most of Michigan for example have these type of trails that access the town. |
| ██████████<br>11/01/2018 02:16 PM         | conc and back roads  |
| ██████████████████<br>11/01/2018 05:33 PM | All  |
| ██████████<br>11/01/2018 07:12 PM         | All roads.   |
| ██████████<br>11/01/2018 08:45 PM         | Any rural road, concessions, pretty much everywhere except for right in the Downtown Amherstburg area  |
| ██████████████████<br>11/02/2018 07:39 AM | Concession roads   |
| ██████████████████<br>11/02/2018 08:33 AM | Back roads and roads leading to the Essex County ATV club trails   |
| ██████████<br>11/02/2018 09:47 AM         | All outside town limits  |
| ██████████████████<br>11/02/2018 05:16 PM | At the minimum- the trail system to gas station  |
| ██████████<br>11/03/2018 10:19 AM         | All secondary roads  |
| ██████████<br>11/03/2018 10:00 PM         | All Roads in the rural areas, except on Front Road from Alma Street to Lowes Side Road   |
| ██████████<br>11/04/2018 08:19 AM         | All roadways   |
| ██████████                                | All except subdivisions  |

11/04/2018 09:10 AM

[REDACTED]

All public roadways in Town especially leading to Timmies

11/04/2018 09:18 AM

[REDACTED]

Anything outside of town

11/04/2018 09:23 AM

[REDACTED]

All roads

11/04/2018 09:28 AM

[REDACTED]

All of them

11/04/2018 11:03 AM

[REDACTED]

Any roads with a gravel along side them or gravel roads.

11/04/2018 05:47 PM

[REDACTED]

Old rail roads

11/04/2018 07:46 PM

[REDACTED]

All Rural roads

11/05/2018 10:40 AM

[REDACTED]

all of them

11/05/2018 12:51 PM

[REDACTED]

All roads. Need access to downtown for restaurants etc

11/05/2018 06:48 PM

[REDACTED]

Roads that allow access to gas food and other tourism spots

11/05/2018 11:55 PM

[REDACTED]

All roadways that are not County Roads

11/06/2018 11:48 AM

[REDACTED]

All county roads in Amherstburg

11/06/2018 01:27 PM

[REDACTED]

Concessions

11/06/2018 01:50 PM

[REDACTED]

All of them, if getting from point A to B in a respectful manner. Just as motorcycles would.

11/06/2018 02:41 PM

[REDACTED]

All non 4 lane highways

11/07/2018 07:49 AM

[REDACTED]

Sideroads

11/07/2018 08:36 AM

[REDACTED]

Outside of downtown and the main residential area

11/07/2018 10:04 AM



|                     |  |
|---------------------|--|
| [REDACTED]          | All  |
| 11/07/2018 02:35 PM |  |
| [REDACTED]          | All rural areas  |
| 11/07/2018 07:16 PM |  |
| [REDACTED]          | All of them  |
| 11/08/2018 02:28 PM |  |
| [REDACTED]          | Sandwich Street  |
| 11/08/2018 07:39 PM |  |
| [REDACTED]          | County Roads   |
| 11/08/2018 07:39 PM |  |
| [REDACTED]          | All  |
| 11/09/2018 08:41 AM |  |
| [REDACTED]          | All county Rd's, concessions and outside city limits.  |
| 11/09/2018 06:08 PM |  |
| [REDACTED]          | all rural roads  |
| 11/09/2018 06:34 PM |  |
| [REDACTED]          | All. Should be no restrictions. If I want to drive into town and stop at Timmy's for a coffee I should be able to do so, just like up north. |
| 11/10/2018 10:21 AM |  |
| [REDACTED]          | Concession roads and all other roads except main thoroughfares   |
| 11/11/2018 10:37 AM |  |
| [REDACTED]          | All Amherstburg roads.   |
| 11/11/2018 04:31 PM |  |
| [REDACTED]          | All  |
| 11/11/2018 07:38 PM |  |
| [REDACTED]          | except for downtown unless in parades  |
| 11/11/2018 09:59 PM |  |
| [REDACTED]          | Primary, secondary roads   |
| 11/12/2018 09:03 AM |  |
| [REDACTED]          | Main roads   |
| 11/12/2018 10:36 AM |  |
| [REDACTED]          | Main roads to make access to town buildings easier accessible.   |
| 11/13/2018 11:19 AM |  |
| [REDACTED]          | all  |
| 11/13/2018 12:33 PM |  |
| [REDACTED]          | Secondary roads  |
| 11/13/2018 04:15 PM |  |

|                                   |   |
|-----------------------------------|---|
| [REDACTED]<br>11/14/2018 08:24 AM | Rural laneways  |
| [REDACTED]<br>11/14/2018 11:48 AM | Concession roads and county roads.  |
| [REDACTED]<br>11/15/2018 08:46 AM | Rural roads   |
| [REDACTED]<br>11/15/2018 09:35 PM | All   |
| [REDACTED]<br>11/16/2018 10:59 AM | More county roads right outside of towns and possibly on some main roads in town to allow their vehicles to get from one destination to another |
| [REDACTED]<br>11/16/2018 09:26 PM | All   |
| [REDACTED]<br>11/18/2018 03:21 PM | Concession roads.   |
| [REDACTED]<br>11/18/2018 03:38 PM | All   |
| [REDACTED]<br>11/18/2018 07:11 PM | Anywhere outside of city limits   |
| [REDACTED]<br>11/24/2018 08:57 PM | All   |
| [REDACTED]<br>11/27/2018 09:53 AM | County roads to get to farms only   |
| [REDACTED]<br>11/27/2018 10:26 AM | All roads   |
| [REDACTED]<br>11/27/2018 11:32 AM | All roads with registered atvs with insurance   |
| [REDACTED]<br>11/27/2018 01:45 PM | All of them.  |
| [REDACTED]<br>11/27/2018 02:56 PM | Rural concession roads  |
| [REDACTED]<br>11/27/2018 05:32 PM | County road 20  |
| [REDACTED]<br>11/27/2018 07:58 PM | County rds , creek Rd and concessions .   |
| [REDACTED]<br>11/29/2018 12:51 PM | Concession Roads.   |

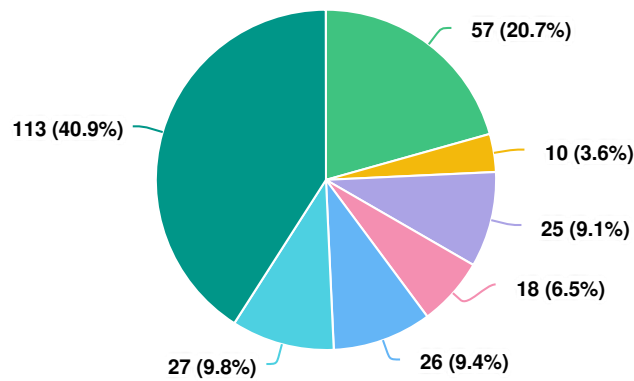
██████████ All town roads.  
11/29/2018 05:15 PM

██████████ All but front  
11/29/2018 06:18 PM

██████████ All  
11/30/2018 10:29 AM

(143 responses, 133 skipped)

**Q12** Should ATV use on municipal roadways be restricted at night?

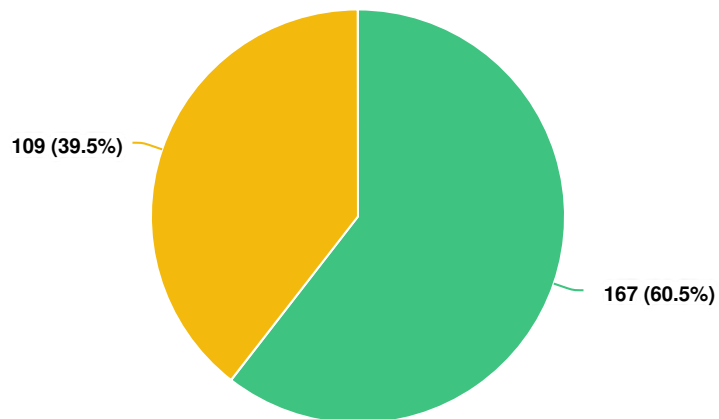


**Question options**

- Yes- After 6 pm
- Yes- After 7 pm
- Yes - After 8 pm
- Yes- After 9 pm
- Yes- After 10 pm
- Yes - After 11 pm
- No

(276 responses, 0 skipped)

**Q13** Should ATVs be permitted on roadways in residential areas?

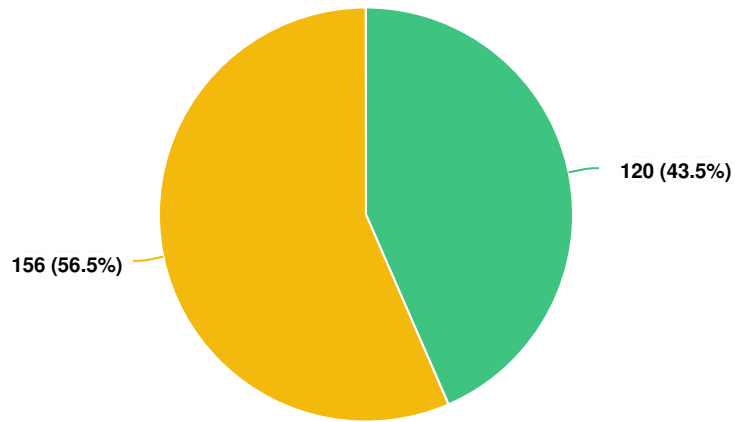


**Question options**

- Yes
- No

(276 responses, 0 skipped)

**Q14 | Should ATVs be permitted on roadways in commercial business areas? ex: Downtown Amherstburg**

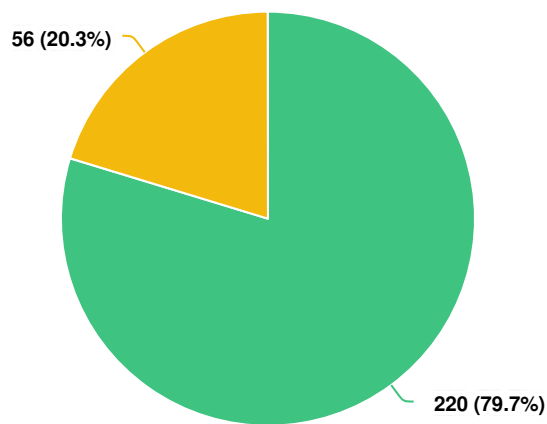


**Question options**

● Yes ● No

(276 responses, 0 skipped)

**Q15 | Should ATVs be permitted on roadways in rural areas?**



**Question options**

● Yes ● No

(276 responses, 0 skipped)

**Q16 | Do you have any other comments for consideration regarding use of ATVs on Amherstburg roadways?**

[REDACTED]  
10/31/2018 09:35 AM

Would be great to see this happen. Works great in other areas let's bring it here.

[REDACTED]  
10/31/2018 09:43 AM

ATV's are becoming much more popular, and bring controlled properly would keep locals happy, as well as bring outsiders in.

[REDACTED]  
10/31/2018 09:45 AM

Atvs are not only for the joy of leisure riding but are a key tool in farming, hunting and ice fishing, there's a lot of places you can take a ATV where you couldn't take a truck. As long as there's rules and speed limits for atvs on roads I think it would make a great attraction for the town, we need something to attract outsiders. I personally travel 6+ hours up north to go on atv trips. It's tough to put a restricted time on when atvs are allowed to be out, sometimes you have a late night farming or want to go out early in the morning for a morning hunt so it's hard to put a set time.

[REDACTED]  
10/31/2018 09:48 AM

Roads are dangerous enough already. ATVs should NOT be allowed on any roads.

[REDACTED]  
10/31/2018 10:03 AM

Much like many other communities, ATV use on the roadways should be permitted in the rural areas. As long as ATV riders are eligible, have proper registration & insurance to protect them & the community I can't see how this is any different then allowing automobiles, motorcycles, e-bikes to use these roads!!

[REDACTED]  
10/31/2018 10:22 AM

We as ATV riders are not looking to just ride the roads. We need access to roads to get from one point of interest to another. Which would contribute to your economy. We need to stop to eat and purchase gas for our machines. Creates money for the community. Example, from our club to The Family Fort Fun Center. We need road access to get to points of interest. I think this is a win win situation. For both the ATV riders and the town of Amherstburg. Thank you for your time.

[REDACTED]  
10/31/2018 10:26 AM

Allowing ATV / orv use can help alleviate illegal riding and open the lines of communication to help with educating the public on safe and responsible ORV use. Building sustainable trails and road access promotes tourism and is a benefit to the local economy.

[REDACTED]  
10/31/2018 11:13 AM

I believe with the proper bylaws. The use of atv's can be safe on roadways.

[REDACTED]  
10/31/2018 11:49 AM

I attended the meeting last night and disagree the roads dept. would have to impliment a maintenance program because I don't find the shoulder of the roads being attended to to date. I find this to be another tax grab. Garbage trucks, recycling and postal already destroy the shoulders so I would hate to see the blame going to us ATV riders.

[REDACTED]  
10/31/2018 11:51 AM

All atvs that would use the road ways should be insured and plated. I use my atv for snow removal in the winter. The ability to use the roadways would remove any criminal implications and allow the freedom of helping other

[REDACTED]  
10/31/2018 12:10 PM

neighbors / family members further away without reprisal from local law enforcement.

I own a house and a business in the burg. Would like to be able to plow snow at both locations with having to trailer the machine to and from each location.

[REDACTED]  
10/31/2018 12:20 PM

It would help reduce atv's going thru farmers fields while they are trying to avoid the roads since it is not legal. Trails would be more accessible like the ones at the local Atv club, and bring more people from out of town. Lots like to ride to the fort restaurant which would bring more business. Overall atv's should be legal to ride on the roads in the county as long as they have insurance, license, and plate and obey the laws.

[REDACTED]  
10/31/2018 12:21 PM

Very first ATVs are safer to drive in the snow than a car. In order to ride an ATV you have to be 16 years or older with insurance just like a car. This would keep ATVs off of other people's properties. This could also bring in business like an ATV parts shop. This town needs to open up their minds and look to Horizon this would be something a lot of other towns don't have so they'd want to come and visit our town possibly even move here would it be nice to fill up all those condos that are empty. This would be amazing thing for this time. Everybody says it's time for a change now let's do it As long as everyone is safe and respectful to the roads and people I think it should be a great thing for us all

[REDACTED]  
10/31/2018 12:23 PM

I am concerned for public safety. The conditions the shoulder will be left in. The damage they will do to trail areas. This will make areas unsafe for children, bikers, runners and anyone who enjoys the outdoors. Please don't do this to our town.

[REDACTED]  
10/31/2018 12:34 PM

I think this is a great idea for the town of Amherstburg. And would really give more things to do in town and stay people of private property so they can ride the roads

[REDACTED]  
10/31/2018 12:38 PM

Take a page from Chatham/Kent on this

[REDACTED]  
10/31/2018 12:38 PM

[REDACTED]  
10/31/2018 12:40 PM

GET out of your bubble and think about the future this would bring into your town. To fill up these hotels were going to have it may even bring him residence to Philip the Condominiums. I never really understood why he bikes were allowed on the road but four-wheelers weren't kind of confusing. This town needs to start thinking outside the box this would be an amazing opportunity with it all the other towns in the United States that allow this to happen they're filled with terrorism we need to get on it and grab a slice of the pie

[REDACTED]  
10/31/2018 12:42 PM

We live on a county road and I have encountered individuals riding ATVs on the road and it is a hazard! We own a small one that our children can ride in our yard or the field adjacent to our yard only. Allowing any ATV to be ridden on the road is only asking for trouble!

[REDACTED]  
10/31/2018 12:47 PM

I believe that if this bylaw is passed it will bring new riders to the town of Amherstburg and more than likely promote tourism. For example: new riders may drive their vehicles downtown to have a meal and/or a drink.

[REDACTED]

I live on what would be considered a rural concession road within the town of

10/31/2018 12:54 PM

Amherstburg, which I believe, would be such a road that ATV enthusiasts would find quite appealing. The traffic on this roadway, has increased ten fold and all other roads within the community. Coupled with the added traffic, the speed limit on our concession roads is 80 km/hour, which very few follow, (it's usually 90+), and add the fact that these roads are in very poor condition, ( uneven patch work, pot holes, very little or no shoulder in certain areas), the addition of introducing ATV's to our roadways is really increasing the chances of bad things happening as in the form of decreased safety on our roads, weather it being car&atv situation or a person simply walking on the side of the road. Along with the obvious safety concerns, comes the issue of peacefulness in our community. Not everyone enjoys the sounds of ATV motors, (there are racing ones out there and they are quite loud). With that, when they're allowed to drive up and your street, sooner or later someone sees an empty field, a lane way or other vacant land , no trespassing signs or not , someone will take it upon themselves to enter regardless. Happens all the time. ATV's do a lot of damage to the land not to mention the stress it creates to our fragile wildlife. For all these reasons , no I don't think ATV's belong on our roadways.

[REDACTED]  
10/31/2018 01:02 PM

I spent 23 years of my life in river canard. I grew up with an atv, I have loved riding since age 4. Living in the river canard subdivision I knew everybody by age 13 from riding ATVs. I was always polite and nobody ever had an issue with it, it was as if I was "legal" within the subdivision. Even the aburg police officers in the area had no issues with me. From age 12 to 18 I used my atv as a snowplow service doing many peoples driveways in the subdivision. My atv was a great experience growing up and also very helpful to the community. Legalizing ATV/UTV vehicles would be great for the community, the same way it was great for the subdivision I grew up in.

[REDACTED]  
10/31/2018 01:05 PM

I believe that the more trails and roadways that are opened up will create a tourism like area for people to come and leisure/recreational riding will happen.

[REDACTED]  
10/31/2018 01:17 PM

Living in Windsor I would love to be able to drive through or to Amherstburg on my side by side. Would even think of a stay-cation in the area if there was a trail system.

[REDACTED]  
10/31/2018 01:39 PM

A change in the use bylaw may be enough for our family to get back into ATV ing.

[REDACTED]  
10/31/2018 01:46 PM

This will keep people from trespassing on other landowners property bring more visitors to the town supporting most restaurants will also allow to get access to river canard as well as ice fishing in the river, more people will be out enjoying the outdoors and off the computer and video games, we should give it a try

[REDACTED]  
10/31/2018 01:56 PM

A atv operator has to be licenced & insurance &!wearing a helmet just like a motorcycle but it's has 4 wheels to me it basically the same

[REDACTED]  
10/31/2018 02:00 PM

Participated in a atv poker run twice @ 2008 - 9 that originated in Amherstburg . All on county roads with NO altercations with police and residences . This should say something about the riders in this area.

[REDACTED]

No just that rules need to be set in place.



10/31/2018 02:18 PM

[REDACTED]

10/31/2018 02:21 PM

This system works all over Canada and United States, it prevents a lot of trespassing on private property and allows people to visit smaller towns

[REDACTED] e

10/31/2018 02:37 PM

Being that they have to be licensed and insured there should be no restrictions. What you need to do is to start and ticket regular bicycle riders that do not follow the rules of the roads. They are consistently running stop signs and fanning out across the lanes and not maintaining posted speed limits.

[REDACTED]

10/31/2018 03:19 PM

It will intensify the problem we are already having with all the 4 wheelers that are using the roads already and then cutting through the farmers fields causing extensive property damage and running at all hours of the night. The police won't be able to enforce the law because the minute they see a police car they cut through the field and disappear. I don't care what they say there will be those that will not follow the rules even if they belong to the club. So as far as I am concerned there should be no where that they should be allowed. There better be more discussion on this matter than just another survey that nobody really listens to.

[REDACTED]

10/31/2018 03:45 PM

They already ride them on the rural roads and concessions. Whether or not they pass a bylaw, people will continue to ride where they want just as they do with their snowmobiles on private property, in fields and across our front yards. Who will enforce this anyway and HOW?

[REDACTED]

10/31/2018 03:56 PM

Would bring more tourism without a doubt.

[REDACTED]

[REDACTED]

10/31/2018 04:58 PM

ATVs and horses should be allowed in town, except maybe not the downtown core on busy festival days. They should also both be allowed to use the Greenaway. All power vehicles have to power down when approaching all non-powered vehicles or people. Common sense.

[REDACTED]

10/31/2018 05:01 PM

I think it would be great and be great for tourists to know that Amherstburg is a car friendly town

[REDACTED]

10/31/2018 05:04 PM

should not be allowed on any roads, there are some already on the roads, that do not follow rules of the road, driving without helmets and underage children operating them, also too many golf carts on the roads that needs to be addressed as well,

[REDACTED]

10/31/2018 05:25 PM

People do not have a place to ride which is causing many trespassing issues, giving them a place to ride will help address the issue. The town will benefit from tourism dollars coming to the area.

[REDACTED]

10/31/2018 05:48 PM

It's 2018 let's get with the times

[REDACTED]

10/31/2018 06:04 PM

I'm a farmer I own 500 acres if you make it legal to use the roads no one is going to be cutting across farms hiding from the cops that allegedly don't chase or pursue off road vehicle I know it's hard for you people on the board who are working on their own personal agenda rather than what's the town people want but just imagine it being legal. The money it can bring to our town. You jokers want this town to be for tourism. ATV use on road ways

would help that in a huge way I'm sure much more than what you think you have going now...and the money it could generate from trail passes. I know how much you guys like money ;). And for the roads department as a farmer I spend a lot of time on the shoulder of the road so that my implements do not end up thru the window of cars coming from the other direction I find my self pulling over in people's front yards about 80 percent of the time to allow cars to pass me and I can tell you one thing. It sure would not hurt to have those shoulder maintained better then they are get off your high horses I'm not dumb I know what it would cost you to run a grader around and fix up te shoulders I know how many accidents it could of Allready prevented in just the last few years especially with farm equipment.maybe hold off on some of those useless light post and spend some money on the roads not only would it give someone some where safe to pull over in there vehicle to use there cell phone legally or change a tire. It would allso allow me to safely travel from field to field with my equipment. As well give the atvs some where to ride. So if any thing that's a safety concern for people already so saying someone could get hurt from using a atv on it is the dumbsit thing I have ever hear a motorcycleist could pull over and hit a wash out caused by melting snow and rain and be in the same situation you described the atvs to be in danger of in the meeting. And your cry's about inshurance and your chief of police one minute telling us he didn't want to lie to us then the next minute Lieing to the whole board and town people im the meeting. Your officer do pursuit off road vehicles at high speeds and close distances all the time and they already know they can't ketch them so why do they do it when they no they. Can't in the first place I watch a officer run a atv right off the road then continue to pursue him after he almost ran him into a telephone pole. So what do you think our inshurance company is goig to say when your police force is responsible for putting someone in a wheel chair because they decided there nothing else goin on in our town so there just gunna try and run these kids down. All I can see is that if you make this legal your gunna see positive thing from here on forward with it like in Chattam they have nothing but good things to say about it bringing revanue to our community tourism lots of good but if you keep it illegale. No ones going to care they will keep riding just like they have allways done and allways will they will keep runnin from the cops even when the day comes when one of your officers decides to bump the back of the atv to hard and flips them over or seriously hurts them and that shit does happen on the regular so please don't be so foolish to believe other wise. The town will be responsible for that. lther way at the end of the day we all know your going to do what you want. And every atv owner in the county will continue to do what they want. So let's just make it Easyier on every one and jus get this passeded along

AJ

10/31/2018 06:17 PM

As a Texas Rd resident, ATV's go thru the Honeywell bush during the evening & night entering onto our private property causing crop damage. The riders drive at high speed, zig zagging along the fields, then crossing between our houses (in the 400 block) in order to access Texas Road. There have been up to 3 - 4 ATV's at a time, riding staggered, either on the side and middle of Texas Road at HIGH speed heading to Concession 2, to the

walking trail, all to return later at high speeds, riding in the centre of the road. In winter, these same riders have snowmobiles that ride their machines directly on our front lawns over the driveways and back on front lawns which has torn up our lawn with the snowmobile track. We do not support ATV's or snowmobiles have access on Texas Road, or crossing in our backyards, in and out of Honeywell bush entering our yards.

Atvs should be permitted in the town of amherstburg

[REDACTED]  
10/31/2018 06:19 PM

I think this would be a great idea for our town and would potentially bring tourists to the area.

[REDACTED]  
10/31/2018 06:30 PM

Golf carts should also be allowed

[REDACTED] i  
10/31/2018 06:39 PM

As long as helmets are worn and atv is insured and driver is at least 16 I think atv should be aloud on all roads

[REDACTED]  
10/31/2018 07:53 PM

They have to drive them carefully and responsibly same as a car. If they are trying to do things on the roads with an ATV or UTV that they would not do with a car then they should be ticketed and the privilege of using there ATV or UTV revoked for period of time.Chatham Kent seems to make it work.You can go in the small towns in that area. They should be off the road 1/2 hour before sunset and not allowed back on until 1/2 hour after sunrise.

[REDACTED]  
10/31/2018 08:01 PM

Be able to access gas stations and restaurants

[REDACTED]  
10/31/2018 08:12 PM

no

[REDACTED]  
10/31/2018 08:29 PM

I would like to be able to legally ride from trails to trail without having to load and unload and it would be nice to have access to Lakeshore/chatham and other surrounding area that are already ahead of the times and see the benefits of allowing safe travel for orv's .. to decrease illegal riding and or tresspasaing on property...this could also increase or sales/service if any orv business were to open in a supported orv community.. and also bring in travelers who enjoy venturing off to all the communities acorss Ontario that support the orv usage..

[REDACTED]  
10/31/2018 09:14 PM

I strongly believe that if an area and trail system was put in place that the town could generate a source of income. And a safe place for family to enjoy time together

[REDACTED]  
10/31/2018 09:32 PM

ATV club in essex county seems to be responsible, and are just a group out having fun.

[REDACTED]  
10/31/2018 10:22 PM

i travel to other cities with my family, such as Chatham, to leisure ride because we cant in Amherstburg.

[REDACTED]  
11/01/2018 12:26 AM

I've been riding the roads/ORV trails of Michigan for years. I also have family that have been out there for decades. NEVER have I heard of a problem involving a law abiding ATV rider and a roadway. There's the odd crash here

[REDACTED]  
11/01/2018 05:05 AM

and there but that will never be stopped, on or off-road, ATV or car/truck/SUV. Sick of the constant worry of getting a ridiculous ticket everytime I'm on the roadway although I have a fully insured, brand new, safe, plated ATV that's probably more fit and road worthy than half the cars on the road!!

[REDACTED]  
11/01/2018 06:06 AM

I would like to see atvs allowed to be used in a similar capacity to Parry Sound, and like areas. I have travelled those distances to have the freedoms u are now considering and spent quite a bit of money to do so. It would keep our money in this town and attract other like minded people with there wallets as well. Rules need to be followed by such riders, but I pay insurance and have mine legally plated so I hapily follow these rules  
Would enhance tourism and promotes good quality fun time

[REDACTED]  
11/01/2018 06:09 AM

Allowing ATV use in town will be a nuisance - noise, traffic, and users will most likely not obey rules of the road. ATVs are for the farm, trail or bush. Not the roadway.

[REDACTED]  
11/01/2018 06:35 AM

Provincial law already sets precedence for roadway condition, dictates suitable speed limits, helmets, insurance, driver license requirements, etc so the town doesn't actually take on any additional liability. Tourism and increased use by town residents will lead to economic growth and addition of new trail systems. Atv specific parking spots will reduce parking congestion in the downtown core. Atv's also use significantly less fuel than traditional cars or trucks so there will be an environmental benefit as well.

[REDACTED]  
11/01/2018 06:57 AM

Having been a concession 8 resident when the last ATV club was in operation, I can confirm that the ATV riders DO NOT stay on the trails as promised. The very nature of the machine allows it to go anywhere and over anything, and that's what the riders will do.( ditches, creeks, walking trails, etc.)

[REDACTED]  
11/01/2018 07:59 AM

They should have license plates. Have lights on at all times. I have encountered them early in the morning on roads and they had no lights. I have encountered them on the erca trails when I walk my dog,and they speed past you expecting you to move aside. Walkers to them come second. They tear up the trails.

[REDACTED]  
11/01/2018 09:07 AM

Yes, have had several close encounters with children operating ATV's on the paved municipal right-of-way reported to police and have cameras on my property to validate my claim of careless and not responsible operation of ATV's. Recently almost hit a Golf Cart operated by a young child (10-12 year old) with a passenger driving on the wrong side of the road while backing out of my driveway. Some one is going to be seriously injured or killed it is just a matter of time. Your survey has a question on use of ATV's restricted at night, there should be an option that they be restricted at all times. Had to pick after 6 pm since this is the only option that is available with my belief that ATV's should not be permitted on municipal-right-of ways. Have concerns on liability that the municipality may/will be subjected to in the advent of injury or death as a result of ATV's on the municipal-right - of ways.

[REDACTED]  
11/01/2018 09:20 AM

Include snowmobiles in the winter.

mbasinski

11/01/2018 09:46 AM

[REDACTED]

11/01/2018 10:00 AM

E-bikes, scooters are allowed, so should we. Just require proper license, insurance, lighting, let's try it, if it doesn't work, then make it illegal.

[REDACTED]

11/01/2018 10:36 AM

If they are allowed on the roads they need to at least meet the Dept. of Transport rules for motorcycles. They are not designed for paved roads. They need to be safety inspected as well to ensure they meet requirements. The operator should also hold a drivers license in good standing.

[REDACTED]

11/01/2018 10:56 AM

I feel that there is a large ATV/Recreational community in the area and surrounding area and allowing these vehicles to access certain roads and areas (with Guidelines) you will notice less illegal riding on these roads. My husband and I travel all over Ontario and the US with our ATVs. We spend our money on hotels/cabins, food and fuel and also any other recreational activities that may be offered where we go. We have not been anywhere where riding on the road is not permitted. Riders are required to have a valid drivers licence, insurance and also the proper equipment ie: DOT certified helmet. E-bikes are permitted on the roads without these requirements. I for one, would love to be able to go riding on the trails and then hop in to Amherstburg for a bite to eat at a local restaurant and then fuel up my machine.

[REDACTED]

11/01/2018 12:26 PM

I think it's a great move for the town to allow it.

[REDACTED]

11/01/2018 12:26 PM

[REDACTED]

11/01/2018 12:37 PM

We currently have to travel to Michigan or northern Ontario to ride and spend our money where you are allowed to drive on the roadway and into town for gas and food and lodging Why not offer that here to increase tourism and keep people here to spend their money instead of taking it elsewhere Snowmobiles are grandfathered in as transportation and can be driven on side of roads and into towns so I don't see the difference with ATV's IF A MOTORCYCLE OR E BIKE CAN RIDE ANYWHERE, ATV SHOULD BE THE SAME, THEY ARE SAFER THAN BOTH OF THOSE.

[REDACTED]

11/01/2018 01:00 PM

[REDACTED]

11/01/2018 01:19 PM

Some question should be expanded. atvs in the residential area in town core vs outskirts. downtown with a designated access via staging areas. An open minded process can be beneficial to understanding the opportunities available.

[REDACTED]

11/01/2018 02:16 PM

please consider the greenway project for a multi-use trail.. to many times i've heard that because of insurance/walkers/horses we cant allow it.. but insurance is held by organizations like ofatv or eota and every machine needs to have insurance to be plated and licensed, with more machines, the trails self police as responsible riders FAR out number the ones who just dont care (they're the ones already using it).. with the rail beds being as hard as they are, taking care of them for the first few years is minor and any trail passes purchased through the clubs do help pay for cost associated with an issues as a portion goes to the club responsible.. i live beside the greenway and it is very much under-used so why not open it up?

[REDACTED]

Having access to all roads would allow groups / clubs to visit and support all

11/01/2018 02:55 PM

community business.

[REDACTED]  
11/01/2018 03:13 PM

First thing ATVs, then snowmobiles, etc... Too dangerous to have any of those modes of transportation on our roads.

[REDACTED]  
11/01/2018 04:58 PM

I believe it would be a benefit to our town and attract business

[REDACTED]  
11/01/2018 05:33 PM

Let's go atving ! Bring in tourists to this town

[REDACTED]  
11/01/2018 07:12 PM

You should be a licensed driver with valid insurance. Same laws apply.

[REDACTED]  
11/01/2018 09:32 PM

It would endanger by children. Spook my livestock and be a noise issue. It is an accident waiting to happen. Please do not do this.

[REDACTED]  
11/01/2018 11:49 PM

I am not interested in paying more taxes for supporting road maintenance for ATV use on our roads. Lets focus the funds on projects that benefit the majority of ratepayers, and not a small group. I am not interested in having our police overburdened with more nuisance calls about ATVs that they are not equipped to investigate. Every nuisance call takes a busy officer away from real emergencies. In addition, there will be more accidents and I do not want to have to swerve around these atvs on the road. It was evident at the meeting that the ATV riders are not aware of the rules of the road or speed limits. Who is going to educate them on this? They didnt even know the difference between the county or the town roads. I dont want my family or my life at risk. The idea that this initiative supports tourism is puzzling. Amherstburg has never branded itself as a wilderness/outdoor sports town. History and culture/arts has always been the area of strength. How is the use of the roads for ATVs contributing to this strength? It's not. It doesn't fit the vision. I ask how this will bring tourism. ATV riders are going to ride their ATVs to fort malden and hang on to their helmet all day? No. Plus, where are these ATVs parking? Taking up vehicle parking spots? This is not a progressive idea- it's a ill thought out idea without any strategy or benefit to the majority.

[REDACTED]  
11/02/2018 01:00 AM

Allow them everywhere and penalize the users who abuse it.

[REDACTED]  
11/02/2018 07:13 AM

Liability for town will increase. my experiences show me atv riders will not follow rules of road. there will be accidents!!!

[REDACTED]  
11/02/2018 08:33 AM

This would be great for travel and tourism in our area and would also make getting to and from the ATV club much more convenient

[REDACTED]  
11/02/2018 09:47 AM

Atv and side by sides are tools just like tractors and combines. They are a very important part of the farming community. Reasonable usage should not be questioned by police or town

[REDACTED]  
11/02/2018 01:00 PM

I believe that each ATV rider should clearly have a valid license plate displayed on the ATV, carry proof of insurance and helmet laws be followed.

[REDACTED]  
11/02/2018 01:27 PM

It would help me get from trail system to trail system

[REDACTED]  
11/02/2018 07:43 PM

ATVs do not have mirrors or lights, which creates a safety issue for other local traffic. They are much slower than regular traffic, and will cause motorists to attempt passing, which will likely cause an increase in potential accidents. ATVs will also potentially increase taxes, as there will be more wear-and-tear on the roadways (specifically, shoulders of the roads), which is not beneficial to the residents of the town. ATVs do not belong on roadways; roadways should be reserves for the vehicles for which they were built for.

[REDACTED]  
11/03/2018 09:49 AM

As an ATV owner, I feel that if I have to buy insurance and have it plated, then I should be able to have access to the roads. I don't think that they should be used as a second vehicle, but if I wanted to go riding in a field or bush, I should be able to legally drive it there.

[REDACTED]  
11/03/2018 10:19 AM

This is a great opportunity for the town to bring in tourism and new businesses and not to mention the extra revenue

[REDACTED]  
11/03/2018 10:00 PM

The Ministry of Transportation already have regulations in place regarding ATV use on roadways that require the following for their use. #1 Operators must be 16 years old and have a valid drivers licence, or M2 licence. # 2 ATV'S must be Licenced and registered #3 ATV operators must have valid insurance on the ATV. #4 Operators must use all safety equipment required like helmets , Seat Belts while operating and or riding on or in two up or side by side ATVs #5 No passengers under 8 years of age. #6 The Ministry has set speed limits that are if the Posted Speed limit is 50 km/h the allowed speed is 20km/h, if the posted speed limit is more than 50km/h the speed limit is a maximum of 50km/h. With these and the other regulations for ATV operation on roadways there should be no problem with allowing ATV's to be driven on the rural roads in Amherstburg. Snowmobiles are already allowed to be driven on the roadways in Amherstburg so there shouldn't be any problem in allowing ATV use on the rural roads. There have been little accidents with snowmobiles using the roadways and also allowing ATV's to use roadways in the rural ares may keep people from trespassing on farm lands and other places. I think after speaking with some farmers that many support the use of ATVs on rural roads.

[REDACTED]  
11/04/2018 08:19 AM

ATV/UTV/ and offroad motorcycles should be allowed on all roadways as long as they are within HTA guidelines.

[REDACTED]  
11/04/2018 09:10 AM

Thanks for considering this idea, I think it's great. We camp in towns that offer this and we have to purchase a permit. I think permits would help keep people who are respectful of property and not! No permits no riding in town. Include UTV / side by sides Include offroad motorcycle (s) ie. Dirt bike requires motorcycle license

[REDACTED]  
11/04/2018 09:18 AM

[REDACTED]  
11/04/2018 09:28 AM

Roadway restriction might need to be done. But I see being able to ride down to the ice cream store to get a treat being good for businesses.

[REDACTED]  
11/04/2018 09:56 AM

I think this will stop alot of private property damages and also keep people offnof farm land and destroying crops

[REDACTED]  
11/04/2018 11:03 AM

If ebikes can ride in sidewalks there no reason atvs should not be allowed in roads if all rules of the road are being followed

[REDACTED]  
11/04/2018 11:18 AM

If they are permitted on the road, you should need a driver's license, and a helmet

[REDACTED]  
11/04/2018 12:04 PM

What a mistake the Town would make by allowing ATV's on the roadways. When the motorized snow vehicles act became law, municipalities scrambled to pass by-laws to prohibit them from riding all over everyone's property and highways. When the off road vehicles act became law the provincial government prohibited ATV's from highways, except for farmers. This was due to the complaints from municipal councils caused by the motorized snow vehicles act and that is why they are currently prohibited. Why would a municipal council allow this to happen. More headaches and more liability. Don't let a few squeaky wheels get the grease. Other than some limited areas in Essex County, no other municipalities want thes machines on their highways. If A'burg council allows this, they ATV's will get their foot in the door. Question - How are you going to enforce this 24/7. Your town is looking at a lot of expense. Thank you.

[REDACTED]  
11/04/2018 02:32 PM

ATVs should have NO restrictions on any roadways no matter what part of the Town of Amherstburg, as long as the operator is at least 16 with a valid drivers licence and follow all rules mandated by The Municipality and its by-laws.

[REDACTED]  
11/04/2018 04:58 PM

Golf Carts... Boblo residents coming over for a bag of milk, etc.

[REDACTED]  
11/04/2018 05:47 PM

No comment at this time

[REDACTED]  
11/04/2018 06:41 PM

Will bring in extra revenue

[REDACTED]  
11/04/2018 07:46 PM

Increases revenue

[REDACTED]  
11/05/2018 10:40 AM

Other municipalities permit the operation of ATV's on roads and it works great.

[REDACTED]  
11/05/2018 12:51 PM

Make sure you follow what the people of Amherstburg want. Don't let this opportunity fall to the bureaucracy of the system.

[REDACTED]  
11/05/2018 06:04 PM

Thus would be good for the town

[REDACTED]  
11/05/2018 06:48 PM

Many cities in the states allow ATV use in towns. You would tow your ATV to a town and access all the local Trails and Restaurants etc for meals

[REDACTED]  
11/05/2018 07:10 PM

If they are allowed on the streets than , they the driver need to have a valid drivers license and insurance. They are considered a motorized vecihile , can cause accidents and need to follow the rules of the road like other cars.



[REDACTED]  
11/05/2018 11:55 PM

E bikes are allowed everywhere an Atv is more stable and need to be insured liscence and valid drivers liscence

[REDACTED]  
11/06/2018 11:48 AM

As long as all the laws are followed regarding speed, traffic etc I believe ATV use may promote more tourism. There are dangers that need to be addressed (i.e. lack of turn signals, speed of ATV vs vehicles etc). I believe they would be safer than the e-bikes that are on the road now. In the northern areas and in michigan there are several towns that permit snowmobiles and ATVs on the roadway and it has become an industry in itself. I would obviously speak to other municipalities that have allowed this to see how it is working for them and what issues, if any, they have encountered.

[REDACTED]  
11/06/2018 02:41 PM

Regarding night time: I am assuming they have the same safety standards / lighting as all vehicles would.

[REDACTED]  
11/06/2018 04:35 PM

I do not feel it is safe to have ATVs on the roadways in Amherstburg.

[REDACTED]  
11/06/2018 06:09 PM

I think ATV's should be aloud on roadways in Amherstburg and the county roads of Amherstburg. This will stop people cutting across fields and will keep the free country living aspect of Amherstburg around. We are known for a small county town and it's nice to keep it that way.

[REDACTED]  
11/07/2018 07:49 AM

The reason I say atv's should be allowed on roadways in the business areas or residential areas is not for joy ridding or recreational purposes but to allow use of atv's for work eg snow removal or lawn maintenance or to simply go to the gas station or help launch a boat on a beach.

[REDACTED]  
11/07/2018 09:04 AM

Just because its a rural area doesn't mean no one lives out here . if its a nuisance in town its a nuisance out here too. more so the speed limits higher there is no police presence, and our roads NEVER get street swept.no street lights or sidewalks where do pedestrians go with cars and atvs flying down the road

[REDACTED]  
11/07/2018 10:04 AM

Night use must include sufficient lighting front and rear

[REDACTED]  
11/07/2018 03:37 PM

Reckless, irresponsible riders unfortunately ruin things for everyone else. Even with current restriction for ATV. Wheelies and high speed, full throttle acceleration occurs on my road 2-3 times a month. Removing restrictions will only increase the chance of a terrible accident, which no one wants to see. These accidents do not end well for the rider. Thank you

[REDACTED]  
11/07/2018 07:16 PM

Of course there should be strict rules to follow when travelling on roads but especially a reduced speed limit for the atvs

[REDACTED]  
11/08/2018 02:28 PM

Many other municipalities have already done this, let's follow. It is beneficial to many different aspects.

[REDACTED]  
11/08/2018 04:46 PM

they race up and down my road all the time, stay on trails only

Tucker11  
11/09/2018 08:41 AM

Should have been permitted years ago!

█  
11/09/2018 06:34 PM

I snowmobile and atv and have for 40 years, go away at least 10 times a year, to trails to spend lots of money and see the local attractions , food , motels and events as close as chatham, belleriver , erieau and all the way up north , they all welcome the people and the money coming in the restaurants are full the gas stations are packed , the motels are full we miss out on so much down here ,every other county they use the greenaway to snowmobile and atv from one town to another a no brainer, they thrive on it but not here , were back in time treating people like their criminals just because they want to enjoy them selves and spend money having fun with their toys  
If snowmobiles are allowed on roadways then so should ATVs there is no more inherent risk to safety from one over the other

█ █  
11/11/2018 10:37 AM

If a permit is required to use the ATV's within Amherstburg. We should be able to purchase this permit , not only at the Town Hall during the business hours, but also at , for example, Walmart, Canadian Tire or Home Hardware. I believe the community should work together as a whole and choose to allow ATVs snowmobiles and horses on all trails and roadways for everybody to enjoy

█  
11/11/2018 04:31 PM

█  
11/11/2018 07:38 PM

done respectfully, this would open up for new business opportunities 1/ new ATV sales / service 2/ fuel and equipment sales at Canadian Tire, groceries for over nite trips 3/ vehicle and trailer sales / rentals 4/ family activities, camping trips 5/ hotel rentals year round 6/ conferences for ATV clubs 7/ food and beverage sales

█ █  
11/11/2018 09:59 PM

█  
11/12/2018 09:03 AM

People riding should have permits issued and tags (stickers) applied to vehicles. They should be the same as trail rider tags issued by the province for snowmobiles.

█ █  
11/13/2018 12:33 PM

Yes, they should definately be allowed. It would keep them off farmer's fields. They should also be allowed (along with snowmobiles) on the Greenaway trail. As snowmobilers we use many multi-use trails in Exeter, Haliburton, etc. that use old railines as trails that are shared with walkers, cross country skiers, snowmobilers, atv's etc. They are called MULTI-USE TRAILS and everyone co-operates.

█  
11/13/2018 01:50 PM

People tend to speed on ATV near us and have no consideration for the noise.

█  
11/14/2018 12:05 PM

As long as the rules of the roads and all safety equipment and licensing are followed, they should be allowed

█ █  
11/15/2018 08:46 AM

No

█  
11/16/2018 07:50 AM

These vehicles are called off road for a reason. They are not designed for use on roads. Currently the operators trespass all over private agricultural lands at all hours of the night with loud exhausts and permitting these on the roads will increase trespassing. The municipality will be facing huge liability risk increases if these are permitted. Joint and Several Liability risks far out way any benefit. There will be an increased maintenance cost to the Town as these vehicles will tear up the gravel shoulders and roadside ditches. The

[REDACTED]  
11/16/2018 08:56 AM

operators can trailer there vehicles to private lands that they have permission to use. The agricultural community has many concerns with the current non enforcement of trespassing issues and nuisance from these vehicles we currently experience. This is not a good idea for our Town.

[REDACTED]  
11/18/2018 03:38 PM

They should have to follow the same rules as cars and motorcycles. example carry insurance, valid road license ( reduced rate due to limitations of road access.) Helmet laws to apply

[REDACTED] [REDACTED]  
11/18/2018 07:08 PM

If E-Bikes are permitted on the road, ATVs should be as well. E-Bike riders only sometimes have helmets on, are not insured, do not have registered plates, and often cannot reach the speed limit of the roadway. ATV riders wear helmets, are insured, have registered plates, and can reach speed limits on roadways.

[REDACTED]  
11/18/2018 07:11 PM

All atv should be plated and have valid insurance. To be legal.

I just think responsible adults should be able to go for a ride to the friends for a coffee and enjoy being outdoors. Thanks

[REDACTED]  
11/18/2018 11:05 PM

As long as they are insured and plated they should be allowed

[REDACTED]@[REDACTED]  
11/19/2018 07:29 AM

Why was I forced to answer ". Should ATV use on municipal roadways be restricted at night? \* there should be a option that they should not be in roads at all. This is a ridiculous idea only asking for more accidents. Are you kidding me with this!

[REDACTED]  
11/21/2018 07:48 AM

None.

[REDACTED]  
11/23/2018 03:23 PM

Make sure riders know hand signals.

[REDACTED]  
11/24/2018 02:25 AM

I think ATV use as long as the ATV has a ( licensed driver ) and the ATV ( has insurance ) with proper running light and DOT approved head safety equipment following the speed and rules of the road, that it could benefit the Town of Amherstburg to increase tourism and increase business for local restaurants to be able to expand the adventure of riding a ATV from the trail to a local restaurant to and from your hotel what an experience, we have nothing like that around here. Southern Canadians are are forced to travel 6&7 hours up north or to the U.S.A to experience ATV riding, in the U.S.A they have towns built based on the ATV experience . Sometimes you got to take a chance to see how it will grow the auto industry is almost all gone from southern Ontario, we need to change and adapted to new ways. " You got to offer something to get something " Thank you Sandino Accchione  
The cost of policing this will increase to verify ownership and insurance.  
Should be used to get to their own farms only. They are meant for off road.

[REDACTED]  
11/27/2018 09:53 AM

No

[REDACTED]  
11/27/2018 11:32 AM

Nrrn2004

If any other vehicles are to be allowed on the road, it should be golf carts.

---

11/27/2018 01:24 PM

They should be allowed in any area including highways at posted speed limits of 70km/hr with proper lanes on the side. Residents of this town would love that. Save money on gas, pollution and when the marina is built downtown, it will prove transient boaters/visitors with some way to get around that's safe and fun. Plus, rental companies can open shops in town to rent them.

11/27/2018 01:45 PM

They can be loud. There should be noise restrictions for people that have them. There are dampeners that can be put on too. But they should be allowed everywhere in Aburg as well as on any road of 70km/hr.

11/28/2018 06:37 AM

If they do end up using roadways, then they need to have appropriate insurance, license plates, etc. If they're going to use them, then they need to pay for the support of the infrastructure. The drivers also would need to be licensed for use on the roadways and pay applicable license fees. Vehicles would need to pass minimum safety (lighting, braking, etc.) standards, as well as pollution controls.

11/28/2018 02:16 PM

Atv drivers should be required to wear helmets, abide to all highway traffic regulations, fined when offences are committed, zero blood alcohol levels, zero cannabis or other drugs and have active insurance coverage to pay for any any damages that they may cause.

11/28/2018 04:25 PM

They are not properly illuminated or protected or licensed and should not be allowed on any roadways but only on the owner's property.

11/29/2018 12:51 PM

Use should be restricted from half-hour after sunrise to half-hour before sunset. Try it as a trial period first.

11/29/2018 06:18 PM

With proper licensing and insurance an ATV use bylaw allowing the use within the town is excellent. It opens up recreational activity to people and can act as a draw for businesses in town. A local shop renting atvs and side by side could flourish if done properly.

11/30/2018 10:29 AM

Build more walkways and bicycle paths and forget motorized vehicles like ATV's

**Optional question** (148 responses, 128 skipped)

Appendix C



Essex County Federation of Agriculture

360 Fairview Avenue West, Suite 320

Essex, Ontario

519-776-5159

March 7, 2019

Attention: Town of Amherstburg Council

The Essex County Federation of Agriculture would like to state our position on the operation of ORV/ATV on rural roadways.

As defined in legislation, farmers using an ATV/ORV for agricultural purposes are allowed on most roads. This designation allows farmers to perform necessary tasks. This needs to be maintained.

Recreational use of ATV/ORV is a major concern to our federation.

- The possibility of trespassing on farmer's private property will increase causing an increase in crop damage/personal property damage.
- There is the additional concern of the liability risk associated with trespassers in the event of an injury or death.
- Increased noise may unsettle and disturb livestock.
- The burden of policing these riders will be hard to enforce and there is the question of who will do the policing.
- The nature of rural roadways make it unsafe for the additional users as many roads are already narrow/built up and farmers use these back thoroughfares to lessen the burdens on major roads. The ATV/ORV maybe hard to see for its size and speeds.

In conclusion, we do not support the use of rural road ways for recreational use by ORV/ATV equipment.

Sincerely,

Lyle Hall, President

Essex County Federation of Agriculture



admin@erca.org

P.519.776.5209

F.519.776.8688

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

March 7, 2019

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

RE: ATV use of municipal roads

Since 1973, the Essex Region Conservation Authority has been dedicated to protecting, restoring and managing the natural resources of the Essex Region. We work in partnership with the Province of Ontario, Government of Canada, our nine member municipalities and the people who make up our community to increase natural areas coverage, improve water quality, protect people and property from flooding and erosion and to enhance the lives of our residents by providing outdoor education and recreation.

ERCA owns and manages more than 4000 acres of land in the Essex Region to preserve and protect wildlife habitat for the residents of this region. We also have two regional trails and a larger number of smaller trail systems that go through natural areas so that residents are able to enjoy the region's natural environment.

ERCA's Conservation Areas and Greenways prohibit the use of motorized vehicles, including ATV's and Snowmobiles. Despite this prohibition, which is visible at all Conservation Areas and Greenway entrances, and on our website and other materials, we are constantly finding many who disregard these laws and trespass on our trails and through our significant natural areas, destroying habitat and endangering our trail users.

ERCA administration is concerned that allowing ATV's road access will then facilitate ATV access to, and increase the illegal use of ATV's in ERCA's significant natural areas, on our Greenways and walking trails and into privately held natural areas, as it would provide a legal mechanism for ATV's to get to these trails and natural areas. As ERCA supports and works with landowners who are wanting to protect and preserve their lands to increase biodiversity and improve wildlife habitat in our region we would ask Amherstburg Council to consider natural heritage protection and preservation and impacts on trail users as it relates to the use of ATV's on municipal roads.

Sincerely,

Richard Wyma  
General Manager/Secretary-Treasurercc. Peter Courtney, Councillor, Town of Amherstburg/ERCA Board Member  
Marolyn Morrison, Amherstburg appointee to ERCA Board



admin@erca.org

P.519.776.5209

F.519.776.8688

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

May 21, 2019

Nicole Rubli  
Manager of Licensing and Enforcement  
Town of Amherstburg  
271 Sandwich Street South  
Amherstburg, ON  
N9V 2A5

RE: ATV use of municipal roads

Dear Nicole,

Further to direction from Amherstburg Council that administration continue to work with the Essex County ATV Club, the County of Essex, ERCA, and the Police to find a possible trial area for off-road vehicle use, a meeting was conducted on April 5, 2019. As stated at that meeting, ERCA would like to reiterate that Conservation Areas should not be considered as possible trial areas for this use, and we discourage this type of activity in our natural areas.

Our region lies fully within the Carolinian Zone, which supports a higher diversity of plant and animal species than any other region in Canada; including the highest concentrations of globally rare species in Ontario and one third of Canada's rare plant and animal species. Yet 350 years of development has diminished the region's natural areas cover to 8.5%, amongst the lowest natural area coverage in Ontario and a long way from our goal of 12%. The Essex Region has southern and prairie vegetation species found nowhere else in Canada. Further, this area has some of the highest concentrations of migrating birds and other migrating wildlife in North America. The uniqueness and breadth of our region's natural history cannot be overstated, nor can the magnitude of the threats against this same exceptional and irreplaceable place.

Off Road Vehicles (ORV) are designed to operate in challenging physical terrain, typically through a forest, wetland or other "off road" situations. This type of activity would destroy trees, understory plants and vegetation; damage and displace wildlife and interrupt nesting breeding bird areas through noise; and increase sedimentation into our waterways that negatively impact fish populations.

Our existing Greenway and trail systems are designed for pedestrian, cycling, and in some instances, equestrian trail uses – they were not designed or built for motorized vehicles. Significant issues would arise from safety and public nuisance complaints to maintenance and liability standards. In 2018, ERCA undertook a survey regarding equestrian use on our greenways and an overwhelming number of public concerns were recorded regarding the surface of the trail and ensuring that it was not rough for cyclist and pedestrians. ORV use on our greenways would cause more significant and financially costly damage to our greenway trails than equestrian users.



admin@erca.org

P.519.776.5209

F.519.776.8688

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

Given the lack of forests and wetlands in our region, and their significance, along with the incompatibility of ORV's on our existing trail systems, ERCA administration does not own or manage any location suitable for ORV use. Instead, ERCA encourages the Essex County ATV club to seek out and develop a trail system in areas that would not have an impact on our local natural ecosystems.

Sincerely,

Richard Wyma

General Manager/Secretary-Treasurer

cc. Peter Courtney, Councillor, Town of Amherstburg/ERCA Board Member  
Marolyn Morrison, Amherstburg appointee to ERCA Board



January 4, 2021

Dear Municipal Stakeholder,

I am pleased to announce that effective **January 1, 2021**, the province has expanded the on-road opportunities for off-road vehicle riders in some parts of Ontario. Off-road vehicle riders are expected to experience enhanced trail access resulting from the increased on-road connections to Ontario's off-road vehicle trail network. The changes apply only to municipalities listed in Ontario Regulation 8/03 and amend the way permitted off-road vehicles are allowed on-road access to municipal highways.

In municipalities listed in [Ontario Regulation 8/03](#), permitted off-road vehicles will be allowed by default on municipal highways unless the municipality has an existing by-law that restricts their use or creates a new by-law to prohibit or restrict the use of some or all off-road vehicles. These new provisions replace the previous requirement that municipalities had to enact a by-law to permit off-road vehicles to operate on municipal highways. The updated regulations can be found at [Ontario Regulation 316/03](#), and [Ontario Regulation 863](#).

It is important to note that the on-road access rules for off-road vehicles in municipalities that are not listed in Ontario Regulation 8/03 will continue to be subject to the existing regulatory framework under Ontario Regulation 316/03 and these municipalities are not affected by this change.

The equipment configuration and performance requirements for off-road vehicles as set out in Section 10 of Ontario Regulation 316/03 also remain unchanged. The *Highway Traffic Act* prohibition of drivers of any motor vehicles causing the vehicle to make unnecessary noise, for example through modification, also applies and violations are subject to fines.

In order to support municipalities with these changes, the ministry has provided a Municipal Guidance Document (attached) to help municipalities decide whether they need to take action to revoke, update or pass new by-laws related to on-road access by off-road vehicles on the highways under their jurisdiction.

I ask you to kindly forward this notice and the attached Municipal Guidance Document to municipal staff responsible for traffic safety and those responsible for enforcing off-road vehicle laws in your area. Although changes have been previously announced on the Ontario Newsroom site and there will be a communication in the background issued by the Premier's Office, municipalities should ensure that the public and off-road vehicle riders are made aware of the rules in their area.

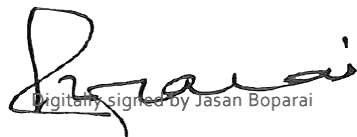
Municipal Stakeholder  
Page 2

If there are any questions regarding off-road vehicles licencing, operation or equipment requirements referenced in the attached guidance material, please contact Angela Litrenta, Manager, Road Safety Program Development Office at (416) 235-5130 or [Angela.Litrenta@ontario.ca](mailto:Angela.Litrenta@ontario.ca).

If there are any questions regarding amendments to Ontario Regulation 316/03, and Ontario Regulation 863, please contact Ron Turcotte, Head, Safety Information Management Section, Provincial Traffic Office at (289)-407-9880 or [Ron.Turcotte@ontario.ca](mailto:Ron.Turcotte@ontario.ca).

Thank you for your assistance in communicating this change.

Sincerely,



Digitally signed by Jasan Boparai

Jasan Boparai  
Director

Attachment – Municipal Guidance document



## 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: Bruce Montone  | Report Date: February 3, 2021      |
| Author's Phone: 519 736-6500 ext. 2241  | Date to Council: February 22, 2021 |
| Author's E-mail: <a href="mailto:bmontone@amherstburg.ca">bmontone@amherstburg.ca</a> | Resolution #: 20160411-145         |

To: Mayor and Members of Town Council

Subject: Monthly Fire Department Activity Report – January 2021

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#### 1. RECOMMENDATION:

It is recommended that:

1. The January 2021 monthly activity report for fire services from the Fire Chief **BE RECEIVED for information.**

#### 2. BACKGROUND:

On April 11, 2016, Council adopted the following:

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

#### 3. DISCUSSION:

The goal of the Amherstburg Fire Department is to provide fire protection services through a range of programs designed to protect the lives and property of the inhabitants from the adverse effects of fire, sudden medical emergencies or exposure to dangerous conditions created by man or nature.

To achieve this goal the Amherstburg Fire Department utilizes fire suppression and rescue activities, fire inspections, fire investigation, public fire safety education and other fire protection programs as defined by the Fire Protection and Prevention Act, R.S.O.1997. and the Town of Amherstburg, Establishing and Regulating By-Law # 2017 – 67. The attached, represents activities and program information for the month of January 2021.

4. **RISK ANALYSIS:**

N/A

5. **FINANCIAL MATTERS:**

N/A

6. **CONSULTATIONS:**

N/A

7. **CONCLUSION:**

As directed by Council, the Amherstburg Fire Department will continue to provide monthly activity reports.



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Bruce Montone  
**Fire Chief**

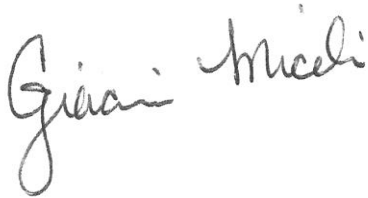
## Report Approval Details

|                      |   |
|----------------------|---|
| Document Title:      | Monthly Fire Department Activity Report - January 2021.docx |
| Attachments:         | - Monthly Dashboard Report January 2021.pdf                 |
| Final Approval Date: | Feb 16, 2021  |

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



Cheryl Horrobin



John Miceli



Paula Parker



## FIRE SERVICES

### DASHBOARD

| 1 - SERVICE LEVEL DELIVERY |           | 2020       | YTD 2021 | Jan-20    | Jan-21   |
|----------------------------|-----------|------------|----------|-----------|----------|
| <b>INCIDENTS</b>           |           | <b>302</b> | <b>9</b> | <b>25</b> | <b>9</b> |
| Incident Types             | OFM codes |            |          |           |          |
| Fire                       | 01 - 29   | 73         | 1        | 4         | 1        |
| False Fire Alarms          | 31 - 39   | 92         | 4        | 5         | 4        |
| Public Hazard              | 41 - 59   | 27         | 2        | 3         | 2        |
| Rescues                    | 601 - 69  | 53         | 0        | 7         | 0        |
| Medical                    | 701 - 899 | 44         | 2        | 3         | 2        |
| Others                     | 91 - 99   | 13         | 0        | 3         | 0        |

| Number of calls by station |  | 2020 | YTD 2021 | Jan-20 | Jan-21 |
|----------------------------|--|------|----------|--------|--------|
| Station # 1                |  | 100  | 4        | 10     | 4      |
| Station # 2                |  | 85   | 0        | 8      | 0      |
| Station # 3                |  | 34   | 1        | 3      | 1      |
| Duty Officer               |  | 83   | 4        | 4      | 4      |

| 3 - RESPONSE Targets  |                 | 2020    | YTD 2021 | Jan-20  | Jan-21  |
|-----------------------|-----------------|---------|----------|---------|---------|
| Alarm Processing Time | 90th Percentile | 0:03:33 | 0:02:53  | 0:02:58 | 0:02:53 |
| Turnout Time          | 90th Percentile | 0:07:07 | 0:02:50  | 0:06:36 | 0:02:50 |
| Travel Time           | 90th Percentile | 0:08:28 | 0:10:26  | 0:08:10 | 0:10:26 |
| TOTAL Response Time   | Average         |         | 0:09:31  |         | 0:09:31 |

| 3 - OTHER STATISTICS   |  | 2020 | YTD 2021 | Jan-20 | Jan-21 |
|--|--|------|----------|--------|--------|
| Total Training Sessions  |  | 159  | 15       | 12     | 15     |
| Total Training Session (Station 1)                               |  | 42   | 1        | 4      | 1      |
| Total Training Session (Station 2)                               |  | 42   | 0        | 4      | 0      |
| Total Training Session (Station 3)                               |  | 42   | 0        | 4      | 0      |
| Total Training Session (Extra)                                   |  | 33   | 14       | 0      | 14     |
| Total Routine Station Maintenance & Inspection                   |  | 164  | 12       | 12     | 12     |
| Fire Prevention Inspections                                      |  | 53   | 7        | 2      | 7      |
| Business Licenses Inspections                                    |  | 23   | 2        | 1      | 2      |
| Fire Prevention Program Activities (i.e. Lockbox, Special Event) |  | 116  | 7        | 9      | 7      |
| Fire Safety Plan Reviews (Emergency Plans, Fire Safety Plans)    |  | 266  | 9        | 15     | 9      |
| Vulnerable Occupancy Annual Inspections                          |  | 30   | 0        | 2      | 0      |
| Smoke and CO Alarm Install                                       |  | 29   | 1        | 1      | 1      |
| Fire Permits Issued  |  | 596  | 140      | 77     | 140    |
| Fire Permit Inspections  |  | 400  | 4        | 18     | 4      |

| 4 - COMMUNITY IMPACT                         |  | 2020      | YTD 2021  | Jan-20 | Jan-21    |
|--|--|-----------|-----------|--------|-----------|
| Total \$ Loss (Estimate)                     |  | 2,323,250 | 2,000     | 0      | 2,000     |
| Total \$ Saved (Estimate)                    |  | 7,372,500 | 2,000,000 | 0      | 2,000,000 |
| Residential Fire Related Injuries (Entire)   |  | 3         | 0         | 0      | 0         |
| Fire Fighter                                 |  | 1         | 0         | 0      | 0         |
| Public                                       |  | 2         | 0         | 0      | 0         |
| Residential Fire Related Fatalities (Entire) |  | 0         | 0         | 0      | 0         |
| Fire Fighter                                 |  | 0         | 0         | 0      | 0         |
| Public                                       |  | 0         | 0         | 0      | 0         |



## FIRE SERVICES

### DASHBOARD

#### **5 - CHIEF'S COMMENTS**

The New Year and the month of January saw the re-activation of the CCG (Community Control Group) on a weekly basis to manage the impending Lock Down Orders from the Province. This also includes the beginning of preparations for the Public Mass Vaccination Centres required in the spring as the Vaccine rollout continues with our partners at WECHU.

County Fire Chiefs met in January and continue to prepare for requests from the MOH. The Chiefs who are all CEMC's sent a Missive to Dr. Ahmed, advising that we are coordinated and ready to assist when necessary.

A virtual meeting was held with representatives of OFMEM regarding the Nuclear File. The PNERP Technical Study is being prepared for release which will have an impact on our program.

The Provincial NEMCC (Nuclear Emergency Management Consultation Committee) held their first meeting of 2021 and the CEMC participated.

All of our recently purchased SCBA has arrived and training of our in-house trainers was provided by the vendor.

The Essex Windsor CSWB Steering Table met to further Develop the Plan. The Chief sits on this committee representing County Fire Services.

A tragedy was averted at the Diageo facility on January 18<sup>th</sup>. A fire was reported in a maintenance room and was growing in intensity prior to the Department's arrival. Fortunately the prior planning & cooperation between the Facility Staff and the Fire Service Staff was instrumental in early discovery and quick knockdown of the fire before it could seriously impact production and the facility structure. A significant thank you and job well done to all involved!

From the Holiday season up to the end of January we received 170 applications for Open Burn Permits, as the renewal season is upon us, due to the notices for open burn renewals being included in the last tax bill. This also prompted numerous phone calls daily that identified issues customers were facing with the online renewal process. This was addressed with our third party vendor to improve and streamline the process. This has helped in a significant way and consultation continues.

31-Jan-21



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: Annual Committee Report 2020 - Audit and Finance Advisory Committee

1. RECOMMENDATION:

It is recommended that:

- 1. The report from the Director of Corporate Services dated February 10, 2021 regarding the Annual Committee Report 2020 - Audit and Finance Advisory Committee BE RECEIVED for information.

2. BACKGROUND:

The Audit and Finance Advisory Committee (AFAC) was created by Council in 2019 to provide advice to Council on the financial affairs of the municipality in accordance with the Terms of Reference established by Council.

3. DISCUSSION:

Restrictions imposed by the Province of Ontario and the Windsor-Essex Medical Officer of Health related to the COVID-19 Pandemic Emergency impacted the ability of Committees of Council to meet during the year, including AFAC. The following outlines AFAC activity during 2020.

- Received for information 2019 Year End Reporting including Audited Consolidated Financial Statements, Building Services Annual Statement, Development Charge Reserve Funds Statement and 2019 Parkland Dedication Reserve Statement
• Received for information the 2019 Year End (Q4) Budget to Actual Summaries and Transfers
• Received for information the 2019 Year End Financial Ratios and Indicators



- Recommended considerations for the 2021 Budget

4. **RISK ANALYSIS:**

N/A

5. **FINANCIAL MATTERS:**

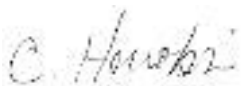
N/A

6. **CONSULTATIONS:**

N/A

7. **CONCLUSION:**

The annual committee report for the AFAC is provided for information.



---

Cheryl Horrobin  
**Director of Corporate Services**

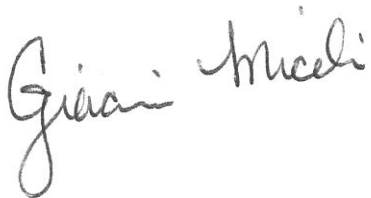
## Report Approval Details

|                      |  |
|----------------------|--|
| Document Title:      | Annual Committee Report 2020 - Audit and Finance Advisory Committee.docx |
| Attachments:         |  |
| Final Approval Date: | Feb 16, 2021   |

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



Cheryl Horrobin



John Miceli



Paula Parker



# INTERNATIONAL WOMEN'S DAY



**M**arch 8th is International Women's Day – a global event to celebrate the economic, cultural, social and political achievements of women. To acknowledge this important day and raise awareness about women's equality, **the Windsor Star** is publishing a special section that highlights the stories of women in our community and how they are making a difference. Businesses that would like to highlight women within their organization or industry are invited to participate.

**PUBLISHING DATE:**  
SATURDAY, MARCH 6, 2021

**TIMELINES:**

- AD BOOKING DEADLINE: **THURSDAY, FEBRUARY 18, 2021**
- PROFILE DEADLINE: **THURSDAY, FEBRUARY 25, 2021**
- AD CREATIVE DEADLINE: **FRIDAY, MARCH 5, 2021**

**ADVERTISING OPTIONS:**

- Full Page: \$3,300** W 10.340" x H20.5"
- 1/2 Page: \$1,800** W 10.340" x H10.214"
- 1/4 Page: \$990** W 5.095" x H10.214"
- 1/8 Page: \$570** W 4.046" x H6.429"
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\* CONTENT WRITTEN BY POSTMEDIA. CLIENT TO SUPPLY PHOTOGRAPHY.

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**FOR MORE INFORMATION PLEASE CONTACT YOUR MEDIA SALES CONSULTANT.**

**THE TOWNSHIP OF GEORGIAN BAY  
Council**

DATE: 9 February 2021

|                     | <u>YEA</u> | <u>NAY</u> |                            |
|---------------------|------------|------------|----------------------------|
| Councillor Bochek   | _____      | _____      | MOVED BY: <u>Hazelton</u>  |
| Councillor Cooper   | _____      | _____      |                            |
| Councillor Douglas  | _____      | _____      | SECONDED BY: <u>Jarvis</u> |
| Councillor Hazelton | _____      | _____      |                            |
| Councillor Jarvis   | _____      | _____      |                            |
| Councillor Wiancko  | _____      | _____      |                            |
| Mayor Koetsier      | _____      | _____      |                            |

**DEFERRED** \_\_\_\_\_ **CARRIED** X \_\_\_\_\_ **DEFEATED** \_\_\_\_\_ **REFERRED** \_\_\_\_\_

BE IT RESOLVED THAT Council send a letter of support to the Municipality of Charleton and Dack to immediately review the recommendations to investigate the unethical practice of preferred vendors who are paid substantial amounts over industry standards, despite COVID-19 delays, as insurance premiums will soon be out of reach for many communities;

AND THAT this motion be provided to the Honourable Doug Ford, Premier of Ontario, the Honourable Peter Bethlenfalvy, Minister of Finance, the Honourable Doug Downey, Attorney General of Ontario and all other Ontario municipalities.

**Peter Koetsier**  
Mayor



**Corporation of the Township of Perth South**

3191 Road 122  
St. Pauls, ON N0K 1V0  
Telephone 519-271-0619  
Fax 519-271-0647  
[mayor@perthsouth.ca](mailto:mayor@perthsouth.ca)

February 2, 2021

Via Email: [minister.mecp@ontario.ca](mailto:minister.mecp@ontario.ca)

Honourable Jeff Yurek  
Minister of Environment, Conservation, and Parks  
777 Bay Street  
College Park - 5th Floor  
Toronto, ON M7A 2J3

**Re: ONTARIO ANNOUNCES WORKING GROUP TO BETTER FOCUS  
CONSERVATION AUTHORITIES**

Dear Minister,

The Municipality of Perth South (“Perth South”) is pleased to see your Ministry’s development of regulations for the *Conservation Authorities Act*, 1990 R.S.O. 1990, c. C.27 (the “Act”). Perth South supports the proposed changes your government passed respecting conservation authorities in schedule 6 of Bill 229, the *Protect, Support and Recover from COVID-19 Act* (Budget Measures), 2020 (“Bill 229”). I expressed this support in my email to you on November 5, 2020.

Our municipality, like many others across Ontario, has encountered longstanding conflicts regarding operational scope and costs with our principal conservation authority the Upper Thames River Conservation Authority (“UTRCA”). Despite requests made in writing and through delegations at annual Board Budget meetings no resolution has been found. It is for this reason that Perth South was pleased to see the changes made through Bill 229; however, we were disappointed when the Working Group composition was announced as it is dominated by conservation authorities who are tasked with recommending the very regulations that govern them. I am sure you can agree that the initial optics of the governed designing the governance of themselves is concerning. Conservation authorities, most of whom opposed your reforms, should not be relied upon to develop fair and objective recommendations on their own.

Further to my email of January 12, 2021, I am writing to you to confirm and clarify your full intent and scope for the Working Group your Ministry announced on December 16, 2020 to develop updated regulations. We are hopeful that you will direct this Working Group with clear, limited, and specific instructions that will focus on the intent of changes included in Bill 229.

Perth South seeks your clarity that this Working Group's tasks will be built on the following principles in the areas of focus highlighted:

1. *Mandatory core programs and services conservation authorities would be required to provide.*
  - (a) That 'mandatory' core programs are limited to the changes included in schedule 6 of Bill 229: conservation lands solely owned by conservation authorities, flood-control, erosion, and natural hazards;
  - (b) That conservation authorities are not permitted any discretion via regulations to exit those defined and strict categories; and
  - (c) That 'services' must be concise, limited, and have obvious direct need to fulfil core mandates not merely 'link' or 'complement' the same.
2. *The agreements between municipalities and conservation authorities and the transition period associated with non-mandatory programs and services*
  - (a) That the regulations establish a clear, consistent, and template pro-forma for these agreements that includes at a minimum:
    - i. a specified time limitation to prevent perpetuity;
    - ii. clear intent and objectives;
    - iii. clear definitions, terms, and conditions;
    - iv. the identified necessity for it/them;
    - v. accurate, evidence-supported budget forecasting;
    - vi. the impact of items (i-iv) on each participating municipality;
    - vii. supporting science-based evidence that meets or exceeds the standard(s)/threshold(s) applied to any third party deemed an applicant and/or subject to an

agreement's provisions including on any items requiring peer review;

- viii. municipal and public input mechanisms and timelines;
- ix. dispute resolution processes that adhere to the legislation and the timelines proscribed therein; and
- x. municipal refusal/opt-out clause(s) where proposals do not have the support of the participating municipality and/or do not reasonably benefit a participating municipality or municipalities given their geographical extent or limit within the watershed of the conservation authority in question.

- (b) That the "transition period," associated cannot be greater than one (1) fiscal year from the date of Bill 229's passage in the case of any pre-existing agreement and no more than two (2) years from the date of Bill 229's passage; and
- (c) That the Working Group must understand the principle that one "cannot do by regulation what one cannot do in law."

3. *How local members of the community can participate in their conservation authorities through community advisory boards*

- (a) That these advisory boards and the conservation authorities that they 'advise' are not delegated responsibilities or tasks that are a normative function of a conservation authority's operations and not delegation(s) or devolution(s) of a conservation authority's board and its committees' obligations and normal work;
- (b) That voluntarily submitted proposals for programs, projects, and services cannot be for activities either not contemplated or permitted under either conservation authorities' mandated functions or approved non-mandatory agreements;
- (c) That advisory committee's recommendations and work are neither binding nor required under a conservation authority's administrative by-laws;
- (d) That any aspect of an advisory committee's work that requires public consultation becomes a function of the conservation authority's board or its approved board-fulfilled committees not the advisory committee/group;
- (e) That membership on any advisory committee or group must be balanced and reflect its composition to watershed citizens who are

resident and contributing ratepayers in participant municipalities of the conservation authority in question;

- (f) That conservation authorities' obligations to conduct deliberate, regular, thorough, and transparent public consultation on matters of policies, programs, and services cannot be delegated to an 'advisory' committee or group. That such functions remain a core and mandatory function of a conservation authority's board; and
- (g) That community advisory boards neither relieve nor substitute a conservation authority's obligation to incorporate citizens into consultative and/or input processes that are board-led or directed.

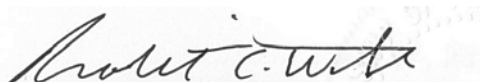
We understand and agree that partnerships and collaboration are critical but want to ensure that there is balance in the parties that will represent the Working Group.

Perth South also looks forward to greater clarity from the Ministry with respect to conservation authority budget and levy processes in the regulation updates. We are very pleased with the avenues of appeal Bill 229 will now provide, after recently exploring the costly and difficult appeal process that previously existed.

As you work to reach the final outcome on these long overdue changes, Perth South and its residents are relying on you to ensure that the development of regulations will align with the spirit of the changes requested by Perth South and other municipalities across the province during the consultations that occurred in early 2020.

I thank you for the work you are undertaking and trust our comments will be received and conveyed with your support to this Working Group. I am confident many more municipalities in this province would echo our points of view.

Yours sincerely,



Robert Wilhelm  
Mayor  
Township of Perth South

cc: All municipalities in Ontario

Ministry of Environment, Conservation, and Parks Working Group members on Proposed Regulations under the Conservation Authorities Act.

Randy Pettapiece, MPP Perth-Wellington



**Ministry of Agriculture,  
Food and Rural Affairs**

Office of the Minister

77 Grenville Street, 11th Floor  
Toronto, Ontario M7A 1B3  
Tel: 416-326-3074  
www.ontario.ca/OMAFRA

**Ministère de l'Agriculture, de  
l'Alimentation et des Affaires rurales**

Bureau du ministre

77, rue Grenville, 11<sup>e</sup> étage  
Toronto (Ontario) M7A 1B3  
Tél. : 416 326-3074  
www.ontario.ca/MAAARO



February 11, 2020

Paula Parker  
Clerk  
Town of Amherstburg  
pparker@amherstburg.ca

Dear Paula Parker:

The best small businesses are born out of a passion and a dream.

When it comes to many home-based food businesses, they start with a love of food and a cherished family recipe. Whether passionate about making grandma's coveted baked goods or a new take on homegrown pickles, jams and preserves, we are making it easier for Ontarians to share their homemade goods with their communities and turn their passion into a successful business.

As our government recently announced, Ontario has made changes to the Food Premises Regulation under the *Health Protection and Promotion Act* that allow more flexibility for small, independent businesses to sell their low-risk, home-prepared foods from their homes or at special events like farmers' markets, festivals and fairs. While these changes came into effect on January 1, 2020, the desire to start low-risk, home based food businesses has only increased during COVID, which is why we're clarifying the rules now.

Low-risk foods are non-hazardous and do not require refrigeration. They include such items as baked goods, pickles, jams and preserves, chocolates, hard candies and brittles, fudge and toffees, granola, trail mix, nuts and seeds, and coffee beans and tea leaves.

These regulatory changes support Ontario's entrepreneurs in running a home-based food business, without compromising our high standards for food safety. The changes also give Ontarians new opportunities to buy locally produced foods.

.../2

The Ministry of Health has published a guide to help such entrepreneurs take the recommended steps to succeed, in a food-safe way, in their homemade food business efforts:

[www.health.gov.on.ca/en/pro/programs/publichealth/coronavirus/docs/selling\\_low\\_risk\\_food.pdf](http://www.health.gov.on.ca/en/pro/programs/publichealth/coronavirus/docs/selling_low_risk_food.pdf) I welcome you to use your networks to share this important information with those who may be interested.

Starting a home-based food business is an excellent opportunity for people across Ontario to share their culinary creativity, build a business for themselves and be part of the province's agri-food sector. Our government is committed to encouraging this growing part of the economy and to support all the good things that are grown and produced right here in Ontario.

Thank you for your support of this initiative and for all your efforts to partners with us as we strive to build strong communities and a vibrant economy in Ontario.

Sincerely,

A handwritten signature in black ink, appearing to read 'Ernie Hardeman', with a large, stylized initial 'E'.

Ernie Hardeman  
Minister of Agriculture, Food and Rural Affairs

### **COVID-19 Reminders**

- Practise physical distancing – stay 2 metres away from others in public
- Wash your hands – with soap and water thoroughly and often
- Get the facts - [www.ontario.ca/page/covid-19-stop-spread](http://www.ontario.ca/page/covid-19-stop-spread)

February 9, 2021

The Honourable Doug Ford, M.P.P.  
Premier of Ontario  
Legislative Building  
Queen's Park  
Toronto, ON M7A 1A1

Sent via email: [premier@ontario.ca](mailto:premier@ontario.ca)

**Re: Universal Paid Sick Days in Ontario  
Our File 35.31.99**

Dear Premier Ford:

At its meeting held on February 1, 2021, St. Catharines City Council approved the following motion:

“WHEREAS workers in Ontario without paid sick leave often feel forced to work when unwell so they can feed and support their families and are at risk of losing a paycheque or even their jobs if they stay home; and

WHEREAS the Canada Recovery Sickness Benefit is temporary, not accessible to all and not usable for the crucial first few days of an illness; and

WHEREAS had legislated paid sick leave been in place before the global pandemic, lives would have been saved because infection rates would have been reduced; and

WHEREAS the lack of paid sick days has especially hurt Black, Indigenous, workers of colour, women and migrant workers who are over-represented in low-paying frontline jobs with few benefits and a reduced ability to work from home; and

WHEREAS the Ontario Medical Association, 11 GTHA Mayors and Chairs representing Ontario's largest municipalities, the editorial board of the Toronto Star, the Toronto Board of Health, the Decent Work and Health Network, the Ontario Nurses Association, and several other professional associations representing thousands of healthcare workers have all called on the provincial government to legislate paid sick days;

THEREFORE BE IT RESOLVED that the City of St. Catharines endorses legislated sick leave and calls on the government of Ontario to permanently legislate universal paid sick days for all workers in Ontario during the pandemic and beyond, regardless of workplace size, type of work or immigration status; and

BE IT FURTHER RESOLVED that this motion be forwarded to the Premier of Ontario, Minister of Labour, all Regional MPPs, Niagara Region, and all Ontario Municipalities.”

If you have any questions, please contact the Office of the City Clerk at extension 1506.



Bonnie Nistico-Dunk, City Clerk  
Legal and Clerks Services, Office of the City Clerk  
:ra

Cc Minister of Labour, Hon. Monte McNaughton, [Minister.MLTSD@ontario.ca](mailto:Minister.MLTSD@ontario.ca)  
Jennifer Stevens, MPP - St. Catharines, [JStevens-CO@ndp.on.ca](mailto:JStevens-CO@ndp.on.ca)  
Jeff Burch, MPP - Niagara Centre, [JBurch-QP@ndp.on.ca](mailto:JBurch-QP@ndp.on.ca)  
Wayne Gates, MPP - Niagara Falls, [wgates-co@ndp.on.ca](mailto:wgates-co@ndp.on.ca)  
Sam Oosterhoff, MPP - Niagara West-Glanbrook, [sam.oosterhoff@pc.ola.org](mailto:sam.oosterhoff@pc.ola.org)  
Niagara Region  
Ontario Municipalities



19 Holland Rd W. RR.#1  
Kakabeka Falls, ON POT 1W0

[www.conmee.com](http://www.conmee.com)

**The following resolution was passed by the Council of the Township of Conmee at its regular meeting on January 26<sup>th</sup> 2021:**

**Resolution No. 2021-022**

Moved by: Councillor Arnold

Seconded by: Councillor MacMaster

WHEREAS duly elected Officials of a Municipality, or a Township are expected to be above reproach and to conduct themselves with integrity, truth, justice, honesty, transparency and courtesy.

AND WHEREAS there are people of dubious character who have a Criminal Record, having been convicted of a Federal Offence of any of the Federal Statutes of Canada, but not limited to the Criminal Code or Narcotic Control Act, who are currently on Council of a Municipality or have let their name stand for election for Mayor, Reeve or Councillor as a municipal candidate.

NOT WITHSTANDING the provisions of the Ontario Human Rights Code

THEREFORE BE IT RESOLVED that the Township of Conmee lobby the Provincial Government to amend The Municipal Act and Municipal Elections Act, as may be, so that people with a criminal record who have not had their record cleared from the RCMP Data Base by order of the Governor General of Canada, be prohibited from becoming a candidate in municipal elections.

AND THAT an elected local government official be disqualified from office upon conviction of a serious criminal offense and must resign

AND THAT Council of the Township of Conmee direct the Clerk to send a copy of this resolution to the Ontario Premier Doug Ford, Attorney General Doug Downey, Solicitor-General Sylvia Jones, Minister of Municipal Affairs Steve Clark, Association of Municipalities of Ontario, Rural Ontario Municipal Association, Northern Ontario Municipal Association, Thunder Bay District Municipal League, MPP Judith Monteith-Farrell, and all Ontario municipalities

**CARRIED**

**AMHERSTBURG COMMITTEE OF ADJUSTMENT**

Present: T. Buchanan, A. Campigotto, J. Mailloux, D. Shaw, D. Cozens

Also Present: Frank Garardo, Manager of Planning Services, Sarah French, Planner, Kevin Fox, Policy and Committee Coordinator

Absent: N/A

**1. Call to Order**

The Chair, David Cozens, called the meeting to order at 7:45 a.m. and performed introductions of the Committee members and administration.

**2. Roll Call**

The Chair completed roll call for the electronic meeting, all members were present.

**3. Disclosure of Pecuniary Interest**

None.

**4. Adoption of Agenda**

The agenda was presented for adoption.

Moved by: Anthony Campigotto

Seconded by: Josh Mailloux

|                    | Yes/Concur | No/Not Concur |
|--------------------|------------|---------------|
| Terris Buchanan    | x          |               |
| Anthony Campigotto | x          |               |
| Josh Mailloux      | x          |               |
| Donald Shaw (VC)   | x          |               |
| David Cozens (CH)  | x          |               |

**5. Adoption of Minutes**

A motion was put forward to adopt the minutes of November 24, 2020.

Moved by: Josh Mailloux

Seconded by: Terris Buchanan

|                    | Yes/Concur | No/Not Concur |
|--------------------|------------|---------------|
| Terris Buchanan    | x          |               |
| Anthony Campigotto | x          |               |
| Josh Mailloux      | x          |               |
| Donald Shaw (VC)   | x          |               |
| David Cozens (CH)  | x          |               |

**6. Order of Business**

**6.1 Application B/18/20 – John & Angela Riolo – 1459 Front Rd N (Roll No. 3729-460-000-10500)**

Public in Attendance: John and Angela Riolo, Mike Collavino

**B/18/20:** The applicant is proposing to sever a parcel being 48.15 m (158 ft.) frontage by an irregular depth with an area of approximately 0.756 hectares (1.87 acres) for purposes

of creating a new residential building lot. The remaining parcel being 30.48 m (100 ft.) frontage by an irregular depth with an area of 2228.28 square metres (23,985 sq. ft.) contains one single detached dwelling and a detached garage. The subject property is Zoned Agriculture and designated Low Density Residential in the Town's Official Plan.

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

- i) Letter dated January 19, 2021 from the Essex Region Conservation Authority stating:  
*The above noted lands are subject to our Development, Interference with Wetlands and Alteration to Shorelines and Watercourses Regulation under the Conservation Authorities Act (Ontario Regulation No. 158/06). The parcel falls within the regulated area of the Rosario Bezaire Drain, Sancrainte Drain and Lake St. Clair. The property owner will be required to obtain a Permit and/or Clearance from the Essex Region Conservation Authority prior to any future construction or site alteration or other activities affected by Section 28 of the Conservation Authorities Act.*  
*Our office has reviewed the proposal and has no concerns relating to stormwater management.*  
*Our information indicates that the subject property may support habitat of endangered species and threatened species. As per Section 2.1.7 of the PPS, 2020 – "Development and site alteration shall not be permitted in habitat of endangered species and threatened species, except in accordance with provincial and federal requirements". All species listed as endangered or threatened (aquatic species, plants, mammals, birds, reptiles, amphibians, etc.) as well as their related habitats, are protected under the Ontario Endangered Species Act. Prior to initiating any proposed works on this property, it is the proponent's responsibility to contact the Species at Risk Branch of the Ontario Ministry of Environment, Conservation & Parks (MECP) to ensure all issues related to the Endangered Species Act are addressed. All inquiries regarding the Endangered Species Act should be made with Permissions and Compliance Section of the MECP (e-mail address: [SAROntario@ontario.ca](mailto:SAROntario@ontario.ca)).*  
*With the review of background information and aerial photograph, ERCA has no objection to this application for consent.*
- ii) Email dated January 15, 2021 from the Public Works Department identifying the following comments:
  - *Drainage Apportionment required for the Sancrainte Drain.*
  - *Individual water service connection required for new lot.*
  - *No Sanitary sewers, septic field required for new lot. Additionally, the applicant should be aware that, in the future, should a sanitary sewer collection system be constructed along Front Road North, each of the lots described under this application will be required to connect and be serviced by said sanitary sewer.*
  - *Based on the proposal, the new severed lot will require a separate driveway accesses from County Road 20 (Front Road North). This will require necessary review and approvals from the County of Essex.*
  - *The applicant should be made aware of the existence of Sancrainte Drain, a municipal drain which extends along the northern and eastern boundary limits of the property at 1459 Front Road N. Any future structures planned for the existing or proposed severed lot will be subject to set-back requirements from the drain.*
- iii) Email dated January 18, 2021 from the Windsor Police Department indicating:  
*The Windsor Police Service has no concerns or objections with the proposed severance being sought to create a residential lot. The outcome from this will not result in difficulties for police to access the property in an emergency or for a call for service in any way.*
- iv) Email dated January 11, 2021 from the Fire Department indicating no comments.
- v) Email dated January 18, 2021 from the County of Essex stating:

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

*The minimum setback for any proposed structures on this property must be 85 feet from the center of the original ROW of County Road No. 20 for a proposed residential building or 105 feet from the centre of the right of way for a proposed commercial structure.*

*Permits are necessary for any changes to existing entrances and structures, or the construction of new entrances and structures. The County of Essex requires the access to the severed parcel be located adjacent to retained parcel.*

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

- vi) Planning Report dated January 18, 2021 from Frank Garardo, Secretary Treasurer and Sarah French, Planner.

Committee Discussion:

The Chair introduced the application and asked if there were any members of the public present for this application. There were none. The Planner, Frank Garardo read the purpose of the application. John and Angelo Riolo discussed the concept of the application with the members of the Committee. The Riolos stated that they had applied for the consent originally in 2015 and the consent was approved at that time. The consent lapsed due to renovations on the house taking longer than expected. The Riolos explained that they would like to use the property as a hobby farm containing chickens, ducks, 6-10 colonies of bees and potentially future uses such as greenhouses and a roadside farm stand. They stated that they do not wish to rezone the property to residential as this would hinder the use of the property as a hobby farm. A discussion occurred debating the merits of rezoning the property. It was decided that a severance would not be permitted under the agricultural zoning and therefore a rezoning to residential is considered the appropriate approval process. The applicants will be able to ask Council for additional permission to house livestock on the lands. Planning outlined that livestock may not be supportable due to Provincial Policies, further discussion on whether Livestock would be supportable on the lands would have to be considered as part of a Zoning by-law amendment process. The applicants outlined that the lands are abutting agriculture and any livestock would be minimal in scale. The applicants also stated that they are planning to keep the property in their name. It was noted that under the Planning Act, the applicants have one year from the stamping of the deeds to transfer the property or the consent is no longer valid. The severed property will need to be registered in a different name than the retained property. Frank Garardo read the conditions of the consent and the applicants acknowledged understanding.

The following resolution was put forth:

That application B/18/20 be approved subject to the following conditions:

1. That a Reference Plan of the subject property satisfactory to the municipality be deposited in the Registry Office; an electronic and paper copy to be provided to the municipality.
2. The applicant to submit to the municipality the deed, in triplicate, acceptable for registration in order that consent may be attached to the original and duplicate and a copy be provided to the municipality.
3. That all property taxes be paid in full.
4. That the requirements of the County of Essex in accordance with their correspondence dated January 18, 2021 regarding the requirement to provide accesses that are located adjacent to one another be shown on the registered plan and include these in the deeds for the properties be complied with.



5. That one driveway access be constructed to the severed property, adjacent to the existing driveway, where one does not exist. That an access permit be obtained for the driveway from the County of Essex and any other requirements to their satisfaction, prior to the stamping of deeds. The access shall be provided to the satisfaction of the municipality.
6. That the subject lot be serviced with an appropriate storm drainage system to be developed under the supervision and to the satisfaction of the Town Drainage Superintendent.
7. That the severed parcel be serviced with municipal water in accordance with and under the supervision of the municipality at the applicant's expense, prior to the stamping of deeds.
8. That the developer be required to undertake lot grading plans for the severed and retained lots to the satisfaction of the Building Department.
9. That the applicant obtain a report from a certified designer/installer that the existing private septic system serving the existing dwelling does not cross the property lines, that the system is in working order and that its operation will not be affected by the severance, to the satisfaction of the Building Department.
10. That an assessment apportionment for any and all drains affected by the severance be completed in accordance with the provisions of the Drainage Act and that all costs associated with said apportionment be paid by the applicant.
11. That Council approve the development of the severed lot on private individual septic systems after the soil analysis and septic design for the proposed lot is completed. This requirement shall be fulfilled prior to the stamping of deeds.
12. That a parkland fee be paid to the Town of Amherstburg prior to the stamping of the deeds in an amount of \$300 for the severed lot.
13. That both the severed and retained parcels be rezoned to Residential Type 1A (R1A) zone.
14. That the applicant enter into an Agreement with the Corporation of the Town of Amherstburg requiring that the subject property be required to hook into sanitary sewers when they become available. The subject agreement shall be registered on the title of the property.
15. That the requirement for the land owners of the severed parcel to engage the Ministry of Environment, Conservation and Parks (MECP) at the building permit stage to ensure compliance with the Endangered Species Act be registered on title and included in the purchase and sale agreement of the severed lot.
16. This consent will be deemed to be refused in accordance with the Planning Act if the above noted conditions are not met within one year from the date of this notice.

Moved by: Josh Mailloux

Seconded by: Don Shaw

-carried-

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

Reasons of Committee – The request is in conformity with Section 6.1.2 of Amherstburg's Official Plan and is consistent with the Provincial Policy Statement. The subject property will be rezoned to a residential zone prior to the stamping of the deeds.

## **6.2 Application B/02/21 & A/02/21 – Rick Laframboise – 5775 Concession 5 N (Roll No. 3729-480-000-00400)**

Public in Attendance: Rick Laframboise

**B/02/21:** The applicant is proposing to sever a vacant parcel of land with 15.24 m (50 ft) frontage by 47.97 m (157.38 ft) depth and an area of 0.073 hectares (0.18 acres) for the purpose of a lot addition to merge with 5781 Concession 5 N. The proposed retained parcel being 239.37 m (778.78 ft) frontage by an irregular depth has an area of 11.78 hectares (29.11 acres), and is designated Agricultural and Natural Environment in the Town's Official Plan and is zoned Agricultural and Environmental Protection in the Zoning By-law.

**A/02/21:** The applicant is requesting relief from Zoning Bylaw 1999-52, as amended, Section 26(3)(a)(i) which requires a minimum lot area of 40 hectares in an Agricultural (A) Zone. Subsequent to a severance of 0.073 hectares (0.18 acres) from an existing 11.853 hectares (29.29 acres) parcel the retained farm parcel will have an area of 11.78 hectares (29.11 acres). Therefore, the amount of relief requested is 28.22 hectares (69.733 acres).

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

- i) Letter dated January 18, 2021 from the Essex Region Conservation Authority stating:  
*The above noted lands are subject to our Development, Interference with Wetlands and Alteration to Shorelines and Watercourses Regulation under the Conservation Authorities Act (Ontario Regulation No. 158/06). The parcel falls within the regulated area of the Canard River. The property owner will be required to obtain a Permit and/or Clearance from the Essex Region Conservation Authority prior to any future construction or site alteration or other activities affected by Section 28 of the Conservation Authorities Act. Our office has reviewed the proposal and has no concerns relating to stormwater management.*  
*The subject property is within, and/or is adjacent to (within 120 metres of), a natural heritage feature that is identified as a significant wetland, significant woodland, significant valleyland, significant wildlife habitat under the Provincial Policy Statement (PPS).*  
*Section 2.1.4 of the PPS, 2020 states - "Development and site alteration shall not be permitted in "significant wetlands..." and "significant coastal wetlands."*  
*Section 2.15 of the PPS states - Development and site alterations shall not be permitted in significant woodland... and significant valleyland... and significant wildlife habitat...unless it has been demonstrated that there will be no negative impacts on the natural features or on their ecological functions.*  
*We note that the subject property is adjacent to (within 120 m of) a natural heritage feature that may meet the criteria for significance under the PPS.*  
*Section 2.1.8 of the PPS, 2020 states – "Development and site alteration shall not be permitted on adjacent lands to the natural heritage features and areas identified in policies 2.1.4, 2.1.5 and 2.1.6 unless the ecological function of the adjacent lands has been evaluated and it has been demonstrated that there will be no negative impacts on the natural features or on their ecological functions."*  
*Our information indicates that the subject property may support habitat of endangered species and threatened species. As per Section 2.1.7 of the PPS, 2020 – "Development and site alteration shall not be permitted in habitat of endangered species and threatened species, except in accordance with*

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

*Notwithstanding the above noted references to the PPS policies, we note that the purpose of this application for consent is for a lot addition only, and that there will be no change in land use. In our opinion, we believe that this type of Planning Act application does not meet the definition of development under the PPS, 2020. Based upon this, therefore it is our recommendation to the Municipality that a demonstration of no negative impact is not required.*

*With the review of background information and aerial photograph, ERCA has no objection to these applications for Consent and Minor Variance.*

- ii) Email dated January 18, 2021 from the Windsor Police Department stating that: *The Windsor Police Service has no concerns or objections with the proposed severance for a lot addition, resulting in relief required from the minimum lot area. The end result will not impair police service delivery to the property.*
- iii) Email dated January 11, 2021 from the Fire Department indicating no comments.
- iv) Email dated January 15, 2021 from the Engineering & Public Works Department indicating the following:
  - *Drainage Apportionment required for the Shaw Drain North.*
- v) Planning Report dated January 18, 2021 from Frank Garardo, Secretary Treasurer and Sarah French, Planner.

Committee Discussion:

The Chair introduced the application and asked if there were any members of the public present for this application. The Planner, Frank Garardo read the purpose of the application. Rick Laframboise presented the concept of the application. Mr. Laframboise stated that the full desired lot addition was not requested during the original lot addition request due to the location of the old house. The house has since been removed and rebuilt further from the neighbouring property. The lot addition would allow the property owner to have access to their existing garage over their own property. The Chair commented that the lot addition will not be impacting farmland and will not have a visual change on the land. The applicant confirmed that no new buildings are proposed. The requirement of the condition to require that the septic system be inspected was discussed. Committee member Mailloux recommended removal of the condition. Frank Garardo read the conditions of the severance and the applicant acknowledged understanding.

The following resolution was put forth:

That application B/02/21 be approved subject to the following conditions:

1. That a Reference Plan of the subject property satisfactory to the municipality be deposited in the Registry Office; an electronic and paper copy to be provided to the municipality.
2. The applicant submit to the municipality the deed, in triplicate, acceptable for registration in order that consent may be attached to the original and duplicate and a copy be provided to the municipality.
3. Subsection 3 of Section 50 of the Planning Act applies to any subsequent conveyance or transaction of or in relation to the parcels of land being the subject of the consent (severed and retained parcels).
4. That prior to the stamping of deeds the owner is to provide satisfactory evidence that the adjacent parcel is under consolidation relative to the parcels which are the subject of the consent.
5. That all property taxes be paid in full.

6. That an assessment apportionment for any and all drains affected by the severance be completed in accordance with the provisions of the Drainage Act and that all costs associated with said apportionment be paid by the applicant.
7. That a minor variance be obtained from the provisions of Bylaw 1999-52, as amended, Section 26(3)(a)(i) which requires a minimum lot area of 40 hectares in an Agricultural (A) Zone regarding the retained farm parcel.
8. This consent will be deemed to be refused in accordance with the Planning Act if the above noted conditions are not met within one year from the date of this notice.

Moved by: Terris Buchanan

Seconded by: Josh Mailloux

-carried-

|                    | Yes/Concur | No/Not Concur |
|--------------------|------------|---------------|
| Terris Buchanan    | x          |               |
| Anthony Campigotto | x          |               |
| Josh Mailloux      | x          |               |
| Donald Shaw (VC)   | x          |               |
| David Cozens (CH)  | x          |               |

Reasons of Committee – The request is in conformity with Sections 6.1.2 and 6.1.2(6) of Amherstburg's Official Plan and is consistent with the Provincial Policy Statement. The proposed lot addition does not remove agricultural land from production.

That application A/02/21 be approved.

Moved by: Anthony Campigotto

Seconded by: Don Shaw

-carried-

|                    | Yes/Concur | No/Not Concur |
|--------------------|------------|---------------|
| Terris Buchanan    | x          |               |
| Anthony Campigotto | x          |               |
| Josh Mailloux      | x          |               |
| Donald Shaw (VC)   | x          |               |
| David Cozens (CH)  | x          |               |

Reasons of Committee – The Committee, having considered the evidence presented, and having reviewed the plans and correspondence on file, is satisfied that the variance request is minor in nature, will not impact the character of the neighbourhood, and is keeping with the intent of the Official Plan and Zoning By-law. The proposed lot addition does not remove agricultural land from production.

### 6.3 Applications B/03/21 & A/03/21 – Dean Wynants – 5569 Concession 5 N (Roll No. 3729-440-000-01500)

Public in Attendance: Dean Wynants

**B/02/21:** The applicant is proposing to sever a vacant parcel of farmland with 21.95 m (72 ft) frontage by an irregular depth and an area of 7.18 hectares (17.73 acres) for the purpose of a lot addition to merge with the 48.74 acre farm to the north known as Con 5, Pt Lt 8, designated as Part 3, 12R-10930, E/S Concession 5 N. The proposed retained parcel being 91.44 m (300 ft) frontage by 277.37 m (910 ft) depth has an area of 2.54 hectares (6.27 acres), and is designated and zoned Agricultural in both the Town's Official Plan and Zoning By-law.

**A/03/21:** The applicant is requesting relief from Zoning Bylaw 1999-52, as amended, Section 26(3)(a)(i) which requires a minimum lot area of 40 hectares in an Agricultural (A)

Zone. Subsequent to a severance of 7.17 hectares (17.73 acres) from an existing 9.71 hectares (24 acres) parcel the retained parcel will have an area of 2.54 hectares (6.27 acres). Therefore, the amount of relief requested is 37.46 hectares (92.57 acres).

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

- i) Letter dated January 18, 2021 from the Essex Region Conservation Authority stating:  
*The above noted lands are subject to our Development, Interference with Wetlands and Alteration to Shorelines and Watercourses Regulation under the Conservation Authorities Act (Ontario Regulation No. 158/06). The parcel falls within the regulated area of the Dauphin Drain and Smale Drain. The property owner will be required to obtain a Permit and/or Clearance from the Essex Region Conservation Authority prior to any future construction or site alteration or other activities affected by Section 28 of the Conservation Authorities Act. Our office has reviewed the proposal and has no concerns relating to stormwater management. The subject property is not within or adjacent to any natural heritage feature that may meet the criteria for significance as defined by the PPS. Based on our review, we have no objection to the application with respect to the natural heritage policies of the PPS. With the review of background information and aerial photograph, ERCA has no objection to these applications for Minor Variance and Consent.*
- ii) Email dated January 18, 2021 from the Windsor Police Department stating that:  
*The Windsor Police Service has no objections with the proposed severance to enable a lot addition. This change will not impair police service delivery to the property.*
- iii) Email dated January 15, 2021 from the Engineering and Public Works Department indicating the following:
  - *Drainage Apportionment required for the Dauphin Drain and the Agreement Drain.*
- iv) Email dated January 11, 2021 from the Fire Department dated indicating no comments.
- v) Planning Report dated January 18, 2021 from Frank Garardo, Secretary Treasurer and Sarah French, Planner.

Committee Discussion:

The Chair introduced the application and asked if there were any members of the public present for this application. There were none. The Planner, Frank Garardo read the purpose of the application. Dean Wynants presented the concept of the application. Mr. Wynants stated that he planted the trees on the property through a program with ERCA in 2008 and would like to keep the 6 acres of land with his house. The farmland would remain agricultural and would continue to be farmed by the current farmer (Tony Simon). A discussion occurred regarding the merits of rezoning the 3.2 acres of woodlot to Environmental Protection (EP) Zone. Members Don Shaw and Josh Mailloux were opposed to the rezoning. Mr. Wynants also stated that he would prefer not to have the rezoning as a condition but if required, would be willing to rezone. Member Terris Buchanan stated that the rezoning would protect the woodlot and would only prevent the owner from building in it. Frank Garardo stated that retained lands for severances in the agricultural area are typically smaller and the rezoning was a way to justify a larger parcel as the 3.2 acres would be protected and therefore remain agricultural, as woodlots can be considered an agricultural use. A similar severance from 2018 was referenced. The severance in question also had a large parcel of environmentally protected land as part of the retained parcel. A motion for the approval without the rezoning condition was put forth but was defeated three to two. A motion for the approval with the rezoning condition was put forward and carried three to two. Frank Garardo read the proposed conditions and the applicant acknowledged understanding of the conditions.

The following resolution was put forth:

That application B/03/21 be approved subject to the following conditions:

1. That a Reference Plan of the subject property satisfactory to the municipality be deposited in the Registry Office; an electronic and paper copy to be provided to the municipality.
2. The applicant submit to the municipality the deed, in triplicate, acceptable for registration in order that consent may be attached to the original and duplicate and a copy be provided to the municipality.
3. That all property taxes be paid in full.
4. That an assessment apportionment for any and all drains affected by the severance be completed in accordance with the provisions of the Drainage Act and that all costs associated with said apportionment be paid by the applicant.
5. That Subsection 3 of Section 50 of the Planning Act applies to any subsequent conveyance or transaction of or in relation to the parcel of land being the subject of the consent.
6. That prior to the stamping of deeds the owner is to provide satisfactory evidence that the adjacent parcel is under consolidation relative to the parcel which is the subject of the consent.
7. That the applicant obtain a report from an independent qualified person that the existing private septic system serving the surplus dwelling does not cross the property lines, that the system is in working order and that its operation will not be affected by the severance, to the satisfaction of the Building Department.
8. That a minor variance be obtained from the provisions of Bylaw 1999-52, as amended, Section 26(3)(a)(i) which requires a minimum lot area of 40 hectares in an Agricultural (A) Zone regarding the retained rural residential parcel in an Agricultural (A) Zone.
9. This consent will be deemed to be refused in accordance with the Planning Act if the above noted conditions are not met within one year from the date of this notice.

Moved by: Josh Mailloux

Seconded by: Don Shaw

-defeated-

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

Reasons of the Committee – The majority of the Committee members felt that in order to approve the retained lot at 6.27 acres that the 3.2 acre parcel planted as a woodlot should be rezoned to Environmental Protection (EP) to ensure it cannot be built on in the future.

The following resolution was put forth:

That application B/03/21 be approved subject to the following conditions:

1. That a Reference Plan of the subject property satisfactory to the municipality be deposited in the Registry Office; an electronic and paper copy to be provided to the municipality.
2. The applicant submit to the municipality the deed, in triplicate, acceptable for registration in order that consent may be attached to the original and duplicate and a copy be provided to the municipality.
3. That all property taxes be paid in full.
4. That an assessment apportionment for any and all drains affected by the severance be completed in accordance with the provisions of the Drainage Act and that all costs associated with said apportionment be paid by the applicant.
5. That Subsection 3 of Section 50 of the Planning Act applies to any subsequent conveyance or transaction of or in relation to the parcel of land being the subject of the consent.

6. That prior to the stamping of deeds the owner is to provide satisfactory evidence that the adjacent parcel is under consolidation relative to the parcel which is the subject of the consent.
7. That the applicant obtain a report from an independent qualified person that the existing private septic system serving the surplus dwelling does not cross the property lines, that the system is in working order and that its operation will not be affected by the severance, to the satisfaction of the Building Department.
8. That a minor variance be obtained from the provisions of Bylaw 1999-52, as amended, Section 26(3)(a)(i) which requires a minimum lot area of 40 hectares in an Agricultural (A) Zone regarding the retained rural residential parcel in an Agricultural (A) Zone.
9. That the 3.2 acre portion of the retained lot that contains the planted woodlot be rezoned to Environmental Protection (EP) Zone.
10. This consent will be deemed to be refused in accordance with the Planning Act if the above noted conditions are not met within one year from the date of this notice.

Moved by: Terris Buchanan

Seconded by: Anthony Campigotto

-carried-

|                    | Yes/Concur | No/Not Concur |
|--------------------|------------|---------------|
| Terris Buchanan    | x          |               |
| Anthony Campigotto | x          |               |
| Josh Mailloux      |            | x             |
| Donald Shaw (VC)   |            | x             |
| David Cozens (CH)  | x          |               |

Reasons of Committee – The request is in conformity with Sections 6.1.2 and 6.1.2(6) of Amherstburg's Official Plan and is consistent with the Provincial Policy Statement. The proposed lot addition will not remove any land from agricultural production and the existing woodlot will be rezoned to the Environmental Protection (EP) Zone to protect it from future development.

That application A/03/21 be approved.

Moved by: Terris Buchanan

Seconded by: Anthony Campigotto

-carried-

|                    | Yes/Concur | No/Not Concur |
|--------------------|------------|---------------|
| Terris Buchanan    | x          |               |
| Anthony Campigotto | x          |               |
| Josh Mailloux      | x          |               |
| Donald Shaw (VC)   | x          |               |
| David Cozens (CH)  | x          |               |

Reasons of Committee – The Committee, having considered the evidence presented, and having reviewed the plans and correspondence on file, is satisfied that the variance request is minor in nature, will not impact the character of the neighbourhood, and is keeping with the intent of the Official Plan and Zoning By-law. The proposed lot addition will not remove any land from agricultural production and the existing woodlot will be rezoned to the Environmental Protection (EP) Zone to protect it from future development.

**6.4 Applications B/04/21 & B/05/21 – 1109158 Ontario Ltd, c/o Casey Martin, Agent– 158 & 168 Texas Road (Roll Nos. 3729-420-000-23100 & 23000)**

Public in Attendance: Casey Martin, Nick Martin

**B/04/21:** The applicant is proposing to sever a parcel of land being 20 m (66 ft) ± frontage by 68.58 m (225 ft) depth with an area of 1379.61 sq m (14,850 sq ft) to create a new building lot for a semi-detached dwelling and accessory uses. The remaining parcel being 45.72 m (150 ft) ± frontage by an irregular depth with a total area of 5.2 ha (12.86 ac) is vacant land.

**B/05/21:** The applicant is proposing to sever a parcel of land being 20.73 m (68 ft) ± frontage by 137.16 m (450 ft) depth with an area of 2842.83 sq m (30,600 sq ft) to create a new building lot for a single detached dwelling and accessory uses. The remaining parcel being 25 m (82 ft) ± frontage by an irregular depth with a total area of 4.92 ha (12.16 ac) is vacant land.

The subject lands are designated Low Density Residential in the Town's Official Plan and zoned Residential Second Density (R2) Zone and holding Residential Second Density (h-R2) Zone in the Zoning By-law 1999-52. The proposed severances are located within the Low Density Residential designation and Residential Second Density (R2) Zone.

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

- i) Letter dated January 18, 2021 from the Essex Region Conservation Authority stating:

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

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

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

*We note that the subject property contains and/or is adjacent to (within 120 m of) a natural heritage feature that may meet the criteria for significance under the PPS. Natural heritage policies of the PPS, 2020 state – "Development and site alteration shall not be permitted... unless it has been demonstrated that there will be no negative impacts on the natural features or on their ecological functions."*

*However, notwithstanding the above noted references to the PPS policies, we note that the proposed severed lots are adequately setback from the natural heritage feature. Therefore, we do not anticipate any negative impacts associated with the proposal. Based on our review, we have no objection to the application with respect to the natural heritage policies of the PPS.*

*With the review of background information and aerial photograph, ERCA has no objection to these applications for Consent.*

- ii) Email dated January 18, 2021 from the Windsor Police Department stating that:  
*The Windsor Police Service has no concerns or objections with the proposed*



*severance for a new building lot to permit a semi-detached dwelling and a severance to permit a single dwelling. Neither application will impair police service delivery to the subject properties.*

- iii) Email dated January 15, 2021 from the Engineering and Public Works Department stating that:
  - *Drainage Apportionment required for the Jeth's Drain.*
  - *Individual water service connection required for each new dwelling unit.*
  - *Sanitary sewer service connections will be required for each new dwelling unit. The existing sanitary sewer is located on the south side of Texas Road, opposite of the subject parcels. It will be required to drill new service leads beneath Texas Road in order to service the new lots.*
  - *The cost of all servicing requirements will be at the expense of the applicant.*
  - *Based on the proposal, the new dwelling units will require a new driveway access from Texas Road. Any new driveway access must satisfy all Town bylaws and policies regarding sight line, setbacks, widths, etc.*
  - *The applicant will be required to obtain a Right-of-Way Permit from EPW according to Town policy for any work required within the limits of the Town right-of-way. All permitting cost will be entirely borne by the applicant.*
- iv) Email dated January 11, 2021 from the Fire Department indicating no objection.
- v) Planning Report dated January 18, 2021 from Frank Garardo, Secretary Treasurer and Sarah French, Planner.

Committee Discussion:

The Chair introduced the application and asked if there were any members of the public present for this application. There were none. The Planner, Frank Garardo read the purpose of the application. Casey Martin explained the concept of the application. The depth of the 450 ft lot was questioned. It was considered whether the lot should be the same depth as the semi-detached lots. Mr. Martin explained that the owner of the neighbouring lot was interested in purchasing the lot to build a house for his son and requested the 450 ft depth. The process for severing the semi-detached lot was questioned. Mr. Martin replied that he would return for an additional severance once the foundation of the semi-detached building was in the ground. Frank Garardo read the proposed conditions and the applicant acknowledged understanding of the conditions. It was discussed whether a requirement for the applicant to contact the MECPC prior to issuance of building permits should be included. Frank Garardo stated that the area of the lot with the natural habitat was protected by a holding zone and no buildings would be permitted in that area without a rezoning. Therefore, the condition was deemed unnecessary. Member Josh Mailloux left the meeting at 9:09 a.m. due to a conflicting engagement. Member Josh Mailloux was present for the voting on application B/04/21 but was not present for the voting on application B/05/21.

The following resolution was put forth:

That applications B/04/21 be approved subject to the following conditions:

1. That a Reference Plan of the subject property satisfactory to the municipality be deposited in the Registry Office; a copy to be provided to the municipality.
2. The applicant to submit to the municipality the deed, in triplicate, acceptable for registration in order that consent may be attached to the original and duplicate and a copy be provided to the municipality.
3. That all property taxes be paid in full.
4. That an access bridge permit must be completed to the two severed properties where one does not exist prior to the issuance of a building permit. If the access is constructed over a municipal drain, it will be completed in accordance with the provisions of the Drainage Act, and if the access is constructed over a roadside drain it will be completed under the supervision of the Town's Manager of Engineering and Operations.
5. That the property owner shall install separate water services, sanitary sewer

services, storm water sewer services and utility services, for the proposed new lot in accordance with and under the supervision of the municipality at the applicant's expense, prior to the stamping of deeds, if necessary.

6. That the developer be required to undertake lot grading plans for the two severed lots to the satisfaction of the Building Department.
7. That an assessment apportionment for any and all drains affected by the severance be completed in accordance with the provisions of the Drainage Act and that all costs associated with said apportionment be paid by the applicant.
8. That a parkland fee be paid to the Town of Amherstburg prior to the stamping of the deeds in an amount of \$300 per lot.
9. This consent will be deemed to be refused in accordance with the Planning Act if the above noted conditions are not met within one year from the date of this notice.

Moved by: Anthony Campigotto

Seconded by: Terris Buchanan

-carried-

|                    | Yes/Concur | No/Not Concur |
|--------------------|------------|---------------|
| Terris Buchanan    | x          |               |
| Anthony Campigotto | x          |               |
| Josh Mailloux      | x          |               |
| Donald Shaw (VC)   | x          |               |
| David Cozens (CH)  | x          |               |

Reasons of Committee – The request is in conformity with Sections 6.1.2 of Amherstburg's Official Plan and is consistent with the Provincial Policy Statement. The proposed lots provide for infill development that meets the provisions of the Zoning By-law 1999-52, as amended.

The following resolution was put forth:

That applications B/05/21 be approved subject to the following conditions:

1. That a Reference Plan of the subject property satisfactory to the municipality be deposited in the Registry Office; a copy to be provided to the municipality.
2. The applicant to submit to the municipality the deed, in triplicate, acceptable for registration in order that consent may be attached to the original and duplicate and a copy be provided to the municipality.
3. That all property taxes be paid in full.
4. That an access bridge permit must be completed to the two severed properties where one does not exist prior to the issuance of a building permit. If the access is constructed over a municipal drain, it will be completed in accordance with the provisions of the Drainage Act, and if the access is constructed over a roadside drain it will be completed under the supervision of the Town's Manager of Engineering and Operations.
5. That the property owner shall install separate water services, sanitary sewer services, storm water sewer services and utility services, for the proposed new lot in accordance with and under the supervision of the municipality at the applicant's expense, prior to the stamping of deeds, if necessary.
6. That the developer be required to undertake lot grading plans for the two severed lots to the satisfaction of the Building Department.
7. That an assessment apportionment for any and all drains affected by the severance be completed in accordance with the provisions of the Drainage Act and that all costs associated with said apportionment be paid by the applicant.
8. That a parkland fee be paid to the Town of Amherstburg prior to the stamping of the deeds in an amount of \$300 per lot.
9. This consent will be deemed to be refused in accordance with the Planning Act if the above noted conditions are not met within one year from the date of this notice.

Moved by: Terris Buchanan  
 Seconded by: Anthony Campigotto

-carried-

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

Reasons of Committee – The request is in conformity with Sections 6.1.2 of Amherstburg's Official Plan and is consistent with the Provincial Policy Statement. The proposed lots provide for infill development that meets the provisions of the Zoning By-law 1999-52, as amended.

**6.5 Application A/04/21 – Robert & Ann Young– 5770 Alma Street (Roll No. 3729-390-000-00900)**

Public in Attendance: Robert and Ann Young

**A/04/21:** The applicant is proposing the construction of a single detached structure and an accessory structure on a vacant parcel of land at 5770 Alma Street. This parcel of land is adjacent to an abandoned livestock farm operation. Due to the potential use of the farm in the future Minimum Distance Separation guidelines must be addressed.

The applicant is requesting relief from Zoning By-law 1999-52, as amended, Section 3(18) which requires Minimum Distance Separation (MDS) guidelines to be complied with for the erection of new single detached dwelling on a separate lot from existing farm buildings. MDS I Guideline 20 requires for unoccupied livestock buildings a 109 m (357.61 ft) setback between the closest existing agricultural structure and the proposed dwelling unit on a separate lot. MDS Guideline 13 exempts the proposed accessory structure from requiring to comply with this setback.

The proposed single detached dwelling is proposed to be erected with a 30.5 metres (100.07 ft) setback from the closest existing agricultural structure. The proposed setback would put the rear of the proposed structure in line with the houses to the east and west and fronting on Alma Street. Therefore, the amount of relief being requested is 78.5 metres (257.55 ft). The subject property is designated and zoned Agricultural in the Town's Official Plan and Zoning By-law.

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

- i) Letter dated January 18, 2021 from the Essex Region Conservation Authority indicating no comments.
- ii) Email dated January 18, 2021 from the Windsor Police Department stating that: *The Windsor Police Service has no concerns or objections with the variance being sought allowing for the construction of a new single unit dwelling and an accessory structure. The relief required for minimum distance separation from an unoccupied livestock dwelling will carry no impacts to police service delivery whatsoever.*
- iii) Email dated January 15, 2021 from the Engineering and Public Works Department identifying no comments.
- iv) Email dated January 11, 2021 from the Fire Department indicating no comments.
- v) Planning Report dated January 18, 2021 from Frank Garardo, Secretary Treasurer and Sarah French, Planner.

Committee Discussion:

The Chair introduced the application and asked if there were any members of the public present for this application. There were none. The Planner, Frank Garardo read the purpose of the application. Robert Young presented the concept of the application. The applicant was asked about who the house was being built for. Mr. Young responded that he is building the house for his own habitation. Clarification was requested on whether the owners of the unoccupied farm structures would be permitted to operate in the future. Sarah French responded that the owners would be able to use the existing buildings, but would unlikely be able to expand the operation due to the existence of the multiple houses within the required setback. The location of the demolished house was questioned. Mr. Young stated that he is not placing the new house exactly where the old house was located. It was agreed that the application was appropriate due to the existence of many other houses within the required setback.

The following resolution was put forth:

That application A/04/21 be approved.

Moved by: Anthony Campigotto

Seconded by: Don Shaw

-carried-

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

Reasons of Committee – The Committee, having considered the evidence presented, and having reviewed the plans and correspondence on file, is satisfied that the variance request is minor in nature, will not impact the character of the neighbourhood, and is keeping with the intent of the Official Plan and Zoning By-law. The minor variance will not impede the livestock farm from operating out of the existing structures.

7. **Next Meeting** to be February 23, 2021.

8. **Adjournment**

The meeting was adjourned at 9:20 a.m.

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Chairman- Dave Cozens

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Secretary- Frank Garardo

Unfinished Business List - eScribe as at February 22, 2021

| Agenda Item   | Assigned To  | Comment   | Description  | Date      |
|---|--|---|--|-----------|
| SPECIAL PLANNING REPORTS  | Cheryl Horrobin  | Item cannot be completed until Proclamation date for legislation is determined.   | Resolution # 20190826-426<br>Prue/Simone<br>That Administration BE DIRECTED to report back to Council at the meeting prior to the 2020 Budget Deliberations and regularly thereafter through 2020 to ensure pertinent deadlines arent missed for Community Benefit Charges and Community Use By-laws, etc.   | 26-Aug-19 |
| NEW BUSINESS  | Justin Rousseau, Cheryl Horrobin   | Policy work in progress   | Resolution # 20190909-446<br>McArthur/Meloche<br>That:<br>Administration BE DIRECTED to reach out to the Miracle League to advise them of the charitable number that is available to them; and,<br>A policy BE DEVELOPED outlining the use of charitable numbers for other organizations.  | 09-Sep-19 |
| NEW BUSINESS  | Anne Rota, Phil Roberts  | Tourism administration in 2020 introduced a new festival (TRUE Festival) as supported by the Canadian Experience grant. Additionally the Department has been task with investigating creating green festivals to which preparation is underway for participation in the Great Global Cleanup - Detroit River. The impact of these events will be included, along with an assessment of other events in the pending report. Consultation with the TWEPI to help frame to elements of an economic impact statement requires further action.<br>Information will follow as it becomes available on post pandemic festivals/events.   | Resolution # 20190909-447<br>Simone/Meloche<br>That:<br>Administration BE DIRECTED to prepare a report exploring the economics, rationale and feasibility of introducing other festivals and events within the Town of Amherstburg for Council consideration in the 2020 Operating Budget;<br>Administration BE DIRECTED to look at all possible venues within the Town of Amherstburg to hold events/festivals.   | 09-Sep-19 |
| NEW BUSINESS  | Antonietta Giofu, Frank Garardo  | Administration compiling information and working with solicitor.<br>Anticipated report in first quarter 2021.   | Resolution # 20191015-497<br>Prue/Simone<br>That Administration BE DIRECTED to bring back a report regarding the finalization of the development of the north end of Boblo Island with the intent to enforce the by-law and development agreement relating to roads, sidewalks, curbs, and lighting, and to outline all municipal costs, if any.   | 15-Oct-19 |
| Request for the Town of Amherstburg to Take Part in 'Green' Initiatives - Paul Hertel                                       | Eric Chamberlain, Antonietta Giofu, Anne Rota, Phil Roberts, Frank Garardo | Committee liaison has been appointed. Terms of Reference approved w/amendments on May 25, 2020. Committee member recruitment to begin June 10th.<br>Parks and Tourism administration is organizing participation in the Great Global Cleanup - Detroit River event for April 25th, 2020 as a leading green festival initiative with the goal to build on the Detroit River Canadian Cleanup events and the 50th anniversary of Earth Day.<br>These green festival initiatives will be re-scheduled during appropriate pandemic stages.<br>Amherstburg supported the Lake Erie Challenge held August 21 and event of the Freshwater Alliance.<br>Ongoing investigation into green initiatives for festival and events.<br>Green Fleet report to Council 2nd quarter 2021 | Resolution # 20191028-507<br>Prue/Courtney<br>That:<br>The delegation BE RECEIVED and Mr. Hertel's report BE SENT to the Manager of Planning Services for inclusion at the November 12, 2019 Official Plan meeting;<br>A green review BE DEVELOPED on Town fleet;<br>Green festivals BE INVESTIGATED;<br>Green builds BE INVESTIGATED on all new housing and building developments, and existing commercial, industrial and residential assessed property; and,<br>Administration BE DIRECTED to bring back a report on the feasibility of a Committee on the Environment inclusive of Terms of Reference. | 28-Oct-19 |
| Opposing SunParlour R/C Flyers Noise Exemption Request - Tom and Mary Bateman   | Nicole Rubli   | Public consultation required. Anticipate report to Council late Q3 early Q4   | Resolution # 20200113-004<br>Prue/Simone<br>That Administration BE DIRECTED to bring back a report with an amendment to Section 3 of Noise By law 2001-43.   | 13-Jan-20 |
| Live Music on Legion Patio from May to October - Laurie Cavanaugh, President, Royal Canadian Legion, Fort Malden Branch 157 | Nicole Rubli   | Public consultation required. Anticipate report to Council late Q3 early Q4   | Resolution # 20200113-006<br>McArthur/Prue<br>That Administration BE DIRECTED to amend Noise By-law 2001-43 to allow commercial properties with patios to request seasonal exemptions to allow for outdoor music and to allow a reading of 70 decibels from the source of where music is produced.   | 13-Jan-20 |

Unfinished Business List - eScribe as at February 22, 2021

| Agenda Item  | Assigned To                        | Comment   | Description  | Date      |
|--|------------------------------------|---|--|-----------|
| NEW BUSINESS   | Antonietta Giofu, Eric Chamberlain | This will be addressed in a report to Council regarding an amendment to the Traffic Bylaw - report anticipated in 1st quarter 2021. | Resolution # 20200210-061<br>Simone/McArthur<br>That Administration BE DIRECTED to look into prohibiting on-street parking during heavy snowfalls to assist snowploughs when clearing snow.  | 10-Feb-20 |
| Economic Development Advisory Committee Minutes - 2020 02 06             | John Miceli                        | Administration coordinating discussion with property owners   | Resolution # 20200224-078<br>Simone/Meloche<br>That:<br>1. The Town of Amherstburg APPROACH the property owner to investigate the opportunities to create a Master Plan for the former Honeywell site to determine its highest and best use;<br>2. The Town of Amherstburg BRING a report to explore the possibilities of obtaining waterfront properties as they become available in accordance with the Town's Official Plan; and,<br>3. The Transportation Study BE REFERRED to the Economic Development Advisory Committee before being presented to Council | 24-Feb-20 |
| NEW BUSINESS   | Nicole Rubli, John Miceli          | Consultation coordination underway  | Resolution # 20200224-080<br>Prue/Meloche<br>That Administration BE DIRECTED to meet with businesses in the downtown core to assist them with locations for staff parking and to look into the feasibility of staff permit parking, including overnight parking, and to educate businesses and the community on downtown parking.  | 24-Feb-20 |
| NEW BUSINESS   | Angelo Avolio, Nicole Rubli        | Administration will investigate peer equivalents  | Resolution # 20200309-096<br>Prue/Courtney<br>That:<br>1. Administration BE DIRECTED to bring back a report on vacant building registries and to investigate the City of Hamiltons by-law with respect to vacant buildings for discussion; and,<br>2. Administration BE DIRECTED to bring back a report on an Agent of Change by-law for discussion.   | 09-Mar-20 |
| Amherstburg Accessibility Advisory Committee Minutes - February 27, 2020 | Nicole Rubli                       | Administration exploring options  | Resolution # 20200309-094<br>Meloche/Simone<br>That Licensing and By-law Enforcement INVESTIGATE a means of providing incentives, regulation, or, a combination of both, to achieve a higher proportion of accessible on-demand taxis in the Town of Amherstburg.  | 09-Mar-20 |
| At-large vs. Ward System Elections                                       | Paula Parker                       | report anticipated for 1st quarter 2021   | Resolution # 20200622-182<br>Simone/Prue<br>That the Clerk BE DIRECTED to bring an additional option forward to Council with respect to an At-large vs. Ward System Election.  | 22-Jun-20 |
| Water Bill Fee - Dennis Richardson                                       | Cheryl Horrobin, Justin Rousseau   |   | Resolution # 20200713-194<br>Prue/Renaud<br>That Administration BE DIRECTED to bring back a report with respect to the feasibility of the following:<br><br>Employee discretion when adding the administrative fee to past due water bills consideration of a 14 day grace period  | 13-Jul-20 |
| NEW BUSINESS   | Antonietta Giofu                   | Anticipate report to Council in Q2  | Resolution # 20200810-241<br>Prue/Simone<br>That Administration BE DIRECTED to bring back a report on what the Town can do to eliminate the delivery of gravel on the waterfront at the end of Texas Road.   | 10-Aug-20 |
| NEW BUSINESS   | Todd Hewitt, Antonietta Giofu      | In progress - working with ERCA on design.  | Resolution # 20200810-244<br>McArthur/Simone<br>That Administration BE DIRECTED to erect a 'Welcome to Amherstburg' sign at the Greenway trail at Walker Road.   | 10-Aug-20 |
| Mandatory Downspout Disconnection By-law                                 | Antonietta Giofu, Dan Beaulieu     | Administration working with EWSWA. Anticipate report for Q2.  | Resolution # 20200914-267<br>Courtney/McArthur<br>That Administration BE DIRECTED to look into the feasibility of a rain barrel program to offer residents at a discounted cost.   | 14-Sep-20 |
| NEW BUSINESS   | Nicole Rubli                       | Administration will bring back a report with options.   | Resolution #20200914-292<br>Courtney/Prue<br>That Administration BE DIRECTED to bring back a report regarding regulating Air B&B's.  | 14-Sep-20 |
| NEW BUSINESS   | Nicole Rubli, Antonietta Giofu     | Report to Council anticipated in 2021   | Resolution # 20200914-293<br>Prue/Simone<br>That Administration BE DIRECTED to look into an idling by-law specifically on Boblo Island at the ferry loading area and that a report be brought back to Council.   | 14-Sep-20 |

Unfinished Business List - eScribe as at February 22, 2021

| Agenda Item  | Assigned To                      | Comment  | Description  | Date      |
|--|----------------------------------|--|--|-----------|
| Amherstburg Street Pass Program Proposal - Lauri Brouyette   | John Miceli                      | Update on BIA - initial November meeting re-scheduled to early 2021  | Resolution # 20200928-298<br>Prue/Simone<br>That:<br><br>The delegation BE RECEIVED; and,<br>Administration BE DIRECTED to bring back a report regarding the possibility of starting a BIA; and,<br>Legal advice BE SOUGHT with respect to the proposed Street Pass Program and the risks associated with the use of Town resources and logo.  | 28-Sep-20 |
| NEW BUSINESS   | Frank Garardo                    |  | Resolution # 20200928-309<br>Prue/Simone<br>That Administration BE DIRECTED to bring a report back regarding the feasibility of a public art dedication fund as a provision in future development agreements.  | 28-Sep-20 |
| Crossing Guard Program - Yvette Erickson   | Antonietta Giofu                 | Speed limit signs on Simcoe have been changed to 40km.<br><br>#3 of the recommendation will be addressed with a report to Council regarding an amendment to the Traffic Bylaw - report anticipated in 1st quarter 2021.  | Resolution # 20201013-317<br>Prue/McArthur<br>That:<br><br>The delegations in Items # 4.3 and # 4.4 BE RECEIVED;<br>Administration BE DIRECTED to correspond with all school boards to ascertain the current number of additional walking students;<br>Administration BE DIRECTED to bring back a report on reducing the street speed limit to 40km in the downtown core and on residential streets; and,<br>The speed limit on Simcoe Street from Pacific Avenue to Victoria Street BE REDUCED from 50km to 40km. | 13-Oct-20 |
| Easement Documentation and By-law 2020-059 - Nicole Keogh and Mary Canton, Amherst Point Association | Nicole Rubli                     | Options will be brought back for consideration.  | Resolution # 20201109-358<br>Prue/Meloche<br>That Administration BE DIRECTED to prepare a report to determine costs and impacts for all Town encroachments and that the report be brought back to Council for consideration.   | 09-Nov-20 |
| 2021 BUDGET DELIBERATIONS  | Phil Roberts                     | The Windsor Essex County Catholic School Board and the public proponents of the project have been notified of the Town of Amherstburg's commitment to fund restoration of the existing courts up to \$20K. Administration has indicated to both parties are willingness to meet and develop a Joint Use Agreement. | Resolution # 20201117-408<br>McArthur/Renaud<br>That Parks-3, Joint Use Agreements Tennis Courts at Villinova HS, BE APPROVED from reserves contingent on partnership negotiations and Administration BE DIRECTED to report back on the negotiations.  | 17-Nov-20 |
| NEW BUSINESS   | Rick Daly, Phil Roberts          |  | Resolution # 20201123-442<br>Simone/Meloche<br>That Administration BE DIRECTED to bring a report back reviewing the Town's recreation user fees and program levels with surrounding municipalities and further to explore opportunities to improve programming and reduce excess capacity as recommended by the Service Delivery Review.   | 23-Nov-20 |
| 2021 Final Approved Budget   | Justin Rousseau, Cheryl Horrobin | Anticipate report to Council in March 2021   | Resolution # 20201214-477<br>Meloche/McArthur<br>Administration REPORT BACK with a Final Levy By-law for adoption of the 2021 tax rates, based on the approved 2021 own purposes tax levy, following receipt of the returned assessment roll for 2021.   | 14-Dec-20 |
| NEW BUSINESS   | Antonietta Giofu                 | Report anticipated in 1st quarter 2021.  | Resolution # 20201214-484<br>McArthur/Courtney<br>That Administration BE DIRECTED to amend the Traffic By-law to include Pacific Avenue to Fryer Street in the Community Safety Zone.  | 14-Dec-20 |
| Pending Playground Equipment Removal from Wigle and Briar Ridge Parks                                | Phil Roberts                     |  | Resolution 20210208-TBD<br>Prue/McArthur<br>That Administration BE DIRECTED to immediately begin public consultation on Briar Ridge and Jack Purdie parks for playground equipment to be funded from the Reserve Fund General.   | 08-Feb-21 |
| NEW BUSINESS   | John Miceli                      | Anticipate reply to Council in due course  | Resolution # 20210208-TBD<br>McArthur/Renaud<br>That Administration BE DIRECTED to approach the Greater Essex County District School Board regarding the dirt piling up at the General Amherst High School construction site and to inquire as to what the intended use is for the dirt.   | 08-Feb-21 |

**THE CORPORATION OF THE TOWN OF AMHERSTBURG**

**BY-LAW NO. 2021-012**

**By-law to Confirm the Proceedings of the Council  
of the Corporation of the Town of Amherstburg**

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**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 February 22<sup>nd</sup>, 2021, meetings of Council, are hereby adopted and confirmed, as if the same were expressly contained in this By-law;
2. THAT the Mayor and proper officials of the Corporation of the Town of Amherstburg are hereby authorized and directed to do all things necessary to give effect to the action(s) of the Council of the Corporation of the Town of Amherstburg during the said meetings referred to in paragraph 1 of this By-law;
3. THAT the Mayor and Clerk are hereby authorized and directed to execute all documents necessary to the action taken by this Council as described in Section 1 of this By-law and to affix the Corporate Seal of the Corporation of the Town of Amherstburg to all documents referred to in said paragraph 1.

Read a first, second and third time and finally passed this 22<sup>nd</sup> day of February, 2021.

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MAYOR – Aldo DiCarlo

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CLERK – Paula Parker