



**TOWN OF AMHERSTBURG
REGULAR COUNCIL MEETING**

REVISED AGENDA

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

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

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	Pages
1. CALL TO ORDER	8
2. ROLL CALL	
3. DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF <i>(Public Council Meeting Agenda Items)</i>	

4. MINUTES OF PREVIOUS MEETING

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

- 4.1. Special In-Camera Council Meeting Minutes - February 22, 2021
- 4.2. Regular Council Meeting Minutes - February 22, 2021 10
- 4.3. Special Council Meeting Minutes - Planning - March 8, 2021 27
- 4.4. Regular Council Meeting Minutes - March 8, 2021 30
- 4.5. Special In-Camera Council Meeting Minutes - March 8, 2021

5. DELEGATIONS

- 5.1. Request for Street Named after Grandfather - Denise Spearing 46
That the delegation **BE RECEIVED**.
- 5.2. Request for Fence Variance - Scott Renaud and Lynn Nadeau 54
That the delegation **BE RECEIVED**.
- 5.3. Open Air Weekends 2021 - Jen DeLuca, Waterfront Ice Cream 63
That the delegation **BE RECEIVED**.
- 5.4. Open Air Weekends 2021 - Bryce May, Happier Camper 96
That the delegation **BE RECEIVED**.
- 5.5. Open Air Weekends 2021 - Richard Peddie, River Bookshop 101
That the delegation **BE RECEIVED**.
- 5.6. *Response to Item # 5.2, Fence Variance Request - Luigi DiPierdomenico, DiPierdomenico Law Firm, Representing Douglas and Mary Emery* 104
That the delegation **BE RECEIVED**.

That the delegation **BE RECEIVED**.

6. **REPORTS – CORPORATE SERVICES**

There are no reports.

7. **PRESENTATION**

7.1. **Open Air Weekends 2021**

That the presentation **BE RECEIVED**.

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

8.1. *Continuing Respond, Restart, Recover Open Air Weekends 2021*

It is recommended that:

1. Open Air Weekend Footprint Option A **BE APPROVED** during prime hours and Option D during non prime hours, beginning every weekend from May 21-24 to September 24-26, 2021;
2. Open Air Weekends 2021 and associated events **BE EXEMPT AND PERMITTED** for road closures included in Option A to begin prior to 5pm for the remainder of 2021;
3. Open Air Weekends 2021 and associated events **BE EXEMPT** from the Noise By-law, as long as the noise generated from the program and associated events remain under a noise level of 60dba; and,
4. An exemption **BE GRANTED** to Section 3 of the Kings Navy Yard Park By-law 2004-89 to allow for the Open Air Weekends 2021 and associated events in the Kings Navy Yard Park.

9. REPORTS – ENGINEERING AND PUBLIC WORKS

9.1. 2021 Mill and Pave Program – Tender Results 176

It is recommended that:

1. The 2021 Mill and Pave Program Tender **BE AWARDED** to Armstrong Paving and Materials Group Ltd. for an amount not to exceed \$612,401.11 plus H.S.T to complete rehabilitation works for Ryan Street, Lamp Road, David Crescent, Point West Drive West and Wyandotte Street; and,
2. The Mayor and Clerk **BE AUTHORIZED** to execute an agreement with Armstrong Paving and Materials Group Ltd. for the 2021 Mill and Pave program.

9.2. Culvert No. 59 Replacement - Hamel-Bezaire Drain at Concession 4 North – Tender Results 184

It is recommended that:

1. The Culvert No. 59 Replacement - Hamel-Bezaire Drain at Concession 4 North **BE AWARDED** to Matassa Incorporated in an amount not to exceed \$478,563.99 plus H.S.T.; and,
2. The Mayor and Clerk **BE AUTHORIZED** to execute an agreement with Matassa Incorporated for the Culvert No. 59 Replacement - Hamel-Bezaire Drain at Concession 4 North.

9.3. Fryer Street Reconstruction – Abandonment of portion of the 2nd Concession Drain 193

It is recommended that:

1. Administration **BE DIRECTED** to send notice to all owners of land assessed for the drainage works stating its intention to abandon part the 2nd Concession Drain drainage works in accordance with Section 84(2) of the Drainage Act; and,
2. Administration **BE DIRECTED** to appoint an engineering firm from the Drainage Engineering Roster to complete a report for the abandonment of part of the 2nd Concession Drain in accordance with Section 84(3) of the Drainage Act if notice is received from a landowner requesting that such a report be made.

10. REPORTS - PLANNING, DEVELOPMENT AND LEGISLATIVE SERVICES

10.1. Removal of Holding Zone for Kingsbridge Subdivision Phase 10 198

It is recommended that:

1. **By-law 2021-015** being a by-law to amend Zoning By-law 1999-52 to Remove a Holding Zone for Kingsbridge Subdivision Phase 10 be taken as having been read three times and finally passed and the Mayor and Clerk **BE AUTHORIZED** to sign same.

11. REPORTS - CAO's OFFICE

11.1. AODA Compliance Remediation Software Licensing 211

It is recommended that:

1. An Agreement with AbleDocs Inc. for the purchase of Document Accessibility Remediation Software and Services **BE APPROVED** and the Mayor and Clerk **BE AUTHORIZED** to sign same;
2. A 2021 over-expenditure not to exceed \$5,050 plus HST for the purchase of accessibility software user licenses and support services from AbleDocs Inc. **BE APPROVED**; and,
3. The Treasurer **BE AUTHORIZED** to fund the 2021 over-expenditure relative to the acquisition of AbleDocs accessibility software user licenses through a transfer from the AODA Compliance Reserve account not to exceed \$5,140.

12. INFORMATION REPORTS

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

12.1. 2020 Council and Appointee Statement on Remuneration and Expenses 223

12.2. Cheque Listing for the Month of February 2021 231

12.3. External Audit Planning Report - Year Ending December 31, 2020 281

12.4. Monthly Fire Department Activity Report - February 2021 309

13. CONSENT CORRESPONDENCE

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

13.1.	Windsor Police Service, Amherstburg Detachment - First Quarter Statistics 2021	314
13.2.	Request for National 3-Digit Suicide Prevention Hotline - Chris Lewis, MP, Essex	315
13.3.	Support for Wine Sector - Niagara Region Resolution	317
13.4.	Homelessness, Mental Health and Addiction in Niagara - Niagara Region Resolution	319
13.5.	Colour Coded Capacity Limits - City of Sarnia Resolution	322
13.6.	Cannabis Licencing and Enforcement - Township of Brock Resolution	324
13.7.	Provincial Vaccine Rollout - Township of South Glengarry Resolution	326
13.8.	Request for Amendments to the Agricultural Tile Drainage Installation Act - Howick Township Resolution	327

14. UNFINISHED BUSINESS

14.1.	Unfinished Business List as at March 22, 2021	330
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15. NEW BUSINESS

16. NOTICE OF MOTION

There are no Notices of Motion.

17. BY-LAWS

17.1. By-law 2021-022 - Confirmatory By-law

333

That **By-law 2021-022** being a by-law to Confirm all Resolutions of the Municipal Council Meeting held on March 22, 2021, be taken as having been read three times and finally passed and the Mayor and Clerk **BE AUTHORIZED** to sign same.

18. SPECIAL IN-CAMERA COUNCIL MEETING

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

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

19. DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF



(In-Camera Council Meeting Agenda Items)

20. ADJOURNMENT FROM SPECIAL IN-CAMERA SESSION

21. ADJOURNMENT

That Council rise and adjourn at p.m.

APRIL 2021

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2 Good Friday Municipal Offices Closed	3
4 	5  Municipal Offices Closed	6 Drainage Board Meeting (First Sitting of the Court of Revision for the Charles Shepley Drain) Electronic Participation 6:00 pm	7	8	9	10

11	<p>12</p> <p>Special Council Meeting Planning 5:00 pm</p> <p>Regular Council Meeting 6:00 pm</p> <p>*Electronic Participation via Livestream</p>	13	14	15	16	17
18	19	20	21	22	23	24
25	<p>26</p> <p>Regular Council Meeting</p> <p>*Electronic Participation via Livestream 6:00 pm</p>	<p>27</p> <p>Committee of Adjustment Meeting Electronic Participation 7:30 a.m.</p>	28	29	30	



**TOWN OF AMHERSTBURG
REGULAR COUNCIL MEETING
Monday, February 22, 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.

CALL TO ORDER

The Mayor called the meeting to order at 1:09 p.m.

ROLL CALL

Item A – Special In-Camera session - was held in public session at 1:10 p.m.

SPECIAL IN-CAMERA COUNCIL MEETING

Resolution # 20210222-041

Moved By Councillor Prue
Seconded By Councillor Renaud

Councillor Prue amended the motion by striking Item A from the In-Camera Agenda and moving it into Public session.

That Council move into an In-Camera Meeting of Council at 5:00 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.

The Mayor put the Motion.

Motion Carried

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

There were no disclosures of pecuniary interest noted.

ASSEST MANAGEMENT PLAN - EDUCATION SESSION

Jordan Gonda and Gerry Wolting, PSD Research Consulting Software, provided an education session with respect to Asset Management Planning.

RECESS FROM REGULAR COUNCIL MEETING

Moved By Deputy Mayor Meloche
Seconded By Councillor Renaud

That Council recess from Regular session at 4:44 p.m.

The Mayor put the Motion.

Motion Carried

Council moved into In-Camera session for Item B @ 5:00 p.m. as stated above.

RECESS FROM SPECIAL IN-CAMERA COUNCIL MEETING @ 5:58 P.M.

RESUMPTION OF REGULAR COUNCIL MEETING

Moved By Councillor Simone
Seconded By Councillor Prue

That Council resume Regular session at 6:13 p.m.

The Mayor put the Motion.

Motion Carried

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

Item # 14.7 - Mayor DiCarlo declared a conflict of pecuniary interest with respect to Item # 14.7, Jack Purdie Park and H. Murray Smith Park Land Use Options, due to his residence being in close proximity to both parks.

Item # 14.7 - Councillor Courtney stated that he may have to declare a conflict of pecuniary interest when discussion ensues with respect to Item # 14.7, Jack Purdie Park and H. Murray Smith Park Land Use Options, due to owning rental property in close proximity to H. Murray Smith Park (Centennial Park).

In-Camera Item C - Councillor Prue stated that he may have to declare a conflict of pecuniary interest with respect to In-Camera Item C.

MINUTES OF PREVIOUS MEETING

Resolution # 20210222-043

Moved By Councillor Renaud
Seconded By Councillor Courtney

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

The Mayor put the Motion.

Motion Carried

DELEGATIONS

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

9.2 Opposition to Exemption Request, Noise By-law 2001-43 - Tom Bateman

Resolution # 20210222-044

Moved By Deputy Mayor Meloche
Seconded By Councillor Renaud

That the delegations in Item # 9.1 and # 9.2 BE RECEIVED.

The Mayor put the Motion.

Motion Carried

REPORTS – CORPORATE SERVICES

10.1 2021 OCIF - Formula Based Capital Projects

Resolution # 20210222-045

Moved By Deputy Mayor Meloche
Seconded By Councillor McArthur

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).**
 - e. **\$50,000 allowance for Wyandotte St Mill & Pave (full extent).**

The Mayor put the Motion.

Motion Carried

REPORTS – PARKS, FACILITIES, RECREATION AND CULTURE

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

Resolution # 20210222-046

Moved By Councillor Simone
Seconded By Deputy Mayor Meloche

That 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.

The Mayor put the Motion.

Motion Carried

11.2 Update 320 Richmond Project

Resolution # 20210222-047

Moved By Councillor McArthur

Seconded By Deputy Mayor Meloche

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;**
- 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; and,**
- 4. 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.**

The Mayor put the Motion.

Motion Carried

REPORTS – ENGINEERING AND PUBLIC WORKS

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

Resolution # 20210222-048

Moved By Deputy Mayor Meloche

Seconded By Councillor Simone

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.

The Mayor put the Motion.

Motion Carried

REPORTS - PLANNING, DEVELOPMENT AND LEGISLATIVE SERVICES

13.1 Boblo Island South End Development Street Name Request

Resolution # 20210222-049

Moved By Deputy Mayor Meloche

Seconded By Councillor Renaud

That 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.

The Mayor put the Motion.

Motion Carried

13.2 320 Ramsay St - Notice of Intent to Demolish

Resolution # 20210222-050

Moved By Councillor McArthur

Seconded By Deputy Mayor Meloche

That:

1. **The application for demolition of 320 Ramsay Street, Amherstburg BE SUPPORTED subject to the following condition:**
 - **The owners of 320 Ramsay St. BE REQUIRED to submit permit drawings for construction of a new home at 320 Ramsay Street to the Heritage Committee for review to ensure that heritage elements are incorporated into the new design and construction of the building.**
 - **The owners of 320 Ramsay St. BE REQUIRED to submit permit drawings for construction of a new home at 320 Ramsay Street to the Heritage Committee for review to ensure that heritage elements are incorporated into the new design and construction of the building.**

The Mayor put the Motion.

Motion Carried

REPORTS - CAO's OFFICE

14.1 Amherstburg Emergency Response Plan - 2021 Update

Resolution # 20210222-051

Moved By Councillor Courtney

Seconded By Councillor Simone

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.

The Mayor put the Motion.

Motion Carried

14.2 Update C/R 20201214-452

Councillor Renaud declared a conflict of pecuniary interest and removed himself from discussion. Councillor Renaud is the President of the Amherstburg Minor Hockey Association (AMHA).

Resolution # 20210222-052

Moved By Councillor Prue
Seconded By Councillor Simone

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

The Mayor put the Motion.

Motion Carried

14.3 Proactive Committee Oversight

Resolution # 20210222-053

Moved By Councillor Prue
Seconded By Councillor Simone

That:

- 1. The report regarding Proactive Committee Oversight BE RECEIVED; and,**
- 2. Administration BE DIRECTED to prepare a report regarding the establishment of a striking committee prior to the end of the current term of Council so that it can be considered at the first meeting of the new term of Council.**

The Mayor put the Motion.

Motion Carried

14.4 Resolution # 20201123-441 - Corporate Strategic Plan

Resolution # 20210222-054

Moved By Councillor Courtney
Seconded By Councillor McArthur

That Administration BE DIRECTED to procure the services required to facilitate & develop a Corporate Strategic Plan.

The Mayor put the Motion.

Motion Carried

Moved By Deputy Mayor Meloche
Seconded By Councillor Renaud

That Council recess for a break at 8:19 p.m.

The Mayor put the Motion.

Motion Carried

Moved By Councillor Renaud
Seconded By Councillor Simone

That Council resume Regular session at 8:30 p.m.

The Mayor put the Motion.

Motion Carried

14.5 Municipal Modernization Program – Intake 2

Resolution # 20210222-055

Moved By Deputy Mayor Meloche
Seconded By Councillor Prue

That:

- 1. The submission by Town of Amherstburg of an application for funding from the Municipal Modernization Program (MMP) Intake 2 toward**

implementation of recommendations from the Service Delivery Review (2020) BE SUPPORTED; and,

- 2. Administration BE DIRECTED to engage professional services, in accordance with the program eligibility requirements, to undertake recommendations as outlined in the recent Service Delivery Review.**

The Mayor put the Motion.

Motion Carried

14.6 Affordable Housing - Council Question

Resolution # 20210222-056

Moved By Councillor Simone
Seconded By Councillor Prue

That Council direct Administration to draft a strategic policy, as a supplement to the Official Plan and Community Improvement Plan, to encourage and facilitate development and provision of affordable housing in the Town of Amherstburg and to bring policy to council for their consideration and implementation.

The Mayor put the Motion.

Motion Carried Unanimously

14.7 Jack Purdie Park and H. Murray Smith Park Land Use Options

Mayor DiCarlo removed himself from discussion and voting due to his declared conflict of pecuniary interest.

Deputy Mayor Meloche assumed Chair at 9:17 p.m.

Moved By Councillor Prue
Seconded By Councillor Renaud

That Options 1 & 2 BE CONSIDERED together and Options 3 & 4 BE CONSIDERED separately.

The Deputy Mayor put the Motion.

Motion Carried

Resolution # 20210222-057

Moved By Councillor McArthur
Seconded By Councillor Simone

Option 2 – That Administration BE DIRECTED to proceed with public consultation for the rezoning of a portion of Jack Purdie Park in accordance with the highest and best use for the subject lands in accordance with the Town’s Official Plan regarding Housing First Policy.

The Deputy Mayor put the Motion.

Motion Carried

Moved By Councillor Prue
Seconded By Councillor McArthur

That the meeting BE EXTENDED until 11:00 p.m. in order to finish Item # 15.7.

The Deputy Mayor put the Motion.

Motion Carried

Moved By Councillor Prue
Seconded By Councillor Courtney

Councillor Prue amended the motion to include the redevelopment of H. Murray Smith/Centennial Park as an Athletic Park and Heritage Park.

Option 3 – That Administration BE DIRECTED to proceed with public consultation for the redevelopment of H. Murray Smith/Centennial Park as an Athletic Park and Heritage Park in accordance with the recommendations of the Council approved 2018 Parks master Plan.

The Deputy Mayor put the Motion.

	Yes/Concur	No/Not Concur
Councillor Courtney	X	
Councillor McArthur		X
Deputy Mayor Meloche		X
Councillor Prue	X	
Councillor Renaud	X	
Councillor Simone		X
Mayor DiCarlo	P.I.	P.I.

Motion Lost

Councillor Courtney declared a conflict of pecuniary interest with respect to Option 4 and removed himself from discussion and voting.

Resolution # 20210222-058

Moved By Councillor McArthur
Seconded By Councillor Simone

Option 4 – That Administration BE DIRECTED to proceed with public consultation for the rezoning of H. Murray Smith/Centennial Park in accordance with the highest and best use for the subject lands in accordance with the Town’s Official Plan for Housing First Policy.

The Deputy Mayor put the Motion.

	Yes/Concur	No/Not Concur
Councillor Courtney	P.I.	P.I.
Councillor McArthur	X	
Deputy Mayor Meloche	X	
Councillor Prue		X
Councillor Renaud		X
Councillor Simone	X	
Mayor DiCarlo	P.I.	P.I.

Motion Carried

The Clerk advised of a time sensitive deadline with respect to Item # 16.1.

Moved By Councillor Prue
Seconded By Councillor Simone

That the meeting BE EXTENDED to consider Item # 16.1.

The Deputy Mayor put the Motion.

Motion Carried

CONSENT CORRESPONDENCE

16.1 International Women's Day, Feature in The Windsor Star - POSTMEDIA Solutions

Resolution # 20210222-059

Moved By Councillor Prue
Seconded By Councillor Simone

That the consent correspondence BE RECEIVED and Administration BE DIRECTED to place a 1/8 page advertisement in the amount of \$570 in the Windsor Star's special section highlighting International Women's Day on March 8th, 2021.

The Deputy Mayor put the Motion.

Motion Carried

RECESS FROM REGULAR COUNCIL MEETING

Moved By Councillor Prue
Seconded By Councillor Renaud

That Council recess Regular session at 11:00 p.m. and resume on date to be determined by the Mayor.

The Mayor put the Motion.

Motion Carried

Note: Agenda items # 16.2 - # 26 referred to the March 8th, 2021, Regular Council Meeting.

RESUMPTION OF REGULAR COUNCIL MEETING - February 22, 2021

The Mayor resumed the February 22, 2021, Regular Council Meeting, on March 8, 2021 at 5:17 p.m.

UNFINISHED AGENDA ITEMS - February 22, 2021

Resolution # 20210308-060

Moved By Councillor Prue

Seconded By Councillor Renaud

That:

1. **The following unfinished agenda items from the February 22, 2021, Regular Council Meeting, BE REFERRED to the March 8, 2021, Regular Council Meeting:**
 - **2020 Yearly Building Activity Report - *Information Report***
 - **Bi-Weekly Waste Collection Review - *Information Report***
 - **Cheque Listing for the Month of January 2021 - *Information Report***
 - **Off-Road Vehicle Use on Amherstburg Roadways - *Information Report***
 - **Monthly Fire Department Activity Report - January 2021 - *Information Report***
 - **Annual Committee Report 2020 - Audit and Finance Advisory Committee - *Information Report***
 - **Changes to the Health Protection and Promotion Act - Ministry of Agriculture, Food and Rural Affairs - *Consent Correspondence***
 - **Insurance Premiums - Township of Georgian Bay Resolution - *Consent Correspondence***

- **Letter to Ontario Municipal Councils - AMCTO - *Consent Correspondence***
- **Request for Changes to the Municipal Act and Municipal Elections Act re**
- **Criminal Records - Township of Conmee Resolution - *Consent Correspondence***
- **Universal Paid Sick Days in Ontario - City of St. Catherines Resolution - *Consent Correspondence***
- **Working Group Composition Concerns, Conservation Authorities –**
- **Township of Perth South Resolution - *Consent Correspondence***
- **Committee of Adjustment Meeting Minutes - January 26, 2021 - *Consent Other Minutes***
- **In-Camera Items C & D - *Special In-Camera Meeting Agenda***

The Mayor put the Motion.

Motion Carried

ADJOURNMENT

Moved By Councillor Renaud

Seconded By Deputy Mayor Meloche

**That Council adjourn the February 22, 2021, Regular Council Meeting, on
March 8, 2021 at 5:21 p.m.**

The Mayor put the Motion.

Motion Carried

MAYOR – ALDO DICARLO

CLERK – PAULA PARKER



TOWN OF AMHERSTBURG
SPECIAL COUNCIL MEETING – PLANNING

Monday, March 8, 2021
5:30 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

Frank Garardo, Manager of Planning Services

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

CALL TO ORDER

The Mayor called the meeting to order at 5:35 p.m.

ROLL CALL

DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF

There were no disclosures of pecuniary interest noted.

SPECIAL PLANNING REPORTS

4.1 Zoning By-law Amendment for 849 Front Road South

The Manager of Planning Services provided an overview of the proposed Zoning By-law Amendment for 849 Front Road South and answered Council questions.

There were no comments submitted by the public.

Melanie Muir, Dillon Consulting Limited, addressed Council on behalf of the applicant.

Resolution # 20210308-061

Moved By Councillor Prue

Seconded By Councillor Courtney

Councillor Prue amended the motion to include an ungroomed 10 metre buffer and that the full Environmental Impact Assessment (EIA) be included in the future report to Council.

That:

- 1. Comments from the public with respect to Zoning By-law Amendment for lands at 849 Front Road South (File ZBA-02-21), owned by Capo D'Aqua Corporation, BE RECEIVED and SUMMARIZED in a future report to Council;**
- 2. An ungroomed naturalized 10 metre buffer BE ADDED; and,**
- 3. The full Environmental Impact Assessment (EIA) BE INCLUDED in the future report to Council.**

The Mayor put the Motion.

Motion Carried

ADJOURNMENT

Moved By Councillor McArthur
Seconded By Deputy Mayor Meloche

That Council rise and adjourn at 6:06 p.m.

The Mayor put the Motion.

Motion Carried

MAYOR – ALDO DICARLO

CLERK – PAULA PARKER



**TOWN OF AMHERSTBURG
REGULAR COUNCIL MEETING**

**Monday, March 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.

CALL TO ORDER

The Mayor called the meeting to order at 6:14 p.m.

ROLL CALL

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

Item # 10.1 - COVID-19 Mass Vaccination Centre - Councillor McArthur advised that, while it is not considered a conflict of pecuniary interest, he works for the County of Essex and is responsible for communicating details of the mass vaccination centres to the public.

In-Camera Item B - Councillor Prue advised that he may have a potential conflict of pecuniary interest and will declare in the Special In-Camera Meeting, if necessary, once he receives additional information.

DELEGATIONS

There were no Delegations.

PRESENTATIONS

- 5.1 2021 Draft Budget & Recent Changes to the Conservation Authorities Act - Tania Jobin, Chair, Tim Byrne, CAO/Secretary/Treasurer, & Shelley McMullen, Interim CFO/Director of Finance and Corporate Services - Essex Region Conservation Authority (ERCA)**

Resolution # 20210308-062

Moved By Deputy Mayor Meloche
Seconded By Councillor Simone

That the presentation BE RECEIVED.

The Mayor put the Motion.

Motion Carried

REPORTS – CORPORATE SERVICES

6.1 Reconnect Festival Event Program 2020-21 Grant Transfer Payment Agreement

Resolution # 20210308-063

Moved By Councillor McArthur
Seconded By Deputy Mayor Meloche

That:

1. **Authorization BE GIVEN to enter into a Transfer Payment Agreement with the Ministry of Heritage, Sport, Tourism and Culture for funding of up to \$43,800 toward River lights Re-imagined including net HST;**
2. **A capital expenditure not to exceed \$35,100 including net HST BE APPROVED for the purchase of light displays, to be funded from grants and a transfer of \$20,528 from the events reserve;**
3. **An operating expenditure not to exceed \$22,000 including net HST BE APPROVED for the purchase of augmented reality “Historic Mile” App, to be funded from \$9,540 grant funds, \$11,000 in additional sponsorship funds and \$1,460 dollars in operating funds from community events budget line; and,**
4. **By-law 2021-018 being a by-law to enter into an agreement with the Ministry of Heritage, Sport, Tourism and Culture for funding BE TAKEN as having been read three times and finally passed and the Mayor and Clerk BE AUTHORIZED to sign same.**

The Mayor put the Motion.

Motion Carried

REPORTS – PARKS, FACILITIES, RECREATION AND CULTURE

7.1 Canadian Healthy Communities Initiative Fund – Grant Application

Resolution # 20210308-064

Moved By Councillor McArthur
Seconded By Councillor Prue

That:

- 1. Administration BE DIRECTED to apply for funding under the Canada Healthy Communities Initiative for funding of \$100,000 toward in the Safe Vibrant Public Spaces stream with a \$100,000 funding submission; and,**
- 2. Administration BE DIRECTED to develop a funding proposal to further support the Downtown business core with amenities to support the Open Air program.**
- 3. Administration BE DIRECTED to develop a funding proposal to further support the Downtown business core with amenities to support the Open Air program.**

The Mayor put the Motion.

Motion Carried

REPORTS – ENGINEERING AND PUBLIC WORKS

8.1 Biennial Bridge and Culvert Inspection Report (BCIS)

Resolution #20210308-065

Moved By Deputy Mayor Meloche

Seconded By Councillor Simone

That the 2020 OSIM Bridge Inspections and Needs Study by TSI Inc., comprising the Town of Amherstburg Biennial Bridge and Culvert Inspection Report, dated December 2020 BE APPROVED.

The Mayor put the Motion.

Motion Carried

REPORTS - PLANNING, DEVELOPMENT AND LEGISLATIVE SERVICES

9.1 Extension of Part Lot Control Exemption for Part of Meadow View Estates Subdivision

Resolution # 20210308-066

Moved By Deputy Mayor Meloche
Seconded By Councillor Prue

That By-law 2021-014 being a by-law to amend By-law 2018-20 to extend the expiration date and amend the land described for Part Lot Control exemption, related to Meadow View Estates subdivision, 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

10.1 Amendments to the Roadside Ditch Maintenance Policy

Resolution # 20210308-067

Moved By Councillor Prue
Seconded By Councillor Simone

That the Roadside Ditch Maintenance Policy BE AMENDED in accordance with the report dated February 19, 2021 entitled, Amendments to the Roadside Ditch Maintenance Policy.

The Mayor put the Motion.

Motion Carried

10.2 COVID 19 Mass Vaccination Centre

Resolution # 20210308-068

Moved By Councillor Prue
Seconded By Councillor Courtney

That:

- 1. Administration BE AUTHORIZED to enter into an agreement with the Windsor-Essex County Health Unit (WECHU) for use of the Amherstburg Libro Centre to administer COVID-19 vaccinations;**
- 2. Administration BE DIRECTED prepare and operate the Libro Centre as a Mass Vaccination Site for residents of Windsor and Essex County; and,**
- 3. Administration BE AUTHORIZED to incur an over-expenditure of funds for operation of the Mass Vaccination Site not included in the 2021 Budget and that those costs BE RECOVERED from the County of Essex, to the extent possible, through a reconciliation of costs with Essex County municipalities.**

The Mayor put the Motion.

Motion Carried

INFORMATION REPORTS

Resolution # 20210308-069

Moved By Deputy Mayor Meloche
Seconded By Councillor Simone

That the following information reports BE RECEIVED:

- 11.1 2020 Yearly Building Activity Report**
- 11.2 Bi-Weekly Waste Collection Review**
- 11.3 Cheque Listing for the Month of January 2021**
- 11.4 Off-Road Vehicle Use on Amherstburg Roadways**
- 11.5 Monthly Fire Department Activity Report – January 2021**
- 11.6 Annual Committee Report 2020 - Audit and Finance Advisory Committee**
- 11.7 Habitat Creation for Critically Endangered Snake Species**

The Mayor put the Motion.

Motion Carried

Resolution # 20210308-070

Moved By Councillor McArthur
Seconded By Councillor Simone

Item # 11.4 - That Administration BE DIRECTED to consult with the applicants as to the feasibility and desire to allow off-road vehicles on Amherstburg roads knowing that they won't be able to access County roads.

The Mayor put the Motion.

Motion Carried

CONSENT CORRESPONDENCE

Resolution # 20210308-071

Moved By Councillor Simone
Seconded By Councillor Renaud

That the following consent correspondence BE RECEIVED:

- 12.1 Changes to the Health Protection and Promotion Act - Ministry of Agriculture, Food and Rural Affairs**
- 12.2 Insurance Premiums - Township of Georgian Bay Resolution**
- 12.3 Letter to Ontario Municipal Councils - AMCTO**
- 12.4 Request for Changes to the Municipal Act and Municipal Elections Act re Criminal Records - Township of Conmee Resolution**
- 12.5 Universal Paid Sick Days in Ontario - City of St. Catherines Resolution**
- 12.6 Working Group Composition Concerns, Conservation Authorities - Township of Perth South Resolution**

12.7 Capacity Limits for Restaurants in Stage 2 under the Reopening Ontario Act, 2020 - Lake of Bays Resolution

12.8 Urgent Need for Hospital Funding in Windsor-Essex - Gary McNamara, Warden, County of Essex

The Mayor put the Motion.

Motion Carried

Resolution # 20210308-072

Moved By Councillor Courtney

Seconded By Deputy Mayor Meloche

Item # 12.8 - That:

- 1. Administration BE DIRECTED to send a letter in support of Gary McNamara's, Warden, County of Essex, correspondence regarding urgent need for hospital funding in Windsor-Essex; and,**
- 2. Local and surrounding MP's and MPP's, including Chatham-Kent, BE COPIED on the Town of Amherstburg's support.**

The Mayor put the Motion.

Motion Carried

Resolution # 20210308-073

Moved By Councillor Prue

Seconded By Councillor McArthur

Item # 12.5 - That Administration BE DIRECTED to send a letter of support regarding the City of St. Catherine's request for permanent universal paid sick days for all workers in Ontario during the pandemic and beyond.

The Mayor put the Motion.

Motion Carried

CONSENT OTHER MINUTES

Resolution # 20210308-074

Moved By Councillor Simone

Seconded By Councillor Renaud

That the following minutes BE RECEIVED:

13.1 Committee of Adjustment Meeting Minutes - January 26, 2021

The Mayor put the Motion.

Motion Carried

OTHER MINUTES

14.1 Drainage Board Meeting Minutes - March 2, 2021

Resolution # 20210308-075

Moved By Councillor Prue

Seconded By Deputy Mayor Meloche

That:

1. **The Drainage Board Meeting Minutes of March 2, 2021 BE RECEIVED;**
2. **By-law 2021-016 being a by-law to provide for Improvements to the Charles Shepley Drain based on the Drainage Report by R. Dobbin Engineering Inc. BE PROVISIONALLY ADOPTED by giving first and second reading and the Mayor and Clerk BE AUTHORIZED to sign same;**
3. **The engineer's report, prepared by N.J. Peralta Engineering Ltd., dated January 19, 2021, for the Section 65 Adjustments to Parcels 360-01700 & 360-01800 for 1454410 Ontario Inc. (Cecelia Acres) Development BE RECEIVED, as recommended by the Drainage Board;**
4. **The assessment adjustments as listed in the engineering report prepared by N.J. Peralta Engineering Ltd. BE APPROVED, as recommended by the Drainage Board;**

5. **The request from Jon Parks for the installation of five (5) new access culverts over the Parks Drain per Section 78 of the Drainage Act BE ACCEPTED, as recommended by the Drainage Board;**
6. **The appointment of the firm of Dillon Consulting Ltd. to complete the necessary report for the repair and improvement to the Parks Drain BE APPROVED, as recommended by the Drainage Board;**
7. **The request from Norbert Bolger per Section 78 of the Drainage Act BE ACCEPTED, as recommended by the Drainage Board;**
8. **The appointment of the firm of M. Gerrits Consulting Inc. to complete the necessary report for the repair and improvement to the Jeths Drain BE APPROVED, as recommended by the Drainage Board; and,**
9. **The appointment of the firm of M. Gerrits Consulting Inc. to complete an engineering report for the Jeths Drain – New Maintenance Schedule of Assessment BE APPROVED, as recommended by the Drainage Board.**

The Mayor put the Motion.

Motion Carried

UNFINISHED BUSINESS

1. Councillor Courtney advised that Resolution # 20201214-480 (regarding the 4 proposed locations for the skate park) is not complete, yet it is off the unfinished business list.

The Clerk advised that it was recently learned that when a task is marked as "in progress", the software automatically removes the task from the list. She further advised that a reminder will be sent out to Administration to keep the task listed as "incomplete" until it can be marked as "complete".

The Director of Parks, Facilities, Recreation and Culture confirmed that this task is actively being worked on.

2. Councillor Prue advised that Diane Pouget, previous term Councillor, asked him about directions to Administration from her term that appear to be off the unfinished business list. Councillor Prue asked if Administration could reach out to Ms. Pouget to determine which items she is referring to and if they should be placed back onto the unfinished business list.

The Clerk advised that Council went through the unfinished business list, line by line, at a previous meeting and determined which items were no longer necessary and proceeded to remove those items. She further advised that she will reach out to Ms. Pouget to provide a copy of the minutes where that occurred.

3. Councillor Prue asked for clarification regarding Resolution # 20201214-468 (to pursue opportunities to build a track on the school board's land including, but not limited to, securing corporate sponsorship and community fundraising).

The Clerk read the motion and advised that if Council is looking to change the motion it would require a reconsideration of the motion first.

Moved By Councillor Prue
Seconded By Deputy Mayor Meloche

That Resolution # 20201214-468, a motion to direct Administration to pursue opportunities to build a track on the school board's land including, but not limited to, securing corporate sponsorship and community fundraising BE RECONSIDERED.

The Mayor put the Motion.

Motion Failed

NEW BUSINESS

1. Deputy Mayor Meloche advised of his concern over the recent vandalism that occurred on the Mayor's residential property.

Resolution # 20210308-076

Moved By Councillor Prue
Seconded By Deputy Mayor Meloche

That Council abhors the actions taken against the Mayor and will do everything in their power to bring the individuals responsible to justice.

The Mayor put the Motion.

	Yes/Concur	No/Not Concur
Councillor Courtney	X	
Councillor McArthur	X	
Deputy Mayor Meloche	X	
Councillor Prue	X	
Councillor Renaud	X	
Councillor Simone	X	
Mayor DiCarlo	Refrained from voting	

Motion Carried

2. Resolution # 20210308-077

Moved By Councillor Prue

Seconded By Deputy Mayor Meloche

That Administration BE DIRECTED to look into the feasibility of a 3-way stop at Ramsay Street and Gore Street due to possible sight line concerns.

The Mayor put the Motion.

Motion Carried

3. The Chief Administrative Officer advised of Phil Roberts', Director of Parks, Facilities, Recreation and Culture's, retirement and thanked him for his expertise and service to the Town.

NOTICE OF MOTION

There were no Notices of Motion.

BY-LAWS

Deputy Mayor Meloche moved Item # 18.1 and # 18.2 together.

18.1 By-law 2021-002 - Bridges Over the Cook Drain - Third & Final Reading

Resolution # 20210308-078

Moved By Deputy Mayor Meloche
Seconded By Councillor Renaud

That By-law 2021-002 being a by-law to provide for the Bridges Over the Cook Drain be taken as having been read a 3rd & FINAL time and the Mayor and Clerk BE AUTHORIZED to sign same.

The Mayor put the Motion.

Motion Carried

18.2 By-law 2021-019 - Confirmatory By-law

Resolution # 20210308-079

Moved By Deputy Mayor Meloche
Seconded By Councillor Renaud

That By-law 2021-019 being a by-law to Confirm all Resolutions of the Municipal Council Meetings held on February 22 and March 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

SPECIAL IN-CAMERA COUNCIL MEETING

Resolution # 20210308-080

Moved By Councillor Simone
Seconded By Councillor Renaud

That Council move into an In-Camera Meeting of Council at 8:34 p.m. pursuant to Section 239 of the Municipal Act, 2001, as amended for the following reasons:

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

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

Item C - Section 239(2)(b) - Personal matters about an identifiable individual, including municipal or local board employees; 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.

The Mayor put the Motion.

Motion Carried

DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF

In-Camera Item B - Councillor Prue advised that he may have a potential conflict of pecuniary interest and will declare in the Special In-Camera Meeting, if necessary, once he receives additional information.

ADJOURNMENT FROM SPECIAL IN-CAMERA MEETING @ 10:26 P.M.

RESUMPTION OF REGULAR COUNCIL MEETING

Moved By Councillor Simone
Seconded By Deputy Mayor Meloche

That Council resume Regular session at 10:30 p.m.

The Mayor put the Motion.

Motion Carried

REPORT OUT FROM IN-CAMERA SESSION - February 22 and March 8, 2021

Council met on February 22nd, 2021, for a Special In-Camera Meeting at 5:00 p.m. and discussed the following items as provided for under Section 239 of the Municipal Act:

~~Item A was heard under Section 239(3.1) of the Act. (moved into Public session)~~

Item B –was heard under Section 239(2)(f) of the Act. There is nothing further to report.

Council met on March 8th, 2021, for a Special In-Camera Meeting at 8:34 p.m. and discussed the following items as provided for under Section 239 of the Municipal Act:

Item A – was heard under Section 239(2)(c) of the Act. As a result of that discussion, the following is before Council for consideration and voting in public session:

Resolution # 20210308-083

Moved By Councillor Renaud
Seconded By Deputy Mayor Meloche

That:

- 1. The sale of the vacant lot on Dot Street in Edgewater Beach identified as an approximate 100 foot by 179 foot vacant lot located on the east side of Dot Street (roll 460-24000) described legally as Part Lot 22 Concession 1, Township of Anderdon, more particularly described as Parts 1 & 2 on 12-R 5818 to Mr. Justin Murer in the amount of \$176,101 (including costs) plus applicable taxes BE APPROVED; and,**
- 2. The Mayor and Clerk BE AUTHORIZED to sign the required documents to complete the transaction prepared in form and content satisfactory to the Town's solicitor and financial content satisfactory the to the Director of Corporate Services.**

The Mayor put the Motion.

Motion Carried

Item B – was heard under Sections 239(2)(e)&(f) of the Act. There is nothing further to report.

Item C – was heard under Sections 239(2)(b)&(f) of the Act. There is nothing further to report.

ADJOURNMENT

Moved By Councillor Courtney
Seconded By Councillor Renaud

That Council rise and adjourn at 10:33 p.m.

The Mayor put the Motion.

Motion Carried

MAYOR – ALDO DICARLO

CLERK – PAULA PARKER



Delegation Request Form

I wish to appear before *

Council

Advisory Committee of Council

Date of Meeting *

3/22/2021



Name of Delegate(s) *

Denise Spearing

Address *

[REDACTED]

Phone *

[REDACTED]

Email *

[REDACTED]

Capacity in which you will be attending *

Attending as an Individual

Representing a Group / Organization

Have you contacted Administration regarding this matter? *

Yes

No

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

Request for consideration in naming a roadway, street after my grandfather, who was a prominent resident of the Town of Amherstburg.

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

Will a powerpoint presentation be made? *

Yes

No

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

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

File Name
 IMG-4077.jpg 1.4 MB
 IMG-4081.jpg 1.1 MB
 IMG-4080.jpg 4.6 MB
 IMG-4079.jpg 2.5 MB

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.



Echoing Through the Ages
11-14-2000

A landmark near the **Brunner Mond** office, used as a **hospital** when the plant first opened, was torn down. (This was the former Reaume house.)

In July 1961 Amherstburg council passed an **anti-noise by-law** prohibiting shouting, ringing bells (other than church bells), blowing horns, or causing disturbance by engine, tire or other unusual noise.

In August, ceremonies marked the arrival of the **Innstein**, the **first ocean vessel** to take on cargo at Amherstburg. She loaded 154 tons of local **ketchup** for the West German market.

By the end of September 1961 six thousand small craft had reported to **Canada Customs** at Amherstburg, bringing with them over **21,000 visitors** so far that year.

That December the **Amherstburg Goodfellows** distributed 160 Christmas baskets to the needy in the tri-community.

1962

1962 brought many more changes to the district. Local **Ukrainian Catholics** held services for the first time in their new chapel in the former **Bellevue Veterans Home**.

McQueen Marine bought 260 feet of river frontage 200 feet deep from **W. D. Conklyn** and tore down three of the former export liquor warehouses on the former **Woods dock**.

With **Harry Spearing** as chief; **Phil Smith**, captain; **John T. Hamilton**, lieutenant; **Wilson Brush**, second-lieutenant and **Doug Goodwin**, sergeant, a **volunteer ambulance and rescue service** for the district was instituted. Their first headquarters was in the **Venice Car Wash** building on Sandwich Street.

In May the **Amherstburg Community Credit Union** received its charter. Two months later town council authorized the purchase of the old **Post Office building** on Dalhousie Street from Crown Assets for \$7,500.

By mid-summer, construction of a large **marina** had begun on the **west side of Bob-Lo**, expected to handle over 400 small craft. **Wesley United Church** purchased 4.5 acres of property in the **Flynn Sub-division** in July 1962.

In August 3500 gallons of 69 proof whiskey went down the sewer at **Calvert Distillers Limited** when a large tanker trailer tipped over.

Mrs. Ruth (Brown) Hamel retired from **Bell Telephone** in August, having been with the company since 1914 when the office was in the former building on the CIBC corner.

Then in September 1962 the new **A.A. & M. First Aid Squad** was put to the test when the **Aquarama** cruise ship hove to in the Amherstburg Channel while members of the squad and **Dr. E. C. Ladouceur** rescued one of her electricians from the bottom of an elevator shaft.

Preliminary plans for construction of a **75-foot marina** were presented to council by Messrs. **Kralovensky**, owners of the **Lakeview Hotel**.

Murray Kennedy purchased the former **Esso Service Station**, corner Richmond and Bathurst, in September. The building was being dismantled and a new garage 40' x 57' was later erected there.

Alex Callam was named business manager of the **Detroit Tigers**.

An exhibition of paintings by the **Group of Seven** was displayed at the **McGregor House** by the **Fort Malden Guild of Arts and Crafts**.



Amherstburg Salutes the AAM Volunteer Ambulance Service ON THEIR 40th ANNIVERSARY

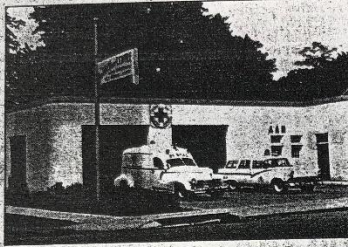


A look back at the A.A.M Volunteer Ambulance Service

Editor's Note: Story courtesy of the Marsh Collection and Leonard Fax. A special thanks to Sabrina Gansky for all her help.

In 1961 Amherstburg fireman Wilson "Pepper" Brush, Doug Goodwin, Jack Hamilton and Don Snyder along with former Windsor ambulance attendant Phil Smith attended a convention of the International Rescue and First Aid Association in Roanoke, Virginia. It was there that they were able to observe and gather information on a group of 50 non-profit volunteers providing 24-hour ambulance service and rescue to a community of 50,000 people. They returned to Amherstburg filled with enthusiasm and with the goal of organizing a similar service here. They increased their numbers to 20 like-minded individuals and began training with the Red Cross.

The greatest difficulty now faced was convincing local politicians, business people and citizens of the tri-community that the group was serious and its proposals feasible. In the past, ambulances had to come from Windsor. A few incidents involving car accidents and a broken neck in a diving accident highlighted the need not just for ambulance transportation but for well-



The squad's first home on Sandwich St.

trained personnel. Donations allowed for the conversion of a 1954 Chrysler station wagon and Amherstburg town council donated a 1956 Ford Rescue vehicle no longer required by the fire department. Hearing of the formation of a volunteer service, The Manisquan, New Jersey volunteers donated a 1947 Cadillac ambulance.

The operation began from a former car wash on Sandwich St. in early March 1962 with members using their own money to pay for fuel. Soon the service began to flourish. No one was to be denied help even if the need was dubious. To do otherwise would be met with immediate dismissal from the squad.

Recognition by the com-

munity resulted in an increase in donations and support. By the end of the first year of operation, the squad had gained international recognition by winning a rescue award and first aid competition as a result of the rescue of a man trapped under a food elevator aboard a Great Lakes cruise ship. The International Rescue and First Aid Association presented the squad with the Julian S. Wise Award for the rescue, the first Canadian organization to be so honoured.

The years 1963-66 were times of dynamic movement for the squad which was determined to provide the very best vehicles for ambulance duty. With donations a used Cadillac hearse was purchased and a second was donated by



The squad's current home on Simcoe St.

a Detroit family. Conversion was provided by Harold Bernachi. Tom and Marcelline Bratt donated property to the squad on Sandwich St. and a new base was erected.

Door to door fund drives enabled the squad to obtain their first two professional vehicles in 1967.

The first chief was Harry Spearing who came to the service with experience on Rescue 8, the fire department's rescue squad. He was followed by Harold Jones and Garnet Fox.

By 1988 the covering of a daily shift was becoming extremely difficult, not from lack of volunteers but rather due to the fact that fewer and fewer people worked shift work. Clark Moore, as president, was reluctant to do so but

proposed to the membership that we try and convince the ministry to fund full-time staff for the day shift.

The ministry agreed with the need and provided funding to hire three full-time attendants. On-site coverage is provided six days per week when the volunteers are at their own employment.

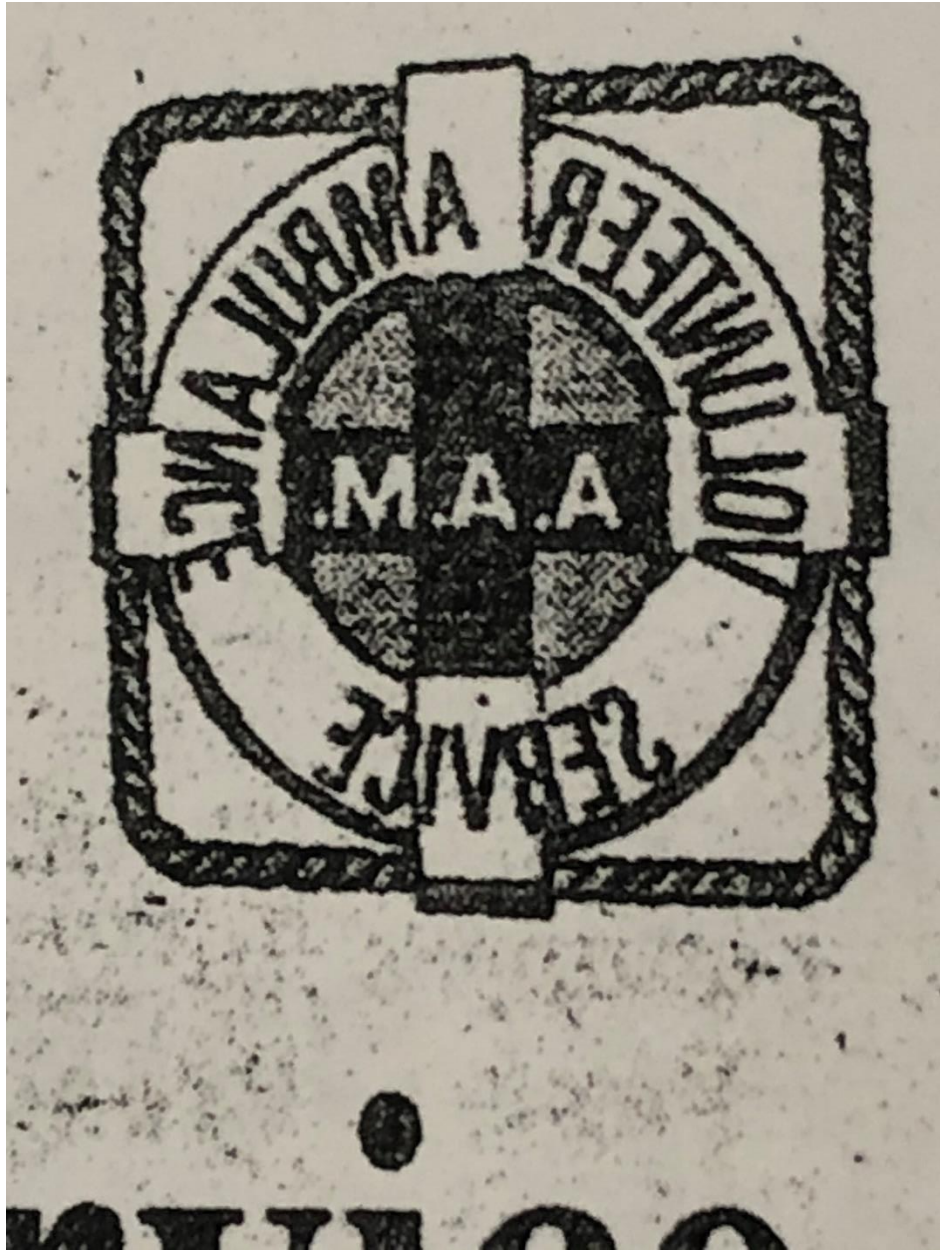
Thanks to land donated by the Smith family, the squad moved into a new home on Simcoe St. in the late 1990s.

In the 40 years more than 400 men and women have dedicated many of their available hours to the vital service of the care and transportation of the sick and injured. Volunteers are trained and have attained skills that our 'pioneers' would not have

thought possible. New members are placed in a rigid training program that requires hundreds of hours of both classroom and field time. This takes from six to nine months before being highly tested in practical and theoretical problems. Other volunteers who live outside the community are also accepted but must have graduated from the Ontario Emergency Medical Assistant program.

The support this service has received from the people of this community is boundless.

Working with and observing the dedication and care that our volunteer ambulance attendants have always and continue to exhibit fills one with tremendous pride.



Good Evening,

Mayor DiCarlo, Members of council

Thank you for allowing me the time this evening to say a few words.

My name is Denise Spearing, A lifelong resident of the Town of Amherstburg, residing at [REDACTED]

I am here on behalf of my family to request the consideration for naming a roadway/street in the Town of Amherstburg or Boblo Island after my paternal grandfather Harry V. Spearing

Here is a brief history of his contributions. There are too many mention, all of them, therefore I had to choose the highlighted ones. A special thanks to my father Robert Spearing for the information I obtained as well as Phyllis from the Marsh collection. By no means want to take away from all of the other residents that were a part of this important history but I am only focusing on Harry V. Spearing.

In 1914 My Grandfather immigrated with his family at a very young age to Canada from Birmingham, England. They settled very soon after their arrival to the Town of Amherstburg.

In 1929 - Harry took a position at Quality Cannery on Simcoe street

1931 - While swimming at the old marine docks, Harry noticed a woman not resurfacing after she jumped into the water, another gentleman jumped to her aid but quickly realized he could not swim well. Because Harry was an excellent swimmer jumped in to rescue both people. During the rescue the woman panicked and nearly pulled him under, but his quick thinking resulted in a water rescue technique for safe water rescue safety procedure that is used today.

1934 - Member of the "Flower Society" that planted flowers and trees to help beautify Amherstburg In 1936 he became the vice president 1938 the president.

1934 - Became a member of the the crew Captain J Earl McQueen's tug Progresso

1938 - Harry joined the Amherstburg Fire Rescue.

1942 - Harry Spearing revived a 15 month old boy who had fallen in the Detroit river. This was Harry and the teams first attempt using the resuscitation and inhaler machine. Dr. Hutchinson arrived at the scene and pronounced him out of Danger.

By 1945, Harry Spearing became the Amherstburg Fire Captain

1946 - Elected member of the Brunner Mond Club

1951 - Member of the Barbershoppers Choir

1951 - The resuscitator machine owned by Amherstburg Rescue Squad and the Amherstburg Fire Dept after 13 years of use was out of commission. To be repaired it would take approx 3-4 months, without it would leave the community in danger without. Harry was a man of action and

put the problem back to the manufacturer and as a result, the manufacturer gave one to the squad for trial.

1952 - Harry Spearing was head of the program committee for Labor Day Celebrations

1972 - Harry becomes a member of the Public Utilities Commission

*****1962- Harry Spearing becomes Chief/ FOUNGING FATHER along with an experienced and loyal team of which we know of today as the of the Volunteer AA & M Volunteer First Aid rescue Squad otherwise known as Amherstburg Ambulance and Rescue Service. Their first headquarters was at the Venice Car wash on Sandwich Street.*****

During that time frame, patients in distress would have to wait for an ambulance service to come from Windsor as the fire rescue truck was very limited in its ability for rescue and transport to hospital. There was limited financial support or resources for the new tri-community proposal of implementing a first aid and rescue squad, so from the very beginning of the endeavour, it wasn't uncommon for members including my grandfather to pay for gas and maintenance on the patient transport vehicles themselves. During 1962 the emergency phone number for the AA & M Ambulance was 736-4444, Years later I still have the phone number but as a residential line in my home.

1972 - Harry becomes a member of the Public Utilities Commission

Harry was also the local artist for signage including the original AA & M Ambulance logo which he illustrated and branded and he hand painted individually on each vehicle in their fleet.

Harry was a retired supervisor at Allied Chemical

Former Chairman of the Malden PUC

Lead Ferry boat captain to all of the Boblo Island ferry's for many years.

Harry's contribution to the Town of Amherstburg is very decorated. It is with that reason that I respectfully request that all consideration be made in the naming a street after him.

It has been brought to my attention that Boblo island has been in discussions for naming of new streets for the south end development. I only wish that I Had the opportunity to speak up during this discussion.

What a wonderful legacy he left for our Town,

Thank you again for your time,

Denise Spearing

████████████████████
Amherstburg, Ontario

██████████



Delegation Request Form

I wish to appear before *

Council

Advisory Committee of Council

Date of Meeting *

3/22/2021



Name of Delegate(s) *

Scott Renaud and Lynn Nadeau

Address *

[REDACTED]

Phone *

[REDACTED]

Email *

[REDACTED]

Capacity in which you will be attending *

Attending as an Individual

Representing a Group / Organization

Have you contacted Administration regarding this matter? *

Yes

No

Who from Town Administration have you contacted? *

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's agenda # *

Minor variance for fence

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

Will a powerpoint presentation be made? *

Yes

No

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

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

File Name
 fence variance march 22 (1).pdf 218.5 KB
 Committee of Adjustment.pdf 190.7 KB
 Letter Bylaw Enforcement.pdf 183.9 KB
 fence.jpg 343.1 KB

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

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

- We live at [REDACTED], Amherstburg. At the time we purchased our house, in 2019, the lot to the south of our home was vacant.
- Approximately 8 months after moving into our home, house construction on this neighbouring lot commenced.
- Not long after construction began, we realized that this new dwelling would be a semi-detached home. We also quickly realized that the placement of the structure was at the minimum 5 foot setback from the side lot line, which runs along our driveway.
- While we acknowledge that this is an acceptable setback, we soon became fully aware of the negative impact this dwelling would have on our property, with respect to having any privacy between these properties, other than the privacy afforded by a fence to separate these two dwellings.
- The front setback of the new home allowed for a large portion of this dwelling to be located in front of ours. Thus, the design and location of this new structure resulted in the majority of views and site lines to occur across our property. The location was very obtrusive to the southern side of our property; no consideration was given to how privacy/separation could be obtained between our dwellings, as is typically seen between neighbouring properties.
- I had the opportunity to bring these concerns to the attention of the builder, Drew Coulson. Mr. Coulson acknowledged these privacy concerns. He informed me that in attempt to rectify this issue, he planned to enclose the back porch of the new dwelling to create some sense of privacy at the rear of the house. I raised my concern regarding the inability to have any form of barrier between the two properties, other than a fence.
- Countless numbers of onlookers frequently commented on the location of the new home and the negative impact it had on our property and privacy.
- As Mr. Coulson is an experienced builder, I had every reason to believe that he abided by the minimum setback requirements for constructing a house, despite how misaligned this new structure appeared, with respect to my dwelling. Moving forward, I accepted the obtrusive structure and proceeded with my plans to build a suitable privacy fence.
- As an aside, throughout the entire construction process, use of our property was necessary to access the building lot. The close proximity of the new house to the property line left no other option for the workers to access the property. At no time were we ever asked permission to use our property. Despite this inconvenience to us, we continued to tolerate such use of our property in an effort to maintain a neighbourly disposition.
- In February 2020, we were notified that the new structure would be severed into two separate units and that a minor variance was required given the location of the structure was in fact, too close to County Road 20.

- I attended this meeting (February 25, 2020) to voice my concerns regarding the location, the obtrusive nature of the structure, and the negative impact to our property which was created by the builder's front setback error.
- At this minor variance meeting, Mr. Coulson publicly stated to both the committee and myself that in an effort to create privacy between his property and my property, that he would both split the cost of a privacy fence between the properties and close in the back porch of the new dwelling, which is located five feet from our driveway. Based on this agreement, he was granted the minor variance without any further objections.
- I later received paperwork regarding the right to appeal the decision of the board. In reviewing this paperwork, I noted there was nothing in writing pertaining to the concerns I raised regarding privacy, specifically, erecting a fence and enclosing the rear porch. I promptly phoned the Town of Amherstburg Manager of Planning Services, Frank Garardo, and was informed that such stipulations are not typically added as conditions of approval, that the conversation between Mr. Coulson and myself was recorded, and to deal directly with the builder regarding these details moving forward.
- At that time, we did not appeal the Committee's decision and put our trust in the word of Mr. Coulson, that he would follow through with enclosing the porch and assist in the cost of fencing materials.
- Prior to constructing the fence, we reviewed the Town of Amherstburg By-Law pertaining to fencing. The information that we examined stated "a fence of 2 meters was permitted in a backyard and side yard, and a 1 meter fence was allowed in a front yard." Given the fence was to be erected between the two homes thereby separating the sides of the two properties, we had no reason to believe that a 2 meter fence was not permissible under the by-law. Approval of the setback variance placed the new home in front of our existing home which created a side yard between the properties. We ordered materials to construct the fence, recognizing that the COVID-19 pandemic might delay receipt of these materials.
- Naively, we believed that Mr. Coulson would keep his word. As months passed and we saw no progress on enclosing the porch, it became clear that Mr. Coulson no longer needed to appease us; he was granted his minor variance. Despite his delays, I proceeded with constructing the fence for suitable privacy.
- During the initial construction of the fence, the house was subsequently sold to the current home owners. While building the fence, I used the neighbouring property to place a few temporary supports to hold the fence posts prior to pouring concrete. The house was vacant during this time and the yard was unfinished, as is as present. I used the property for mere hours in such a manner that would not cause any harm to the property. I was promptly informed by Mr. Coulson that such use of the property was concerning to both himself and the new owners, as I had not asked permission to use the property.
- I found this behaviour quite hypocritical given our property was used daily throughout the construction of that home. This situation solidified and justified the need for erecting a privacy fence between the side yards of the properties.

- In early September 2020, construction of the fence separating the two properties was nearly complete. I was satisfied with the fact that the fence complied with the town by-law as read and interpreted. The rear porch had yet to be enclosed.
- By mid-September, it was brought to our attention that the front portion of the fence was not in compliance with the by-law, as the fence extended beyond the front face of our home and therefore should not exceed 1 meter in height.
- Despite numerous reviews of the by-law, we continue to find ambiguity in the definition of “a” side yard. We are having difficulty comprehending our lack of compliance. The defining point of transition between a side yard to a front yard is unclear. In conversing with a by-law enforcement officer, we were informed that the fence is in compliance of the by-law for the neighbours, but not for ourselves; what is deemed a side yard for the neighbour is in fact a front yard for ourselves. The neighbours are entitled to this fence, but we are not.
- By virtue of granting the setback variance for the new dwelling thereby allowing the dwelling to be built closer to the road than required, this home has created a side yard between the two properties. If our fence location is a problem then why isn't their house location a problem?
- Had Mr. Coulson constructed the fence on his property at a shared cost, (as agreed upon at the meeting on February 25, 2020 which prevented our appeal of the minor variance) then the fence would comply with the by-law and we would not be here today.
- It was brought to my attention that the new home owners feel that the fence is obstructing their view and sunlight. In actuality, the fence does neither as the height of the windows in their home allow for a view beyond the top of the fence. A better design and layout of the structure could have avoided the use of our property as a viewpoint. The designer was fully aware of the layout of our property prior to constructing the new dwelling and could have seized that opportunity to design a home that would optimize multiple views across their property.
- If the matter of obstructed views or sunlight is a concern, it is apparent that the design and layout of the neighbouring property has negatively impacted our southern view, and has magnified this issue due to allowance of the incorrect setback.
- At this time, we are asking to maintain the fence between the two houses. The fence is located at the side of our property, extending from the back yard and along the side yard of the dwelling that is closest to County Road 20, without extending beyond the front of the home. The fence is 2 meters in height, from the bottom rail to the top rail. Should I erect additional fencing beyond the front face of the new dwelling, it will comply with the by-law requirements for a fence in a front yard, and will be constructed to a height of 1 meter. Further, we request a variance that will permit a decorative rail be placed along the top of the fence which would create a total height of approximately 2.134 meters (84”) from bottom rail to top rail.

██████████
Amherstburg, ON ██████████

February 24, 2020

Town of Amherstburg Planning Offices
Libro Centre
3295 Meloche Rd
Amherstburg, ON N9V 2Y8

Attn: Amherstburg Committee of Adjustment

As the neighbouring property to ██████████ we are opposed to the requested minor variance application submitted by Coulson Design Build. Though we were not initially involved in the permits applied for by Coulson Design Build, we are uncertain as to why the dwelling at the above stated address was built prior to applying for this minor variance.

Throughout the construction phase of the dwelling at ██████████, it appeared that the semi-detached home was built quite close to our existing dwelling, which partially obstructed our southern view. Additionally, the rear of this new building currently aligns closer to the front of our property than the rear. While we are aware that the curvature of the road can create some of this misalignment, we cannot help but believe that if the dwelling built by Coulson Design Build was set back the 11 feet as required, our dwellings would better align, which would negate the current privacy issue.

In receiving this notice of minor variance, it has now become evident that this dwelling did not meet the required dimensions. As a result, we will now have the responsibility of erecting a fence to ensure some degree of privacy, which perhaps could have been avoided.

Our biggest question is why Coulson Design and Build was permitted to proceed with building this residence without first seeking these minor variances. It appears "it is easier to ask for forgiveness than ask for permission."

We appreciate your attention in addressing our concerns.

Sincerely,

R. Scott Renaud

Lynn Nadeau

██████████
Amherstburg, ON ██████████

February 24, 2020

Town of Amherstburg Planning Offices
Libro Centre
3295 Meloche Rd
Amherstburg, ON N9V 2Y8

Attn: Amherstburg Committee of Adjustment

Re: Notice of Public Hearing ██████████ (Coulson Design Build)

Further to our original letter regarding the setback variance at ██████████, we question (not accuse) whether upholding the minimum building setback for residential units required by the County of Essex would have prohibited the construction of this dwelling. The construction of these semi-detached units required the installation of two separate septic systems, given the property is not on the Town of Amherstburg sewage system. One wonders if the installation of the required septic systems resulted in waiving the minimum setback requirement during the construction of these dwellings.

Our property at ██████████ was built a number of years prior to our acquisition of the property in December, 2018. The existing concrete driveway for our property was constructed at the property lot line on the south side of the lot. When the construction began at ██████████, we questioned Mr. Coulson regarding how close the new dwelling would be built in relation to the lot lines, as the foundation was dug at our concrete driveway. Though we were concerned about the instability of our concrete driveway, our primary concern was a privacy issue. With the dwellings so close to each other, there was little, if any, available area for privacy barriers such as trees or fences.

In conversing with Mr. Coulson, we were informed that the open porch at the rear of the dwelling at ██████████ was to be closed in with a wall which would allow some privacy for both ourselves and the potential homeowners. We are not sure if this is still his intention, as a wall on the rear porch has yet to be constructed.

We are very concerned regarding the lack of privacy on the entire southern border of our property that this dwelling has created based on both the close proximity and misalignment of the two housing structures. The fact that the house is closer to the front of the lot than it should be has, in our opinion, created an even worse privacy situation. It is not only our opinion, but the opinion of those that know us or have seen the house (including unsolicited passerbys that feel the need to comment) that there are privacy and obstruction concerns. We have fielded numerous comments regarding both the lack of depth for the new dwelling and the close proximity to our house.

In attempting to find a solution to the privacy concerns we have developed ideas to create some degree of privacy, including attaching a barrier to our driveway from the front of the new dwelling to the back property line. This structure will obviously need to be well constructed and aesthetically pleasing. As we are concerned that the type and height of the necessary barrier may not comply with the towns fencing bylaws, we hope this could be remedied with a variance to the fencing height bylaws.

We appreciate your attention in addressing our concerns.

Sincerely,

R. Scott Renaud

Lynn Nadeau

October 15, 2020

Hi Nicole,

After reviewing the Town of Amherstburg Building Department Guide to Residential Building Permits, I erected a fence between my property at [REDACTED] and the neighbouring property at [REDACTED]. I reviewed the fence by-law and began constructing a fence under 2m along a side yard. We have since received notification that the fence does not comply with the by-law, as the fence currently sits on our side of the property line. Thus, the fence is along the side yard of [REDACTED] but not the side yard at [REDACTED] (the neighbouring property).

As the purpose of this fence is to separate the side yard of both dwellings, we feel this meets the definition of "side yard" as stated in the bylaw.

Per discussions with both yourself and BJ Wilder, it has been suggested that we apply for a variance. Please accept this letter as a request for a variance pertaining to the fence.

We have discussed privacy concerns with the home builder, Drew Coulson (Coulson Design Build), in August 2019 (the initial construction of the dwellings). While it initially appeared that the new dwelling and our existing dwelling were misaligned, this was formally brought to our attention when we received notification that the dwelling at [REDACTED] required a minor variance as the proper setback from County Road 20 was not observed.

We had opportunity to publicly discuss our concerns at the Notice of Public Hearing [REDACTED] [REDACTED] (Coulson Design Build) on February 25, 2020 (please see attached letters). At this meeting, Mr. Coulson understood our concerns regarding privacy and agreed to split the cost of a fence to create privacy between these dwellings. Mr. Coulson also agreed to close in the porch at the back of the new dwelling as an additional measure to ensure privacy. As Mr. Coulson appeared to be understanding and sympathetic to the privacy issues this new dwelling created, we did not appeal his application for the setback variance.

Since this meeting in February 2020, Mr. Coulson has not closed in the rear porch yet has sold this property. Thus, with no privacy, we proceeded to construct the fence that all parties agreed to in February, 2020. Out of respect for the new owners, we built this fence on our side of the property line. Since this construction, we have been informed that while a 2m fence meets the by-law requirements for the owners of [REDACTED] since the fence sits within our property line it is an infraction of the bylaw. While the construction of the dwelling at [REDACTED] has created a side yard which is in front of our house, this is not "our" side yard.

While we would have preferred to use natural vegetation to create privacy, the close proximity of the new dwelling to the property line (our concrete driveway) did not allow for such a natural barrier. Therefore, in applying for this variance, we would like to erect an 84 inch (top rail to bottom rail) fence to ensure adequate privacy between these dwellings.

We look forward to hearing from you.
Lynn Nadeau & Scott Renaud





Delegation Request Form

I wish to appear before *

Council

Advisory Committee of Council

Date of Meeting *

3/8/2021 (moved to March 22, 2021)



Name of Delegate(s) *

Jen DeLuca

Address *

[REDACTED]

Phone *

[REDACTED]

Email *

[REDACTED]

Capacity in which you will be attending *

Attending as an Individual

Representing a Group / Organization

Have you contacted Administration regarding this matter? *

Yes

No

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

Open-Air 2021. To highlight some challenges for business owners and discuss solutions and alternatives for 2021.

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




Will a powerpoint presentation be made? *

Yes

No

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

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

File Name	
 open air.docx 22.2 KB	
 Are you in favour of having Open Air Weekends number 1.pdf 5.0 MB	
 Are you in favour of having Open Air Weekends number 2.pdf 1.4 MB	

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Thank you Councillors, and Mr. Mayor for giving me the opportunity to be present here as a delegate tonight. For those of you who do not know me, my name is Jen DeLuca and I am here tonight speaking on behalf of Waterfront Ice cream, a downtown business which I have owned and operated for the past 16 years with my husband Justin, as well as our new business The Perch Pit co-owned by Justin and I, along with our business partner Billy Deslippe. I am also a commercial landlord for a downtown business. The reason why I am here tonight, is to speak openly with regards to Open Air weekends. *****

I am not here to speak negatively regarding Open Air weekends, and I applaud all of the efforts put into it. I am here to clarify some misconceptions that state that Open Air was successful for ALL of the downtown businesses.

After hearing about how some businesses continued to adapt and struggle during this pandemic, then felt an even bigger defeat with the street closures, I decided to visit as many businesses as I could while on lockdown and busy with my career. I had the opportunity to visit 30 businesses downtown to see how they felt about Open Air this past summer, as well as their thoughts moving forward.**** Through my short survey and conversations, I have come to find that fifty percent of the downtown businesses that I connected with, had been negatively impacted by Open Air street closures. This means, that if 50 percent of the 30 businesses are in favour of street closures, and 50 percent of the 30 businesses are not...we have a net gain of ZERO. For this reason, I am here tonight. To inform all of you, just how the street closures can appear to look one way, but in fact, are not that way at all.

Here is a list of the 15 downtown businesses who *****were negatively impacted by Open Air street closures, and would like to see changes moving forward for 2021.

Happier Camper

Precision Jewelers

Riccardo's Italian Restaurant

The Perch Pit

Waterfront Ice cream

Country Bliss

Nuccelli's Frozen Yogurt

2 Way Automotive

DelCol Designs

The Barber Shop

Ambiance Hair Design

Royal Sushi

Rosa's Italian Restaurant

I would also like to note that the few remaining downtown businesses that I did not touch base with, were not forgotten, we just didn't get the chance to connect.

Now I will share the realities for some of us business owners during street closures. *****

Justin and I from Waterfront Ice Cream wrote:

Our sales were consistently down every Friday, Saturday, and Sunday...and on the Mondays of long weekends during street closures. Our sales remained strong during weekdays.

Busy streets and people walking and sitting on patios does not equate to regular or higher sales volumes in all businesses. Our downtown thrives on having access to our businesses, especially during inclement weather such as rain and high heat days, specifically for young families and

seniors and anyone requiring extra assistance.

Bryce May from Happier Camper stated:

“The town looks sad at 9:00am when its anything but ideal weather conditions, with a blockade at every corner. Last year was devastating to my business with the streets closed off. People are going to take their Sunday drives elsewhere when they can’t see what’s happening in our downtown. ***

John Shiha, owner of Precison Jewelry on Richmond street wrote:

“When the streets are closed, we might as well be closed. It has never helped us but rather hurts us. We always want to support downtown business initiatives but honestly this does nothing for us”

Rob Ianucci from Nuccelli's Frozen Yogurt
stated:

"I am sitting on the fence about this. If a financial investment is involved, then NO I don't want to be involved with it. It should not be closed off on Sundays" ****

GayAnne Ledingham from Ambiance Hair Design
stated:

As a hair salon owner, the open streets have been a negative experience that seems to only consider the restaurant owners, as I'm sure other retailers will attest. While I enjoy dining in all of the restaurants in town, and hold no ill will toward them, they have been able to remain open for all of the pandemic, even if just for curb side pickup, while hair salons were forced to close entirely. In addition, my clients had to move their vehicle during their appointment while they had colour applied to

their hair. One of them had limited mobility which made it difficult for her to park further away. ****

Included in my speaking notes is a letter from resident Elio DelCol highlighting the challenges for the residents living downtown and in The Salmoni Building when the streets are closed.

- ▶ difficult to get groceries or medication delivered
- ▶ unable to have company visit and park nearby
- ▶ consistent noise disruptions with loud music and crowds
- ▶ activities continuing after hours in the Navy Yard Park with the absence of necessary security
- ▶ Blocked driveways and increased traffic on Rankin

After taking into consideration the feedback from some of the business's personal struggles during Open Air street closures, I had come up with a few possible solutions for you to consider for Open Air 2021. But since then, the tourism department has created 4 new footprints looking to suit the majority of businesses. The only footprint that truly suits the majority of businesses and residents, is option D**** which keeps streets open and allows any business to encroach on municipal property. I'm sure for those who do not have patio options on their side of the street, you can arrange for them to use the space in the Navy Yard Park again. ****

I feel that another option is having Open Air in the Navy Yard Park, with designated tents and seating for local businesses who can deliver food and drinks to their customers across the road in the beautiful Navy Yard park.....which would actually allow for social distancing and a truly

unique setting like no other. Still allowing people to park where they need to, to walk the park and enjoy a dining experience outside.

OR *****

Keep Open-Air in its current model one weekend a month...the first weekend or the last weekend of each month.

Keep in mind tonight, when the tourism department shares their survey data, not every downtown business participated in the survey. In their most recent survey dated, September 20, 2020, **** one of the questions asked was “Has your business benefitted from Open Air weekends?” Out of 24 respondents...54% said YES while 46% said NO....that is nearly half of the businesses who did not benefit from Open-Air weekends. This survey speaks volumes.

Helping one set of businesses at the expense of other businesses is not good financial stewardship.

Another point to consider is, when surveying visitors, the reason you get 100% positive responses.... is because 100% of those visitor's do not have a business that was financially impacted. *****

We have been told that Open Streets are an international success story happening all over Europe. Well I'm sure they are.....considering in most European cities, heavy traffic congestion is a problem as well as vehicle noise and air pollution. They also draw millions of tourists a year and have public transportation. None of this is the case in Amherstburg. ****As well, we have ample space for Open Air and physical

activity in our beautiful Navy Yard Park which is adjacent to all of the businesses on Dalhousie.

Closing the streets weekend after weekend after weekend has deeper consequences THAT some are not willing to see. Closing streets is 1 thing that can affect a number of variables that are unclear to the population as a whole. You are literally stealing from Peter to pay Paul. ***

Although I applaud the tourism department for working diligently to prepare downtown initiatives, I am disheartened, that as a business owner I have to subject myself to public scrutiny in order to keep streets open, so that I can operate my business. It has created an unnecessary divide between a once strong, secure, downtown business community. When you are voting tonight, I hope you will truly consider the real stories and experiences of some of the downtown businesses who have been here for decades. Those who have helped

shape our incredible, dynamic, scenic downtown into the most beautiful, unique, safe and magnificent town to work, live and play. **

Let's work together to promote our unique downtown by using existing green space to provide open air programming for all of the downtown businesses. And continue to invest and build upon our current trails and green spaces, while keeping our streets open.

Thank you.

Jen DeLuca

Waterfront Ice Cream

Why am I here??

I am here to discuss Open-Air weekends and how street closures negatively impacted some of the downtown businesses.



Reminder



▶ I am not here to speak negatively about Open-Air Weekends, and I applaud the efforts behind it, however, there are some misconceptions and challenges for many businesses and residents.



► Of the 30 downtown businesses surveyed, 15 businesses did not benefit from street closures.

Businesses that were impacted by the street closures

Happier Camper
Precision Jewellers
Riccardo's Italian Restaurant
The Perch Pit
Waterfront Ice cream
Country Bliss
Nuccelli's Frozen Yogurt
2 Way Automotive

DelCol Designs
The Barber Shop
Ambiance Hair Design
Royal Sushi
Rosa's Italian Restaurant
(2 more businesses who
wanted to remain
anonymous on a public
agenda)





Our sales were consistently down every Friday, Saturday, and Sunday...and on the Mondays of long weekends during street closures. Our sales remained strong during weekdays.

Busy streets and people walking and sitting on patios does not equate to regular or higher sales volumes in all businesses. Our downtown thrives on having access to our businesses, especially during inclement weather such as rain and high heat days, specifically for young families and seniors and anyone requiring extra assistance. Page81



The town looks sad at 9:00am when its anything but ideal weather conditions, with a blockade at every corner. Last year was devastating to my business with the streets closed off. People are going to take their Sunday drives elsewhere when they can't see what's happening in our downtown.



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“When the streets are closed, we might as well be closed. It has never helped us, but rather hurts us. We always want to support downtown business initiatives but honestly this does nothing for us”

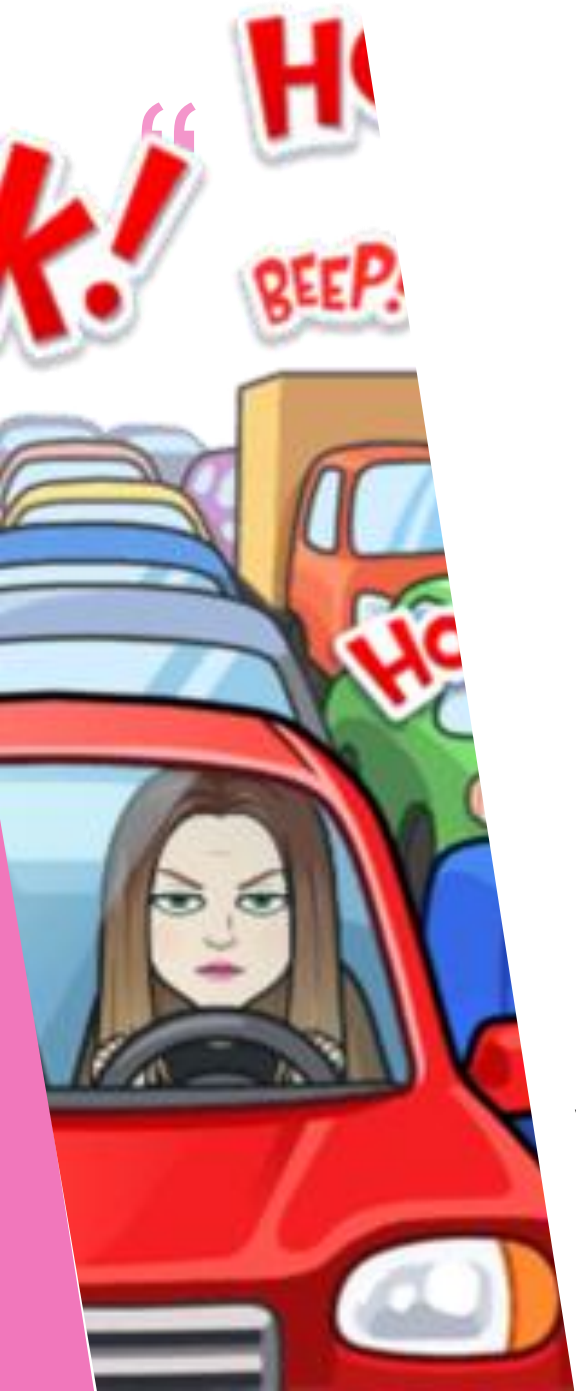


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“I am sitting on the fence about this. If a financial investment is involved, then NO I don’t want to be involved with it. It should not be closed off on Sundays”



As a hair salon owner, the open streets have been a negative experience that seems to only consider the restaurant owners, as I'm sure other retailers will attest. While I enjoy dining in all the restaurants in town, and hold no ill will toward them, they have been able to remain open for all of the pandemic, even if just for curbside pickup, while hair salons were forced to close entirely. In addition, my clients had to move their vehicle during their appointment while they had colour applied to their hair. One of them had limited mobility which made it difficult for her to park further away. “



Street closures also posed many inconveniences for residents living in the downtown core. (Salmoni building and Rankin)

Included is a letter from resident Elio DelCol highlighting the challenges for the residents living downtown when the streets are closed.

- ▶ difficult to get groceries or medication delivered
- ▶ unable to have company visit and park nearby
- ▶ consistent noise disruptions with loud music and crowds
- ▶ activities continuing after hours in the Navy Yard Park with the absence of necessary security
- ▶ Blocked driveways and increased traffic on Rankin



Option D

keeps streets open and allows any business to encroach on municipal property.

I'm sure for those who do not have patio options on their side of the street, you can arrange for them to use the space in the Navy Yard Park again.

Possible solutions continued...



- ▶ Open Air in the Navy Yard Park
 - ▶ designated tents and seating for local businesses in our beautiful Navy Yard park
 - ▶ social distancing options
 - ▶ a truly unique setting like no other.
 - ▶ people can park where they need to, walk the park and enjoy a safe dining experience outside.

Possible Solutions continued...

- ▶ Keep Open-Air in its current model one weekend a month...the first weekend or the last weekend of each month or just on Saturdays...



September 20, 2020
Ontario Stage 3 COVID -19 Status

Has your business benefited from
Open Air Weekends?



Survey from Amherstburg Tourism Department

Percentage of
businesses who
benefitted from Open
Air last year...based on
tourism department
and the responses of 24
businesses.

54% YES

46% NO

- Europe:**
- Millions of tourists
 - Traffic congestion
 - Air pollution
 - Noise pollution
 - Public Transportation
 - Lack of green space





Kings Navy Yard Park would provide ample green space for open air programming.



Feeling disheartened
to be under public
scrutiny for wanting
my streets open to
operate my business.

Decisions are the hardest
moves to make,
especially when it's a choice
between what you want and
what is right.



Let's work together to promote our unique, magnificent down-town by using existing green space to provide open air programming for all the downtown businesses. And continue to invest and build upon on our current trails, and green spaces, while keeping our streets open.

Thank you for
listening!





Delegation Request Form

I wish to appear before *

Council

Advisory Committee of Council

Date of Meeting *

3/22/2021



Name of Delegate(s) *

Bryce May

Address *

274 Dalhousie st

Phone *

5198903240

Email *

Bryce@happiercamper.com

Capacity in which you will be attending *

Attending as an Individual

Representing a Group / Organization

Have you contacted Administration regarding this matter? *

Yes

No

Who from Town Administration have you contacted? *

Mayor and council

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

Open streets affecting my business

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

Open streets affecting my business

Will a powerpoint presentation be made? *

Yes

No

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

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

File Name
 234B574F-E794-4A85-A160-3D832A5EBDDC.jpeg 650.7 KB
 6F45CE1D-4CA0-419F-BE78-C3B05135823E.jpeg 747.1 KB
 53EC863B-6713-46CB-B3D3-A7E9B66173B6.jpeg 1.3 MB
 C53F8EBC-8BB5-4FC4-887F-AC3FC477CE07.png 5.1 MB

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Hello,

I'm not happy about this at all. Changes need to happen. I'm not opposed to having it one weekend a month. Maybe certain businesses can opt to have a few parking spots on the street like kingsville.

My thoughts.

I'm closed out of all of it with a barricade that kills all business after 2 on Friday. Then if it's raining, too hot or cold out no one comes out anyways!

After seeing last year, this is critical. I need traffic flow! We need traffic flow in the downtown. I'm not the only one that's going to bring this up.

Amherstburg is also a well known town that you want to drive to, you want to sit on a patio and look at your Hot Rod, Motorcycle ,New car, First car. whatever it may be. People don't want to park their pride and joy 4 blocks away. That's what this town has been like for years. We're not Dundas street.

If it affects one business it affects all businesses. This isn't a well... "what's best for a majority thing" These plans for open streets work great when it's 10,000 people in a 1km radius. In a big city. But we're 30 minutes away from Windsor and we don't have our cross border traffic.

This is people's livelihoods, their 24/7 no days off no holidays Summer is their big push for the rest of the year. If taken, There's not much left on the table. We all want what's best for our neighbor. but we need to protect our shirts too. i would also like to state a lot of our downtown business depends on till rings per Hour.

People are going to take their Sunday drives to Kingsville where they did it right.

Bryce

4:29



< Photos

254 of 1,531







Delegation Request Form

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Advisory Committee of Council

Date of Meeting *

3/22/2021



Name of Delegate(s) *

Richard Peddie

Address *

[Redacted Address]

Phone *

[Redacted Phone]

Email *

[Redacted Email]

Capacity in which you will be attending *

Attending as an Individual

Representing a Group / Organization

Have you contacted Administration regarding this matter? *

Yes

No

Who from Town Administration have you contacted? *

Ann Rota and all of council

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

Open Air Weekends

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

I am in favour of open air weekends for a number of reasons that I would explain in my remarks to council. High probability that Essex county will go into a 3rd lock down and open air is proven way to positively address the situation both economically and safely

Will a powerpoint presentation be made? *

Yes

No

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File Name



Speaking Notes.pdf

10.3 KB

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Speak in favour of open streets

Speak briefly about their history and growth

Economic and health benefits

Amherstburg quickly responding to Covid. Differentiated our town versus our county towns

Businesses that succeeded and why

Businesses that struggled and why

Open streets now an international best practice

Success formula going forward



Delegation Request Form

I wish to appear before *

Council

Advisory Committee of Council

Date of Meeting *

3/22/2021



Name of Delegate(s) *

Luigi DiPierdomenico representing Douglas
and Mary Emery

Address *

285 Sandwich St. S., Amherstburg, Ontario
N9V 2A7

Phone *

519-736-2126

Email *

luigi@dipierlaw.com

Capacity in which you will be attending *

Attending as an Individual

Representing a Group / Organization

Name of Group / Organization / Business *

Douglas and Mary Emery, [REDACTED], Amherstburg, Ontario N9V 2M4

Have you contacted Administration regarding this matter? *

Yes

No

Who from Town Administration have you contacted? *

Nicole Rubli, Frank Garardo, B. J. Wilder, Giovanni (John) Miceli

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

Fence Variance Request by Ronald and Lynn Renaud, [REDACTED], Amherstburg, Ontario N9V 2M4

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

Not in favour - see materials attached for explanation.

Will a powerpoint presentation be made? *

Yes

No

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

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

File Name



Response to Item Agenda 2021 03 22.pdf

26.1 KB

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An Amherstburg representative has informed the Delegate of Mr. & Mrs. Emery that Mr. & Mrs. Renaud are proceeding at a council meeting to significantly vary the requirements of the Municipal current Fence By-Law. The Renaud fence was specifically erected to directly interfere with the property amenities of border neighbours (Mr. & Mrs. Emery). On behalf of Mr. & Mrs. Emery, the current Renaud agenda before Council is ByLaw Fence variation intended to deprive Mr. & Mrs. Emery of "*sight benefits*" or "*viewing benefits*" of the riverfront (enforced by Municipal Fence ByLaw). The Delegate has contacted Nicole Rubli, Frank Garardo, B. J. Wilder and Giovanni (John) Miceli to ask for municipal records that should be available to the Delegate on behalf of Mr. & Mrs. Emery. All of such records have been refused by the Municipal representatives above mentioned. The grounds of refusal have been the Delegate's requests offend the Municipal Freedom of Information and Protection of Privacy Act. Although the Delegate does not agree with the foregoing, to avoid "*running*" up costs, the Delegate has filed, under the statute, for disclosure of such records and awaits a ruling on such disclosure. In the circumstances, the Delegate cannot provide to the Municipality the very records of the Municipal representatives that document the behaviour of Mr. and Mrs. Renaud.



Delegation Request Form

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Council

Advisory Committee of Council

Date of Meeting *

3/22/2021



Name of Delegate(s) *

Debbie Nedin

Address *

[REDACTED]

Phone *

[REDACTED]

Email *

[REDACTED]

Capacity in which you will be attending *

Attending as an Individual

Representing a Group / Organization

Have you contacted Administration regarding this matter? *

Yes

No

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

Re: Fence Variance on the South side of Ronald & Lynn Renaud, [REDACTED], Amherstburg, N9V 2M4

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

Not in Favor of the matter - I am a local Realtor (since 1983) with Remax Preferred Realty Ltd. A fence between the Renaud's property and the Emery's property to the immed. South running along the north side of [REDACTED] Amherstburg N9V 2M4 - length of their residential home may effect the future value of their property in the future - obstructing their North view from their home.

Will a powerpoint presentation be made? *

Yes

No

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File Name



emery.pdf

23.1 KB

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Re Meeting March 22, 2021.

- Fence Variance for Ronald & Lynn Renaud, 750 [REDACTED] Amherstburg
N9V 2M4

Not in Favor:

Reason: Being a Licence Realtor since 1983 in the Amherstburg Area – it is my professional opinion that a fence running along the South side of the above property may effect the re-sale value of the property to the immediate south # [REDACTED] Amherstburg (owned by Doug and Mary Emery) blocking their view from their home to the North (Riverview).

Please note that not to long ago a fence issue was in play with a property I had listed on the 6th concession of Amherstburg (old Anderdon) where a neighbouring property ran a privacy fence ran along the north side of their home (along their residence to the front of lot line – and to make things worse was painted a multi colour out of spite to the current homeowner) defacing the value of their property – turing away potential buyers. That owner was made to change the colour and eventually he removed the fence for the next owner.

Open Air Weekends 2021

The Corporation of the Town of Amherstburg



AMHERSTBURG

— **EST. 1796** —



Open Air Weekends 2021 Agenda

- ▶ Opening remarks
- ▶ Introductions
- ▶ 2020 program summary
- ▶ Proposed opening/closing dates
- ▶ Open air footprint proposals
- ▶ Requirements for Businesses
- ▶ Roundtable discussion
- ▶ Next steps





Open Air Weekends 2021

- ▶ **2020 survey results**
- ▶ **Canada Healthy Communities Fund**





Open Air Weekends 2021 Dates

Proposed opening

- ▶ May 7-9 (Mother's Day)
- ▶ May 21-24 (Victoria Day Weekend)

Proposed end date

- ▶ Sept. 24-26
- ▶ Oct 8-11 (Thanksgiving Weekend)



Open Air Weekends 2021

Footprint Considerations

- ▶ **Pedestrian Safety**
- ▶ **Flow of traffic**
- ▶ **Access for emergency vehicles**
- ▶ **Benefit to businesses - space allocation**
- ▶ **AGCO restrictions**
- ▶ **Parking for visitors/residents**
- ▶ **Covid-19 regulations**



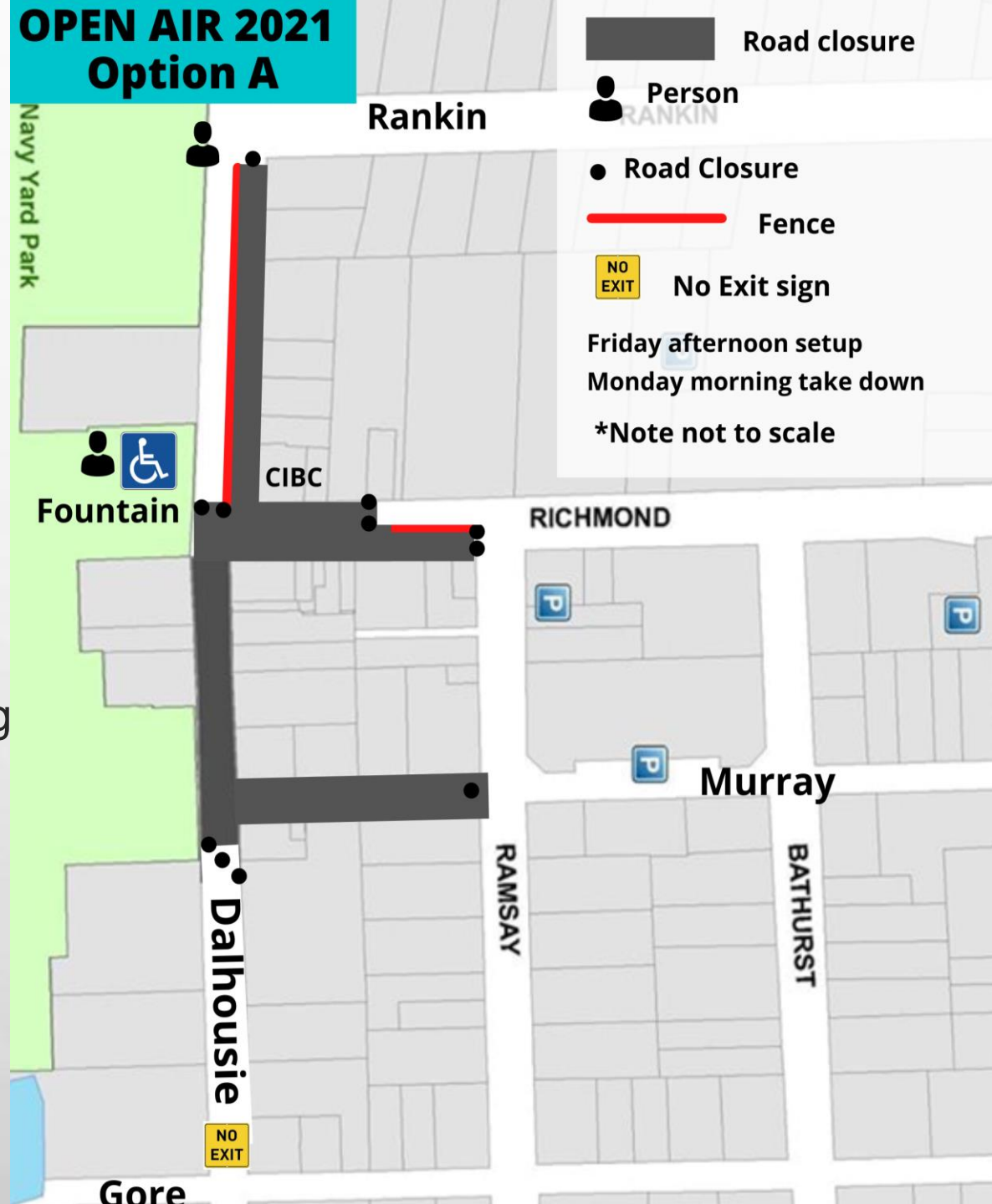


Option A

Open Air Footprint

Logistics include:

- Road closure mirrors 2020
- Allows for patrons to walk freely on open streets
- All businesses in footprint may participate by extending patios/retail space
- Allows additional programming options
- New for 2021, road closure ends at Queen Charlotte entrance
- Parking remains outside footprint, in close proximity





Option B

Open Air Footprint

Logistics include:

- Allows traffic flow one way southbound from Rankin to Richmond on Dalhousie
- Allows traffic flow one way eastbound from Dalhousie to Ramsay on Richmond
- Allows angle parking on Dalhousie from Rankin to Richmond
- Businesses outside of the road closure area will be afforded parking stall space only for patio and retail space expansion
- Allows pedestrian traffic on streets in grey areas only
- Allows additional programming options



OPTION D

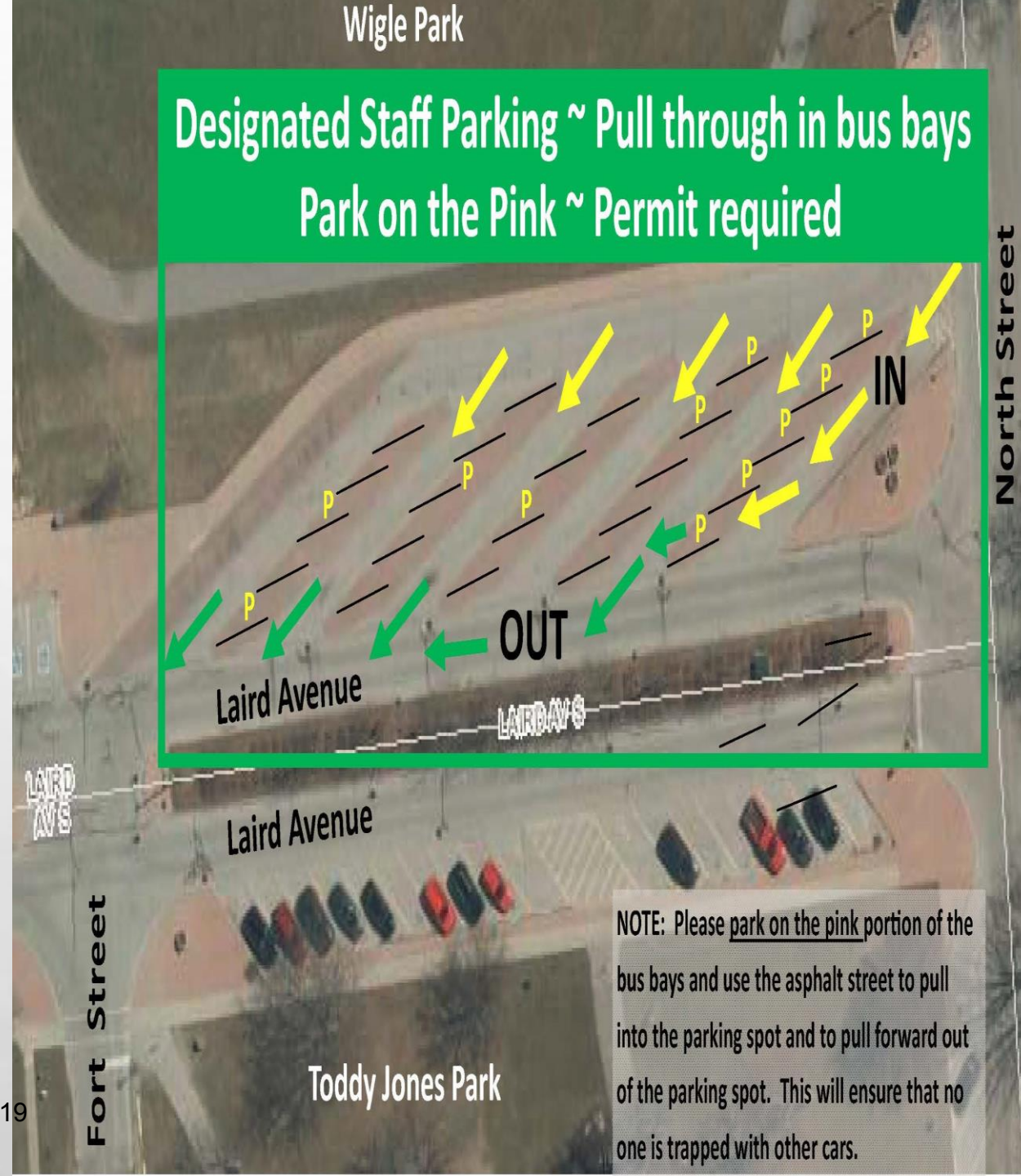
- ▶ No road closures/no Open Air programming
- ▶ Limited opportunity for some businesses to encroach on municipal property
- ▶ Each request will be vetted through Administration for approvals



Parking during Open Air Weekends

Employee Parking

- Designated staff parking in the parking bays at General Amherst High School (approx. 50 spots)
- By permit only
- Facilitated through the Licensing Department





Parking during Open Air Weekends

Customer parking

- There are 312 public parking spaces within a 3 minute walking radius of center of Richmond and Dalhousie
- There is an additional 237 parking spaces within a 6 minute walking radius of the center of Richmond and Dalhousie
- There is a total of 549 parking spaces within a 6 minute walk of the center of Richmond and Dalhousie





Business Requirements Open Air Weekends

Business responsibilities

- Adherence to covid-19 regulations
- Adherence to Fire, Bylaw and Building requirements
- Sidewalk encroachment permit/insurance requirement/approval from fire & building dept.
- AGCO letter of non-objection from the Town
- Outside of road closure, businesses will be responsible for fencing own their retail/patio space





Roundtable Questions & Discussion

Open Air 2021 Weekends



Open Air Weekends 2021 Next Steps

- Administration to send presentation and survey information
- Businesses to complete Survey on Survey Monkey by end of day Sunday, March 14, 2021
- Administration to review survey results and draft a report to council for March 22, 2021 Council meeting
- Administration to provide Council decision to businesses
- 2021 toolkit will be sent to all businesses with requirements and deadlines

Thank you for your participation!



AMHERSTBURG

EST. 1796



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: Continuing Respond, Restart, Recover Open Air Weekends 2021

1. RECOMMENDATION:

It is recommended that:

- 1. Open Air Weekend Footprint Option A BE APPROVED during prime hours and Option D during non prime hours, beginning every weekend from May 21-24 to September 24-26, 2021;
2. Open Air Weekends 2021 and associated events BE EXEMPT AND PERMITTED for road closures included in Option A to begin prior to 5pm for the remainder of 2021;
3. Open Air Weekends 2021 and associated events BE EXEMPT from the Noise By-law, as long as the noise generated from the program and associated events remain under a noise level of 60dba; and
4. An exemption BE GRANTED to Section 3 of the Kings Navy Yard Park By-law 2004-89 to allow for the Open Air Weekends 2021 and associated events in the Kings Navy Yard Park.

2. BACKGROUND:

On March 22, 2020, the Town of Amherstburg declared a State of Emergency, in alignment with the provincially declared state of emergency, due to the COVID-19 worldwide pandemic. The Province issued orders that saw the unilateral closure of schools, non-essential businesses along with many other amenities that are important to the social and economic fabric of our community in an effort to mitigate the transfer of

COVID -19. One year later the world continues to see the effects of the pandemic and is continually adapting to the ever-changing situation. Locally, businesses are currently still subject to restrictions under the provincial framework.

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

2020 Open Air Weekend

In June 2020, Council unanimously approved the 2020 Open Air Weekends, an initiative that closed a section of Dalhousie Street, Murray Street and Richmond Street to vehicular traffic from Friday afternoon to Monday morning. The plan was designed so weekend visitors to Amherstburg could safely enjoy businesses while maintaining safe practices as the region had entered Stage 2 of reopening. The open streets allowed an environment where people could enjoy the downtown core while physically distanced and businesses were able to maximize their capacity, given the regulations at the time. The 2020 programming concluded in October 2020.

The Open Air Weekends program was developed and coordinated by an internal working committee (Amherstburg Business Recovery Committee), which consists of Tourism and Culture, Fire, Police, Clerks and Risk Management, Licensing and Enforcement, Parks, Facilities, Recreation and Culture, and the Roads Division.

In 2020, the Open Air Weekends program initiative was in response to adapting and pivoting town resources in supporting local industry and businesses. As COVID-19 was and continues to be of threat, the program's further objective evolved into creating and transforming an outdoor footprint for the residents and attendees to enjoy new opportunities within safe, accessible, open spaces in adherence to the COVID- 19 provincial guidelines. Presently, Amherstburg does not have a Business Improvement Association (BIA) to develop or lead such an initiative.

2020 Open Air Weekends Consultation

The Amherstburg Tourism and Culture Division and Tourism Windsor Essex Pelee Island administered three downtown business and six visitor (attendees) surveys. Additionally, the visitor surveys were directed to Environics Analytics for further consumer profiling of the attendees. Monitoring, dialogue and observance was also ongoing with businesses in the downtown Open Air 2020 footprint. (Please see attached Appendix A)

Highlights of the 2020 Business Surveys. (Conducted through Survey Monkey)

<u>Question</u>	<u># of Respondents</u>	<u>Yes (%)</u>	<u>No (%)</u>	<u>Did not Answer (%)</u>
Would you like to expand into an Open Street Program? May 20, 2020	<u>38</u>	<u>68</u>	<u>32</u>	
Were you pleased with the concept and footprint of Open Air Weekends? July 7, 2020	<u>28</u>	<u>92</u>	<u>8</u>	
Would your business like to see Open Air Weekends take place from Spring to Fall of 2021? September 20, 2020	<u>24</u>	<u>71</u>	<u>21</u>	<u>8</u>
Have you hired additional staff to work Open Air Weekends? September 20, 2020	<u>38</u>	<u>37</u>	<u>63</u>	

Highlights of the 2020 Visitor Survey. (Live Surveys on the downtown streets and King Navy Yard Park) (Reference Appendix B)

Please note, at the time of administering the visitor surveys from August to September 2020, Windsor/Essex was in Stage 2 and 3 of the COVID-19 provincial restrictions. It was expressed to staff by some of the visitors, that they were hesitant or did not want to be approached to complete a survey however in light of that, 277 people did choose to participate. Highlights of the survey findings were:

- Would like Open Air program to return? 100% Yes
- Where are you from? 70% (Amherstburg, Windsor and LaSalle respondents)
- Top Social Media Platform. 78% use Facebook
- Average Household Income. \$116,121

Covid Impacts for Small Business

The impact of COVID-19 was and continues to be felt across our economy. With the province-wide emergency declaration due to the COVID-19 virus and the forced closure of all non-essential businesses, these employers and their employees were significantly impacted.

The Federal and Provincial governments have announced a series of measures to help small business weather the significant financial impact of closures and alternative service delivery methods. As the Province gradually eases restrictions through their COVID-19 response framework: keeping Ontario Safe and Open whereby businesses can slowly re-open or return to normal, Administration is of the view that there is a role for the Town to play in continuing to assist with the recovery. The role of the Town is tied to the Provincial response framework and the opportunities to assist the businesses in the downtown core with the use of municipal infrastructure, which maybe restricted due to the colour coded status the region is in.

The Windsor Essex Economic Task Force conducted a COVID-19 business impact survey between July 10, 2020 and August 5, 2020 for Windsor/Essex County businesses. This survey was conducted as a follow-up to the initial survey in April 2020, which asked businesses for input around current and expected impacts they anticipated facing due to the pandemic. When asked about level of impact from the pandemic, 57.48% of businesses indicated that they were significantly negatively impacted as it relates to a revenue, supply chain, HR perspective etc. Of the 127 businesses who responded. 33.86% responded they had some negative impact.

It is anticipated that the Province will continue to once again ease the restrictions on local business as the number of cases decreases or as vaccines become more readily available and citizens are vaccinated. The rollout of vaccines will play a critical role in assisting the Province and the region in managing the controls necessary to prevent the spread of COVID 19. Administration believes that with the summer season approaching, and the unknown probability of a herd immunity being achieved allowing businesses to operate more freely that there will continue to be a need for the Town to once again support local businesses. As such the Town has explored actions that it can take within its sphere of jurisdiction to help local businesses recover from extended closures and modifications to business practices through the use municipal infrastructure.

Covid Impacts for Tourism and Culture

Because of its service nature through the interaction of people, tourism has been and continues to be, the most fragile and exposed sector of the Canadian economy. Many of the policies and practices designed and implemented to limit the transmission of COVID-19 have had a negative effect to this sector.

Tourism Industry Association of Ontario (TIAO)

The importance of tourism as an economic driver and job creator cannot be understated. Tourism is a powerful and innovative industry. Pre COVID-19, every \$1 million spent by visitors in Ontario generated 13 new jobs and \$604,800 in wage salary. Tourism is also the largest employer of young people (15 to 24 years), women and visible minorities.

Quick pre COVID-19 annual facts about Tourism in Ontario (2019)

- \$34.1B in tourism receipts
- \$32.7B to provincial GDP
- \$26.8B in visitor spending
- \$11.8B total tax revenue
- 188,000 businesses
- 391,000 jobs
- 144M annual visits to the province

The COVID-19 pandemic has had a historic and devastating impact on the Ontario tourism industry. The shut-down or threat of tourism businesses and layoffs is unprecedented. If tourism businesses do not receive economic recovery support such as programs like the Open Air Weekends 2021, the temporary closures may become permanent in nature, the layoffs may increase therefore preventing businesses the ability to survive and continue to support the cultural fabric and heritage of our province and community.

*Destination Canada reports (March 2021) that the visitor economy saw unprecedented losses in 2020 alongside business closures and rising unemployment. The impact on tourism is greater than that experienced after 9/11, SARS and the 2008 economic crisis combined. Because of its service nature, tourism is the most impacted sector in the Canadian economy.

Evidence based *data shows that the domestic market and “staycation” travel within one’s own community, local or regional will drive the tourism economy. Short haul travel and unique experiences will be the prominent driver of the rebound. The consumer will be different in spending patterns, priorities, number of locations (attractions, restaurants, shops, services) they will visit and look for the highest standards in safety measures. Flexibility, innovation, and the rebound will be determined in how well we, as a community will work together.

Of note, on March 4, 2021, the Town of Amherstburg was currently approved for the “Safe Travel Stamp” by TIAO. The specially designed stamp will allow travellers to recognize governments and companies around the world, which have adopted health and hygiene global standardised protocols so that consumers can experience “Safe Travels” when they visit our community. This approval acknowledges that the Town has taken the measures adopted by the World Health Organization and the Centres for Disease Control and implemented those practices. The stamp confirms to travellers that the Town has taken the necessary measures to ensure public safety. The Town will proudly begin to use the designation in our marketing and signage in 2021.
<https://www.tiaontario.ca/cpages/safetravelstamp>

Current Status of COVID -19

The COVID-19 response framework for reopening Ontario is ongoing. The Essex County region remains in the Red-Control zone at the time of this report. On March 16, 2021, Ontario’s COVID-19 Science Advisory table and Ontario Hospital Association declared that the province has now entered the third wave of the pandemic and was confirmed by Dr. David Williams the Provincial Chief Medical Officer of Health on March 17,2021.

The current restrictions in the red control zone 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. Restaurant capacity is limited to 10 patrons indoors and not more than four people may be seated together.

3. DISCUSSION:

The Town of Amherstburg's downtown core is ideal and geographically positioned as a tourist destination and is one of the Town's greatest assets. The Town is viewed upon respectfully as a tourist destination by residents (supported through Pillar 1- Marketing & Promotion, Pillar 2- Economic Development, of the Council adopted Community Strategic Plan). This view is confirmed through the Town's success in achieving favorable outcomes in grants and awards from EC Dev Canada, Ministry of Heritage, Sport, Tourism and Culture Industries, Tourism Association Industry of Ontario, Festival and Events Ontario, and Tourism Windsor Essex Pelee Island.

The Town of Amherstburg's downtown area is unique due to the number of historic sites available for many to experience. These sites include but are not limited to the award winning Kings Navy Yard Park gardens and monuments, the Fort Malden National Historic Site, the Park House Museum and a number of century old buildings with fascinating history. The Downtown also includes a number of diversified retailers, restaurants, coffee shops and a craft brewery. This unique combination of assets makes the downtown area a walkable destination, which offers visitors an opportunity to experience a clustered number of cultural assets all within a short walking distance. Residents and visitors recognize that these amenities are exceptional and unmatched within the region as a tourist destination.

While the Town can attest to the authentic features unique to Amherstburg, the impact and effects of COVID-19 and competition from other small towns is a reality. Rural communities are all competing for economic gain (sales), grant funding, finding ways of providing safe, public measures to their residents and visitors to survive, sustain and grow.

In an effort to continue to support the Respond, Restart, Recover efforts undertaken in 2020 Administration has included options in this report for the 2021 season. In 2021, administration seeks to provide additional programming, adjusted hours and modified operations that would invigorate the parks and downtown streets with a lens to the future, benefitting other community groups and private enterprise. The Open Air Weekends 2021 program and its importance is vital in affirming Amherstburg's core area as a healthy, inclusive and vibrant community hub. Administration is of the opinion that the Town's efforts to assist in the respond, restart and recover initiative establishes a framework of an ongoing program long after the effects of COVID-19 are gone.

Business sustainability and recovery remains a major factor in the overall design of Open Air Weekends as does various other factors such as public safety. Based on business owner feedback from the 2020 program. Administration developed (four) 4 Open Air footprint options to present to the downtown businesses for comment and feedback which are attached as Appendix C to the report.

Open Air Footprint Options for 2021 – Business Consultation

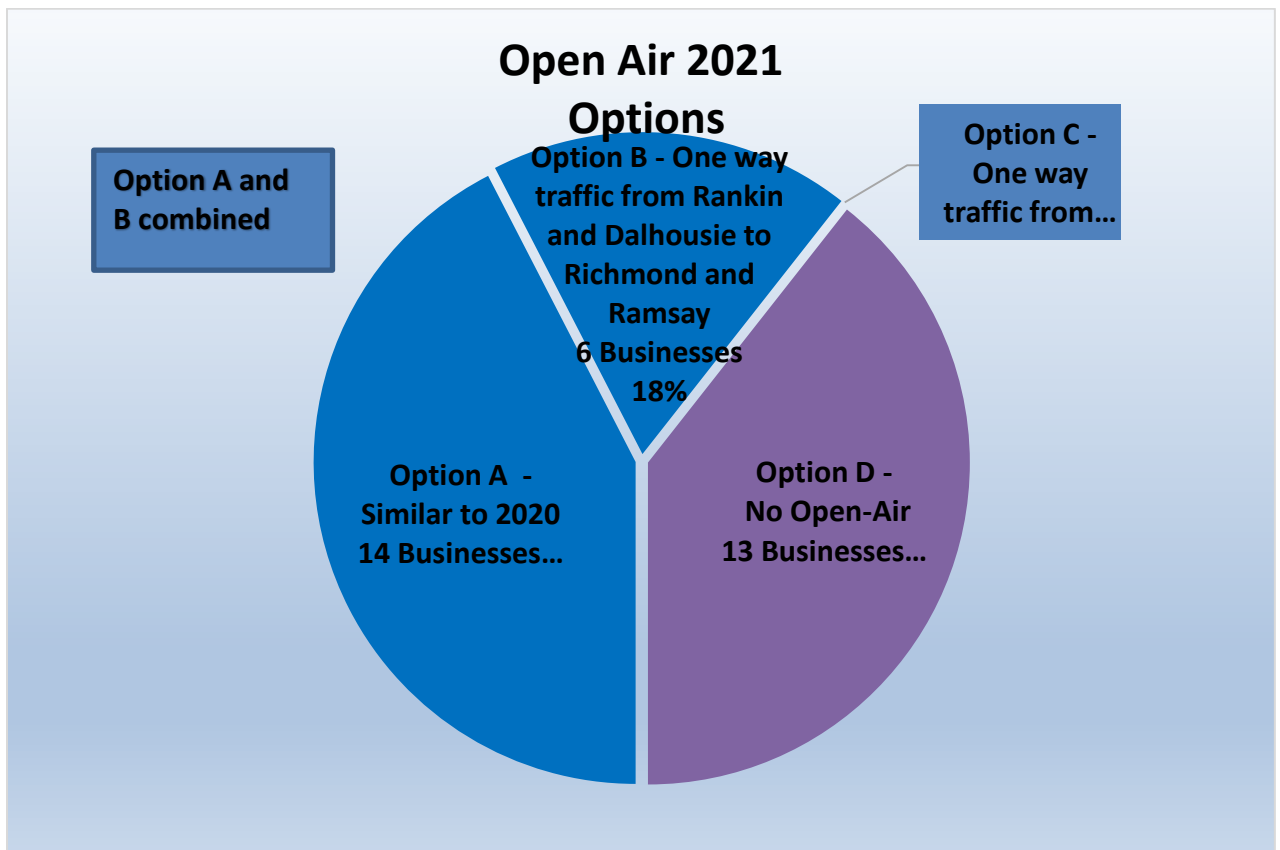
On March 10, 2021, downtown business consultation was conducted via Zoom and a subsequent survey was undertaken. The Tourism and Culture and Licensing and Enforcement Divisions organized this for the commercial businesses within the downtown core regarding Open Air Weekends 2021.

A presentation, which outlined the four (4) options for the Open Air Weekends 2021 footprint, was presented and discussed. 28 attendees participated in the Zoom meeting's live chat including a comment and question period. A survey via Survey Monkey followed the meeting.

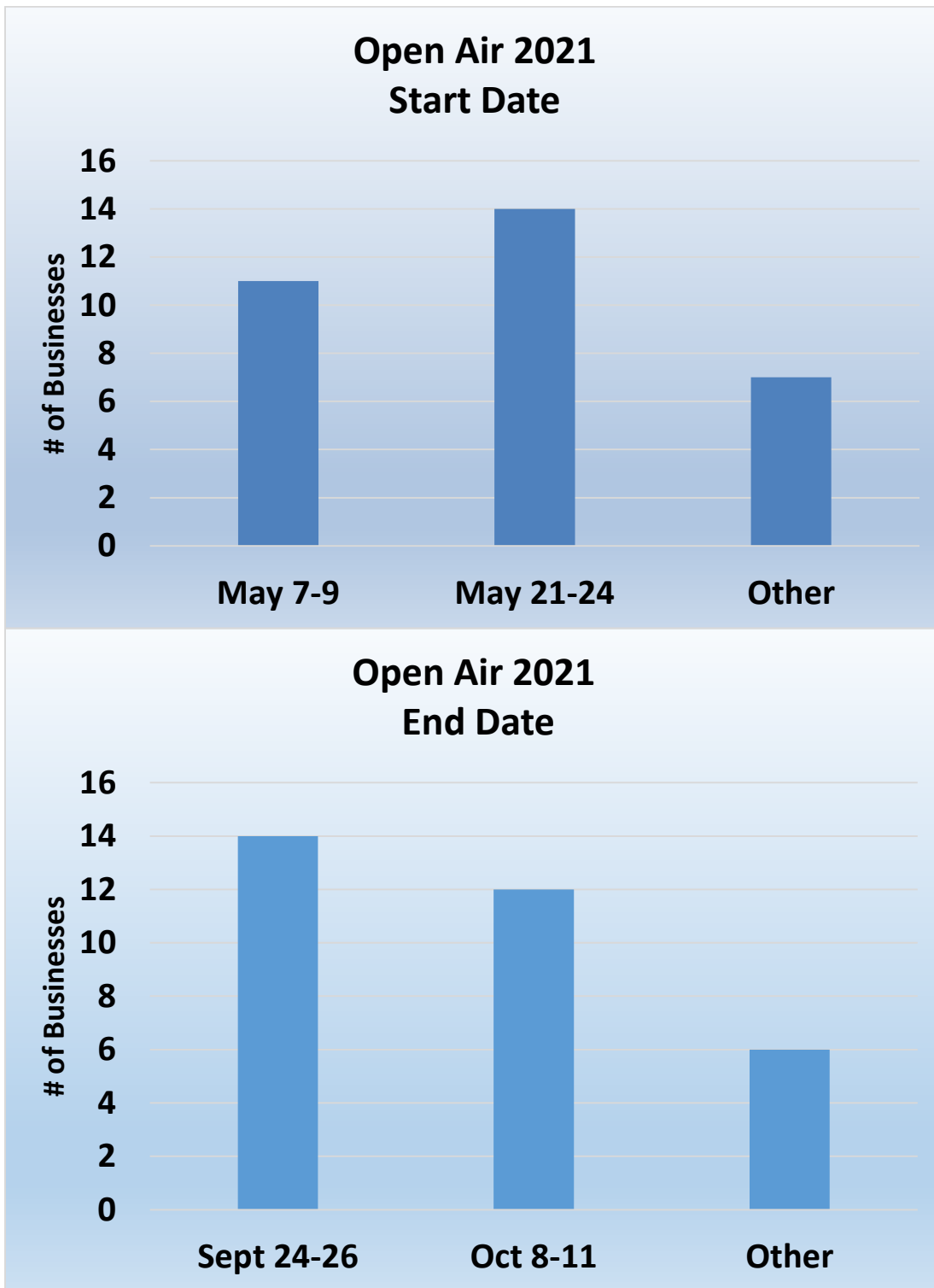
Comments from businesses during the business consultation meeting varied from approximately half the businesses stating the 2020 Open Air Weekends and associated road closures negatively affected their business and the other half stating it positively impacted their business.

Results of the Business Survey

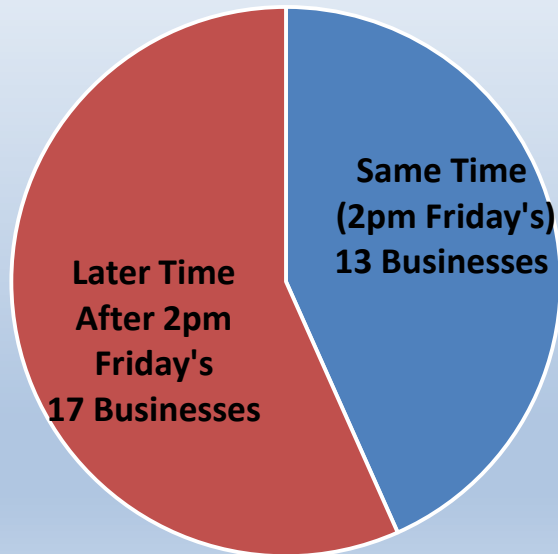
There were a total of 33 respondents to the survey, when polled which footprint option businesses preferred, 43% chose Option A, 39% chose Option D and 18% chose Option B.



Businesses were polled on which start and end date they preferred. Victoria Day weekend (May 21-24) was preferred as a start day for Open Air Weekends and Sept 24-26th weekend as an end date. Businesses were also polled on what their preference was for set up time on Friday afternoons; of the responses, 17 businesses indicated they would prefer a later set up time.



Open Air 2021 Set Up Start Time



Parking Considerations during Open Air Weekends

Often Council and Administration have listened to complaints from local businesses that there is insufficient parking in the Downtown. Administration has reviewed parking and has the following information to offer to Council:

- There are 312 public parking spaces within a three minute walking radius of centre of Richmond and Dalhousie
- There is an additional 237 parking spaces within a 6 minute walking radius of the centre of Richmond and Dalhousie
- There is a total of 549 parking spaces within a 6 minute walk of the centre of Richmond and Dalhousie

During the Open Air Weekends the 2 hour time limit restriction signs outside the Open Air footprint were bagged and not enforced. It is also important for Council to note that the Town did not receive any complaints from visitors regarding the availability of parking in the area in 2020 and Administration is confident this will not change in 2021.

In 2020, Administration also designated staff parking for businesses in the bus bays at General Amherst High School for Open Air Weekends. Fifty (50) parking spots were provided and reserved by permit only for downtown business employees. The purpose of this initiative was to free up as many parking spaces near the downtown area for the customers, as this was raised as a concern for businesses. Of the 50 permits made available, only 3 businesses requested use of the spaces and a total of 7 permits were

issued by the Town to business employees. Parking continues to be an issue with the businesses as there is a lack of consensus amongst the businesses as to adequacy of parking available. At the business consultation meeting it was suggested by some businesses that the 50 spots was not a realistic solution for the parking concerns raised, as they felt it was too far from the downtown core for their employees (See Appendix D).

Although it is important for Council to consider the overall parking opportunities and distances in the decision regarding Open Air it is not the Town's responsibility to provide employee parking for businesses. Much of the discussion by businesses has been driven by parking and the inability to provide patrons with parking in close proximity of their business. Businesses appear to be of the view that parking is solely a Town responsibility. A concern was also raised by businesses that closed streets not only reduced the amount of parking available but also reduced exposure of their store front.

It would appear from discussion with the businesses that the lack of parking has negatively impacted the businesses downtown and this has been further hindered by Open Air. Administration does not support this view as there is a significant amount of parking available within walking distance of the Downtown core. This is a perception and an opinion of some business owners. The true issue as it relates to parking in the downtown core is what is considered a reasonable distance to walk from a customer's vehicle to their business of choice. There is a belief as to what one would believe is a reasonable distance to walk for customers, which has become a topic of much concern. Transportation planners suggest that for planning purposes there are various measures that one would consider reasonable for a walking distance. The Transportation Planners suggest that an acceptable range for walking would be 300 to 600 feet for retail customers attending businesses during regular business operations and 1,200 and 1,500 feet for employee parking. An acceptable walking range for attending special events could be as great as 2,000 feet.

Attached to the report is Appendix D which illustrates the various walking distances, using the centre of Richmond and Dalhousie as the centre point. In examining Appendix D, one may believe that an acceptable walking distance can be maintained in conjunction with Open Air for visitors attending retail stores, for employees and special event parking. Appendix D illustrates that there is parking available throughout the downtown area within a reasonable distance and that Open Air is not an impediment. Although Administration believes that the parking opportunities within the downtown core are within an acceptable walking distance based on transportation planning, it does not alter one's personal opinion of what is acceptable. That is a personal opinion regardless of any justification or science supporting the recommendation. In each case, the travel distance acceptable to an individual is contingent on an individual's willingness to walk, which varies greatly depending on age, health, time availability, quality of surroundings, safety and climate. It is however important for Council to note that visitors who attended Open Air in 2020 did not identify parking or walking distances as a concern that would prevent them from visiting Open Air in the future.

Should Council be of the opinion that providing parking within close proximity to the businesses is a concern that should be addressed in relation to the configurations presented for Open Air then Options B, and C will provide approximately **24 additional parking spaces** in close proximity of the Open Air footprint identified in those options. However, it is also important for Council to note that Options B & C may also expose the

Town to additional liability. As the facilitator/organizer of the Open Air program the Town is compelled to ensure that it has considered the potential hazards that one attending the event may be exposed to. In doing so, Administration is of the opinion that Option A addresses this risk in a manner that prioritizes pedestrian/visitor safety over parking convenience and vehicular access as has been suggested by some of the businesses.

As previously noted in the report there is a total 549 spaces available within a reasonable walking distance for patrons and staff to access. Options B & C will make available the angle parking located on the west side of Dalhousie St. between Rankin and Richmond Street and on Dalhousie Street in front of the Queen Charlotte Building to Gore Street.

In 2020, the Kings Navy Yard Park lot was signed for designated accessible parking only during Open Air. Administration noted that these spots were under utilized Administration would also recommend the elimination of this lot being a primary accessible parking location as there are a number of accessible designated parking spots available throughout the downtown core. Administration will designate some spots in the KNYP lot as designated accessible parking spaces and leave other stalls unrestricted.

Other (AGCO) Requirements/Considerations, Noise Exemptions, and Park Exemptions

The Alcohol and Gaming Commission of Ontario (AGCO) has once again supported businesses as they work to recover from the COVID-19 pandemic. If a business is permitted to open for on-site consumption, or is a liquor sales licensee, they may continue to temporarily extend or add a temporary physical extension of their licensed premises until January 1, 2022. To be eligible for a temporary patio extension under the AGCO's 2021 patio policy, businesses must have a valid liquor sales licence, be permitted to open for on-site consumption and must meet certain criteria which includes ensuring the physical extension of the premises is adjacent to the premises to which the licence to sell liquor applies. With these criteria, restaurants would not be able to set up a booth or space in KNYP that included liquor sales unless it was an extended patio into the KNYP space from their premises. The Town could apply for a Special Occasion Permit from AGCO; however this would hinder the businesses opportunity to increase revenue through liquor sales.

In addition, the municipality in which the premises is situated must indicate it does not object to an extension; and the licensee must demonstrate sufficient control over the physical extension of the premises.

In our current process, applications to the Town for temporary encroachments onto municipal infrastructure are reviewed and approved by Administration. Applications for temporary extensions to their licensed area for liquor sales will be made to allow patios on municipal streets. Based on the road closure options presented, the temporary use of the streets or parking stalls in the footprint area for patios will not hinder vehicular traffic or emergency vehicular traffic.

It is also anticipated that businesses operating within the Open Air footprint will seek exemptions to the noise by-law for music. Noise By-law 2001-43 prohibits the operation of any electronic device or group of connected electronic devices incorporating one or

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

Notwithstanding anything contained in the Noise By-law, a person may apply to Council for an exemption from any of the provisions of the Noise By-law with respect to any source of sound or vibration. Council, by resolution, may grant the exemption applied for and can impose terms and conditions as Council deems appropriate. Administration believes that a general exemption to allow for music not to exceed 60 dba in the downtown core should be permitted.

Administration is also seeking exemptions as it relates to events in Kings Navy Yard. The Kings Navy Yard Park By-law #2004-89 regulates the use of Kings Navy Yard Park and designates it as a passive park. Section 3 of By-law 2004-89 states that public, private and non-profit functions are allowed by permit. This current By-law has been established to protect the grounds, the gardens, sprinkler system and facilities and at the same time simplify the scheduling of such events. Currently, Council retains final discretion in the awarding of permits. In light of a post COVID-19 recovery environment Administration will be seeking an exemption of section 3 of the By-law in order to hold events.

Administrative Recommendation

Administration has been working with local businesses, with the goal of assisting businesses to recover from COVID conditions. The 2021 Budget presented and approved by Council, was developed by Administration, based on the 2020 operation and the belief that the Town must continue to assist and play an important role in this recovery. Administration recognizes that after a year since the pandemic began that our local economy may need to change and adapt to a post-COVID recovery process that will include the Tourism and Culture Division as a key contributor.

Administration also recognizes that the impacts of COVID-19 are still having a negative affect on small business. As the Region moves slowly through the provincial reopening framework, each colour zone still presents challenges and restrictions for each sector of business, and presently there is no indication when the Region will return to some form of normalcy.

As mentioned the domestic market and “staycation” travel within one’s own community, local or regional will drive the tourism economy. Short haul travel and unique experiences will be the prominent driver of the rebound. The consumer will be different in spending patterns, priorities, number of locations (attractions, restaurants, shops, services) they will visit and look for the highest standards in safety measures

The downtown businesses have expressed their concerns and provided feedback which was considered by Administration. Administration has considered their concerns in developing a solution that would attempt to address all the concerns raised by the parties while also considering the Open Air program and the goals of the program in addition to visitor safety. Administration considered the merits of each option individually and in combination.

To achieve this delicate balance of listening and assisting small business recover and provide a “staycation” unique travel experience in Amherstburg and not exposing the Town to increased risk, Administration recommends the use of the Option A footprint as the primary footprint for the 2021 Open Air Weekends program. However this footprint will only be used during the late afternoon and evening hours Friday, Saturday and Sunday. Administration recommends Option D during non-prime business hours on Saturday.

The Option A footprint mitigates the Town’s risk as it provides the greatest visitor experience in the safest manner while Option D provides a solution to many of the businesses such as the personal service businesses who carry on business during non-prime hours and receive no perceived benefit from Open Air.

In this recommendation prime hours of the event will be defined as follows:

- Fridays & Saturdays : 3 pm until closure
- Sunday: all day

Effectively, Option A road closures will commence from 3pm on Friday afternoons until Saturday morning at 7am. Road closures identified in Option A will resume at 3 pm on Saturday afternoons until 7am Monday morning.

The solution provides the least amount of risk to the Town during prime hours and provides a solution to those businesses, who feel their business has been impacted as a result of the Option A footprint being used in the manner it was used in 2020 over the course of 3 consecutive days. Administration recognizes that this may result in some additional operational costs to the Town however should the Town be successful in its grant application for the Canadian Health Communities Initiative Fund there will be zero cost implications. Administration will monitor those costs and endeavour to mitigate them however with various unknowns in 2021 such as provincial colour status and grant success we will not be able to affirm those at this time. Administration believes Option A safely allows visitors to move more freely around the event footprint with minimal hazards and is the best solution for the Town.

Administration believes the use of Options A and D in the manner described above strikes a balance for all businesses in the downtown to benefit.

It is also recommended that the Open Air Weekends program begins on the Victoria Day Weekend and ends on the September 24-26th weekend, and that set up on Friday afternoons begins at 3pm.

Administration will continue to work with the local businesses and to support the Council approved Community Based Strategic Plan, which recognizes the important role that the Town has with regards to the Strategic Pillar of Marketing and Promotion. This Town’s efforts in this area of tourism and culture have become even more important as we focus our post-COVID-19 efforts in promoting the recovery of the Town.

4. RISK ANALYSIS:

The Town faces a tremendous amount of risk politically and financially should we not move forward with a plan to assist local businesses closed as a result of Provincial orders issued to protect Ontarians. The impact of COVID-19 is and continues to be a driving indicator for businesses.

Not collaborating with our attractions, businesses and historic sites, in investigating and developing systematic flex zones for enhanced operating space going forward may be problematic. Not allowing such spaces, could lead to significantly reduced customer capacity for those affected, such as restaurants. Our long-term success and actions such as Open Air Weekends 2021 may be defined by how we can re-shape our community as we collectively respond to the aftermath of the pandemic in what we do now for resilience and sustainability for the future.

Downtown parking or perceived lack of, continues to be a challenge, the need for a Parking Study and the data that would be collected during peak summer months and special programming, including events is crucial in supporting future planning. Concerns continue to be raised from businesses, as it relates to parking, this is confirmed by the multitude of parking requests received in the downtown core. In order for the Town to move forward strategically in creating a long-term plan, which envisions a pedestrian-friendly space in the downtown core, the perceived parking issues must be addressed.

Not implementing an Open Air Weekends 2021 program could affect future grant funding and sponsorship opportunities.

The temporary extension allows for a patio to extend their alcohol serving license onto Town property. Restaurants will be required to provide an insurance certificate in the amount of \$5,000,000 for Commercial General Liability and Liquor Liability with the Town of Amherstburg named as an additional insured.

Other businesses that do not serve liquor and want to extend their business onto Town property must provide an insurance certificate in the amount of \$2,000,000 for Commercial General Liability with the Town of Amherstburg named as an additional insured.

5. FINANCIAL MATTERS:

The road closures, Park By-law exemption, and Noise By-law exemptions under the Town's Amherstburg Open Air Weekend program are not subject to fees and charges.

The options recommended for the 2021 Open Air footprint will require additional staff resources as well as the purchase of equipment, that may be utilized for other Town events and programming.

The anticipated additional equipment costs are approximately \$21,000, and \$12,000 for project staff labour costs. The total costs anticipated for the 2021 Open Air Weekend program is approximately \$34, 000.

The 2021 Budget, Parks budget centre includes an allowance of \$49,854 for temporary staffing to support the operation of Open Air Weekends 2021. The options presented in this report are expected to be facilitated within that budget allowance.

At the March 8th, Council meeting, Council authorized Administration to proceed with an application for the Canada Healthy Communities Initiative Fund. If the Town is successful in receiving the this grant, the costs (\$34,000) associated with equipment purchases and staffing for the Open Air Weekend program will be fully funded and result in a positive variance to the Town's 2021 base budget. If the Town is unsuccessful then a negative variance will be incurred to facilitate the Option A/D recommendation of Administration.

Other costs of the Amherstburg Open Air Weekend programming (e.g. marketing) will be accommodated within the approved 2021 Budget under the Tourism & Culture budget centre.

The Town of Amherstburg, its volunteers and stakeholders have collaborated for many years pre and during COVID-19, to build capacity, partnerships, marketing, sponsorships, promotions, direct access and relationships to provincial and federal resources for significant grant opportunities. Government funding opportunities are currently active. Administration will continue to pursue and or support grant funding opportunities toward recovery initiatives.

6. CONSULTATIONS

The downtown commercial businesses within the proposed Open Air Weekends 2021 footprint options and the Amherstburg Business Recovery Committee were consulted on the 2021 Open Air Weekend Program. Visitors to Open Air 2020 were also consulted and can be referenced in the attached survey results.

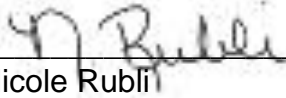
7. CONCLUSION:

The impact of COVID-19 is and continues to be a driving indicator for businesses. Administration is committed to supporting local businesses in a safe manner, making Amherstburg a unique and sought after destination.

Administration recommends the Option A footprint continue during peak hours for the 2021 Open Air Weekends program and that Option D be the footprint during non peak hours.



Anne Rota
Manager of Tourism and Culture



Nicole Rubli
Manager of Licensing and Enforcement

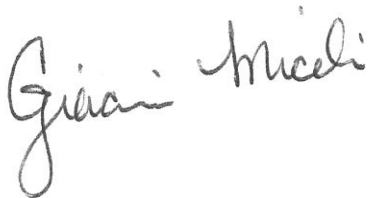
Report Approval Details

Document Title:	Continuing Respond, Restart, Recover Initiative; Open Air Weekends 2021.docx
Attachments:	
Final Approval Date:	Mar 19, 2021

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



Cheryl Horrobin



John Miceli



Paula Parker



AMHERSTBURG

Open Air Weekends

The safe getaway

visitamherstburg.ca

Business Survey #1

May 20, 2020

38 Respondents

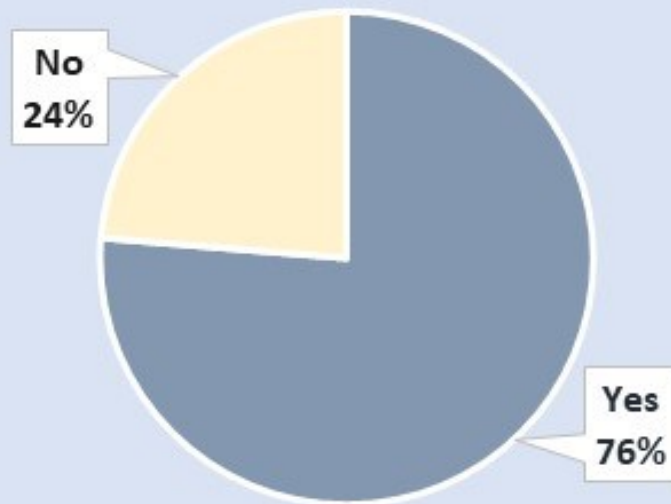
**Respond, Restart, Recover
COVID-19 Status**

Ontario Stage 1

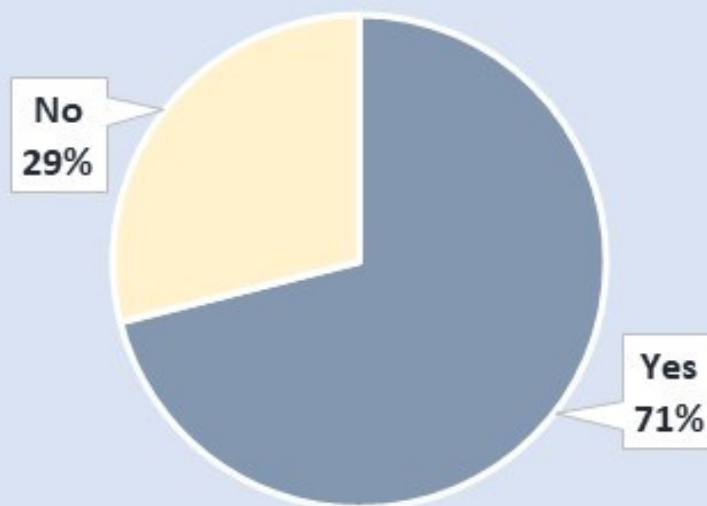
**March 22, 2020 Town of Amherstburg
declares State of Emergency in alignment
with Provincial declaration**

**Survey administered
by Town of Amherstburg
Tourism and Culture
Department via
Survey Monkey**

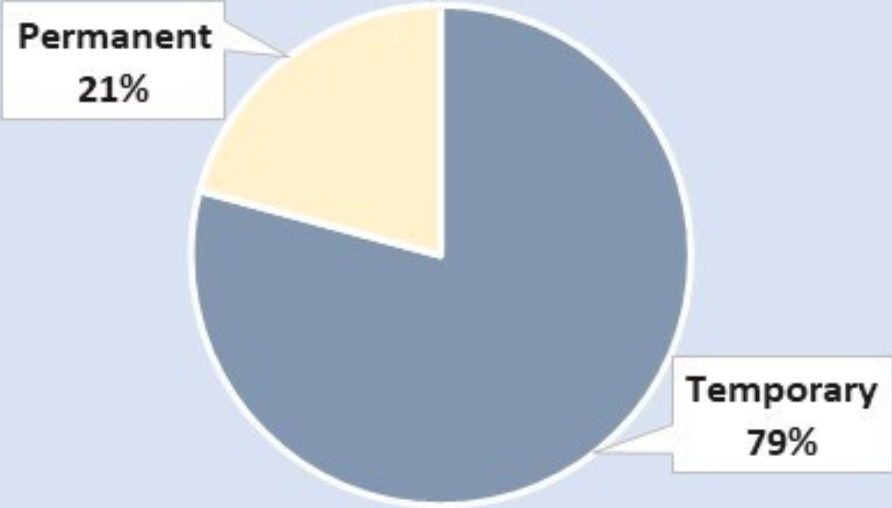
Did you experience a drop in sales/revenue in last 3 months vs. same period 2019?



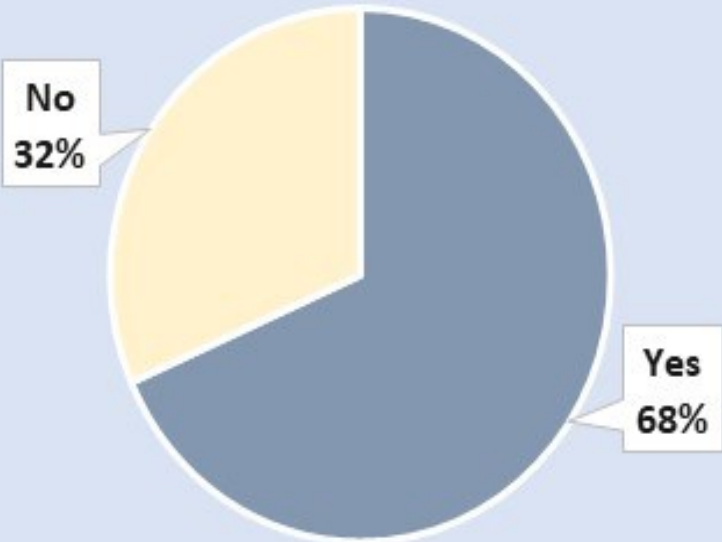
Have you laid-off staff since the pandemic began?



Do you have a risk of temporary/ permanent closure at this time?



Would you like to expand into an open streets program?





AMHERSTBURG

Open Air Weekends

The safe getaway

visitamherstburg.ca

Business Survey #2

July 7, 2020

28 Respondents

Respond, Restart, Recover

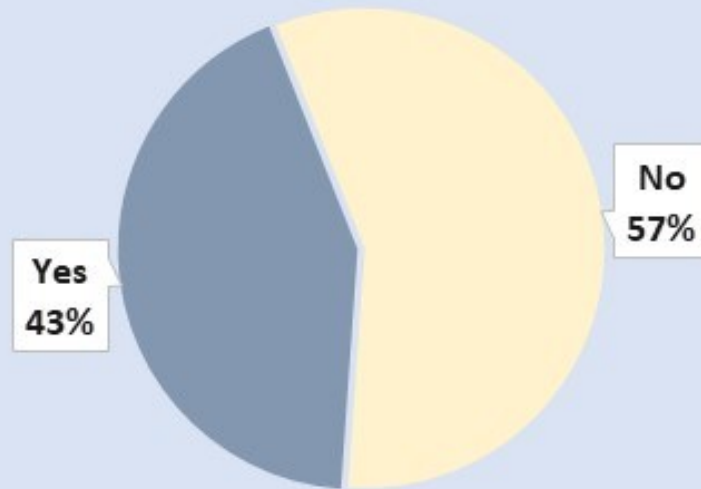
COVID-19 Status

Ontario Stage 2

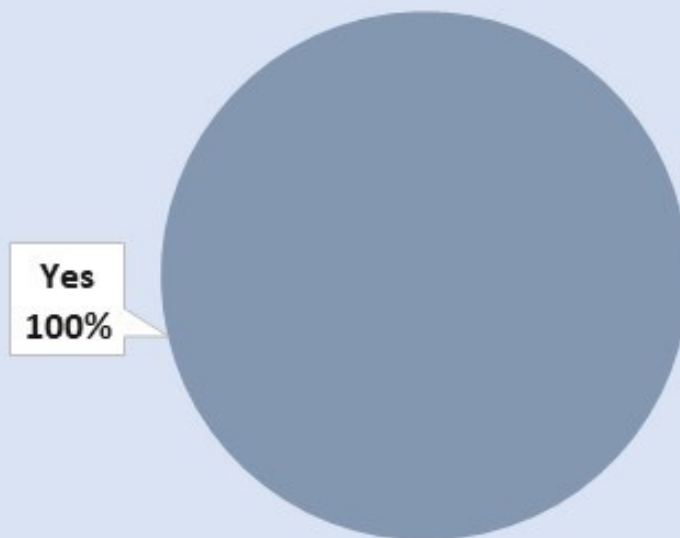
**Survey administered
by Town of Amherstburg
Tourism and Culture
Department via
Survey Monkey**

July 7, 2020
Ontario Stage 2 COVID -19 Status

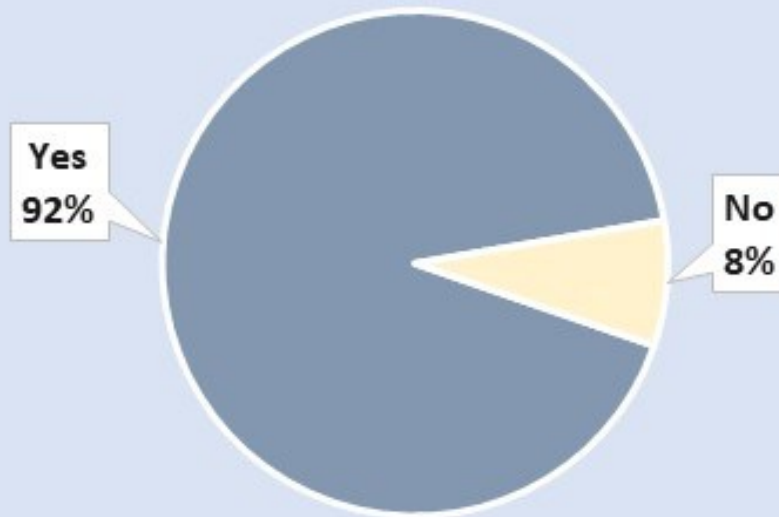
Did you hire or recall staff for Open Air weekends?



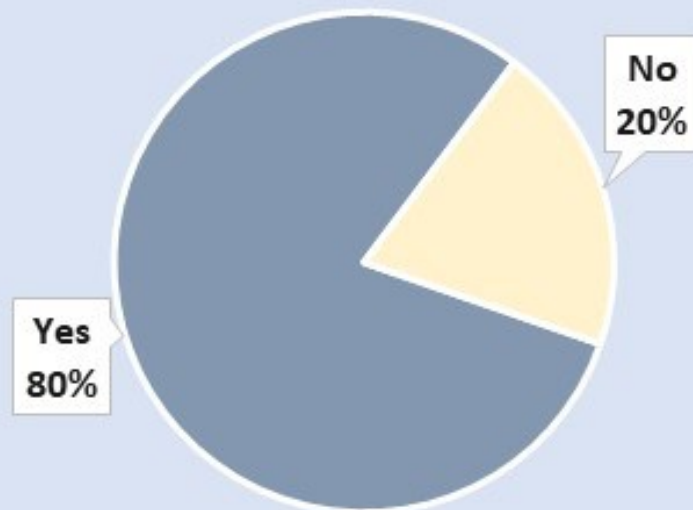
Will you continue operating at this time?



Were you pleased with the concept and footprint of Open Air Weekends?



Do you plan to continue with Open Air Weekends until November 1, 2020





AMHERSTBURG

Open Air Weekends

The safe getaway

visitamherstburg.ca

Business Survey #3

September 20, 2020

24 Respondents

Respond, Restart, Recover

COVID-19 Status

Ontario Stage 3

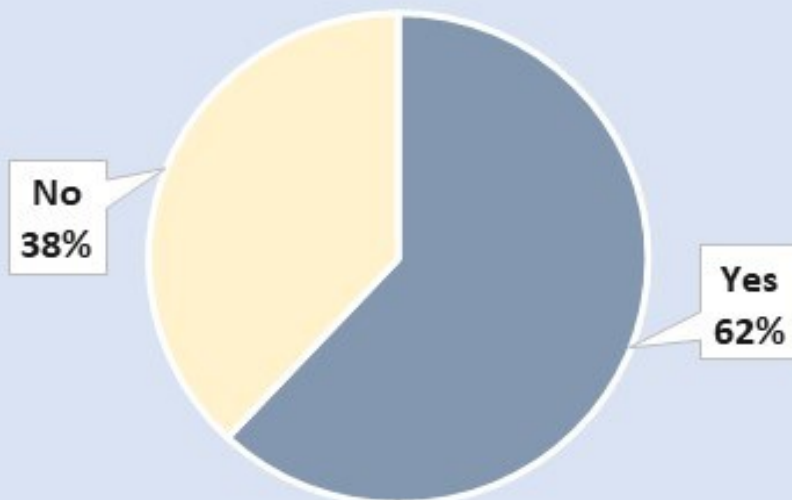
**Survey administered
by Town of Amherstburg
Tourism and Culture
Department via
Survey Monkey**

September 20, 2020
Ontario Stage 3 COVID -19 Status

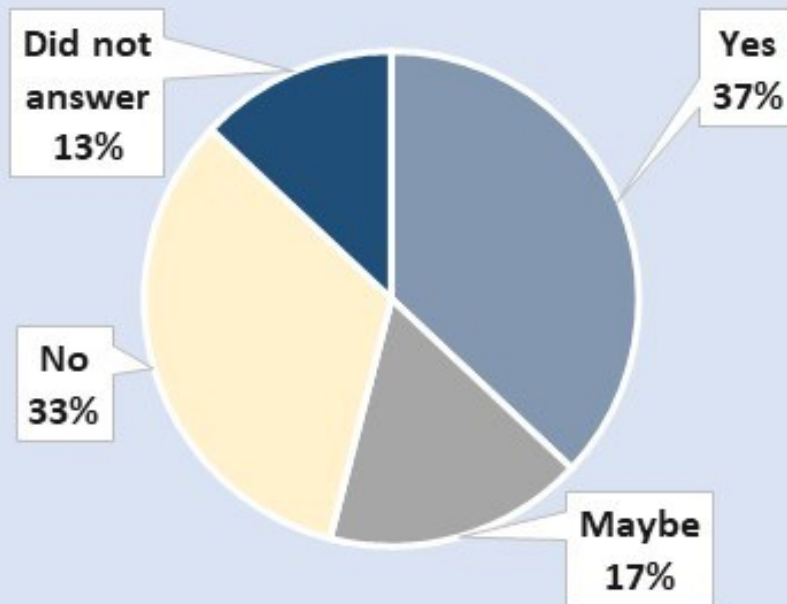
**Has your business benefited from
Open Air Weekends?**



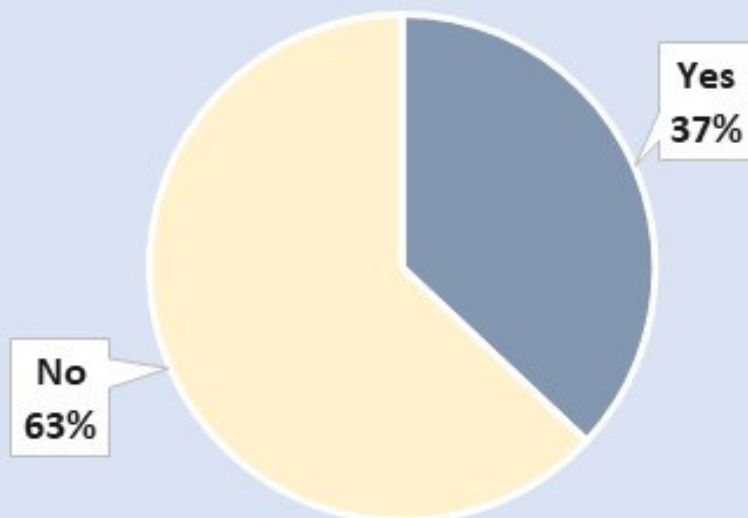
**Has your business applied for
Government support?**



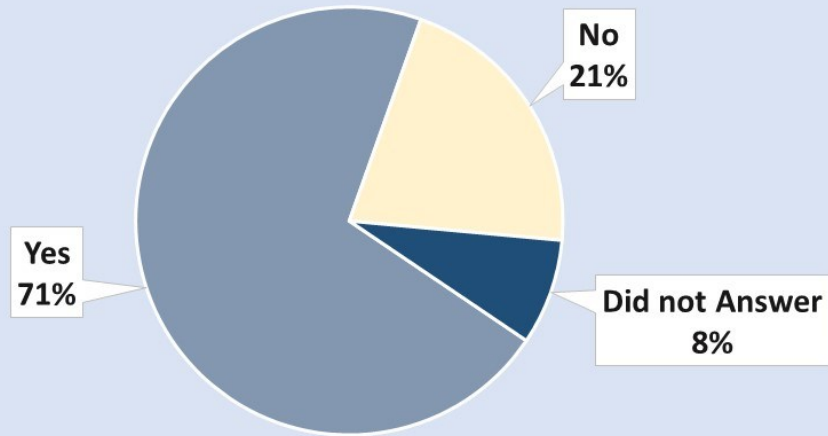
Would your business support Open Air Weekends if it involved some cost sharing?



Have you hired additional staff to work Open Air Weekends?



**Would your business like to see
Open Air Weekends take place from Spring to Fall of 2021?**





AMHERSTBURG

Open Air Weekends

The safe getaway

visitamherstburg.ca

Visitor Survey

Open Air Weekends

August 21, 2020 to
September 27, 2020

Fridays and Saturdays inclusive

Respond, Restart, Recover

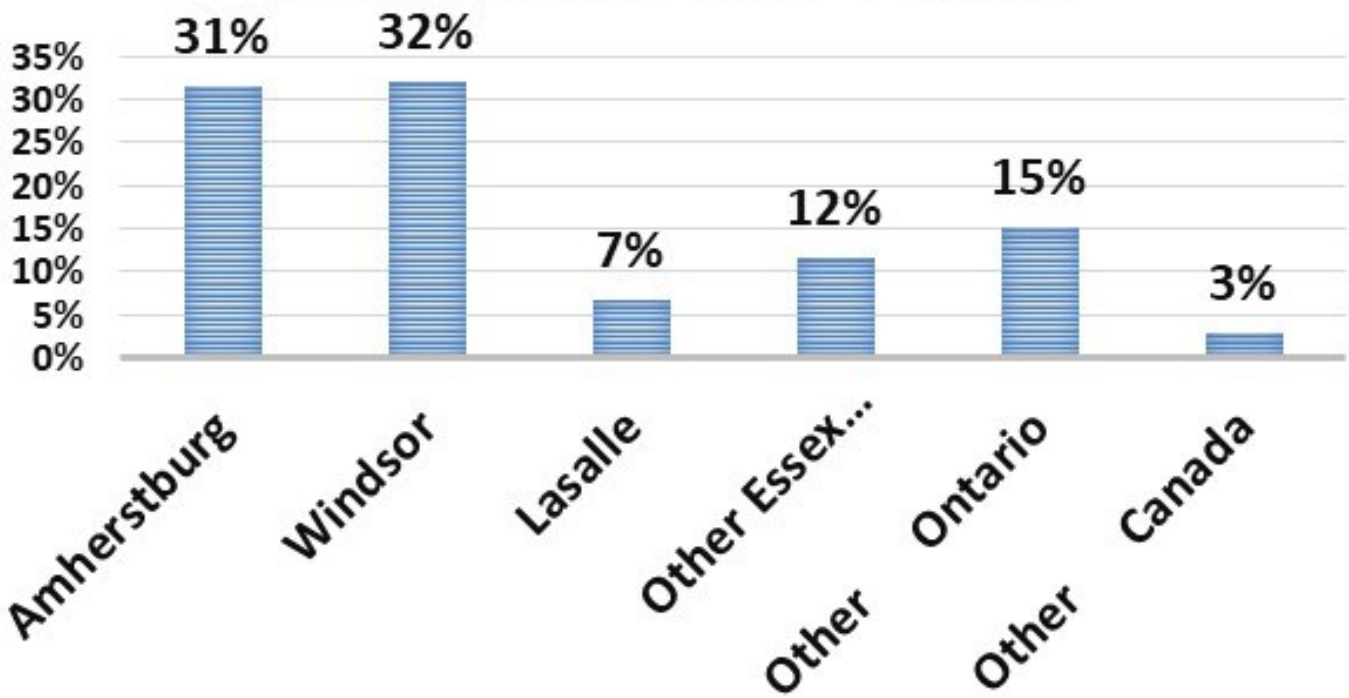
COVID-19 Status

Ontario Stage 3

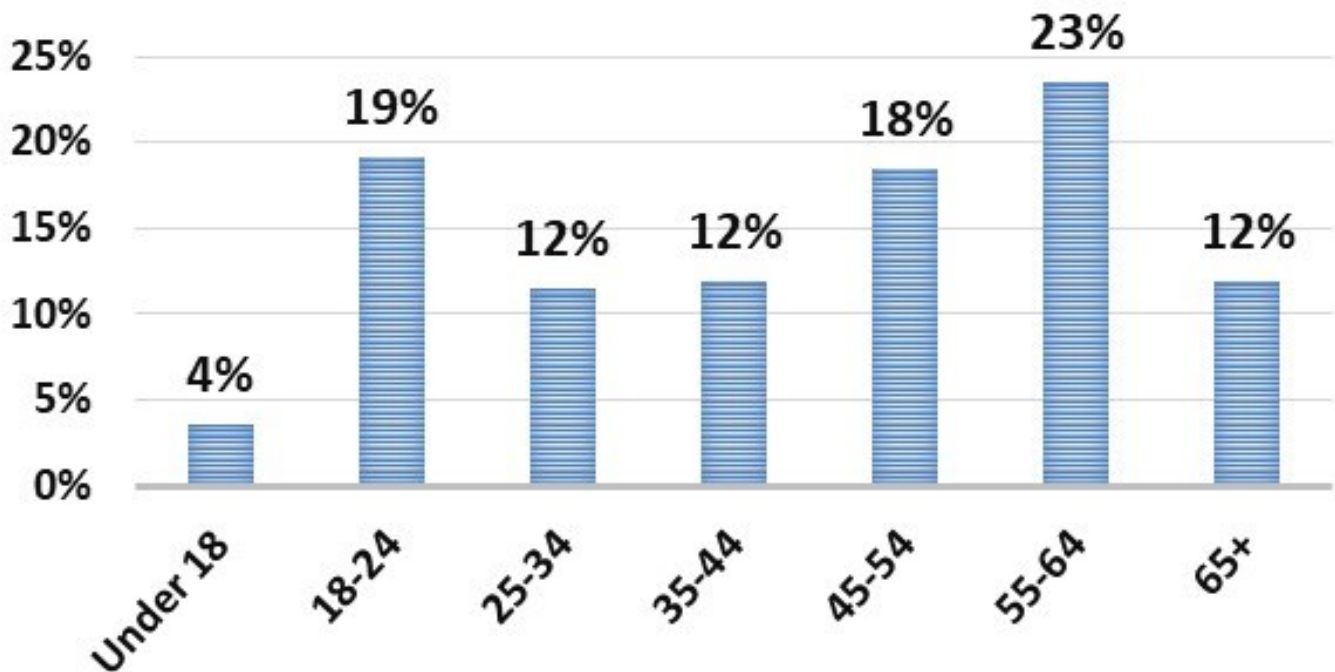
Survey administered by
Tourism Windsor Essex Pelee Island/
Environics Analytics



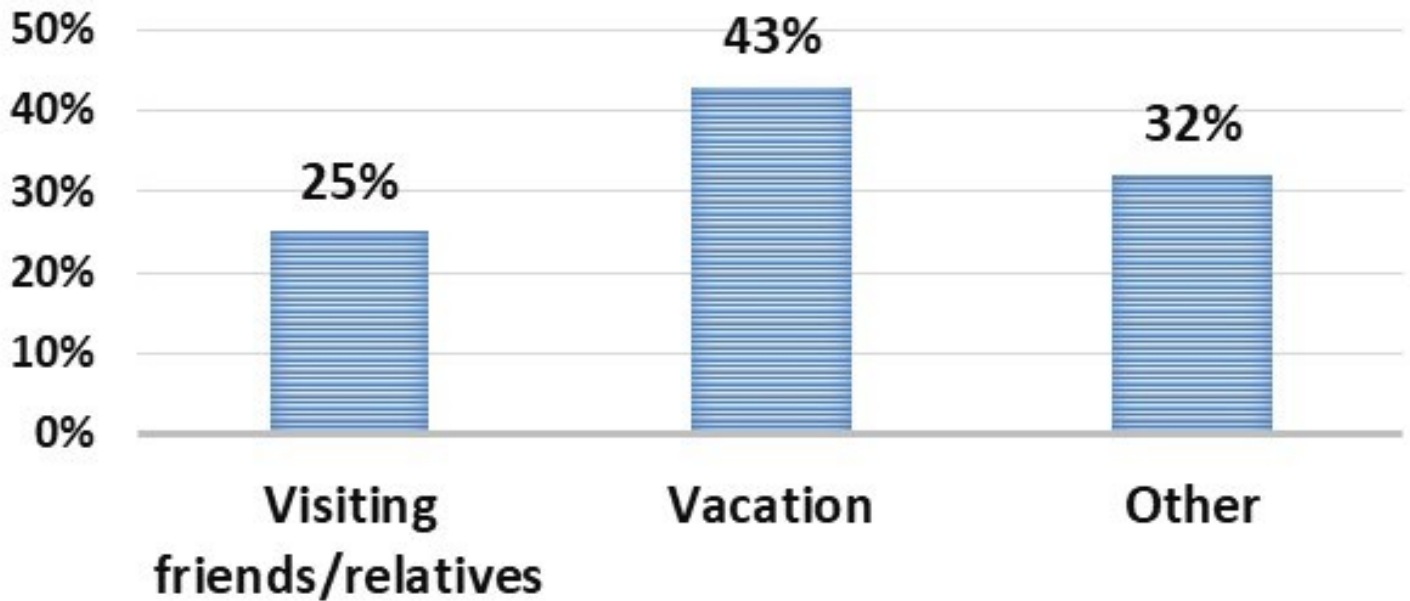
WHERE ARE YOU FROM?



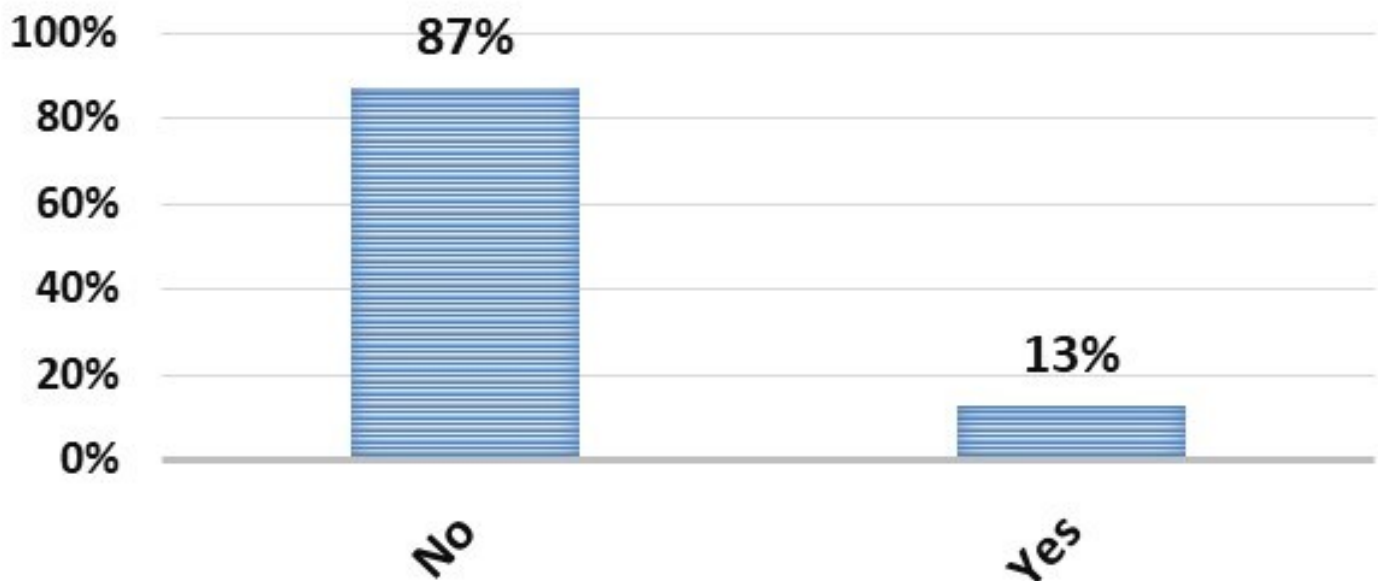
HOW OLD ARE YOU?



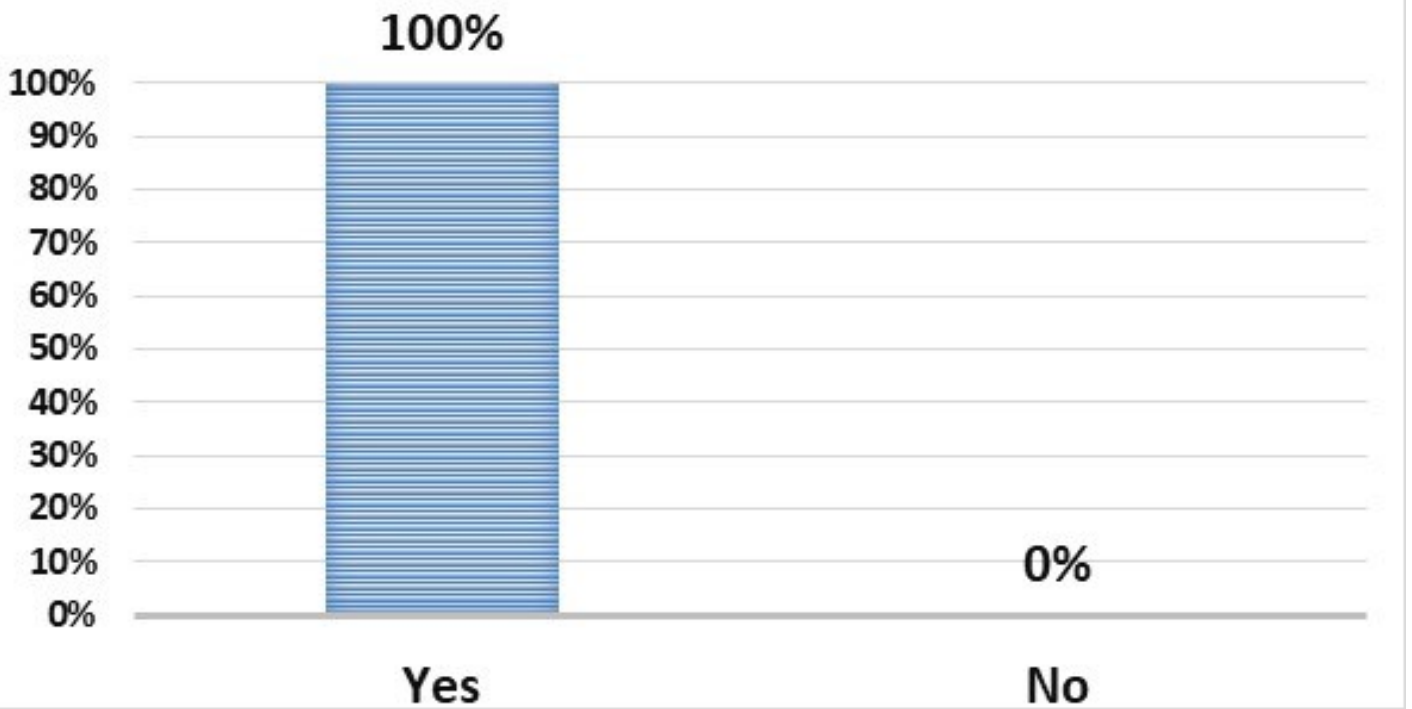
OUT OF TOWN VISITOR- REASON FOR VISITING?



WILL YOU BE STAYING OVERNIGHT?



WOULD YOU LIKE EVENT TO RETURN IN 2021?



Customers: Amherstburg: Record Count

Strong Values

	Index
Attraction to Nature	117
Cultural Assimilation	112
Obedience to Authority	110
Personal Control	110
Utilitarian Consumerism	110
Rejection of Orderliness	109
Parochialism	108
Primacy of the Family	108
Racial Fusion	108
Confidence in Small Business	107

Descriptions | Top 3 Strong Values

Attraction to Nature

How close people want to be to nature, whether to recharge their spiritual batteries or to enjoy a simpler, healthier or more authentic way of life.

Cultural Assimilation

Lack of openness toward the diverse cultures, ethnic communities and immigrants that make up Canada. A belief that ethnic groups should be encouraged to give up their cultural identities and blend in to the dominant culture.

Obedience to Authority

A belief in playing by the rules. The belief that persons or organizations in positions of authority should be deferred to at all times. A belief that there are rules in society and everyone should follow them. The feeling that young people in particular should be taught to obey authority rather than question it.

Weak Values

	Index
Ostentatious Consumption	83
Need for Status Recognition	85
Advertising as Stimulus	86
Penchant for Risk	86
Anomie-Aimlessness	86
Pursuit of Novelty	86
Attraction For Crowds	87
Status via Home	87
Active Government	88
Multiculturalism	88

Descriptions | Top 3 Weak Values

Ostentatious Consumption

Desire to impress others and express one's social standing through the display of objects that symbolize affluence.

Need for Status Recognition

Desire to be held in esteem and respect by others, and to express one's social standing or aspired status, through a display of fine manners, good taste, style or "chic".

Advertising as Stimulus

Tendency to enjoy viewing advertising for its aesthetic properties; to enjoy advertising in a wide range of venues, from magazines to television to outdoor signs and billboards.

Benchmark: Ontario

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Index Colours:	<80	80 - 110	110+
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Demographics | Population & Households

Customers: Amherstburg: Record Count

MEDIAN MAINTAINER AGE

56

Index: 105

MARITAL STATUS



60.0%

Index: 106

Married/Common-Law

FAMILY STATUS*

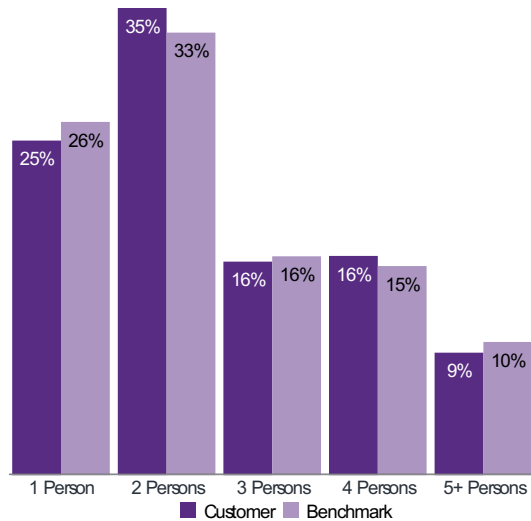


40.2%

Index: 107

Couples Without Children At Home

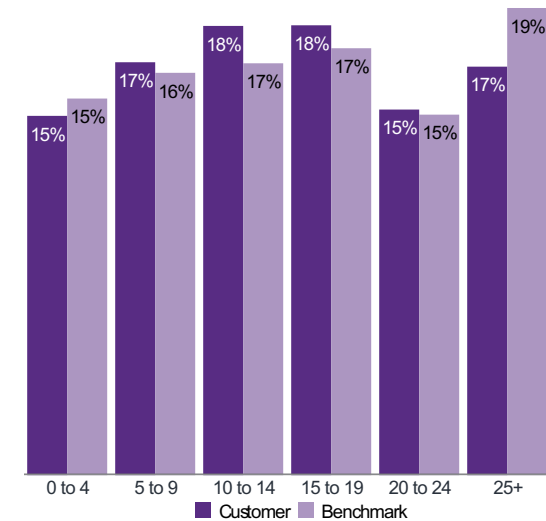
HOUSEHOLD SIZE



POPULATION BY AGE

Age Group	%	Index
0 to 4	4.8	96
5 to 9	5.4	103
10 to 14	6.0	112
15 to 19	6.4	107
20 to 24	5.8	90
25 to 29	5.7	81
30 to 34	5.3	76
35 to 39	5.6	84
40 to 44	6.1	95
45 to 49	6.8	105
50 to 54	6.8	102
55 to 59	7.6	103
60 to 64	7.1	108
65 to 69	6.3	115
70 to 74	5.5	120
75 to 79	3.7	119
80 to 84	2.4	107
85+	2.6	112

AGE OF CHILDREN AT HOME



Benchmark: Ontario

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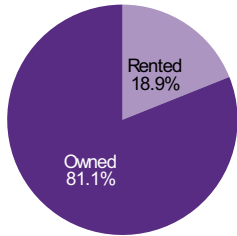
*Chosen from index ranking with minimum 5% composition

Index Colours:	<80	80 - 110	110+
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Demographics | Housing & Income

Customers: Amherstburg: Record Count

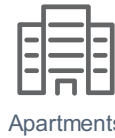
TENURE



STRUCTURE TYPE



84.6%
Index: **124**



15.3%
Index: **49**

AGE OF HOUSING*

15 - 19 Years Old
% Comp: **11.6** Index: **162**

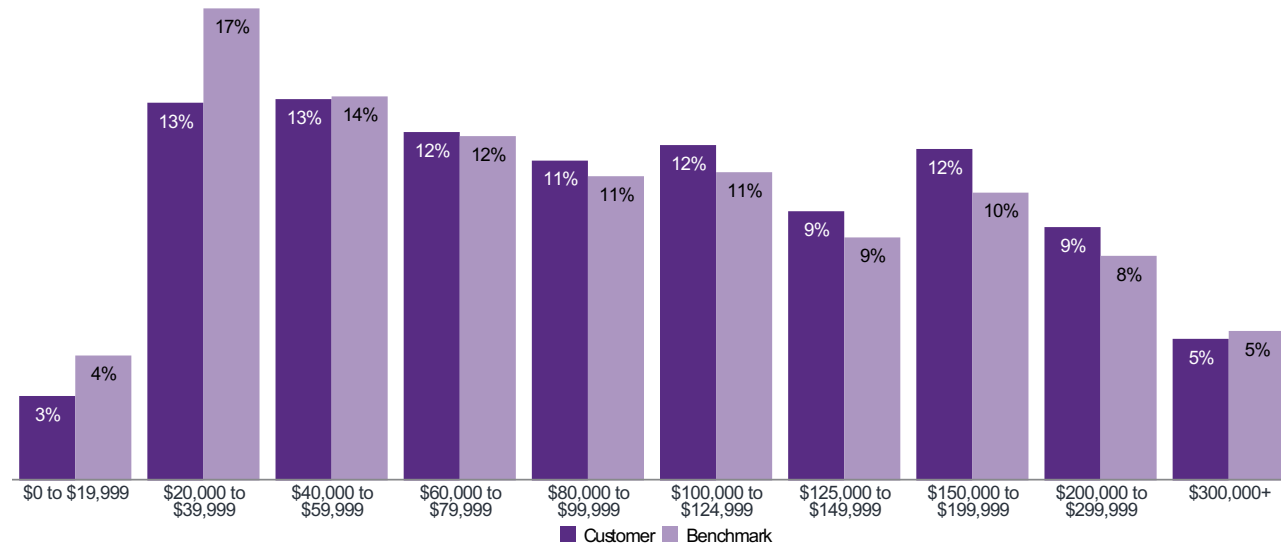
AVERAGE HOUSEHOLD INCOME



\$116,121

Index: **104**

HOUSEHOLD INCOME DISTRIBUTION



Benchmark: Ontario

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*Chosen from index ranking with minimum 5% composition

Index Colours:	<80	80 - 110	110+
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Demographics | Education & Employment

Customers: Amherstburg: Record Count

EDUCATION



24.0%

Index: 85

University Degree

LABOUR FORCE PARTICIPATION



62.6%

Index: 97

Participation Rate

METHOD OF TRAVEL TO WORK: TOP 2*



87.9%

Index: 124

Travel to work by **Car (as Driver)**

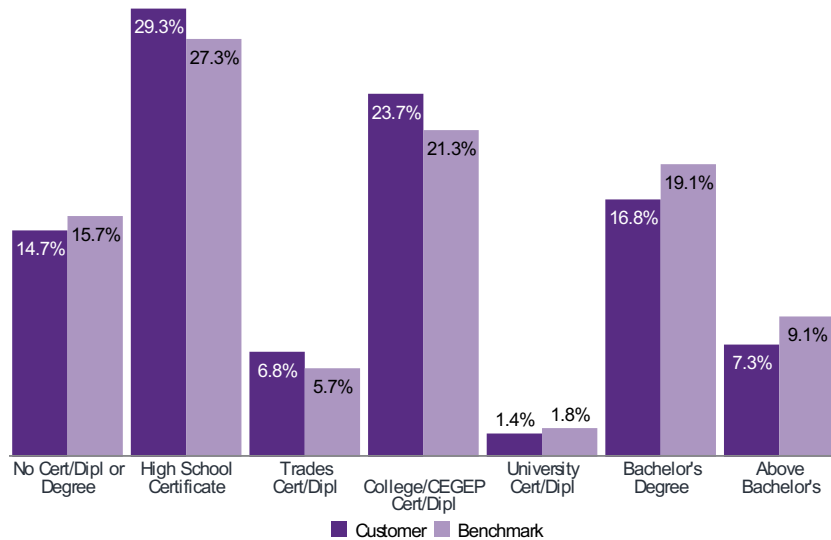


5.4%

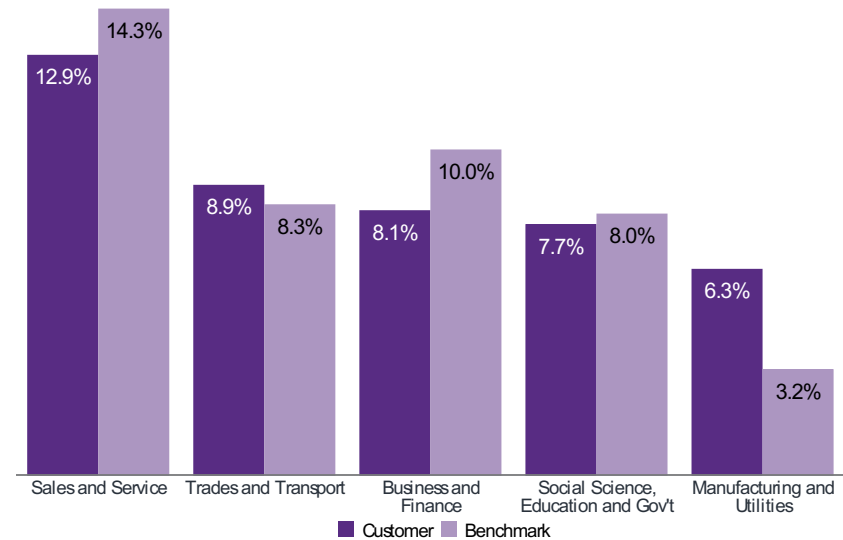
Index: 89

Travel to work by **Car (as Passenger)**

EDUCATIONAL ATTAINMENT



OCCUPATIONS: TOP 5*



Benchmark: Ontario

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*Ranked by percent composition

Index Colours:	<80	80 - 110	110+
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Demographics | Diversity

Customers: Amherstburg: Record Count

VISIBLE MINORITY PRESENCE



15.9%

Index: 48

Belong to a visible minority group

NON-OFFICIAL LANGUAGE



1.0%

Index: 39

No knowledge of English or French

IMMIGRATION



20.7%

Index: 69

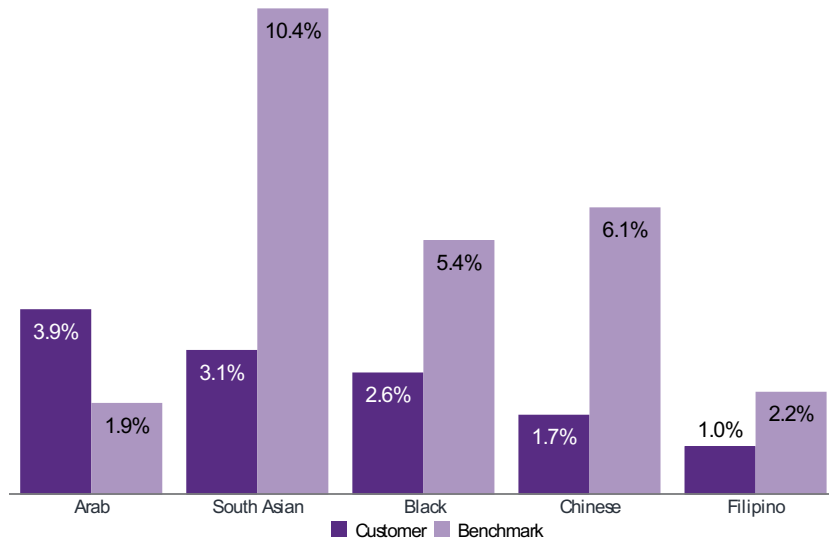
Born outside Canada

PERIOD OF IMMIGRATION*

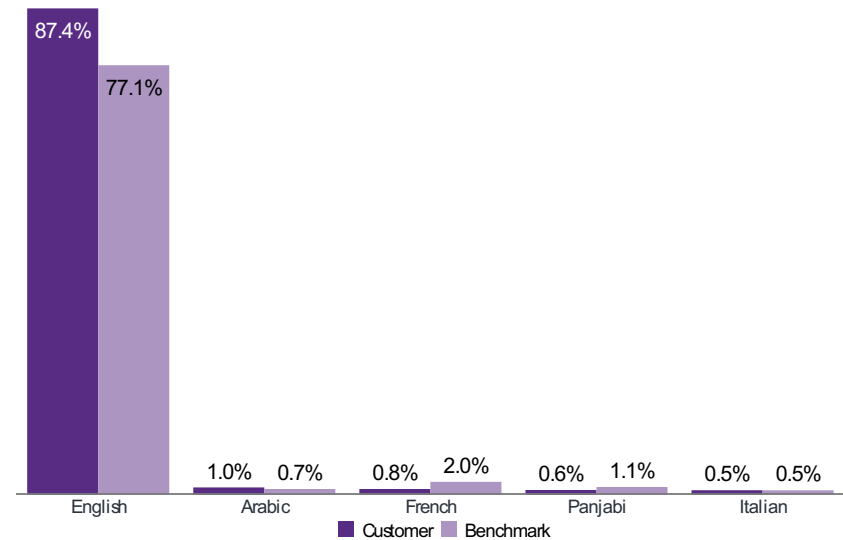
Before 2001

% Comp: 12.6 Index: 80

VISIBLE MINORITY STATUS: TOP 5**



LANGUAGES SPOKEN AT HOME: TOP 5**



Benchmark: Ontario

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*Chosen from index ranking with minimum 5% composition

**Ranked by percent composition

Index Colours:	<80	80 - 110	110+
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HOUSEHOLD CHARACTERISTICS

	%	Base %	Index
Age of Household Maintainer			
15 to 24	1.34	2.52	53
25 to 34	10.07	14.03	72
35 to 44	16.10	17.28	93
45 to 54	19.64	18.87	104
55 to 64	21.54	20.59	105
65 to 74	17.48	15.24	115
75 or Older	13.83	11.48	120
Size of Household			
1 Person	24.68	26.07	95
2 Persons	34.51	32.69	106
3 Persons	15.71	16.11	98
4 Persons	16.13	15.38	105
5 or More Persons	8.96	9.76	92
Household Type			
Total Family Households	73.41	69.82	105
One-Family Households	71.82	67.16	107
Multiple-Family Households	1.59	2.66	60
Non-Family Households	26.59	30.18	88
One-Person Households	24.57	26.19	94
Two-Or-More-Person Households	2.02	3.99	51
Marital Status			
Married Or Living With A Common-Law Partner	60.03	56.38	106
Single (Never Legally Married)	25.36	29.18	87
Separated	2.79	3.29	85
Divorced	5.52	5.75	96
Widowed	6.30	5.40	117
Children at Home			
Percent: Households with Children at Home	44.21	43.87	101
Age of Children at Home			
0 to 4	14.69	15.40	95
5 to 9	16.89	16.45	103
10 to 14	18.38	16.84	109
15 to 19	18.40	17.46	105
20 to 24	14.94	14.73	101
25 and over	16.70	19.11	87

DWELLING CHARACTERISTICS

	%	Base %	Index
Housing Tenure			
Owned	81.07	69.34	117
Rented	18.93	30.48	62
Board Housing	0.00	0.18	0
Housing Type			
Houses	84.64	68.29	124
Single-Detached House	72.86	53.55	136
Semi-Detached House	4.20	5.60	75
Row House	7.57	9.13	83
Apartments	15.25	31.22	49
High-rise (5+ Floors)	7.27	17.60	41
Low-rise (<5 Floors)	6.44	10.14	63
Detached Duplex	1.54	3.47	44
Other Dwelling Types	0.11	0.49	23
Housing Period of Construction			
Before 1961	20.34	23.54	86
1961 - 1980	23.37	27.31	86
1981 - 1990	10.27	12.50	82
1991 - 2000	18.01	11.74	153
2001 - 2005	11.57	7.13	162
2006 - 2010	6.94	6.63	105
2011 - 2016	5.62	6.14	92
After 2016	3.88	5.02	77

INCOME, EDUCATION & EMPLOYMENT

	%	Base %	Index
Household Income			
Average Household Income	116,121.22	111,866.84	104
Education			
No Certificate, Diploma Or Degree	14.75	15.69	94
High School Certificate Or Equivalent	29.31	27.32	107
Apprenticeship Or Trades Cert/Dipl	6.78	5.70	119
College/CEGEP/Non-Uni Cert/Dipl	23.72	21.33	111
University Cert/Dipl Below Bachelor	1.41	1.77	80
University Degree	24.03	28.19	85
Labour Force			
In The Labour Force (15+)	62.63	64.55	97
Labour Force by Occupation			
Management	5.35	6.89	78
Business Finance Administration	8.11	9.97	81
Sciences	4.43	5.08	87
Health	5.54	4.26	130
Education, Gov't, Religion, Social	7.68	8.01	96
Art, Culture, Recreation, Sport	1.23	2.10	59
Sales and Service	12.88	14.30	90
Trades and Transport	8.89	8.29	107
Natural Resources and Agriculture	1.00	1.08	92
Manufacturing and Utilities	6.31	3.23	195
Commuting			
Car (As Driver)	87.85	70.67	124
Car (As Passenger)	5.39	6.08	89
Public Transit	2.81	15.33	18
Walk	2.42	5.47	44
Bicycle	0.78	1.38	56

LANGUAGE, IMMIGRATION & VISIBLE MINORITY STATUS

	%	Base %	Index
Knowledge of Official Language			
English Only	88.44	86.05	103
French Only	0.08	0.30	27
English And French	10.50	11.16	94
Neither English Nor French	0.98	2.49	39
Immigration Status			
Non-Immigrant Population	78.19	67.09	117
Born In Province of Residence	73.07	59.70	122
Born Outside Province of Residence	5.13	7.40	69
Immigrant Population	20.68	30.02	69
Visible Minority Status			
Total Visible Minorities	15.91	33.13	48
Chinese	1.68	6.13	27
South Asian	3.07	10.39	30
Black	2.59	5.42	48
Filipino	1.01	2.17	46
Latin American	0.98	1.63	60
Southeast Asian	0.67	1.04	64
Arab	3.94	1.94	204
West Asian	0.47	1.46	32
Korean	0.14	0.69	21
Japanese	0.09	0.21	41
Mother Tongue*			
English	76.36	65.52	117
French	3.06	3.91	78
Total Non-Official	18.71	27.73	67
Italian	2.40	1.63	148
Arabic	2.38	1.53	156
German	1.19	1.00	119
Serbian	0.88	0.30	290
Punjabi	0.85	1.63	52
Polish	0.84	0.84	100
Mandarin	0.76	2.23	34
Spanish	0.69	1.50	46
Romanian	0.67	0.31	214
Tagalog	0.53	1.32	40

Benchmark: Ontario

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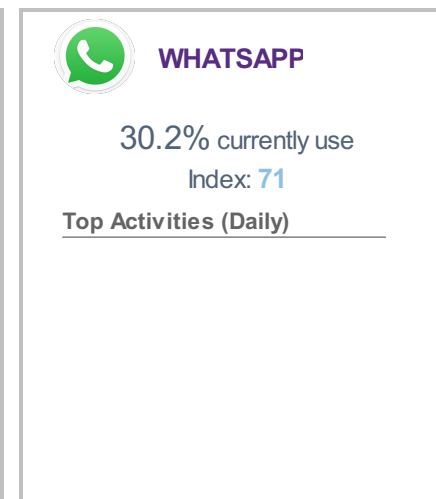
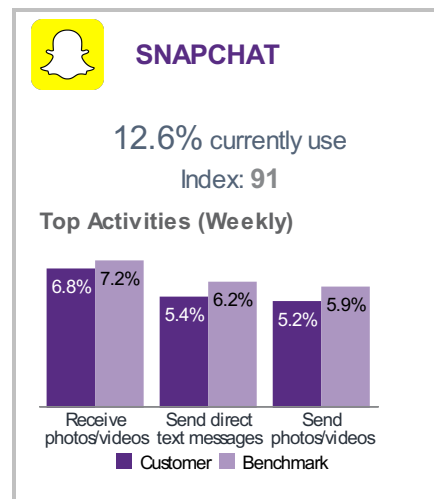
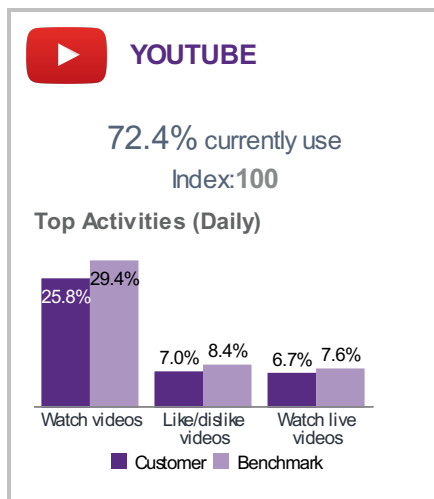
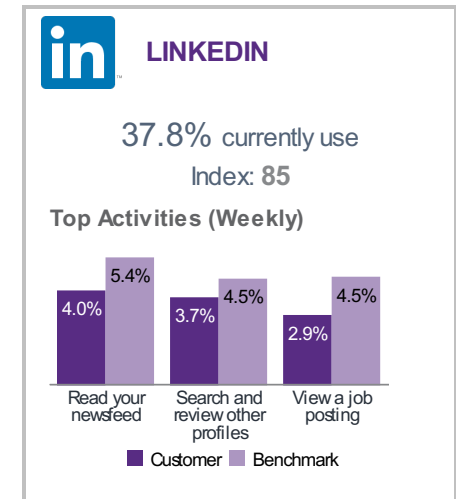
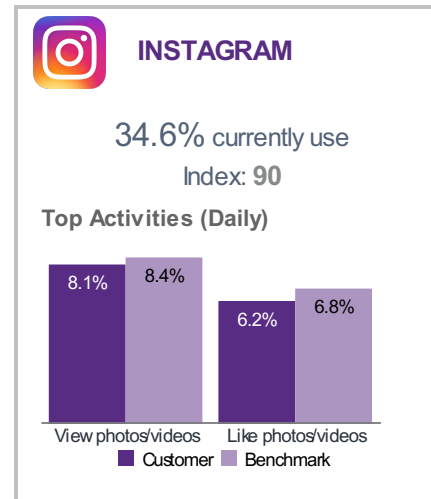
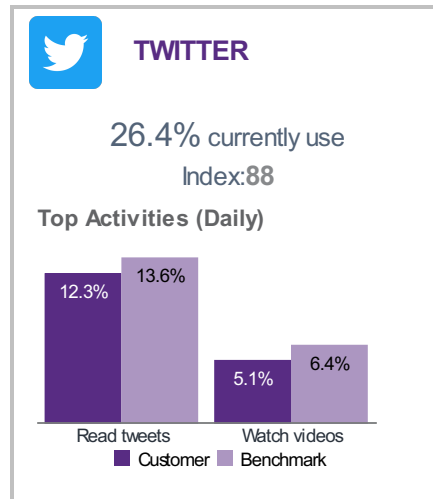
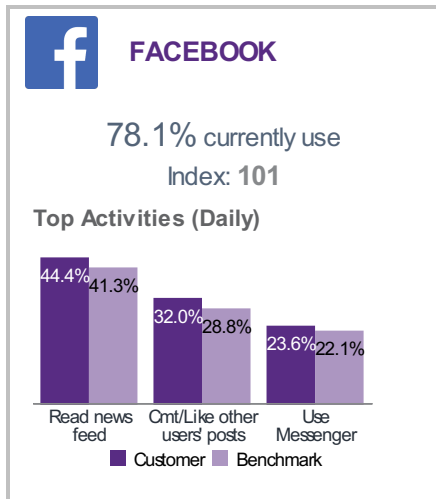
*Displaying top 10 non-official Mother Tongue language variables by percent composition

Index Colours:	<80	80 - 110	110+
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Opticks Social | Social Media Activities



Customer: Amherstburg: Record Count



Benchmark: Ontario

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Chosen and ranked by percent composition

(!) Indicates variables with low sample size. Please analyze with discretion

Index Colours:	<80	80 - 110	110+
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Customer: Amherstburg: Record Count

FRIENDS IN ALL SM NETWORKS



37.5%

Index:107

0-49 friends

FREQUENCY OF USE (DAILY)



59.1%

Index:106

Facebook

BRAND INTERACTION



37.0%

Index:104

Like brand on Facebook

NO. OF BRANDS INTERACTED

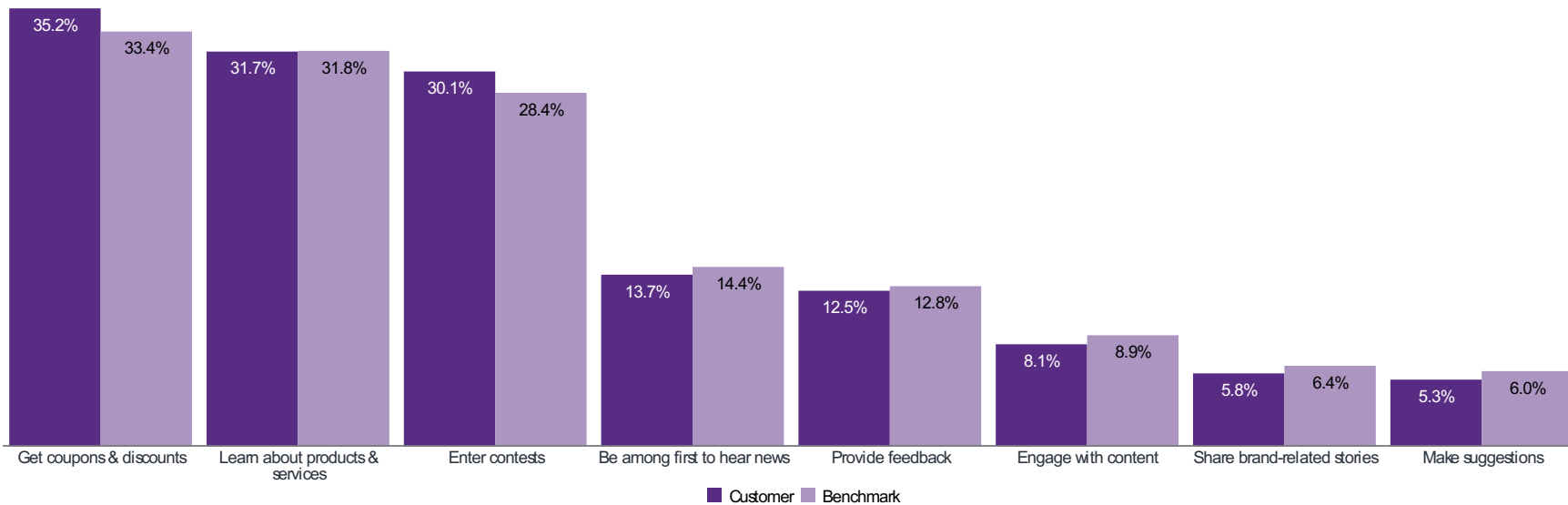


34.3%

Index:104

2-5 brands

REASONS TO FOLLOW BRANDS USING SOCIAL MEDIA



Benchmark:Ontario

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Chosen and ranked by percent composition

Index Colours:	<80	80 - 110	110+
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Opticks Social | Purchases and Future Usage

Customer: Amherstburg: Record Count

SOCIAL MEDIA PURCHASES - SEEK SUGGESTIONS/RECOMMENDATIONS WHEN CONSIDERING: (Top 4)



7.8%

Index: 76

Vacation, travel-related



6.6%

Index: 81

Entertainment-related (i.e. movies)



5.8%

Index: 79

Big-ticket (i.e. appliances)

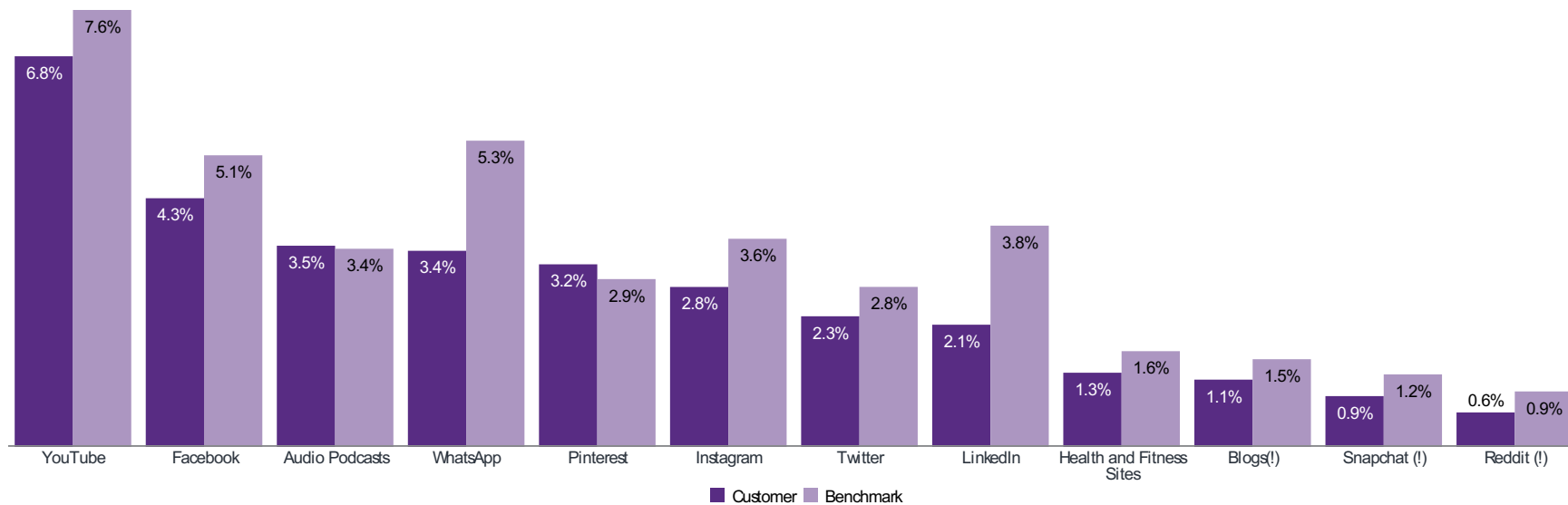


5.3%

Index: 71

Car, auto-related

USAGE EXPECTATIONS (Increase in the next yr)



Benchmark: Ontario

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Chosen and ranked by percent composition

Note: N/A values are displayed if variables do not meet criteria

(!) Indicates variables with low sample size. Please analyze with discretion

Index Colours:	<80	80 - 110	110+
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Customer: Amherstburg: Record Count



DESCRIBES ME*...

Use SM to stay connected with personal contacts

% Comp **44.9** Index **99**



I AM OPEN TO RECEIVING RELEVANT MARKETING MESSAGES THROUGH SOCIAL MEDIA CHANNELS

% Comp **22.3** Index **94**



I WOULD BE MORE INCLINED TO PARTICIPATE IN SM IF I KNEW MY PERSONAL INFORMATION WOULD NOT BE OWNED/SHARED BY COMPANY

% Comp **72.6** Index **102**



I AM VERY COMFORTABLE SHARING MY PERSONAL INFORMATION WITH SOCIAL MEDIA SITES

% Comp **8.1** Index **85**



SOCIAL MEDIA COMPANIES SHOULD NOT BE ALLOWED TO OWN OR SHARE MY PERSONAL INFORMATION

% Comp **86.3** Index **103**



SHARING MY PERSONAL INFO WITH FRIENDS/ACQUAINT. IN SM ENVIRONMENTS DOES NOT CONCERN ME

% Comp **21.4** Index **97**

Benchmark: Ontario

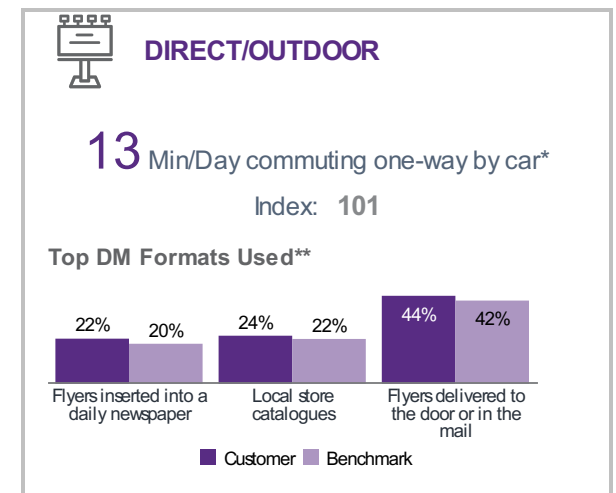
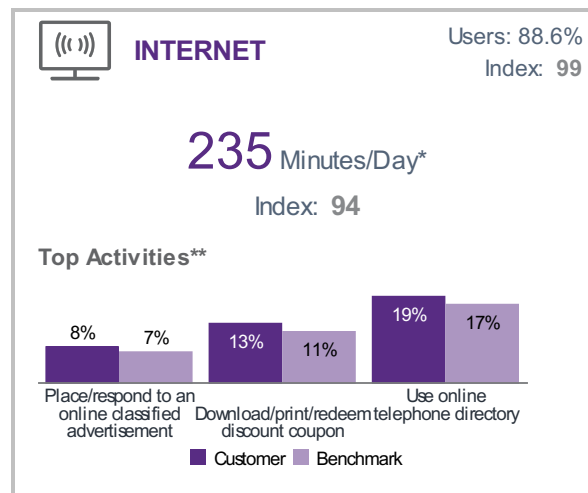
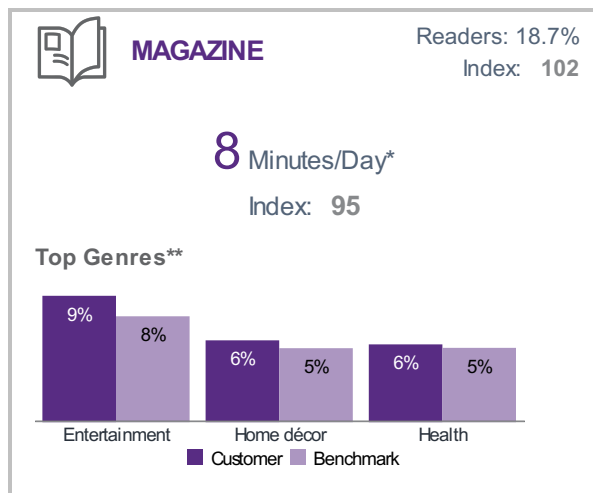
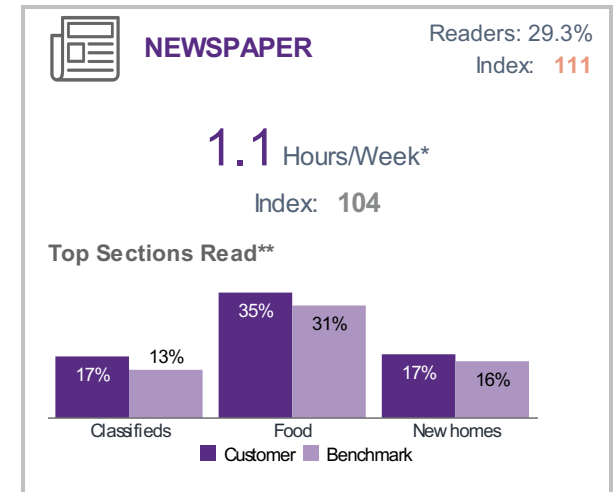
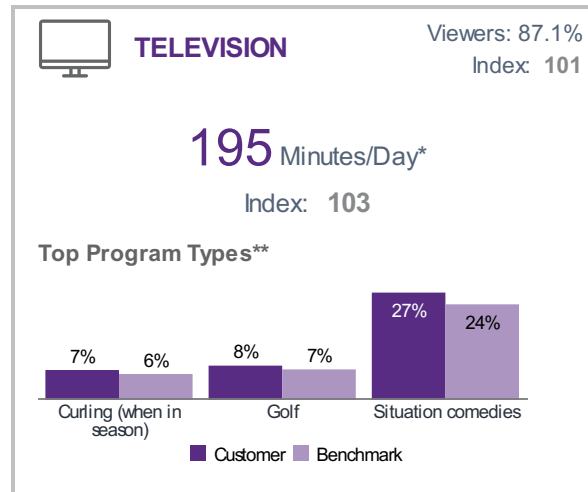
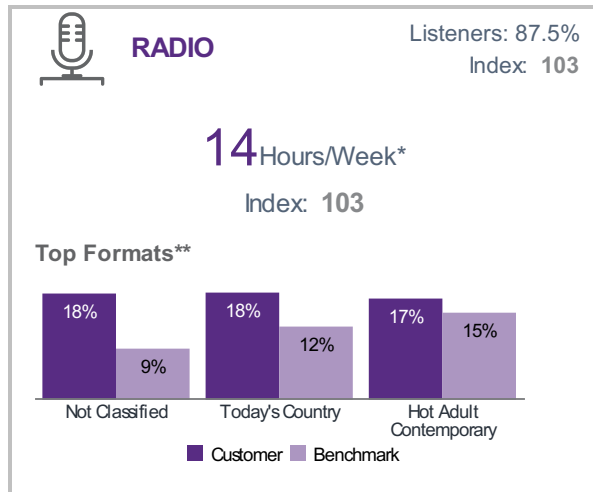
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*Chosen and ranked by percent composition with a minimum of 5%

Index Colours:	<80	80 - 110	110+
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Behavioural | Media Overview

Customers: Amherstburg: Record Count



Benchmark: Ontario

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*Consumption values based to Household Population 12+
**Chosen from index ranking with minimum 5% composition

Index Colours:	<80	80 - 110	110+
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Customers: Amherstburg: Record Count

Top Shows & Exhibitions

Craft shows



8.9%

Index: 118

Home shows



6.2%

Index: 102

Auto shows



5.6%

Index: 91

Top Local Attractions & Destinations

Sporting events



21.1%

Index: 123

Music festivals



9.2%

Index: 114

Parks/city gardens



36.0%

Index: 113

Specialty movie theatres



31.5%

Index: 110

Top Professional Sports

Football



9.2%

Index: 120

Hockey



21.6%

Index: 108

Baseball



18.0%

Index: 97

Soccer



6.8%

Index: 93

Top Concert & Theatre Venues

Theatre - Community theatres



14.3%

Index: 133

Concerts - Outdoor stages



12.4%

Index: 121

Theatre - Festivals



17.0%

Index: 111

Theatre - Major theatres



28.8%

Index: 107

Benchmark: Ontario

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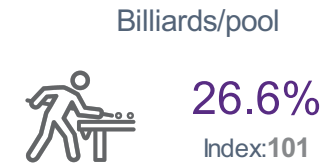
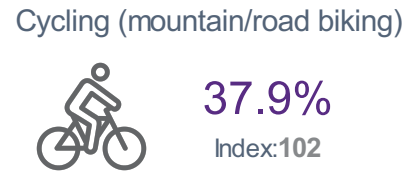
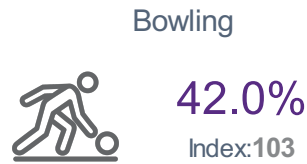
*Chosen from index ranking with minimum 5% composition

Index Colours:	<80	80 - 110	110+
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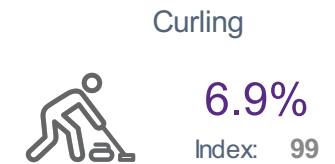
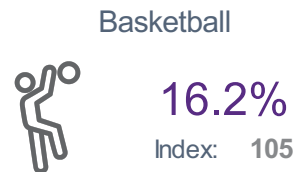
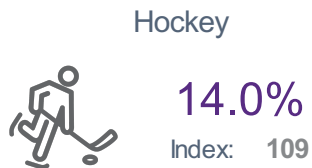
Behavioural | Sports & Leisure Overview - Participate

Customers: Amherstburg: Record Count

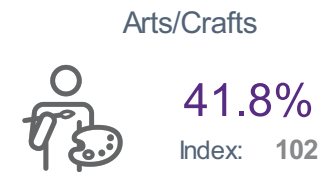
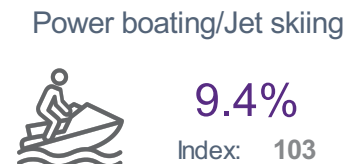
Top Individual Sports



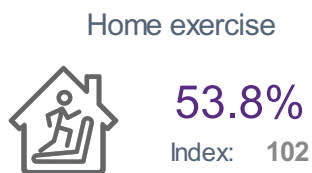
Top Team Sports



Top Activities



Top Fitness



Benchmark: Ontario

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*Chosen from index ranking with minimum 5% composition

Index Colours:	<80	80 - 110	110+
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Customers: Amherstburg: Record Count

TELEVISION

	%	Base %	Index
Viewership			
Heavy	17.54	17.71	99
Medium/Heavy	18.07	16.91	107
Medium	19.51	17.49	112
Medium/Light	16.75	17.13	98
Light	15.19	17.29	88
Top Program Types (Watch in Typical Week)*			
Curling (when in season)	7.31	6.30	116
Golf	8.48	7.50	113
Situation comedies	27.49	24.44	113
Cooking programs	24.83	22.25	112
Morning local news	19.18	17.27	111
Baseball (when in season)	17.60	16.08	109
NFL football (when in season)	12.34	11.32	109
Suspense/crime dramas	27.01	25.15	107
Daytime soap/serial dramas	7.69	7.22	106
Primetime serial dramas	31.40	29.52	106
Reality shows	15.89	14.95	106
Movies	49.00	47.34	104
News/current affairs	27.73	26.58	104
Children's programs	7.51	7.29	103
Documentaries	24.31	23.56	103

RADIO

	%	Base %	Index
Listenership			
Heavy	21.61	20.92	103
Medium/Heavy	21.98	21.67	101
Medium	20.03	19.22	104
Medium/Light	18.31	17.64	104
Light	18.08	20.55	88
Top Formats (Weekly Reach)*			
Not Classified	17.97	8.51	211
Today's Country	18.13	12.30	147
Hot Adult Contemporary	17.11	14.68	117
News/Talk	24.63	22.27	111
Classic Hits	14.72	13.93	106
Multi/Variety/Specialty	9.67	9.35	103
Modern/Alternative Rock	6.90	7.71	89
Adult Contemporary	14.05	16.20	87
Mainstream Rock	10.59	13.44	79
Mainstream Top 40/CHR	13.98	19.58	71
All News	5.00	8.90	56

NEWSPAPERS

	%	Base %	Index
Readership - Dailies			
Heavy	5.03	5.21	97
Medium/Heavy	6.01	5.23	115
Medium	6.20	5.35	116
Medium/Light	5.64	5.19	109
Light	6.47	5.47	118
Section Read - Dailies*			
Classified ads (excl. real estate)	16.88	13.18	128
Food	34.55	30.98	112
New homes section	17.47	15.55	112
Local & regional news	61.49	56.74	108
International news/world section	52.72	49.38	107
Health	33.53	32.24	104
Real estate listings	14.53	14.00	104
Fashion/lifestyle	21.76	21.07	103
Movie & entertainment	36.15	35.10	103
Sports	30.45	29.71	103
Readership - Community Papers			
Heavy	7.79	8.23	95
Medium/Heavy	7.53	6.89	109
Medium	7.94	7.75	102
Medium/Light	6.90	6.74	102
Light	8.07	7.18	112

INTERNET

	%	Base %	Index
Usage			
Heavy	19.74	22.71	87
Medium/Heavy	19.83	19.69	101
Medium	16.88	16.66	101
Medium/Light	15.54	14.60	106
Light	16.59	15.55	107
Online Social Networks (Used in Past Month)			
Pinterest	15.74	13.41	117
Facebook	46.16	47.31	98
LinkedIn	13.20	13.43	98
YouTube	36.78	37.80	97
Instagram	26.37	27.52	96
Snapchat	11.79	12.32	96
Twitter	13.09	14.25	92
Video/photo sharing	1.70	1.94	88
Tumblr	1.32	1.83	72
Online/Internet dating sites	1.07	1.67	64
Top Activities (Past Week)			
Place/respond to an online classified advertisement	7.84	6.73	117
Download/print/redeem discount coupon	12.94	11.15	116
Use online telephone directory	18.82	17.08	110
Access a TV station's website	7.59	6.96	109
Compare products/prices while shopping	31.88	30.48	105
Access celebrity gossip content	8.09	7.68	105
Internet search - business, services, products	44.77	43.08	104
Read or look into online magazines	6.75	6.54	103
Send/receive email	68.58	67.43	102
Take pictures/video	51.86	50.95	102
Access home decor-related content	10.19	9.98	102
Access real estate listings/sites	11.69	11.58	101
Listen to a podcast	12.49	12.47	100
Listen to music via streaming video service (e.g. YouTube)	25.94	25.91	100
Send/receive a text/instant message	60.54	60.54	100

DIRECT

	%	Base %	Index
Used in Shopping			
Flyers inserted into a daily newspaper	22.33	19.72	113
Local store catalogues	23.84	22.18	107
Flyers delivered to the door or in the mail	44.31	41.86	106
Flyers inserted into a community newspaper	36.30	34.35	106
General information from the Internet/websites	34.00	32.52	105
Coupons	34.37	33.57	102
Mail order	7.04	6.98	101
Online flyers	36.69	36.64	100
Direct email offers	22.95	24.46	94
Opinion of Flyers to Door/By Mail			
Very favourable	23.46	21.50	109
Somewhat favourable	37.59	36.42	103
Somewhat unfavourable	16.94	17.87	95
Very unfavourable	22.02	24.21	91

MAGAZINES

	%	Base %	Index
Readership			
Heavy	3.73	3.52	106
Medium/Heavy	3.63	3.95	92
Medium	4.19	3.90	108
Medium/Light	3.78	3.55	106
Light	3.40	3.47	98
Top Magazine Types*			
Entertainment/celebrity	9.16	7.66	120
Home décor	5.89	5.32	111
Health/fitness	5.60	5.34	105
Travel & tourism	6.44	6.32	102
Food & beverage	9.80	10.04	98
Gardening & homes	6.44	6.86	94
News & current affairs	6.62	7.22	92

Benchmark: Ontario

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*Chosen from index ranking with minimum 5% composition

Index Colours:	<80	80 - 110	110+
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Top 5 segments represent **46.1%** of customers in Ontario



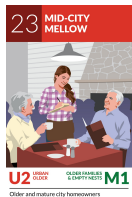
Rank:	1
Customers:	32
Customers %:	14.75
% in Benchmark:	3.04
Index:	485

Comprising more than a million people, Family Mode is one of the largest segments—and growing. Home to large, suburban families living in recently built houses, this lifestyle is rooted in midsize cities surrounding large metro areas. Its neighbourhoods are filled with maintainers between 35 and 54, and children over the age of 10. These middle-aged adults have used their mostly high school and college educations to land a variety of decent-paying jobs—from blue-collar to management level—in industries like retail, public administration, education and health. Thanks to dual-income households, their upper-middle incomes allow them to purchase single-detached houses valued at nearly \$450,000—close to the national average. As in other suburban family segments, sports are central to the Family Mode lifestyle, with many garages filled with skiing, golfing and hockey equipment as well as motorcycles, boats and camping trailers. Family Mode members make an Effort Toward Health, often working out at fitness clubs and enrolling their kids in soccer, swimming and ice skating clubs.



Rank:	2
Customers:	19
Customers %:	8.76
% in Benchmark:	1.81
Index:	485

The wealthiest rural lifestyle, Kick-Back Country is a collection of middle-aged families and older couples living in rustic areas near large and medium-size cities. For some, their communities are a weekend getaway from their busy life in the city. The maintainers tend to be between 45 and 64 years old, and children range in age from 5 to 24. Despite mixed educations—mostly high school, college and university—residents earn impressive incomes averaging more than \$145,000 from well-paying jobs in management as well as mining, construction, trades and transportation. The lower cost of living in their rural areas means nearly nine out of ten households own a home. Many are second- and third-generation Canadians drawn to spacious, single-family houses built beyond the urban sprawl; the average dwelling value is nearly \$600,000—35 percent above average. Their driveways often contain domestic compact SUVs and large pickups for commuting to work, hauling camping and boating equipment and travelling to the city for shopping. With their conservative social views, these households score high for the value Traditional Families.



Rank:	3
Customers:	19
Customers %:	8.76
% in Benchmark:	3.15
Index:	278

Mid-City Mellow epitomizes a traditional view of the Canadian dream: owning a home in an attractive setting while building a comfortable nest egg. In this segment, nearly 90 percent of members own single-detached houses, which typically were built between 1960 and 1990. These older and mature households enjoy upper-middle incomes and well-established neighbourhoods in large cities like Winnipeg, Edmonton, Hamilton and Toronto. With most maintainers over the age of 55, Mid-City Mellow is a mixed group, a collection of both older couples aging in place and middle-aged families raising older children. Few segments have a lower five-year mobility rate. Most households contain third-plus-generation Canadians, though there's an above-average concentration of second-generation Canadians and those whose mother tongue is Italian, German, Polish or Ukrainian. With their high school and college educations, those still in the labour force earn solid paycheques from a mix of blue-collar and service sector jobs. The retirees and soon-to-be retirees here have the time to enjoy going to hockey, baseball and football games. Many book cruises, casino junkets, ski trips and cultural tours, buoyed by their optimism for their financial future (Financial Security).



Rank:	4
Customers:	17
Customers %:	7.83
% in Benchmark:	3.67
Index:	213

The second most affluent rural segment, Country Traditions is a collection of small communities scattered across the eastern half of Canada. The mostly middle-aged and older couples and families work at well-paying blue-collar and service sector jobs, earning upper-middle incomes in the low six figures. Most own a recently built home—nearly 95 percent live in a single-detached house—and a sturdy, large pickup is a necessity for their backcountry commutes to work. With half the maintainers over 55, Country Traditions households are split between couples and families with children of all ages. Despite their rural settings, only 3 percent work in agriculture—still 30 percent above average—while many more work in fields like construction, health care, social services and public administration. Nevertheless, Country Traditions members have deep roots in the land: nearly 80 percent are third-plus-generation Canadians. And these rural families enjoy old-fashioned pursuits like gardening, boating and swimming. Proclaiming that life in the country is far more satisfying than life in the city, they prefer to identify with their local communities and Canada than as citizens of the world (Parochialism).



Rank:	5
Customers:	13
Customers %:	5.99
% in Benchmark:	1.41
Index:	425

The wealthiest suburban segment, Turbo Burbs is a haven for middle-aged families enjoying the fruits of their labour. Found in the outer-ring subdivisions of a handful of large cities, the segment mostly contains families with children between the ages of 10 and 25. More than 90 percent of households live in recently built single-detached homes, with an average dwelling value of more than \$700,000. The adults have parlayed mixed educations—with significant rates for high school, college and university achievement—into well-paying management, finance, education and government jobs. In their suburban neighbourhoods, many spend a lot of time in their cars, relying on their vehicles to commute to work and chauffeur their teenage children to after-school and athletic activities. While these families live well, participating in all kinds of outdoor sports and travelling extensively, they also give back to the community, volunteering their time and scoring high for donating more than \$5,000 a year to charities. Members of Turbo Burbs believe they have a Social Responsibility to help those less fortunate.

Benchmark: Ontario

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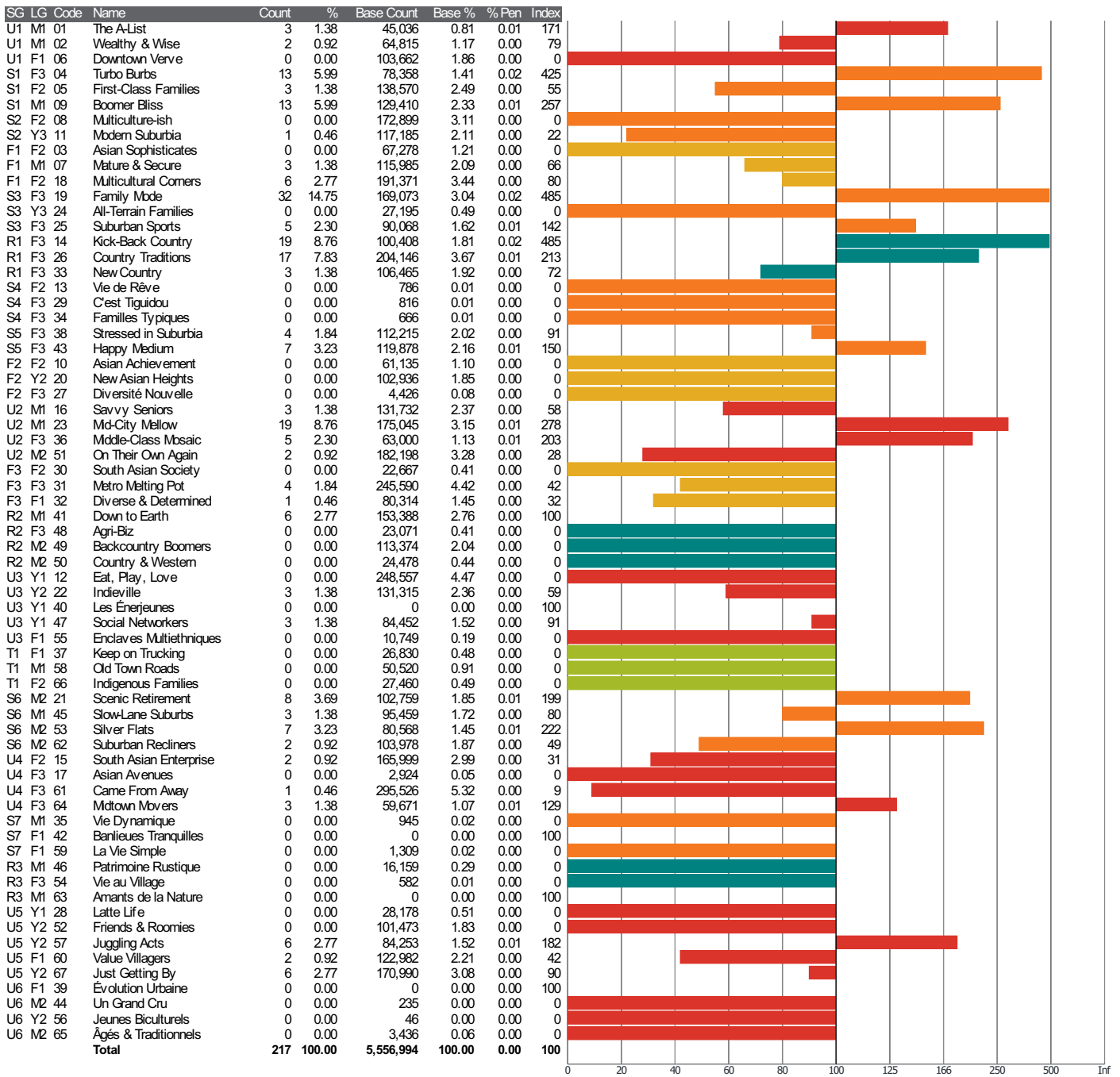
Index Colours:	<80	80 - 110	110+
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PRIZM Profile | Customers



Customers:Amherstburg: Record Count

Total Customers:217



Benchmark:Ontario

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Report Details

Name: Executive Dashboard- Amherstburg
Date / Time: 11/12/2020 7:26:03 PM
Workspace: ENVISIONS Canada Vintage 2020
Workspace Vintage: 2020

Customer File

Name	Imported	Variables
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Area

Name	Level	Geographies
Ontario	Province	Ontario

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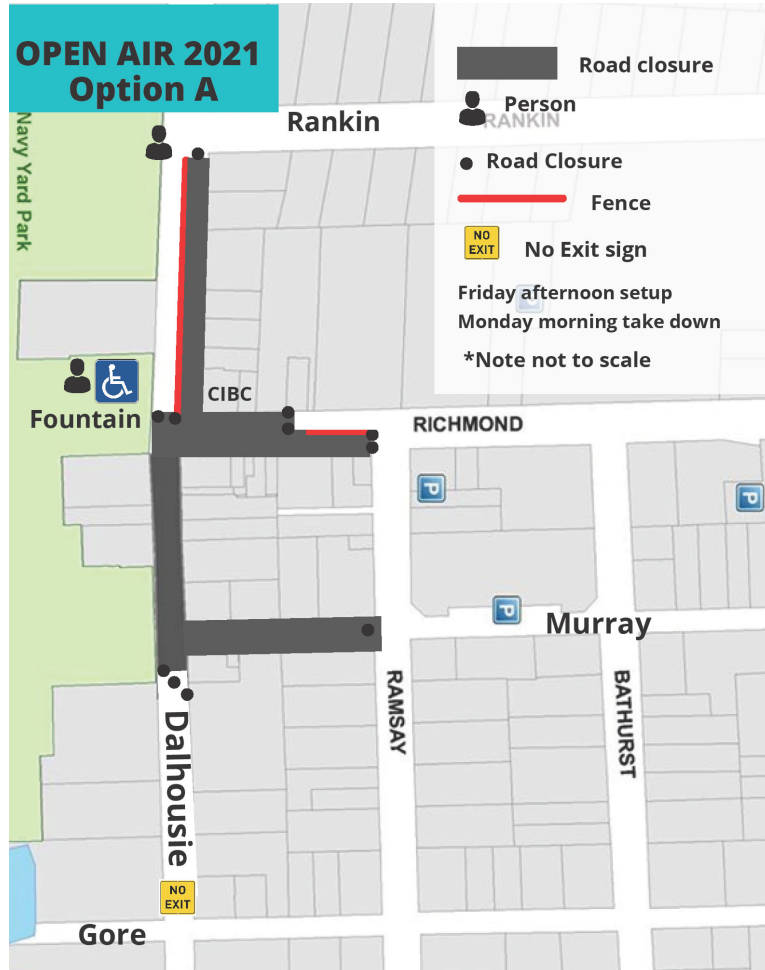
Product	Provider	Copyright
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PRIZM Bases	Environics Analytics Statistics Canada Equifax	©2020 Environics Analytics. PRIZM is a registered trademark of Claritas, LLC. used under license. (https://en.environicsanalytics.ca/Envision/Abor)

Segmentation System

Product	Provider	Copyright
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APPENDIX C

Open Air Footprint Options for 2021

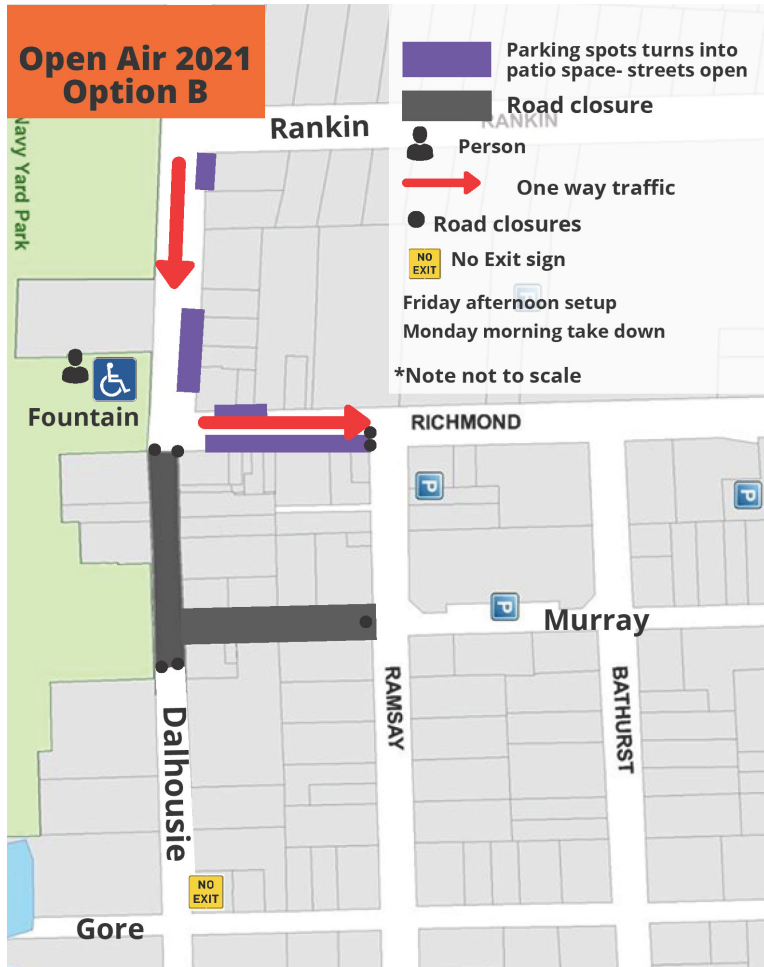


Option A

Logistics include:

- Road closure mirrors 2020
- Allows for visitors to walk freely on open streets
- All businesses in footprint may participate by extending patios/retail space
- Allows additional programming options
- New for 2021, road closure ends at Queen Charlotte entrance
- Parking remains outside footprint, in close proximity

Option B



Logistics include:

- Allows traffic flow one way southbound from Rankin to Richmond on Dalhousie
- Allows traffic flow one way eastbound from Dalhousie to Ramsay on Richmond
- Allows angle parking on Dalhousie from Rankin to Richmond
- Businesses outside of the road closure area will be afforded parking stall space for patio and retail space expansion
- Allows pedestrian traffic on streets in grey areas only
- Allows additional programming options

Option C



Logistics include:

- Allows traffic flow one-way southbound from Rankin to Gore on Dalhousie
- Allows angle parking on Dalhousie from Rankin to Richmond
- Businesses North of Richmond on Dalhousie will be afforded parking stall space only for patio and retail space expansion
- Businesses on Dalhousie between Richmond and Murray will have access to parking stall space for patio and retail expansion where available, but no parking will be allowed in this block
- Businesses on Richmond will be able to encroach in parking stalls on either side of the street

Option D

- No road closures/no Open Air programming
- Limited opportunity for some businesses to encroach on municipal property
- Each request will be vetted through Administration for approvals

Open Streets Buffer



Legend

- Municipal Lots
- Private Lots



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: 2021 Mill and Pave Program – Tender Results

1. RECOMMENDATION:

It is recommended that:

- 1. The 2021 Mill and Pave Program Tender BE AWARDED to Armstrong Paving and Materials Group Ltd. for an amount not to exceed \$612,401.11 plus H.S.T to complete rehabilitation works for Ryan Street, Lamp Road, David Crescent, Point West Drive West and Wyandotte Street; and,
2. The Mayor and Clerk BE AUTHORIZED to execute an agreement with Armstrong Paving and Materials Group Ltd. for the 2021 Mill and Pave program.

2. BACKGROUND:

The Town advertised a Request for Tender (RFT) online for the 2021 Mill and Pave Program on January 26, 2021 via Bids and Tenders and on the Town's website. The RFT includes the removal of the existing base and surface asphalt, removal of small section of concrete roadway, catch basin repairs, spot curb repairs and 2 layers of new asphalt. The roads to be completed are the full extents of Ryan Street, Lamp Road and David Crescent. Wyandotte Street and the west half on Pointe West Drive were included in the tender as a provisional item, subject to in year approval to complete those works as requested at the February 22, 2021 of Council; further to that approval these works are included in the recommended tender.

3. DISCUSSION:

Tenders closed for this project at 11:00 a.m. on Friday February 19, 2021. The Town received 3 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. Armstrong Paving and Materials Group Ltd	\$ 612,401.11
2. Mill-Am Corporation	\$ 700,790.00
3. Coco Paving Inc	\$ 750,526.00

The RFT was prepared by the Engineering and Public Works Department and will be administered internally.

4. RISK ANALYSIS:

The sections of road included in the RFT and to be completed under the recommended award of tender are ranked 36th (Ryan Street), 47th (Lamp Road) 63th (David Crescent), 48th (Wyandotte Street) and 52rd (Point West Drive – west portion) respectively in the 2016 Roads Needs Study. These roads were all considered in the ‘NOW’ category when the study was completed 5 years ago. If not rehabilitated these roads will continue to deteriorate.

5. FINANCIAL MATTERS:

The 2021 Budget includes the 2021 Mill and Pave Program with a budget allocation of \$400,000.

Subsequent to the 2021 Budget, at their February 22, 2021 meeting Council also approved over-expenditures totaling \$275,000 for mill and pave of Point West Drive – West Side (\$225,000) and Wyandotte Street – full extent (\$50,000) for mill and pave works, all to be funded by transfer from the Ontario Grants Reserve Fund of OCIF Formula Based funding.

Based on the recommended award of tender, the financial impact is estimated as follows:

Road Resurfacing (Mill and Pave)	Budget	Actual (incl. net HST)	Variance (over)/under
Cost:			
Construction Tender:			
Resurfacing – Ryan Street, Lamp Road and David Crescent	\$400,000	\$ 312,766	
Resurfacing – Pointe West Drive – West Side		226,899	
Resurfacing – Wyandotte Street		32,634	
Contingency Allowance ⁽¹⁾		50,880	
Sub-total – Construction Tender		623,179	
Other Costs ⁽²⁾		2,000	
Total Project Cost⁽³⁾	\$400,000	\$625,179	(\$225,179)
Funding:			
Transfer from Reserve Fund - General (Lifecycle)	\$54,580	\$4,759	\$ 49,821
Transfer from Reserve Fund – Ontario Grants (OCIF Formula Funding)	\$345,420	\$620,420	(\$275,000)
Total Project Funding⁽³⁾	\$400,000	\$625,179	(\$225,179)

Notes:

1. The recommended construction tender includes a contingency allowance of \$50,000, which may be used for any unforeseen expenditures subject to the Town's approval.
2. Other Costs: Estimated cost for geotechnical inspections.
3. Based on the recommended tender, the over-expenditure and transfer from the Ontario Grants Reserve fund are each estimated at \$225,179; which is within the \$275,000 approved by Council in-year for completion of mill and pave works on Pointe West Drive (west side) and Wyandotte Street.

6. CONSULTATIONS:

Cheryl Horrobin, Director of Corporate Services

7. CONCLUSION:

Administration recommends that the 2021 Mill and Pave Program be awarded to Armstrong Paving and Materials Group Ltd



Todd Hewitt
Manager of Engineering

Report Approval Details

Document Title:	2021 03 22 - 2021 Mill and Pave Program - Tender Results.docx
Attachments:	- 2021 Mill and Pave Agreement - Armstrong.pdf
Final Approval Date:	Mar 15, 2021

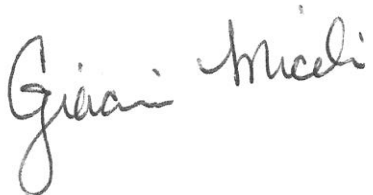
This report and all of its attachments were approved and signed as outlined below:



Antonietta Giofu



Cheryl Horrobin



John Miceli



Paula Parker

AGREEMENT

THIS AGREEMENT made in duplicate this 3rd day of March, 2021.

BETWEEN THE CORPORATION OF THE TOWN OF AMHERSTBURG

(hereinafter called the Corporation) of the first part.

AND

ARMSTRONG PAVING AND MATERIALS GROUP LTD.

(hereinafter called the Contractor) of the second part.

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

2021 Mill and Pave Program

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:

19th day of February, 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:

Six hundred and twelve thousand, four hundred and one dollar and eleven cents (\$612,401.11) 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.

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



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: Culvert No. 59 Replacement - Hamel-Bezaire Drain at Concession 4 North – Tender Results

1. RECOMMENDATION:

It is recommended that:

- 1. The Culvert No. 59 Replacement - Hamel-Bezaire Drain at Concession 4 North BE AWARDED to Matassa Incorporated in an amount not to exceed \$478,563.99 plus H.S.T.; and,
2. The Mayor and Clerk BE AUTHORIZED to execute an agreement with Matassa Incorporated for the Culvert No. 59 Replacement - Hamel-Bezaire Drain at Concession 4 North.

2. BACKGROUND:

The Town advertised a Request for Tender (RFT) online for the Culvert No. 59 Replacement - Hamel-Bezaire Drain at Concession 4 North on February 12, 2021 via Bids and Tenders on the Town's website.

The RFT generally includes:

- Relocation of the 100mm watermain located west of the structure;
• Removal of the existing culvert sections and retaining walls, including necessary earth excavations;
• Installation of retaining walls;
• Installation of new 2400x2640 precast open footing culvert and footings;
• Installation of ditch culvert pipes through the proposed culvert wall and associated grading of shoulders and ditches;
• New asphalt pavement;

3. DISCUSSION:

Tenders closed for this project at 11:00 a.m. on Monday March 1, 2021. The Town received 4 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. Matassa Incorporated	\$ 478,563.99
2. South Shore Contracting of Essex County Inc.	\$ 517,012.00
3. Sterling Ridge Infrastructure Inc.	\$ 521,885.67
4. Murray Mill Excavating & Trucking (Sarnia) Ltd.	\$ 647,238.30

Hrycay Consulting Ltd. is the consulting engineer for this project. They have completed the review of the submissions and have recommended that the tender be awarded to the lowest bidder, Matassa Incorporated. Administration concurs with this recommendation.

4. RISK ANALYSIS:

Not awarding the contract for the replacement of Culvert No. 59 could expose the Town to increased liability with respect to this structure and the potential for a mandatory road closure

5. FINANCIAL MATTERS:

Based on the recommended tender and contract for design engineering/project management services, financial impact for the Project is estimated as follows:

Capital Project: Culvert No. 59 Replacement	Budget	Actual (incl. net HST)	Variance (over)/under
Cost:			
Engineering & Project Management (1)		\$ 21,381	
Construction – Tender Pricing (2)		486,987	
Total Project Cost	\$550,000	\$508,368	(\$41,632)
Funding:			
Transfer from Reserve Fund - General	\$550,000	\$508,368	\$(41,632)
Total Project Funding	\$550,000	\$508,368	(\$ 41,632)

Notes:

1. The balance of the contract with Hrycay Consulting Engineers, awarded August 12, 2019, for design engineering and project management services for this project is approximately \$21,011 plus applicable taxes.

The recommended tender (Matassa) for the Project includes a contingency allowance of \$50,000 and additional unit prices for provisional items of \$12,000, all excluding applicable taxes. This is a total of \$62,000 (before applicable taxes) that will be used for provisional items and any unforeseen expenditures.

6. **CONSULTATIONS:**

Project manager – Hrycay Consulting

7. **CONCLUSION:**

Administration recommends that the Culvert No. 59 Replacement - Hamel-Bezaire Drain at Concession 4 North be awarded to Matassa Incorporated.



Todd Hewitt
Manager of Engineering

Report Approval Details

Document Title:	2021 03 22 - Culvert No.59 Replacement - Hamel Bezaire Drain at Concession 4 North - Tender Results.docx
Attachments:	- Hrycay Recommendation Letter - Culvert 59.pdf - Culvert No. 59 Agreement - Matassa.pdf
Final Approval Date:	Mar 15, 2021

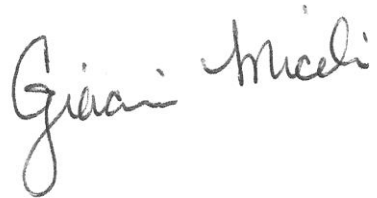
This report and all of its attachments were approved and signed as outlined below:



Antonietta Giofu



Cheryl Horrobin



John Miceli



Paula Parker

2 March 2021

Via: E-mail

Mr. Todd Hewitt, C.E.T.
Manager, Engineering Operations
Town of Amherstburg
512 Sandwich Street South
Amherstburg, Ontario
N9V 3R2

Dear Mr. Hewitt:

**Re: Culvert No. 59 Replacement, Concession 4 North at Hamel-Bezaire Drain
Contract No. T11-2020-003
Recommendation for Construction Contract Award
HCEI File No. M435**

Overall Tender Results

The Culvert No. 59 Replacement project was competitively tendered by the Town of Amherstburg during the period of February 12th 2021 to March 1st 2021, and a total of four (4) tenders were received at the February 12th, 2021 opening at 11:00 am EDT. The tender results were as follows from lowest to highest, excluding HST:

- | | |
|--|---------------|
| • Matassa Incorporated | \$ 478,563.99 |
| • South Shore Contracting of Essex County Inc. | \$ 517,012.00 |
| • Sterling Ridge Infrastructure Inc. | \$ 521,885.68 |
| • Murray Mills Excavating & Trucking Ltd. | \$ 647,238.30 |

HCEI's tender cost estimate for this project was \$546,672.25 excluding HST. Three (3) of the four (4) tender values were lower than the estimated project cost.

Review of Tenderers Information

HCEI has conducted an evaluation of the four (4) tenders that were received. All submissions were complete and free from errors. There were no irregularities with the tenders that would require the Town of Amherstburg to disqualify any of them in accordance with Section 5, Tender Submission Requirements or Section 25, Disqualified Tenders.

Tenderers Capability

Matassa Incorporated was the lowest bidder for this project. HCEI reviewed all bids, and all accepted tenderers were well-qualified to successfully construct this project. Based on our review, Matassa Incorporated appears to be a qualified contractor for the construction of this project, along with being the lowest bidder.

Recommendation

Based on a review of the received tenders for the referenced project, HCEI recommends that this project be awarded to Matassa Incorporated for a value of **\$478,563.99** excluding HST.

Please direct any questions or concerns to the undersigned at (519) 737-7234.

Yours truly,

HRYCAY Consulting Engineers Inc.



Scott Rahm, P.Eng.

SRR/as

AGREEMENT

THIS AGREEMENT made in duplicate this 22 day of March, 2021.

BETWEEN THE CORPORATION OF THE TOWN OF AMHERSTBURG

(hereinafter called the Corporation) of the first part.

AND

MATASSA INCORPORATED

(hereinafter called the Contractor) of the second part.

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

Culvert No. 59 Replacement Hamel-Bezaire Drain at Concession 4 North

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:

1st day of March, 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 seventy-eight thousand, five hundred and sixty-three dollars and ninety-nine cents (\$ 4 7 8 , 5 6 3 . 9 9) 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.

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



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: Fryer Street Reconstruction – Abandonment of portion of the 2nd Concession Drain

1. RECOMMENDATION:

It is recommended that:

- 1. Administration BE DIRECTED to send notice to all owners of land assessed for the drainage works...
2. Administration BE DIRECTED to appoint an engineering firm from the Drainage Engineering Roster...

2. BACKGROUND:

The 2nd Concession Drain is a Municipal Drain that runs along the east side of Fryer Street from approximately Alma Street to McCurdy Street. It then travels south-east through privately owned farm field to its outlet into Big Creek.

3. DISCUSSION:

During the detailed design for the Fryer Street reconstruction Dillon Consulting completed an engineering review of the stormwater / Municipal Drain system for Fryer Street. It was determined that the 2nd Concession Drain pipe north of Richmond Street was undersized and did not service the areas north of Military Street appropriately. A new, larger pipe will need to be installed from Richmond Street northerly to Alma Street.

As the storm pipe, manholes and catch basins along Fryer Street are all part of the Municipal Drain, the Town has 2 options to deal with the necessary upgrades. The first involves the completion of a drainage report in accordance with the Drainage Act that incorporates the new pipe into the 2nd Concession Drain. Alternatively, portions of the municipal drain can be abandoned by Council to allow for the construction of the new storm sewer. Administration is recommending that Council begin the process of abandoning the entire portion of the 2nd Concession Drain from Simcoe Street northerly. Proceeding in this manner is both quicker and more in line with Town standards to have a municipally-owned storm sewer in an urban area.

The process for Municipal Drain abandonment is outlined under Section 84 of the Drainage Act and is generally as follows:

- Council directs Administration to send notice to all landowners assessed into the drainage works of its intent to abandon.
- If no owner sends a notice of appeal within a 10-day period, Council may pass a By-law to abandon the drainage works.
- If a notice is received from a landowner, Council shall appoint an engineer to examine the drainage works and report recommendations on the proposed abandonment.

Administration is recommending that Council pre-authorize the appointment of an engineering firm from the Town's Drainage Engineering Roster if a notice of appeal is received. This pre-authorization would reduce further administrative delays that would result if an appointment of an engineer is required to complete a report for abandonment. It should be noted that the appointment of an engineer will only be required should a notice from a landowner be received. If no notice is received following the 10-day legislated time period, then abandonment can take place through Council resolution and without an engineering report.

4. RISK ANALYSIS:

If Council opts to not proceed with abandonment, the entire Fryer Street Reconstruction project could be stalled while a drainage engineer's report is completed to incorporate the necessary changes in the piping system. It is also likely that such a report would assess the entire cost of the drainage upgrades directly to the municipality; however, it is possible that costs could be shared by other benefitting properties.

5. FINANCIAL MATTERS:

The direct costs associated with the installation of a new storm sewer were included in the Fryer Street Reconstruction project estimate in the 2021 Budget (total project budget is \$2.2 million). If the recommended portion of the Municipal Drain is abandoned and the storm sewer works progress, the new storm sewer will be a Tangible Capital Asset of the Town and will be incorporated into the Town's Asset Management Plan. Any future maintenance and replacement of these sections of storm sewer will be at Town's cost (taxation funded). Based on the current maintenance schedule for the 2nd Concession Drain the Town is responsible for approximately 46% of the costs of maintenance or replacement with the remaining 54% recovered through landowner assessments.

6. CONSULTATIONS:

Project Manager - Dillon Consulting

7. CONCLUSION:

Administration recommends that Council begin the process to abandon the 2nd Concession Drain from the north side of Simcoe Street northerly to the upper limits of the drain at Alma Street.



Todd Hewitt
Manager of Engineering



Shane McVitty
Drainage Superintendent and Engineering Coordinator

Report Approval Details

Document Title:	2021 03 22 - Fryer Street Reconstruction - Abandonment of portion of the 2nd Concession Drain.docx
Attachments:	- 2nd Conc Drain - Aerial Map.pdf
Final Approval Date:	Mar 15, 2021

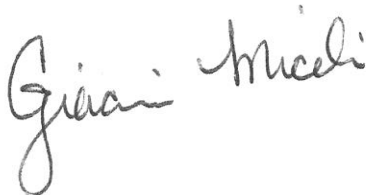
This report and all of its attachments were approved and signed as outlined below:



Antonietta Giofu



Cheryl Horrobin



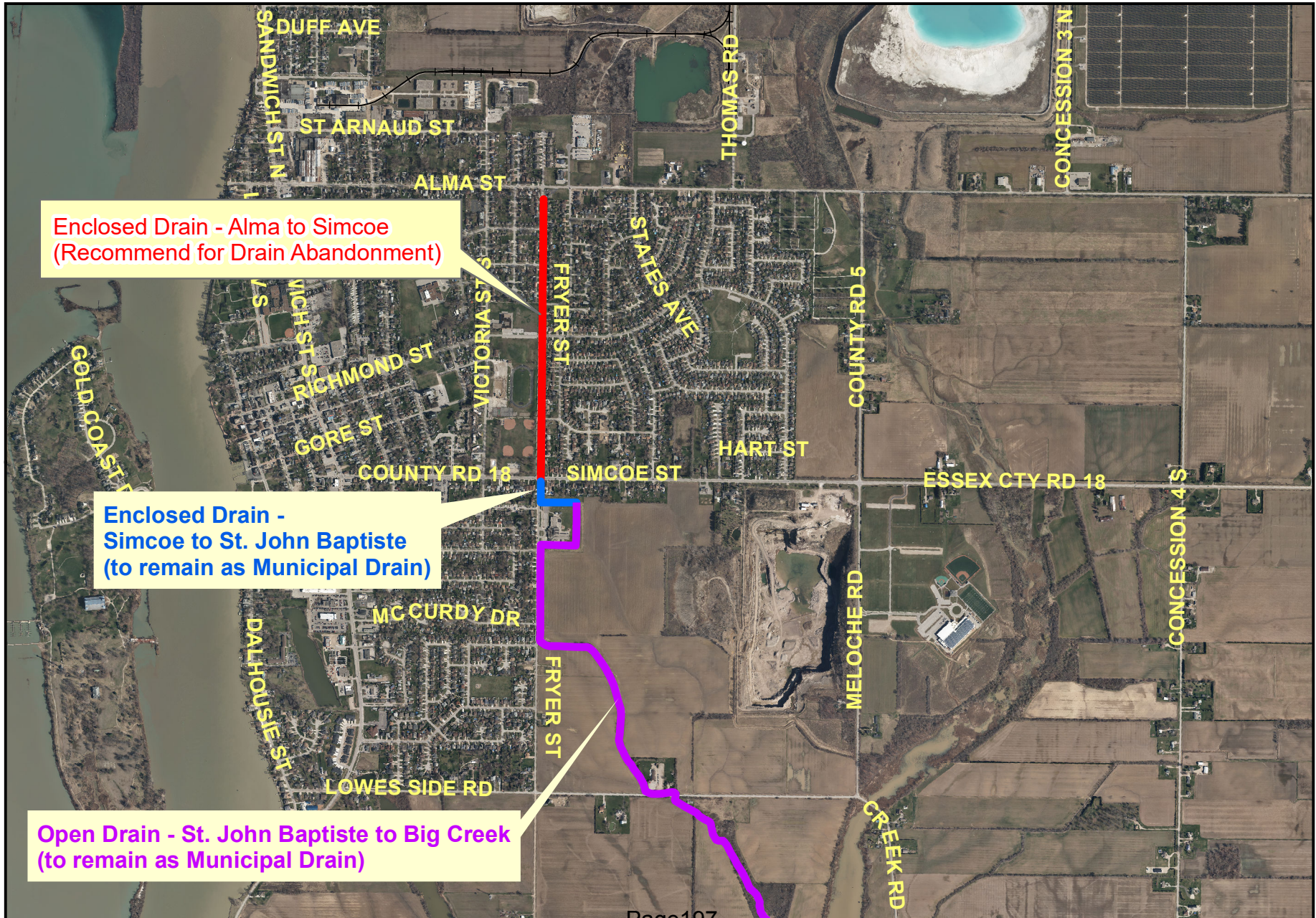
John Miceli



Paula Parker



2nd Concession Drain Abandonment Alma St. to Simcoe St.





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: Removal of Holding Zone for Kingsbridge Subdivision Phase 10

1. RECOMMENDATION:

It is recommended that:

- 1. By-law 2021-015 being a by-law to amend Zoning By-law 1999-52 to Remove a Holding Zone for Kingsbridge Subdivision Phase 10 be taken as having been read three times and finally passed and the Mayor and Clerk BE AUTHORIZED to sign same.

2. BACKGROUND:

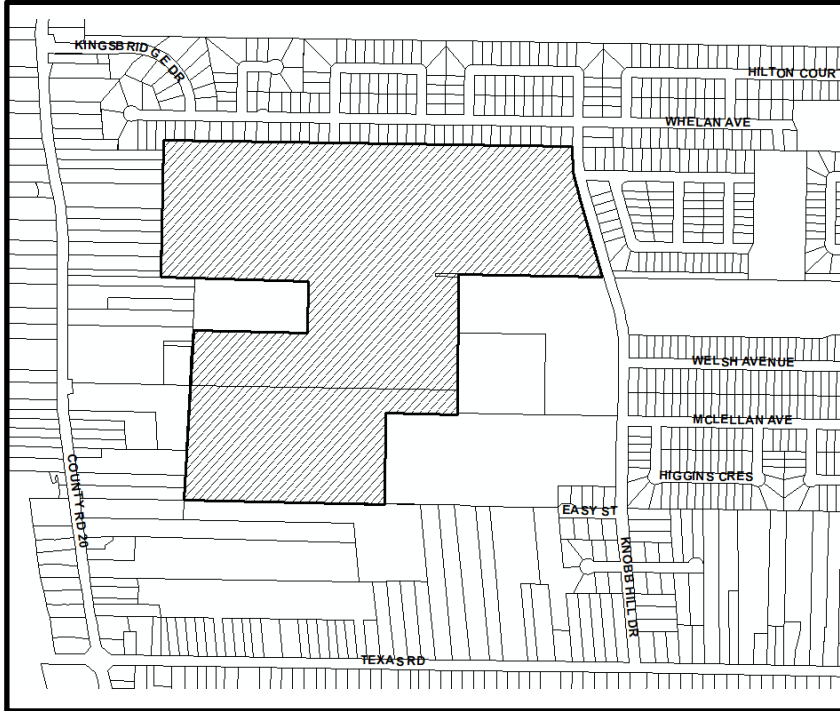
The Town is in receipt of a request from 1027579 Ontario Limited and 1078217 Ontario Limited for the removal of the Holding Symbol for Phase 10 in Kingsbridge Subdivision. The lands affected by this By-law include Phase 10 and are legally described as Concession 1, Part of Lots 11, 12, 13 and 14, Anderdon.

Council endorsed the Draft Plan of Subdivision for Phase 10 in September 2020 and the County of Essex granted draft plan approval on November 25, 2020 subject to a number of conditions including that the applicant enter into a Subdivision Agreement to satisfy all of the requirements, financial and otherwise, for the provision of services and other matters. The Subdivision Agreement was approved by By-law 2021-001 on January 11, 2021. The Subdivision Agreement provides for the hold release of lots for 184 single detached dwellings, 120 semi-detached dwellings and 111 multiple attached dwelling units.

The Removal of Holding Zone will allow Phase 10 of the Kingsbridge Subdivision to be developed in accordance with the approved plans of subdivision and Subdivision

Agreement. The figure below identifies the area of Phase 10 of Kingsbridge Subdivision that is requesting the removal of the Holding Zone.

Figure 1



3. DISCUSSION:

The proponent is proceeding with the development of Phase 10 in accordance with the approved plans of subdivision and Subdivision Agreement. The Developer has entered into a subdivision agreement and provided securities.

The amendment to the Zoning By-law is in conformity with the Official Plan. The prerequisite for the removal of the Holding Symbol “h” as set out in By-law 1999-52, as amended is the allocation of sanitary sewer capacity pursuant to Section 51 of the Planning Act. The developer has entered into the required development agreement to ensure adequate sanitary sewer capacity to accommodate for this phase of the subdivision development. The removal of the hold is a housekeeping matter.

The amendment to the Zoning By-law will amend the zoning of Phase 10 from ‘holding Residential Type 1A (h-R1A)’ to ‘Residential Type 1A (R1A)’ and ‘holding Residential Second Density Zone/holding Residential Multiple First Density (h-R2/h-RM1) Zone’ to ‘Residential Second Density Zone/Residential Multiple First Density (R2/h-RM1) Zone’.

The Engineering and Public Works Department has confirmed adequate servicing for this phase of the subdivision. The Subdivision Agreement has been signed and registered and securities have been collected from the developer.

A By-law considered by Council to Remove a Holding Symbol under Section 36 of the Planning Act, is not subject to the requirement to hold a public meeting

4. RISK ANALYSIS:

The recommendation in this report presents little to no risk to the municipality. The proponent has met the obligations of the Official Plan and Zoning By-law 1999-52, with regard to addressing servicing.

5. FINANCIAL MATTERS:

The costs associated with the application and planning process are the responsibility of the developer. The Removal of the Holding Symbol will facilitate the Kingsbridge development as outlined in the related Subdivision Agreement.

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

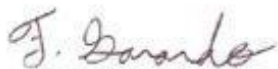
6. CONSULTATIONS:

The proposed Removal of the Holding Symbol was published in the River Town Times and posted on the Town's website.

The Engineering and Public Works Department has identified that they have no concerns with the Removal of the Holding Symbol.

7. CONCLUSION:

Administration recommends approval of Zoning By-law 2021-015, being a Zoning By-law Amendment to remove the Holding Zone from Phase 10 of Kingsbridge Subdivision.



Frank Garardo
Manager of Planning Services

JM

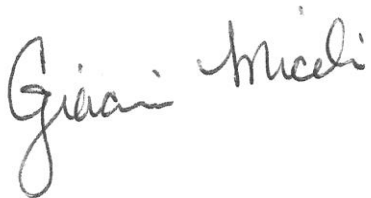
Report Approval Details

Document Title:	Removal of Holding Zone for Kingsbridge Subdivision Phase 10.docx
Attachments:	- Report to Council- March 22- h Removal ZBA Kingsbridge Phase 10- ATTACHMENTS.pdf
Final Approval Date:	Mar 15, 2021

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



Cheryl Horrobin



John Miceli



Paula Parker

Municipal Fee Received:	PAID
Municipal Deposit Received:	N/A
ERCA Fee Received:	\$206.00

Application No. ZBA/04/21

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

1. Name of approval authority Town of Amherstburg
2. Date application received by municipality March 1, 2021
3. Date application deemed complete by municipality March 1, 2021
4. Name of registered owner 1078217 ONTARIO LIMITED
Telephone number [REDACTED]
Address [REDACTED]
Email [REDACTED]
Name of registered owner's solicitor or authorized agent (if any) Jeffrey A. Baker
Telephone number [REDACTED]
Address [REDACTED]
Email [REDACTED]

Please specify to whom all communications should be sent:

- registered owner solicitor agent

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

[REDACTED]

6. Location and description of subject land:

Concession No. 1 Lot(s) No. Part Lots 11, 12, 13 & 14

Registered Plan No. _____ Lot(s) No. _____

Reference Plan No. _____ Part(s) No. _____

McLellan Ave., Horseshoe Bay Cres., Thompson Ave., Kingsbridge Dr., Bartlett Rd.,
Street Address Morin Rd., Harris Rd., Assessment Roll No. _____
Noble Ct.

7. Size of subject parcel:

Frontage _____ Depth _____ Area _____

8. Access to subject parcel:

- Municipal Road County Road Provincial Highway
 Private Road Water

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

9. (a) Current Official Plan Land Use designation of subject land _____

- (b) Explanation of how application conforms to the Official Plan _____

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

Yes No

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

10. Current Zoning of subject land R1A(h) and R2/RM1(h)

11. Nature and extent of rezoning requested Remove holding designation

12. Reasons why rezoning is requested Land is now subject of a subdivision agreement and one being serviced

13. Current use of subject land Residential building lots

14. Length of time current use of subject land has continued current

15. Is the subject land within an area where the municipality has pre-determined:

(a) minimum and maximum density requirements

Yes No

(b) minimum and maximum height requirements

Yes No

If yes, state the requirements _____

16. Number and type of buildings or structures **existing** on the subject land and their distance from the front lot line, rear lot line and side lot lines, their height and their dimensions/floor area:

None

17. Date of construction of existing buildings and structures on the subject land:

N.A.

18. Date subject land acquired by current registered owner Dec. 30, 1994

19. Proposed use of subject land Residential

20. Number and type of buildings or structures **proposed** to be built on the subject land and their distance from the front lot line, rear lot line and side lot lines, their height and their dimensions/floor area:

Residential semi-detached and single family dwellings in conformance
with all set back requirements of the Zoning By-law

21. Type of water supply:

- municipally owned and operated piped water supply
- well
- Other (specify) _____

22. Type of sanitary sewage disposal:

- municipally owned and operated sanitary sewers
- septic system
- Other (specify) _____

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

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

23. Type of storm drainage:

- sewers
- ditches
- swales
- Other (specify) _____

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

- consent to sever
- approval of a plan of subdivision

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

Draft Plan approval, Final registration pending.

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

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

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

- Yes
- No

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

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

Yes No

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

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

Yes No

Comments Residential building lots within settlement area

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

Yes No

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

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

Yes No

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

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

Yes No


Dated at the Town of Amherstburg this 26th day of February, 2021.
1078217 Ontario Limited

Per: 
(signature of applicant, solicitor or authorized agent)

I, Michael R. Dunn, President of 1078217 Ontario Limited of the Town of Lakeshore
in the County/District/Regional Municipality of: Essex solemnly declare that
all the statements contained in this application are true, and I make this solemn declaration
conscientiously believing it to be true, and knowing that it is of the same force and effect as
if made under oath and by virtue of the Canada Evidence Act.

Declared before me at the Town of Amherstburg in the County
of Essex this 26th day of February, 2021.


Applicant, Solicitor or Authorized Agent


A Commissioner, etc.

Shannon Lisa Dobson
A Commissioner, etc.
Province of Ontario
for Baker Busch, Barristers and Solicitors
Expires September 2, 2021

CORPORATION OF THE TOWN OF AMHERSTBURG

NOTICE OF INTENTION TO PASS A BY-LAW TO REMOVE A HOLDING SYMBOL FROM ZONING BY-LAW NO. 1999-52

TAKE NOTICE that the Council of the Corporation of the Town of Amherstburg intends to pass By-law 2021-015 on **Monday, March 22, 2021** at a meeting commencing at 6:00 p.m. in the Town of Amherstburg Council Chambers, 271 Sandwich Street South, Amherstburg, Ontario to amend Zoning By-law No. 1999-52 to remove a holding symbol under Section 36 of the Planning Act, R.S.O. 1990, c.P. 13.

The lands affected by this by-law encompass one phase of the Kingsbridge Subdivision development. Phase 10 is located in the west side of Knobb Hill and legally described as Concession 1, Part of Lots 11, 12, 13 and 14.

THE PURPOSE of the amending By-law 2021-015 is to remove the Holding Symbol “h” on the subject lands from holding Residential Type 1 A (h-R1A) Zone to Residential Type 1A (R1A) Zone to permit the continued development of the subdivision and holding Residential Second Density Zone/holding Residential Multiple First Density (h-R2/h-RM1) Zone to Residential Second Density Zone/ Residential Multiple First Density (R2/h-RM1) Zone. The accompanying Key Map shows the location of the lands to which the zoning amendment applies.

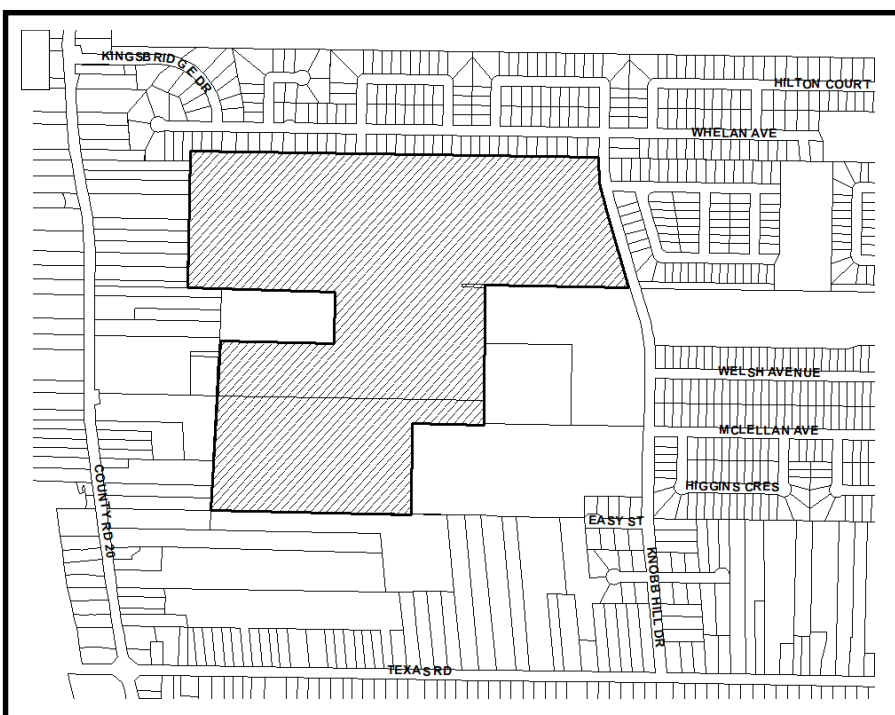
The amendment to the Zoning By-law is in conformity with the Official Plan. The prerequisite for the removal of the Holding Symbol “h” as set out in By-law 1999-52, as amended is the allocation of sanitary sewer capacity pursuant to Section 51 of the Planning Act. The developer has entered into the required development agreements to ensure adequate sanitary sewer capacity to accommodate for this phase of the subdivision development.

If you wish to be notified of the passage of By-law 2021-015, you must make a written request to the Town of Amherstburg at the address below. A by-law considered by Council to remove a holding symbol under Section 36 of the Planning Act is not subject to the requirement of a public meeting and cannot be appealed by anyone other than the applicant.

ADDITIONAL INFORMATION relating to the zoning amendment is available for inspection at the Town of Amherstburg Libro Centre at 3295 Meloche Road during normal office hours 8:30 a.m. to 4:30 p.m. or on the Town’s website, www.amherstburg.ca.

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

KEY MAP



Frank Garardo, MCIP, RPP
Manager of Planning Services

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

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

**CORPORATION OF THE TOWN AMHERSTBURG
BY-LAW NO. 2021-015**

**Being a by-law to amend Zoning By-law No. 1999-52, as amended for,
Concession 1, Part of Lots 11, 12, 13 and 14, Anderdon
Kingsbridge Subdivision, Amherstburg
(Phase 10)**

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

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

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

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

1. Schedule "A" Map 19 of Bylaw 1999-52, as amended, is hereby further amended by changing the zone symbol on those lands shown on Schedule "A" attached hereto and forming part of this Bylaw as "Zone Change from h-R1A to R1A" from "holding Residential Type 1 A (h-R1A) Zone" to Residential Type 1A (R1A) Zone".
2. Schedule "A" Map 19 of Bylaw 1999-52, as amended, is hereby further amended by changing the zone symbol on those lands shown on Schedule "A" attached hereto and forming part of this Bylaw as "Zone Change from h-R2/h-RM1 to R2/RM1" from "holding Residential Second Density Zone/holding Residential Multiple First Density (h-R2/h-RM1) Zone" to "Residential Second Density Zone/ Residential Multiple First Density (R2/h-RM1) Zone".

THIS By-law shall take effect from the date of passage by Council and shall come into force in accordance with Sections 34 and 36 of the Planning Act, R.S.O. 1990, c. P. 13.

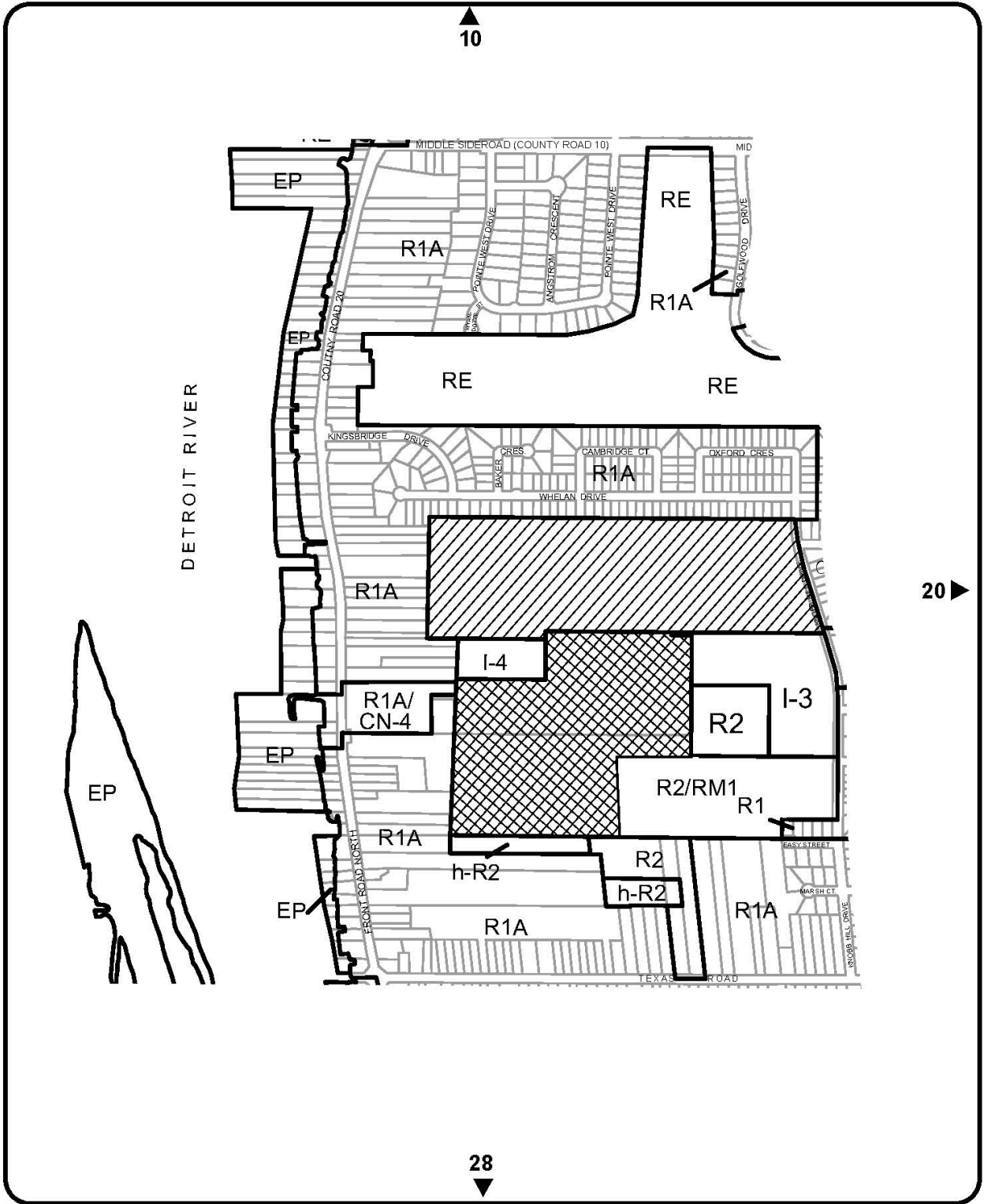
Read a first, second and third time and finally passed this 22nd day of March, 2021.

MAYOR- ALDO DICARLO


CLERK- PAULA PARKER

TOWN OF AMHERSTBURG

SCHEDULE "A" TO BY-LAW NO. 2021-015
 A BY-LAW TO AMEND BY-LAW NO. 1999-52



SCHEDULE 'A'
MAP 19
 ZONING BY-LAW NO. 1999-52

**h-R2/h-RM1
 to R2/RM1** 
h-R1A to R1A 

MAYOR- ALDO DICARLO

CLERK- PAULA PARKER



THE CORPORATION OF THE TOWN OF AMHERSTBURG
OFFICE OF THE CAO AND 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: Kevin Fox / Jordan Long	Report Date: February 24, 2021
Author's Phone: 519 736 0012 ext. 2272 or ext. 2248	Date to Council: March 22, 2021
Author's E-mail: kfox@amherstburg.ca jlong@amherstburg.ca	Resolution #:

To: Mayor and Members of Town Council

Subject: AODA Compliance Remediation Software Licensing

1. RECOMMENDATION:

It is recommended that:

1. An Agreement with AbleDocs Inc. for the purchase of Document Accessibility Remediation Software and Services **BE APPROVED** and the Mayor and Clerk **BE AUTHORIZED** to sign same;
2. A 2021 over-expenditure not to exceed \$5,050 plus HST for the purchase of accessibility software user licenses and support services from AbleDocs Inc. **BE APPROVED**; and,
3. The Treasurer **BE AUTHORIZED** to fund the 2021 over-expenditure relative to the acquisition of AbleDocs accessibility software user licenses through a transfer from the AODA Compliance Reserve account not to exceed \$5,140.

2. BACKGROUND:

On September 14, 2020, Council passed a resolution requesting support from the Province to extend the website compliance deadline from January 1, 2021 by at least one year. In response to Council's resolution, the Accessibility Directorate of Ontario requested a work plan from the Town to better understand its approach to becoming compliant. The Directorate reviewed the Town's work plan and extended the Town's compliance date to January 1, 2022.

In October 2020, the County of Essex issued a Request for Quote (RFQ) for 'Supply of a Document Accessibility Remediation Software Solution' relative to seeking a solution to address document remediation intended to address compliance issues and deficiencies

within documentation provided to the public. The County was provided a variety of demonstrations and quotes from more than three qualified firms to provide accessible document creation software and services. In December 2020, the County determined that out of those quotations, AbleDocs software would provide the best product and value. The County structured their agreement to enable lower tier municipalities to enter into an agreement for the provision of these shared services with the discounts at increasing thresholds of user licenses received. Since that time, several municipalities have received demonstrations, including the Town of Amherstburg, and some have agreed to enter into the agreement, like the Town of Lasalle and the City of Windsor.

AbleDocs is an industry leader in PDF accessibility software providing full content accessible solutions which meet compliance requirements as outlined in WCAG. Products and services provided by AbleDocs help eliminate barriers for individuals that cannot access traditional print documents due to various print disabilities including vision limitations such as low vision or blindness, cognitive disabilities such as dyslexia and other document accessibility and print disabilities. AbleDocs is the vendor of record for the province of Ontario.

The Information and Communication Standards included in the Integrated Accessibility Standards Regulation under the Accessibility for Ontarians with Disabilities Act include the requirement that all documentation posted to Town-owned websites after January 1, 2012, comply with WCAG 2.0 Level AA. This includes all information the Town receives and subsequently shares from third parties, such as vendors, consultants and citizens. This poses a unique challenge in addressing content such as PDF's received from external sources for activities which provide transparency, like delegation requests. In this way, the municipality has a responsibility to address remediation of this content on or before December 31, 2021.

3. DISCUSSION:

While accessibility has often focused on the hazards faced in the built environment, there has been slow progress made on other fronts in terms of recognizing the importance and the role that accessibility can play in other areas, such as in the provision of information and communication. The municipality is not alone in facing these challenges and is also not alone in taking the opportunity to be an example of the positive change that can be wrought through the investment in accessibility aids and training solutions.

At present the Town has limited tools which are designed with accessibility as a feature, rather than being purpose built to the task, to address website document accessibility compliance. For example, using the built in automated accessibility checker in Adobe Pro, a number of results require manual review due to the complexity of the challenge in discerning what information contained in documents is attempting to communicate or the order in which it should be read. These limitations require additional competencies to be developed for every user of the software. With the addition of AbleDocs, municipal staff would be able to deliver content to one of the authorized software license holders to perform checks and remediate content before the document is to be used for its intended purpose.

Through their RFQ process the County of Essex has secured a reduced group pricing of 50% off the listed price for the recommended software and the Town is able to take

advantage of these initial savings. Additional negotiation has secured that license costs are tied to price break thresholds based around the number of licenses procured through all local regional municipalities. As other local municipalities have begun to purchase additional licenses, price break thresholds may result in additional savings. AbleDocs also provides remediation services at \$60 per hour, where required. The Town would be able to direct third parties to utilize the service where non-compliance was found. This will expand the Town's abilities to address compliance issues stemming from external sources and ensure that there is a robust enough process in place to be able to meet legislated standards.

This software would form part of the Town's commitment to achieving compliance with legislated standards but is not the only approach being taken to address accessibility. In addition to the acquisition of this software and the gatekeeper accessibility authentication within divisions of the municipality, the Town is also employing a number of strategies including; staff training and professional development, resources/aids/guides, manual review of content, routine reviews of web content areas, and procedural changes such as in the procurement process, etc.

The Procurement Policy provides for Cooperative or Joint Venture purchasing as follows:

24.3.6.1. The Town may participate with other government agencies or public authorities in cooperative purchasing and acquisition ventures, or utilize a "piggy back clause" within public sector contracts whenever it is determined to be in the best interest of the Town to do so.

Administration recommends the acquisition of software licenses and services through a cooperative purchase as being in the best interest of the Town, given the favourable pricing being extended under the County of Essex and the requirement to comply with AODA legislation for accessibility of website documents by December 31, 2021.

Subject to approval of the recommendations in this report, Administration will purchase the software licenses and services, as immediate access to the recommended software is necessary to ensure that these tools are provided to offset remediation concerns on existing archival and newly created records, to implement gatekeeper processes to current practices and ensure the software can be used to remediate items received as part of the municipality's public processes (such as through delegation requests)..

4. RISK ANALYSIS:

While the Town has software it currently uses to address remediation of its content, Adobe Pro, this software is limited based upon the original configuration of the source document and is cumbersome to train end users to operate effectively. This increases the Town's risk that it will fail to deliver goods and services in an accessible manner and consequently the chances that the Town will become non-compliant with legislated standards. Adobe only searches a subset of potential problems and provides solutions through an automated tool which still requires a knowledgeable user to review the resolution for accuracy and completeness. Where the tool is unable to perform an automated process, it relies on the user to conduct a manual review. Training cannot be relied on to entirely eliminate human error. For this reason, enhanced training for staff is anticipated alongside a software solution to ensure the best possible resolve. This will further assist

the Town in meeting its compliance extension requirements as dictated by the Accessibility Directorate of Ontario.

5. FINANCIAL MATTERS:

The cost of software is budgeted and reported in the Information Technology budget centre as computer maintenance expense. However, no provision has been made in the 2021 Budget for the cost of licensing, maintenance and support of the recommended AbleDocs Inc. software as the County's consideration of the responses to their request for quotations and the Town's evaluation of the benefits of the software in meeting accessibility requirements were made after the Town's draft 2021 Budget was submitted for consideration.

Administration recommends that the municipality purchase licenses for 15 AxesWord and 5 AxesPDF users and that an allowance be provided for services and or additional licenses if required. The estimated 2021 financial impact as follows:

Annual Price for Software – IT Budget Centre	Budget	Actual (incl. net HST)	Variance (over)/under
Cost:			
Software Maintenance – Annual Cost (licenses and maintenance/support)	\$ -	\$4,122	(\$4,122)
Allowance ¹	-	1,018	(\$1,018)
Total Cost	\$ -	\$5,140	(\$5,140)
Funding:			
Transfer from Reserve – AODA Compliance ² (2021)	\$ -	\$5,140	(\$5,140)
Total Funding	\$ -	\$5,140	(\$5,140)

*Notes:

1. An allowance of \$1,000 plus HST is recommended to provide for the purchase of services or additional software licenses as may be required from the vendor to facilitate the Town's AODA compliance.
2. It has been recommended that a transfer from the AODA Compliance Reserve be used to fund the cost for 2021. This is in keeping with the stated purpose for the reserve and ensures that the Town can immediately provide access to this software. (see comments under consultations)

At this time, Administration is not recommending any use of the ADScan software, as the cost is too prohibitive for our uses.

If the recommendations of this report are approved, Administration will monitor operational demands for licensing and support services and will include a recommendation in the 2022 Budget, IT budget centre for a base budget allocation to fund the ongoing cost of licensing and support services from AbleDocs.

6. CONSULTATIONS:

Giovanni (John) Miceli, Chief Administrative Officer
Senior Management Team
Paula Parker, Clerk/Risk Manager
Cheryl Horrobin, Director of Corporate Services
Justin Rousseau, Treasurer
Nick Renaud, Application and Network Analyst
Bobbi Reive, Financial Planning Administrator
Web Accessibility Compliance Team, Town of Amherstburg
Katherine Hebert, Deputy Clerk, County of Essex
Gayle Jones, Accessibility and Diversity Officer, City of Windsor
Linda Jean, Deputy Clerk, Town of Lasalle
Stuart Patterson, Senior Sales Associate, AbleDocs

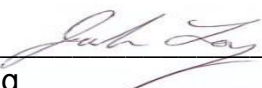
It should be noted that as the Amherstburg Accessibility Advisory Committee is not currently meeting due to the impacts of COVID-19, no consultation with the committee was possible at this time. That said, the committee has been given regular updates throughout the last year about the Town's efforts to ensure every effort is being made to meet or exceed provincial standards. Although such a consultation would not be required and the committee has the ability to provide recommendations at any time with regards to the manner in which the Town provides its goods and services, the Town has sought out other accessibility professionals throughout the local area and province to ensure that the best approach is provided to address concerns in the provision of goods and services in an accessible manner in accordance with the Information and Communication Standards of the AODA.

7. CONCLUSION:

Administration recommends the municipality enter into an agreement with AbleDocs for the provision of software user licenses to provide administration with the tools necessary to ensure compliance with the Information and Communication Standards under the AODA. It is administration's recommendation that this be funded in-year by a one-time transfer from the AODA Compliance Reserve to fund the unbudgeted expenditure with the recognition that this expense in future years will be located in the Information Technology Division's budget centre as computer maintenance.



Kevin Fox
Policy and Committee Coordinator



Jordan Long
Manager of Information Technology

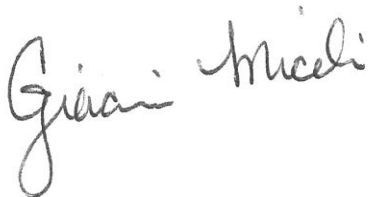
Report Approval Details

Document Title:	AODA Compliance Remediation Software Licensing.docx
Attachments:	- AbleDocs Product Offering Overview.pdf - 2021 Agreement for Goods or Services - AbleDocs Inc_ (005) (2021-03-22).docx
Final Approval Date:	Mar 17, 2021

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



Cheryl Horrobin



John Miceli



Paula Parker

AbleDocs Offerings for Document Accessibility

Validate



ADScan is an automated tool that scans your Client's website and reports on the accessibility of that website's documents (PDF, Word, PowerPoint, Excel and ePUB, etc.). This helps you develop a prioritized plan to make your website's downloadable content accessible.



axesPDF is the ultimate tool to validate and remediate PDF documents. It is designed to make the most difficult tasks in PDF remediation one-click solutions. For internal remediation teams, axesPDF is the must-have tool to improve the quality, compliance, and efficiency of making documents PDF/UA compliant.

Create



ADStream® makes high volume and repetitive documents such as statements, notices, bills, letters, and other document types into WCAG 2.1 AA and PDF/UA (ISO-14289-1) compliant accessible PDF format.



ADPublish makes long documents such as books, manuals, directories and other long document types accessible. The following accessible output formats are supported: Accessible PDF, XML, ePUB, Braille type 1, Braille type 2, printable braille (BRF), an audio file, Word, Excel, PowerPoint and plain text.



axesWord is the only tool that can generate fully compliant PDF/UA files in one click from Microsoft Word. axesPDF empowers every Word user to create a top-quality accessible PDF in seconds. Being a remediation specialist or an accessibility expert is not needed anymore. Quality assurance becomes a no-brainer.

Remediate

Gateway

ADGateway allows all users to easily upload files like brochures, marketing materials, document collections and forms etc. for ADService, quickly and easily via <https://COMPANY.abledocs.com>. Users can input their information and then proceed to upload their files without worrying about size limitations. Everything is transmitted via 256-bit encryption.

Service

ADService is our on-demand service that allows organizations to submit files, typically designed or professionally laid out in applications such as Microsoft Word, Microsoft PowerPoint, Microsoft Excel, or Adobe InDesign and cannot be programmatically made compliant to PDF/UA (ISO 14289-1) due to technical limitations.

Forms

ADForms is a service that makes automated fillable forms that capture end-user specific information accessible. All major forms types are supported: Adobe Acrobat forms, Adobe Experience Manager forms, Adobe LiveCycle forms and HTML forms. We also assist in the building of accessible component libraries that can be used in forms going forward.

Legacy

ADLegacy is our on-demand service that addresses organizations with significant collections of old online posted documents that often must remain online for regulatory requirements e.g. research repositories, manufacturers with vast product categories, etc.

Educate



ADTraining can either be delivered in person or remotely and is designed to provide our clients with a comprehensive training package that ranges from Document Accessibility 101 in all of the most popular document authoring software, to accessibility awareness training as well as advanced product training on all of our product and service offerings. We want to always be transparent with what we train and how participants will leave understanding the fundamentals of document accessibility.

AGREEMENT

THIS AGREEMENT made in duplicate this 23rd day of March, 2021.

BETWEEN THE CORPORATION OF THE TOWN OF AMHERSTBURG

(hereinafter called the Corporation) of the first part.

AND

AbleDocs Inc.

(hereinafter called the Vendor) of the second part.

WHEREAS the Corporation has awarded to the Vendor the Contract for:

Document Accessibility Remediation Software and Services

NOW THIS AGREEMENT WITNESSES AS FOLLOWS:

According to the terms and conditions herein referred to, the Vendor having put in a Quote therefore, a copy of which is hereto annexed, which Quote was accepted by the Corporation on the 22 day of March, 2021 at pricing reflective of the provided Quote.

THE Vendor covenants and agrees with the Corporation to provide, as more specifically set out in the Quote Documents and provide such goods, proper and sufficient materials, equipment and labour of all kinds whatsoever as may be necessary for Supplying the said goods and services, as hereinafter specified and in accordance with the conditions and requirements prepared therefore and attached hereto and which are expressly acknowledged and made part of this Contract.

This Agreement may be executed in two or more counterparts, each of which together shall be deemed an original, but all of which together shall constitute one and the same instrument. In the event that any signature is delivered by facsimile transmission or by e-mail or other electronic delivery of a ".pdf" format data file, such signature shall create a valid and binding obligation of the party executing (or on whose behalf such signature is executed) with the same force and effect as if such facsimile or ".pdf" signature page were an original thereof.

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

WITNESS AS TO SIGNATURE OF
VENDOR



Vendor's Signature and Seal
Adam Spencer, President, AbleDocs Inc.

Vendor's Name
2780 Coventry Road, Oakville, Ontario L6H 6R1

Vendor's Address

CORPORATION OF THE TOWN OF AMHERSTBURG

WITNESS AS TO SIGNATURE OF
CORPORATION

Aldo DiCarlo, Mayor

Paula Parker, Clerk/Risk Manager



THE CORPORATION OF THE TOWN OF AMHERSTBURG

OFFICE OF CORPORATE SERVICES

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

Author's Name: Justin Rousseau	Report Date: March 8, 2021
Author's Phone: 519 736-0012 ext. 2259	Date to Council: March 22, 2021
Author's E-mail: jrousseau@amherstburg.ca	Resolution #: N/A

To: Mayor and Members of Town Council

Subject: 2020 Council and Appointee Statement on Remuneration and Expenses

1. RECOMMENDATION:

It is recommended that:

1. The report from the Treasurer dated March 8, 2021, regarding the 2020 Council and Appointee Statement on Remuneration and Expenses **BE RECEIVED for information.**

2. BACKGROUND:

Section 284 of the Municipal Act, 2001, indicates that the Treasurer of a municipality shall in each year on or before March 31, provide the Council of the municipality an itemized statement of remuneration and expense payments in the previous year.

It shall include each member of council in respect of his or her services as a member of the council or any other body, including a local board to which the member has been appointed by council or on which the member holds office by virtue of being a member of council.

It shall also include each person other than a member of council, appointed by the municipality to serve as a member of any body, including a local board, in respect of his or her services as a member of the body.

Section 284 of the Municipal Act, 2001 also dictates as a mandatory item, that the statement shall identify the By-law under which the remuneration or expenses were authorized to be paid.

3. DISCUSSION:

This report for the year ended December 31, 2020 discloses funds paid to members of Council and to each person appointed by Council as remuneration and for expenses.

4. RISK ANALYSIS:

The Treasurer's Report is required by the Municipal Act; failure to provide an itemized statement of remuneration and expense payments for the 2020 year as required by section 284 would place the municipality in a state of non-compliance. Additionally, political risk exists if the disclosure requirement is not met.

5. FINANCIAL MATTERS:

The remuneration for Council and Appointees in 2020 is summarized by person as follows, and the detailed breakdown by appointment including Appointing By-law references is attached as Appendix A.

Name	Remuneration for**:	Amount
Council:		
DiCarlo, Aldo	Amherstburg Town Council*, Essex Power Board of Directors (Paid by Essex Power), and Windsor Police Services Board (Paid by City of Windsor)	\$70,544
Meloche, Leo	Amherstburg Town Council*	\$31,243
McArthur, Donald	Amherstburg Town Council*	\$25,722
Renaud, Marc	Amherstburg Town Council*	\$24,550
Prue, Michael	Amherstburg Town Council*	\$24,550
Simone, Patricia	Amherstburg Town Council*	\$26,176
Courtney, Peter	Amherstburg Town Council*, ERCA Board (Paid by ERCA)	\$26,162
Appointees:		
Wark, Bill	Essex Power Board of Directors (Paid By Essex Power)	\$7,656
Morrison, Marolyn	ERCA Board (Paid by ERCA)	\$540

Name	Remuneration for**:	Amount
Buchanan, Terris	Committee of Adjustment	\$600
Campigotto, Anthony	Drainage Board, Committee of Adjustment	\$675
Cozens, David	Committee of Adjustment	\$525
Ducedre, Sherry	Committee of Adjustment	\$375
Mailloux, Joshua	Committee of Adjustment	\$375
Shaw, Donald	Committee of Adjustment	\$600
Curson-Prue, Shirley	Accessibility Committee	\$250
Drew, Chris	Accessibility Committee	\$250
Easterbrook, Christine	Accessibility Committee	\$250
Pietrangelo, Tony	Accessibility Committee	\$250
Whittal, William	Accessibility Committee	\$250
Bezaire, Robert	Drainage Board	\$450
Laramie, Brad	Drainage Board	\$450
Major, Allan	Drainage Board	\$525
Pillon, Lloyd Robert	Drainage Board	\$525

* Amherstburg Town Council remuneration amount consists of: Salaries, Public Receptions, Conventions and Seminars, Travel and Mileage and Communication Allowance. Amounts vary among Council members.

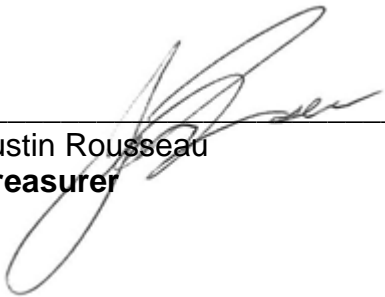
** Amounts for Appointments include: Per Diem, Convention and Seminars, Travel and Mileage. Amounts vary among Council Appointments.

6. CONSULTATIONS:

The Supervisor of Revenue and Municipal Clerk were consulted on this report.

7. **CONCLUSION:**

This report is submitted for information in accordance with Section 284 of the Municipal Act, 2001.



Justin Rousseau
Treasurer

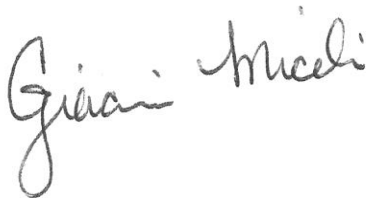
Report Approval Details

Document Title:	2021 03 22 - 2020 Council and Appointee Statement on Remunerations and Expenses.docx
Attachments:	- 2020 Council Report.pdf
Final Approval Date:	Mar 15, 2021

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



Cheryl Horrobin



John Miceli



Paula Parker

**TOWN OF AMHERSTBURG
TREASURER'S REPORT
FOR THE YEAR ENDED DECEMBER 31, 2020**

Pursuant to Section 284 of the Ontario Municipal Act 2001

COUNCIL

DICARLO, Aldo (Mayor)	Appointing By-Law 2018-2022	Salary	45,899
		Communication Allowance	1,159
		Per Diem	300
		Public Receptions	3,896
		Training and Conferences	10
		Travel & Mileage	-
		Total	51,264
<hr/>			
Windsor Police Services Board	Effective Jan 1, 2019	Remuneration	6,500
		Total Police Service Board	6,500
<hr/>			
Essex Power	2018-114 & 2019-033	Salary	5,000
		Meeting Fees	6,250
		Per Diem	1,500
		Travel & Mileage	30
		Total	12,780
<hr/>			
		Total Remuneration for Mayor	70,544
<hr/>			
MELOCHE, Leo (Deputy)	Appointing By-Law 2018-2022	Salary	30,549
		Communication Allowance	-
		Per Diem	300
		Public Receptions	57
		Training and Conferences	338
		Travel & Mileage	-
		Total	31,243
<hr/>			
MCARTHUR, Donald	Appointing By-Law 2018-2022	Salary	24,250
		Communication Allowance	-
		Per Diem	300
		Public Receptions	-
		Training and Conferences	678
		Travel & Mileage	494
		Total	25,722
<hr/>			

**TOWN OF AMHERSTBURG
TREASURER'S REPORT
FOR THE YEAR ENDED DECEMBER 31, 2020**

Pursuant to Section 284 of the Ontario Municipal Act 2001

RENAUD, Marc	Appointing By-Law 2018-2022	Salary	24,250
		Communication Allowance	-
		Per Diem	300
		Public Receptions	-
		Training and Conferences	-
		Travel & Mileage	-
		Total	24,550
		<hr/>	
PRUE, Michael	Appointing By-Law 2018-2022	Salary	24,250
		Communication Allowance	-
		Per Diem	300
		Public Receptions	-
		Training and Conferences	-
		Travel & Mileage	-
		Total	24,550
		<hr/>	
SIMONE, Patricia	Appointing By-Law 2018-2022	Salary	24,250
		Communication Allowance	254
		Per Diem	300
		Public Receptions	200
		Training and Conferences	678
		Travel & Mileage	494
		Total	26,176
		<hr/>	
COURTNEY, Peter	Appointing By-Law 2018-2022	Salary	24,250
		Communication Allowance	1,112
		Per Diem	200
		Public Receptions	-
		Training and Conferences	-
		Travel & Mileage	-
		Total	25,562
		<hr/>	
ERCA	Dec 10, 2018 mtg	Mileage & Per Diem	600
		Total	600
		<hr/>	
		Total Remuneration for Councilor Courtney	26,162

**TOWN OF AMHERSTBURG
TREASURER'S REPORT
FOR THE YEAR ENDED DECEMBER 31, 2020**

Pursuant to Section 284 of the Ontario Municipal Act 2001

ESSEX POWER BOARD OF DIRECTORS

WARK, Bill	2018-114 &	Salary	4,000
	2019-033	Meeting Fees	2,375
		Per Diem	1,250
		Travel & Mileage	31
		Total	7,656

ERCA

MORRISON, Marolyn	2015-116/126	Mileage & Per Diem	540
		Total ERCA Board	540

COMMITTEE OF ADJUSTMENT

BUCHANAN, Terris CAMPIGOTTO, Anthony COZENS, David DUCEDRE, Sherry MAILLOUX, Joshua SHAW, Donald	Jan 28, 2019 mtg	Honorarium	600
	2019-015	Honorarium	150
		Honorarium	525
		Honorarium	375
		Honorarium	375
		Honorarium	600
		Total Committee of Adjustment	2,625

ACCESSIBILITY COMMITTEE

CURSON-PRUE, Shirley DREW, Chris EASTERBROOK, Christine PIETRANGELO, Tony WHITTAL, William	Apr 8, 2019 mtg	Per Diem	250
	2019-107	Per Diem	250
		Per Diem	250
		Per Diem	250
		Per Diem	250
		Per Diem	250
		Total Accessibility Committee	1,250

DRAINAGE BOARD

BEZAIRE, Robert CAMPIGOTTO, Anthony LARAMIE, Brad MAJOR, Allan PILLON, Lloyd Robert	2019-019/074	Honorarium	450
		Honorarium	525
		Honorarium	450
		Honorarium	525
		Honorarium	525
		Honorarium	525
		Total Drainage Board	2,475



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: March 1, 2021
Author's Phone: 519 736-0012 ext. 2253	Date to Council: March 22, 2021
Author's E-mail: krowe@amherstburg.ca	Resolution #: N/A

To: Mayor and Members of Town Council

Subject: Cheque Listing for the Month of February 2021

1. RECOMMENDATION:

It is recommended that:

1. The report from the Supervisor of Accounting dated March 1, 2021 regarding Cheque Listing for the Month of February 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 February 2021 is attached for information. The cheques are issued by the Town to satisfy commitments or obligations as a result of services rendered, goods purchased and received or contractual obligations in accordance with Council approved operating or capital budgets and/or the Council approved Procurement Policy.

4. RISK ANALYSIS:

N/A

5. **FINANCIAL MATTERS:**

There is no financial impact from the recommendation in this report.

6. **CONSULTATIONS:**

N/A

7. **CONCLUSION:**

This report is provided for information.



Kate Rowe
Supervisor of Accounting



Justin Rousseau
Treasurer

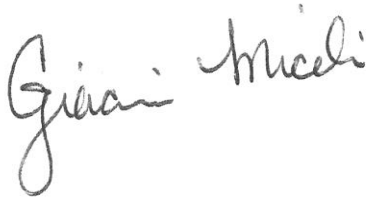
Report Approval Details

Document Title:	Cheque Listing - February 2021.docx
Attachments:	- Cheque listing February 2021.pdf
Final Approval Date:	Mar 15, 2021

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



Cheryl Horrobin



John Miceli



Paula Parker



Vendor : 001 To ZUL180

Batch : All

Department : All

Cheque Print Date : 01-Feb-2021 To 28-Feb-2021

Bank : 1 To 99

Class : All

Vendor Invoice	Vendor Name Description	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 0000000	WATER EXPENDITURES				
AGO713	AGO INDUSTRIES INC				
940009	CLOTHING	26	30-Jan-2021	30-Jan-2021	
80-5-0000000-0161	CLOTHING				2,667.78
ALE804	ALEO ASSOCIATES INC.				
8692	ENGINEERING FEE	88	30-Jan-2021	30-Jan-2021	
10-1-0000000-2066	A/R - CLEARING				1,808.00
BEA575	BEAUCHAMP KELLY ROBERT				
FEBRUARY 16 RETURN OF INDEMNITY DEPOSIT FOR 5750 COUNTY ROAD 20		149	16-Feb-2021	16-Feb-2021	
10-2-0000000-2140	INDEMNITY FEES				500.00
BEZ507	BEZAIRE MAURICE ANTOINE				
PRAB2020503 RETURN OF INDEMNITY DEPOSIT FOR 507 TEXAS ROAD		131	08-Feb-2021	08-Feb-2021	
10-2-0000000-2140	INDEMNITY FEES				500.00
CAN380	CANADIAN TIRE STORE #281				
DECEMBER 20 DECEMBER PURCHASES		1447	31-Dec-2020	31-Dec-2020	
80-5-0000000-0331	GENERAL MAINTENANCE				99.42
80-5-0000000-0331	GENERAL MAINTENANCE				199.20
CAR645	CARRIER CENTERS				
04P481382 UNIT 102 REPAIR		78	18-Jan-2021	18-Jan-2021	
80-5-0000000-0402	VEHICLE & EQUIPMENT MTCE.				256.63
04P481384 UNIT 102 REPAIR		78	18-Jan-2021	18-Jan-2021	
80-5-0000000-0402	VEHICLE & EQUIPMENT MTCE.				40.69
CHA302	CHALLANS ANDREW TIMOTHY				
PRPE2020415 RETURN OF INDEMNITY DEPOSIT FOR 3020 TEXAS ROAD		154	16-Feb-2021	16-Feb-2021	
10-2-0000000-2140	INDEMNITY FEES				1,000.00
COM046	COMPETERS INC				
5440 SEWER CLEANING & MAINTENANCE		26	01-Feb-2021	01-Feb-2021	
80-5-0000000-0755	WATER SERVICE MAINTENANCE				395.50
ESS53	ESSEX REGION CONSERVATION AUTHORITY				
IN000017883 CONSERVATION LEVY INSTALLMENT 1ST QUARTER		54	02-Jan-2021	02-Jan-2021	
80-5-0000000-0550	E.R.C.A. LEVY CW-GS				15,673.25
FOR307	FORTIS CONSTRUCTION GROUP INC				
2020-077 RETURN OF INDEMNITY DEPOSIT FOR 67 RICHMOND		141	16-Feb-2021	16-Feb-2021	
10-2-0000000-2135	INDEMNITY FEE - RIGHT OF WAY				1,000.00
GFL270	GFL (GREEN FOR LIFE) ENVIRONMENTAL INC.				



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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 0000000	WATER EXPENDITURES						
GW000103631	MONTHLY COLLECTION				66	31-Jan-2021	31-Jan-2021
10-1-0000000-2031	A/R - FLOW THROUGH INVOICES						401.51
GRE05	GREATER ESSEX COUNTY DISTRICT SCHOOL BOARD						
DEC 2020	DEC 2020 DEV CHARGES SCHOOL BOARD				1447	31-Dec-2020	31-Dec-2020
10-2-0000000-0112	A/P - PUB SCH BRD. DEV CHARGE						9,548.00
JANUARY 202	JANUARY 2021 DEV CHARGES SCHOOL BOARD				162	31-Jan-2021	31-Jan-2021
10-2-0000000-0112	A/P - PUB SCH BRD. DEV CHARGE						4,092.00
GRE330	GREAT LAKES SAFETY PRODUCTS						
00345006	SEWER CLEANING & MAINTENANCE				1444	03-Nov-2020	03-Nov-2020
80-5-0000000-0755	WATER SERVICE MAINTENANCE						79.90
GRE679	GREG BAILEY LTD						
0000054814	HYDRANT MAINTENANCE				78	22-Jan-2021	22-Jan-2021
80-5-0000000-0850	HYDRANT MAINTENANCE						29.33
IBEW01	IBEW - LOCAL 636						
DEC 2020	DECEMBER 2020 MONTHLY DUES				1447	31-Dec-2020	31-Dec-2020
10-2-0000000-1145	A/P - PAYROLL DED. - UNIO						4,748.48
JANUARY 202	JANUARY 2021 MONTHLY DUES				132	31-Jan-2021	31-Jan-2021
10-2-0000000-1145	A/P - PAYROLL DED. - UNIO						3,141.07
INT142	INTERNATIONAL NAME PLATE SUPPLIES LIMITED						
549580	HYDRANT MAINTENANCE				78	18-Jan-2021	18-Jan-2021
80-5-0000000-0850	HYDRANT MAINTENANCE						915.30
KEN211	KEN LAPAIN & SONS LTD						
6871 AMENDE	UNIT WM-08 REPAIR				1444	09-Dec-2020	09-Dec-2020
80-5-0000000-0402	VEHICLE & EQUIPMENT MTCE.						5,568.12
LAW731	LAWSON PRODUCTS INC						
9308033219	MAINTENANCE SUPPLIES				1453	23-Dec-2020	23-Dec-2020
80-5-0000000-0810	WATER - MAIN MAINTENANCE						303.61
9308044489	MAINTENANCE SUPPLIES				1453	30-Nov-2020	30-Nov-2020
80-5-0000000-0810	WATER - MAIN MAINTENANCE						388.16
MAL256	MALDEN AUTO SUPPLY						
5294--227904	WM-03 REPAIR				78	07-Jan-2021	07-Jan-2021
80-5-0000000-0402	VEHICLE & EQUIPMENT MTCE.						107.54
5294-227880	UNIT WM-03 REPAIR				78	06-Jan-2021	06-Jan-2021
80-5-0000000-0402	VEHICLE & EQUIPMENT MTCE.						44.96



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G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 0000000	WATER EXPENDITURES				
5294-227886	UNIT WM-03 REPAIR	78	06-Jan-2021	06-Jan-2021	
80-5-0000000-0402	VEHICLE & EQUIPMENT MTCE.				9.96
MEA01 THE MEARIE GROUP					
32,454	FEBRUARY 2021 BENEFITS	78	01-Feb-2021	01-Feb-2021	
80-5-0000000-0211	BENEFITS - ESSEX POWER - WATER DEPARTMEN				765.49
ONT001 ONTARIO CLEAN WATER AGENCY					
INV000000073	MAINTENANCE	1444	14-Dec-2020	14-Dec-2020	
80-5-0000000-0612	GENERAL MAINTENANCE - AWWTP				1,499.64
WIG035 WIGLE HOME HARDWARE BUILDING CENTRE					
147590	MAINTENANCE	78	06-Jan-2021	06-Jan-2021	
80-5-0000000-0331	GENERAL MAINTENANCE				7.56
147591	SUPPLIES	78	06-Jan-2021	06-Jan-2021	
80-5-0000000-0755	WATER SERVICE MAINTENANCE				7.33
147718	MAINTENANCE	78	12-Jan-2021	12-Jan-2021	
80-5-0000000-0331	GENERAL MAINTENANCE				19.19
147771	MAINTENANCE	78	13-Jan-2021	13-Jan-2021	
80-5-0000000-0331	GENERAL MAINTENANCE				100.43
147789	MAINTENANCE	78	14-Jan-2021	14-Jan-2021	
80-5-0000000-0331	GENERAL MAINTENANCE				71.12
147800	MAINTENANCE	78	14-Jan-2021	14-Jan-2021	
80-5-0000000-0331	GENERAL MAINTENANCE				74.49
148033	SUPPLIES	78	25-Jan-2021	25-Jan-2021	
80-5-0000000-0755	WATER SERVICE MAINTENANCE				79.09
WIL106 WILSON RICHARD					
JANUARY 29, ; REFUND OF OVERPAYMENT		88	29-Jan-2021	29-Jan-2021	
10-1-0000000-2138	A/R PROP TAX REFUND OWING				946.12
WOL533 WOLSELEY CANADA INC					
240178	SERVICE MAINTENANCE	26	08-Jan-2021	08-Jan-2021	
80-5-0000000-0755	WATER SERVICE MAINTENANCE				784.69
244541	WATER METER REPAIRS	26	11-Jan-2021	11-Jan-2021	
80-5-0000000-0833	WATER METER REPAIRS & MTNCE				189.84
279349	MAINTENANCE	78	21-Jan-2021	21-Jan-2021	
80-5-0000000-0755	WATER SERVICE MAINTENANCE				2,083.22
302292	SEWER CLEANING & MAINTENANCE	26	25-Jan-2021	25-Jan-2021	
80-5-0000000-0755	WATER SERVICE MAINTENANCE				177.43



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G.L. Account	CC1	CC2	CC3	GL Account Name			
DEPARTMENT 0000000 WATER EXPENDITURES							
383552	SAMPLE STATION REPAIRS, UPGRADE, NEW INS				145 12-Feb-2021	12-Feb-2021	
80-5-0000000-0835	SAMPLE STATION - REPAIRS, UPGRADES ETC.						10,562.07
WOR415 WORK AUTHORITY							
649283	CLOTHING				26 31-Jan-2021	31-Jan-2021	
80-5-0000000-0161	CLOTHING						1,582.68
649284	CLOTHING				26 31-Jan-2021	31-Jan-2021	
80-5-0000000-0161	CLOTHING						194.86
Department Totals :							72,663.66
<hr/>							
DEPARTMENT 0002021 WATER CAPITAL							
STA310 STANTEC CONSULTING LTD							
1567569					32 14-Jan-2021	14-Jan-2021	
80-7-0002021-0004	Supervisory Control and Data Acquisition						18,979.66
Department Totals :							18,979.66
<hr/>							
DEPARTMENT 1001020 ADMINISTRATION							
CAN380 CANADIAN TIRE STORE #281							
DECEMBER 2(DECEMBER PURCHASES					1447 31-Dec-2020	31-Dec-2020	
40-7-1001020-0012	320COM	ST. BERNARD'S 320 RICHMOND					298.08
40-7-1001020-0012	320COM	ST. BERNARD'S 320 RICHMOND					112.99
40-7-1001020-0012	320COM	ST. BERNARD'S 320 RICHMOND					112.99
DPO150 DPOC QUADIENT LEASING CANADA							
6240025	POSTAGE MACHINE LIBRO				149 31-Jan-2021	31-Jan-2021	
10-5-1001020-0304	POSTAGE & COURIER						532.03
EMC530 EMCO CORPORATION							
3.7630158-00	PLUMBING MATERIALS				141 10-Feb-2021	10-Feb-2021	
40-7-1001020-0012	320COM	ST. BERNARD'S 320 RICHMOND					215.71
37618965-01	BUILDING MAINTENACE MATERIALS				88 28-Jan-2021	28-Jan-2021	
40-7-1001020-0012	320COM	ST. BERNARD'S 320 RICHMOND					2,220.45
37627509-00	PLUMBING MATERIAL				141 02-Feb-2021	02-Feb-2021	
40-7-1001020-0012	320COM	ST. BERNARD'S 320 RICHMOND					140.69
37627548-00	MAINTENANCE MATERIALS				32 15-Jan-2021	15-Jan-2021	
40-7-1001020-0012	320COM	ST. BERNARD'S 320 RICHMOND					640.18
37627940-00	PLUMBING MATERIALS				32 20-Jan-2021	20-Jan-2021	



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G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 1001020 ADMINISTRATION					
40-7-1001020-0012	320COM ST. BERNARD'S 320 RICHMOND				74.86
37628281-00	BUILDING MATERIAL MAINTENANCE	88	25-Jan-2021	25-Jan-2021	
40-7-1001020-0012	320COM ST. BERNARD'S 320 RICHMOND				48.93
37628858-00	BUILDING MATERIAL MAINTENANCE	88	28-Jan-2021	28-Jan-2021	
40-7-1001020-0012	320COM ST. BERNARD'S 320 RICHMOND				499.62
37628860-00	BUILDING MATERIAL MAINTENANCE	88	28-Jan-2021	28-Jan-2021	
40-7-1001020-0012	320COM ST. BERNARD'S 320 RICHMOND				44.38
37628861-00	BUILDING MATERIAL MAINTENANCE	88	28-Jan-2021	28-Jan-2021	
40-7-1001020-0012	320COM ST. BERNARD'S 320 RICHMOND				52.58
37628892-00	BUILDING MATERIAL MAINTENANCE	88	28-Jan-2021	28-Jan-2021	
40-7-1001020-0012	320COM ST. BERNARD'S 320 RICHMOND				105.95
37628959-00	BUILDING MATERIAL MAINTENANCE	88	29-Jan-2021	29-Jan-2021	
40-7-1001020-0012	320COM ST. BERNARD'S 320 RICHMOND				138.61
37629638-00	PLUMBING MATERIAL	132	04-Feb-2021	04-Feb-2021	
40-7-1001020-0012	320COM ST. BERNARD'S 320 RICHMOND				55.12
37630587-00	PLUMBING MATERIALS	162	12-Feb-2021	12-Feb-2021	
40-7-1001020-0012	320COM ST. BERNARD'S 320 RICHMOND				109.88
ENC113 ENCORE MECHANICAL AND BUILDING SERVICES INC					
136610	MAINTENANCE	1447	16-Dec-2020	16-Dec-2020	
40-7-1001020-0012	320COM ST. BERNARD'S 320 RICHMOND				7,684.00
ESS53 ESSEX REGION CONSERVATION AUTHORITY					
IN000017883	CONSERVATION LEVY INSTALLMENT 1ST QUARTER	54	02-Jan-2021	02-Jan-2021	
10-5-1001020-0550	CONSERVATION AUTHORITY LEVY				34,673.25
GRY115 GRYPHON GLASS					
15285	NEW GLASS DOORS	88	29-Jan-2021	29-Jan-2021	
40-7-1001020-0012	320COM ST. BERNARD'S 320 RICHMOND				354.26
MAS170 MASTER MAILERS					
23890	POSTAGE	32	20-Jan-2021	20-Jan-2021	
10-5-1001020-0304	POSTAGE & COURIER				8,602.52
PAR372 PARRLINE ELECTRICAL WHOLESALE					
94854	ELECTRICAL SUPPLIES	88	27-Jan-2021	27-Jan-2021	
40-7-1001020-0012	320COM ST. BERNARD'S 320 RICHMOND				76.05
95024	MAINTENANCE MATERIALS FOR ELECTRICAL AND HVA NEW UNITS	141	01-Feb-2021	01-Feb-2021	
40-7-1001020-0012	320COM ST. BERNARD'S 320 RICHMOND				1,523.96
95268	ELECTRICAL MATERIALS	141	01-Feb-2021	01-Feb-2021	



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G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 1001020 ADMINISTRATION					
40-7-1001020-0012	320COM ST. BERNARD'S 320 RICHMOND				59.21
PUR700 PUROLATOR INC.					
446221218	POSTAGE	1447	04-Dec-2020	04-Dec-2020	
10-5-1001020-0304	POSTAGE & COURIER				5.09
RTT067 RIVER TOWN TIMES					
4598	ADVERTISING	54	20-Jan-2021	20-Jan-2021	
10-5-1001020-0307	GENERAL ADVERTISING				154.44
4617	ADVERTISING	88	27-Jan-2021	27-Jan-2021	
10-5-1001020-0307	ADVERTISING				174.51
4666	ADVERTISING	131	10-Feb-2021	10-Feb-2021	
10-5-1001020-0307	ADVERTISING				261.78
4679	ADVERTISING	163	17-Feb-2021	17-Feb-2021	
10-5-1001020-0307	ADVERTISING				174.53
WIG035 WIGLE HOME HARDWARE BUILDING CENTRE					
148454	PLUMBING MATERIALS	141	11-Feb-2021	11-Feb-2021	
40-7-1001020-0012	320COM ST. BERNARD'S 320 RICHMOND				43.44
148456	CREDIT	141	11-Feb-2021	11-Feb-2021	
40-7-1001020-0012	320COM ST. BERNARD'S 320 RICHMOND				-4.21
WIL215 WILLIAMS FOOD EQUIPMENT					
IN00767780	MAINTENANCE	1447	23-Sep-2020	23-Sep-2020	
40-7-1001020-0012	320COM ST. BERNARD'S 320 RICHMOND				672.35
IN00770407	MAINTENANCE	1447	06-Oct-2020	06-Oct-2020	
40-7-1001020-0012	320COM ST. BERNARD'S 320 RICHMOND				379.12
WIN210 WINDSOR FACTORY SUPPLY LTD					
5393935	MAINTENANCE MATERIALS	32	15-Jan-2021	15-Jan-2021	
40-7-1001020-0012	320COM ST. BERNARD'S 320 RICHMOND				1,090.36
Department Totals :					61,327.71

DEPARTMENT 1001021 TREASURY

AMC610 AMCTO

2021 MEMBER 2021 MEMBERSHIP FOR MEMBER ID 1543

10-5-1001021-0350 MEMBERSHIPS

32 21-Jan-2021 21-Jan-2021

457.65

FIR350 FIRST STOP SERVICES

6145 SHREDDING SERVICES

130 31-Jan-2021 31-Jan-2021



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Vendor Invoice	Vendor Name Description	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 1001021 TREASURY					
10-5-1001021-0301	OFFICE SUPPLIES				46.66
MON183	MONARCH OFFICE SUPPLY INC				
250948	JANUARY 2021 PURCHASES	132	28-Jan-2021	28-Jan-2021	
10-5-1001021-0301	OFFICE SUPPLIES				67.25
MUN200	MUNICIPAL EMPLOYER PENSION CENTRE OF ONTARIO				
MC006694	MEMBERSHIPS	32	01-Jan-2021	01-Jan-2021	
10-5-1001021-0350	MEMBERSHIPS				581.39
PUB04	PUBLIC SECTOR DIGEST INC.				
14605	PROFESSIONAL FEES	1447	15-Dec-2020	15-Dec-2020	
10-5-1001021-0327	PROFESSIONAL FEES				13,931.77
Department Totals :					15,084.72

DEPARTMENT 1001022 CLERKS					
CLA508	CLAIMSPRO INC.				
33620-739411	INSURANCE DEDUCTIBLE	32	06-Jan-2021	06-Jan-2021	
10-5-1001022-0506	INSURANCE DEDUCTIBLE				264.50
JANUARY 21, ; INSURANCE DEDUCTIBLE MARCH 28, 2020					
10-5-1001022-0506	INSURANCE DEDUCTIBLE	32	21-Jan-2021	21-Jan-2021	
					241.82
DAT040	DATAFIX				
8879	ELECTION EXPENSES	88	31-Jan-2021	31-Jan-2021	
10-5-1001022-0312	ELECTION EXPENSES				2,401.25
EXP407	407 EXPRESS TOLL ROUTE				
JAN 21, 2021 DEC 21, 2020 TO JAN 20, 2021, ACT # 858 994 736					
10-5-1001022-0402	VEHICLE & EQUIP MAINTENANCE	66	21-Jan-2021	21-Jan-2021	
					4.46
FIR350	FIRST STOP SERVICES				
6145	SHREDDING SERVICES	130	31-Jan-2021	31-Jan-2021	
10-5-1001022-0301	OFFICE SUPPLIES				46.66
MUN428	MUNICIPAL WORLD INC				
WC312637	SUBSCRIPTIONS AND PUBLICATIONS	132	21-Jan-2021	21-Jan-2021	
10-5-1001022-0251	MEMBERSHIPS AND SUB. - CLERKS				529.55
THO150	THOMAS GOLD PETTINGILL				
167742	INSURANCE DEDUCTABLE	1447	31-Dec-2020	31-Dec-2020	
10-5-1001022-0506	INSURANCE DEDUCTIBLE				3,309.71



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G.L. Account	CC1	CC2	CC3	GL Account Name			
DEPARTMENT 1001022		CLERKS					
Department Totals :							6,797.95
DEPARTMENT 1001023		C.A.O.					
FIR350	FIRST STOP SERVICES						
6145	SHREDDING SERVICES				130 31-Jan-2021	31-Jan-2021	
10-5-1001023-0301				OFFICE SUPPLIES			46.66
KRA720	KRALOVENSKY THERESA						
6	PROFESSIONAL FEES				66 26-Jan-2021	26-Jan-2021	
10-5-1001023-0327				PROFESSIONAL FEES			637.50
MON183	MONARCH OFFICE SUPPLY INC						
250948	JANUARY 2021 PURCHASES				132 28-Jan-2021	28-Jan-2021	
10-5-1001023-0301				OFFICE SUPPLIES			145.44
Department Totals :							829.60
DEPARTMENT 1001024		HUMAN RESOURCES					
OMH304	OMHRA						
2021-248	MEMBERSHIPS				162 19-Feb-2021	19-Feb-2021	
10-5-1001024-0350				MEMBERSHIPS - HUMAN RESOURCES			375.16
2021-299	MEMBERSHIPS				162 12-Feb-2021	12-Feb-2021	
10-5-1001024-0350				MEMBERSHIPS - HUMAN RESOURCES			141.25
ONT234	ONTARIO PROFESSIONAL PLANNERS INSTITUTE						
61680	RECRUITMENT EXPENSES				66 13-Jan-2021	13-Jan-2021	
10-5-1001024-0372				RECRUITMENT EXPENSES			904.00
POS740	POSTMEDIA						
472469	RECRUITMENT				131 31-Jan-2021	31-Jan-2021	
10-5-1001024-0372				RECRUITMENT EXPENSES			734.42
RTT067	RIVER TOWN TIMES						
4598	ADVERTISING				54 20-Jan-2021	20-Jan-2021	
10-5-1001024-0372				RECRUITMENT EXPENSES			194.59
4617	ADVERTISING				88 27-Jan-2021	27-Jan-2021	
10-5-1001024-0372				RECRUITMENT EXPENSES			174.52
4666	ADVERTISING				131 10-Feb-2021	10-Feb-2021	
10-5-1001024-0372				RECRUITMENT EXPENSES			87.25
4679	ADVERTISING				163 17-Feb-2021	17-Feb-2021	



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G.L. Account	CC1	CC2	CC3	GL Account Name			
DEPARTMENT 1001024				HUMAN RESOURCES			
10-5-1001024-0372				RECRUITMENT EXPENSES			87.25
Department Totals :							2,698.44
DEPARTMENT 1001025				INFORMATION TECHNOLOGY			
APP302				APPLIED COMPUTER SOLUTIONS INC			
50313				PUBLIC WIFI FILTER LICENSING	32 18-Jan-2021	18-Jan-2021	
10-5-1001025-0310				COMPUTER MAINTENANCE			1,706.30
50595				FIREWALL REPLACEMENTS,	149 12-Feb-2021	12-Feb-2021	
40-7-1001025-0002				COMPUTER HARDWARE			7,576.92
50596				PATCH CABLES	149 12-Feb-2021	12-Feb-2021	
10-5-1001025-0310				COMPUTER MAINTENANCE			14.50
COU360				COUNTY OF ESSEX			
IN000016961				ESRI LICENSING	149 07-Jan-2021	07-Jan-2021	
10-5-1001025-0310				COMPUTER MAINTENANCE			21,333.13
DIR572				DIRECTDIAL			
IN776546				PRINTER USAGE & MAINTENANCE	32 05-Jan-2021	05-Jan-2021	
10-5-1001025-0308				PHOTOCOPIES			92.07
IN776907				USP BATTERY REPLACEMENTS, PO# 2020-109	32 06-Jan-2021	06-Jan-2021	
40-7-1001025-0008				FINANCIAL SYSTEMS			7,001.48
IN779304				WORK FROM HOME CABLES	149 15-Jan-2021	15-Jan-2021	
10-5-1001025-0310				VIRUS COMPUTER MAINTENANCE			395.50
IN779305				CISCO PHONE PHONE ADAPTERS	149 15-Jan-2021	15-Jan-2021	
10-5-1001025-0315				TELEPHONE			323.18
IN779912				CISCO PHONE POWER ADAPTERS	149 19-Jan-2021	19-Jan-2021	
10-5-1001025-0315				TELEPHONE			424.88
IN781591				PRINTER USAGE AND MAINTENANCE	149 26-Jan-2021	26-Jan-2021	
10-5-1001025-0308				PHOTOCOPIES			87.69
INN291				INNOSOFT FUSION			
SUP1002099				FUSION RECREATION SOFTWARE	149 03-Jan-2021	03-Jan-2021	
10-5-1001025-0310				COMPUTER MAINTENANCE			20,837.20
INS153				INSIGHT CANADA INC.			
327536617				EMAIL FILTER AND ARCHIVING, PO# 2021-009	32 15-Jan-2021	15-Jan-2021	
10-5-1001025-0310				COMPUTER MAINTENANCE			9,169.27
721369228				KNOWBE4 SECURITY AWARENESS TRAINING	149 15-Jan-2021	15-Jan-2021	
10-5-1001025-0310				COMPUTER MAINTENANCE			3,578.48



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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 1001025				INFORMATION TECHNOLOGY			
721372658				BARRACUDA SPAM FILTER AND ARCHIVING	149 10-Jan-2021	10-Jan-2021	
10-5-1001025-0310				COMPUTER MAINTENANCE			9,169.27
KEL24				KELCOM DIVISION OF EXTEND COMMUNICATIONS INC			
2101-06702				PWD AFTER HOURS ANSWERING SERVICE	32 01-Jan-2021	01-Jan-2021	
10-5-1001025-0315				TELEPHONE			176.18
2102-06702				PWD ANSWERING SERVICE	162 01-Feb-2021	01-Feb-2021	
10-5-1001025-0315				TELEPHONE			132.57
TEX600				TEXTHELP INC.			
48149				BRWOSE ALOUD SITE READER	149 08-Feb-2021	08-Feb-2021	
10-5-1001025-0311				WEBSITE DEVELOPMENT & SOFTWARE			3,079.25
THI235				THINK! WIRELESS SOLUTIONS INC.			
3290				GPS	32 10-Jan-2021	10-Jan-2021	
10-5-1001025-0406				GPS			866.74
3422				GPS	149 10-Feb-2021	10-Feb-2021	
10-5-1001025-0406				GPS			883.69
THI740				THINKTEL - A DIVISION OF DISTRIBUTEL			
1244536				PHONE SYSTEMS LANDLINE ACCESS	32 07-Jan-2021	07-Jan-2021	
10-5-1001025-0315				TELEPHONE			339.63
1246884				PHONE SYSTEM LANDLINE ACCESS	149 04-Feb-2021	04-Feb-2021	
10-5-1001025-0315				TELEPHONE			361.14
TOS075				TOSHIBA TEC CANADA BUSINESS SOLUTIONS INC			
AR4130523				PUBLIC WORKS SITE TRAILER COPIER USAGE AND MAINTENANCE	149 27-Jan-2021	27-Jan-2021	
10-5-1001025-0308				PHOTOCOPIES			32.80
AR4130524				RECORDS RETENTION COPIER USAGE AND MAINTENANCE	149 27-Jan-2021	27-Jan-2021	
10-5-1001025-0308				PHOTOCOPIES			18.40
AR4130525				COPIER USAGE AND MAINTENANCE	149 27-Jan-2021	27-Jan-2021	
10-5-1001025-0308				PHOTOCOPIES			3,960.58
Department Totals :							91,560.85

DEPARTMENT 1008030 UNFINANCED DRAINS

ESS53 ESSEX REGION CONSERVATION AUTHORITY

IN000017901				ERCA PERMIT 14-21 SHAW BRANCH, 22-21 COOK AND 23-21 OWEN BONDY DRAIN	131 05-Feb-2021	05-Feb-2021	
10-1-1008030-9595				Owen Bondy Drain – Bridges for Cecelia			800.00
10-1-1008030-8830				SHAW DRAIN SOUTH BRANCH			200.00
10-1-1008030-9594				COOK DRAIN- NEW BRIDGE FOR RENAUD			800.00



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Class : All

Vendor Invoice	Vendor Name Description	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 1008030 UNFINANCED DRAINS					
IN000017905	JOHN PARKS DRAIN NO 2 OUTLET IMPR	131	09-Feb-2021	09-Feb-2021	
10-1-1008030-9051	JOHN PARKS DRAIN NO.2 OUTLET IMPR				800.00
GOO460 GOODREAU EXCAVATING LTD					
REI2018D021	MAINTENANCE	54	09-Feb-2021	09-Feb-2021	
10-1-1008030-8815	SAM PAQUETTE DRAIN				2,223.67
10-1-1008030-9042	SAM PAQUETTE DRAI-ACCESS BRIDGE BERGERON				3,171.79
NJP045 N.J. PERALTA ENGINEERING LTD					
20-315	ENGINEERING FEES	54	25-Jan-2021	25-Jan-2021	
10-1-1008030-9596	Owen Bondy and Whelan Drain – S.65 Rep				3,955.00
PAR372 PARRLINE ELECTRICAL WHOLESALE					
94908	REPAIRS	88	21-Jan-2021	21-Jan-2021	
10-1-1008030-8125	BAR POINT PUMP (ESSEX BLVD PUMP)				31.87
RCS261 RC SPENCER ASSOCIATES INC.					
16-557-0221	ENGINEERING FEES - TRIBUNAL	162	31-Jan-2021	31-Jan-2021	
10-1-1008030-9033	OUELLETTE DRAIN WEST-OUTLET IMPROVEMENTS				887.05
19-955-0221	ENGINEERING FEES	162	31-Jan-2021	31-Jan-2021	
10-1-1008030-9054	7 CONCESSION DRAIN NORTH BRIDGES				2,220.45
RDO421 R DOBBIN ENGINEERING INC					
1.21	ENGINEERING REPORT FEES	54	18-Jan-2021	18-Jan-2021	
10-1-1008030-9049	CHARLES SHEPLEY DRAIN				30,999.83
Department Totals :					46,089.66

DEPARTMENT 1010000 RESERVE - WORKING CAPITAL					
MOU251 MOUSSEAU DELUCA McPHERSON PRINCE LLP					
63067	LEGAL FEES	1454	31-Dec-2020	31-Dec-2020	
20-3-1010000-0400	RESERVE FUND GENERAL				271.20
63280	PROFESSIONAL SERVICES	163	31-Jan-2021	31-Jan-2021	
20-3-1010000-0400	RESERVE FUND GENERAL				2,065.50
63284	PROFESSIONAL SERVICES	163	31-Jan-2021	31-Jan-2021	
20-3-1010000-0400	RESERVE FUND GENERAL				3,060.38
ONT532 1046350 ONTARIO INC C/O CAROL SLATER					
1294	SUBSCRIPTIONS AND PUBLICATIONS	130	29-Jan-2021	29-Jan-2021	
20-3-1010000-0400	RESERVE FUND GENERAL				113.00
Department Totals :					5,510.08



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Batch : All

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Class : All

Vendor Invoice	Vendor Name Description				GL Account Name	Batch Invc Date	Invc Due Date	Amount
G.L. Account	CC1	CC2	CC3					
DEPARTMENT 1010000					RESERVE - WORKING CAPITAL			
DEPARTMENT 2010000					FIRE DEPARTMENT			
AJS141	A.J. STONE CO LTD							
0000158163	SCBA SPECTACLE KITS					163 11-Feb-2021	11-Feb-2021	
10-5-2010000-0402					VEHICLE & EQUIPMENT MTCE.			564.18
000158148	SCABA EQUIPMENT					163 12-Feb-2021	12-Feb-2021	
10-5-2010000-0420					FIREFIGHTING EQUIPMENT			676.59
AND110	ANDERSON ROGER							
663671	E 1B REPAIRS VEHICLE & EQUIPMENT MAINTENANCE					131 01-Feb-2021	01-Feb-2021	
10-5-2010000-0402					VEHICLE & EQUIPMENT MTCE.			381.38
CAN380	CANADIAN TIRE STORE #281							
DECEMBER 20	DECEMBER PURCHASES					1447 31-Dec-2020	31-Dec-2020	
10-5-2010000-0318					OPERATING SUPPLIES			76.82
10-5-2010000-0318					OPERATING SUPPLIES			369.24
CIT350	CITY OF WINDSOR							
0000182615	MLFTU SHARED EXPENSES					88 22-Jan-2021	22-Jan-2021	
10-5-2010000-0351					TRAINING & PROF.DEVELOPMENT			792.99
FLA049	FLASHPONT FIRE EQUIPMENT							
2101-04	FF EQUIPMENT					66 22-Jan-2021	22-Jan-2021	
10-5-2010000-0420					FIREFIGHTING EQUIPMENT			635.20
KEL198	KELCOM RADIO DIVISION							
80013027	RADIO AIRTIME					66 15-Jan-2021	15-Jan-2021	
10-5-2010000-0319					COMMUNICATION EQUIP MAINTENANCE			3,742.56
MLS149	M&L SUPPLY FIRE & SAFETY - 3635112							
006514	CHAINSAW REPAIR					163 16-Feb-2021	16-Feb-2021	
10-5-2010000-0402					VEHICLE & EQUIPMENT MTCE.			473.56
MON183	MONARCH OFFICE SUPPLY INC							
250948	JANUARY 2021 PURCHASES					132 28-Jan-2021	28-Jan-2021	
10-5-2010000-0301					OFFICE SUPPLIES			408.21
OLI344	OLIVER ROB							
JANUARY 21, 2021	BURN PERMIT REFUND FOR PAYMENT NOT REQUIRED					66 21-Jan-2021	21-Jan-2021	
10-5-2010000-0930					OPEN BURN PERMIT FEES EXPENSES			84.00
ONT520	ONTARIO ASSOCIATION OF FIRE CHIEFS							
59832	O AFC COURSE					66 27-Jan-2021	27-Jan-2021	
10-5-2010000-0351					TRAINING & PROF.DEVELOPMENT			399.00



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Department : All

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Vendor Invoice	Vendor Name Description	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 2010000	FIRE DEPARTMENT				
PPE871 PPE ONLINE					
PPR6196		66	26-Jan-2021	26-Jan-2021	
10-5-2010000-0800	VIRUS EMERGENCY OPERATIONS CENTRE EXPENSES				4,895.60
SAN107 SANI GEAR INC					
6226 PPE MAINTENANCE		1454	17-Dec-2020	17-Dec-2020	
10-5-2010000-0423	PERSONAL PROTECTIVE EQUIPMENT				58.20
6418 AMMUAL PPE INSPECTION AND REPAIR		66	21-Jan-2021	21-Jan-2021	
10-5-2010000-0423	PERSONAL PROTECTIVE EQUIPMENT				486.92
6507 PPE MAINTENANCE		88	02-Jan-2021	02-Jan-2021	
10-5-2010000-0423	PERSONAL PROTECTIVE EQUIPMENT				304.66
6524 PPE MAINTENANCE		131	02-Feb-2021	02-Feb-2021	
10-5-2010000-0423	PERSONAL PROTECTIVE EQUIPMENT				331.55
SKY232 SKY MOBILE					
3467 HELMET BEACONS		88	02-Jan-2021	02-Jan-2021	
10-5-2010000-0345	FIRE - CELL PHONE EXPENSE				404.54
TEA795 TEAM TRUCK CENTRES					
20ZL6100624S TANKER 2 VEHICLE AND EQUIPMENT MAINTENANCE		131	27-Jan-2021	27-Jan-2021	
10-5-2010000-0402	VEHICLE & EQUIPMENT MTCE.				45.20
ULI350 ULINE CANADA CORPORATION					
7931271 JANITORIAL SUPPLIES FOR STATION 1		131	08-Feb-2021	08-Feb-2021	
10-5-2010000-0322	GENERAL SUPPLIES				197.42
UNI351 UNIFORM UNIFORMS					
51728 UNIFORMS & CLOTHING		163	10-Feb-2021	10-Feb-2021	
10-5-2010000-0252	UNIFORMS				4,248.86
WEB319 WP - WEB & PRINT BOUTIQUE					
FB007289 WEBSITE ANNUAL FEE		89	01-Feb-2021	01-Feb-2021	
10-5-2010000-0307	ADVERTISING				791.00
Department Totals :					20,367.68

DEPARTMENT 2012021	FIRE CAPITAL				
COD026 CODE 4 FIRE & RESCUE INC					
206970 CODE 4 RESCUE EX EQUIPMENT & AUTO EXTRICATION EQUIPMENT		163	10-Feb-2021	10-Feb-2021	
40-7-2012021-0003	AUTO EXTRICATION EQUIPMENT				36,273.00



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Vendor Invoice	Vendor Name Description	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				

DEPARTMENT 2012021 FIRE CAPITAL

Department Totals : 36,273.00

DEPARTMENT 2020000 POLICE DEPARTMENT

CIT350 CITY OF WINDSOR

0000182171 SERVICE CONTRACT 1447 14-Dec-2020 14-Dec-2020
 10-5-2020000-0324 DISPATCHING - POLICE 71,500.00

KEL198 KELCOM RADIO DIVISION

80013029 RADIO MAINTENANCE 149 15-Jan-2021 15-Jan-2021
 10-5-2020000-0319 RADIO MAINTENANCE 571.78

80013030 SERVICE AGREEMENT - RADIOS

10-5-2020000-0319 RADIO MAINTENANCE 149 15-Jan-2021 15-Jan-2021 197.75

KEL363 KEL COMMUNICATIONS LTD

IN00000681 TOWER LEASE - CALDWELL 149 25-Jan-2021 25-Jan-2021
 10-5-2020000-0319 RADIO MAINTENANCE 119.87

RC00004977 TOWER LEASE CALDWELL

10-5-2020000-0319 RADIO MAINTENANCE 32 01-Jan-2021 01-Jan-2021 444.06

TOW033 TOWN OF ESSEX

SALES0000000 TOWER LEASE - HARROW WATER TOWER 149 12-Jan-2021 12-Jan-2021
 10-5-2020000-0319 RADIO MAINTENANCE 932.25

TUR070 TURRIS SITES DEVELOPMENT CORP.

595815 SERVICE AGREEMENT RADIOS 32 01-Jan-2021 01-Jan-2021
 10-5-2020000-0319 RADIO MAINTENANCE 631.99

601312 TOWER LEASE - MCGREGOR

10-5-2020000-0319 RADIO MAINTENANCE 149 01-Feb-2021 01-Feb-2021 631.99

607340 TOWER LEASE - MCGREGOR

10-5-2020000-0319 RADIO MAINTENANCE 149 01-Mar-2021 01-Mar-2021 631.99

Department Totals : 75,661.68

DEPARTMENT 2043010 BUILDING DEPARTMENT

ONT022 ONTARIO PLUMBING INSPECTORS ASSOCIATION

379 MEMBERSHIPS 162 01-Jan-2021 01-Jan-2021
 10-5-2043010-0350 MEMBERSHIPS 70.00

Department Totals : 70.00



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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 2043015 LICENSING AND ENFORCEMENT							
KEL198 KELCOM RADIO DIVISION							
80013032				RADIO AIRTIME	54 15-Jan-2021	15-Jan-2021	
10-5-2043015-0420				SMALL EQUIPMENT			118.48
WOR415 WORK AUTHORITY							
649287				UNIFORMS	131 31-Jan-2021	31-Jan-2021	
10-5-2043015-0252				UNIFORMS - BYLAW ENFORCEMENT			233.90
Department Totals :							352.38
<hr/>							
DEPARTMENT 3010000 PUBLIC WORKS							
ACK297 ACKLANDS-GRAINGER INC							
9786205352				VEHICLE & EQUIPMENT MAINTENANCE	130 26-Jan-2021	26-Jan-2021	
10-5-3010000-0402				VEHICLE & EQUIPMENT MTCE.			32.95
AMA580 AMACO EQUIPMENT							
P16583				VEHICLE & EQUIPMENT MAINTENANCE	130 25-Jan-2021	25-Jan-2021	
10-5-3010000-0402				VEHICLE & EQUIPMENT MTCE.			385.90
CAN380 CANADIAN TIRE STORE #281							
DECEMBER 20 DECEMBER PURCHASES					1447 31-Dec-2020	31-Dec-2020	
10-5-3010000-0402				VEHICLE & EQUIPMENT MTCE.			36.13
10-5-3010000-0402				VEHICLE & EQUIPMENT MTCE.			18.07
10-5-3010000-0420				EQUIPMENT			158.18
10-5-3010000-0420				EQUIPMENT			158.19
10-5-3010000-0420				EQUIPMENT			237.25
10-5-3010000-0420				EQUIPMENT			56.49
10-5-3010000-0420				EQUIPMENT			120.88
10-5-3010000-0420				EQUIPMENT			126.70
10-5-3010000-0420				EQUIPMENT			27.10
10-5-3010000-0420				EQUIPMENT			67.74
10-5-3010000-0420				EQUIPMENT			75.66
10-5-3010000-0301				OFFICE SUPPLIES			112.99
10-5-3010000-0301				OFFICE SUPPLIES			-112.99
CAR645 CARRIER CENTERS							
04S421721				VEHICLE & EQUIPMENT MAINTENANCE	1454 20-Nov-2020	20-Nov-2020	
10-5-3010000-0402				VEHICLE & EQUIPMENT MTCE.			8,481.70
CAR660 CARDINAL							
2072036				VEHICLE & EQUIPMENT FUEL (INVOICE FORM OCTOBER 31, 2020)	154 31-Jan-2021	31-Jan-2021	
10-5-3010000-0401				GASOLINE			59.71



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Vendor Invoice	Vendor Name Description				GL Account Name	Batch Invc Date	Invc Due Date	Amount
G.L. Account	CC1	CC2	CC3					
DEPARTMENT 3010000					PUBLIC WORKS			
2100229					VEHICLE & EQUIPMENT MAINTENANCE	130 31-Jan-2021	31-Jan-2021	
10-5-3010000-0402		GENER/			VEHICLE & EQUIPMENT MTCE.			86.76
CED150 CEDAR SIGNS								
2021/0110					CURB PICK UP SIGNS	66 18-Jan-2021	18-Jan-2021	
10-5-3010000-0741					TRAFFIC SIGNS & DEVICES			273.50
2021/0164					SIGNS AND HARDWARE	66 21-Jan-2021	21-Jan-2021	
10-5-3010000-0741					TRAFFIC SIGNS & DEVICES			304.42
2021/0320					STORM & SEWER DRAINS	141 05-Feb-2021	05-Feb-2021	
10-5-3010000-0757					STORM SEWER CLEANING & FLUSHING			831.31
2021/0406					TRAFFIC SIGNS & DEVICES	154 11-Feb-2021	11-Feb-2021	
10-5-3010000-0741		TRAFF			TRAFFIC SIGNS & DEVICES			4,676.68
2021/0407					TRAFFIC SIGNS & DEVICES	154 11-Feb-2021	11-Feb-2021	
10-5-3010000-0741		TRAFF			TRAFFIC SIGNS & DEVICES			1,971.62
COL128 COLONIAL COFFEE CO. LTD.								
799257					COFFEE SUPPLIES	66 10-Jan-2021	10-Jan-2021	
10-5-3010000-0301					OFFICE SUPPLIES			50.29
799767					OFFICE SUPPLIES	141 04-Feb-2021	04-Feb-2021	
10-5-3010000-0301					OFFICE SUPPLIES			50.29
COU360 COUNTY OF ESSEX								
IN000017040					ROAD PATROL PROGRAM	66 19-Jan-2021	19-Jan-2021	
10-5-3010000-0725					ROADS MAINTENANCE - GENERAL			6,105.60
IN000017045					TRAFFIC SIGNAL MAINTENANCE	1451 31-Dec-2020	31-Dec-2020	
10-5-3010000-0740					TRAFFIC SIGNS			3,449.66
IN000017049					TRAFFIC SIGNS & DEVICES	1451 31-Dec-2020	31-Dec-2020	
10-5-3010000-0741					TRAFFIC SIGNS & DEVICES			2,653.76
ESS160 ESSEX TERMINAL RAILWAY CO								
0023363-IN					RAILWAY CROSSING MAINTENANCE	66 01-Jan-2021	01-Jan-2021	
10-5-3010000-0720					RAILWAY CROSSINGS			312.63
ESS360 ESSEX WINDSOR SOLID WASTE AUTHORITY								
30667					LANDFILL TIPPING FEES	130 31-Jan-2021	31-Jan-2021	
10-5-3010000-0601					Landfill Tipping Fees			23,605.92
30674					LANDFILL TIPPING FEES	130 31-Jan-2021	31-Jan-2021	
10-5-3010000-0601		YARD			Landfill Tipping Fees			197.62
IN000011442					WHITE GOODS	1451 31-Dec-2020	31-Dec-2020	
10-5-3010000-0603		REFUSE			WASTE COLLECTION			3,054.84



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Vendor Invoice	Vendor Name Description				GL Account Name	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1	CC2	CC3						
DEPARTMENT 3010000					PUBLIC WORKS				
IN000011453					LANDFILL TIPPING FEES	130	31-Jan-2021	31-Jan-2021	
10-5-3010000-0601					REFUSE Landfill Tipping Fees				40,928.00
ESS959					ESSEX LINEN SUPPLY LTD				
58736					OFFICE SUPPLIES	130	28-Jan-2021	28-Jan-2021	
10-5-3010000-0301					OFFICE SUPPLIES				103.71
FEE256					THE FEED STORE				
1000243223					VEHICLE & EQUIPMENT MAINTENANCE	130	19-Jan-2021	19-Jan-2021	
10-5-3010000-0402					TRIM VEHICLE & EQUIPMENT MTCE.				123.10
FLU1650					FLUID BASICS INC				
42126					GPS MAINTENANCE, PO# 2021-010	66	16-Jan-2021	16-Jan-2021	
10-5-3010000-0402					VEHICLE & EQUIPMENT MTCE.				8,815.58
42129					MAINTENANCE	66	26-Jan-2021	26-Jan-2021	
10-5-3010000-0402					WINCON VEHICLE & EQUIPMENT MTCE.				350.25
42135					VEHICLE AND EQUIPMENT MAINTENANCE	154	15-Feb-2021	15-Feb-2021	
10-5-3010000-0401					GASOLINE				979.69
GFL270					GFL (GREEN FOR LIFE) ENVIRONMENTAL INC.				
GW000103295					JAN EPW CARDBOARD	66	01-Jan-2021	01-Jan-2021	
10-5-3010000-0603					REFUSE WASTE COLLECTION				85.71
GW000103298					LIBRO JANUARY CARDBOARD PICKUP	66	01-Jan-2021	01-Jan-2021	
10-5-3010000-0603					REFUSE WASTE COLLECTION				60.74
GW000103611					SOUTH YARD	66	09-Jan-2021	09-Jan-2021	
10-5-3010000-0607					PWD YARD CLEAN UP EXPENSES				361.60
GW000103631					MONTHLY COLLECTION	66	31-Jan-2021	31-Jan-2021	
10-5-3010000-0603					REFUSE WASTE COLLECTION				50,229.80
10-5-3010000-0603					REFUSE WASTE COLLECTION				9,834.49
GW000103632					EPW CARDBOARD COLLECTION	66	31-Jan-2021	31-Jan-2021	
10-5-3010000-0603					REFUSE WASTE COLLECTION				85.71
GW000103632					WTP COLLECTION	66	31-Jan-2021	31-Jan-2021	
10-5-3010000-0603					REFUSE WASTE COLLECTION				46.33
GW000103634					LIBRO CARDBOARD COLLECTION FOR FEBRUARY	66	31-Jan-2021	31-Jan-2021	
10-5-3010000-0603					REFUSE WASTE COLLECTION				60.74
GW000103637					WASTE COLLECTION	54	16-Jan-2021	16-Jan-2021	
10-5-3010000-0603					REFUSE WASTE COLLECTION				180.80
GW000103638					WASTE COLLECTION	54	29-Jan-2021	29-Jan-2021	
10-5-3010000-0603					REFUSE WASTE COLLECTION				186.45



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Vendor Invoice	Vendor Name Description				GL Account Name	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1	CC2	CC3						
DEPARTMENT 3010000					PUBLIC WORKS				
GRE330					GREAT LAKES SAFETY PRODUCTS				
00349123					SAFETY EQUIPMENT	130	29-Jan-2021	29-Jan-2021	
10-5-3010000-0420					EQUIPMENT				240.64
GRE679					GREG BAILEY LTD				
0000054775					POWER WASH UNIT	1447	31-Dec-2020	31-Dec-2020	
10-5-3010000-0402					VEHICLE & EQUIPMENT MTCE.				220.34
0000054791					POWER WASHER	66	12-Jan-2021	12-Jan-2021	
10-5-3010000-0402					VEHICLE & EQUIPMENT MTCE.				355.37
HEA693					HEATON SANITATION				
50306					HYDRO VAC FOR SIGN INSTALL	66	14-Jan-2021	14-Jan-2021	
10-5-3010000-0741					TRAFFIC SIGNS & DEVICES				1,695.00
50531					STORM & SEWER DRAINS	130	27-Jan-2021	27-Jan-2021	
10-5-3010000-0757					STORM SEWER CLEANING & FLUSHING				1,356.00
HER247					HERITAGE TIRE SALES INC.				
AIN0008273					VEHICLE & EQUIPMENT MAINTENANCE	130	21-Jan-2021	21-Jan-2021	
10-5-3010000-0402				WINCON	VEHICLE & EQUIPMENT MTCE.				31.98
HIC441					HICKS ELECTRIC				
10488					GENERAL MAINTENANCE	130	28-Jan-2021	28-Jan-2021	
10-5-3010000-0331				STREET	GENERAL MAINTENANCE				737.33
10498					GENERAL MAINTENANCE	130	01-Feb-2021	01-Feb-2021	
10-5-3010000-0331				STREET	GENERAL MAINTENANCE				671.90
10499					GENERAL MAINTENANCE	141	07-Feb-2021	07-Feb-2021	
10-5-3010000-0331				STREET	GENERAL MAINTENANCE				1,454.31
10504					GENERAL MAINTENANCE	141	08-Feb-2021	08-Feb-2021	
10-5-3010000-0331				STREET	GENERAL MAINTENANCE				472.34
10505					GENERAL MAINTENANCE	141	08-Feb-2021	08-Feb-2021	
10-5-3010000-0331				STREET	GENERAL MAINTENANCE				1,024.35
HUB118					HUBB CAP				
1023634					TRAFFIC SIGNS & DEVICES	130	02-Feb-2021	02-Feb-2021	
10-5-3010000-0741				TRAFF	TRAFFIC SIGNS & DEVICES				1,333.12
JEF296					JEFF SHEPLEY EXCAVATING LTD				
11463					SALT DELIVERY	1447	31-Dec-2020	31-Dec-2020	
10-5-3010000-0725				WINCON	ROADS MAINTENANCE - GENERAL				2,750.44
11474					HAULING SALT	66	15-Jan-2021	15-Jan-2021	



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Vendor Invoice	Vendor Name Description	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 3010000	PUBLIC WORKS				
10-5-3010000-0725	WINCON ROADS MAINTENANCE - GENERAL				1,504.97
11475	ROAD MAINTENANCE	130	31-Jan-2021	31-Jan-2021	
10-5-3010000-0725	WINCON ROADS MAINTENANCE - GENERAL				2,335.28
11484	ROADS MAINTENANCE	154	15-Feb-2021	15-Feb-2021	
10-5-3010000-0725	WINCON ROADS MAINTENANCE - GENERAL				4,566.79
KEL198 KELCOM RADIO DIVISION					
80013031	RADIO AIR TIME	66	15-Jan-2021	15-Jan-2021	
10-5-3010000-0404	VEHICLE & RADIO LICENCES				1,726.02
KSW113 K&S WINDSOR SALT LTD.					
5300522699	SALT FOR WINTER CONTROL	1447	28-Dec-2020	28-Dec-2020	
10-5-3010000-0725	WINCON ROADS MAINTENANCE - GENERAL				16,984.27
5300527712	SALT FOR WINTER CONTROL	66	20-Jan-2021	20-Jan-2021	
10-5-3010000-0725	WINCON ROADS MAINTENANCE - GENERAL				8,241.25
5300528002	ROAD MAINTENANCE	54	21-Jan-2021	21-Jan-2021	
10-5-3010000-0725	WINCON ROADS MAINTENANCE - GENERAL				8,179.73
5300529382	ROADS MAINTENANCE	130	27-Jan-2021	27-Jan-2021	
10-5-3010000-0725	WINCON ROADS MAINTENANCE - GENERAL				7,923.74
5300530668	ROAD MAINTENANCE	130	02-Feb-2021	02-Feb-2021	
10-5-3010000-0725	WINCON ROADS MAINTENANCE - GENERAL				10,169.77
5300530881	ROAD MAINTENANCE	141	03-Feb-2021	03-Feb-2021	
10-5-3010000-0725	WINCON ROADS MAINTENANCE - GENERAL				10,091.93
5300531822	ROAD MAINTENANCE	141	08-Feb-2021	08-Feb-2021	
10-5-3010000-0725	WINCON ROADS MAINTENANCE - GENERAL				19,519.69
5300532138	ROAD MAINTENANCE	141	09-Feb-2021	09-Feb-2021	
10-5-3010000-0725	WINCON ROADS MAINTENANCE - GENERAL				6,077.41
5300532574	ROAD MAINTENANCE	154	10-Feb-2021	10-Feb-2021	
10-5-3010000-0725	WINCON ROADS MAINTENANCE - GENERAL				7,692.48
KUC134 KUCERA CONSTRUCTION EQUIPMENT					
CW23872	VEHICLE & EQUIPMENT MAINTENANCE	130	25-Jan-2021	25-Jan-2021	
10-5-3010000-0402	VEHICLE & EQUIPMENT MTCE.				772.73
CW23895	VEHICLE & EQUIPMENT MAINTENANCE - CREDIT-	130	28-Jan-2021	28-Jan-2021	
10-5-3010000-0402	VEHICLE & EQUIPMENT MTCE.				-401.10
LAW731 LAWSON PRODUCTS INC					
7281721	TRAFFIC SIGNS AND DEVICES	130	26-Jan-2021	26-Jan-2021	
10-5-3010000-0741	TRAFF TRAFFIC SIGNS & DEVICES				244.03



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DEPARTMENT 3010000	PUBLIC WORKS				
9307973716	SIGN INSTALL HARDWARE	1447	28-Oct-2020	28-Oct-2020	
10-5-3010000-0741	TRAFFIC SIGNS & DEVICES				226.36
9307984335	HARDWARE FOR SIGNS	1447	02-Nov-2020	02-Nov-2020	
10-5-3010000-0741	TRAFFIC SIGNS & DEVICES				96.17
9308026415	SIGN INSTALL HARDWARE	1447	19-Nov-2020	19-Nov-2020	
10-5-3010000-0741	TRAFFIC SIGNS & DEVICES				160.68
9308083040	VEHICLE & EQUIPMENT MAINTENANCE (INVOICE FROM DEC 15, 2020)	154	31-Jan-2021	31-Jan-2021	
10-5-3010000-0402	VEHICLE & EQUIPMENT MTCE.				66.01
MAL256	MALDEN AUTO SUPPLY				
5294-227776	CREDIT	66	05-Jan-2021	05-Jan-2021	
10-5-3010000-0402	VEHICLE & EQUIPMENT MTCE.				-20.34
5294-227852	UNIT 108 REPAIR	66	06-Jan-2021	06-Jan-2021	
10-5-3010000-0402	VEHICLE & EQUIPMENT MTCE.				17.02
5294-228126	SHOP SUPPLY	66	11-Jan-2021	11-Jan-2021	
10-5-3010000-0402	VEHICLE & EQUIPMENT MTCE.				13.49
5294-229086	VEHICLE & EQUIPMENT MAINTENANCE	154	28-Jan-2021	28-Jan-2021	
10-5-3010000-0402	VEHICLE & EQUIPMENT MTCE.				79.39
MON183	MONARCH OFFICE SUPPLY INC				
250948	JANUARY 2021 PURCHASES	132	28-Jan-2021	28-Jan-2021	
10-5-3010000-0301	OFFICE SUPPLIES				688.36
MUN276	MUNICIPAL MEDIA INC.				
5729	COLLECTION CALENDARS EXPENSE	1447	15-Dec-2020	15-Dec-2020	
10-5-3010000-0307	REFUSE ADVERTISING				678.00
ONT310	ONTARIO TRAFFIC COUNCIL (OCT)				
OCT13595	MEMBERSHIPS	131	01-Jan-2021	01-Jan-2021	
10-5-3010000-0350	MEMBERSHIPS				445.22
STE366	STERLING FUELS				
0093034	FUEL FOR VEHICLES	66	11-Jan-2021	11-Jan-2021	
10-5-3010000-0401	GASOLINE				1,527.02
0093039	FUEL FOR VEHICLE AND EQUIPMENT	66	11-Jan-2021	11-Jan-2021	
10-5-3010000-0401	GASOLINE				530.98
0093040	FUEL FOR EQUIPMENT	66	11-Jan-2021	11-Jan-2021	
10-5-3010000-0401	GASOLINE				216.42
0093043	FUEL FOR TRUCKS	66	11-Jan-2021	11-Jan-2021	
10-5-3010000-0401	GASOLINE				747.36



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G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 3010000 PUBLIC WORKS					
0093415	VEHICLE & EQUIPMENT FUEL	130	28-Jan-2021	28-Jan-2021	
10-5-3010000-0401	GASOLINE				4,136.21
0093418	VEHICLE & EQUIPMENT FUEL	130	28-Jan-2021	28-Jan-2021	
10-5-3010000-0401	GASOLINE				700.04
0093419	VEHICLE & EQUIPMENT FUEL	130	28-Jan-2021	28-Jan-2021	
10-5-3010000-0401	GASOLINE				675.55
0093420	VEHICLE & EQUIPMENT FUEL	130	28-Jan-2021	28-Jan-2021	
10-5-3010000-0401	GASOLINE				1,764.41
0093421	VEHICLE & EQUIPMENT MAINTENANCE	130	28-Jan-2021	28-Jan-2021	
10-5-3010000-0401	GASOLINE				522.06
0093423	VEHICLE & EQUIPMENT FUEL	141	28-Jan-2021	28-Jan-2021	
10-5-3010000-0401	GASOLINE				65.26
0093424	GENERAL MAINTENANCE	130	28-Jan-2021	28-Jan-2021	
10-5-3010000-0331	GENERAL MAINTENANCE				1,258.29
0093696	VEHICLE & EQUIPMENT FUEL	154	10-Feb-2021	10-Feb-2021	
10-5-3010000-0401	GASOLINE				3,686.18
0093699	VEHICLE & EQUIPMENT FUEL	154	10-Feb-2021	10-Feb-2021	
10-5-3010000-0401	GASOLINE				1,316.60
0093702	VEHICLE & EQUIPMENT FUEL	154	10-Feb-2021	10-Feb-2021	
10-5-3010000-0401	GASOLINE				744.35
0093703	VEHICLE & EQUIPMENT FUEL	154	10-Feb-2021	10-Feb-2021	
10-5-3010000-0401	GASOLINE				1,592.03
0093705	VEHICLE & EQUIPMENT FUEL	154	10-Feb-2021	10-Feb-2021	
10-5-3010000-0401	GASOLINE				575.45
0093706	VEHICLE & EQUIPMENT FUEL	154	10-Feb-2021	10-Feb-2021	
10-5-3010000-0401	GASOLINE				1,138.11
SUN449 SUN PARLOUR TRAILERS					
17200	VEHICLE & EQUIPMENT MAINTENANCE	154	27-Jan-2021	27-Jan-2021	
10-5-3010000-0402	VEHICLE & EQUIPMENT MTCE.				519.57
TRA003 TRAFFIC LOGIX CORPORATION					
QUO-12283-FC	ROAD MAINTENANCE	1454	23-Dec-2020	23-Dec-2020	
10-5-3010000-0725	TRAFF ROADS MAINTENANCE - GENERAL				800.00
TRA689 UAP INC.					
396352088	VEHICLE & EQUIPMENT MAINTENANCE	154	02-Feb-2021	02-Feb-2021	
10-5-3010000-0402	VEHICLE & EQUIPMENT MTCE.				29.76



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G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 3010000 PUBLIC WORKS					
396352304	VEHICLE & EQUIPMENT MAINTENANCE	154	04-Feb-2021	04-Feb-2021	
10-5-3010000-0402	VEHICLE & EQUIPMENT MTCE.				95.42
396352585	VEHICLE & EQUIPMENT MAINTENANCE	154	09-Feb-2021	09-Feb-2021	
10-5-3010000-0402	WINCON VEHICLE & EQUIPMENT MTCE.				163.45
TUR200 TURF CARE PRODUCTS CANADA LIMITED LES PRODUITS TUR					
736050-00	POLAR TRAX UNITS	1447	30-Nov-2020	30-Nov-2020	
10-5-3010000-0402	VEHICLE & EQUIPMENT MTCE.				69.79
737533-00	MAINTENANCE	66	08-Jan-2021	08-Jan-2021	
10-5-3010000-0402	VEHICLE & EQUIPMENT MTCE.				190.18
739387-00	VEHICLE & EQUIPMENT MAINTENANCE	154	01-Feb-2021	01-Feb-2021	
10-5-3010000-0402	WINCON VEHICLE & EQUIPMENT MTCE.				125.77
WAL101 WALKER AGGREGATES					
296061	STONE FOR GRAVEL ROAD	1447	19-Sep-2020	19-Sep-2020	
10-5-3010000-0725	GRAVEL ROADS MAINTENANCE - GENERAL				1,277.07
298562	STONE FOR ROAD, PO# 2021.016	88	16-Jan-2021	16-Jan-2021	
10-5-3010000-0725	GRAVEL ROADS MAINTENANCE - GENERAL				13,502.65
298684	ROAD MAINTENANCE	54	23-Jan-2021	23-Jan-2021	
10-5-3010000-0725	GRAVEL ROADS MAINTENANCE - GENERAL				1,473.02
298773	ROAD MAINTENANCE	130	30-Jan-2021	30-Jan-2021	
10-5-3010000-0725	GRAVEL ROADS MAINTENANCE - GENERAL				2,281.89
298880	ROAD MAINTENANCE	141	06-Feb-2021	06-Feb-2021	
10-5-3010000-0725	GRAVEL ROADS MAINTENANCE - GENERAL				4,927.97
WIG035 WIGLE HOME HARDWARE BUILDING CENTRE					
147632	MAILBOX REPAIR	66	07-Jan-2021	07-Jan-2021	
10-5-3010000-0725	WINCON ROADS MAINTENANCE - GENERAL				155.87
147709	SIGN INSTALL	66	12-Jan-2021	12-Jan-2021	
10-5-3010000-0741	TRAFFIC SIGNS & DEVICES				88.61
147884	SMALL EQUIPMENT	130	19-Jan-2021	19-Jan-2021	
10-5-3010000-0420	MECH EQUIPMENT				83.90
147885	OFFICE SUPPLIES	130	19-Jan-2021	19-Jan-2021	
10-5-3010000-0301	OFFICE SUPPLIES				17.50
147968	SMALL EQUIPMENT	130	21-Jan-2021	21-Jan-2021	
10-5-3010000-0420	EQUIPMENT				33.89
147969	TRAFFIC SIGNS & DEVICES	130	21-Jan-2021	21-Jan-2021	
10-5-3010000-0741	TRAFF TRAFFIC SIGNS & DEVICES				56.21



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G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 3010000	PUBLIC WORKS				
148108	SMALL EQUIPMENT	141	28-Jan-2021	28-Jan-2021	
10-5-3010000-0420	EQUIPMENT				112.82
148232	SMALL EQUIPMENT	141	02-Feb-2021	02-Feb-2021	
10-5-3010000-0420	EQUIPMENT				28.39
WIN342	WINDSOR STARTER'S POWERHOUSE				
01B-7294	VEHICLE & EQUIPMENT MAINTENANCE	154	09-Feb-2021	09-Feb-2021	
10-5-3010000-0402	VEHICLE & EQUIPMENT MTCE.				299.45
WOL533	WOLSELEY CANADA INC				
182069	STORM & SEWER DRAINS CREDIT	145	21-Jan-2021	21-Jan-2021	
10-5-3010000-0757	STORM SEWER CLEANING & FLUSHING				-178.70
291031	MAINTENANCE	54	21-Jan-2021	21-Jan-2021	
10-5-3010000-0757	STORM SEWER CLEANING & FLUSHING				811.50
WOR415	WORK AUTHORITY				
649283	CLOTHING	26	31-Jan-2021	31-Jan-2021	
10-5-3010000-0161	CLOTHING				701.68
649285	CLOTHING	130	31-Jan-2021	31-Jan-2021	
10-5-3010000-0161	CLOTHING				648.42
Department Totals :					340,035.12

DEPARTMENT 3022020	ROADS CAPITAL				
FRE164	FRENCH MATTHEW				
202000002	IDEMNITY DEPOSIT FOR 309 SIMCOE, 2020-023	1454	18-Sep-2020	18-Sep-2020	
40-7-3022020-0006	RESURFACING VENETIAN DR				1,000.00
HRY172	HRYCAY CONSULTING ENGINEERS INC.				
M426.04	ADMINISTRATION & C ONSTRUCTION INSPECTION SERVICES	1454	31-Dec-2020	31-Dec-2020	
40-7-3022020-0002	REHAB OF 4TH CONC N (ALMA-CTY10)				1,779.75
M434.04	ADMINISTRATION & C ONSTRUCTION INSPECTION SERVICES	1454	31-Dec-2020	31-Dec-2020	
40-7-3022020-0003	REHAB PACIFIC AVE (SIMCOE-RICHMOND)				13,159.08
M437.05	ADMINISTRATION & C ONSTRUCTION INSPECTION SERVICES	1454	31-Dec-2020	31-Dec-2020	
40-7-3022020-0002	REHAB OF 4TH CONC N (ALMA-CTY10)				12,487.26
RCS261	RC SPENCER ASSOCIATES INC.				
20-1040A-0221	ENGINEERING DESIGN FEES	162	31-Jan-2021	31-Jan-2021	
40-7-3022020-0011	5TH CONC S OVER ALBERT MCGEE CULVERT 8				4,662.66
20-1040A-1120	MAINTENANCE	1447	02-Nov-2020	02-Nov-2020	



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G.L. Account	CC1	CC2	CC3	GL Account Name			
DEPARTMENT 3022020				ROADS CAPITAL			
40-7-3022020-0011				5TH CONC S OVER ALBERT MCGEE CULVERT 8			590.43
20-1040B-0221				ENGINEERING DESIGN FEES	162	31-Jan-2021	31-Jan-2021
40-7-3022020-0010				WHELAN DR AT 3RD CONC N CULVERT 38			4,662.66
20-1040B-1220				ENGINEERING FEES	1447	01-Dec-2020	01-Dec-2020
40-7-3022020-0010				WHELAN DR AT 3RD CONC N CULVERT 38			6,445.24
WOO4090				WOOD ENVIRONMENTAL & INFRASTRUCTURE SOLUTIONS			
GE2621				PROFESSIONAL SERVICES	1454	11-Dec-2020	11-Dec-2020
40-7-3022020-0008				CONSTRUCT COLLISON SIDERD CULVERT 3			3,075.41
GE2717				PROFESSIONAL SERVICES	131	21-Jan-2021	21-Jan-2021
40-7-3022020-0006				RESURFACING VENETIAN DR			806.76
Department Totals :							48,669.25

DEPARTMENT 3022021				ROADS CAPITAL			
DIL426				DILLON CONSULTING			
230860				ENGINEERING FEES	88	26-Jan-2021	26-Jan-2021
40-7-3022021-0007				ENGINEERING - FRYER STREET FROM SIMCOE T			10,679.35
HRY172				HRYCAY CONSULTING ENGINEERS INC.			
M431.02				ENGINEERING FEES	1454	13-Dec-2020	13-Dec-2020
40-7-3022021-0005				ENGINEERING - MCLEOD AVENUE REHABILITATI			2,127.79
MOU251				MOUSSEAU DELUCA McPHERSON PRINCE LLP			
63072				LEGAL FEES	1454	31-Dec-2020	31-Dec-2020
40-7-3022021-0014				ENGINEERING - LONG MARSH DRAIN AT CONCES			271.20
STA310				STANTEC CONSULTING LTD			
1567550				ENGINEERING FOR RIVER CANARD	32	15-Jan-2021	15-Jan-2021
40-7-3022021-0015				ENGINEERING - RIVER CANARD AT 5TH CONCES			9,037.42
1574480				ENGINEERING FOR RIVARD CANARD AT 5TH CONCESSION NORTH BRIDGE NO 301	131	05-Feb-2021	05-Feb-2021
40-7-3022021-0015				ENGINEERING - RIVER CANARD AT 5TH CONCES			6,656.83
Department Totals :							28,772.59

DEPARTMENT 4010000				WASTEWATER			
BER125				BERTRAND DENISE			
JANUARY 13, ;				RELIANCE WORK ORDER 2870343	29	21-Jan-2021	21-Jan-2021
80-5-4010000-0758				SSCS SERVICE CONNECTION INSPECTION & CAMERA			621.50
CAN380				CANADIAN TIRE STORE #281			



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G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 4010000	WASTEWATER				
DECEMBER 20 DECEMBER PURCHASES		1447	31-Dec-2020	31-Dec-2020	
80-5-4010000-0760	MANHOLE CLEANING & MAINTENANCE				56.49
80-5-4010000-0760	MANHOLE CLEANING & MAINTENANCE				344.57
80-5-4010000-0331	GENERAL MAINTENANCE				56.44
GRE330 GREAT LAKES SAFETY PRODUCTS					
00348676	MANHOLE CLEANING & MAINTENANCE	29	20-Jan-2021	20-Jan-2021	
80-5-4010000-0760	MANHOLE CLEANING & MAINTENANCE				418.38
00349304	SERVICE CONNECTION & REPAIR	90	01-Feb-2021	01-Feb-2021	
80-5-4010000-0759	SERVICE CONNECTION REPAIR & MTCE.				149.15
HEA693 HEATON SANITATION					
50541	SEWER FLUSHING	90	01-Feb-2021	01-Feb-2021	
80-5-4010000-0750	SEWER FLUSHING				2,034.00
HUR097 HURST JUNE					
DECEMBER 15 BACKWATER VALVE INSTALLATION AND SUMP PUMP OVERFLOW SUBSIDY		1450	15-Dec-2020	15-Dec-2020	
80-5-4010000-0766	INFLOW & INFILTRATION MAINTENANCE				1,300.00
ONT001 ONTARIO CLEAN WATER AGENCY					
INV000000072 MAINTENANCE ITEMS		1450	14-Dec-2020	14-Dec-2020	
80-5-4010000-0612	MCLEOI O.C.W.A. MAINTENANCE ITEMS				546.45
INV000000076 LIFECYCLE		1450	23-Dec-2020	23-Dec-2020	
80-5-4010000-0680	ASSTS LIFE CYCLE EXPENSES				76,683.30
INV000000076 LIFE CYCLE		1450	23-Dec-2020	23-Dec-2020	
80-5-4010000-0680	MCLEOI LIFE CYCLE EXPENSES				1,563.41
INV000000079 CREDIT		1450	31-Dec-2020	31-Dec-2020	
80-5-4010000-0680	MCLEOI LIFE CYCLE EXPENSES				-1,563.41
INV000000091 OPERATIONS & MAINTENANCE		145	19-Jan-2021	19-Jan-2021	
80-5-4010000-0604	MSLS CONTRACT O.C.W.A.				12,639.84
80-5-4010000-0604	MSLS CONTRACT O.C.W.A.				1,052.66
80-5-4010000-0604	MCLEOI CONTRACT O.C.W.A.				14,762.12
80-5-4010000-0604	MCLEOI CONTRACT O.C.W.A.				672.53
80-5-4010000-0604	BIGCR CONTRACT O.C.W.A.				9,724.45
80-5-4010000-0604	BIGCR CONTRACT O.C.W.A.				131.58
80-5-4010000-0604	BOBLO CONTRACT O.C.W.A.				7,698.95
80-5-4010000-0604	BOBLO CONTRACT O.C.W.A.				146.20
80-5-4010000-0604	AWTP CONTRACT O.C.W.A.				48,141.10
80-5-4010000-0604	AWTP CONTRACT O.C.W.A.				4,727.22
80-5-4010000-0604	ESLS CONTRACT O.C.W.A.				14,162.40



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Vendor Invoice	Vendor Name Description	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				

DEPARTMENT 4010000	WASTEWATER				
80-5-4010000-0604	ESLS		CONTRACT O.C.W.A.		24.37
80-5-4010000-0604	ASSTS		CONTRACT O.C.W.A.		25,048.70
80-5-4010000-0604	ASSTS		CONTRACT O.C.W.A.		3,703.80

SEW124 SEWER TECHNOLOGIES INC.					
16443	SEWER FLUSHING			1450 01-Sep-2020	01-Sep-2020
80-5-4010000-0750	MCLEOI		SEWER FLUSHING		339.00

WIG035 WIGLE HOME HARDWARE BUILDING CENTRE					
147592	GENERAL MAINTENANCE			29 06-Jan-2021	06-Jan-2021
80-5-4010000-0331	ASSTS		GENERAL MAINTENANCE		6.43
147763	GENERAL MAINTENANCE			29 13-Jan-2021	13-Jan-2021
80-5-4010000-0331	ASSTS		GENERAL MAINTENANCE		50.84
147790	SERVICE CONNECTION			29 14-Jan-2021	14-Jan-2021
80-5-4010000-0759			SERVICE CONNECTION REPAIR & MTCE.		42.92
147818	GENERAL MAINTENANCE			29 15-Jan-2021	15-Jan-2021
80-5-4010000-0331	ASSTS		GENERAL MAINTENANCE		76.78

WOL533 WOLSELEY CANADA INC					
183288	REPAIR & MAINTENANCE CREDIT			145 05-Feb-2021	05-Feb-2021
80-5-4010000-0759			SERVICE CONNECTION REPAIR & MTCE.		-383.64
336929	SERVICE CONNECTION REPAIR AND MAINTENANCE			145 02-Feb-2021	02-Feb-2021
80-5-4010000-0759			SERVICE CONNECTION REPAIR & MTCE.		828.99
349029	SERVICE CONNECTION REPAIR AND MAINTENANCE			145 04-Feb-2021	04-Feb-2021
80-5-4010000-0759			SERVICE CONNECTION REPAIR & MTCE.		143.98
349030	SERVICE CONNECTION REPAIR AND MAINTENANCE			145 04-Feb-2021	04-Feb-2021
80-5-4010000-0759			SERVICE CONNECTION REPAIR & MTCE.		227.03
371978	SERVICE CONNECTION REPAIR AND MAINETNANCE			145 10-Feb-2021	10-Feb-2021
80-5-4010000-0759			SERVICE CONNECTION REPAIR & MTCE.		385.22

Department Totals : 226,563.75

DEPARTMENT 4012015	WASTEWATER CAPITAL				
CIV330 CIVICA INFRASTRUCTURE INC					
104286	ENGINEERING SERVICES			29 06-Jan-2021	06-Jan-2021
40-7-4012015-0001			AWWTP-INFLOW & INFILTRATION ENGINEERING		35,739.19

Department Totals : 35,739.19

DEPARTMENT 4012020	CAPITAL				
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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 4012020 CAPITAL

STA310 STANTEC CONSULTING LTD

1567168				SOUTHEAST QUADRANT PHASE 1 - LOWES SIDEROAD	29 14-Jan-2021	14-Jan-2021	
40-7-4012020-0001				SOUTHEAST QUADRANT PH 1 LOWES SIDERD PS			1,941.66
Department Totals :							1,941.66

DEPARTMENT 4012021 WASTEWATER CAPITAL

STA310 STANTEC CONSULTING LTD

1568814				SOUTHEAST QUADRANT PHASE 1 - LOWES SIDEROAD	29 19-Jan-2021	19-Jan-2021	
40-7-4012021-0001				Southeast Quadrant Phase 1 - Lowes Sider			9,999.04
Department Totals :							9,999.04

DEPARTMENT 7010000 PARKS AND RECREATION PROGRAMMING

STA444 STAPLES BUSINESS ADVANTAGE

53173372				OFFICE SUPPLIES	54 13-Jan-2021	13-Jan-2021	
10-5-7010000-0301				OFFICE SUPPLIES			237.49
53381604				OFFICE SUPPLIES	1447 29-May-2020	29-May-2020	
10-5-7010000-0301				OFFICE SUPPLIES			488.05
54827676				OFFICE SUPPLIES	1447 25-Nov-2020	25-Nov-2020	
10-5-7010000-0301				OFFICE SUPPLIES			53.51
54950686				OFFICE SUPPLIES	1447 09-Dec-2020	09-Dec-2020	
10-5-7010000-0301				OFFICE SUPPLIES			134.66
54968992				OFFICE SUPPLIES	1447 11-Dec-2020	11-Dec-2020	
10-5-7010000-0301				OFFICE SUPPLIES			119.74
55377355				OFFICE SUPPLIES	131 05-Feb-2021	05-Feb-2021	
10-5-7010000-0301				OFFICE SUPPLIES			164.55
55419568				OFFICE SUPPLIES	141 11-Feb-2021	11-Feb-2021	
10-5-7010000-0301				OFFICE SUPPLIES			144.96
Department Totals :							1,342.96

DEPARTMENT 7017000 PARKS

ACC334 ACCURATE CREATIONS SPORTS & PROMO GEAR

1708				CLOTHING	1447 14-Dec-2020	14-Dec-2020	
10-5-7017000-0161				PARKS - CLOTHING			45.20

CAN380 CANADIAN TIRE STORE #281



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Vendor Invoice	Vendor Name Description				GL Account Name	Batch Invc Date	Invc Due Date	Amount
G.L. Account	CC1	CC2	CC3					
DEPARTMENT 7017000					PARKS			
DECEMBER 2(DECEMBER PURCHASES						1447 31-Dec-2020	31-Dec-2020	
10-5-7017000-0161					PARKS - CLOTHING			202.59
10-5-7017000-0161					PARKS - CLOTHING			-53.52
10-5-7017000-0161					PARKS - CLOTHING			63.25
10-5-7017000-0420					PARKS MAINTENANCE EQUIPMENT			39.12
10-5-7017000-0420					PARKS MAINTENANCE EQUIPMENT			33.87
10-5-7017000-0420					PARKS MAINTENANCE EQUIPMENT			128.21
10-5-7017000-0322					GENERAL SUPPLIES - PARKS & REC			28.24
10-5-7017000-0322					GENERAL SUPPLIES - PARKS & REC			32.75
10-5-7017000-0322					GENERAL SUPPLIES - PARKS & REC			11.29
10-5-7017000-0322					GENERAL SUPPLIES - PARKS & REC			37.58
10-5-7017000-0322					GENERAL SUPPLIES - PARKS & REC			81.31
10-5-7017000-0322					GENERAL SUPPLIES - PARKS & REC			10.14
COU132 COUNTY TOWING INC.								
21-04144					LOCK OUT SERVICES	141 02-Feb-2021	02-Feb-2021	
10-5-7017000-0402					VEHICLE & EQUIPMENT MAINTENANCE PARKS			101.70
DAV611 DAVEY TREE EXPERT CO. OF CANADA LTD								
915269605					REFORESTATION EXPENSES	1447 31-Dec-2020	31-Dec-2020	
10-5-7017000-0650					PARKS FORESTRY			16,753.27
915269844					REFORESTATION EXPENSES	54 04-Jan-2021	04-Jan-2021	
10-5-7017000-0650					PARKS FORESTRY			1,356.00
FLA364 FLAGS UNLIMITED								
294985					GENERAL SUPPLIES	163 17-Feb-2021	17-Feb-2021	
10-5-7017000-0322					GENERAL SUPPLIES - PARKS & REC			3,356.01
GRO510 GROUND FORCE TRAINING INC.								
5855					TRAINING & PROFESSIONAL DEVELOPMENT	1454 09-Dec-2020	09-Dec-2020	
10-5-7017000-0351					TRAINING & CONFERENCES			224.87
HER247 HERITAGE TIRE SALES INC.								
AIN0008218					TR-7	66 21-Jan-2021	21-Jan-2021	
10-5-7017000-0402					VEHICLE & EQUIPMENT MAINTENANCE PARKS			178.37
JAM060 JAMES GIBB SIGNS								
267					OFFICE SUPPLIES	163 16-Feb-2021	16-Feb-2021	
10-5-7017000-0301					OFFICE SUPPLIES			395.50
KEL198 KELCOM RADIO DIVISION								
80013028					RADIO AIRTIME	54 15-Jan-2021	15-Jan-2021	
10-5-7017000-0319					RADIO AIR TIME			304.59



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G.L. Account	CC1	CC2	CC3					
DEPARTMENT 7017000 PARKS								
MAL256 MALDEN AUTO SUPPLY								
5294-228034					UNIT PG-1 REPAIR	66 09-Jan-2021	09-Jan-2021	
10-5-7017000-0402					VEHICLE & EQUIPMENT MAINTENANCE PARKS			227.14
QUA07 QUALITY TURF - 1866885 ONTARIO LTD.								
5286					PARK UPGRADES	54 22-Jan-2021	22-Jan-2021	
40-7-7017000-0018					Ranta Park Upgrades			18,193.00
VIL417 VILLA CONSTRUCTION								
7428					CAPITAL PROJECT	1454 30-Dec-2020	30-Dec-2020	
40-7-7017000-0003					REFURBISH PLAYGROUND - BEAUDOIN PK			7,288.50
WIG035 WIGLE HOME HARDWARE BUILDING CENTRE								
148429					GENERAL SUPPLIES	131 10-Feb-2021	10-Feb-2021	
10-5-7017000-0322					GENERAL SUPPLIES - PARKS & REC			35.01
WOR415 WORK AUTHORITY								
649286					CLOTHING	132 31-Jan-2021	31-Jan-2021	
10-5-7017000-0161					PARKS - CLOTHING			244.06
Department Totals :								49,318.05

DEPARTMENT 7017002 FACILITIES								
ADT615 ADT SECURITY SERVICES CANADA INC.								
20484616					ALARM MONITORING FROM 2021/02/01 TO 2021/04/30	54 02-Jan-2021	02-Jan-2021	
10-5-7017002-0317					POLICE FACILITIES - BUILDING MAINTENANCE			169.74
CAN380 CANADIAN TIRE STORE #281								
DECEMBER 2(DECEMBER PURCHASES						1447 31-Dec-2020	31-Dec-2020	
10-5-7017002-0317					PWD FACILITIES - BUILDING MAINTENANCE			66.64
10-5-7017002-0317					PWD VIRUS FACILITIES - BUILDING MAINTENANCE			103.87
10-5-7017002-0317					PWD VIRUS FACILITIES - BUILDING MAINTENANCE			11.29
10-5-7017002-0317					TOWN FACILITIES - BUILDING MAINTENANCE			5.65
10-5-7017002-0317					TOWN FACILITIES - BUILDING MAINTENANCE			20.32
CEN859 CENTENNIAL LOCK & SAFE LIMITED								
26119					NEW LOCK SET	54 14-Jan-2021	14-Jan-2021	
10-5-7017002-0317					FIRE FACILITIES - BUILDING MAINTENANCE			368.26
26138					BUILDING MAINTENANCE	162 12-Feb-2021	12-Feb-2021	
10-5-7017002-0317					TOWN FACILITIES - BUILDING MAINTENANCE			94.06
COX03 COXON'S SALES & RENTALS LTD.								



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Vendor Invoice	Vendor Name Description	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 7017002 FACILITIES					
88605	BUILDING MAINTENANCE	32	19-Jan-2021	19-Jan-2021	
10-5-7017002-0317	PWD FACILITIES - BUILDING MAINTENANCE				480.25
DEL060 DELINE'S POWERWASH & PEST CONTROL					
047844	PEST CONTROL SERVICES	54	21-Jan-2021	21-Jan-2021	
10-5-7017002-0317	PWD FACILITIES - BUILDING MAINTENANCE				170.50
DOR534 DOR-CO GARAGE DOORS					
230028	POLICE GARAGE DOOR REPAIR	132	08-Jan-2021	08-Jan-2021	
10-5-7017002-0317	POLICE FACILITIES - BUILDING MAINTENANCE				364.99
ELE400 ELECTRICAL SAFETY AUTHORITY					
98469838	BUILDING MAINTENANCE	132	01-Feb-2021	01-Feb-2021	
10-5-7017002-0317	TOWN FACILITIES - BUILDING MAINTENANCE				681.31
10-5-7017002-0317	PWD FACILITIES - BUILDING MAINTENANCE				681.31
10-5-7017002-0317	FIRE FACILITIES - BUILDING MAINTENANCE				681.31
10-5-7017002-0317	SCOUT FACILITIES - BUILDING MAINTENANCE				681.31
10-5-7017002-0317	3381ME FACILITIES - BUILDING MAINTENANCE				681.31
10-5-7017002-0317	99THOM FACILITIES - BUILDING MAINTENANCE				681.31
10-5-7017002-0317	PARKBL FACILITIES - BUILDING MAINTENANCE				681.31
EMC530 EMCO CORPORATION					
128836-00	CREDIT	162	16-Feb-2021	16-Feb-2021	
10-5-7017002-0317	TOWN FACILITIES - BUILDING MAINTENANCE				-63.83
10-5-7017002-0316	FIRE FACILITIES - UTILITIES				-16.51
37626267-00	REPLACEMENT TOOLS PLIMBER	163	17-Feb-2021	17-Feb-2021	
10-5-7017002-0322	GENERAL SUPPLIES- GLOBAL				28.10
37627403-00	BUILDING MATERIAL MAINTENANCE FOR FIRE STATION 2	88	19-Jan-2021	19-Jan-2021	
10-5-7017002-0316	FIRE FACILITIES - UTILITIES				114.66
37627424-00	JANITORIAL	32	15-Jan-2021	15-Jan-2021	
10-5-7017002-0317	FIRE FACILITIES - BUILDING MAINTENANCE				162.74
37627509-00	PLUMBING MATERIAL	141	02-Feb-2021	02-Feb-2021	
10-5-7017002-0317	FIRE FACILITIES - BUILDING MAINTENANCE				140.68
37628692-00	BUILDING MATERIAL MAINTENANCE	88	27-Jan-2021	27-Jan-2021	
10-5-7017002-0317	320COM FACILITIES - BUILDING MAINTENANCE				163.06
37628961-00	BUILDING MATERIAL MAINTENANCE FOR FIRE STATION 2	88	29-Jan-2021	29-Jan-2021	
10-5-7017002-0316	FIRE FACILITIES - UTILITIES				23.90
37629654-00	CLOTHING	132	04-Feb-2021	04-Feb-2021	
10-5-7017002-0161	UNIFORMS				30.51



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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 7017002 FACILITIES					
37629812-00	PLUMBING MATERIALS	141	05-Feb-2021	05-Feb-2021	
10-5-7017002-0317	FIRE FACILITIES - BUILDING MAINTENANCE				16.49
37630043-00	POWER WASHER REPAIRS	141	09-Feb-2021	09-Feb-2021	
10-5-7017002-0317	PWD FACILITIES - BUILDING MAINTENANCE				254.25
37630702-00	PLUMBING MATERIALS	162	17-Feb-2021	17-Feb-2021	
10-5-7017002-0317	PWD FACILITIES - BUILDING MAINTENANCE				73.98
ENC113 ENCORE MECHANICAL AND BUILDING SERVICES INC					
137427	BUILDING MAINTENANCE	132	28-Jan-2021	28-Jan-2021	
10-5-7017002-0317	FIRE FACILITIES - BUILDING MAINTENANCE				344.65
ESS959 ESSEX LINEN SUPPLY LTD					
55747	ENTRANCE MATTS	1451	10-Dec-2020	10-Dec-2020	
10-5-7017002-0317	GORDO FACILITIES - BUILDING MAINTENANCE				22.49
GIL191 GILLETT ROOFING INC.					
00001805	BUILDING REPAIRS	54	25-Jan-2021	25-Jan-2021	
10-5-7017002-0317	PWD FACILITIES - BUILDING MAINTENANCE				874.31
GRY115 GRYPHON GLASS					
15199	SOCIAL DISTANCING MEASURES	32	14-Jan-2021	14-Jan-2021	
10-5-7017002-0317	PWD VIRUS FACILITIES - BUILDING MAINTENANCE				1,107.21
HOL459 HOLLAND CLEANING SOLUTIONS LTD					
533186	AMENI JANITORIAL	1447	30-Dec-2020	30-Dec-2020	
10-5-7017002-0317	GORDO FACILITIES - BUILDING MAINTENANCE				500.00
534761	EQUIPMENT MAINTENANCE	54	19-Jan-2021	19-Jan-2021	
10-5-7017002-0317	320COM FACILITIES - BUILDING MAINTENANCE				129.89
534829	JANITORIAL SUPPLIES	54	19-Jan-2021	19-Jan-2021	
10-5-7017002-0318	JANITORIAL - GLOBAL				1,359.38
534985	JANITORIAL	88	21-Jan-2021	21-Jan-2021	
10-5-7017002-0318	JANITORIAL - GLOBAL				370.37
535178	JANITORIAL	88	25-Jan-2021	25-Jan-2021	
10-5-7017002-0318	JANITORIAL - GLOBAL				13.56
536625	JANITORIAL GLOBAL	141	10-Feb-2021	10-Feb-2021	
10-5-7017002-0318	JANITORIAL - GLOBAL				1,546.71
JAN268 JANISAFE INC.					
205532	JANITORIAL	54	21-Jan-2021	21-Jan-2021	
10-5-7017002-0318	JANITORIAL - GLOBAL				851.61



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Vendor Invoice	Vendor Name Description	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 7017002	FACILITIES				
205550	GLOBAL JANITORIAL	141	11-Feb-2021	11-Feb-2021	
10-5-7017002-0318	JANITORIAL - GLOBAL				94.64
JOE055	JOE MELOCHE FORD SALES LTD				
IJ05677	BUILDING MAINTENANCE	132	03-Feb-2021	03-Feb-2021	
10-5-7017002-0317	320RIC FACILITIES - BUILDING MAINTENANCE				18.36
MET052	METRO KING PEST CONTROL INC.				
2161	MONTHLY SERVICE AT EMERGENCY LOCATIONS	1447	30-Jun-2020	30-Jun-2020	
10-5-7017002-0317	ACS FACILITIES - BUILDING MAINTENANCE				56.50
PAR372	PARRLINE ELECTRICAL WHOLESALE				
94367	ELECTRICAL SUPPLIES	54	04-Jan-2021	04-Jan-2021	
10-5-7017002-0317	GORDO FACILITIES - BUILDING MAINTENANCE				158.18
94368	ELECTRICAL SUPPLIES	54	04-Jan-2021	04-Jan-2021	
10-5-7017002-0317	TOWN FACILITIES - BUILDING MAINTENANCE				128.46
94647	ELECTRICAL SUPPLIES	88	11-Jan-2021	11-Jan-2021	
10-5-7017002-0316	FIRE FACILITIES - UTILITIES				1,230.13
94754	ELECTRICAL SUPPLIES	88	19-Jan-2021	19-Jan-2021	
10-5-7017002-0316	FIRE FACILITIES - UTILITIES				276.22
94774	ELECTRICAL SUPPLIES	54	20-Jan-2021	20-Jan-2021	
10-5-7017002-0317	POLICE FACILITIES - BUILDING MAINTENANCE				151.26
94775	ELECTRICAL SUPPLIES	88	20-Jan-2021	20-Jan-2021	
10-5-7017002-0316	FIRE FACILITIES - UTILITIES				25.24
94853	BUILDING MAINTENANCE	132	27-Jan-2021	27-Jan-2021	
10-5-7017002-0317	99THOM FACILITIES - BUILDING MAINTENANCE				18.81
94879	BUILDING MAINTENANCE	132	28-Jan-2021	28-Jan-2021	
10-5-7017002-0317	99THOM FACILITIES - BUILDING MAINTENANCE				46.69
94905	ELECTRICAL SUPPLIES	54	21-Jan-2021	21-Jan-2021	
10-5-7017002-0317	PWD FACILITIES - BUILDING MAINTENANCE				300.43
94906	ELECTRICAL SUPPLIES	88	21-Jan-2021	21-Jan-2021	
10-5-7017002-0316	FIRE FACILITIES - UTILITIES				7.91
94907	ELECTRICAL SUPPLIES	54	21-Jan-2021	21-Jan-2021	
10-5-7017002-0317	SCOUT FACILITIES - BUILDING MAINTENANCE				26.24
REN217	RENE ROY GROUP INC.				
22247	BUILDING MAINTENANCE	132	03-Feb-2021	03-Feb-2021	
10-5-7017002-0317	FIRE FACILITIES - BUILDING MAINTENANCE				4,619.38
22248	BUILDING MAINTENANCE	132	03-Feb-2021	03-Feb-2021	



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Vendor Invoice	Vendor Name Description				GL Account Name	Batch Invc Date	Invc Due Date	Amount
G.L. Account	CC1	CC2	CC3					
DEPARTMENT 7017002					FACILITIES			
10-5-7017002-0317	FIRE				FACILITIES - BUILDING MAINTENANCE			1,509.68
TRE024	LAWRENCE TREVAR							
306	PAINTING AT FIRE STATION 2					88 25-Jan-2021	25-Jan-2021	
10-5-7017002-0316	FIRE				FACILITIES - UTILITIES			1,525.50
TRE515	TREMBLAR BUILDING SUPPLIES LTD.							
65226	NEW DOOR HR					163 03-Feb-2021	03-Feb-2021	
10-5-7017002-0317	TOWN				FACILITIES - BUILDING MAINTENANCE			305.10
TRO104	TROY LIFE & FIRE SAFETY LTD.							
1000336966	REPAIRS TO FIRE SYSTEMS					1447 17-Dec-2020	17-Dec-2020	
10-5-7017002-0317	GORDO				FACILITIES - BUILDING MAINTENANCE			219.28
ULI350	ULINE CANADA CORPORATION							
7937329	JANITORIAL GLOBAL					141 08-Feb-2021	08-Feb-2021	
10-5-7017002-0318					JANITORIAL - GLOBAL			375.74
WIG035	WIGLE HOME HARDWARE BUILDING CENTRE							
147801	FIRE STATION TWO KITCHEN UPGRADES					141 14-Jan-2021	14-Jan-2021	
10-5-7017002-0317	FIRE				FACILITIES - BUILDING MAINTENANCE			28.00
147821	MAINTENANCE MATERIALS FOR FIRE STATION 2					88 15-Jan-2021	15-Jan-2021	
10-5-7017002-0316	FIRE				FACILITIES - UTILITIES			59.92
147856	MAINTENANCE MATERIAL FOR FIRE STATION 2					88 18-Jan-2021	18-Jan-2021	
10-5-7017002-0316	FIRE				FACILITIES - UTILITIES			5.30
147869	GENERAL MAINTENANCE					32 18-Jan-2021	18-Jan-2021	
10-5-7017002-0317	PARKBL				FACILITIES - BUILDING MAINTENANCE			20.52
148192	POLY TO COVER FURNITURE WHILE CEILINGS ARE INSULATED					89 01-Feb-2021	01-Feb-2021	
10-5-7017002-0317	TOWN				FACILITIES - BUILDING MAINTENANCE			56.49
148222	BUILDING MAINTENANCE					132 02-Feb-2021	02-Feb-2021	
10-5-7017002-0317	FIRE				FACILITIES - BUILDING MAINTENANCE			6.71
148234	BUILDING MAINTENANCE					163 03-Feb-2021	03-Feb-2021	
10-5-7017002-0317	PWD				FACILITIES - BUILDING MAINTENANCE			24.86
1483219	BUILDING MAINTENANCE					132 02-Feb-2021	02-Feb-2021	
10-5-7017002-0317	FIRE				FACILITIES - BUILDING MAINTENANCE			9.45
WIN1506	WINMECH LTD							
321	HVAC REPAIRS					141 09-Feb-2021	09-Feb-2021	
10-5-7017002-0317	FIRE				FACILITIES - BUILDING MAINTENANCE			1,941.91
324	HVAC MAINTENANCE					54 25-Jan-2021	25-Jan-2021	
10-5-7017002-0317	PWD				FACILITIES - BUILDING MAINTENANCE			608.51



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Vendor Invoice	Vendor Name Description	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 7017002 FACILITIES					
329	HVAC REPAIRS	54	25-Jan-2021	25-Jan-2021	
10-5-7017002-0317	PARKBL FACILITIES - BUILDING MAINTENANCE				907.84
334	BOILER REPAIRS	88	26-Jan-2021	26-Jan-2021	
10-5-7017002-0317	FIRE FACILITIES - BUILDING MAINTENANCE				474.60
341	BOILER REPAIRS	89	01-Feb-2021	01-Feb-2021	
10-5-7017002-0317	FIRE FACILITIES - BUILDING MAINTENANCE				1,895.01
Department Totals :					31,805.82
<hr/>					
DEPARTMENT 7017300 LIBRO					
CAN380 CANADIAN TIRE STORE #281					
DECEMBER 2(DECEMBER PURCHASES					
10-5-7017300-0317	BUILDING MAINTENANCE	1447	31-Dec-2020	31-Dec-2020	24.96
10-5-7017300-0402	VEHICLE & EQUIPMENT MTCE.				54.19
CEN859 CENTENNIAL LOCK & SAFE LIMITED					
26138	BUILDING MAINTENANCE	162	12-Feb-2021	12-Feb-2021	
10-5-7017300-0317	BUILDING MAINTENANCE				282.17
CUL391 CULLIGAN WATER					
2825868	WATER COOLER RENTAL	89	31-Jan-2021	31-Jan-2021	
10-5-7017300-0336	CONTRACTED SERVICES				81.24
2827107	FINANCE CHARGE FOR A CONTRACTED SERVICES	89	31-Jan-2021	31-Jan-2021	
10-5-7017300-0336	CONTRACTED SERVICES				3.31
DEL060 DELINE'S POWERWASH & PEST CONTROL					
234022	PEST CONTROL	32	18-Jan-2021	18-Jan-2021	
10-5-7017300-0336	CONTRACTED SERVICES				170.50
DOW547 DOWLER KARN					
1176204	FUEL	141	09-Feb-2021	09-Feb-2021	
10-5-7017300-0401	GASOLINE / PROPANE				28.25
36050873	CYLINDER RENTAL	132	31-Jan-2021	31-Jan-2021	
10-5-7017300-0317	BUILDING MAINTENANCE				28.25
EMC530 EMCO CORPORATION					
37621201-00	REPLACEMENT TOOLS PLUMBER	1454	04-Dec-2020	04-Dec-2020	
10-5-7017300-0317	BUILDING MAINTENANCE				124.20
37621201-01	PLUMBING TOOLS	1454	04-Dec-2020	04-Dec-2020	
10-5-7017300-0317	BUILDING MAINTENANCE				168.37



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Vendor Invoice	Vendor Name Description	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 7017300	LIBRO				
GRY115 GRYPHON GLASS					
15317 DOOR REPAIRS		132	04-Feb-2021	04-Feb-2021	
10-5-7017300-0317	BUILDING MAINTENANCE				226.00
JAC351 JACK SMITH FUELS LTD					
CN011887 CREDIT INVOICE		141	01-Jan-2021	01-Jan-2021	
10-5-7017300-0331	REFRIGERATION MAINTENANCE				-169.50
IN391304 FUEL DELIVERY FOR GENERATOR		162	10-Feb-2021	10-Feb-2021	
10-5-7017300-0401	GASOLINE / PROPANE				84.75
IN391345 FUEL FOR GENERATOR		141	10-Feb-2021	10-Feb-2021	
10-5-7017300-0401	GASOLINE / PROPANE				288.55
LUC170 LUCIER GLOVE & SAFETY PRODUCTS					
44108 UNIFORMS		1451	03-Dec-2020	03-Dec-2020	
10-5-7017300-0161	CLOTHING				1,344.44
MAL256 MALDEN AUTO SUPPLY					
5294-227946 UNIT FM-05 REPAIR		66	07-Jan-2021	07-Jan-2021	
10-5-7017300-0402	VEHICLE & EQUIPMENT MTCE.				15.84
5294-229397 VEHICLE & EQUIPMENT MAINTENANCE		154	03-Feb-2021	03-Feb-2021	
10-5-7017300-0402	VEHICLE & EQUIPMENT MTCE.				68.68
THE09 THERMAL PROCESS SYSTEM INC					
6181 MAINTENANCE		1447	21-Dec-2020	21-Dec-2020	
10-5-7017300-0402	VEHICLE & EQUIPMENT MTCE.				3,836.35
WIG035 WIGLE HOME HARDWARE BUILDING CENTRE					
147987 MAINTENANCE MATERIALS		54	22-Jan-2021	22-Jan-2021	
10-5-7017300-0331	REFRIGERATION MAINTENANCE				132.96
148098 REPLACEMENT ITEM		89	27-Jan-2021	27-Jan-2021	
10-5-7017300-0317	BUILDING MAINTENANCE				67.79
148425 REPLACEMENT 6' LADDER		141	10-Feb-2021	10-Feb-2021	
10-5-7017300-0317	BUILDING MAINTENANCE				112.99
WIN1506 WINMECH LTD					
205 REFRIGERATION PLANT START UP		1447	24-Sep-2020	24-Sep-2020	
10-5-7017300-0336	CONTRACTED SERVICES				3,418.25
219 HVAC REPAIRS		1447	13-Oct-2020	13-Oct-2020	
10-5-7017300-0336	CONTRACTED SERVICES				3,135.75
256 ERV REPAIRS		1447	01-Jan-2021	01-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			
DEPARTMENT 7017300		LIBRO					
10-5-7017300-0336				CONTRACTED SERVICES			6,045.50
WIN210 WINDSOR FACTORY SUPPLY LTD							
5397250				LADDER MAINTENANCE	32 20-Jan-2021	20-Jan-2021	
10-5-7017300-0317				BUILDING MAINTENANCE			156.13
5398144				MAINTENANCE	54 21-Jan-2021	21-Jan-2021	
10-5-7017300-0317				BUILDING MAINTENANCE			1,299.50
WOR415 WORK AUTHORITY							
637563				REPLACEMENT WORK BOOTS	1451 29-Nov-2020	29-Nov-2020	
10-5-7017300-0161				CLOTHING			235.02
Department Totals :							21,264.44
DEPARTMENT 8010000		PLANNING & LEGISLATIVE SERVICES					
CAC190 CANADIAN ASSOCIATION OF CERTIFIED PLANNING							
2021				ANNUAL MEMBERSHIP DUES FOR 2021	162 02-Feb-2021	02-Feb-2021	
10-5-8010000-0350				MEMBERSHIPS			215.00
				ANNUAL DUES JANINE MASTRONARDI DUES FOR 2020	844 20-Aug-2020	20-Aug-2020	
10-5-8010000-0350				MEMBERSHIPS			215.00
MCT455 MCTAGUE LAW FIRM							
310666				LEGAL FEES	1447 11-Dec-2020	11-Dec-2020	
10-5-8010000-0367				GLOBAL LEGAL FEES			98.03
311053				LEGAL FEES	66 11-Jan-2021	11-Jan-2021	
10-5-8010000-0367				GLOBAL LEGAL FEES			2,392.78
MON610 MONTEITH BROWN PLANNING CONSULTANTS							
15424				PROFESSIONAL FEES	131 15-Jan-2021	15-Jan-2021	
10-5-8010000-0327				PROFESSIONAL FEES			367.25
15425				PROFESSIONAL FEES	162 15-Jan-2021	15-Jan-2021	
10-5-8010000-0327				PROFESSIONAL FEES			967.56
MOU251 MOUSSEAU DELUCA McPHERSON PRINCE LLP							
62937				LEGAL FEES	1454 31-Dec-2020	31-Dec-2020	
10-5-8010000-0367				GLOBAL LEGAL FEES			527.36
63069				LEGAL FEES	1454 31-Dec-2020	31-Dec-2020	
10-5-8010000-0367				GLOBAL LEGAL FEES			847.50
63070				LEGAL FEES	1454 31-Dec-2020	31-Dec-2020	
10-5-8010000-0367				GLOBAL LEGAL FEES			305.10



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Vendor Invoice	Vendor Name Description	CC1	CC2	CC3	GL Account Name	Batch	Inv Date	Inv Due Date	Amount
DEPARTMENT 8010000 PLANNING & LEGISLATIVE SERVICES									
63117	LEGAL FEES					1454	31-Dec-2020	31-Dec-2020	
10-5-8010000-0373					LPAT EXPENSES				271.20
63281	LEGAL FEES					162	31-Jan-2021	31-Jan-2021	
10-5-8010000-0367					GLOBAL LEGAL FEES				1,593.30
63282	LEGAL FEES					162	31-Jan-2021	31-Jan-2021	
10-5-8010000-0367					GLOBAL LEGAL FEES				474.60
63303	LEGAL FEES					162	31-Jan-2021	31-Jan-2021	
10-5-8010000-0367					GLOBAL LEGAL FEES				67.80
63304	LEGAL FEES					162	31-Jan-2021	31-Jan-2021	
10-5-8010000-0367					GLOBAL LEGAL FEES				67.80
63305	LEGAL FEES					162	31-Jan-2021	31-Jan-2021	
10-5-8010000-0367					GLOBAL LEGAL FEES				169.50
PUR700 PUROLATOR INC.									
446791886	GLOBAL COURIER					162	12-Feb-2021	12-Feb-2021	
10-5-8010000-0301					OFFICE SUPPLIES				5.09
RTT067 RIVER TOWN TIMES									
4666	ADVERTISING					131	10-Feb-2021	10-Feb-2021	
10-5-8010000-0327					PROFESSIONAL FEES				192.21
Department Totals :									8,777.08

DEPARTMENT 8020000 TOURISM									
CAN380 CANADIAN TIRE STORE #281									
DECEMBER 20	DECEMBER PURCHASES					1447	31-Dec-2020	31-Dec-2020	
10-5-8020000-0341					COMMUNITY EVENTS				137.91
MER975 MERCHANTS PAPER CO									
207896	OFFICE SUPPLIES					162	03-Feb-2021	03-Feb-2021	
10-5-8020000-0301					OFFICE SUPPLIES				159.92
MUR550 MURAL MOSAIC INC.									
JANUARY 19 (I	CANADA DAY, DEPOSIT					66	19-Jan-2021	19-Jan-2021	
10-5-8020000-0341	CDADAY				COMMUNITY EVENTS				2,500.00
RTT067 RIVER TOWN TIMES									
4679	ADVERTISING					163	17-Feb-2021	17-Feb-2021	
10-5-8020000-0307					ADVERTISING				87.25
SUN293 SUNSET ENTERPRIZE & WELDING									

Council/Board Report By Dept-(Computer)



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Vendor Invoice	Vendor Name Description	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 8020000	TOURISM				
318304 OPEN AIR		1447	16-Nov-2020	16-Nov-2020	
10-5-8020000-0341	OPENAI COMMUNITY EVENTS				1,125.47
Department Totals :					4,010.55

DEPARTMENT 8052020	CAPITAL				
HRY172 HRYCAY CONSULTING ENGINEERS INC.					
M438.05 ADMINISTRATION & C ONSTRUCTION INSPECTION SERVICES		1454	31-Dec-2020	31-Dec-2020	
80-7-8052020-0005	PACIFIC ST WATERMAIN REPLACE				11,562.16
Department Totals :					11,562.16
Computer Paid Total :					1,274,068.73

TOWN OF AMHERSTBURG

Council/Board Report By Dept-(EFT)



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Vendor Code Invoice No.	Vendor Name Description	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 0000000	ADMIN				
AMH19 AMHERSTBURG PAYROLL~TOWN OF					
PP#05-2021 PP#05-2021 PAYROLL TRANSFER		99	04-Feb-2021	04-Feb-2021	
10-1-0000000-0302	WFCU-PAYROLL 6429187				90,479.30
PP#06-2021 PP#06-2021 PAYROLL TRANSFER		125	11-Feb-2021	11-Feb-2021	
10-1-0000000-0302	WFCU-PAYROLL 6429187				91,007.17
PP#07-2021 PP#07-2021 PAYROLL TRANSFER		159	18-Feb-2021	18-Feb-2021	
10-1-0000000-0302	WFCU-PAYROLL 6429187				92,205.28
PP#08-2021 PP#08-2021 PAYROLL TRANSFER		202	25-Feb-2021	25-Feb-2021	
10-1-0000000-0302	WFCU-PAYROLL 6429187				106,363.95
DIR03 DIRECTOR OF FAMILY RESPONSIBLTY					
JANUARY 2021 FAMILY SUPPORT JANUARY 2021		95	31-Jan-2021	31-Jan-2021	



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Vendor Code	Vendor Name				Batch	Inv Date	Inv Due Date	Amount
Invoice No.	Description							
G.L. Account	CC1	CC2	CC3	GL Account Name				
DEPARTMENT 0000000				ADMIN				
10-2-0000000-1155				A/P - PAYROLL DED. - FAM.				1,264.00
ESS46	ESSEX POWERLINES CORPORATION							
JAN 2021	ELECTRICITY, WATER & SEWAGE JANUARY 2021				143	31-Jan-2021	31-Jan-2021	
80-5-0000000-0316	AWTP			UTILITIES				542.86
GRE03	GREEN SHIELD CANADA							
FEB 2021	FEBRUARY 2021 BENEFITS				184	01-Feb-2021	01-Feb-2021	
10-1-0000000-2064				A/R - EMPLOYEE BENEFITS				1,185.16
10-1-0000000-2068				A/R - EMPLOYEE BENEFITS REGULAR				83.86
80-5-0000000-0206				BENEFITS - GREENSHIELD RE - WATER DEPART				1,467.74
80-5-0000000-0205				BENEFITS - GREENSHIELD				4,608.14
HYD02	HYDRO ONE NETWORKS							
DEC 2020	415 FRONT RD N USAGE DECEMBER 2020				1412	31-Dec-2020	31-Dec-2020	
80-5-0000000-0316				UTILITIES				16,857.83
OME001	OMERS							
JANUARY 2021	OMERS CONTRIBUTION FOR JANUARY 2021				93	31-Jan-2021	31-Jan-2021	
10-2-0000000-1144				OMERS PAYABLE				132,520.00
REC04	RECEIVER GENERAL							
PP#2021-05 FU	PP#2021-05 FULL TIME PAYROLL TAXES				116	04-Feb-2021	04-Feb-2021	
10-2-0000000-1141				A/P - PAYROLL DED. - INC.				27,053.30
10-2-0000000-1143				A/P - PAYROLL DED. - E.I.				4,665.71
10-2-0000000-1142				A/P - PAYROLL DED. - CPP				14,238.36
PP#2021-05 PA	PP#2021-05 PART TIME PAYROLL TAXES				116	04-Feb-2021	04-Feb-2021	
10-2-0000000-1142				A/P - PAYROLL DED. - CPP				543.18
10-2-0000000-1143				A/P - PAYROLL DED. - E.I.				197.65
10-2-0000000-1141				A/P - PAYROLL DED. - INC.				1,057.40
PP#2021-06 FU	PP#2021-06 FULL TIME PAYROLL TAXES				128	11-Feb-2021	11-Feb-2021	
10-2-0000000-1141				A/P - PAYROLL DED. - INC.				27,876.58
10-2-0000000-1143				A/P - PAYROLL DED. - E.I.				4,709.12
10-2-0000000-1142				A/P - PAYROLL DED. - CPP				14,385.36
PP#2021-06 PA	PP#2021-06 PART TIME PAYROLL TRANSFER				128	11-Feb-2021	11-Feb-2021	
10-2-0000000-1142				A/P - PAYROLL DED. - CPP				464.78
10-2-0000000-1143				A/P - PAYROLL DED. - E.I.				167.84
10-2-0000000-1141				A/P - PAYROLL DED. - INC.				965.62
PP#2021-07 FU	PP#2021-07 FULL TIME PAYROLL TAXES				158	18-Feb-2021	18-Feb-2021	
10-2-0000000-1141				A/P - PAYROLL DED. - INC.				28,695.46
10-2-0000000-1143				A/P - PAYROLL DED. - E.I.				4,821.08
10-2-0000000-1142				A/P - PAYROLL DED. - CPP				14,734.48



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Invoice No.	Description				
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 0000000 ADMIN					
PP#2021-07 PA	PP#2021-07 PART TIME PAYROLL TAXES	158	18-Feb-2021	18-Feb-2021	
10-2-0000000-1142	A/P - PAYROLL DED. - CPP				587.14
10-2-0000000-1143	A/P - PAYROLL DED. - E.I.				212.96
10-2-0000000-1141	A/P - PAYROLL DED. - INC.				1,421.12
PP#2021-08 FU	PP#2021-08 FULL TIME PAYROLL TAXES	203	25-Feb-2021	25-Feb-2021	
10-2-0000000-1141	A/P - PAYROLL DED. - INC.				29,913.54
10-2-0000000-1143	A/P - PAYROLL DED. - E.I.				4,934.23
10-2-0000000-1142	A/P - PAYROLL DED. - CPP				15,092.44
PP#2021-08 PA	PP#2021-08 PART TIME PAYROLL TAXES	203	25-Feb-2021	25-Feb-2021	
10-2-0000000-1142	A/P - PAYROLL DED. - CPP				1,948.46
10-2-0000000-1143	A/P - PAYROLL DED. - E.I.				236.39
10-2-0000000-1141	A/P - PAYROLL DED. - INC.				5,419.13
SUN11 SUN LIFE ASSURANCE CO. OF CANADA - BILLING					
FEB 2021	FEBRUARY 2021 BENEFITS	186	01-Feb-2021	01-Feb-2021	
80-5-0000000-0207	BENEFITS - LIFE & DISABILITY				4,668.77
Department Totals :					747,595.39

DEPARTMENT 1001020 ADMINISTRATION					
GRE03 GREEN SHIELD CANADA					
FEB 2021	FEBRUARY 2021 BENEFITS	184	01-Feb-2021	01-Feb-2021	
10-5-1001020-0206	BENEFITS - GREENSHIELD RE				5,496.58
Department Totals :					5,496.58

DEPARTMENT 1001021 TREASURY					
GRE03 GREEN SHIELD CANADA					
FEB 2021	FEBRUARY 2021 BENEFITS	184	01-Feb-2021	01-Feb-2021	
10-5-1001021-0205	BENEFITS - GREENSHIELD				4,233.53
SUN11 SUN LIFE ASSURANCE CO. OF CANADA - BILLING					
FEB 2021	FEBRUARY 2021 BENEFITS	186	01-Feb-2021	01-Feb-2021	
10-5-1001021-0207	BENEFITS - LIFE & DISABILITY				5,506.63
Department Totals :					9,740.16

DEPARTMENT 1001022 CLERKS					
GRE03 GREEN SHIELD CANADA					
FEB 2021	FEBRUARY 2021 BENEFITS	184	01-Feb-2021	01-Feb-2021	



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Invoice No.	Description							
G.L. Account	CC1	CC2	CC3	GL Account Name				
DEPARTMENT 1001022 CLERKS								
10-5-1001022-0205				BENEFITS - GREENSHIELD - CLERKS				1,307.52
10-5-1001022-0205				BENEFITS - GREENSHIELD - CLERKS				425.13
SUN11 SUN LIFE ASSURANCE CO. OF CANADA - BILLING								
FEB 2021	FEBRUARY 2021 BENEFITS				186	01-Feb-2021	01-Feb-2021	
10-5-1001022-0207				BENEFITS - LIFE & DISABIL - CLERKS				1,900.31
Department Totals :								3,632.96

DEPARTMENT 1001023 C.A.O.								
GRE03 GREEN SHIELD CANADA								
FEB 2021	FEBRUARY 2021 BENEFITS				184	01-Feb-2021	01-Feb-2021	
10-5-1001023-0205				BENEFITS - GREENSHIELD - C.A.O.				1,307.52
SUN11 SUN LIFE ASSURANCE CO. OF CANADA - BILLING								
FEB 2021	FEBRUARY 2021 BENEFITS				186	01-Feb-2021	01-Feb-2021	
10-5-1001023-0207				BENEFITS - LIFE & DISABIL - C.A.O.				1,325.38
Department Totals :								2,632.90

DEPARTMENT 1001024 HUMAN RESOURCES								
GRE03 GREEN SHIELD CANADA								
FEB 2021	FEBRUARY 2021 BENEFITS				184	01-Feb-2021	01-Feb-2021	
10-5-1001024-0205				BENEFITS - GREENSHIELD - HUMAN RESOURCES				871.68
SUN11 SUN LIFE ASSURANCE CO. OF CANADA - BILLING								
FEB 2021	FEBRUARY 2021 BENEFITS				186	01-Feb-2021	01-Feb-2021	
10-5-1001024-0207				BENEFITS - LIFE & DISABIL - HUMAN RESOUR				1,262.83
Department Totals :								2,134.51

DEPARTMENT 1001025 INFORMATION TECHNOLOGY								
BEL01 BELL CANADA								
FEB 2021	FEBRUARY 2021 MONTHLY CHARGES				179	01-Feb-2021	01-Feb-2021	
10-5-1001025-0315				TELEPHONE				1,176.06
JAN 2021	JANUARY 2021 MONTHLY CHARGES				64	16-Jan-2021	16-Jan-2021	
10-5-1001025-0315				TELEPHONE				91.86
COG02 COGECO PAYMENT CENTRE								
JAN 2021	JANUARY 2021 INTERNET				140	01-Jan-2021	01-Jan-2021	
10-5-1001025-0332				INTERNET ACCESS				180.74
10-5-1001025-0332				INTERNET ACCESS				3,167.39



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Vendor Code	Vendor Name					Batch	Inv Date	Inv Due Date	Amount
Invoice No.	Description								
G.L. Account	CC1	CC2	CC3	GL Account Name					
DEPARTMENT 1001025	INFORMATION TECHNOLOGY								
GRE03	GREEN SHIELD CANADA								
FEB 2021	FEBRUARY 2021 BENEFITS					184	01-Feb-2021	01-Feb-2021	
10-5-1001025-0205				BENEFITS - GREENSHIELD					1,493.62
SUN11	SUN LIFE ASSURANCE CO. OF CANADA - BILLING								
FEB 2021	FEBRUARY 2021 BENEFITS					186	01-Feb-2021	01-Feb-2021	
10-5-1001025-0207				BENEFITS - LIFE & DISABILITY					1,690.93
Department Totals :									7,800.60

DEPARTMENT 1008030	DRAINAGE								
GRE03	GREEN SHIELD CANADA								
FEB 2021	FEBRUARY 2021 BENEFITS					184	01-Feb-2021	01-Feb-2021	
10-5-1008030-0205				BENEFITS GREENSHIELD					435.83
SUN11	SUN LIFE ASSURANCE CO. OF CANADA - BILLING								
FEB 2021	FEBRUARY 2021 BENEFITS					186	01-Feb-2021	01-Feb-2021	
10-5-1008030-0207				BENEFITS LIFE & DISABILITY					603.17
Department Totals :									1,039.00

DEPARTMENT 2010000	FIRE DEPARTMENT								
BEL900	BELL CANADA								
FEB 2021	FEBRUARY 2021 EMERGENCY PREPAREDNESS					182	01-Feb-2021	01-Feb-2021	
10-5-2010000-0800				EMERGENCY OPERATIONS CENTRE EXPENSES					114.92
COG02	COGECO PAYMENT CENTRE								
JAN 2021	JANUARY 2021 INTERNET					140	01-Jan-2021	01-Jan-2021	
10-5-2010000-0251				FIRE PREVENTION & TRAININ					80.22
GRE03	GREEN SHIELD CANADA								
FEB 2021	FEBRUARY 2021 BENEFITS					184	01-Feb-2021	01-Feb-2021	
10-5-2010000-0205				BENEFITS - GREENSHIELD - FIRE					3,520.22
10-5-2010000-0206				BENEFITS - GREENSHIELD RE					1,712.88
HYD02	HYDRO ONE NETWORKS								
JAN EMERG 2S 2S CONC LOT 20 & 2N CONC LOT 10, SIRENS - JANUARY 2021						68	14-Jan-2021	14-Jan-2021	
10-5-2010000-0800				EMERGENCY OPERATIONS CENTRE EXPENSES					77.83
SHA253	SHAW DIRECT								
FEB 2021	FEB 4 - MAR 2, 2021 SATELLITE					153	04-Feb-2021	04-Feb-2021	
10-5-2010000-0800				EMERGENCY OPERATIONS CENTRE EXPENSES					99.44
SUN11	SUN LIFE ASSURANCE CO. OF CANADA - BILLING								



Vendor : 001 To ZUL180
 Batch : All
 Department : All

EFT Paid Date : 01-Feb-2021 To 28-Feb-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 2010000	FIRE DEPARTMENT								
FEB 2021	FEBRUARY 2021 BENEFITS				186	01-Feb-2021	01-Feb-2021		
10-5-2010000-0207				BENEFITS - LIFE & DISABIL				3,887.98	
Department Totals :								9,493.49	

DEPARTMENT 2020000	POLICE DEPARTMENT							
BEL01	BELL CANADA							
FEB 2021	FEBRUARY 2021 MONTHLY CHARGES				179	01-Feb-2021	01-Feb-2021	
10-5-2020000-0315				TELEPHONE				540.08
CIT350	CITY OF WINDSOR							
FEBRUARY 202 WPS CONTRACT FOR FEBRUARY 2021					96	01-Feb-2021	01-Feb-2021	
10-5-2020000-0605				SERVICE CONTRACT -WPS				426,548.42
ESS46	ESSEX POWERLINES CORPORATION							
JAN 2021	ELECTRICITY, WATER & SEWAGE JANUARY 2021				143	31-Jan-2021	31-Jan-2021	
10-5-2020000-0316				UTILITIES - POLICE DEPT				1,471.70
GRE03	GREEN SHIELD CANADA							
FEB 2021	FEBRUARY 2021 BENEFITS				184	01-Feb-2021	01-Feb-2021	
10-5-2020000-0206				BENEFITS - GREENSHIELD RE				9,100.22
Department Totals :								437,660.42

DEPARTMENT 2043010	BUILDING DEPARTMENT							
GRE03	GREEN SHIELD CANADA							
FEB 2021	FEBRUARY 2021 BENEFITS				184	01-Feb-2021	01-Feb-2021	
10-5-2043010-0206				BENEFITS - GREENSHIELD RE				1,710.02
10-5-2043010-0205				BENEFITS - GREENSHIELD				1,072.61
SUN11	SUN LIFE ASSURANCE CO. OF CANADA - BILLING							
FEB 2021	FEBRUARY 2021 BENEFITS				186	01-Feb-2021	01-Feb-2021	
10-5-2043010-0207				BENEFITS - LIFE & DISABIL				1,752.14
Department Totals :								4,534.77

DEPARTMENT 2043015	LICENSING AND ENFORCEMENT							
GRE03	GREEN SHIELD CANADA							
FEB 2021	FEBRUARY 2021 BENEFITS				184	01-Feb-2021	01-Feb-2021	
10-5-2043015-0205				BENEFITS - GREENSHIELD				1,889.65
SUN11	SUN LIFE ASSURANCE CO. OF CANADA - BILLING							



Vendor : 001 To ZUL180
 Batch : All
 Department : All

EFT Paid Date : 01-Feb-2021 To 28-Feb-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 2043015 LICENSING AND ENFORCEMENT							
FEB 2021	FEBRUARY 2021	BENEFITS		186	01-Feb-2021	01-Feb-2021	
10-5-2043015-0207							1,771.43
							BENEFITS - LIFE & DISABILITY
Department Totals :							3,661.08

DEPARTMENT 3010000 PUBLIC WORKS							
CAN066 CANADA POST CORPORATION							
9763325935	WASTE CALENDAR DELIVERY COST			139	25-Jan-2021	25-Jan-2021	
10-5-3010000-0307	REFUSE		ADVERTISING				1,685.71
ESS46 ESSEX POWERLINES CORPORATION							
JAN 2021	ELECTRICITY, WATER & SEWAGE	JANUARY 2021		143	31-Jan-2021	31-Jan-2021	
10-5-3010000-0316	STREET		Utilities				9,268.38
10-5-3010000-0316	TRAFF		Utilities				1,139.01
GRE03 GREEN SHIELD CANADA							
FEB 2021	FEBRUARY 2021	BENEFITS		184	01-Feb-2021	01-Feb-2021	
10-5-3010000-0206			BENEFITS - GREENSHIELD RE				7,365.11
10-5-3010000-0205			BENEFITS - GREENSHIELD				5,322.82
SUN11 SUN LIFE ASSURANCE CO. OF CANADA - BILLING							
FEB 2021	FEBRUARY 2021	BENEFITS		186	01-Feb-2021	01-Feb-2021	
10-5-3010000-0207			BENEFITS - LIFE & DISABIL				5,929.30
Department Totals :							30,710.33

DEPARTMENT 3022017 ROADS CAPITAL							
FRO740 FRONT CONSTRUCTION INDUSTRIES INC.							
T11-2017-001 P	LONG MARSH DRAIN NO 5	PROGRESS PAYMENT		97	04-Jan-2021	04-Jan-2021	
40-7-3022017-0009			BRIDGE 3008, RIVER CANARD AT CONC 2				63,850.36
Department Totals :							63,850.36

DEPARTMENT 4010000 WASTEWATER							
ESS46 ESSEX POWERLINES CORPORATION							
JAN 2021	ELECTRICITY, WATER & SEWAGE	JANUARY 2021		143	31-Jan-2021	31-Jan-2021	
80-5-4010000-0316	ASSTS		UTILITIES				29,164.10
Department Totals :							29,164.10

DEPARTMENT 7010000 PARKS AND RECREATION PROGRAMMING



Vendor : 001 To ZUL180
 Batch : All
 Department : All

EFT Paid Date : 01-Feb-2021 To 28-Feb-2021
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 Class : All

Vendor Code	Vendor Name				Batch	Inv Date	Inv Due Date	Amount
Invoice No.	Description							
G.L. Account	CC1	CC2	CC3	GL Account Name				
DEPARTMENT 7010000 PARKS AND RECREATION PROGRAMMING								
GRE03 GREEN SHIELD CANADA								
FEB 2021	FEBRUARY 2021 BENEFITS				184	01-Feb-2021	01-Feb-2021	
10-5-7010000-0205				BENEFITS - GREENSHIELD				944.83
SUN11 SUN LIFE ASSURANCE CO. OF CANADA - BILLING								
FEB 2021	FEBRUARY 2021 BENEFITS				186	01-Feb-2021	01-Feb-2021	
10-5-7010000-0207				BENEFITS - LIFE & DISABILITY				971.30
Department Totals :								1,916.13

DEPARTMENT 7017000 PARKS								
GRE03 GREEN SHIELD CANADA								
FEB 2021	FEBRUARY 2021 BENEFITS				184	01-Feb-2021	01-Feb-2021	
10-5-7017000-0205				BENEFITS - GREENSHIELD - PARKS & GROUNDS				2,389.75
SUN11 SUN LIFE ASSURANCE CO. OF CANADA - BILLING								
FEB 2021	FEBRUARY 2021 BENEFITS				186	01-Feb-2021	01-Feb-2021	
10-5-7017000-0207				BENEFITS - LIFE & DISABIL - PARKS & GRDS				3,255.71
Department Totals :								5,645.46

DEPARTMENT 7017002 FACILITIES								
ESS46 ESSEX POWERLINES CORPORATION								
JAN 2021	ELECTRICITY, WATER & SEWAGE JANUARY 2021				143	31-Jan-2021	31-Jan-2021	
10-5-7017002-0316	32ORIC			FACILITIES - UTILITIES				2,586.79
10-5-7017002-0316	KNYP			FACILITIES - UTILITIES				55.26
10-5-7017002-0316	GATESI			FACILITIES - UTILITIES				68.83
10-5-7017002-0316	3381ME			FACILITIES - UTILITIES				22.65
10-5-7017002-0316	TOWN			FACILITIES - UTILITIES				1,756.15
10-5-7017002-0316	KNYP			FACILITIES - UTILITIES				978.90
10-5-7017002-0316	GORDOI			FACILITIES - UTILITIES				357.93
10-5-7017002-0316	WIGLE			FACILITIES - UTILITIES				163.39
10-5-7017002-0316	NORTHC			FACILITIES - UTILITIES				317.41
10-5-7017002-0316	SCOUT			FACILITIES - UTILITIES				173.55
10-5-7017002-0316	CENTW			FACILITIES - UTILITIES				3,015.97
10-5-7017002-0316	ACS			FACILITIES - UTILITIES				164.12
10-5-7017002-0316	PWD			FACILITIES - UTILITIES				1,799.61
10-5-7017002-0316	TODDY			FACILITIES - UTILITIES				2,005.62
10-5-7017002-0316	CARNEC			FACILITIES - UTILITIES				55.21
10-5-7017002-0316	99THOM			FACILITIES - UTILITIES				1,104.15
10-5-7017002-0316	BELLEV			FACILITIES - UTILITIES				55.21



Vendor : 001 To ZUL180
 Batch : All
 Department : All

EFT Paid Date : 01-Feb-2021 To 28-Feb-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 7017002 FACILITIES									
GRE03 GREEN SHIELD CANADA									
FEB 2021	FEBRUARY 2021 BENEFITS					184	01-Feb-2021	01-Feb-2021	
10-5-7017002-0205				BENEFITS - GREENSHIELD - FACILITIES					850.26
HYD02 HYDRO ONE NETWORKS									
JAN 2021	TENN HYDRO FOR 3320 MIDDLE SIDE RD JANUARY 2021					67	18-Jan-2021	18-Jan-2021	
10-5-7017002-0316	TENNIS			FACILITIES - UTILITIES					47.29
REL002 RELIANCE HOME COMFORT									
JAN 2021	JANUARY 2021 RENTAL CHARGES					187	31-Jan-2021	31-Jan-2021	
10-5-7017002-0316	FIRE			FACILITIES - UTILITIES					27.12
10-5-7017002-0316	PARKST			FACILITIES - UTILITIES					76.35
SUN11 SUN LIFE ASSURANCE CO. OF CANADA - BILLING									
FEB 2021	FEBRUARY 2021 BENEFITS					186	01-Feb-2021	01-Feb-2021	
10-5-7017002-0207				BENEFITS - LIFE & DISABIL - FACILITIES					1,411.69
Department Totals :									17,093.46

DEPARTMENT 7017300 LIBRO									
ESS46 ESSEX POWERLINES CORPORATION									
JAN 2021	ELECTRICITY, WATER & SEWAGE JANUARY 2021					143	31-Jan-2021	31-Jan-2021	
10-5-7017300-0316				UTILITIES					445.83
GRE03 GREEN SHIELD CANADA									
FEB 2021	FEBRUARY 2021 BENEFITS					184	01-Feb-2021	01-Feb-2021	
10-5-7017300-0206				BENEFITS - GREENSHIELD RE					2,869.29
10-5-7017300-0205				BENEFITS - GREENSHIELD					1,326.47
SUN11 SUN LIFE ASSURANCE CO. OF CANADA - BILLING									
FEB 2021	FEBRUARY 2021 BENEFITS					186	01-Feb-2021	01-Feb-2021	
10-5-7017300-0207				BENEFITS - LIFE & DISABIL					754.04
Department Totals :									5,395.63

DEPARTMENT 8010000 PLANNING & LEGISLATIVE SERVICES									
GRE03 GREEN SHIELD CANADA									
FEB 2021	FEBRUARY 2021 BENEFITS					184	01-Feb-2021	01-Feb-2021	
10-5-8010000-0206				BENEFITS - GREENSHIELD RETIREES					1,037.18
10-5-8010000-0205				BENEFITS - GREENSHIELD					1,047.07
SUN11 SUN LIFE ASSURANCE CO. OF CANADA - BILLING									
FEB 2021	FEBRUARY 2021 BENEFITS					186	01-Feb-2021	01-Feb-2021	



Vendor : 001 To ZUL180
 Batch : All
 Department : All

EFT Paid Date : 01-Feb-2021 To 28-Feb-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 8010000	PLANNING & LEGISLATIVE SERVICES				
10-5-8010000-0207	BENEFITS - LIFE & DISABIL				1,454.00
Department Totals :					3,538.25

Vendor Code	Vendor Name	Batch	Inv Date	Inv Due Date	Amount
Invoice No.	Description				
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 8020000	TOURISM				
GRE03	GREEN SHIELD CANADA				
FEB 2021	FEBRUARY 2021 BENEFITS	184	01-Feb-2021	01-Feb-2021	
10-5-8020000-0205	BENEFITS - GREENSHIELD - TOURISM				1,743.36
SUN11	SUN LIFE ASSURANCE CO. OF CANADA - BILLING				
FEB 2021	FEBRUARY 2021 BENEFITS	186	01-Feb-2021	01-Feb-2021	
10-5-8020000-0207	BENEFITS - LIFE & DISABILITY				1,742.42
Department Totals :					3,485.78

EFT Paid Total : 1,396,221.36

Total Unpaid for Approval :	0.00
Total Manually Paid for Approval :	0.00
Total Computer Paid for Approval :	1,274,068.73
Total EFT Paid for Approval :	1,396,221.36
Grand Total ITEMS for Approval :	2,670,290.09



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: Cheryl Horrobin	Report Date: March 11, 2021
Author's Phone: 519 736-0012 ext. 2254	Date to Council: March 22, 2021
Author's E-mail: chorrobin@amherstburg.ca	Resolution #:

To: Mayor and Members of Town Council

Subject: External Audit Planning Report - Year Ending December 31, 2020

1. RECOMMENDATION:

It is recommended that:

1. The report from the Director of Corporate Services dated March 11, 2021, regarding the External Audit Planning Report – Year Ending December 31, 2020
BE RECEIVED for information

2. BACKGROUND:

On September 9th, 2019, the Town of Amherstburg awarded the firm of KPMG LLP the contract to provide audit services for the years ending December 31, 2019 through 2023, as per By-law 2019-078.

3. DISCUSSION:

KPMG LLP has provided their Audit Planning Report for the Town's fiscal year ending December 31, 2020. This report is attached and is provided for information.

The report was also provided to the Audit and Finance Advisory Committee members for information.

4. RISK ANALYSIS:

There is no identified risk related to the recommendation of this report.

5. FINANCIAL MATTERS:

The fee for 2020 is estimated at \$27,000 including net HST, which is within the 2020 Budget allowance for these services; however, in accordance with the external audit services contract this amount is subject to change based on:

- Significant changes in the nature or size of the operations of the corporation beyond those contemplated in our planning processes;
- Changes in professional standards or requirements arising as a result of changes in professional standards or the interpretation thereof; and or
- Changes in the time of KPMG's work.

6. CONSULTATIONS:

KPMG LLP – Cynthia Swift

7. CONCLUSION:

The report is provided for information.



Cheryl Horrobin
Director of Corporate Services

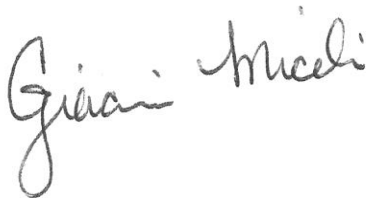
Report Approval Details

Document Title:	External Audit Planning Report - Year Ending Dec 31 2020.docx
Attachments:	- KPMG 2020 YE Audit Planning Report Town of Amherstburg.pdf
Final Approval Date:	Mar 15, 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

Audit Planning Report
for the year ending
December 31, 2020

KPMG LLP

October 01, 2020

kpmg.ca/audit

KPMG



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KPMG contacts

The contacts at KPMG in connection with this report are:



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Our refreshed Values

What we believe

 Integrity
We do what is right.

 Excellence
We never stop learning and improving.

 Courage
We think and act boldly.

 Together
We respect each other and draw strength from our differences.

 For Better
We do what matters.

Executive summary

COVID-19

COVID-19 is undoubtedly going to have an impact to the Town's operations and financial reporting, as well as our audit procedures.

See page 3.

Audit and business risks

Our audit is risk-focused. In planning our audit, we have taken into account key areas of focus for financial reporting.

See pages 4-6.

Audit materiality

Materiality has been determined based on prior year total revenues. We have determined audit materiality to be \$1,500,000.

See page 7.

Quality control

We have a robust and consistent system of quality control. We provide complete transparency on all services and follow Council approved protocols.

See page 10-15.

Proposed fees

Proposed fees for the annual audit are \$26,500 plus any COVID related procedures

See page 17.

Current developments and audit trends

For relevant accounting and/or auditing changes relevant to the Town and relevant audit trends, see page 13-15.

This Audit Planning Report should not be used for any other purpose or by anyone other than the Audit and Finance Advisory Committee (AFAC) and Council. KPMG shall have no responsibility or liability for loss or damages or claims, if any, to or by any third party as this Audit Planning Report has not been prepared for, and is not intended for, and should not be used by, any third party or for any other purpose.

COVID-19: Embedding Resilience & Readiness

COVID-19 continues to have an impact to the business and the financial reporting for the Town. Please refer to our [COVID-19 Financial Reporting](#) site for further information.

Potential financial reporting implications	Potential implications on internal control over financial reporting
<ul style="list-style-type: none"> Accounting for COVID-19 related grants and associated revenue recognition criteria Financial impacts arising from operational changes from COVID-19 Government funding 	<ul style="list-style-type: none"> Consideration of changes in the individuals performing the control due to changes in work arrangements Consideration of the appropriateness of segregation of duties arising from changes in work arrangements Reconsideration of internal control over financial reporting impacts related to broader IT access given remote work arrangements
Potential financial reporting implications related to disclosures	Other potential considerations
<ul style="list-style-type: none"> New accounting policies implemented as a result of COVID-19 Significant management judgements in applying accounting policies Major sources of estimation uncertainty that have significant risk 	<ul style="list-style-type: none"> Reporting material changes in internal control over financial reporting Cyber security risks (e.g., wire transfers schemes)

Similarly, COVID-19 is a major consideration in the development of our audit plan for your 2020 financial statements.

Planning and Risk Assessment	Executing
<ul style="list-style-type: none"> Understanding the expected impact on the relevant metrics for determining materiality (including the benchmark) and the implication of that in identifying the risks of material misstatement, responding to such risks and evaluating uncorrected misstatements Understanding the potential financial reporting impacts, the changes in operating environment, and changes in the entity's system of internal control, and their impact on our: <ul style="list-style-type: none"> identified and assessed risks of material misstatement audit strategy, including the involvement of others and the nature, timing and extent of tests of controls and substantive procedures 	<ul style="list-style-type: none"> Adoption of remote auditing and reliance on collaboration tools and electronic evidence Timing of procedures may need to change

Audit risks

Professional requirements

Risk of material misstatement due to fraud resulting from fraudulent revenue recognition.

Why is it significant?

This is a presumed risk of material misstatement due to fraud.

There are generally pressures or incentives on management to commit fraudulent financial reporting through inappropriate revenue recognition when performance is measure in terms of year-over-year revenue growth or profit.

The risk of fraud from revenue recognition has been rebutted.

Our audit approach

We have rebutted this presumed fraud risk as it is not appropriate when we consider the manner in which performance is measured by the Town.

Audit risks (continued)

Professional requirements	Why is it significant?
Risk of material misstatement due to fraud resulting from management override of controls.	This is a presumed risk of material misstatement due to fraud. We have not identified any specific additional risks of management override relating to this audit.

Our audit approach

As this presumed risk of material misstatement due to fraud is not rebuttable, our audit methodology incorporates the required procedures in professional standards to address this risk. These procedures include testing of journal entries and other adjustments, performing a retrospective review of estimates and evaluating the business rationale of significant unusual transactions.

Audit risks (continued)

Significant financial reporting risk	Why is it significant?
<p>The Town's financial statements include several management estimates, including but not limited to employee future benefits and other employee-related accruals.</p> <p>An estimate with a high degree of estimation uncertainty is considered a significant risk under professional standards</p>	<p>Management estimates are inherently subjective in nature, requiring the determination of key assumptions that may result in a material misstatement or be influenced by management bias. In addition, Canadian Auditing Standards for management estimates have changed, requiring an increase in audit procedures relating to management estimates. This includes enhanced risk assessment procedures and a comprehensive objectives-based work effort for supporting data and assumptions.</p>

Our audit approach

Our audit approach will reflect the requirements of the new auditing standards relating to management estimates and will include, among other procedures,

- Assessing the spectrum of inherent risk in management estimates that considers estimation uncertainty, complexity and subjectivity
- Developing a separate assessment of inherent risk and control risk for significant management estimates
- Obtaining evidence from events occurring up to the date of the audit report
- Developing a point estimate or range to test the appropriateness of management's estimates
- Undertaking a "stand back" review that involves evaluating the reasonableness of estimates based on corroborative and contradictory audit evidence

Specific procedures related to employment-related liabilities include the following, we will:

- Consult with the Town's human resources function to assess the basis for management's employee-related liabilities and corroborate estimates prepared by the Town's finance function.
- Assess our ability to rely on management's experts involved in the quantification of employee future benefits, assess the reasonableness of key assumptions, perform certain procedures over data inputs and review the actuarial report in detail.
- Review the status of contracts and test calculations of related accruals.
- Ensure note disclosure is appropriate and contains at a minimum, the required disclosures under Canadian standards.
- Test the reasonableness of key assumptions and estimates via a retrospective review and consultation with the Town's HR function, and review the calculations, supporting documentation, and subsequent payments of accruals.

Audit risks (continued)

Other areas of focus

Accounting for tangible capital assets requires the determination as to whether the item constitutes a betterment or an expense.

Why are we focusing here?

Capital expenditures represent a significant investment on the part of the Town and in certain instances, may involve a degree of subjectivity and/or complexity in terms of whether they meet the criteria for capitalization.

Our audit approach

We will:

- Perform substantive testing over recorded capital expenditures, including reviewing source documentation for a sample of capital expenditures, to determine the appropriate classification of costs (capitalization vs. expense).
- Perform substantive testing over repairs and maintenance expenditures, including reviewing source documentation for a sample of capital expenditures, to identify any instances where items should be capitalized as opposed to expensed.
- Review financial statement presentation and note disclosure of capital assets.
- Review contracts to ensure all capital commitments are appropriately disclosed in the notes to the financial statements, including operating leases.

Audit risks (continued)

Other areas of focus - estimates

The Town's financial statements include several other management estimates e.g.

- allowance for doubtful accounts (AFDA)
- amortization expense
- other accruals

Why are we focusing here?

Canadian Auditing Standards for management estimates have changed, requiring an increase in audit procedures relating to management estimates.

Our audit approach

We will perform increased analysis over these estimates including the below procedures:

- Perform substantive analytical procedures over the amortization of tangible capital assets and useful life of tangible capital assets
- Review the sufficiency of the allowance for doubtful accounts for property taxes receivable.
- Perform testing over aging analysis for receivables to ensure accuracy of aging buckets.
- Scrutinize for any receivables written off during the year.
- Ensure note disclosure is appropriate and contains at a minimum, the required disclosures under Canadian standards
- Conduct search for liabilities to test completeness of accruals recorded at year end.

Materiality

Materiality is used to identify risks of material misstatements, develop an appropriate audit response to such risks, and evaluate the level at which we think misstatements will reasonably influence users of the financial statements. It considers both quantitative and qualitative factors. To respond to aggregation risk, we design our procedures to detect misstatements at a lower level of materiality.

Materiality determination	Comments	Amount
Materiality	Determined to plan and perform the audit and to evaluate the effects of identified misstatements on the audit and of any uncorrected misstatements on the financial statements. The corresponding amount for the prior year's audit was \$1.3 million.	\$1.5 million
Benchmark	Based on prior year total revenues. The benchmark in the prior year was based on the previous year's total revenues i.e. \$44 million.	\$51 million
% of Benchmark	The corresponding percentage for the prior year's audit was 3%.	3%
Audit Misstatement Posting Threshold (AMPT)	Threshold used to accumulate misstatements identified during the audit. The corresponding amount for the previous year's audit was \$65,000.	\$75,000

We will report to Council:



Corrected audit misstatements



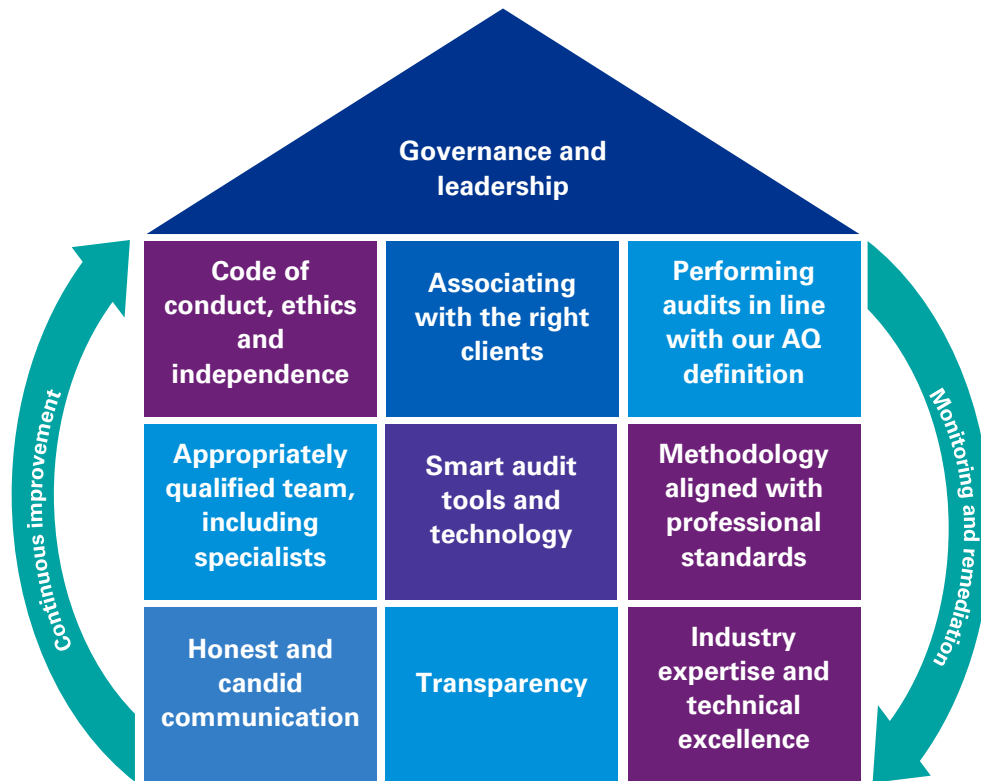
Uncorrected audit misstatements

Audit Quality Matters



Audit quality and transparency

KPMG maintains a system of quality control designed to reflect our drive and determination to deliver independent, unbiased advice and opinions, and also meet the requirements of Canadian professional standards. Quality control is fundamental to our business and is the responsibility of every partner and employee. The following diagram summarizes the key elements of our quality control system.



Audit Quality Framework

What do we mean by audit quality?

Audit Quality (AQ) is at the core of everything we do at KPMG.

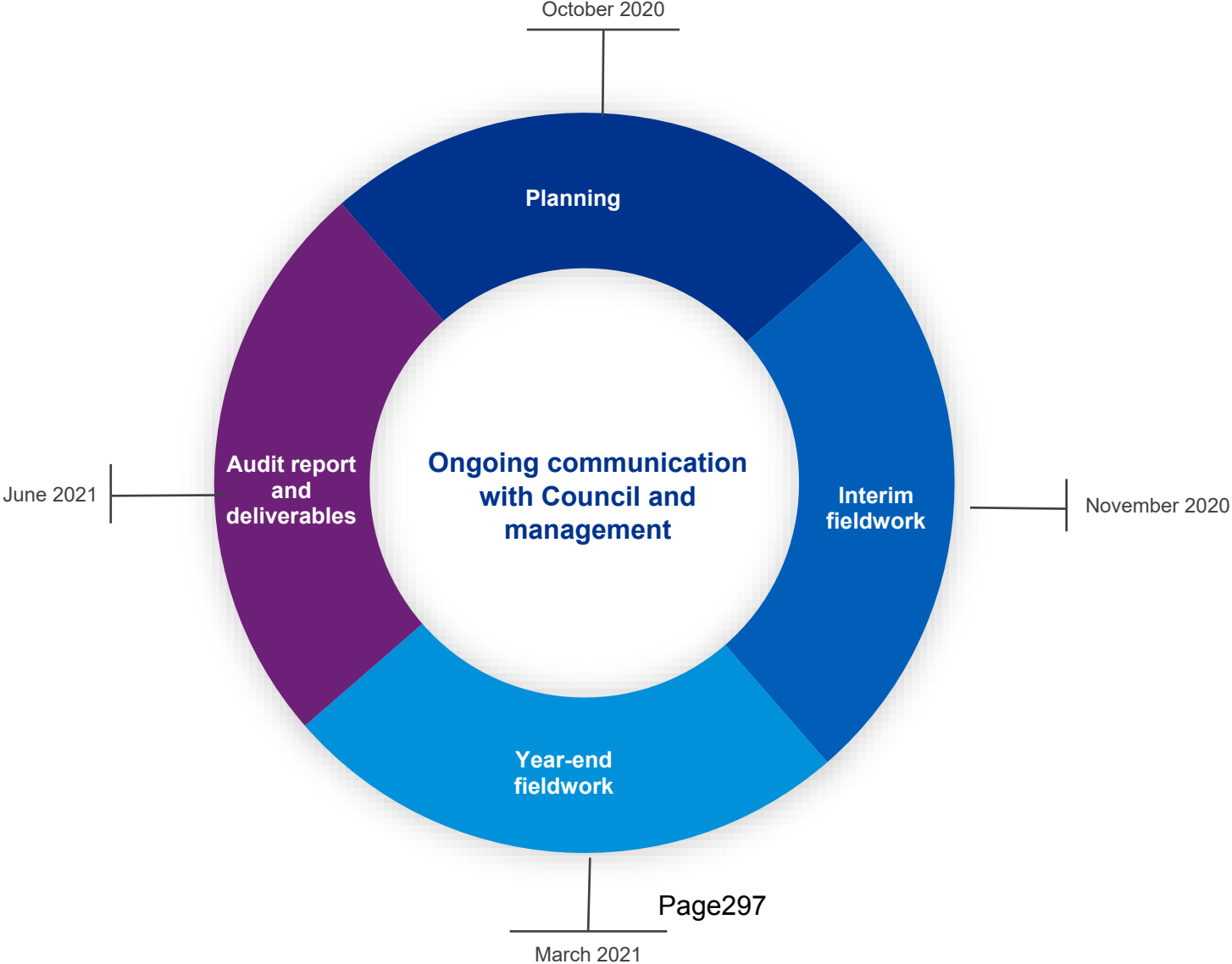
We believe that it is not just about reaching the right opinion, but how we reach that opinion.

We define 'audit quality' as being the outcome when audits are:

- Executed consistently, in line with the requirements and intent of applicable professional standards within a strong system of quality controls, and
- All of our related activities are undertaken in an environment of the utmost level of **objectivity, independence, ethics, and integrity**.

Our AQ Framework summarises how we deliver AQ. Visit our [Audit Quality Resources page](#) for more information including access to our [Audit Quality and Transparency report](#).

Key deliverables and milestones



Current developments - New accounting standards

The following is a summary of the current developments that are relevant:

Standard	Key observations	Reference
Asset Retirement Obligations	<ul style="list-style-type: none">– A new standard has been approved that is effective for fiscal years beginning on or after April 1, 2021 (<i>for the Town's 2022 year end</i>).– The new standard addresses the recognition, measurement, presentation and disclosure of legal obligations associated with retirement of tangible capital assets in productive use. Retirement costs would be recognized as an integral cost of owning and operating tangible capital assets. PSAB currently contains no specific guidance in this area.– The ARO standard would require the public sector entity to record a liability related to future costs of any legal obligations to be incurred upon retirement of any controlled tangible capital assets ("TCA"). The amount of the initial liability would be added to the historical cost of the asset and amortized over its useful life.– As a result of the new standard, the public sector entity would have to:<ul style="list-style-type: none">• consider how the additional liability will impact net debt, as a new liability will be recognized with no corresponding increase in a financial asset;• carefully review legal agreements in relation to all controlled TCA to determine if any legal obligations exist with respect to asset retirements;• begin considering the potential effects on the organization as soon as possible to coordinate with resources outside the finance department to identify AROs and obtain information to estimate the value of potential AROs to avoid unexpected issues.	PS 3280

Revenue

- A new standard has been approved that is effective for fiscal years beginning on or after April 1, 2022 (*for the Town's 2023 year end*).
- The new standard establishes a single framework to categorize revenues to enhance the consistency of revenue recognition and its measurement.
- The standard notes that in the case of revenues arising from an exchange, a public sector entity must ensure the recognition of revenue aligns with the satisfaction of related performance obligations.
- The standard notes that unilateral revenues arise when no performance obligations are present, and recognition occurs when there is authority to record the revenue and an event has happened that gives the public sector entity the right to the revenue.

Employee Future Benefit Obligations

- PSAB has initiated a review of sections PS3250 Retirement Benefits and PS3255 Post-Employment Benefits, Compensated Absences and Termination Benefits. Given the complexity of issues involved and potential implications of any changes that may arise from this review, the project will be undertaken in phases. Phase I will address specific issues related to measurement of employment benefits. Phase II will address accounting for plans with risk sharing features, multi-employer defined benefit plans and sick leave benefits.
 - Three Invitations to Comment were issued and have closed. The first Invitation to Comment sought guidance on whether the deferral provisions in existing public sector standards remain appropriate and justified and the appropriateness of accounting for various components of changes in the value of the accrued benefit obligation and plan assets. The second Invitation to Comment sought guidance on the present value measurement of accrued benefit obligations. A third Invitation to Comment sought guidance on non- traditional pension plans.
 - The ultimate objective of this project is to issue a new employment benefits section to replace existing guidance. Release 1 exposure draft related to discount rate guidance and deferral provisions is expected to be issued in 2021 for stakeholder consultation.
-

New audit standards

New auditing standards that are effective for the current year are as follows:

Standard	Key observations	Reference
CAS 540, Auditing Accounting Estimates and Related Disclosures Effective for audits of Entities with year-ends on or after December 15, 2020	Expected impact on the audit: <ul style="list-style-type: none">— more emphasis on the need for exercising professional skepticism— more granular risk assessment to address each of the components in an estimate (method, data, assumptions)— more granular audit response designed to specifically address each of the components in an estimate (method, data, assumptions)— more focus on how we respond to levels of estimation uncertainty— more emphasis on auditing disclosures related to accounting estimates— more detailed written representations required from management	CPA Canada Client Briefing

Independence Matters



Proposed fees

In determining the fees for our services, we have considered the nature, extent and timing of our planned audit procedures as described above. Our fee analysis has been reviewed with and agreed upon by management.

Our fees are estimated as follows:

	Current period (budget)	Prior period (actual)
Audit of the financial statements	\$26,500	\$26,000
COVID related procedures	\$1,000 - \$2,000	\$1,500
Management estimates	\$1,000-\$2,000	NA

Matters that could impact our fee

The proposed fees outlined above are based on the assumptions described in the engagement letter.

The following factors could cause a change in our fees:

- Significant new or changed accounting policies or application thereof, beyond those contemplated in our planning process
- Significant unusual and/or complex transactions
- Changes in audit requirements arising as a result of changes in professional standards or the interpretation thereof
- Changes in the timing of our work related to the pandemic
- Other significant issues
- Any accounting advice

Based on our coordination with management to date and the impact of changes in professional standards, the following areas are anticipated to result in incremental time in fiscal 2020 to be tracked and billed separately:

- Amendments to CAS 540 regarding new audit requirements for estimates, specifically Employee Future Benefits and other employee related accruals, and;
- The impact of the COVID-19 pandemic on our audit approach.

Appendices

Content

Appendix 1: Required communications

Appendix 2: KPMG's audit approach and methodology

Appendix 3: Lean in Audit™

Appendix 4: Audit and Assurance Insights

Appendix 1: Required communications

Report	Engagement terms
A draft report will be provided at the completion of the audit.	Unless you inform us otherwise, we understand that you acknowledge and agree to the terms of the engagement set out in the engagement letter and any subsequent amendments as provided by management.
Reports to Council	Representations of management
At the completion of the audit, we will provide our findings report to Council.	We will obtain from management certain representations at the completion of the audit.
Matters pertaining to independence	Internal control deficiencies
At the completion of our audit, we will provide our independence confirmation to Council.	Other control deficiencies, identified during the audit, that do not rise to the level of a significant deficiency will be, communicated to management.
Required inquiries	Audit Quality
Professional standards require that during the planning of our audit we obtain your views on the identification and assessment of risks of material misstatement, whether due to fraud or error, your oversight over such risk assessment, identification of suspected, alleged or actual fraudulent behaviour, and any significant unusual transactions during the period.	The following links are external audit quality reports for referral by Council: <ul style="list-style-type: none">• CPAB Audit Quality Insights Report: 2019 Annual Inspections Results• CPAB Audit Quality Insights Report: 2019 Fall Inspection Results >

Appendix 2: KPMG's audit approach and methodology

Collaboration in the audit

A dedicated KPMG Audit home page gives you real-time access to information, insights and alerts from your engagement team.

Issue identification

Continuous updates on audit progress, risks and findings before issues become events.

Data-driven risk assessment

Automated identification of transactions with unexpected or unusual account combinations – helping focus on higher risk transactions and outliers.



Deep industry insights

Bringing intelligence and clarity to complex issues, regulations and standards.

Analysis of complete populations

Powerful analysis to quickly screen, sort and filter 100% of your journal entries based on high-risk attributes.

Reporting

Interactive reporting of unusual patterns and trends with the ability to drill down to individual transactions.

Appendix 3: Lean in Audit™

An innovative approach leading to enhanced value and quality

Our innovative audit approach, Lean in Audit, further improves audit value and productivity to help deliver real insight to you. Lean in Audit is process oriented, directly engaging organizational stakeholders and employing hands-on tools, such as walkthroughs and flowcharts of actual financial processes.

By embedding Lean techniques into our core audit delivery process, our teams are able to enhance their understanding of the business processes and control environment within your organization – allowing us to provide actionable quality and productivity improvement observations.

Any insights gathered through the course of the audit will be available to both engagement teams and management. For example, we may identify control gaps and potential process improvement areas, while management has the opportunity to apply such insights to streamline processes, inform business decisions, improve compliance, lower costs, increase productivity, strengthen customer service and satisfaction and drive overall performance.

How it works

Lean in Audit employs three key Lean techniques:

1. Lean training

Provide basic Lean training and equip our teams with a new Lean mindset to improve quality, value and productivity.

2. Interactive workshops

Perform interactive workshops to conduct walkthroughs of selected financial processes providing end-to-end transparency and understanding of process and control quality and effectiveness.

3. Insight reporting

Quick and pragmatic insight report including immediate quick win actions and prioritized opportunities to realize benefit.

Appendix 4: Audit and Assurance Insights

Our latest thinking on the issues that matter most to Audit Committees, Boards and Management.

Featured insight	Summary	Reference
Audit & Assurance Insights	Curated thought leadership, research and insights from subject matter experts across KPMG in Canada	<u>Learn more</u>
The business implications of coronavirus (COVID 19)	Resources to help you understand your exposure to COVID-19, and more importantly, position your business to be resilient in the face of this and the next global threat.	<u>Learn more</u>
	Financial reporting and audit considerations: The impact of COVID-19 on financial reporting and audit processes.	<u>Learn more</u>
	KPMG Global IFRS Institute - COVID-19 financial reporting resource center	<u>Learn more</u>
Accelerate 2019/20	Perspective on the key issues driving the Audit Committee agenda	<u>Learn more</u>
IFRS Breaking News	A monthly Canadian newsletter that provides the latest insights on international financial reporting standards and IASB activities.	<u>Learn more</u>
Momentum	A quarterly Canadian newsletter which provides a snapshot of KPMG's latest thought leadership, audit and assurance insights and information on upcoming and past audit events – keeping management and board members abreast on current issues and emerging challenges within audit.	<u>Sign-up now</u>
Current Developments	Series of quarterly publications for Canadian businesses including Spotlight on IFRS, Canadian Securities & Auditing Matters and US	<u>Learn more</u>
Board Leadership Centre	Leading insights to help board members maximize boardroom opportunities.	<u>Learn more</u>



kpmg.ca/audit



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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: March 3, 2021
Author's Phone: 519 736-6500 ext. 2241	Date to Council: March 22, 2021
Author's E-mail: bmontone@amherstburg.ca	Resolution #:

To: Mayor and Members of Town Council

Subject: Monthly Fire Department Activity Report- February 2021

1. RECOMMENDATION:

It is recommended that:

1. The February 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 February 2021.

4. **RISK ANALYSIS:**

N/A

5. **FINANCIAL MATTERS:**

N/A

6. **CONSULTATIONS:**

N/A

7. **CONCLUSION:**

As directed by Council, the Amherstburg Fire Department will continue to provide monthly activity reports.



Bruce Montone
Fire Chief

bm/BM

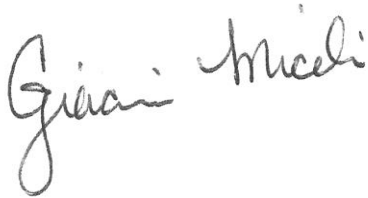
Report Approval Details

Document Title:	Monthly Fire Department Activity Report - February 2021.docx
Attachments:	- Monthly Dashboard Report February 2021.pdf
Final Approval Date:	Mar 15, 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	Feb-20	Feb-21
INCIDENTS		302	25	23	16
Incident Types	OFM codes				
Fire	01 - 29	73	6	4	5
False Fire Alarms	31 - 39	92	7	1	3
Public Hazard	41 - 59	27	5	1	3
Rescues	601 - 69	53	4	9	4
Medical	701 - 899	44	3	6	1
Others	91 - 99	13	0	2	0

Number of calls by station		2020	YTD 2021	Feb-20	Feb-21
Station # 1		100	9	7	5
Station # 2		85	5	9	5
Station # 3		34	5	3	4
Duty Officer		83	6	4	2

2 - RESPONSE Targets		2020	YTD 2021	Feb-20	Feb-21
Alarm Processing Time	90th Percentile	0:03:33	0:03:15	0:03:27	0:03:18
Turnout Time	90th Percentile	0:07:07	0:02:50	0:06:54	0:02:46
Travel Time	90th Percentile	0:08:28	0:10:46	0:08:29	0:10:48
TOTAL Response Time	Average		0:09:07		0:08:44

3 - OTHER STATISTICS		2020	YTD 2021	Feb-20	Feb-21
Total Training Sessions		159	35	13	20
Total Training Session (Station 1)		42	3	4	2
Total Training Session (Station 2)		42	3	4	3
Total Training Session (Station 3)		42	3	4	3
Total Training Session (Extra)		33	26	1	12
Total Routine Station Maintenance & Inspection		164	26	12	14
Fire Prevention Inspections		53	17	3	10
Business Licenses Inspections		23	4	1	2
Fire Prevention Program Activities (i.e. Lockbox, Special Event)		116	15	8	8
Fire Safety Plan Reviews (Emergency Plans, Fire Safety Plans)		266	41	21	32
Vulnerable Occupancy Annual Inspections		30	2	2	2
Smoke and CO Alarm Install		29	6	1	5
Fire Permits Issued		596	199	77	59
Fire Permit Inspections		400	8	29	4

4 - COMMUNITY IMPACT		2020	YTD 2021	Feb-20	Feb-21
Total \$ Loss (Estimate)		2,323,250	54,000	0	52,000
Total \$ Saved (Estimate)		7,372,500	3,076,000	0	1,076,000
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

February was a challenging month with Covid-19 Restrictions limiting us to gathering size. Staff was extremely cooperative and this enabled us to complete all new SCBA training for the new MSA G1 equipment and all equipment is now in service. In addition, 15 members completed their exams for the provincial Hazmat awareness training online.

All in School Inspections were completed and Staff spent a great deal of the month assisting residents with open air burn permit renewals.

Much of the Chief's time was concentrated on preparation for Mass Vaccination sites for the County residents working with WECHU and all of our Municipal Partners.

28-Feb-21

First Quarter - 2021 Policing Activities Report

Windsor Police Services - Amherstburg Detachment

	Jan-20	Jan-21	% Change	Feb-20	Feb-21	% Change	Mar-20	Mar-21	% Change	2020 YTD	2021 YTD	YTD % Change
CALLS FOR SERVICE												
Dispatch Generated Incidents (CAD Calls)	431	393	-8	400	399	0	431			831	792	-5
Self-Generated Walk-in Incidents	N/A	N/A	N/A	79	N/A	N/A	41			N/A	N/A	N/A
Reports	161	157	-2	132	141	7	127			293	298	2
Arrests	7	9	28	9	12	33	9			16	21	31
PROVINCIAL OFFENCES												
Traffic Offences	71	191	169	49	216	340	152			120	407	239
Part III Summons	8	4	-50	5	11	120	0			13	15	15
Liquor Offences	1	0	0	1	0	0	0			2	0	0
Other Provincial Offences	0	0	0	0	0	0	0			0	0	0
TOTAL												
COMMUNITY OUTREACH ACTIVITIES												
Community Service Calls	31	N/A	N/A	22	N/A	N/A	21			53	N/A	N/A
Persons in Crisis	26	16	-38	15	9	-40	17			41	25	-39
COAST Follow Ups	47	32	-31	28	36	29	51			75	68	-9



RECEIVED

MAR 09 2021

Town of Amherstburg

February 12, 2021

AMHERSTBURG TOWN COUNCIL
271 Sandwich St S
Amherstburg, ON
N9V 2A5

Dear Members of Amherstburg Town Council,

On December 11th, 2020, the House of Commons passed a motion introduced by Conservative MP Todd Doherty, through unanimous consent, to bring a national 3-digit suicide prevention hotline line to Canada.

That, given that the alarming rate of suicide in Canada constitutes a national health crisis, the House call on the government to take immediate action, in collaboration with our provinces, to establish a national suicide prevention hotline that consolidates all suicide crisis numbers into one easy to remember three-digit (988) hot-line that is accessible to all Canadians.

We're asking all municipalities across Canada to consider passing a motion similar, to the one below. In order to make 988 a reality, we must continue to put pressure on the government and the Canadian Radio-television and Telecommunications Commission (CRTC).

Personally, you can support the cause by signing our electronic petition at:
<https://petitions.ourcommons.ca/en/Petition/Details?Petition=e-2772>

The past year has been a challenging year. Lives and livelihoods have been lost. We have begun to see the devastating impacts that COVID has had, through isolation, on the mental health of Canadians. The rates of suicide continue to rise. As elected officials and as leaders, and especially during this period of difficulty as a nation, Canadians are counting on all of us to make a difference.

Please consider passing this motion as soon as possible.

Sincerely,

A handwritten signature in black ink, appearing to be "C.L.", written in a cursive style.

Chris Lewis, MP
Essex

Draft motion:

Support for 988 Crisis Line

WHEREAS the Federal government has passed a motion to adopt 988, a National three-digit suicide and crisis hotline;

AND WHEREAS the ongoing COVID-19 pandemic has increased the demand for suicide prevention services by 200 per cent;

AND WHEREAS existing suicide prevention hotlines require the user to remember a 10-digit number and go through directories or be placed on hold;

AND WHEREAS in 2022 the United States will have in place a national 988 crisis hotline;

AND WHEREAS _____ Town Council/Municipality/City recognizes that it is a significant and important initiative to ensure critical barriers are removed to those in a crisis and seeking help;

NOW THEREFORE BE IT RESOLVED THAT _____ Town Council/Municipality/City endorses this 988 crisis line initiative;

and that Staff be directed to send a letter indicating such support to the local MP, MPP, Federal Minister of Health, the CRTC and local area municipalities to indicate our support.

March 5, 2021

CL 4-2021, February 25, 2021
PEDC 2-2021, February 17, 2021
PDS-C 10-2021, February 17, 2021

DISTRIBUTION LIST

SENT ELECTRONICALLY

RE: Motion respecting Support for the Wine Sector

Regional Council, at its meeting of February 25, 2021, approved the following motion from its Planning & Economic Development Committee:

WHEREAS the Ontario wine industry supports directly and indirectly over 18,000 full-time equivalent jobs; and Niagara is Ontario's largest wine growing region responsible for over 90% of Ontario's grape production;

WHEREAS, with 2.4 million annual visitors, Niagara's wine sector has developed unique experiential destination tourism, enhanced by the proximity to Niagara Falls;

WHEREAS COVID-19 has had significant impacts on Ontario's wine industry – a key contributor to Niagara's economy and tourism sector; and

WHEREAS to build back a stronger, more sustainable economy, there is a need to unlock the potential of Ontario's grape and wine industry.

NOW THEREFORE BE IT RESOLVED:

1. That Niagara Region **CALLS** on the Province of Ontario to create a level playing field and to provide Ontario's entrepreneurial wine industry with opportunities to invest more into innovation and job creation while providing consumer choice and convenience for the purchase of Ontario wines;
2. That the Province **BE URGED** undertake the following:
 - Eliminate the 6.1% tax applied to VQA and 100% Ontario-grown wines on sales in the 2021 Budget;
 - Enable Ontario wines to offer direct delivery, with margin, to grocery stores;
 - Establish long-term VQA wine support programs at the LCBO that would increase shelf space for VQA wines and;
 - Eliminate import taxes on 100% Ontario VQA wines
 - Continue working towards more equitable inter-provincial trade on wines
3. That this motion **BE CIRCULATED** to municipalities in Niagara, Prince Edward County and Lake Erie North Shore and to the Premier, Minister of Finance and Minister of Agriculture, Food and Rural Affairs, Grape Growers of Ontario, Wine Council of Ontario, the local MPs and MPPs.

Yours truly,



Ann-Marie Norio
Regional Clerk
:me

CLK-C 2021-030

Distribution List:

- Hon. Premier Doug Ford
- Hon. Peter Bethanfaly, Minister of Finance
- Hon. Ernie Hardeman, Minister of Agriculture, Food and Rural Affairs
- Dean Allison, MP, Niagara West
- Chris Bittle, MP, St. Catharines
- Tony Baldinelli, MP, Niagara Falls
- Vance Badawey, MP, Niagara Centre
- Jeff Burch, MPP, Niagara Centre
- Sam Oosterhoff, MPP, Niagara West
- Jennifer Stevens, MPP, St. Catharines
- Wayne Gates, MPP, Niagara Falls
- Local Area Municipalities
- The County of Prince Edward
- Township of Pelee
- Town of Amherstburg
- Town of Kingsville
- Municipality of Leamington
- Municipality of Chatham-Kent
- Municipality of West Elgin
- City of St. Thomas
- Town of Aylmer
- Grape Growers of Ontario
- Ontario Craft Wineries (formerly Wine Council of Ontario)

March 4, 2021

CL 4-2021, February 25, 2021
PHSSC 2-2021, February 16, 2021
Minute Item No. 5.1, February 16, 2021

MEMBERS OF THE ASSOCIATION OF MUNICIPALITIES OF ONTARIO (AMO)

SENT ELECTRONICALLY

Motion respecting Homelessness, Mental Health and Addiction in Niagara

Minute Item No. 5.1

Regional Council, at its meeting held on February 25, 2021, approved the following resolution from its Public Health and Social Services Committee:

WHEREAS Niagara Region prides itself as being a caring and compassionate community that continually strives to be a place where people want to live, work and play;

WHEREAS providing access to safe, adequate and affordable housing for everyone is fundamental to achieving that goal;

WHEREAS Niagara Region acknowledges that mental health, mental illness, addiction and homelessness, while important issues, are not homogenous, interchangeable or consistently interconnected, and doing so may over simplify exceptionally complex issues that require targeted policy solutions and intervention;

WHEREAS Niagara Region's 10-year Housing and Homelessness Action Plan (HHAP), A Home For All, outlines the Region's vision, challenges, and the actions required to achieve its goals;

WHEREAS Niagara Region has embarked on an ambitious effort to end chronic homelessness through participation in the national Built for Zero campaign;

WHEREAS Regional Council formally adopted Mental Health and Wellbeing (2.2) and Addressing Affordable Housing Needs (2.3) as strategic priorities for the current term of our Council;

WHEREAS a recent KPMG report commissioned by Niagara Region indicated that Council invests more levy funding than its peers into homelessness, demonstrating a steadfast commitment to addressing the issue;

WHEREAS Niagara Region acknowledges that people living in shelters are part of the crisis and not the solution;

WHEREAS Niagara Region has two planned housing projects that would directly address those in Niagara who experience chronic homelessness;

WHEREAS the implementation plan for Council's strategic objectives states that staff will identify gaps within the mental health system to increase the functionality and collaboration within it;

WHEREAS the same implementation plan directed staff to partner with Ontario Health (formally the LHIN) to review the local landscape to identify opportunities, including new investment;

WHEREAS the treatment and supports for mental illness, addiction, and homelessness are predominantly funded and directed by the Province;

WHEREAS the success of the Region's Housing and Homelessness Action Plan is dependent on a commitment of sustained and increased funding (both operational and capital) from all levels of government to address the issues of housing insecurity and homelessness in Niagara; and

WHEREAS the needs of the community far outweigh Niagara Region's available resources and funding required to effectively address these issues, and the support of both the Provincial and Federal governments are needed to meet these needs.

NOW THEREFORE BE IT RESOLVED THAT:

1. That Niagara Region Council officially **ACKNOWLEDGE** that a significant crisis exists in Niagara in regard to the prevalence of chronic homelessness and the lack of affordable housing that far surpasses the Region's ability to meet the vision dictated in its 10-year Housing and Homelessness Action Plan (HHAP);
2. That the Regional Chair **BE DIRECTED** to send advocacy letters directly to the appropriate Federal and Provincial ministries outlining Niagara's current situation and requesting additional funding be provided to ensure Niagara can meet the vision outlined in its housing action plan;
3. That the Regional Chair **BE DIRECTED** to advocate to the Minister of Municipal Affairs and Housing and the Minister of Families, Children and Social Development for the required operational funding for the planned supportive and bridge housing initiatives;
4. That Regional staff **BE DIRECTED**, in alignment with the planned review of Council's strategic priorities, to produce a report specifically highlighting the progress being made and critical gaps in regard to services related to mental health, addictions and wellbeing;
5. That Regional staff **BE DIRECTED** to continue providing Regional Council updates on the HHAP and Built for Zero initiatives;
6. That Regional staff **BE DIRECTED** to request an update from the Overdose Prevention and Education Network of Niagara (OPENN) regarding the current status of the actions being taken to address addiction related issues in Niagara; and

7. That a copy of this motion be sent to all members of the Association of Municipalities of Ontario (AMO).

Yours truly,



Ann-Marie Norio

Regional Clerk

:kl

CLK-C 2021- 044



**THE CORPORATION OF THE CITY OF SARNIA
City Clerk's Department**

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March 4, 2021

The Honourable Doug Ford
Premier of Ontario
Legislative Building
Queen's Park
Toronto, ON M7A 1A1

Dear Premier Ford,

Re: Colour Coded Capacity Limits

At its meeting held on March 1, 2021, Sarnia City Council discussed the challenges local businesses are facing with respect to the colour coded system within the Province's COVID-19 Response Framework. The following motion was adopted:

That Sarnia City Council strongly advocate to the Province of Ontario that they adjust the capacity limits for dining, restaurants, sporting and recreational facilities, places of worship, event centers, and all retail/small businesses as part of the colour coded system.

The following rationale was provided with the introduction of the motion:

- The red zone currently only allows 10 people indoors at a dining or a sporting / recreational facility (regardless of the size), places of worship are capped at 30% or 50 people, and retail / small business is limited to a 50% capacity.
- These businesses and organizations have heavily invested in facility improvements and expensive upgrades to ensure safe social distancing and have all the appropriate safety and protection measures in place.
- Businesses in particular cannot properly plan under the current uncertainty and that means the loss of jobs and income for both workers and owners as well as mental health challenges.

- Indoor capacity limits for restaurants, dining, sporting / recreational facilities, event centers, retail / small business, and places of worship should not involve arbitrary numbers (regardless of size), but instead be changed to the amount of people per facility which ensures that strict and safe social distancing can be maintained.

Sarnia City Council has requested that all municipalities in Ontario join this advocacy effort.

On behalf of Sarnia City Council, I look forward to your reply.

Sincerely,



Amy Burkhart
Acting City Clerk

Cc: All Ontario Municipalities
Ms. Marilyn Gladu, MP Sarnia-Lambton
Mr. Bob Bailey, MPP Sarnia-Lambton



The Corporation of
The Township of Brock
1 Cameron St. E., P.O. Box 10
Cannington, ON L0E 1E0
705-432-2355

March 2, 2021

The Honourable Patty Hajdu
Minister of Health Canada
Via email: Patty.Hajdu@parl.gc.ca

Health Canada
Ottawa, Ontario
via email: hcinfo.infosc@canada.ca

Dear Honourable Madam:

Re: Cannabis Licencing and Enforcement

Please be advised that the Council of the Township of Brock, at their meeting held on February 22, 2021 adopted the following resolution:

Resolution Number 22-2

MOVED by **Michael Jubb** and SECONDED by **Cria Pettingill**

WHEREAS the Government of Canada introduced Bill C-45 (the Cannabis Act) to create the foundation for a comprehensive national framework to provide restricted access to regulated cannabis, and to control its production, distribution, sale, importation, exportation, and possession;

WHEREAS the police have not been given lawful authority to lay charges under the Cannabis Act to appropriately respond to violations of Health Canada Registrations and Licenses;

WHEREAS there is no direct communication or dedicated effort to provide a communication channel between Municipal government staff or Police Agencies for dealing with Health Canada Registrations and Licenses;

WHEREAS the Township of Brock has not been consulted by Health Canada prior to the issuance of licenses for properties not in compliance with municipal zoning by-laws;the future;

BE IT RESOLVED THAT the Township of Brock requests that Health Canada:

1. Require Federal Licenses and Registrations for Designated Growers to conform with local zoning and control by-laws;
2. Ensure local authorities are provided with notification of any licence issuance, amendment, suspension, reinstatement or revocation within their region;

3. Provide dedicated communication with local governments and Police services;
4. Provide lawful authority to Police agencies to lay charges when registered or licences operations grow in excess of their registration or licence through Health Canada; and,
5. Provide enforcement support and guidance to local municipalities for dealing with land use complaints relating to Cannabis.

AND FURTHER BE IT RESOLVED THAT the Township of Brock will forward this motion by email to the following partners: All municipalities in Ontario; the MP and MPP of Haliburton–Kawartha Lakes–Brock; the Minister of Agriculture, Food and Rural Affairs; the Minister of Agriculture and Agri-Food; and the Durham Region Police Services with the request that the Federal government enact legislation to better support local governments with land use management and enforcement issues as they relate to Cannabis Production and Processing.

MOTION CARRIED

Thank you for your consideration. Should you have any questions please do not hesitate to contact the undersigned.

Yours truly,

THE TOWNSHIP OF BROCK



Becky Jamieson
Municipal Clerk

BJ:dh

- cc. The Honourable Christine Elliott, Minister of Health, Ontario –
christine.elliott@ontario.ca
The Honourable Laurie Scott, MPP, Haliburton-Kawartha Lakes-Brock -
laurie.scottco@pc.ola.org
Jamie Schmale, MP, Haliburton-Kawartha Lakes-Brock - Jamie.schmale@parl.gc.ca
The Honourable Ernie Hardeman, Minister of Agriculture, Food and Rural Affairs –
minister.omafra@ontario.ca
The Honourable Marie-Claude Bibeau, Minister of Agriculture and Agri-Food - Marie-
Claude.Bibeau@parl.gc.ca
Inspector Ryan Connolly, DRPS - northdivision@drps.ca
Ontario municipalities

CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY

MOVED BY Lyle WARDEN RESOLUTION NO 75-2021

SECONDED BY SAM McDONELL DATE March 1, 2021

WHEREAS COVID-19, a disease caused by the 2019 novel coronavirus, has resulted in the deaths of almost 7,000 Ontarians;

AND WHEREAS Canada currently lags behind dozens of nations in terms of the proportion of the population that has received doses of COVID-19 vaccines;

AND WHEREAS the federal government has moved too slowly and is failing to foster domestic vaccine-production capacity;

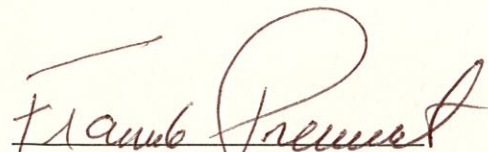
AND WHEREAS the number of administered vaccines in Ontario is not keeping pace with the number of doses that have been received by the provincial government;

AND WHEREAS the provincial COVID-19 vaccine booking system is not yet operational;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Township of South Glengarry urges Premier Doug Ford and the Province of Ontario to procure approved COVID-19 vaccines to be distributed to the residents of the Province of Ontario, increase the Province's vaccination rate to keep pace with the doses that have been received and accelerate the launch of its COVID-19 vaccine booking system;

AND FURTHERMORE that this resolution be forwarded to Premier Doug Ford, MPP Jim McDonell, Hon. Christine Elliot, Minister of Health, Hon. Peter Bethlenfalvy, Minister of Finance and all Ontario municipalities.

CARRIED DEFEATED POSTPONED


Mayor Frank Prevost



44816 Harriston Road, RR 1, Gorrie On N0G 1X0
Tel: 519-335-3208 ext 2 Fax: 519-335-6208
www.howick.ca

December 3, 2020

The Honourable Ernie Hardeman
Minister of Agriculture, Food and Rural Affairs

By email only minister.omafra@ontario.ca

Dear Mr. Hardeman:

Please be advised that the following resolution was passed at the December 1, 2020 Howick Council meeting:

Moved by Councillor Hargrave; Seconded by Councillor Illman:

Be it resolved that Council request the Ministry of Agriculture, Food and Rural Affairs amend the Tile Drainage Installation Act and/or the regulations under the Act that would require tile drainage contractors file farm tile drainage installation plans with the local municipality; and further, this resolution be forwarded to Minister of Agriculture, Food and Rural Affairs, Huron-Bruce MPP Lisa Thompson, Perth-Wellington MPP Randy Pettapiece, Rural Ontario Municipal Association, Ontario Federation of Agriculture, Christian Farmers Federation Of Ontario, Land Improvement Contractors of Ontario, Drainage Superintendents of Ontario and all Ontario municipalities. Carried. Resolution No. 288/20

If you require any further information, please contact this office, thank you.

Yours truly,

Carol Watson

Carol Watson, Clerk
Township of Howick



**Background Information to the Township of Howick
Resolution No. 288-20 Requesting Amendments to the
Agricultural Tile Drainage Installation Act**

Rational for Proposed Amendments

Over the years, Howick Township staff have received many requests for tile drainage information on farmland. Usually these requests come after a change in ownership of the farm. Some of these drainage systems were installed recently but many are 30 to 40 or more years old. Many were installed by contractors who are no longer in business or who have sold the business and records are not available.

Information is generally available if the tile was installed under the Tile Drain Loan Program because a drainage plan is required to be filed with the municipality. If the tile system was installed on a farm without using the Tile Drain Loan Program, there likely are no records on file at the municipal office.

The other benefits to filing tile drainage plans with the municipality are identified in Section 65 of the Drainage Act.

- 65(1) – Subsequent subdivision of land (severance or subdivision)
- 65(3) – Drainage connection into a drain from lands not assessed to the drain
- 65(4) – Drainage disconnection of assessed lands from a drain
- 65(5) – Connecting to a municipal drain without approval from council

Section 14 of the Act states:

(1) “The Lieutenant Governor in Council may make regulations,

(a) providing for the manner of issuing licences and prescribing their duration, the fees payable therefor and the terms and conditions on which they are issued;

(a.1) exempting classes of persons from the requirement under section 2 to hold a licence, in such circumstances as may be prescribed and subject to such restrictions as may be prescribed;

(b) Repealed: 1994, c. 27, s. 8 (5).

(c) establishing classes of machine operators and prescribing the qualifications for each class and the duties that may be performed by each class;



- (d) providing for courses of instruction and examinations and requiring licence holders or applicants for a licence under this Act to attend such courses and pass such examinations;
- (e) prescribing the facilities and equipment to be provided by persons engaged in the business of installing drainage works;
- (f) prescribing standards and procedures for the installation of drainage works;
- (g) prescribing performance standards for machines used in installing drainage works;
- (h) prescribing forms and providing for their use;
- (i) respecting any matter necessary or advisable to carry out effectively the intent and purpose of this Act. R.S.O. 1990, c. A.14, s. 14; 1994, c. 27, s. 8 (4, 5).”

I believe it would be beneficial if a regulation required the installer, of agricultural drainage, to file a plan of the drainage system with the municipality following completion of the work.

While most of Section 14 deals with contractor, machine and installer licences, I think that Section 14(f) or 14(i) may allow a regulation change. This would be a better solution than an amendment to the Act.

Recommendations:

- Request by municipal resolution that the Ministry of Agriculture, Food and Rural Affairs amend the Tile Drainage Installation Act and/or the regulations, under the Act, that would require tile drainage contractors file all farm tile drainage installation plans in the Municipality where the installation took place
- Send the municipal resolution to:
 - Minister of Agriculture, Food and Rural Affairs
 - Lisa Thompson, MPP Huron Bruce
 - Randy Pettapiece, MPP Perth Wellington
 - Rural Ontario Municipal Association roma@roma.on.ca
 - [OFA](#)
 - [CFFO](#)
 - All Ontario municipalities
 - the Land Improvement Contractors of Ontario (LICO), and
 - the Drainage Superintendents Association of Ontario (DSAO)

Wray Wilson, Drainage Superintendent
Township of Howick
drainage@howick.ca

Unfinished Business List - eScribe as at March 22, 2021

Agenda Item	Assigned To	Comment	Description	Date
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. Information will follow as it becomes available on post pandemic festivals/events.	Resolution # 20190909-447 Simone/Meloche That: Administration BE DIRECTED to prepare a report exploring the economics, rationale and feasibility of introducing other festivals and events within the Town of Amherstburg for Council consideration in the 2020 Operating Budget; Administration BE DIRECTED to look at all possible venues within the Town of Amherstburg to hold events/festivals.	09-Sep-19
NEW BUSINESS	Antonietta Giofu, Frank Garardo	Administration compiling information and working with solicitor. Anticipated report in first quarter 2021.	Resolution # 20191015-497 Prue/Simone That Administration BE DIRECTED to bring back a report regarding the finalization of the development of the north end of Boblo Island with the intent to enforce the by-law and development agreement relating to roads, sidewalks, curbs, and lighting, and to outline all municipal costs, if any.	15-Oct-19
Request for the Town of Amherstburg to Take Part in 'Green' Initiatives - Paul Hertel	Eric Chamberlain, Antonietta Giofu, Anne Rota, 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. Parks and Tourism administration is organizing participation in the Great Global Cleanup - Detroit River event for April 25th, 2020 as a leading green festival initiative with the goal to build on the Detroit River Canadian Cleanup events and the 50th anniversary of Earth Day. These green festival initiatives will be re-scheduled during appropriate pandemic stages. Amherstburg supported the Lake Erie Challenge held August 21 and event of the Freshwater Alliance. Ongoing investigation into "green initiatives" for festival and events. good time to research during COVID while festivals are restricted at this time Green Fleet report to Council 2nd quarter 2021	Resolution # 20191028-507 Prue/Courtney That: The delegation BE RECEIVED and Mr. Hertel's report BE SENT to the Manager of Planning Services for inclusion at the November 12, 2019 Official Plan meeting; A green review BE DEVELOPED on Town fleet; Green festivals BE INVESTIGATED; Green builds BE INVESTIGATED on all new housing and building developments, and existing commercial, industrial and residential assessed property; and, Administration BE DIRECTED to bring back a report on the feasibility of a Committee on the Environment inclusive of Terms of Reference.	28-Oct-19
Opposing SunParlour R/C Flyers Noise Exemption Request - Tom and Mary Bateman	Nicole Rubli	Public consultation required. Anticipate report to Council late Q3 early Q4	Resolution # 20200113-004 Prue/Simone That Administration BE DIRECTED to bring back a report with an amendment to Section 3 of Noise By-law 2001-43.	13-Jan-20
Live Music on Legion Patio from May to October - Laurie Cavanaugh, President, Royal Canadian Legion, Fort Malden Branch 157	Nicole Rubli	Public consultation required. Anticipate report to Council late Q3 early Q4	Resolution # 20200113-006 McArthur/Prue That Administration BE DIRECTED to amend Noise By-law 2001-43 to allow commercial properties with patios to request seasonal exemptions to allow for outdoor music and to allow a reading of 70 decibels from the source of where music is produced.	13-Jan-20
NEW BUSINESS	Antonietta Giofu, Eric Chamberlain	This will be addressed in a report to Council regarding an amendment to the Traffic Bylaw - report anticipated in 1st quarter 2021.	Resolution # 20200210-061 Simone/McArthur That Administration BE DIRECTED to look into prohibiting on-street parking during heavy snowfalls to assist snowploughs when clearing snow.	10-Feb-20
Economic Development Advisory Committee Minutes - 2020 02 06	John Miceli	Administration coordinating discussion with property owners	Resolution # 20200224-078 Simone/Meloche That: 1. The Town of Amherstburg APPROACH the property owner to investigate the opportunities to create a Master Plan for the former Honeywell site to determine its highest and best use; 2. The Town of Amherstburg BRING a report to explore the possibilities of obtaining waterfront properties as they become available in accordance with the Town's Official Plan; and, 3. The Transportation Study BE REFERRED to the Economic Development Advisory Committee before being presented to Council	24-Feb-20
NEW BUSINESS	Nicole Rubli, John Miceli	Consultation coordination underway	Resolution # 20200224-080 Prue/Meloche That Administration BE DIRECTED to meet with businesses in the downtown core to assist them with locations for staff parking and to look into the feasibility of staff permit parking, including overnight parking, and to educate businesses and the community on downtown parking.	24-Feb-20

Unfinished Business List - eScribe as at March 22, 2021

Agenda Item	Assigned To	Comment	Description	Date
NEW BUSINESS	Angelo Avolio, Nicole Rubli	Administration will investigate peer equivalents	Resolution # 20200309-096 Prue/Courtney That: 1. Administration BE DIRECTED to bring back a report on vacant building registries and to investigate the City of Hamiltons by-law with respect to vacant buildings for discussion; and, 2. Administration BE DIRECTED to bring back a report on an Agent of Change by-law for discussion.	09-Mar-20
Amherstburg Accessibility Advisory Committee Minutes - February 27, 2020	Nicole Rubli	Administration exploring options	Resolution # 20200309-094 Meloche/Simone That Licensing and By-law Enforcement INVESTIGATE a means of providing incentives, regulation, or, a combination of both, to achieve a higher proportion of accessible on-demand taxis in the Town of Amherstburg.	09-Mar-20
At-large vs. Ward System Elections	Paula Parker	report anticipated for 1st quarter 2021	Resolution # 20200622-182 Simone/Prue 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
NEW BUSINESS	Antonietta Giofu	Anticipate report to Council in Q2	Resolution # 20200810-241 Prue/Simone That Administration BE DIRECTED to bring back a report on what the Town can do to eliminate the delivery of gravel on the waterfront at the end of Texas Road.	10-Aug-20
NEW BUSINESS	Todd Hewitt, Antonietta Giofu	In progress - working with ERCA on design.	Resolution # 20200810-244 McArthur/Simone That Administration BE DIRECTED to erect a 'Welcome to Amherstburg' sign at the Greenway trail at Walker Road.	10-Aug-20
Mandatory Downspout Disconnection By-law	Antonietta Giofu, Dan Beaulieu	Administration working with EWSWA. Anticipate report for Q2.	Resolution # 20200914-267 Courtney/McArthur That Administration BE DIRECTED to look into the feasibility of a rain barrel program to offer residents at a discounted cost.	14-Sep-20
NEW BUSINESS	Nicole Rubli	Administration will bring back a report with options.	Resolution #20200914-292 Courtney/Prue That Administration BE DIRECTED to bring back a report regarding regulating Air B&B's	14-Sep-20
NEW BUSINESS	Nicole Rubli, Antonietta Giofu	Report to Council anticipated in 2021	Resolution # 20200914-293 Prue/Simone That Administration BE DIRECTED to look into an idling by-law specifically on Boblo Island at the ferry loading area and that a report be brought back to Council.	14-Sep-20
Amherstburg Street Pass Program Proposal - Lauri Brouyette	John Miceli	Update on BIA - initial November meeting re-scheduled to early 2021	Resolution # 20200928-298 Prue/Simone That: The delegation BE RECEIVED; and, Administration BE DIRECTED to bring back a report regarding the possibility of starting a BIA; and, Legal advice BE SOUGHT with respect to the proposed Street Pass Program and the risks associated with the use of Town resources and logo.	28-Sep-20
NEW BUSINESS	Frank Garardo		Resolution # 20200928-309 Prue/Simone That Administration BE DIRECTED to bring a report back regarding the feasibility of a public art dedication fund as a provision in future development agreements.	28-Sep-20
Crossing Guard Program - Yvette Erickson	Antonietta Giofu	Speed limit signs on Simcoe have been changed to 40km. #3 of the recommendation will be addressed with a report to Council regarding an amendment to the Traffic Bylaw - report anticipated in 1st quarter 2021.	Resolution # 20201013-317 Prue/McArthur That: The delegations in Items # 4.3 and # 4.4 BE RECEIVED; Administration BE DIRECTED to correspond with all school boards to ascertain the current number of additional walking students; Administration BE DIRECTED to bring back a report on reducing the street speed limit to 40km in the downtown core and on residential streets; and, The speed limit on Simcoe Street from Pacific Avenue to Victoria Street BE REDUCED from 50km to 40km.	13-Oct-20

Unfinished Business List - eScribe as at March 22, 2021

Agenda Item	Assigned To	Comment	Description	Date
Easement Documentation and By-law 2020-059 - Nicole Keogh and Mary Canton, Amherst Point Association	Nicole Rubli	Options will be brought back for consideration.	Resolution # 20201109-358 Prue/Meloche That Administration BE DIRECTED to prepare a report to determine costs and impacts for all Town encroachments and that the report be brought back to Council for consideration.	09-Nov-20
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 McArthur/Renaud That Parks-3, Joint Use Agreements Tennis Courts at Villinova HS, BE APPROVED from reserves contingent on partnership negotiations and Administration BE DIRECTED to report back on the negotiations.	17-Nov-20
NEW BUSINESS	Rick Daly, Phil Roberts		Resolution # 20201123-442 Simone/Meloche That Administration BE DIRECTED to bring a report back reviewing the Town's recreation user fees and program levels with surrounding municipalities and further to explore opportunities to improve programming and reduce excess capacity as recommended by the Service Delivery Review.	23-Nov-20
UNFINISHED BUSINESS	Phil Roberts	Public consultation documents are complete with notification going out to adjacent residents and the broader community the week of Jan 25th, 2021.	Resolution # 20201214-480 Courtney/McArthur That: Administration BE DIRECTED to come back to the 2021 Budget with all costs associated with a new skate park; The Libro Centre, 320 Richmond (former St. Bernard's School), Jack Purdie Park, and the north end of Centennial Park BE CONSIDERED as the locations for the new skate park; and, The public BE CONSULTED on the 4 locations being considered.	14-Dec-20
NEW BUSINESS	Antonietta Giofu	Report anticipated in 1st quarter 2021.	Resolution # 20201214-484 McArthur/Courtney That Administration BE DIRECTED to amend the Traffic By-law to include Pacific Avenue to Fryer Street in the Community Safety Zone.	14-Dec-20
Pending Playground Equipment Removal from Wigle and Briar Ridge Parks	Phil Roberts		Resolution 20210208-031 Prue/McArthur That Administration BE DIRECTED to immediately begin public consultation on Briar Ridge and Jack Purdie parks for playground equipment to be funded from the Reserve Fund General.	08-Feb-21
Proactive Committee Oversight	Paula Parker		Resolution # 20210222-053 Prue/Simone That: The report regarding Proactive Committee Oversight BE RECEIVED; and, Administration BE DIRECTED to prepare a report regarding the establishment of a striking committee prior to the end of the current term of Council so that it can be considered at the first meeting of the new term of Council.	22-Feb-21
Off-Road Vehicle Use on Amherstburg Roadways	Nicole Rubli		Resolution # 20210308-070 McArthur/Simone That Administration BE DIRECTED to consult with the applicants as to the feasibility and desire to allow off-road vehicles on Amherstburg roads knowing that they won't be able to access County roads.	08-Mar-21
NEW BUSINESS	Antonietta Giofu, Eric Chamberlain		Resolution # 20210308-077 Prue/Meloche That Administration BE DIRECTED to look into the feasibility of a 3-way stop at Ramsay Street and Gore Street due to possible sight line concerns.	08-Mar-21

THE CORPORATION OF THE TOWN OF AMHERSTBURG

BY-LAW NO. 2021-022

**By-law to Confirm the Proceedings of the Council
of the Corporation of the Town of Amherstburg**

WHEREAS pursuant to Section 5(1) of the Municipal Act, 2001, S.O. 2001, c. 25 as amended, the powers of a municipality shall be exercised by its Council;

WHEREAS pursuant to Section 5(3) of the Municipal Act, 2001, S.O. 2001, c.25 as amended, a municipal power, including a municipality's capacity rights, powers and privileges under Section 8 of the Municipal Act, 2001, S.O. 2001, c.25 as amended, shall be exercised by By-law unless the municipality is specifically authorized to do otherwise;

WHEREAS it is deemed expedient that a By-law be passed to authorize the execution of agreements and other documents and that the Proceedings of the Council of the Corporation of the Town of Amherstburg at its meeting be confirmed and adopted by By-law; and,

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

1. THAT the action(s) of the Council of the Corporation of the Town of Amherstburg in respect of all recommendations in reports and minutes of committees, all motions and resolutions and all actions passed and taken by the Council of the Corporation of the Town of Amherstburg, documents and transactions entered into during the March 22nd, 2021, meeting of Council, are hereby adopted and confirmed, as if the same were expressly contained in this By-law;
2. THAT the Mayor and proper officials of the Corporation of the Town of Amherstburg are hereby authorized and directed to do all things necessary to give effect to the action(s) of the Council of the Corporation of the Town of Amherstburg during the said meetings referred to in paragraph 1 of this By-law;
3. THAT the Mayor and Clerk are hereby authorized and directed to execute all documents necessary to the action taken by this Council as described in Section 1 of this By-law and to affix the Corporate Seal of the Corporation of the Town of Amherstburg to all documents referred to in said paragraph 1.

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

MAYOR – Aldo DiCarlo

CLERK – Paula Parker