

AMHERSTBURG MUNICIPAL COUNCIL
MEETING – MONDAY, FEBRUARY 14, 2005
At 7:00 p.m. in the Council Chambers

A G E N D A

PRESENT:

Mayor Wayne Hurst
Deputy Mayor Anthony Leardi
Councillor Robert Bailey
Councillor Gord Freeman
Councillor Carl Gibb
Councillor Paul Renaud
Councillor Rosa White

ALSO PRESENT:

Hilary Payne, CAO
David Mailloux, Clerk
Paul Beneteau, Treasurer
Lou Zarlenga, Public Works Manager
Lory Bratt, Planning Coordinator

PRAYER

Pastor Val Salvati will say prayer.

DECLARATIONS OF PECUNIARY INTEREST

MINUTES

Moved by
seconded by

that the minutes of a regular meeting of the Amherstburg Municipal Council held January 24, 2005, be adopted.

ACCOUNTS

Moved by
seconded by

that the accounts as submitted by the Treasurer for the period ending February 10, 2005, be approved for payment.

Moved by
seconded by

that we waive rules of order to hear the delegations.

PETITIONS & DEPUTATIONS

Opportunity for Residents of Middle Side Road to speak in relation to by-law regarding change of name to South Side Road.

PETITIONS & DEPUTATIONS CONT'D.

Harvey Stright of OCWA will be present to answer questions in relation to the OCWA Monthly Report – See Report #5.

Moved by
Seconded by

That the meeting resume.

BUSINESS ARISING FROM PETITIONS & DEPUTATIONS

CORRESPONDENCE

Item #1 to 15

Moved by
Seconded by

That the following items of Correspondence be received.

1. Letter from Communities in Bloom, dated Jan. 31, 2005.
2. Letter from Price Waterhouse Coopers, dated Jan. 26, 2005 regarding General Chemical Canada Ltd.
3. Letter from Min. of Agriculture & Food, dated Jan. 20, 2005, regarding Drainage Act Grants Program, Upcoming Drainage Courses, and Tile Loan Program.
4. Letter from Min. of Agriculture & Food, dated Jan. 25, 2005 regarding Extension of Deadline for Claiming Grant for Terminated Drainage Projects.
5. Letter from Ontario Municipal Board, dated Jan. 12, 2005 regarding Brian Preddy and Shirley Preddy and William Lepain.
6. Letter from AMO regarding Bulk Electricity Procurement Program & 311 Initiative.
7. Letter from Jerry Ouellette, dated Jan. 24, 2005 regarding Bill 165, The Elected Officials Immunity Act 2004.
8. Letter from Essex County Agricultural Hall of Fame, dated Jan. 24, 2005 regarding Annual Meeting/Induction.
9. Letter from Federation of Canadian Municipalities, dated Feb. 1, 2005 regarding Government takes major step toward New Deal.
10. Letter from Min. of Public Infrastructure Renewal, dated Jan. 19, 2005 regarding Status Update on the Affordable Housing Program.
11. Letter from Town of Goderich, dated Feb. 2005, regarding 52nd OSUM Conference.
12. Notice from AMO, dated Jan. 27, 2005 regarding Province Reduces Property Tax Pass – Through for Recreational Uses Along Hydro Corridors to 50% from 100%.
13. Notice from AMO, dated Jan. 28, 2005 regarding CRF Update.
14. Notice from AMO, dated Feb. 1, 2005 regarding Federal Gas Tax Allocation Announcement.
15. Notice from AMO, dated Feb. 1, 2005 regarding AMO Presentation on Accessibility for Ontarians with Disabilities Act.

CORRESPONDENCE CONT'D.

Item #16

Moved by
Seconded by

That the letter from the Town of Essex, dated Feb. 1, 2005, regarding Municipal Hunting Licenses, be received.

Item #17

Moved by
Seconded by

That the letter from Rick Murray, dated Feb. 1, 2005 regarding 16 Annual Volleyball Tournament, be received and that Council concur/not concur with the requests.

Item #18

Moved by
Seconded by

That the unsigned letter dated Jan. 30, 2005, regarding an un-shoveled sidewalk, be received.

Item #19

Moved by
Seconded by

That the Notice from the Royal Canadian Legion Branch 157, regarding Special Olympics, be received.

Item #20

Moved by
Seconded by

That the report from the Dog Pound Committee, dated Jan. 10, 2005, be received and that Council concur/not concur with the proposed 2005 Budget.

CORRESPONDENCE CONT'D.

Item #21

Moved by
Seconded by

That the letter from Kinsmen and Kinettes, dated Jan. 13, 2005 regarding their 'Message-of-Support' campaign, be received.

Item #22

Moved by
Seconded by

That the notice from Pitch-in Canada, regarding the 2005 Pitch-In Canada week be received.

Item #23

Moved by
Seconded by

That the letter from ERCA, dated Jan. 19, 2005 regarding 2005 ERCA Budget/Municipal Levy, be received and that we concur/not concur.

Item #24

Moved by
Seconded by

That the letter from The Kidney Foundation, dated Jan. 26, 2005, requesting Council declare the month of March as Kidney Health Month and asking Council's permission to canvas in the Town, be received and that Council concur/not concur with the request.

Item #25

Moved by
Seconded by

That the letter from the Town of Kingsville, dated Jan. 28, 2005 regarding Response of Volunteer Firefighters on Closed Roads, be received and that we concur/not concur.
(Note: Fire Chief Richard Murray is supportive of their resolution)

CORRESPONDENCE CONT'D.

Item #26

Moved by
Seconded by

That the letter from John McDonald and Phil Kasurak of LACAC, be received.

Item #27

Moved by
Seconded by

That the letter from the Town of Midland, dated Jan. 31, 2005, regarding Veterans License Plate Program, be received.

Item #28

Moved by
Seconded by

That the letter from Linda Saxon, dated Jan. 19, 2005, regarding actions taken by the Amherstburg Accessibility Committee, be received and that the letter be forwarded to the AAAC for their consideration.

Item #29

Moved by
Seconded by

That the letter from Ria Smith, of the Fort Malden Horticultural Society, dated Jan. 31, 2005 regarding a cheque in the amount of \$2000.00 to be applied towards the Laird Avenue Reforestation project be received.

Item #30

Moved by
Seconded by

That the letter from Town of Tecumseh, dated Feb. 1, 2005 regarding Provincial Nuclear Response Plan, be received and forwarded to Emergency Plan Coordinator Richard Murray for a report.

CORRESPONDENCE CONT'D

Item #31

Moved by
Seconded by

That the letter from Steven Piper, on behalf of the Crossing Guards, dated Jan. 8, 2005 requesting a pay raise, be received.

Item #32

Moved by
Seconded by

That the letter from General Amherst High School requesting permission to use Toddy Jones Park on June 3, 2005 from 5 to 9 p.m. for a fundraiser and further that the park user fee be waived for this event, be received and that Council concur/not concur with the request.

BUSINESS LICENCES

Moved by
Seconded by

That the Business License Application from Justin White to open a Tea Room at 57 Murray Street, be received and approved subject to compliance with all others agencies and by-laws.

REPORTS OF SPECIAL COMMITTEES

Moved by
Seconded by

That the minutes of meetings of the Shores of Erie International Wine Festival Committee held November 16, 2004, November 30, 2004, January 11, 2005 and January 18, 2005, be received.

Moved by
Seconded by

That the minutes of the Amherstburg Emergency Preparedness Committee meeting held January 18, 2005, be received.

REPORTS OF COMMITTEES

Moved by
Seconded by

That the minutes of an Amherstburg Municipal Council Public Meeting held December 6, 2004, be adopted.

Moved by
Seconded by

That the minutes of a special meeting of the Amherstburg Municipal Council held January 26, 2005, be adopted.

REPORTS OF MUNICIPAL OFFICERS

Report #1

Moved by
Seconded by

That the report from Lou Zarlenga, dated Feb. 9, 2005, regarding Public Works Department Overtime for January 2005, be received.

Report #2

Moved by
Seconded by

That the report from Lory Bratt, dated Feb. 9, 2005, regarding McGregor Settlement Area Sewage Allotments Status Report, be received and that we concur/not concur with the recommendation that Council direct Administration to continue to allocate the remaining McGregor Sewage Allocation as a percentage of designated residential lands for those properties who currently have active planning applications and further a 12 month sunset clause will apply.

Report #3

Moved by
Seconded by

That the report from Lory Bratt, dated Feb. 7, 2005, regarding Ontario Municipal Board Appointment for Hearing March 22, 2005, Application for Minor Variance A21/04-Lepain, be received and that we concur/not concur with the recommendation that Jean Monteith and Armando Deluca be authorized to represent the Town at the Ontario Municipal Board Hearing scheduled for March 22, 2005.

Report #4

Moved by
Seconded by

That the report from Lory Bratt, dated Jan. 24, 2005 regarding Removal of Part Lot Control Tofflemire Court, be received and that we concur/not concur with the recommendation that by-law 2005-14 be given three readings and passed on Feb. 14, 2005.

Report #5

Moved by
Seconded by

That the report from Lou Zarlenga, dated Feb. 9, 2005, regarding Monthly Reports from OCWA for January 2005, be received.

Report #6

Moved by
Seconded by

That the report from Lou Zarlenga, dated Dec. 9, 2004 regarding Reconsidered Pike Road Drainage Report for Enclosure of Open Drain at 560 Simcoe Street, be received and that Council concur/not concur with the recommendation that Council adopt the engineer's re-considered drainage report dated Jan. 31, 2005 pursuant to the Drainage Act.

Report #7

Moved by
Seconded by

That the report from Lou Zarlenga, dated Feb. 9, 2005 regarding Endorsement of Best Practices Under the National Guide for Sustainable Municipal Infrastructure, be received and that Council concur/not concur with the recommendation that the Town endorse the best practice concept from the National Guide to Sustainable Municipal Infrastructure and apply the practices when deemed appropriate.

Report #8

Moved by
Seconded by

That the report from Lou Zarlenga, dated Feb. 9, 2005 regarding Chamber of Commerce Banner Program, be received and that Council concur/not concur with the selected locations for the Chamber of Commerce scroll banners.

Report #9

Moved by
Seconded by

That the report from Lou Zarlenga, dated Feb. 9, 2005 regarding Salt Management Plans – Environment Canada, be received and that Council concur/not concur with the recommendation that Council comply with this requirement from Environment Canada notwithstanding that this requirement is non-regulatory and further that Council directs forwarding of the Letter of Intent attached to the report.

Report #10

Moved by
Seconded by

That the report from Hilary Payne, dated Jan. 24, 2005, regarding Erie Avenue property lines, be received.

Report #11

Moved by
Seconded by

That the report from Hilary Payne, dated Feb. 3, 2005 regarding Fermi 2 Incident – January 24, 2005, be received.

Report #12

Moved by
Seconded by

That the report from Hilary Payne, dated Feb. 9, 2005, regarding Visitor Information Centre Operation, be received.

Report #13

Moved by
Seconded by

That the reports from Bob Smith, for the months of November and December 2004, be received.

Report #14

Moved by
Seconded by

That the report from David Mailloux, dated Feb. 10, 2005 regarding Replacement Members for the Accessibility Advisory Committee, be received and that we concur/not concur with the recommendations.

Report #15

Moved by
Seconded by

That the report from David Mailloux, dated Feb. 10, 2005 regarding Water System Planning Public Services, be received and that Council concur/not concur with the recommendations therein.

UNFINISHED BUSINESS

Councillor White requested that the following resolution passed on December 18, 2004 be brought before Council.

Moved by R. White, seconded by G. Freeman that Council hold regular meetings every Monday excepting Holidays for the balance of the term.

NEW BUSINESS

BY-LAWS

Moved by
Seconded by

By-law No. 2004-61; being a by-law to provide for the repair and improvement of the Faucher Drain in the Town of Amherstburg and for the borrowing on the credit on the Town the sum of \$88,700.00 to complete said works, be taken as having been read a third time, be finally passed and the Mayor and the Clerk be authorized to sign same and affix the Corporate Seal thereto.

BY-LAWS CONT'D.

Moved by
Seconded by

By-law No. 2004-62; being a by-law to provide for the construction of a new farm access bridge on the Albert McGee Drain, be taken as having been read a third time, be finally passed and the Mayor and the Clerk be authorized to sign same and affix the Corporate Seal thereto.

Moved by
Seconded by

By-law No. 2004-81; being a by-law to provide for the repair and improvement of the Warren Drain in the Town of Amherstburg and for the borrowing on the credit of the Town the sum of \$46,800.00 to complete said works, be taken as having been read a third time, be finally passed and the Mayor and the Clerk be authorized to sign same and affix the Corporate Seal thereto.

Moved by
Seconded by

By-law No. 2004-82; being a by-law to provide for the repair and improvement of the Leo Beaudoin Drain & Pump in the Town of Amherstburg and for the borrowing on the credit of the Town the sum of \$39,500.00 to complete said works, be taken as having been read a third time, be finally passed and the Mayor and the Clerk be authorized to sign same and affix the Corporate Seal thereto.

Moved by
Seconded by

By-law No. 2004-108; being a by-law to authorize the signing of an Agreement for the Landscape Maintenance of the King's Navy Yard Park and other Municipal Facilities, be taken as having been read a first, second and third time, be finally passed and the Mayor and the Clerk be authorized to sign same and affix the Corporate Seal thereto.

Moved by
Seconded by

By-law No. 2005-09; Being a by-law to provide for the changing of the name of a certain highway within the Town of Amherstburg, be taken as having been read a first, second and third time, be finally passed and the Mayor and the Clerk be authorized to sign same and affix the Corporate Seal thereto.

BY-LAWS CONT'D.

Moved by
Seconded by

By-law No. 2005-14; being a by-law to remove certain lands from Part Lot Control (12M-483); be taken as having been read a first, second and third time, be finally passed and the Mayor and the Clerk be authorized to sign same and affix the Corporate Seal thereto.

Moved by
Seconded by

By-law No. 2005-15; being a by-law to confirm all resolutions of the Municipal Council, be taken as having been read a first, second and third time, be finally passed and the Mayor and the Clerk be authorized to sign same and affix the Corporate Seal thereto.

NOTICE OF MOTION

ADJOURNMENT

Moved by
seconded by

that the meeting adjourn.

Minutes of a regular meeting of the Amherstburg Municipal Council held Monday, January 24, 2004 at 7:00 p.m.

PRESENT:

Mayor Wayne Hurst
Deputy Mayor Anthony Leardi
Councillor Robert Bailey
Councillor Gord Freeman
Councillor Carl Gibb
Councillor Paul Renaud
Councillor Rosa White

ALSO PRESENT:

Hilary Payne, CAO (portion of meeting)
David Mailloux, Clerk
Paul Beneteau, Treasurer
Lou Zarlenga, Public Works Manager

PRAYER

Pastor Ken Mervyn said prayer.

DECLARATIONS OF PECUNIARY INTEREST

There were no declarations of pecuniary interest.

Mayor Hurst commented on the recent announcement of the Chapter 11 Bankruptcy of General Chemical Canada. This is a great blow to not only the tax base of the Town but an even greater concern is the human element of the situation for those who made their livelihood there. The direct and indirect loss is tremendous. We support those who have been impacted. We cannot change what has happened but we can change what happens next. We will be involved with the process as it unfolds.

Mayor Hurst congratulated the Public Works Department on the excellent job they did on clearing the snow from the streets during and after the snowfall that we had last weekend.

MINUTES

Moved by P. Renaud, seconded by R. Bailey that the minutes of a regular meeting of the Amherstburg Municipal Council held January 10, 2005, be adopted.

Motion Carried

ACCOUNTS

Moved by R. White, seconded by R. Bailey that the accounts as submitted by the Treasurer for the period ending January 21, 2005, be approved for payment.

Motion Carried

CORRESPONDENCE

Item #1 to 8 Inclusive

Moved by p. Renaud, seconded by R. Bailey that the following items of correspondence be received.

1. Letter from Union Gas, dated Oct. 4, 2004 regarding *Franchise Approval and Certificate of Public Convenience and Necessity*; (Included in By-law section);
2. Letter from Rotary Club of Amherstburg, dated Jan. 11, 2005, regarding waiving of license fees for Bingos;
3. Letter from Mitchell Bladdek regarding objection to Town's treatment of Mr. Damphouse;

4. Notice from Ministry of Municipal Affairs & Housing, dated Jan. 14, 2005 regarding Government Assists Tenants with Rent Arrears;
5. Notice from Ministry of Municipal Affairs & Housing, dated Jan. 14, 2005 regarding Government Assists Tenants with rent and energy arrears;
6. Letter from Minister of Municipal Affairs & Housing, dated Dec. 21, 2004 regarding Heads of Council/Chairs of Planning Boards and Conservation Authorities;
7. Letter from Minister of Finance, dated Jan. 11, 2005 regarding the Community Reinvestment Fund;
8. Letter from Ministry of Health and Long-Term Care, regarding Ontario's Health System Performance Report 2004.

Motion Carried

Due to Mayor Hurst answering an emergency phone call Deputy Mayor Leardi assumed the chair.

Item #9

Moved by C. Gibb, seconded by P. Renaud that the letter from Tony DiBartolomeo, dated Jan. 18, 2005 regarding Gas Tax Funding for Care-A-Van, be received and that we concur with the request to complete the application.

Motion Carried

Item #10

Moved by R. Bailey, seconded by G. Freeman that the letter from Steven Piper, Spokesperson for the Crossing Guards, dated Jan. 8, 2005, regarding pay raise, be received and that the request be referred to an In Camera meeting.

Motion Carried

Item #11

Moved by P. Renaud, seconded by R. Bailey that the resolution from the Town of Minto, dated Oct. 26, 2004, regarding reviving Bill C15A, be received and that Council support the resolution.

Motion Carried

Item #12

Moved by P. Renaud, seconded by R. Bailey that the resolution from the Municipality of Central Elgin, dated Dec. 13, 2004 regarding the delays in CACC notification of other emergency services, be received and that Council support the resolution.

Motion Carried

Item #13

Moved by P. Renaud, seconded by R. White that the letter from the Rotary Club of Amherstburg, dated Jan. 10, 2005, requesting that the week of February 20th to 27th as Rotary International Week in Amherstburg, be received and that Council concur with the request and further that we acknowledge Feb. 23, 2005 as being the day for the official dedication of the Rotary Clock.

Motion Carried

DEPUTY MAYOR LEARDI PROCLAIMED THE WEEK OF FEBRUARY 20 TO 27 2005 AS ROTARY INTERNATIONAL WEEK IN AMHERSTBURG AND CALLED UPON ALL LOYAL CITIZENS TO SO OBSERVE.

CORRESPONDENCE CONT'D

Item #14

Moved by R. White, seconded by P. Renaud that the letter from Dan Hunt, dated Jan. 14, 2005 regarding the lighting at the intersection of Canal Street and County Road 20, be received and referred to the Public Works Manager for a report as to the necessity of a light.

Motion Carried

Mayor Hurst returned to the meeting and assumed the chair.

Mayor Hurst updated Council on an incident at Fermi 11 in which a Level 2 notification had been received and that the level was now reduced to monitoring.

REPORTS OF SPECIAL COMMITTEES

Moved by R. White, seconded by P. Renaud that the minutes of meetings of the Malden Community & Cultural Centre, dated Nov 9, 2004 and Dec. 7, 2004 along with a list of accounts, be received.

Motion Carried

Moved by G. Freeman, seconded by P. Renaud that the minutes of a meeting of the Amherstburg Local Architectural Conservation Advisory Committee (LACAC), held December 2, 2004 be received.

Motion Carried

REPORTS OF MUNICIPAL OFFICERS

Report #1

Moved by A. Leardi, seconded by R. Bailey that the report from Pamela Malott, dated Jan. 24, 2005, regarding By-law 2005-10 being an amendment to rating by-law 2002-05, previously amended by by-law 2002-37, concerning money borrowed under the Shoreline Assistance Act, be received and that Council concur.

Motion Carried

Harvey Stright of OCWA was present for OCWA related items.

Report #2

Moved by P. Renaud, seconded by C. Gibb that the report from Lou Zarlenga, dated Jan. 14, 2005 regarding Demolition of Boblo Water Plant – Extend Waterline Construction Contract for Demolition, be received and that Council concur with the recommendations that the Boblo Island demolition work be included in the Detroit River Water Main Crossing Contract with Amico Contracting by way of a contract change order.

Motion Carried

Report #3

Moved by R. Bailey, seconded by A. Leardi that the report from Lou Zarlenga, dated Jan. 19, 2005 regarding Water Tower Inspection Reports and Recommendations, be received and that Council concur with the recommendations to approve of the \$225,000 for Monitoring and P.T. Cable Replacement and Dome Ring Beam Repair.

Motion Carried

Moved by C. Gibb, seconded by P. Renaud that the Public Works report to be prepared regarding the Water Tower and COMRIF include information on the amount of reserves in the Water account and if they could be used for Water Tower replacement and also what water rate would be required.

Motion Carried

REPORTS OF MUNICIPAL OFFICERS CONT'D.

Report #4

Moved by G. Freeman, seconded by R. White that the report from Lou Zarlenga, dated Jan. 20, 2005 regarding Advanced Consideration of 2005 Budget Item – Hanging Basket Program, be received and that Council concur with the recommendation for early approval.

Motion Carried

Report #5

Moved by R. Bailey, seconded by R. White that the report from Lou Zarlenga, dated Jan. 5, 2005, regarding Monthly Reports from OCWA for December 2004 be received.

Motion Carried

Harvey Stright reported that on December 15, 2004 and December 29, 2004 small sewage spills occurred on the system.

Mayor Hurst emphasized checking and preventative maintenance.

Report #6

Moved by P. Renaud, seconded by C. Gibb that the report from Lou Zarlenga, dated Jan. 20, 2005 regarding Pike Road Drain – Drainage Report – Enclosure of Open Drain at 560 Simcoe, be received and that Council concur with the following recommendations therein subject to this resolution not setting any precedence in future situations.

- a) Design changes to eliminate the precast concrete manhole and sump pit catch basin and provide an alternative in line catch basin structure.
- b) Provide for the Town of Amherstburg to act as Contractor/Project Manager to install the recommended works and the estimated cost of the work shall be reduced accordingly.
- c) The assessments be revised to reflect all costs to be assessed to the Town of Amherstburg.
- d) Provide for future maintenance of the work pursuant to the provisions of the Drainage Act.

Motion Carried

Report #7

Moved by R. Bailey, seconded by R. White that the report from Stephen Brown, dated Jan. 10, 2005, regarding Private Sewage Systems, OBC January 1, 2005 to December 31, 2005, be received and that Council concur with the recommendation to enter into an agreement.

Motion Carried

Councillor White asked that 2004 fees be provided for Council.

Report #8

Moved by G. Freeman, seconded by P. Renaud that the report from David Mailloux, dated Jan. 20, 2005 regarding Advisory Committee on the Environment, be received.

Motion Carried

REPORTS OF MUNICIPAL OFFICERS CONT'D.

Report #9

Moved by R. White, seconded by G. Freeman that the report from David Mailloux, dated Jan. 20, 2005, regarding Doors Open 2005, be received and that we concur with the request for assistance from Doors Open 2005.

Motion Carried

Report #10

Moved by C. Gibb, seconded by P. Renaud that the report from Hilary Payne, dated Jan. 6, 2005, regarding Coopers Lane – Boat Launching Issue, be received.

Motion Carried

Report #11

Moved by R. Bailey, seconded by A. Leardi that the report from Pamela Malott, dated Jan. 24, 2005, regarding General Chemical Assessment & Taxation Summary, be received.

Motion Carried

UNFINISHED BUSINESS

Moved by A. Leardi, seconded by R. White that we request the CAO to prepare a report on the ordering of pamphlets etc. and other related tasks in anticipation of the 2005 Tourist Season.

Motion Carried

Moved by P. Renaud, seconded by R. Bailey that Administration forward a letter to the Amherstburg Chamber of Commerce asking if the Chamber is interested in operating the Visitor Information Centre.

Motion Carried

Councillor White requested a status on the renaming of a portion of “Old Front Road” to Dalhousie Street (between Lowes Side Road and County Road 20).

NEW BUSINESS

Moved by G. Freeman, seconded by A. Leardi that Council directs Administration not to include in Council’s meeting agendas any motions or appeals requesting support from other municipalities save and except requests from Municipalities in Essex County.

Motion Carried

Mayor Hurst advised Council that a meeting would be forthcoming with MOE regarding the General Chemical closure.

BY-LAWS

Moved by C. Gibb, seconded by R. Bailey that:

By-law No. 2004-15 being a by-law to authorize a franchise agreement between the Corporation of the Town of Amherstburg and Union Gas Limited, be taken as having been read a third time, be finally passed and the Mayor and the Clerk be authorized to sign same and affix the Corporate Seal thereto.

Motion Carried

Moved by P. Renaud, seconded by A. Leardi that:

By-law No. 2004-109 being a by-law to authorize speed limit on certain highways in the Corporation of the Town of Amherstburg, be taken as having been read a second and third time, be finally passed and the Mayor and the Clerk be authorized to sign same and affix the Corporate Seal thereto.

Motion Carried

BY-LAWS CONT'D.

Moved by G. Freeman, seconded by R. White that:

By-law No. 2005-04 being a by-law respecting the removal of snow and ice from the sidewalks on the highways in front of, alongside or at the rear of occupied or unoccupied premises, be taken as having been read a second and third time, be finally passed and the Mayor and the Clerk be authorized to sign same and affix the Corporate Seal thereto.

<u>A recorded vote was requested</u>	<u>Aye</u>	<u>Nay</u>
Councillor Robert Bailey	X	
Councillor Gord Freeman	X	
Councillor Carl Gibb	X	
Deputy Mayor Anthony Leardi		X
Councillor Paul Renaud	X	
Councillor Rosa White	X	
Mayor Hurst	X	

Motion Carried

A report was requested from Administration on how to advertise the newly passed Snow Removal By-law.

Moved by G. Freeman, seconded by R. White that:

By-law No. 2005-07 being a by-law to authorize the signing of an agreement between the Corporation of the Town of Amherstburg and Jeff Shepley Excavating Ltd. be taken as having been read a first, second and third time, be finally passed and the Mayor and the Clerk be authorized to sign same and affix the Corporate Seal thereto.

Motion Carried

Moved by P. Renaud, seconded by R. White that:

By-law No. 2005-10; being a by-law to amend by-law 2002-05, as previously amended by by-law 2002-37, "A By-law imposing special annual rates upon land in respect of which money is borrowed under the Shoreline Property Assistance Act; be taken as having been read a first, second and third time, be finally passed and the Mayor and the Clerk be authorized to sign same and affix the Corporate Seal thereto.

Motion Carried

Moved by R. Bailey, seconded by R. White that:

By-law No. 2005-11; being a by-law to authorize the signing of an agreement between Smith Contracting (o/a 1451237 Ontario Ltd.) and the Corporation of the Town of Amherstburg, be taken as having been read a first, second and third time, be finally passed and the Mayor and the Clerk be authorized to sign same and affix the Corporate Seal thereto.

Motion Carried

Moved by P. Renaud, seconded by A. Leardi that:

By-law No. 2005-13; being a by-law to confirm all resolutions of the Municipal Council, being taken as having been read a first, second and third time, be finally passed and the Mayor and Clerk be authorized to sign same and affix the Corporate Seal thereto.

Motion Carried

NOTICE OF MOTION

Deputy Mayor Leardi made a notice of motion that

- 1) that the 2005 tax rate be equivalent to the 2004 tax rate
- 2) and we reduce general debt

Amherstburg Municipal Council
Minutes – Monday, January 24, 2005

Deputy Mayor Leardi vacated his chair to avoid appearance of conflict for the next item..
Councillor White made a notice of motion that

- 2) That we remove the existing “No Exit” sign at the east end of the Shoppers Drug Mart property and replace it with a new sign “Exit for Customers of Shoppers Only” and that a new sign be placed at the Shoppers entrance on Sandwich stating “No through traffic” and that this be enforced by the Police Department.
- 3) Administration bring back report regarding changing the name of Fox Road to 3rd Concession North

ADJOURNMENT

Moved by A. Leardi, seconded by R. Bailey that the meeting adjourn.

Motion Carried

MAYOR

CLERK



PRESENTED TO COUNCIL

ITEM 1

DATE FEB 14 2005

January 31, 2005

Dear Ontario Community:

On behalf of the Communities In Bloom–Ontario (CIB-O) directors, we would like to invite you to participate in the 2005 competition. In this package you will find a newsletter and an application for participation.

To assist communities this year we are conducting a series of one-day workshops in three locations: Woodstock on Tues., February 22; Kingston on Wednesday, March 2; and North Bay on Wednesday, March 30, 2005. Your community can send as many participants as they wish. The registration fee is \$35. per person, which covers the cost of the meal and helps with expenses of Communities in Bloom. Martin Quinn and Ted Blowes will be leading the workshops that will cover all topics related to Communities In Bloom as outlined in the newsletter.

Please send your registration form with **the location selected**, listing those attending and the payment for the day to the address listed below. Upon receipt, a package of information including exact seminar location, map and agenda for the day will be sent by return mail.

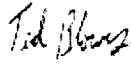
Watch in the next couple of months for information regarding the Gateways competition sponsored by Hydro One. This competition to judge entranceway signs is open to all Ontario communities. If you are registered for Communities In Bloom–Ontario you are automatically registered at no extra charge. There is a small fee of \$125 to register if you are not participating in the CIB-O program to cover the costs of the judges' travel. Winners of both competitions will be announced in the City of Brockville at the Ontario Awards on September 9 to 11, 2005.

The National Awards this year are hosted by the City of Saskatoon, SK on September 21 to 24, 2005. The ceremonies will be comprised of an event showcasing all municipalities, tours of the Saskatoon area, companion programs and activities. The National Symposium on Parks and Grounds will be held, prior to the National Awards Ceremonies, on September 22 and 23, 2005.

If you have any questions about any information included in this package or anything else related to CIB-O please feel free to contact me at the numbers listed below. We look forward to your participation in this outstanding program of People, Plants and Pride growing together!

Yours truly,

Martin Quinn
Co-Chair
Ph. 519-395-3255, Fax 519-395-2471
Email: quinn@hurontel.on.ca
jm


Ted Blowes
Co-Chair



2005 Ontario Edition Registration Form

(Registration deadline: April 30, 2005)

Community (please print)	Population	Head of Council (name and title)
Name of Community contact (24-hr. contact)	Position/Title	
Address	Province	Postal Code
	()	
E-mail	Phone	
()	()	
Cell phone	Fax	

The participating communities:

- Become part of the provincial competition and are rated (Two to Five Blooms);
- Are evaluated by a jury of two judges;
- Receive an invitation to attend the Provincial ceremonies (City of Brockville from September 9 to 11, 2005) and National Awards ceremonies (Saskatoon, SK from September 21 to 24, 2005);
- Submit, if so desired, the candidacy of their municipality as provincial participant OR participate to obtain information and evaluation to improve their community for National participation in future years.

The benefits of participating are:

- Opportunities for provincial, national and international visibility;
- Information from the jury and national network to improve the municipality's quality of life;
- Increase in civic pride and community involvement by the challenge of a national evaluation;
- Increased tourism leading to a positive impact on the local economy.

The participating communities:

- Involve their community in the project;
- Pay a registration fee based on the population categories: **\$300.** (1-1,000), **\$400.** (1,001-5,000), **\$550.** (5,001-10,000), **\$650.** (10,001-20,000), **\$750.** (20,001-50,000), **\$950.** (50,001-100,000), **\$1200.** (over 100,000);
- Prepare for the evaluation to take place in July or August;
- Provide food and lodging (two nights) for two judges (billeting is acceptable);
- Give recognition, when appropriate, to the local, provincial and national sponsors;
- Fill out a Municipal Information Form and a booklet outlining activities in the eight judging criteria.

Upon receipt of this registration form, the Provincial Committee will send you the information that you need to help organize your participation, together with some fundraising opportunities, along with the registration invoice (which can be paid by fundraising in smaller communities).

Your Community Can Participate

"People, Plants and Pride Growing Together" is not just a slogan but an example of people working together to achieve great things.

You and your community can join the many communities who have experienced what Communities In Bloom-Ontario (CIB-O) can do for your residents.

Provincial Participation:

The Communities in Bloom-Ontario program is open to incorporated municipalities and to communities on their own, whether they be former municipalities or just local hamlets that were never incorporated. In the case of communities, a requirement of participation is the support of their incorporated municipality. Municipalities that are an amalgamation of former municipalities may enter the competition as the amalgamated entity or any community that is now a component part. If the community rather than the incorporated municipality enters Communities in Bloom, any recognition by Communities in Bloom for the participation shall be provided only to the community alone and not the incorporated municipality in which the community exists.

National Participation:

Communities or incorporated municipalities are not permitted to enter the national Communities in Bloom competition without first having participated in the provincial competition. Communities or incorporated municipalities may only graduate to the national competition if they receive 4 Blooms and 80 points in the Ontario competition. Any community or incorporated municipality with more than 300,000 people is automatically part of the national competition.

Registration:

A registration shall be paid for each community or incorporated municipality that participates. An amalgamated municipality that enters as a single entity is only required to pay one entry fee. If more than one community from a single incorporated municipality enters the competition, each community shall pay an individual registration fee.

Training Sessions:

At the request of participating communities we are organizing three training sessions this year for present and future communities interested in the program. These will be one-day sessions covering all aspects of the program. They are being hosted by CIB-O communities in various areas of the province. Please select the location most convenient to your community and bring as many participants as you wish. The cost is \$35. per person to cover handouts, lunch and Communities in Bloom expenses. We anticipate this will be come an annual event to answer your questions and give you the opportunity to share your ideas and experiences.

SPONSORS

Association of Municipalities

of Ontario
Ontario Small Urban Municipalities
Landscape Ontario
All Treat Farms
Hydro One

Fernlea Flowers
Ontario Gardener magazine
Visions of Utopia
Glad®

International Society of Arboriculture
Niagara Parks School of Horticulture
Alumni

Scotts Canada
Schools in Bloom
Ontario Gardener Magazine
Maglin Furniture Systems Ltd.

**Other programs organized by
Communities in Bloom are:**

**WinterLights Celebrations. The 4th
edition of the WinterLights Celebrations
Symposium and National Awards
Ceremony will be held on March 11-12,
2005 at the CN Tower in Toronto.**

Contact: Chantal Haddow

Ph: 514-694-8871

chantalhaddow@cib-cef.com

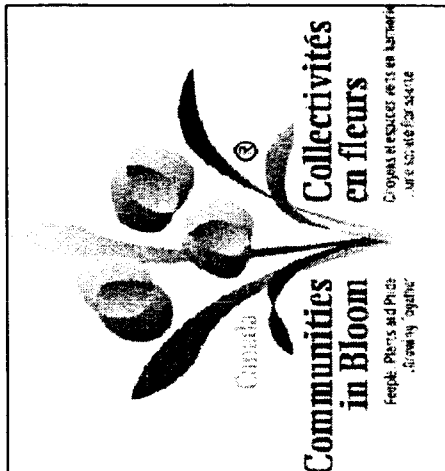
Gateways Competition sponsored by Hydro One.

**Communities in Bloom-Ontario supports
Schools in Bloom.**

**Contact: Shauna Dobbie
416-963-3434**

shaunad@localgardener.net

**COMMUNITIES IN BLOOM -
ONTARIO
Newsletter 2005**



**Martin Quinn
RR #4
Kincardine, ON**

N2Z 2X5

Ph: 519-395-3255

Fax: 519-395-2471

E-Mail: quinn@hurontel.on.ca

www.communitiesinbloom.ca

2004 Participants

Provincial	
100,001 - 300,000	
Corporation of the City of Kingston	4 Blooms
City of Cambridge	Audit
Corporation of the Town of Oakville	Audit
50,001 - 100,000	
City of Sault Ste. Marie	4 Blooms
20,001 - 50,000	
Town of Bradford West Gwillimbury	4 Blooms
Corporation of the Town of Fort Erie	5 Blooms
Town of Innisfil	5 Blooms
10,001 - 20,000	
Corp. of the Municipality Thames Centre	4 Blooms
Municipality of Central Elgin	4 Blooms
Town of Gravenhurst	4 Blooms
Town of Pelham	4 Blooms
Township of King	5 Blooms
Township of Strathroy-Caradoc	Audit
5001 - 10,000	
Town of Uxbridge	3 Blooms
Municipality of Southwest Middlesex	3 Blooms
Town of Goderich	5 Blooms
Corporation of the Town of Minto	4 Blooms
Township of Leeds Thousand Islands	3 Blooms
Town of Kapuskasing	4 Blooms
Town of Fort Frances	3 Blooms
Township of Rideau Lakes	4 Blooms
3001 - 5000	
Town of Manotick	2 Blooms
Municipality of Red Lake	3 Blooms
Town of New Liskeard	5 Blooms
Town of Haileybury	4 Blooms

1000 - 3000	
The Village of Elmvale	3 Blooms
Town of Deseronto	4 Blooms
Community of Verner	4 Blooms
1 - 1000	
Community of Wesport	3 Blooms
National	
100,001 - 400,000	
City of Vaughan	5 Blooms
City of Brampton	5 Blooms
50,001 - 100,000	
City of Kawartha Lakes	5
Blooms	
City of North Bay	4 Blooms
20,001 - 50,000	
City of Owen Sound	5
Blooms	
National, Continued	
City of Brockville	4 Blooms
10,001 - 20,000	
City of Pembroke	5 Blooms
Town of North Perth	5 Blooms
City of Kenora	5 Blooms
5001 - 10,000	
Town of Alymer	5 Blooms
3001 - 5000	
Town of Mount Forest	5 Blooms
Town of Gananoque	5 Blooms
Town of Petrolia	5 Blooms
Town of Walkerton	5 Blooms
2001 - 3000	
Ward of Wingham	5 Blooms
Township of Athens	4 Blooms
Township of Front of Yonge	4 Blooms
500 - 1000	
Town of Bala	5 Blooms

Canadian Classic	
Town of Kincardine	5 Blooms
Village of Tiverton	4 Blooms

Ontario Awards 2005
City of Brockville
Invites you to attend
September 9 to 11, 2005
Contact: Cathy McHugh
mchughcomm@ripnet.com
or Martin Quinn
quinn@hurontel.on.ca

National Awards 2005
National Symposium Parks & Grounds
City of Saskatoon, SK
Invites you to attend
September 21 to 24, 2005
Contact: Chantal Haddow
Phone: 514-694-8871
chantalhaddow@cib-cef.com

Ontario Special Category Awards

Category	Donor	Winner
Heritage Preservation	Visions of Utopia	Twp. of Rideau Lakes
Urban Forestry	International Society of Arboriculture	Town of Goderich
Environmenta l Awareness	Martin Quinn Perennials	Twp. of Leeds Thousand Islands
Community Involvement	Ontario Gardener Magazine	Community of Verner

Floral Display	Fernlea Flowers Ltd.	Town of Goderich
Turf & Ground Covers	All Treat Farms	Town of Goderich
Tidiness Effort	Glad®	Town of Gravenhurst
Landscaped Areas	Niagara Parks School of Horticulture Alumni Association	Town of Fort Erie
Most Improved	Composting Council of Canada	Town of New Liskeard
Gateways Less than 5000	Hydro One	Municipality of Red Lake
Gateways 5001 - 20,000	Hydro One	Town of Gravenhurst
Gateways 20,001 - 100,000	Hydro One	Corporation of the Town of Orangeville
Gateways Over 100,001	Hydro One	Corporation of the City of Kingston

CIB-O Objectives

Evaluation Process including the Grid

Benefits to Communities

General Comments and Questions

Presenting your Community

Creation of the Brag Book

Organizing the Judges Tour

Organizing your CIB-O Committee

CIB-O history and ideas for success

Heritage Preservation

Environmental Effort

Community Involvement

Horticultural Issues
including Urban Forestry,
Landscaping, Floral Display,
Turf and Ground Cover

Community:

Contact: _____

Phone _____

Address: _____

Town: _____

Postal Code: _____

Email: _____

Select the location nearest you -

Woodstock February 22 _____

Kingston March 2 _____

North Bay March 30 _____

Persons Attending:

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

Community Training Agenda

Overview of CIB-O program

Registration for Training Sessions

Registration Fee:

\$35 per person including GST

Cheques payable to:

Communities In Bloom–Ontario
c/o Martin Quinn

RR#4

Kincardine, ON N2Z 2X5

Phone: 519-395-3255

Email: quinn@hurontel.on.ca

- TREAS ✓
- TAX COLLECTOR ✓

PricewaterhouseCoopers Inc.
145 King Street West
Toronto Ontario
Canada M5H 1V8
Tel #: (416) 869-1130
Fax #: (416) 814-3210

To: All Known Creditors

PRESENTED TO COUNCIL

ITEM 2

DATE FEB 14 2005

January 26, 2005

Subject: General Chemical Canada Ltd. ("GCCL")

Dear Sirs:

On January 19, 2005 (the "Filing Date"), GCCL made an application under the *Companies' Creditors Arrangement Act* ("CCAA") and an Order was granted by the Honourable Mr. Justice Farley of the Ontario Superior Court of Justice (Commercial List) (the "Initial Order") providing, among other things, a stay of proceedings against GCCL. Pursuant to the Initial Order, PricewaterhouseCoopers Inc. was appointed Monitor (the "Monitor").

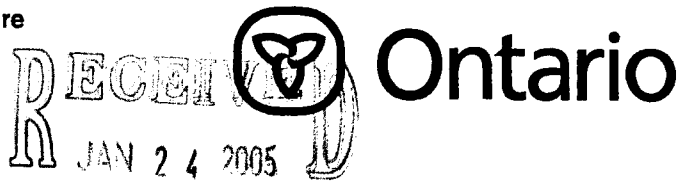
In accordance with section 11(5) of the CCAA and paragraph 28(a) of the Initial Order, a copy of the Initial Order can be found on our website <http://www.pwc.com/brs-gccl>, or on the website of counsel for GCCL <http://www.blakes.com/ccaa>. If you are unable to obtain a copy of the Initial Order via these websites, you may request a copy from the Monitor.

If you have any questions in respect of the CCAA proceedings, you may visit the above websites or call the Monitor at (416) 869-2302.

Yours very truly,
PricewaterhouseCoopers Inc.
In its capacity as Monitor of
General Chemical Canada Ltd.

3rd Floor
1 Stone Road West
Guelph, Ontario N1G 4Y2
Tel: (519) 826-3552
Fax: (519) 826-3259

3^e étage
1, rue Stone ouest
Guelph (Ontario) N1G 4Y2
Tél.: (519) 826-3552
Télééc.: (519) 826-3259



Resources Management Branch

Date: January 20, 2005
To: Council, Clerk and Drainage Superintendent
From: Sid Vander Veen, Drainage Coordinator

Copy - Lou/Carrie ✓
Pam/Paul ✓

PRESENTED TO COUNCIL

ITEM 3

DATE FEB 14 2005

Subject: 1. DRAINAGE ACT GRANTS PROGRAM
2. UPCOMING DRAINAGE COURSES
3. TILE LOAN PROGRAM

Please ensure that all those named above are made aware of this letter.

1. DRAINAGE ACT GRANTS PROGRAM

a) Claiming Grants under the Drainage Act for the 2004/2005 Year:

By letters dated July 27 and August 5, 2004, the Ministry of Agriculture and Food announced the phasing out of grants to landowners for construction, improvement, maintenance, repair and operational activities under the *Drainage Act*. While a new model for provincial government assistance for *Drainage Act* activities may be developed in the future, the July 27, 2004 announcement is currently in effect. Please refer to this correspondence for details on claiming grants. If you have misplaced this information, it is available on the OMAF website (link provided below) under the listing "Details on Program Changes"

The following is a summary of the July 27, 2004 announcement:

CONSTRUCTION/IMPROVEMENT PROJECTS:

- Only projects where the final engineer's report was submitted to the municipality by July 28, 2004 are eligible for the normal Drainage Act grants
- To be paid in the 2004/05 fiscal year, the grant application for this work must be received in our office by February 15, 2005; if the project has not been completed by this time, grants may still be claimed in the 2005/06 fiscal year (February 15, 2006 deadline)
- Construction/improvement projects that were actively in progress as of July 28, 2004 but where the final engineer's report had not yet been submitted to the municipality, are eligible for a one-time grant to cover engineering expenses, provided the municipality formally terminated the project.

MAINTENANCE/REPAIR PROJECTS and OPERATIONAL COSTS:

- No allocations were provided for the 2004/05 fiscal year. Operational costs (pump operation, dyke inspection and ongoing maintenance contracts such as beaver removal) incurred up to and including July 28, 2004 are eligible for grant. The following maintenance/repair projects are eligible for grant, provided your municipality had requested an allocation and had the work performed by an approved drainage superintendent:

- a) projects where the physical work was completed by July 28, 2004
- b) projects where the physical work was underway as of July 28, 2004



- c) projects where a contract to undertake the work was in place on or before July 28, 2004.
- Grant applications for maintenance/repair projects completed after July 28/04 must be accompanied with a copy of the contract. If a verbal contract was used, a certification form (copy attached) must be completed.
- The applicable maintenance/repair/operation grant applications must be received in our office by **January 31, 2005**. If this deadline is missed, the application will be rejected.

DRAINAGE SUPERINTENDENT COSTS:

- No allocations were provided for the 2004/05 fiscal year. Therefore, for this year only, all eligible drainage superintendent costs incurred in 2004 are eligible for grant.
- The superintendent grant applications must be received in our office by **January 31, 2005**. If this deadline is missed, the application will be rejected
- The attached guide entitled "Cost Of Employing A Drainage Superintendent" describes eligible costs.

Attached to this letter is a document entitled "Municipal Outlet Drainage Program Checklist." This document contains specific instructions about claiming the "construction", "maintenance" and "superintendent" grants. Please review this document carefully.

b) Planning for the 2005/2006 Drainage Act Grants Program

At this time, a new model for providing assistance for Drainage Act activities is being developed. When this new model is approved, the details will be communicated to municipalities and stakeholder groups in a separate letter. If there are any actions required by municipalities to access this assistance, these will be communicated in this letter. However, at this point, municipalities are not required to submit an "Allocation Request" or an "Expected Activity" form to the Ministry.

2. UPCOMING DRAINAGE COURSES

There are two brochures enclosed providing details on the following drainage courses.

- a) The Drainage Superintendents Course is being offered from February 28 – March 4, 2005. If your municipality intends to appoint an individual as their drainage superintendent, they must have successfully completed this course in order to be eligible to receive the drain maintenance and superintendent grants.
- b) A series of two one-day courses are being offered in three different locations in Ontario. The first day is the "Rural Municipal Drainage Course" which provides a detailed overview of drainage law and *Drainage Act* procedures. This course is useful for clerks, treasurers and council members who have ongoing responsibilities under the *Drainage Act*. It is also useful for other agencies or municipal staff involved in *Drainage Act* projects. The second day is the "Calculating Drainage Assessments" Workshop. It explores problems and complications in calculating drainage assessments using information from existing drainage reports.

3. OTHER ITEMS

Tile Loan Program: March 1, 2005 is the last date that we can process debentures in the 2004/05 fiscal year. Therefore, debentures must be submitted to us before February 20, 2005. If this date is missed, no debentures can be purchased until the program is announced in the 2005/06 fiscal year.

Website: Check out our website for more information on drainage.

www.gov.on.ca/omaf/english/landuse/drainage.htm

If you have questions on any of the above information, please contact me.

Yours truly,



Sid Vander Veen
Drainage Coordinator



MUNICIPAL OUTLET DRAINAGE PROGRAM CHECKLIST

General Information:

- Drain maintenance/superintendent budget allocations were not provided for the 2004/05 year; instead refer to the details provided in the letters from OMAF dated July 27 and August 5, 2004 or refer to our website: www.gov.on.ca/OMAF/english/landuse/drainage.htm
- Maintenance/superintendent grant applications must be received no later than **Jan. 31/05**
- Construction/Improvement grant applications must be received no later than **Feb. 15/05**
- In the upper right-hand corner of all grant application forms, the municipality must assign a **unique application reference number**. This number can be made up of a combination of letters, numbers or symbols. The cheque sent to the municipality from the provincial government will reference this number. Application reference numbers must not be repeated from previous years, and therefore, we recommend a system such as 04-01, which is a combination of the year (04 = 2004) and the grant application number (01).

Construction/Improvement Grants:

- ✓ Only final engineer's reports submitted on or before July 28, 2004 are eligible for the normal Drainage Act grants. Refer to details on program changes provided with the August 5 letter.
- ✓ Each grant application for the construction or improvement of a drain under a new engineer's report must be supported with backup information, consisting of.
 - a) Engineer's report, complete with plan and profile
 - b) a copy of the by-law, with third reading, that adopts the engineer's report
 - c) copy of Court of Revision decision/changes if applicable
 - d) copy of Tribunal & Referee decision if applicable
- ✓ Eligible costs include: engineering, construction, allowances, interim financing, permits and application fees, **net** G.S.T., legal fees.
- ✓ Ineligible costs include: cost of council meetings, administrative costs (e.g. postage, telephone, photocopying, etc), municipal staff time, the portion of the G.S.T for which the municipality receives a rebate.
- ✓ Interim grant application must include a copy of a levying by-law that assesses the costs incurred to date on the landowners.

Engineering Reports in Progress:

- ✓ A special one-time grant is available for construction/improvement projects where the final engineer's report had not been submitted to the municipality as of July 28, 2004.
- ✓ Engineering costs incurred in the development of these reports can be recovered if the project has been actively worked on since January 1, 2004 and the project has been terminated by council and landowners. No engineering costs incurred after July 28, 2004 are eligible.
- ✓ Claim these grants using the form entitled "Application for Grant for Municipal Drain Construction or Improvement – The Drainage 1990". Indicate at the top of the form "Recovery of Engineering Costs". A copy of the resolution of council terminating the project and copies of all the engineering invoices for work up to and including July 28, 2004 must be included with the application form. The application form and the accompanying documentation must be received by OMAF no later than **February 15, 2005**. Applications for the recovery of engineering costs will not be considered after this date.

Superintendent Grant:

- ✓ Only municipalities who have applied for a superintendent/maintenance grant allocation in 2004 may apply for a superintendent grant.
- ✓ Only costs of employing a drainage superintendent incurred between January 1/2004 and January 31/2005 can be claimed in this fiscal year.
- ✓ Municipalities with multiple drainage superintendents must complete separate grant applications for each superintendent.
- ✓ The work period for the grant claim must not overlap with the claim period submitted the previous year. If you appointed a new superintendent this past year, make sure the claim period begins with the appointment date.
- ✓ Drainage Superintendents must maintain a record of the time spent performing the duties of a drainage superintendent. Time spent by a superintendent performing clerk (sending notices etc), treasurer (calculating assessments), contractor (doing any actual drain maintenance work), or any other municipal responsibility (e.g. building official, bylaw enforcement officer) is not eligible for grant.
- ✓ Equipment Purchases: Copies of invoices must be submitted with the grant application.

Maintenance Grant:

- ✓ Only municipalities who have applied for a superintendent/maintenance grant allocation in 2004 may apply for the drain maintenance grant.
- ✓ Only maintenance projects completed between January 1/2004 and January 31/2005 can be claimed in this fiscal year and must be signed by the drainage superintendent who supervised the work.
- ✓ Only projects completed or in progress by July 28, 2004 or where a contract to perform the work was in place on or before July 28/04 are eligible for the grant. Grant applications for projects completed after July 28/04 must accompanied with proof that a prior contract was in place. If a verbal contract was used, a certification form (copy attached) must be completed.
- ✓ Operational costs (pump operation, dyke inspection, ongoing maintenance contracts such as beaver removal) are eligible for grant for costs up to and including July 28, 2004.
- ✓ Each maintenance grant application form can accommodate up to 10 projects and is considered to be a separate grant application. Supporting documentation, or backup information, must be provided for one of the projects listed on the maintenance grant application form. Backup information consists of:
 - a) A copy of the plan showing the complete watershed for the drain, clearly indicating where the work was performed
 - b) A copy of the current assessment schedule, as adopted by the last by-law. You may include a copy of the schedule that assesses the cost for maintenance or repair projects.

COST OF EMPLOYING A DRAINAGE SUPERINTENDENT

Section 87(3) of the *Drainage Act* indicates that "...the Minister may direct that 50 per cent of the costs incurred by the municipality...in the employment of [the drainage] superintendent shall be paid out of the money appropriated therefor by the Legislature." The following provides some guidance on the costs of employing a drainage superintendent that are eligible for grant.

SALARY AND BENEFITS:

The salary and benefits of a drainage superintendent are eligible for grant, but only when performing the duties or responsibilities of the drainage superintendent. The duties eligible for grant are detailed on pages 9 and 10 of the Drainage Superintendents Guide and include drainage meetings and consultation. If the Drainage Superintendent performs other functions, e.g. those of the clerk, treasurer, road superintendent, building official, etc. the time spent performing these functions is not eligible for grants. Any time spent by a Drainage Superintendent actually maintaining a municipal drain is also not eligible for this grant; instead this cost should be charged to the drain (see *Drainage Act*, s. 81).

Drainage superintendents must maintain time sheets or logs and have them available for audit. For equipment purchases, copies of invoices must be submitted with the grant application.

EXPENSES:

Listed below are some expenses that may be incurred by a drainage superintendent that are eligible for grant. There may be other reasonable costs that could be eligible. If you feel they fall within the duties of the drainage superintendent, contact us to discuss eligibility.

- * Mileage or vehicle rental (at MTO rates)
- * Drainage association, education, conference fees
- * Level and rod (includes laser level) & repairs
- * Hand held two way radios, beepers, telephones
- * Safety items related to surveying & inspection, e.g. CPR training, hard hat, safety vest
- * Drainage layer of municipal G.I.S. map
- * Diary or log book
- * Hammer, shovel, tape measure
- * Camera, film & processing
- * Digital camera (to a maximum \$375 grant)
- * Tile locator

The following are expenses that cannot be claimed for grant:

- * Office supplies and equipment (including drafting table, computer and associated supplies)
- * Other office administrative costs, e.g. postage, courier, telephone charges, computer time
- * Office space rental
- * Assessment schedule preparation
- * Tile inspection fees
- * Clothing, boots, hip-waders
- * Purchase of maps (excluding the drainage map)
- * Purchase of vehicles
- * Base units for 2-way radios
- * Video cameras, VCR's, T.V.'s

The following expense items are ineligible for grant for the cost of employing a drainage superintendent, but can be charged to the municipal drain on which it was used or performed:

- * Drain maintenance equipment rentals or purchases, e.g. backhoes, hydraulic hoes, chain saws, sprayers, seeders (appropriate rate can be charged to drain)
- * Dynamite
- * Spraying and Spray insurance
- * Survey assistance

DRAIN MAINTENANCE OR REPAIR CERTIFICATION FORM

I hereby certify that, on or before July 28, 2004, the maintenance or repair of the municipal drain listed below was committed to proceed through a verbal contract between the municipality and the contractor.

Drain Name: _____

By-law Number: _____

CERTIFIED BY:

Drainage Superintendent Signature

Drainage Superintendent Name (please print)

Municipality

Date

Signature of Contractor Representative

Name of Contractor Representative

Contractor Company Name

Date

The personal information collected on this form is collected by Ontario Ministry of Agriculture and Food (OMAF) under the authority of the Ministry of Agriculture, Food, and Rural Affairs Act, R.S.O. 1990, c.M.16 and will be used by OMAF for the purposes of registration and payment for the seminar indicated above.

Further, the information will be provided to the University of Guelph for the purpose of payment processing

The information collected on this form will be provided to the University of Guelph for the purpose of payment processing. Questions about the collection by the University of Guelph should be directed to the Commissioner for protection of privacy and access to information, Office of the Provost and Vice-President, University Centre, Level 4, University of Guelph, Guelph, ON, N1G 2W1, (519) 824-4120 ext. 56758.

(Signature)

I have read the forgoing and understand the content.

By accepting, I consent to the collection, use and disclosure of the information as set out in this form and its supporting documents.

Read, sign and detach

2005 OMAF Drainage Superintendents Course

Guelph
February 28—March 4, 2005

Ontario Government Building
Conference Room 3
1 Stone Road West
Guelph, Ontario N1G 4Y2

Ministry of Agriculture and Food
www.gov.on.ca/OMAF/english/landuse



2005 OMAF Drainage Superintendents Course



Ministry of Agriculture and Food
www.gov.on.ca/OMAF/english/landuse



2005 DRAINAGE SUPERINTENDENTS COURSE

HAVE YOU EVER WONDERED.....

- ? What is a "municipal drain"?
- ? Who pays for the cost of maintaining or repairing a municipal drain?
- ? Does the municipality own the land on which a drain is located?
- ? Can a landowner dictate how a drain is to be maintained and which contractor should be used?
- ? Whose job is it to assess drainage costs to the landowners?
- ? What's the superintendent's role in the development of new drains?
- ? What's the superintendent's role in mutual agreement drains and private drains?

Find the answers to these and many other questions at the 2005 Drainage Superintendents Course!

The primary focus of the course is the *Drainage Act* with emphasis on its application to drainage superintendents. This course is a prerequisite for any individuals who wish to become a municipal Drainage Superintendent.

WHAT YOU WILL LEARN:

- Common Law as it relates to drainage
- Mutual Agreement Drains
- Requisition Drains
- Role and responsibilities of the engineer under the *Drainage Act*
- Process for developing new municipal drains
- Process for improving existing drains
- Municipal drain management
- Roles, responsibilities and practical aspects of the Drainage Superintendent
- Environmental considerations and other legislation

WHO SHOULD ATTEND?

- Individuals intending to become a Drainage Superintendent
- Existing Drainage Superintendents (a refresher course)
- Employees from engineering firms involved in projects under the *Drainage Act*
- Administrative municipal employees involved with municipal drains
- Government employees involved in municipal drains

COURSE INSTRUCTOR/FACILITATOR

Sid Vander Veen, Drainage Coordinator,
Ontario Ministry of Agriculture and Food

GUEST LECTURERS:

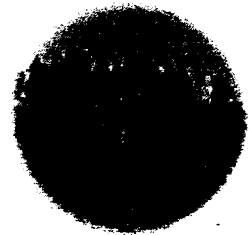
Ed Dries, Drainage Engineer, Todgham &
Case Associates Inc.

Brian Anderson, Drainage Superintendents
Association of Ontario

Henri Bennemeer, Drainage Superintendents
Association of Ontario

Wray Ramsay, Drainage Superintendents
Association of Ontario

Norm Smith, Fisheries and Oceans Canada,
Fish Habitat Management Branch



The personal information collected on this form is collected by Ontario Ministry of Agriculture and Food (OMAF) under the authority of the Ministry of Agriculture, Food, and Rural Affairs Act, R.S.O. 1990, c.M. 16 and will be used by OMAF for the purposes of registration and payment for the seminar indicated above.

Further, the information will be provided to the University of Guelph for the purpose of payment processing

The information collected on this form will be provided to the University of Guelph for the purpose of payment processing. Questions about the collection by the University of Guelph should be directed to the Commissioner for protection of privacy and access to information, Office of the Provost and Vice-President, University Centre, Level 4, University of Guelph, Guelph, ON, N1G 2W1, (519) 824-4120 ext. 56758.

(Signature)

I have read the forgoing and understand the content.

By accepting, I consent to the collection, use and disclosure of the information as set out in this form and its supporting documents.

Read, sign and detach

Travelodge Hotel, Sudbury

April 11-12, 2005

Monterey Inn, Ottawa

April 14-15, 2005

Best Western Lamplighter Inn, London

April 20-21, 2005

Course fees

1 Day course \$60.00 plus \$4.20 GST

Both courses \$100.00 plus \$7.00 GST

Ministry of Agriculture and Food

www.gov.on.ca/OMAF/english/landuse



**2005
Rural Municipal
Drainage
Course
And
2005 Calculating
Drainage Act
Assessments Course**



Ministry of Agriculture and Food

www.gov.on.ca/OMAF/english/landuse



2005 RURAL MUNICIPAL DRAINAGE COURSE & 2005 CALCULATING DRAINAGE ACT ASSESSME

Rural Municipal Drainage Course (Day 1)

WHAT YOU WILL LEARN:

- Drainage Law in general
- The administrative procedures under the *Drainage Act* for new drains and the maintenance of existing drains
- Overview of drainage assessment
- Collecting grants
- The roles and responsibilities of Council, Clerk, Treasurer and Drainage Superintendents under the *Drainage Act*
- The *Tile Drainage Act*

WHO SHOULD ATTEND?

- Municipal Council Members
- Municipal Clerks and Treasurers
- Other Municipal staff (Drainage Superintendents, Road Staff)
- *Drainage Act* court of revision members
- Tile Inspectors appointed under the *Tile Drainage Act*
- Resource managers from Conservation Authorities and other government agencies

Calculating Drainage Act Assessments Course (Day 2)

WHAT YOU WILL LEARN:

- Municipal Drain Management
- *Drainage Act* assessments
- Calculating maintenance/repair assessments
- How to deal with those tricky problems
- Construction/improvement assessments
- Maintenance grant applications

WHO SHOULD ATTEND?

- Drainage Superintendents
- Municipal Clerks and Treasurers
- Please note prerequisite under registration details

COURSE INSTRUCTOR/FACILITATOR

Sid Vander Veen, Drainage Coordinator ,
Ontario Ministry of Agriculture and Food

Sudbury—April 11-12, 2005

Travelodge Hotel

1401 Paris Street

Sudbury, ON P3E 3B6

705-522-1100

Deadline: March 31, 2005

Ottawa—April 14-15, 2005

Monterey Inn

2259 Prince of Wales Drive

Ottawa, ON K2E 6Z8

613-288-3500

Deadline: April 1, 2005

London—April 20-21, 2005

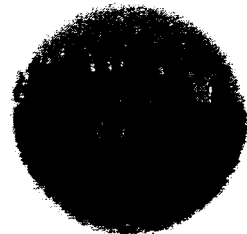
Best Western Lamplighter Inn

591 Wellington Road

London, ON N6C 4R3

519-681-7151

Deadline: April 8, 2005



Ministry of Agriculture
and Food

Ministère de l'Agriculture
et de l'Alimentation

3rd Floor
1 Stone Road West
Guelph, Ontario N1G 4Y2
Tel: (519) 826-3552
Fax: (519) 826-3259

3^e étage
1, rue Stone ouest
Guelph (Ontario) N1G 4Y2
Tél.: (519) 826-3552
Télééc.: (519) 826-3259



Copy: Council
Low/Corie ✓
Pam/Paul ✓

Resources Management Branch

Date: January 25, 2005

To: - Municipal Council, Clerk and Drainage Superintendent
- Drainage Engineers

From: Sid Vander Veen, Drainage Coordinator

PRESENTED TO COUNCIL

ITEM 4

DATE FEB 14 2005

Subject: Extension of Deadline for Claiming Grant for Terminated Drainage Projects

Please ensure that all those named above are made aware of this letter.

The July 27, 2004 letter from our Ministry announced the termination of the grants for construction, improvement, maintenance, repair and operation of drainage works. It also announced that a one-time grant would be available to offset engineering costs for active projects that were no longer eligible for the normal *Drainage Act* grants. This grant would be available provided the project was terminated by landowners/council and that a grant application was submitted to our Ministry on or before February 15, 2005. For more information on this special funding, please refer to the details on the program changes provided to you by letter dated August 5, 2004 or check our website: www.gov.on.ca/OMAF/english/landuse/drainage.htm

If you have already terminated a project and are eligible for this special funding, please submit the application before February 15, 2005.

However, if your municipality has not yet terminated a project but is considering doing so, please note that the deadline to apply for this special grant has been extended to June 30, 2005. I encourage you to delay your decision until our Ministry makes further announcements.

If you have questions on any of the above information, please contact me.

Yours truly,

Sid Vander Veen
Drainage Coordinator



ISSUE DATE:
JAN. 12, 2005
DECISION/ORDER NO:
0059



Copy LOEY BEATT.

PL040935

Ontario
Ontario Municipal Board
Commission des affaires municipales de l'Ontario

PRESENTED TO COUNCIL

ITEM 5

DATE FEB 14 2005

Brian Preedy and Shirley Preedy have appealed to the Ontario Municipal Board under subsection 45(12) of the *Planning Act*, R.S.O. 1990, c. P.13, as amended, from a decision of the Committee of Adjustment of the Town of Amherstburg which granted an application by William Lepain numbered A/21/04 for variance from the provisions of By-law 199-52, as amended, respecting Part Lot 6, Concession 3, Plan 12R-15980
O.M.B. File No. V040493

William Lepain has brought a motion before the Ontario Municipal Board under subsection 45(17) of the *Planning Act*, R.S.O. 1990, c. P.13, as amended, to dismiss the appeals without holding a full hearing

APPEARANCES:

Parties

Brian Preedy and Shirley Preedy

William Lepain

DECISION DELIVERED BY F. G. FARRELL AND ORDER OF THE BOARD

The appellants Brian Preedy and Shirley Preedy, appealed under Section 45(12) of the *Planning Act*, R.S.O. 1990, c. P.13, as amended, from a decision of the Committee of Adjustment of the Town of Amherstburg which granted an application by William Lepain, numbered A/21/04 for variances from the provisions of By-law 199-52 as amended, respecting Part Lot 6, Concession 3, Plan 12R-15980.

This matter is a motion by the appellant William Lepain, the owner of the property, to dismiss the appeal of Brian and Shirley Preedy without a hearing pursuant to Section 45(17) of the *Planning Act*. The grounds for the motion as set forth in the letter of appeal are that the variances were in fact granted by the Committee of Adjustment, there is no valid reason for a change, the appeal is unwarranted since there will be no change in elevation and any concern about the water flow and drainage will

be addressed. At the hearing, Mr. Lepain raised the further grounds that the appeal was frivolous, vexatious, not made in good faith and for the purpose of delay.

By way of background, the subject property owned by Mr. Lepain is vacant land situated on 3rd Concession and the adjoining property is owned and occupied by Brian and Shirley Preddy. Under his proposal, Mr. Lepain seeks to build an accessory building on the subject property prior to the construction of a dwelling. The Committee of Adjustment granted the following variances:

1. Relief from By-law 1999-52, which does not permit an accessory building on a lot where there is no main use on the property;
2. Relief from Section 26(3)(d) which requires a minimum interior side yard of 7.5 m for residential uses in an agricultural zone; and
3. Relief from Section 26(3)(f) which requires a minimum rear yard of 15 m for residential uses in an agricultural zone.

The applicant is proposing to construct an accessory building prior to construction of a dwelling with an interior side yard of 3.048 m and a rear yard of 3.048 m.

Mr. Lepain argues that the appeal of the appellants is without merit. While recognizing the concerns of the appellants, he argues that the necessary steps and precautions would be taken to alleviate their concerns about any potential drainage from his property. It was his position that the construction of his shed would improve the water drainage situation. He stated that when he constructs his home on the property the grade level will be in accordance with the guidelines set out by the Town of Amherstburg.

The appellants argue that their appeal is with merit, their concerns are valid and the variances would adversely impact their property with respect to water drainage. They produced photographic evidence marked Exhibit 7, illustrating the current water drainage problem, which they believe will only increase if the variances are granted.

Section 35(17) of the *Planning Act*, provides as follows:

The respondent seeks to dismiss the appeal of Brian and Shirley Preedy without a hearing, pursuant to Section 45(17) of the *Planning Act*, R.S.O. 1990, c. P.13 as amended. The primary issue before the Board is whether or not the appeal discloses any apparent land use planning ground upon which the Board could allow any or part of the appeal.

Section 45(17) of the *Planning Act*, provides as follows:

Despite the *Statutory Powers Procedure Act* and subsection (16), the Municipal Board may dismiss all or part of an appeal without holding a hearing on its own motion or on the motion of any party if,

- (a) it is of the opinion that,
 - (i) the reasons set out in the notice of appeal do not disclose any apparent land use planning ground upon which the Board could allow all or part of the appeal,
 - (ii) the appeal is not made in good faith or is frivolous or vexatious, or
 - (iii) the appeal is made only for the purpose of delay;

The above section sets forth the authority of the Board to dismiss the appeals without holding a hearing under certain prescribed circumstances. A finding of any one of the above tests is fatal and it will result in a dismissal of the appeal. Circumstances giving rise to a dismissal of any appeal without a hearing and the tests that had been applied had been the subject of many cases before the Board.

The Board's landmark case of such an issue is *Toronto (City) v East Beach Community Association* (1996) O.M.B.D. NO. 1890, B. W. McLoughlin and S. W. Lee.

This case stood for the principle that this provision of the *Planning Act* imposed a high standard on an appeal of this nature by requiring an appellant to demonstrate not only that there is a land use planning ground but that there is one upon which an appeal can be allowed. More particularly, paragraph 9 of the said decision stated: "The Board is entitled to examine the reasons stated to see whether they constitute genuine, legitimate and authentic planning reasons. This is not to say that the Board should take away the rights of appeal whimsically, readily and without serious consideration of the circumstances of each case. This does not allow the Board to make a hasty conclusion as to the merit of an issue. Nor does it mean that every appellant should draft the appeal with punctilious care and arm itself with ironclad reasons for fear of being struck

down. What these particular provisions allow the Board to do is seek out whether there is authenticity in the reasons stated, whether there are issues which should effect a decision in a hearing and whether the issues are worthy of the adjudicative process". Therefore, it is necessary to examine the reasons stated for the appeal of Brian and Shirley Preedy to determine whether they are genuine, legitimate and authentic planning reasons (their authenticity), whether there are issues that should effect a decision in a hearing (effectiveness) and whether the issues are worthy of adjudicative worthiness (worthiness). This is a standard or test by which this appeal will be determined.

The Board has reviewed the letter of appeal and supporting motion materials of the appellants Brian and Shirley Preedy, the motion materials of the respondent William Lepain, reviewed all exhibits filed at the hearing and heard their oral arguments. The Board has a duty to exercise its jurisdiction with due care and attention to the statutory right of the appellants to file an appeal. They must balance this against the prospects of a full appeal hearing.

The Board considers whether the appeal is genuine, legitimate or an abuse of the process and whether the appeal is authentic. In conjunction therewith, the Board considers whether the grounds for the appeal relate to the recognized land use planning grounds pertaining to a minor variance application. The appellants have raised a genuine possibility of significant adverse impacts to their property should the minor variances be authorized. The potential for these impacts were supported by their submissions and the photographic evidence produced and marked Exhibit "7". Adverse impacts are factors, which are considered when determining whether or not variances should be authorized.

Accordingly, the Board finds that the reasons set forth in the letter of appeal raise land use planning grounds, which are genuine, legitimate and authentic and worthy of the adjudicative process.

A Board hearing would determine whether the variances requested would meet the tests set out in the *Act*. The Board also finds that there was no evidence either in the motion materials of William Lepain or produced at the hearing to substantiate the

other grounds for this motion namely the appeal was not made in good faith, was frivolous or vexatious or made for the purpose of delay.

The Board therefore denies the motion to dismiss and the appeal will now be scheduled for a full hearing.

The member is not seized.

So orders the Board.

"F. G. Farrell"

F. G. FARRELL
MEMBER



PRESENTED TO COUNC

ITEM 6

DATE FEB 14 2005

EXCITING NEWS!

NEW MUNICIPAL PROGRAMS

**BULK ELECTRICITY PROCUREMENT PROGRAM
&
311 INITIATIVE**

Local Authority Services Ltd (LAS) is a wholly owned subsidiary company of AMO. LAS is mandated to work with municipalities to assist them in reducing the cost of their expenditures and to increase their levels of revenues through the principles of economies-of-scale and co-operative procurement efforts.

From the programs LAS operates, all surplus revenues earned, after nominal operating expenses, are remitted to AMO in an effort to fund the operations of that organization's work in areas of municipal government policy and to keep AMO membership fees to a minimum.

Two new programs are currently being explored.

Bulk Electricity Procurement Program

AMO/LAS is in the process of setting up a bulk electricity procurement program for all municipalities. It is anticipated that substantial savings will be realized. As part of the program, to assist in developing a conservation culture, it is planned that participating municipalities will be provided with software that will enable them to analyze load profiles, monitor and manage electricity usage on a daily basis, view facilities and specific meters for consumption usage, and make real-time decisions on how to control electricity costs.

Further information will be available in March 2005. **If you are interested in participating in this program contact Nancy Plumridge, President – LAS and Director of Administration & Business Development – AMO – 416-971-9856, toll free 1-877-426-6527, nplumridge@amo.on.ca**

311 Initiative

AMO/LAS is investigating the feasibility of a province wide 311 call center for all municipalities, where access to the service can be either 24/7 or only after hours. Software will be used to monitor calls and to provide detailed and relevant performance reports.

If you are interested in participating on a feasibility/implementation committee please contact Nancy Plumridge, President – LAS and Director of Administration & Business Development – AMO – 416-971-9856, toll free 1-877-426-6527, nplumridge@amo.on.ca



PRESENTED TO COUNCIL
ITEM 7
DATE FEB 14 2005

RECEIVED
JAN 31 2005

JERRY J. OUELLETTE, M.P.P.
Oshawa

Queen's Park Office:
Rm. 428
Legislative Building
Toronto, Ontario
M7A 1A8
Tel. (416) 325-2147
Fax (416) 325-2169

Constituency Office:
170 Athol St. E.
Oshawa, Ontario
L1H 1K1
Tel. (905) 723-2411
Fax (905) 723-1054

E-mail: jerry_ouellette@ontia.ola.org
Website: www.oshawampp.com

January 24, 2005

Mayor Wayne Hurst & Council
271 Sandwich Street South, P.O. Box 159
Amherstburg, Ontario
N9V 2Z3

Dear Mayor & Council:

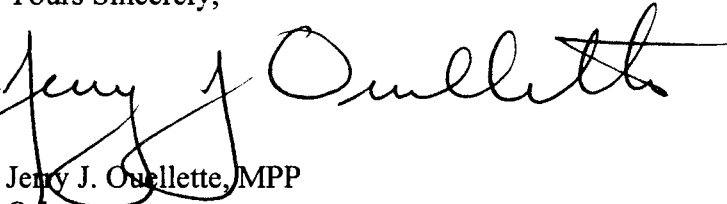
Thank you very much for your consideration and endorsement of *Bill 165, The Elected Officials Immunity Act 2004*.

I am hopeful that with the support found within your chambers, Bill 165 will be recognized by the government and be given due consideration to pass it into law.

I believe this Bill will allow for greater and fuller debate when determining issues of concern with respect to your Council and that it is in the best interest of the people of your community and Ontario.

Once again, I thank you for your support and I look forward to Second and Third Reading of this important legislation.

Yours Sincerely,


Jerry J. Ouellette, MPP
Oshawa

RECEIVED
JAN 27 2005

ESSEX COUNTY AGRICULTURAL HALL OF FAME

**C/o Anne Anger
Secretary/Treasurer
5946 Con. #5, RR # 2
Harrow, ON
N0R 1G0**

PRESENTED TO COUNCIL

ITEM 8

FEB 14 2005

January 24, 2005

To: All Representatives of Member Organizations and
Individual Members of the Essex County Agricultural Hall of Fame

From: Dan Diemer, Chairman
Essex County Agricultural Hall of Fame

Subject: **Agricultural Hall of Fame Annual Meeting/Induction**

Annual Meeting

The Annual Meeting of the Essex County Agricultural Hall of Fame will be on **Wednesday, March 7, 2005, Essex Civic Centre, Room D, 1:00 p.m.** Please mark this date on your calendar. We have assumed that you are still your organization's representative to the Essex County Agricultural Hall of Fame but if another has taken on this position, please pass on this information.

Induction

There will be three (3) individuals inducted at the fourteenth presentation of the Essex County Agricultural Hall of Fame. The presentation night will be **Thursday, April 7, 2005, 8:00 p.m. Harrow Exhibition Hall.**

If you have any questions, please call Anne Anger @ 733-4226.

PRESENTED TO COUNCIL

ITEM 9DATE FEB 14 2005Federation of
Canadian MunicipalitiesFédération canadienne
des municipalités

February 1, 2005

Please Distribute to All Members of Council

MEMBERS' ADVISORY

Government takes major step toward New Deal

The New Deal is about governments working together to serve Canadians better. It is also about bridging the fiscal gap between the resources of municipal governments and their growing responsibilities, so they can work as full partners in meeting the problems affecting our cities and communities and contribute to national priorities.

Today, the Government of Canada has taken a major step toward that goal, and reaffirmed its commitment to a new partnership.

The announcement of a formula for sharing the federal gas tax opens the way for negotiations with provincial and territorial governments that should see money flowing quickly following the upcoming Budget.

The Government will contribute \$5 billion over five years according to an allocation formula that includes most of FCM's recommendations.

With respect to the overall amount, we believe that the excise tax on diesel is important, because heavy vehicles using diesel fuel cause most of the wear and tear on roads. We will continue to advocate the inclusion of two cents a litre on diesel fuel.

Nevertheless, the Government has delivered fully and explicitly on its commitment and has taken a critical step in the evolution of the New Deal for cities and communities. The amount represents an important financial contribution to our cities and communities, and is in addition to the \$700 million GST refund announced in the 2004-2005 Budget.

Today's announcement clears the way for continued discussion as we work together to find long-term solutions to the problems facing Canada's cities and communities. The need to secure the contribution for the long-term is key to facilitating municipal borrowing for large infrastructure investments.

During our recent productive pre-budget consultations with the Minister of Finance, Mr. Goodale concurred. He also stated categorically that the gas tax contribution was "in addition to" and "not instead of" current infrastructure programs, such as the Municipal Rural Infrastructure Fund (MRIF), the Canada Strategic Infrastructure Fund (CSIF), and the Border Infrastructure Fund.

- 2 -

These funds, together with the current commitment to affordable housing, will support targeted multi-year investments in priority areas, including brownfields and broadband Internet access.

Having secured an initial financial package, it is time to focus on other aspects of the New Deal.

The upcoming federal Budget is where the compact between the Government of Canada and the municipal sector will be unveiled and where other commitments must be met.

First, we must work together to guarantee sustainable environmental outcomes from fuel tax investments using key tools such as the Green Municipal Funds, Partners for Climate Protection and InfraGuide.

Second, we will be looking for an undertaking on an enhanced consultation framework with the municipal sector.

Third, we will want to work with other governments toward a long-term plan to eliminate the municipal infrastructure deficit within a reasonable but defined period.

Finally, we look forward to productive federal-provincial/territorial negotiations and trust that municipal governments will play an important role in these negotiations.

The New Deal is indeed about more than money; it is about a new intergovernmental partnership. The partnership is already generating results.

For more information, contact James Knight, Chief Executive Officer, 613-241-5221, ext. 222.

In Case of Transmission Difficulties, Please Call 416-863-2101 or
1-866-309-3811

Please see attached letter to Ann Mulvale from Minister Joe Fontana
and Minister David Caplan

Please Deliver To: Town of Amherstburg
Wayne Hurst
Mayor

PRESENTED TO COUNCIL

ITEM 10

DATE FEB 14 2005



Ministry of Public
Infrastructure Renewal

Office of the Minister
8th Floor, Frost Building South
7 Queen's Park Crescent
Toronto, Ontario M7A 1Y7

Ministère du Renouveaulement de
l'infrastructure publique

Bureau du ministre
Édifice Frost Sud, 8^e étage
7 Queen's Park Crescent
Toronto (Ontario) M7A 1Y7

Minister of Labour
and Housing



Ottawa, Canada K1A 0J2

Ministre du Travail et
du Logement

January 19, 2005

Her Worship Ann Mulvale
Chair, AMO Affordable Housing and Homelessness Task Force
Association of Municipalities of Ontario
393 University Ave., Suite 1701
Toronto, Ontario M5G 1E6

Dear Mayor Mulvale:

RE: STATUS UPDATE ON THE AFFORDABLE HOUSING PROGRAM

We are writing to thank you for your participation in the Affordable Housing Program. Working with our municipal partners participating in the Affordable Housing Program, the Government of Canada and the Province of Ontario have successfully allocated over \$64.6 million in funding to create 3,279 homes. The initial success of the program has been, in large part, the result of municipal action and local innovation.

As we begin 2005, we thought this was an important time to provide our municipal housing partners with an update on the Affordable Housing Program. At the present time, negotiations on the new Canada-Ontario Affordable Housing Program Agreement are underway and proceeding well. As you are aware, the Province is committed to matching federal funding for the program over time. These additional funds should help considerably in reducing the up-front capital costs and thereby assist in making housing more affordable to future residents.

We are pleased to inform you of the progress already made. For example, the acquisition and repair of existing buildings for re-use as affordable housing for low-income households will be eligible under the program. We continue to make progress on other key issues, such as timing. We are looking at extending the program to give us the time we need to develop the greatest number of units possible under this program.

In light of this progress, We are confident that in the very near future a new Affordable Housing Program Agreement can be reached between the federal and provincial governments. Once the new Canada-Ontario Agreement is signed, we will be able to move forward on the new program. As an interim measure, the Province is working on further improvements to the pilot program, including financial enhancements. There will be more information to share with you soon.

Provincial staff members have been meeting with the Association of Municipalities of Ontario (AMO), through the Ontario-AMO memorandum of understanding, and the City of Toronto on the re-design of the Affordable Housing Program. These meetings and other consultations on the program have been very positive and are providing useful feedback and suggestions for the new program.

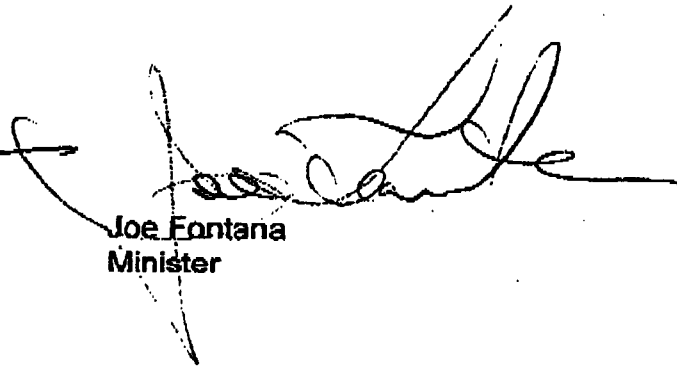
We hope this update provides you with an assurance that the provincial government greatly values municipal commitment and partnership toward creating new affordable housing. We know that it has taken some time to move forward with the new Affordable Housing Program Agreement, but we are committed to working with you to get this program right and working in Ontario's communities. We hope that we can count on your continued commitment, innovation and financial support for this initiative.

We look forward to continuing our work on this important initiative and to further strengthening our partnership to increase the supply of affordable housing in our communities in 2005 and beyond.

Yours sincerely,

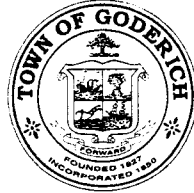


David Caplan
Minister



Joe Fontana
Minister

RECEIVED
FEB - 7 2005



February 2005

**From the Office
of the Mayor**

PRESENTED TO COUNCIL

ITEM 11

DATE FEB 14 2005

Dear Heads and Members of Council:

Earlier you received a complete delegates package from Chair Neal Snutch inviting your municipality to attend the 52nd OSUM Conference & Trade Show, taking place in the Town of Goderich from May 4th to 7th, 2005. This event will be held in the state-of-the-art Maitland Recreation Centre with the theme being "*Strong Partnerships - Strong Communities*".

Our Council and staff are very excited about the fact that the OSUM Conference will be held in Goderich and are presently working hard with the Conference Committee to ensure that we meet the expectations of all participants.

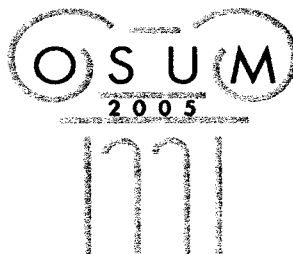
Some conference highlights:

- Public Parks Partnerships in the USA – Mayor of Brecksville, Ohio, USA
- Case studies on brownfields and residential intensification
- Economic Development models in Ontario
- Successful Public-Private Partnerships – Goderich-Huron YMCA (Town of Goderich and Sarnia-Lambton YMCA); and Strathcona Paper Centre (Town of Greater Napanee & Strathcona Paper)
- A Successful Planned Community – Reston, Virginia, USA
- AMO and FCM session on the new delivery of funding to local governments
- Session on Health, Energy and Financial matters
- Session on Value Added Opportunities for Ontario Municipalities by Woodworks
- Session on the new *Schools in Bloom Program* and *Communities in Bloom Community Gardens* at the base of the CN Tower
- Get-Acquainted Program to be held on Wednesday evening which will include: food sampling from local restaurants, live music at various locations in the Trade Show area, followed by a live concert by *Cactus Jam*, a local group
- Exciting Trade Show with over 60 exhibitors

On behalf of Town Council, staff and the proud citizens of Goderich, I extend an invitation to delegates and companions to come to Goderich. We look forward to providing you with wonderful Goderich and Huron County hospitality.

Sincerely,

Delbert (Deb) Shewfelt
Mayor
Encl.



strong partnerships
strong communities

GODERICH
Canada's prettiest town

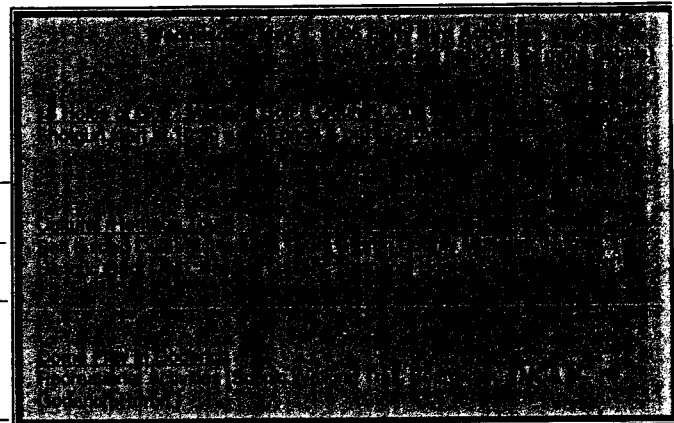
Town Hall
57 West Street
Goderich, Ontario
Canada N7A 2K5

Tel: (519) 524-8344
Fax: (519) 524-7209
www.town.goderich.on.ca

52nd Annual OSUM Conference & Trade Show



hosted by
Town of Goderich
May 4, 5 & 6, 2005



son, and print clearly

_____ Last Name: _____
_____ Municipality: _____
_____ (Municipality) (Postal Code)
Fax: (____) _____
_____ COMPANION NAME: _____

After April 2nd
\$375.00

Method of Payment: (Payment must accompany registration form)

Cheques payable to: The Town of Goderich, 57 West Street, Goderich, ON N7A 2K5

Visa/Mastercard # _____ Expiry Date _____

Name on the Card _____



Registration Inquiries: Pat Costello (519) 524-8344
Local Conference Coordinator: Nicki Mathieu (519) 524-4524 ext. 226
Annual Conference Coordinator: Ted Blowes (519) 393-5877

on receipt of written notification by April 29, 2005 - less a \$50.00 service

method	Amt.
--------	------

ACCOMMODATIONS MUST BE BOOKED SEPARATELY
See the enclosed list. For inquiries contact Bob Marshall at 1-800-280-7637

Alert

PRESENTED TO COUNCIL /

ITEM 12

DATE FEB 14 2005



Association of
Municipalities
of Ontario

393 University Avenue, Suite 1701
Toronto, ON M5G 1E6

Tel: (416) 971-9856 • fax: (416) 971-6191
email: amo@amo.on.ca

To the immediate attention of the Clerk and Council

January 27, 2005 – Alert 05/010

Province Reduces Property Tax Pass-Through for Recreational Uses Along Hydro Corridors to 50% from 100%

Issue:

AMO received a letter from the Management Board of Cabinet indicating that it has reconsidered its property tax pass-through policy for recreational uses on hydro corridor lands.

On a going forward basis the property tax pass-through for recreational uses under the Provincial Secondary Land Use Program (PSLUP) will be changed to 50 per cent from 100 per cent. Through PSLUP, the province will continue to identify and assess potential provincial and municipal secondary land uses on hydro corridors.

Background:

Previously, municipalities were charged nominal rent and no property tax by Ontario Hydro for municipal parkland in hydro corridors. The previous provincial government passed legislation that transferred the hydro corridors property from Hydro One to the Province and adopted the policy that required the charging of 100% of the property taxes by municipalities for the use of the hydro corridor lands for park and recreation uses. Both AMO and the Large Urban Mayors Caucus of Ontario (LUMCO) opposed this policy change because it increased municipal costs.

The longstanding position was that there should be no charge pass-through. To assist in resolving the matter, the Province was interested in a new proposal, i.e. the property tax pass-through could be reduced from 100% to 50%. While full reduction would have been preferred, this outcome does decrease the operating costs of parks and recreation uses in hydro corridors. AMO and LUMCO supported this new proposal when it was presented last fall.

Action:

We will monitor the implementation of this policy shift, to ensure that municipal governments and their residents can access underused land for recreational purposes.

This information is available through AMO's subscription based MUNICOM network at www.municom.com.

For more information, contact: Sherri Hanley at 416-971-9856 extension 315

CAO
TREAS

Alert

To the immediate attention of the Clerk and Council

January 28, 2005 – Alert 05/011

CRF Update

PRESENTED TO COUNCIL

Issue: AMO Board of Directors agrees to further staff-level discussions on the Community Reinvestment Fund (CRF).

ITEM 13

The following letter was sent to the Minister of Finance today.

DATE FEB 14 2005

January 28, 2005

Honourable Greg Sorbara
Minister of Finance
7th Floor, Frost Building South
7 Queen's Park Crescent
Toronto, ON M7A 1Y7

Dear Minister:

I am writing in response to your recent letter to AMO regarding the Community Reinvestment Fund (CRF) in which you requested further staff-level discussions with the CRF Committee established under the auspices of the Memorandum of Understanding (MOU) between AMO and Ontario.

AMO's Board of Directors considered the invitation earlier today when it met in Toronto.

The Board considered the invitation carefully. There is an overwhelming concern with the impacts if no reconciliation and what a move to a new funding model might effect. It was agreed that the CRF Committee should re-enter discussions with provincial officials on an advisory basis, in order to ensure that provincial officials are made aware of the potential municipal impacts of any new funding models that the government is considering.

As you are aware, the primary objective of MOU consultations is to ensure that government decision-making is fully informed by a fair and accurate accounting of potential impacts on municipal governments and property tax payers.

The Board has instructed members of the CRF Committee that their recommendations, which were presented at the November 18, 2004, AMO-MOU meeting, should be the starting point for further discussions.

I must remind you that 403 municipalities in Ontario are directly impacted by reconciliation, and all municipalities will no doubt be affected by a new funding model. As I believe you are aware, failure to provide reconciliation for 2003 CRF funding will result directly in property tax increases in communities in virtually every part of Ontario.

Yours truly,

Original signed by the President

Roger Anderson
AMO President

This information is available through AMO's subscription based MUNICOM network at www.municom.com.
For more information, contact 416-971-9856: Brian Rosborough, AMO Senior Policy Advisor at extension 318



Alert

To the immediate attention of the Clerk and Council

February 1, 2005 – Alert 05/014

Federal Gas Tax Allocation Announcement

Issue: AMO welcomes federal gas tax allocation announcement today from Minister John Godfrey.

AMO issued the following news release today.

Toronto, Ont., February 1, 2005 – AMO President Roger Anderson is applauding an announcement today from Federal Infrastructure and Communities Minister John Godfrey on a national allocation formula for federal gas tax revenues for municipal infrastructure.

“By adopting an allocation formula for provinces and territories based on population, the federal government has opted for equity and fairness over any particular regional or local interests,” said Anderson. “This formula recognizes that communities of all sizes in every part of Canada are facing a substantial and growing infrastructure deficit.”

“Today’s announcement builds on federal New Deal commitments,” said Anderson. “Coupled with last year’s full GST rebate for municipalities and the announcement of the Canada-Ontario Municipal Rural Infrastructure Program in November, the federal New Deal is moving forward.”

At maturity, the formula will provide federal gas tax revenues of over \$746 million a year to municipalities in every part of Ontario.

The announcement states that funds from the gas tax will be directed at environmentally sustainable municipal infrastructure, such as water and wastewater systems, solid waste management, road and bridge rehabilitation, public transit, community energy systems, and capacity building.

The next step for Ontario will be discussions between Canada, Ontario and Ontario’s municipal governments to develop an allocation formula that works within Ontario.

Anderson said, “In Ontario, we want to ensure that the allocation of federal gas tax revenues among Ontario’s municipalities is equitable and fair, and reflects the very real needs of municipal of all sizes, in every part of this province.”

Action: AMO’s Board of Directors is working on a federal gas tax allocation framework for Ontario that will reflect the needs of municipalities of all sizes in every party of Ontario, which will be fair and equitable for Ontario’s municipal governments.

Additional information about today’s announcement on the allocation of federal gas tax revenues can be found at www.infrastructure.gc.ca

*This information is available through AMO’s subscription based MUNICOM network at www.municom.com.
For more information, contact:* Brian Rosborough, AMO Senior Policy Advisor at 416-971-9856 ext. 318



To the immediate attention of the Clerk and Council

February 1, 2005 – Alert 05/012

AMO Presentation on Accessibility for Ontarians with Disabilities Act (AODA)

Issue: Councillor Sandra Hames, Chair of the AMO Barrier Free Access Working Group and member of the AMO Board of Directors, made a presentation to the Standing Committee on Social Policy on Bill 118.

Highlights of the Written Submission:

AMO supports the direction of Bill 118, in particular the inclusion of the private sector and recognition of the need for local flexibility in meeting accessibility standards.

AMO recommendations related to Bill 118 include the need for:

- ❑ A long-term funding program to support the goals of the proposed Act;
- ❑ AODA to contain guiding principles and values for the standards development process to ensure consistency across all sectors;
- ❑ AMO representation on a seat on all Standard Development Committees, which could apply to municipalities, and that AMO is represented on the Accessibility Standards Advisory Council;
- ❑ Amendments to the *Ontario Building Code*;
- ❑ Clarification of accountability in the areas of administration, compliance and enforcement;
- ❑ An education plan that includes support for accessibility planning and a public awareness campaign.

The submission also included previous AMO recommendations addressing the *ODA, 2001*.

Action:

AMO and the Barrier Free Access Work Group will continue to monitor the development of the Act and advocate the municipal position and considerations during the implementation phase.

A full version of the Submission is available on the MUNICOM network.

This information is available through AMO's subscription based MUNICOM network at www.municom.com.

For more information, contact: Petra Wolfbeiss, AMO Senior Policy Advisor at 416-971-9856 extension 329



RECEIVED
FEB - 2 2005

TOWN OF ESSEX
33 Talbot Street South, Essex, ON N8M 1A8
Telephone: (519) 776-7336 Fax: (519) 776-8811

...from the desk of Cheryl A Bondy, Deputy-Clerk/ Treasurer
Email: cbondy@townofessex.on.ca

PRESENTED TO COUNCIL

ITEM 16

DATE FEB 14 2005

February 1, 2005

Mayor and Council
Town of Amherstburg
271 Sandwich St. S.
Amherstburg, Ontario
N9V 2Z3

Dear Mayor and Council:

Re: Municipal Hunting Licenses

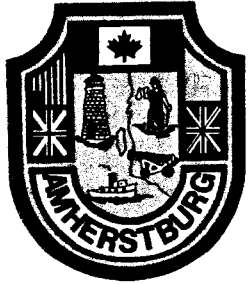
A resolution was passed by Council at their regular meeting held January 24th, 2005, "that municipal licenses to hunt ring-necked pheasants and rabbits during the open season in the County of Essex should be non-reciprocal, and that a copy of this resolution be circulated to all County municipalities for endorsement."

Please submit this letter as our municipality's request for support of the above resolution.

Thank you.

Yours truly,

Cheryl A Bondy
Deputy-Clerk/Treasurer



The Corporation of The
Town of Amherstburg

PRESENTED TO COUNCIL

ITEM 17

DATE FEB 14 2005

P.O. BOX 159
271 SANDWICH ST. SOUTH
AMHERSTBURG, ONTARIO
N9V 2Z3

FIRE DEPARTMENT

Bus. (519) 736-6500
Fax (519) 736-3683
Pager (519) 985-4878
Cell (519) 791-9087
email: rmurray@amherstburg.ca
Website: www.amherstburg.ca

RICHARD MURRAY
Fire Chief

February 1, 2005

Mayor & Council
Town of Amherstburg
P.O. Box 159
Amherstburg, ON

Re: 16th Annual Volleyball Tournament

Dear Mayor & Council:

On Saturday, June 11, 2005 the Amherstburg Firefighters Association is holding its 16th Annual International Firefighters Volleyball Tournament at the Track & Field Complex.

In order to promote and advertise the day and evening activities, we would like permission to fly a banner on Sandwich Street from May 2, 2005 to June 11, 2005 and we would also like permission to place portable signs at the Library corner and the Visitor Information Centre property from May 2, 2005 to June 11, 2005.

Thank you for your consideration and support of this event.

Yours truly,

Richard Murray
Fire Chief

Don't Give Fire A Place To Start!

RECEIVED
JAN 31 2005

Town of Amherstburg

January 30, 2005

PRESENTED TO COUNCIL

ITEM 18

Attn: Mayor Wayne Hurst and Town Council

DATE ~~FEB 14 2005~~

When driving along Sandwich Street on January 30, I noted that virtually all the businesses have shoveled the snow from the town sidewalks with the exception of one! The one sidewalk that has not been cleared is at 290 Sandwich Street South – Dr. DiPierdomenico’s office. Not only have they not cleared their sidewalk, they have plowed a large mound of snow from their parking lot onto the Town sidewalk. The mound certainly is a danger, and potential law suit to all attempting to use the sidewalk.

As this is a doctor’s office, they should be well aware of the hazards of “slip and fall” accidents. I find it very inconsiderate for them to plow their parking lot “clear as a whistle” for their clientele at the expense of the general public using the sidewalk. Certainly they can afford to pay the extra it would cost to clear the sidewalk.

I feel strongly that the Town should enforce their snow removal by-law in this blatant case. (If there isn’t a by-law, this situation should be corrected.)

I apologize for not signing this, however, this is my doctor and I don’t want to make him angry. I look forward to your prompt actions.

Thank you

Cc: By-law Enforcement Department



**ROYAL CANADIAN LEGION BRANCH #157
SPECIAL OLYMPICS COMMITTEE
281 DALHOUSE ST. P.O. BOX#68
AMHERSTBURG ONTARIO
519-736-9851**

DEAR FRIENDS AND SUPPORTERS OF SPECIAL OLYMPICS

SINCE 1974 REGION ONE SPECIAL OLYMPICS SUMMER GAMES FOR THE MENTALLY CHALLENGED ATHLETES HAS BEEN HELD IN WINDSOR. THESE ATHLETES COME FROM CENTRES AND SCHOOLS IN ESSEX, KENT AND LAMBTON COUNTIES ,MANY DEDICATED PEOPLE AND AGENCIES GIVE THEIR TIME AND TALENTS TO SUCCESSFULLY PROVIDE THE FINANCIAL AND VOLUNTEER SUPPORT TO HOST THESE GAMES.

ON FEB/27/2005 ROYAL CANADIAN LEGION #157 WILL BE HOLDING OUR 18TH YEAR OF RAISING FUNDS FOR THE SPECIAL OLYMPICS. WHICH IS OUR ANNUAL FUNTASTIC DAY. WE HAVE A FUN FILLED DAY WITH ENTERTAINMENT ALL DAY, RAFFLES, DOOR PRIZES, AND MORE.

LAST YEAR WE RAISED \$6,700.00 IN MEMORY OF RUTH MAURE SPECIAL OLYMPICS CHAIR PERSON. WITH THE HELP OF DONATIONS FROM VARIOUS GROUPS AND ORGANIZATIONS. THIS YEAR OUR GOAL IS TO COME AS CLOSE AS WE CAN TO LAST YEARS AMOUNT. SO WE CAN HELP THEM FINANCIALLY. AS WITHOUT THE ASSISTANCE OF DONATIONS THESE EVENTS WOULD NEVER TAKE PLACE.

WE ARE ASKING FOR YOUR ASSISTANCE IN HELPING OUT WITH THESE COST. (MONEY) OR (DOOR PRIZES) PLEASE.

PLEASE MAKE CHEQUE PAYABLE TO(SPECIAL OLYMPICS BRANCH#157) ATTENTION S/O CHAIRMAN DON NANTAIS.

**THANKING YOU IN ADVANCE SINCERELY
DON NANTAIS
ROYAL CANADIAN LEGION # 157
SPECIAL OLYMPICS CHAIRMAN**

PRESENTED TO COUNCIL

ITEM _____

DATE _____

RECEIVED
FEB - 1 2005

ROYAL CANADIAN LEGION



#157

SPECIAL OLYMPICS ANNUAL

FUNTASTIC DAY # 13

ENTERTAINMENT

50/50 DRAWS

DOOR PRIZES

MEAT DRAWS

PLACE ROYAL CANADIAN LEGION #157

AMHERSTBURG. DATE FEB/ 27TH. 2005

TIME 2:00 PM TO ?

ALL PROCEEDS TO SPECIAL OLYMPICS

COME OUT AND ENJOY

Copy of PAUL BENEYEAU ✓

RECEIVED
JAN 20 2005

**DOG POUND COMMITTEE
MEMO**

To: David Mailloux, Clerk - Town of Amherstburg
Jerry Marion, Clerk - Town of Essex
Kevin Miller, Clerk - Town of Lasalle
Laura Moy, Clerk - Town of Tecumseh

PRESENTED TO COUNCIL
ITEM 20
DATE FEB 14 2005

From: Kirk Foran, Secretary, Dog Pound Committee

Subject: Lakeshore Area #3 Dog Pound - 2005 Budget

Date: January 10, 2005

I have provided you with a copy of the proposed Lakeshore Area #3 Dog Pound budget in a format similar to years past. Please forward to your Treasury Department.

A copy has been provided to your committee member under separate cover.

If you should have any questions, please do not hesitate to call.



KIRK FORAN, SECRETARY
DOG POUND COMMITTEE
KF:sd

**CORPORATION OF THE TOWN OF LAKESHORE
AREA #3 DOG POUND
PROPOSED BUDGET 2005**

	2004 BUDGET	2004 DRAFT	2005 BUDGET
REVENUES:			
03.25.6641.2504 COLLECTION FROM SALE OF ANIMALS	3,500.00	4,403.00	3,500.00
TOTAL REVENUES:	\$3,500.00	\$4,403.00	\$3,500.00
EXPENDITURES:			
03.25.1111.2504 WAGES BENEFITS	33,000.00	34,825.00	36,000.00
03.25.1321.2504 FEED	1,500.00	1,455.00	1,500.00
03.25.1436.2504 INSURANCE	100.00	77.00	100.00
03.25.1311.2504 SUPPLIES	3,500.00	1,630.00	2,000.00
03.25.1445.2504 MAINTENANCE	2,000.00	2,415.00	2,500.00
03.25.1447.2504 SNOW REMOVAL & GRASS CUTTING	2,000.00	2,312.00	2,500.00
03.25.1391.2504 UTILITIES & HEAT	5,500.00	4,540.00	4,750.00
03.25.1381.2504 TELEPHONE	2,000.00	1,487.00	1,600.00
03.25.1426.2504 LEGAL & AUDIT	1,000.00	750.00	1,000.00
03.25.1416.2504 ADMINISTRATION	1,000.00	880.00	1,000.00
03.25.1462.2504 EDUCATION & TRAINING	1,200.00	0.00	1,200.00
03.25.1412.2504 DISPOSAL OF ANIMALS (CONTRACT)	3,000.00	2,866.00	3,000.00
TOTAL NON-CAPITAL EXPENDITURES:	\$55,800.00	\$53,237.00	57,150.00
NET NON-CAPITAL EXPENDITURES:	\$52,300.00	\$48,834.00	53,650.00

	2004 BUDGET	2004 ACTUAL	2005 BUDGET
03.25.1441.2504 CAPITAL EXPENDITURES:	\$7,500.00	\$6,136.00	\$7,000.00
TOTAL NET NON-CAPITAL EXPENDITURES	\$52,300.00	\$48,834.00	\$53,650.00
TOTAL CAPITAL EXPENDITURES	\$7,500.00	\$6,136.00	\$7,000.00
TOTAL BUDGET	\$59,800.00	\$54,970.00	\$60,650.00

	NUMBER OF DOG DAYS	PERCENTAGE	PROJECTED NET NON CAPITAL EXPENDITURES COST PER MUNICIPALITY BASED ON ACTUAL DOG DAYS	CAPITAL EXPENDITURES COST PER MUNICIPALITY BASED ON 5 MEMBER MUNICIPALITIES	TOTAL COST PER MUNICIPALITY
LASALLE	212	10.15%	5,446.00	1,400.00	6,846.00
AMHERSTBURG	475	22.74%	12,200.00	1,400.00	13,600.00
ESSEX	465	22.26%	11,942.00	1,400.00	13,342.00
TECUMSEH	269	12.87%	6,905.00	1,400.00	8,305.00
LAKESHORE	668	31.98%	17,157.00	1,400.00	18,557.00
TOTAL	2089	100.00%	53,150.00	\$7,000.00	60,150.00



The Town of Amherstburg
271 Sandwich St. S., PO Box 159
Amherstburg, ON
N9V 2Z3

RECEIVED
JAN 17 2005

January 13, 2005

PRESENTED TO COUNCIL

ITEM 21

DATE FEB 14 2005

Dear Mayor and Members of Council

Kinsmen and Kinettes play a vital role in Canadian society. We raise funds for worthy causes, large and small; we undertake ambitious service projects to meet local community needs; we offer leadership training to individuals who yearn to make positive changes in both their country and their personal lives, and we proudly demonstrate to the rest of the world that we love being Canadian.

Once a year, Kinsmen and Kinettes ask various municipal, provincial and federal representatives to help us maintain our high level of service by placing a 'Message-of-Support' in *KIN Magazine*, the magazine received and read by every member of our national non-profit organization for the past 85 years. These 'thank you' messages give you the opportunity to express your appreciation to Kin members who have raised funds and donated countless hours to serve the needs of fellow Canadians and the communities they call home.

Last year, in almost 600 locations throughout the country, our members raised an estimated **\$15 million** in the name of community service. We accomplished this incredible feat by doing what we do best - being charitable neighbours. Whether it was holding barbecues, telethons, home lotteries or seasonal fairs, Kinsmen and Kinettes turned their dedication into dollars wherever and whenever desperate need demanded. For the Canadian Cystic Fibrosis Foundation, a truly deserving organization and one that has been at the receiving end of Kin generosity for 40 years, members' efforts this past year resulted in **\$1 million** in needed research funding.

Kin Canada needs your support for our annual 'Message-of-Support' campaign so that our members can continue to provide assistance to the many groups, organizations and individuals that rely on us. By helping to build arenas, we are helping to build communities. By supporting blood clinics, food banks and telephone helplines, we are supporting our neighbours. By fighting debilitating diseases like cystic fibrosis and multiple sclerosis, we are fighting for a brighter future for the thousands of Canadians who live with these afflictions.

Your 'Message-of-Support' is a valuable investment in nearly 9,000 of your country's hardest-working, most committed volunteers and an investment in your own communities. We ask that you please show your support by completing the enclosed order form and returning it today.

We thank you for your consideration.

Yours in Kin,

Sharon Armstrong and Curtis Kimpton
2004-05 National Presidents
Kin Canada



**THE CORPORATION OF
THE CITY OF
WOODSTOCK**

The Mayor, Council and City Residents offer their sincere appreciation to all Kinsmen and Kinettes for their ongoing efforts and significant contributions to the community. We wish you success in all endeavours.

*Mayor Michael Harding
Deputy Mayor/Councillor Jack Dunn
Councillor Connie Lauder
Councillor Dave Nadalin
Councillor Phil Poole
Councillor Pat Sobeski
Councillor Deb Trait*

*Lloydminster Tourism
& Convention Authority*



Thank you Kinsmen and Kinettes for your dedication and contributions that you have made to the City of Lloydminster throughout the years.



Hamilton

Hamilton City Council members and citizens of Hamilton sincerely thank the Kinsmen and Kinettes for their outstanding commitment to improving the quality of life both within our community and across Canada.

Mayor Larry Di Ianni



BRIGHTON

**The Municipality
of
BRIGHTON, ON**

would like to say "Thank You" to the Kinsmen and Kinette Clubs of Brighton.

Town of SHELBURNE, ON
'Celebrating our 125th Year in 2004'



On behalf of Town Council and the residents of Shelburne, I wish to express our appreciation and gratitude to the Kinsmen and Kinettes for their continued support and contributions to our community. The Kinsmen and Kinettes have helped to enhance the quality of life in the Town of Shelburne and we wish them continued success in their future endeavours.

Mayor & Members of Council



**Municipality
of Chatham-Kent**

On behalf of my Council Colleagues and the Citizens of the Municipality of Chatham-Kent, I wish to commend the members of the Kinsmen & Kinette Clubs for the many significant contributions they have made throughout the Municipality.

We thank you for your continued dedication and commitment to serve the needs of Chatham-Kent and its citizens.

Mayor Diane Gagner

**District of
VANDERHOOF, BC**



District Council salutes the Kinsmen and Kinettes for their dedicated service and outstanding contributions to our community.



Fredericton
NEW BRUNSWICK'S CAPITAL CITY

Proud of the contribution made by the Kinsmen and Kinettes to our community.

**Mayor Les Hull and
Fredericton City Council**

www.fredericton.ca



**TOWN OF LADYSMITH
BRITISH COLUMBIA
"HERITAGE BY THE SEA"**

As Ladysmith celebrates her 100th Birthday this June (2004) we reflect on the 50+ years of service the Kinsmen and Kinette Clubs of Ladysmith have provided in our community. To mark our Centennial, the Kinsmen are spearheading and partnering with other local organizations to develop a Water Spray Park at our Transfer Beach Park. We all look forward to the success of this exciting project.

On behalf of Council and the residents of Ladysmith, THANK YOU KINSMEN for your ongoing dedication and commitment to our Town.

**Mayor Robert Hutchins
Town of Ladysmith**



**A GREAT PLACE TO VISIT
A GREAT PLACE TO LIVE
A GREAT PLACE TO INVEST**

www.regionofqueens.com

Kinsmen and Kinettes:
Partners in making all this possible

**John G. Leele
Mayor
Region of Queens Municipality**



It is my pleasure to offer this message of sincere appreciation to the Kinsmen and Kinettes who through their generous support and contribution to the Coquitlam community have made it a better place to live. Their donation of countless hours and their ability to turn this dedication into dollars has provided support for many worthy causes, a spectacular example of citizen involvement and charitable neighbours working together for a strong community.

**COUNCILLOR BARRIE LYNCH,
CITY OF COQUITLAM**

**The Municipality of
PORT HOPE, ONTARIO**

*On behalf of the residents of the
Municipality of Port Hope,
we would like to express our deep
appreciation for all the contributions
Kinsmen and Kinettes have made
throughout the years.*

*Thank you for your dedication
and commitment to our community.*

**Rick Austin, Mayor
and Members of Council**



**TOWN of
SPRINGDALE, NL**

We sincerely appreciate the spirit of community service displayed by our Green Bay Kin members.

**CONGRATULATIONS TO
ALL KINSMEN & KINETTES**

A community's welfare is measured by its ability to meet the needs of all its citizens and depends not only upon local government, but also upon citizen involvement within the community. The City of Oshawa recognizes and congratulates the Kinsmen Clubs of Oshawa for their dedication in making our community a better place to live.

MAYOR JOHN GRAY AND
MEMBERS OF OSHAWA CITY COUNCIL



The Town of Parry Sound, being the area's economic hub and heart of the 30,000 islands, extends a sincere thank you to our KINSMEN and KINETTE Clubs for their generous support and contributions to our community. Your ongoing commitment and dedication are highly commended.

MAYOR TED KNIGHT
&
MEMBERS OF PARRY SOUND
TOWN COUNCIL



**The Town of
Niagara-On-The-Lake**

On behalf on the Council and citizens of the Town of Niagara-on-the-Lake I would like to express our appreciation to the Kinsmen and Kinettes for your dedication and contributions to the community.
Lord Mayor Gary Burroughs



The City of Terrace, B.C., would like to express its appreciation to all of our Kinsmen and Kinettes for their outstanding service to the community.
THANK YOU!



TOWN OF WASAGA BEACH
Ontario, Canada L0L 2P0

*"A Great Place to Vacation,
An Even Better Place to Live"
...And our KINSMEN and KINETTES
are a big part of the reason why!*

CAL PATTERSON,
Mayor

**Municipality of
Leamington**

Thank you Kinsmen and Kinettes for your selfless contributions to our community. The Leamington Kinsmen Recreation Complex is an enviable example of these efforts.

Mayor John Adams
Deputy Mayor Rob Schmidt
Councillor Rick Cowan
Councillor Bill Derbyshire
Councillor Herb Enns
Councillor Frank Gabriele
Councillor Don Nicholson



www.leamington.ca



**THE CORPORATION
OF THE
COUNTY OF PRINCE EDWARD**

On behalf of our Municipal Council and Residents of Prince Edward County, I wish to express our appreciation to the KINSMEN & KINETTES who have provided an invaluable service to our community throughout the years.

Mayor Leo P. Finnegan
And Members of Council

www.pecounty.on.ca

TOWN OF HANOVER
Ontario
www.hanover.ca



**THANK YOU
KINSMEN & KINETTES
OF HANOVER**

For giving your personal time and efforts so unselfishly to your community. You make it a better place to live.

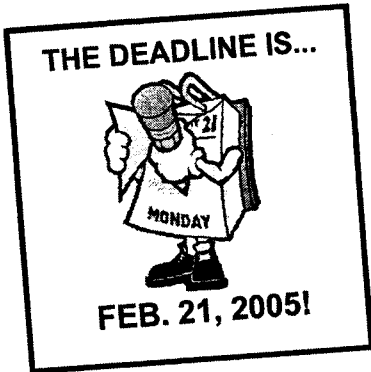
~ Mayor ~
Bob White
~ Deputy Mayor ~
Gerald Rogers
~ Councillors ~

Ed Falstrem Harold Fursman
Rick Hopkins Kathi Maskell
Susan Paterson Rick Rier
Paul Serre
CAO/Clerk ~ William Roberts



Kin Canada

1920 Hal Rogers Dr., P.O. Box KIN
 Cambridge, ON N3H 5C6
 (800) 742-5546, ext. 205
 Fax: (519) 650-1091
www.kinclubs.ca



(Please Print) Supporter's Name:
 City, Town, Village, etc.

Address:

Bill to the Attention of: Name:

Title:

Address:

Telephone No.:

Fax No.:

E-mail Address:

Size of Message:

Rate:

Plus GST:

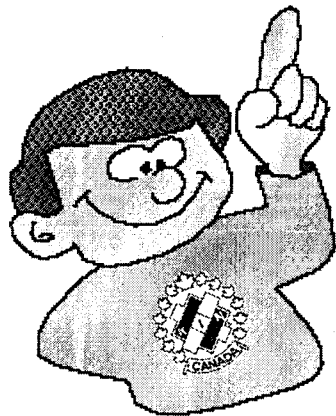
Total:

Other Instructions:

THIS MESSAGE-OF-SUPPORT AUTHORIZED BY:

Signature

NOTE: Please print/type your message on a separate sheet and attach to order form. If you would like us to write an appropriate message for you, please indicate this in the space above marked 'Other Instructions.'



Important Reminders:

1. Deadline for returning order form is **MONDAY, FEB. 21, 2005**
2. FAX order form to **(519) 650-1091**
3. E-mail municipal crest/logo (jpeg/tiff) to **mrickard@kinclubs.ca**
4. Courier "camera-ready" message to **1920 Hal Rogers Dr., Cambridge, ON N3H 5C6**
5. You can provide us with wording for your message or indicate under '**Other Instructions**' if you want us to compose a message for you
6. Any questions? Please call **1-800-742-5546, ext. 205** or e-mail **mrickard@kinclubs.ca**. This year's messages will be published in the April 2005 print issue of KIN Magazine.

*See reverse for
 sample
 message sizes*

Size & Cost

SPACE	COST	WIDE	DEEP
Full Page	\$995	7-3/8"	9-11/16"
1/2 Page Island	\$695	4-3/4"	7-3/8"
1/2 Page	\$625	7-3/8"	4-7/8"
1/3 Page	\$495	4-7/8"	4-7/8"
1/6 Page	\$375	2-7/16"	4-7/8"
1/12 Page	\$250	2-7/16"	2-7/16"

(NOTE: PLEASE ADD 7% GST TO ABOVE RATES WHEN REMITTING PAYMENT)

- FULL PAGE -

- 1/6 PAGE -

- 1/2 PAGE -

- 1/2 PAGE ISLAND -

- 1/3 PAGE -

- 1/12 PAGE -

2005 PITCH-IN CANADA Week

c/o PITCH-IN CANADA National Office
Box 45011, Ocean Park R.P.O.
White Rock, B.C., V4A 9L1
Web Site: www.PITCH-IN.ca

RECEIVED
JAN 25 2005

Voicemail: (604) 290-0498
Fax: (604) 535-4653
email: pitch-in@pitch-in.ca

PRESENTED TO COUNCIL
ITEM 22
DATE FEB 14 2005

Dear Members of Council,

1,299,329 Ontarions participated during 2004 PITCH-IN CANADA Week. Their free labour to improve Ontario communities totaled **\$26+ million!**

64% of PITCH-IN volunteers came from community groups, 34% from schools and 2% from youth groups. Guided by our 816 Volunteer PITCH-IN Coordinators in Ontario they staged 2,032 projects in communities throughout the province.

Two new programs were introduced. 108 Ontario organizations were certified under our National Cell Phone Collection Program to divert old, toxic, cell phones from Ontario landfills and 123 schools were certified as *ecoActive* Schools. Both of these programs are growing dramatically, reflecting the desire by local volunteers to get involved in meaningful, action projects in their community.

2005 PITCH-IN Registration Kits have now been mailed to every school, Scouts, Guides, the Chamber of Commerce and many other groups in your community. Kits offer free educational and promotional materials and garbage/recycling bags for local clean-ups.

Support these volunteers by becoming a "Partner in 2005 PITCH-IN CANADA Week" - April 18-24, 2005. The theme: "It's Up to You!"

- **appoint a local PITCH-IN CANADA Week coordinator:** help identify and spearhead local clean-up and beautification projects and distribute our free materials. Register your community no later than **March 31, 2005**. We'll do the rest!
- **support local voluntary efforts:** offer assistance with, and access to **free**, waste disposal. Recognize PITCH-IN volunteers - a gesture much appreciated by them!
- **issue a Proclamation and affix PITCH-IN decals to all your litter-receptacles:** *sample Proclamation enclosed - please send us a copy!*
- **become a member of PITCH-IN CANADA:** The benefits and cost are on the reverse of this letter.
- **Send a Thank You' letter to our sponsors:** outline your contribution. Address your letters to *TD's Friends of the Environment Foundation and the Sunoco-Suncor Energy Foundation* - send letters to us please and we'll include them in our final report.

Win one of 300 campaign T - shirts. Complete the enclosed entry form and send it to us if you decide to register your PITCH-IN Week project.

Donna Russett
Volunteer Director, Ontario

It's up to
You!

OVER....

YOU DO NOT HAVE TO BE A MEMBER TO PARTICIPATE IN PITCH-IN WEEK
However, your Support is Gratefully Accepted!

The Cost of Membership

The cost of membership is dependent on your community's population. That makes it fair for all and enables even the smallest villages or hamlets to become a member.

Population of your Community	Amount of Membership
- 500	\$ 95
501 - 1,000	\$ 125
1,001 - 2,000	\$ 175
2,001 - 3,500	\$ 225
3,501 - 5,000	\$ 275
5,001 - 10,000	\$ 325
10,001 - 25,000	\$ 425
25,001 - 50,000	\$ 500
50,001 - 100,000	\$ 750
100,001 - 250,000	\$1,000
250,001 - 500,000	\$1,250
500,000+	Upon request

Benefits of Membership:

- **Guaranteed free PITCH-IN Week materials** for local volunteers, including garbage / recycling bags
- **Priority access** to all materials by your community's volunteers (*if they apply by the March 31, 2005 project registration deadline*)
- **A \$600 reduction in cost** to become a *National Partner in Civic Pride* (member's cost is only \$150!). Partners fly the Civic Pride flag..
- **A listing** on PITCH-IN CANADA's very popular website
- **A 10% reduction on any other materials** your civic departments (public works, parks, etc...) may wish to purchase (PITCH-IN decals for litter containers, etc...)

MEMBER APPLICATION

Name of Community.....

Address for Mail.....

City/Town/VillageProvince/Territory.....

Postal Code.....Telephone ()..... Fax ().....

Contact Person..... Title.....

Email Community's Website url

Population taken from (year)census

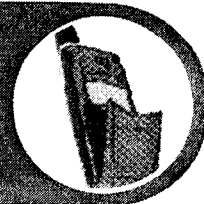
Amount of Membership Fee Enclosed (*see chart for applicable rate*) \$.....

Send us an invoice, our Purchase Order Number is (**attach PO**)

Our community currently has: (**place X before those which apply**)

..... Waste Management + Litter Control Program Recycling Program
 Composting Program Beautification Program

PITCH-IN CANADA'S NATIONAL CELL PHONE COLLECTION PROGRAM



- **Help Protect our Environment** – cell phones and rechargeable batteries contain hazardous and toxic materials which should not go to landfills
- **Re-Use** – some of the 60 million plus old cell phones sitting in a desk drawer or at the back of a closet can be refurbished or remanufactured for re-use in emerging countries where they rely on wireless communication
- **Recycle** – cell phones and batteries that cannot be reused can be recycled to recover materials
- **Raise Funds with no Investment or Risk** – PITCH-IN CANADA's National Cell Phone Collection Program pays local community groups registered with PITCH-IN CANADA for every cell phone handset collected

The National Cell Phone Collection Program

- **Accepts all Cell Phone Handsets** – new, old, broken or working, complete with accessories or not – and you receive \$1.00 for every handset received
- **Refurbishes or Remanufactures Cell Phones** – to 'as new' condition, They are then sent to emerging countries where the price of a 'new' cell phone is unaffordable for most people
- **Recycles** – cell phones and batteries that cannot be reused to recover materials

What do you get when you Register?

- **Instructions** – to guide you in setting up your program
- **Colour Posters** – to help announce your collection program
- **Prepaid Shipping Labels** – and details on how to pack and ship collected cell phone handsets
- **Promotional Materials** – such as sample collection announcements, media releases, sample marketing and promotional aids, a variety of tips and ideas on the best places to collect old cell phones and suggestions on collection techniques

How does the Program Work?

- **Register** – by filling out the form on the back of this flyer or on-line at www.pitch-in.ca
- **Receive your free Starter Kit** – within 10-14 working days
- **Publicize your Program** – put up posters, use our suggested tips for promotion
- **Make-up Collection Boxes** – by reusing cardboard boxes
- **Package up Phones** – when you have 50 or more, pack up the cell phones, affix the prepaid shipping label and call FedEx for FREE pick-up!
- **Cash your Cheque** – for cell phones collected!

"In just a few months we have collected over 600 used cell phones! This is a great fundraising program and also a "win-win" partnership for the environment, local schools and community groups, PITCH-IN CANADA and the re-manufacturer."

*Alice Johnson, Chair
Pacific Region, Women's Community Institute*



www.pitch-in.ca

REGISTRATION FORM

Pitch-In Canada's National Cell Phone Collection Program



PITCH-IN CANADA's National Cell Phone Collection Program is a Partnership between PITCH-IN CANADA, local community organizations, schools, other voluntary organizations and PhoneBack, Canada.

Name of Cell Phone Collection Program Coordinator:

Mr./Mrs./Ms. _____ Position _____

Name of School or Group _____

Mailing Address _____

City _____ Prov. _____ Postal Code _____

Phone (work) (_____) _____ (home) (_____) _____ Fax (_____) _____

Email (please print CLEARLY) _____

Number of people in your group/school _____

Should reimbursement be made payable to your **own** school or group Yes No

Should reimbursement be made payable to **another** charitable group or fundraising project Yes No

Please print name of Organization, School or other fundraising cause to whom cheques should be paid:

I/we authorize PITCH-IN CANADA to release the information provided above to PhoneBack, Canada, PITCH-IN CANADA's Corporate Partner who are responsible for accepting cell phone handsets and refurbishing and recycling them as deemed appropriate. The information will be limited to use only by PhoneBack, Canada for purposes related only to administration and conduct of The Program. I/we understand that PhoneBack, Canada will be responsible for sending us a National Cell Phone Collection Program Starter Kit. This will include a full explanation of how the program works, which items are and are not accepted under the National Cell Phone Collection Program, promotional materials and free pre-paid shipping labels enabling us to return cell phone handsets. I/we understand that PhoneBack, Canada will also accept, but not pay for, cell phone accessories, as described in the Starter Kit. PhoneBack, Canada will recycle these accessories. I/we understand that PhoneBack, Canada will be responsible for sending us \$1.00 for every cell phone handset collected and received by PhoneBack, Canada. I/we understand The National Cell Phone Collection Program is a fundraiser for my school/group and PITCH-IN CANADA.

Date: _____, 2005

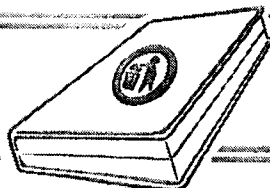
(signature)

Print name of person who signed this Registration _____

Position _____



VIDEOS



All videos:
\$22.95 each

V-101 REDUCE, REUSE, RECYCLE (15 min.)

Discusses the generation of waste in communities, the need for recycling, composting and waste reduction. Video includes in-depth tips on composting, an educational activity suggestion sheet (elementary level) based on the video, and a 2-page flyer about composting.

V-103 OUR CHANGING WORLD: Cleaning Up The World (28 min.)

Video discusses marine and land debris, graphically illustrates effect on wildlife, examines projects around the world aimed at reducing the effects of waste and cleaning up the world. *Excellent for all ages.*

V-104 WE CAN MAKE A DIFFERENCE (15 min.)

Jenny, an aspiring songwriter, decides to make 'environmentally smart shopping' the subject of a rock video which she enters in a contest. *Suitable for all audiences.* This video complements "The Green Shopper Program" (available free from PITCH-IN CANADA's website at www.pitch-in.ca)



PROMOTIONAL MATERIALS

C-2005 CAMPAIGN CREST

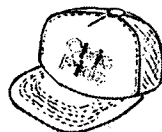
\$2.35
each



Must be ordered
by March 1, 2005.

CP-103 CAMPAIGN HAT

For campaign organizers
and participants. Civic
Pride logo. **\$7.95**
each



P-104 PITCH-IN LITTER RECEPTACLE DECAL

7 1/2" in diameter, 2 colours, printed on 4 mil vinyl. Adhesive, excellent for use on interior and exterior litter receptacles, garbage cans, etc...

\$1.75
each

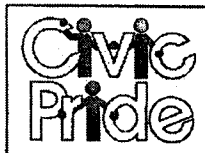
Campaign Buttons for Volunteers!

Identify your volunteers with re-usable metal and plastic buttons. Reuse them every time you undertake a community improvement project – or distribute them to volunteers to recognise their involvement in the campaign! Approx. 2" in size, metal and plastic.

Available in
two designs: **\$1.75**
each



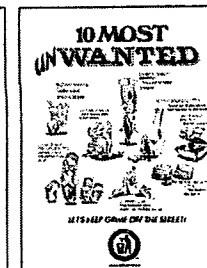
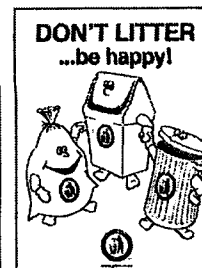
S-104



CP-102

POSTERS

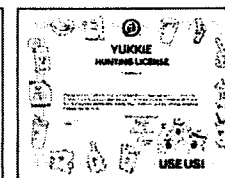
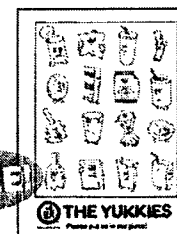
Available FREE
as download from
PITCH-IN CANADA's
Resource Centre at
www.pitch-in.ca



THE YUKKIES

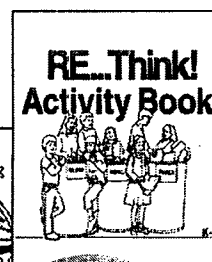
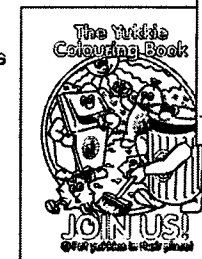
Display the 'Yukkies' Poster and provide 'Yukkie Hunting License' and get kids involved in keeping the environment clean! Both are available FREE as downloads from PITCH-IN CANADA's Resource Centre at www.pitch-in.ca

FREE!



COLOURING BOOKS

Both colouring books
available FREE as
downloads from
PITCH-IN CANADA's
Resource Centre at
www.pitch-in.ca



FREE!

EDUCATIONAL UNIT

+ RE-Think, K-4, 144 pages, Six Chapters jam-packed with in-class study units on garbage, re-using and recycling and waste prevention. Available FREE as download from PITCH-IN CANADA's Resource Centre at www.pitch-in.ca



P-105 PITCH-IN STENCILS

An oil-board stencil that, when sprayed with paint, will place an image measuring 7" x 14" on your litter receptacles. Reusable many times. **\$25.00 ea.** (Apply with a spray can which does not contain CFC's)

ecoActive FLAG

ecoActive School Flags are available to schools recognized in PITCH-IN CANADA's ecoActive School Program. There is no charge to join the program – register at www.pitch-in.ca! 27" x 54" – 2-colour print flags on a white background. **\$95.00** each



2005 PITCH-IN CANADA PUBLIC SERVICE ADVERTISING

For more information and media references: Website Media Section: www.pitch-in.ca to download these PSAs.
Fax: 604-535-4653 email: pitch-in@pitch-in.ca We are a registered non-profit charitable organization.


PITCH-IN WEEK



April 18-24
www.pitch-in.ca
 Register "on-line"
PITCH-IN CANADA!

"litter-less"

Every community has




...let's show it!

www.pitch-in.ca

"butt-less"

BEACHES
without butts!

It Starts with You!

www.pitch-in.ca
PITCH-IN CANADA!

It's up to **You!**

ONE EARTH - MAKE THE BEST OF IT!



PITCH-IN CANADA WEEK, April 18-24, 2005



www.pitch-in.ca

"beauty-full"

It's up to **You!**

PITCH-IN CANADA WEEK, April 18-24, 2005



www.pitch-in.ca

"waste-less-ness"



PITCH-IN CANADA WEEK
 April 18-24, 2005

It's up to **You!**

"re-cycle"



Better the 2nd time around!

PITCH-IN CANADA
www.pitch-in.ca

"enviro-mental"



It's an attitude!

PITCH-IN CANADA WEEK
 April 18-24, 2005

It's up to **You!**

Become a Green Shopper



It's up to **You!**

Visit **PITCH-IN CANADA** to find out how!

www.pitch-in.ca

PITCH-IN CANADA

volunteer news

JANUARY/FEBRUARY 2005

WWW.PITCH-IN.CA

PITCH-IN@PITCH-IN.CA

604.390.0488

It's up to YOU!

Does your school, group, church, business, youth, outdoor, community or service group want to 'pitch-in' to help beautify your community and clean up the local environment? **Now** is the time to make plans. You will be joining more than one million volunteers throughout Canada who will participate in 2005 PITCH-IN CANADA Week, April 18-24.

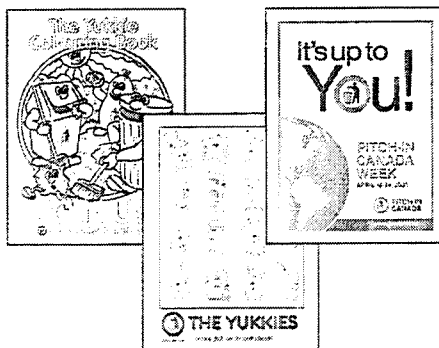
"It's easy to participate. Just select a project, such as mounting a display, establishing a composting or recycling program, planting flowers or trees or participating in a clean-up of a stream, park or urban lot. Then register your project with PITCH-IN CANADA," says **Alice Johnson**, national volunteer Chair, PITCH-IN CANADA, adding "It's so easy. Just go to www.pitch-in.ca or fill in the

registration form that you received in the mail."

Registered groups are listed on PITCH-IN CANADA's website and receive a Certificate of Participation and free garbage/recycling bags if they are organizing a clean-up project and require them.

"If participants get their project registration in to us by **March 31** they will receive their free materials before April 18th" says **Jill Ferronato**, PITCH-IN CANADA Project Coordinator. "Of course, free materials are distributed on a first-come, first-serve basis so I suggest you register your project as soon as possible!"

PITCH-IN CANADA also provides many other free materials ranging from posters, colouring and activity books, ideas for organizing local activities, composting and recycling tips, educational units for use in the classroom, crests, T-shirts and safety tips.



There are many items available free from PITCH-IN CANADA's Resource Centre at www.pitch-in.ca

Material Order Centre Adds More Materials On-line

PITCH-IN CANADA's Material Order Centre has added a number of materials, many of them free from PITCH-IN CANADA's website www.pitch-in.ca.

"You can now download a number of posters, two colouring books, educational units such as Re-Think and much more," says **Valerie Thom**, Executive Director, PITCH-IN CANADA.

In addition to free materials, you can also purchase videos, re-usable metal campaign buttons, adhesive decals for litter containers, crests, hats, stencils for garbage drums, and other PITCH-IN promotional items.

PITCH-IN CANADA's website is www.pitch-in.ca. Follow the links to the *Resource Library* for free materials.

PITCH-IN CANADA Week: April 18-24, 2005



Cell Phone Recycling
Program Implemented
Page 2



National Cell Phone Collection Program a Success!

291 Cell Phone Collectors collect thousands of phones

Thousands of old cell phone handsets have been collected by 291 PITCH-IN CANADA Cell Phone Collectors, while raising thousands of dollars for non-profit groups, schools and other public service organizations.

"The program struck a chord. It makes money for local organizations, is easy to operate and has no financial risk," says **Alice Johnson**, National Volunteer Chair, PITCH-IN CANADA, adding "and schools, groups, hospitals, local governments and businesses prevent toxic, old cell phones from winding up in landfills."

Johnson, who started a PITCH-IN CANADA Cell Phone Collection Program herself through her Women's Community Institute in Abbotsford and Langley, B.C., said she receives old cell phones on an ongoing basis. "We received more than 400 phones during the first month and they continue to come in thanks to support from local government, the local media and businesses."

PITCH-IN CANADA's Program accepts and pays \$1.00 for all cell phone handsets collected – new, old, broken or working. "Accessories are also accepted and are recycled, but the payment is based on the number of handsets collected," says Johnson.

Cell phone handsets collected are refurbished or remanufactured to "as new" condition. They are sent to emerging countries where the price of a "new" cell phone is unaffordable for most people. Phones and batteries that cannot be reused are recycled to recover metals and plastics.

Groups who want to become an Official Collector in The National Cell Phone Recycling Program should register on-line at www.pitch-in.ca or write to PITCH-IN CANADA at Box 45011, Ocean Park PO, White Rock, BC, V4A 9L1.



Free poster available from PITCH-IN CANADA, as well as sample collection announcements, marketing and promotional aids, a variety of tips and ideas on the best places to collect old cell phones and suggestions on various collection techniques.

Collecting Old Cell Phones Is Easy:

1. Register with PITCH-IN CANADA at www.pitch-in.ca
2. Receive a free Start-Up Kit
3. Publicize your program – put up some posters, use our suggested tips for promotion
4. Make-up collection boxes by re-using cardboard boxes
5. Package up phones – send in minimum of 50 handsets using PREPAID FEDEX stickers supplied
6. Cash your cheque for cell phone handsets collected!

Here are 15 of the 291 groups who together collected 4,572 old cell phone handsets as of November 25, 2004. Congratulations!

AB	Calgary	YWCA Sheriff King Home	544
AB	St. Albert	Bertha Kennedy Catholic Community School	250
AB	Spruce Grove	Graminia Community School	160
BC	Vancouver	Grandview-Woodland Community Policing Centre	674
BC	Langley	Women's Community Institute – Pacific Region	424
BC	Burnaby	Burnaby Central Secondary School	400
BC	Fort St. John	Northern Environmental Action Team (NEAT)	217
BC	N. Vancouver	28th North Van Guides	150
ON	Thunder Bay	P.R.O. Kids – City of Thunder Bay	435
ON	Markham	333rd Markham Scout Troop	330
ON	Sudbury	Greater Sudbury Public Library	200
ON	London	31st London B Beavers	160
ON	Hamilton	5th Hamilton Scout Troop	150
QC	Ile Bizard	Ecco Recycles	480

What happens to the 30-50% of Cell Phones which are Non-Re-Usable?

- Batteries are separated from the handset and sent to a specialized, USEPA permitted facility (the only one in North America) for the recovery of various metals including nickel, cadmium and lead for reuse in new products.
- Handsets are shredded and processed at one of several smelters in Canada or the United States for the recovery of copper and the trace precious metals in the circuit board.
- The plastic cases, which cannot be easily or economically recycled (because of contamination from labels, stickers, metals and incompatible polymers), are used as a source of thermal energy fuel for the smelter process.
- The recovered metals are refined for purification and are reused in new copper wire and cable, jewelry, automotive catalytic converters, new electronic equipment and many other products.



ecoActive School Program Takes Off

195 schools already recognized in free program

195 schools were designated *ecoActive* by PITCH-IN CANADA during 2004, recognizing their leadership in translating environmental awareness into action within their school and community. The schools may fly a special "ecoActive School" flag to recognize they qualified as National Partners in PITCH-IN CANADA's *ecoActive* School Program.

Recognition is free. Schools need to show active participation in environmental improvement and education projects such as recycling, composting, habitat conservation, litter control, beautification and any other environmental education programs. Schools can register for the program at www.pitch-in.ca

"Schools are the most active participants in environmental programs in Canada and they deserve recognition," says **Valerie Thom**, PITCH-IN CANADA's Executive Director, a former teacher and environmental educator. "This program recognizes not only students but also the



"Raising of the *ecoActive* Flag at Mannville School, held in conjunction with a community "pitch-in" at which the entire school population K-12 cleaned up the town!" **Verner Thompson**, Teacher & *ecoActive* School Sponsor.

dedicated teachers who educate our youth about their environmental responsibility."

EcoActive schools network, share their achievements and success stories and communicate with other *ecoActive* schools utilizing PITCH-IN CANADA's website.

"We encourage schools to develop their own *ecoActive* School webpage and to link it to our site," says **Brent King**, PITCH-IN CANADA Program Manager. A list of *ecoActive* schools is posted on PITCH-IN CANADA's website: www.pitch-in.ca.



Jill Ferronato, Program Coordinator



Brent King, Program Manager

Staff Changes at PITCH-IN CANADA

Three staff changes have been made by PITCH-IN CANADA. **Valerie Thom**, previously Program Manager, has been appointed Executive Director. **Brent King** has been appointed Program Manager and **Jill Ferronato**, project assistant for the past five years, has been appointed Program Coordinator.

"We are pleased to add Brent King to our staff," says **Allard W. van Veen**, Founder, PITCH-IN CANADA. "Brent joins us after more than 30 years working for Scouts Canada in various executive positions in Toronto, Saskatoon, Calgary, Red Deer, and Vancouver.

"I am very enthusiastic about my new role with PITCH-IN CANADA and look forward to working with PITCH-IN CANADA's volunteers as they participate in our many programs," says King.

Did you receive Duplicate Materials?

Every year a few people may receive more than one PITCH-IN Week Campaign Kit if they were involved in the campaign in the prior year. For example, someone involved in the 2004 campaign will automatically receive a kit from us for 2005. However, they may also receive another kit as part of another general mailing to the group to which they belong. As mailing lists supplied to us are usually restricted we cannot manipulate them to search for duplicates. As a result, the odd duplication occurs.

We do not want to waste resources, so if you receive a second kit then please pass it on to someone else who may benefit from receiving it. Thanks for your understanding!

Register your Project On-line

You can register your 2005 PITCH-IN CANADA Week Project at www.pitch-in.ca

"Follow the link off our Welcome Page, fill in the on-line form, submit it and we'll receive it immediately," says **Brent King**, PITCH-IN CANADA's Program Manager.

Online registrants receive a Certificate of Participation in the mail. You can also download the certificate from the website and customize it by adding names of recipients.

To register by mail, send your form to PITCH-IN CANADA, Box 45011, Ocean Park PO, WHITE ROCK, BC, V4A 9L1.



Clean World Award Presented

The Grade 6, 7, 8 Gifted Class at **Bertie Public School** in Ridgeway, Ontario received PITCH-IN CANADA's Clean World Award for their sustained efforts to save "Marcy's Woods" from development.

The Award, a gold embossed Certificate, is signed by the Patron of PITCH-IN CANADA, Her Excellency the Right Honourable Adrienne Clarkson, P.C., C.M.M., C.D., Governor General of Canada.

"Marcy's Woods" represents a unique, rare and rapidly vanishing eco-system in Ontario. When, four years ago, the students became aware of efforts to sell the woods for development they embarked on an intensive public awareness campaign to try to save the woods. Their efforts included production of a professional

quality video, pamphlets, letter-writing, lobbying and campaigning directed at the media, national and internationally recognized environmentalists, local, regional, provincial, and national governments, conservation and environmental groups, and others.

The Clean World Award was established in 1992 by PITCH-IN CANADA. The award has since been presented to 58 recipients across Canada.

Do you know an individual, group or school who has been involved in environmental activities for many years and who merit recognition? To find out about the criteria for the Clean World Award and to obtain nominating instructions, visit PITCH-IN CANADA's website at www.pitch-in.ca.

Successful West Coast Clean Up!

"Both the 2004 PITCH-IN CANADA Week clean ups of **Kiemtu** and **Kyuquot** (on the remote west coast of Vancouver Island, accessible only by boat or plane) were a huge success. In Kiemtu we cleaned up a beach that had a multitude of old seine nets and debris. We co-ordinated this with the tourism group and divers went in underneath the government dock and retrieved a truck load of debris. In Kyuquot we teamed up with 35 local school kids and 16 adults and picked up garbage and recycled as much as we could. We kept recycling separate and returned it to Campbell River for \$200.

Marine Harvest wrote a cheque for \$400 to give to the schools environmental fund."

Ian Roberts,
PITCH-IN CANADA
Week Coordinator,
working for Marine
Harvest Canada



PITCH-IN CANADA is a charitable organization established in 1967.

Volunteer Chair: Alice Johnson
 Founders: Allard W. van Veen, APR, Fellow CPRS
 Directors: Dolores Racine (Director, BC), John Pettifer (Director & Treasurer, National), Don Dick (Director, Alberta), Donna Russett (Treasurer, Ontario), Stella Jo Deart (Chair, BC), Martyn Green (Director, BC), Jack Roche (Treasurer, BC), Jennie Katzel (Director, BC)
 Accountants: Duncan MacKenzie, MacKenzie, George & Co.
 Legal Counsel: Brian Thom, Borden Ladner Gervais
 Executive Director: Valerie Thom, B.Ed.
 Program Manager: Brent King
 Program Coordinator: Jill Ferronato
 Bookkeeper: Norine Coops

Financial support for PITCH-IN CANADA Week is provided by member municipalities of PITCH-IN CANADA, foundations, the media and others. Major financial support for 2005 PITCH-IN CANADA WEEK is provided by the following sponsors:



SUNCOR
ENERGY
FOUNDATION



SUNCOR
ENERGY
FOUNDATION



PITCH-IN CANADA
Box 45011, Ocean Park PO,
White Rock BC
V4A 9L1





2005 PITCH-IN CANADA Campaign Registration Form

PITCH-IN CANADA Week is April 18-24, 2005. When you register your group/school will be recognized/listed on PITCH-IN CANADA's website (we ONLY list your group/school's name, NOT the coordinator's name, address, phone, fax or email).

Do you want our free Education Kit? Yes No
If YES, visit www.pitch-in.ca and download colouring books, posters, information sheets, teaching aids such as Re-Think (K-4) and The Green Shopper Program (Gr.5-12), composting fact sheet, suggestions for environmental activities and more.

Do you want to raise funds collecting cell phones? Yes No
If YES, please complete and send in the enclosed National Cell Phone Collection Program Registration

Do you want to be recognized as an ecoActive School? (free program) Yes No
If YES, please complete and send in the enclosed ecoActive School Registration Form

Are you planning a clean-up project? Yes No
please answer questions 1-11 both sides of this sheet

Do you need free PITCH-IN garbage/recycling bags for your clean-up project? Yes No
please ensure you return this Registration Form as soon as possible + no later than March 31, 2005

PLEASE TYPE OR PRINT CLEARLY- IF YOU HAVE AN EMAIL ADDRESS THEN PLEASE PROVIDE IT!

1. Name (Mr/Mrs/Ms) _____

Name of Organization/School/Group _____

Number of Members in your Group or Students in your School: _____

2. CANADA POST DELIVERY ADDRESS:

Delivery Address _____ Village/Town/City _____

Province _____ Postal Code _____

3. Tel: (_____) _____ Fax: (_____) _____ Email: (pls write clearly) _____

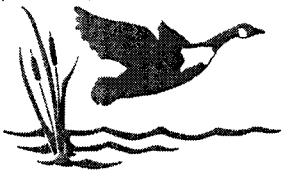
4. Description of YOUR Organization

(If you are involving more than one organization then tick off the ONE CATEGORY which best describes your own organization)

- | | | |
|---|---|--|
| 01 <input type="checkbox"/> Elementary/Secondary School | 10 <input type="checkbox"/> Chamber of Commerce | 19 <input type="checkbox"/> Naturalist/Outdoor/Environmental Group |
| 02 <input type="checkbox"/> College | 11 <input type="checkbox"/> Conservation Authority | 20 <input type="checkbox"/> Athletic Organization |
| 03 <input type="checkbox"/> Daycare/Preschool | 12 <input type="checkbox"/> Seniors' Group | 21 <input type="checkbox"/> Ratepayer/Resident/Cottagers' Organization |
| 04 <input type="checkbox"/> Cubs | 13 <input type="checkbox"/> Women's Institute | 22 <input type="checkbox"/> Service Club/Community Group |
| 05 <input type="checkbox"/> Scouts | 14 <input type="checkbox"/> Sparks | 23 <input type="checkbox"/> Youth Group |
| 06 <input type="checkbox"/> Beavers | 15 <input type="checkbox"/> Brownies | 24 <input type="checkbox"/> Business |
| 07 <input type="checkbox"/> Venturers/Rovers | 16 <input type="checkbox"/> Guides | 25 <input type="checkbox"/> Community Group |
| 08 <input type="checkbox"/> Local Government | 17 <input type="checkbox"/> Pathfinders | 26 <input type="checkbox"/> Other (Pls specify) _____ |
| 09 <input type="checkbox"/> Fish & Game Organization | 18 <input type="checkbox"/> Senior Branches of Guides | |

5. Are you organizing any environmental education activities? (please tick yes or no) Q1 Yes No
If Yes, please tick off below: (check off as many as apply)

- | | | |
|---|--|--|
| 01 <input type="checkbox"/> Litterless Lunch Program | 05 <input type="checkbox"/> Showing Video on Environment | 09 <input type="checkbox"/> Display(s) |
| 02 <input type="checkbox"/> Recycling Project | 06 <input type="checkbox"/> Tree Planting | 10 <input type="checkbox"/> Green Shopper Program |
| 03 <input type="checkbox"/> Composting Project | 07 <input type="checkbox"/> Poster Contest | 11 <input type="checkbox"/> Pollution Count |
| 04 <input type="checkbox"/> Habitat Restoration Project | 08 <input type="checkbox"/> Stream Restoration Project | 12 <input type="checkbox"/> Cell Phone Recycling Program |
| | | 13 <input type="checkbox"/> Other (pls describe below) |



**Essex Region
Conservation
Authority**

360 Fairview Avenue West, Suite 311, Essex, Ontario, Canada, N8M 1Y6
phone: (519)776-5209 fax: (519)776-8688
email: admin@erca.org home page: www.erca.org

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2004 Board of Directors

January 19, 2005

Town of Amherstburg
Anthony Leardi
Leonard Mailloux

Town of Essex
Morley Bowman
Richard Meloche

Town of Kingsville
Nelson Santos
Tamara Stomp

Town of Lakeshore
Tom Bain
Len Janisse

Town of LaSalle
Sue Hamdon
Ray Renaud - Vice Chair

Municipality of
Leamington
Bill Derbyshire
Don Nicholson

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Town of Tecumseh
Joe Bchetti
Joie Jobin

City of Windsor
Dave Brister
David Cassivi
Tom Wilson - Chair
Ron Jones

General Manager/
Secretary-Treasurer
Ken Schmidt

Mr. David Mailloux
Clerk, Town of Amherstburg
271 Sandwich Street South
Amherstburg, ON N9V 2Z3

Dear Mr. Mailloux:

SUBJECT: 2005 ERCA BUDGET/MUNICIPAL LEVY

Please find enclosed a copy of the Essex Region Conservation Authority 2005 Budget Estimates that was approved by the ERCA Board of Directors Members on December 9, 2004.

Levy apportionment is provided on page 108, and the invoice for the first quarter is enclosed with the package provided to your financial officer. We look forward to continuing to work with you throughout the year, and are very pleased that our 2005 budget gained early approval.

Should you have any questions in the interim, please do not hesitate to contact me, or Mr. Lino Rondinelli, Coordinator of Financial Services, directly.

Ken Schmidt
Ph: 776-5209 x. 353
Em: kschmidt@erca.org

Lino Rondinelli
Ph: 776-5209 x. 348
Em: lrondinelli@erca.org

Sincerely,

Ken Schmidt
General Manager

encl.

cc. Mr. Paul Beneteau, Treasurer, Town of Amherstburg

2005 Budget Estimates

“Accelerating the Pace Towards
a Sustainable Community”

Approved December 9, 2004

by

The Board of Directors



**Essex Region
Conservation
Authority**

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2005 Budget Estimates Summary

2005 BUDGET ESTIMATES

SUMMARY

	2005	2004	%
	ESTIMATES	ESTIMATES	CHANGE
EXPENSES			
ADMINISTRATION / CORPORATE SERVICES	588,425	599,600	-1.9%
MARKETING & COMMUNITY RELATIONS			
PROGRAM OPERATIONS	76,184	73,300	3.9%
PUBLIC AWARENESS PROGRAM	53,502	58,200	-8.1%
STUDENT EDUCATION PROGRAM	69,500	83,400	-16.7%
DETROIT CANADIAN HERITAGE RIVER	<u>0</u>	<u>55,100</u>	-100.0%
TOTAL MARKETING & COMMUNITY RELATIONS	199,186	270,000	-26.2%
ENGINEERING AND PLANNING SERVICES			
PROGRAM OPERATIONS	28,900	28,500	1.4%
SPECIAL PROGRAMS AND PROJECTS	1,573,482	698,600	125.2%
REMEDIAL PROJECTS	<u>1,125,000</u>	<u>110,000</u>	922.7%
TOTAL ENGINEERING AND PLANNING SERVICES	2,727,382	837,100	225.8%
HABITAT AND AQUATIC RESOURCES			
PROGRAM OPERATIONS	101,240	96,300	5.1%
SPECIAL PROGRAMS AND PROJECTS	1,085,062	798,800	35.8%
BIOLOGICAL SERVICES	1,334,139	1,485,050	-10.2%
FORESTRY PROGRAM	<u>430,346</u>	<u>394,800</u>	9.0%
TOTAL HABITAT AND AQUATIC RESOURCES	2,950,787	2,774,950	6.3%
CONSERVATION AREAS			
PROGRAM OPERATIONS	107,004	23,900	347.7%
CONSERVATION AREAS DEVELOPMENT	724,200	955,160	-24.2%
LAND ACQUISITION	1,290,274	3,025,000	-57.3%
CONSERVATION AREAS	362,840	368,195	-1.5%
KINGSVILLE TRAIN STATION	18,520	64,000	-71.1%
HOLIDAY BEACH	181,200	181,200	0.0%
JOHN R. PARK HOMESTEAD	<u>146,053</u>	<u>176,900</u>	-17.4%
TOTAL CONSERVATION AREAS	2,830,091	4,794,355	-41.0%
CENTRAL WORKSHOP	14,476	20,000	-27.6%
CIVIC CENTRE GROUNDS MAINTENANCE	11,000	10,700	2.8%
MOTOR POOL	132,650	136,800	-3.0%
TOTAL EXPENSES	9,453,997	9,443,505	0.1%
REVENUES			
PROVINCIAL GRANTS	(1,788,336)	(1,495,463)	19.6%
FEDERAL GRANTS	(1,165,637)	(1,702,220)	-31.5%
GENERAL LEVY (TRADITIONAL)	(1,180,585)	(1,119,327)	5.5%
GENERAL LEVY (CW~GS FUND)	(780,000)	(699,800)	11.5%
MUNICIPAL FUNDING - PROJECTS	(592,400)	(161,500)	266.8%
ESSEX REGION CONSERVATION FOUNDATION	(490,003)	(1,210,250)	-59.5%
OTHER REVENUES	<u>(3,457,036)</u>	<u>(3,054,945)</u>	13.2%
TOTAL REVENUES	(9,453,997)	(9,443,505)	0.1%
NET DEFICIT / (SURPLUS)	0	0	



2005 BUDGET ESTIMATES

Administration and Corporate Services

2005 BUDGET ESTIMATES

Administration and Corporate Services

Included in these programs are the positions of General Manager/Secretary Treasurer, Executive Assistant, Coordinator of Financial Services and Bookkeeper. Members' per diem, honorarium, expenses and office costs are included.

Administration responsibilities include coordinating, planning and directing the operation and administration of the Authority according to approved policies and directives.

Agendas and minutes are prepared for ERCA members as required. Personnel matters such as staffing, training, contract negotiations and personnel record management are fulfilled.

Financial activities include coordination and preparation of recommended budgets, followed by maintenance of financial statements, monitoring and affecting adjustments as required in order to ensure fiscal controls.

Administration fees are charged to individual projects, and are made up of 22 percent of the wages of applicable accounts, with the exception of JRPH and HBCA, which are charged an administration fee based on an estimated actual, and some Habitat and Aquatic Resource programs that have a reduced percentage.

This allocation has resulted in an increased administration fee, which has been offset by a reduction in General Levy in the administrative section.

ERCF activities are coordinated, including solicitation of donations and all related administrative and financial functions.



2005 BUDGET ESTIMATES

		2005 ESTIMATES	2004 ESTIMATES	% CHANGE
ADMINISTRATION / CORPORATE SERVICES				
00 01 00	REVENUES			
0010	PROVINCIAL GRANTS - OPERATING	(23,558)	(44,535)	
0100	GENERAL LEVY	(292,117)	(436,765)	
0120	DONATION - ERCF	(25,000)	(25,000)	
0130	GENERAL LEVY - CW-GS	(20,000)	(10,000)	
0240	INTEREST EARNED - BANK / INVOICES	0	(500)	
0340	SUNDRY REVENUE - GST & PST REBATES	0	(800)	
0810	ADMINISTRATION RECOVERIES	<u>(227,750)</u>	<u>(82,000)</u>	
	TOTAL REVENUES	(588,425)	(599,600)	-1.86%
EXPENSES				
00 02 01	WAGES & BENEFITS			
1000	WAGES & BENEFITS	<u>287,425</u>	<u>305,700</u>	-5.98%
00 02 02	FOUNDATION SUPPORT			
1000	WAGES & BENEFITS	<u>25,000</u>	<u>25,000</u>	0.00%
00 03 01	MEMBER PER DIEMS & EXPENSES			
1170	TRAVEL & EXPENSES	6,000	7,500	
1180	HONORARIA	3,000	1,000	
1190	PER DIEMS	13,000	12,000	
1220	CONSERVATION ONTARIO LEVY	<u>25,000</u>	<u>25,000</u>	
		47,000	45,500	3.30%
00 04 01	STAFF TRAVEL & EXPENSES			
1170	TRAVEL & EXPENSES	8,200	6,000	
1200	PROFESSIONAL DEVELOPMENT	3,000	2,300	
1210	UNIFORMS	<u>0</u>	<u>100</u>	
		11,200	8,400	33.33%
00 05 01	VEHICLE & EQUIPMENT RENTALS			
1390	VEHICLE RENTALS	2,000	13,000	
1391	VEHICLE ALLOWANCE	<u>7,200</u>	<u>0</u>	
		9,200	13,000	-29.23%
00 06 01	OFFICE EQUIPMENT			
1350	EQUIPMENT PURCHASE	1,000	1,000	
1370	MAINTENANCE & REPAIRS	3,200	3,000	
1470	OFFICE EQUIPMENT RENTAL	20,000	25,000	
3550	COMPUTER HARDWARE / SOFTWARE	<u>15,000</u>	<u>5,000</u>	
		39,200	34,000	15.29%
00 07 01	SUPPLIES MATERIALS POSTAGE			
1260	POSTAGE / COURIER	7,300	7,500	
1270	SUPPLIES AND MATERIALS	14,500	14,000	
1280	GENERAL PRINTING & PHOTOCOPYINGG	<u>1,800</u>	<u>4,000</u>	
		23,600	25,500	-7.45%

Administration and Corporate Services

Essex Region Conservation Authority (ERCA)

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**Essex Region
Conservation
Authority**

2005 BUDGET ESTIMATES

		2005 ESTIMATES	2004 ESTIMATES	% CHANGE
ADMINISTRATION / CORPORATE SERVICES				
00 08 01	OFFICE OPERATING COSTS			
1310	TELEPHONE	5,000	10,000	
1330	PROPERTY TAXES	7,000	6,700	
1610	CIVIC CENTRE ADMINISTRATION	70,000	68,000	
3690	CELLULAR PHONE	700	1,500	
		82,700	86,200	-4.06%
00 09 01	GENERAL EXPENSES			
1230	AUDIT FEES	8,000	7,800	
1240	BANK CHARGES - PAYROLL	1,200	3,200	
1250	LEGAL FEES	5,000	4,000	
1300	ADVERTISING / PROMOTION / MEDIA	3,200	1,000	
1340	INSURANCE	30,000	28,300	
1590	MEMBERSHIPS / SUBSCRIPTIONS	1,500	1,500	
1630	MISCELLANEOUS EXPENDITURES	500	1,000	
1631	MISCELLANEOUS - BOARD MEETINGS	2,000	0	
1910	BANK SERVICE FEES	1,200	9,000	
1920	INTEREST	10,000	0	
3930	STAFF SERVICE RECOGNITION	500	500	
		63,100	56,300	12.08%
	TOTAL EXPENSES	588,425	599,600	-1.86%

Administration and Corporate Services

Essex Region Conservation Authority (ERCA)

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**Essex Region
Conservation
Authority**

2005 BUDGET ESTIMATES

Marketing and Community Relations

2005 BUDGET ESTIMATES

Marketing and Community Relations

Program Operations

During ERCA's Strategic Planning sessions, the single most consistent message was that the public requires more frequent, detailed, and broad communications about the activities of the Authority. To proactively address this issue, planned communications efforts have broadened significantly for 2005.

ERCA's Marketing and Community Relations program is aimed at educating our municipal partners, senior levels of government, our stakeholders, funders, and the public about conservation issues as outlined in the Strategic Plan including initiatives such as water quality improvements, habitat restoration, tree planting, and a number of other efforts. Public education and communications will also be key in promoting watershed management and stewardship to the 350,000 residents of Windsor and Essex County. Further, communication efforts can identify opportunities for all residents to become involved in the protection and restoration of our local environment.

Public education and outreach is accomplished through media strategies, print promotion, and participation in nearly 30 community groups, educational campaigns, and much more. These education efforts will be key in attracting funding from a variety of public and private sources. Marketing is also required to promote conservation areas to the public, so that their environmental, health, and recreational benefits and the resulting quality of life improvements can be recognized. Additionally, conservation areas need to be further promoted in order to enhance public use and generate greater revenues and strive toward making these areas more self-sufficient.

- Public education about watershed management is the most cost-effective way of resource management. By ensuring that regional residents understand the connection between a healthy environment and human and economic health, commitment to environmental improvements will increase.
- Program operations include all wages and benefits for the Coordinator of Marketing and Community Relations, in addition to administrative support required for this program.
- General expenses include subscriptions to local newspapers and memberships in educational and tourism organizations. It also includes uniforms that are necessary for ERCA conservation education and event staff, so they are easily identifiable to the public.
- The cellular phone is required for emergency reasons from remote areas without phone access.

2005 BUDGET ESTIMATES

			2005 ESTIMATES	2004 ESTIMATES	% CHANGE
MARKETING & COMMUNITY RELATIONS					
PROGRAM OPERATIONS					
02 01 00	REVENUES				
0100	GENERAL LEVY		<u>(76,184)</u>	<u>(73,300)</u>	
	TOTAL REVENUES		(76,184)	(73,300)	3.93%
EXPENSES					
02 01 01	WAGES & BENEFITS				
1000	WAGES & BENEFITS		<u>68,703</u>	<u>67,100</u>	2.39%
02 01 02	STAFF TRAVEL & EXPENSES				
1170	TRAVEL & EXPENSES		1,000	1,000	
1200	PROFESSIONAL DEVELOPMENT		<u>965</u>	<u>1,000</u>	-1.75%
			1,965	2,000	
02 01 03	VEHICLE RENTALS				
1390 V03	VEHICLE RENTALS		1,200	1,000	20.00%
			1,200	1,000	
02 01 04	GENERAL EXPENSES				
1210	UNIFORMS		800	800	
1590	MEMBERSHIPS / SUBSCRIPTIONS		1,800	1,500	
3550	COMPUTER HARDWARE / SOFTWARE		300	500	
	KELCOM RADIO ALLOCATION		840	0	
3690	CELLULAR PHONES		<u>576</u>	<u>400</u>	34.88%
			4,316	3,200	
	TOTAL EXPENSES		76,184	73,300	3.93%



2005 BUDGET ESTIMATES

Public Information

The 2005 update of our Strategic Plan clearly indicates that the public is hungry for information about ERCA's conservation efforts. A comprehensive communications plan has been developed for 2005; and will be available for community information.. A few of these efforts include more frequent communication with Board members, Municipal Councillors, and senior levels of government. As well, more direct efforts to communicate with user groups such as non-agricultural rural landowners, the agricultural community, and urban dwellers will be made. Fundraising efforts will also be significantly enhanced to raise the additional funds required to achieve Clean Water ~ Green Spaces. Some of these efforts will include our Champions of the Environment initiative, large corporate partners, private foundations, and others.

Broad information about regional environmental issues and ERCA's efforts will be communicated to the public at large through media strategies, our annual report and corresponding video, public outreach initiatives, special events, celebration of success, workshops and seminars, and our website. As well, displays are used at environmental events such as Earth Day, the Science Centre, and other venues where there is an educational/environmental focus and a target audience.

Printed materials are required to promote conservation efforts and initiatives and to educate the public about issues such as water quality, habitat restoration, ecogifts, and others. Printed materials are also necessary to promote conservation areas and the health benefits of nature-based recreation. All printed materials produced will include opportunities for advertising or sponsorship to help reduce net production costs.

Clean Water ~ Green Spaces will be a significant focus of the outreach and education initiatives in 2005. We must communicate more frequently with our municipal partners and senior levels of government to keep them abreast of important developments relating to this initiative. Significant outreach to private landowners who can help to 'share in the responsibility' of a clean and healthy environment will be undertaken. These include landowners with faulty septic systems, potential land donors, and the public at large.

A portion of wages and benefits for the Community Relations Technician's time, and supplemental wages for a summer student are needed to support conservation education and awareness, and to assist with revenue generation.

One of the most important communications efforts in 2005 will surround Source Protection Planning. Significant public outreach and consultations will need to be conducted in order to effectively address this critically important initiative as mandated by the Province of Ontario. As little information is currently available about the details of this initiative, provisions for this important program area have not been included in the Community Relation's budget. However, since the Province of Ontario is funding this on a 100 percent cost recovery basis, it will not affect municipal levy.

Marketing and Community Relations

Essex Region Conservation Authority (ERCA)

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Essex Region
Conservation
Authority

2005 BUDGET ESTIMATES

		2005 ESTIMATES	2004 ESTIMATES	% CHANGE
MARKETING & COMMUNITY RELATIONS				
PUBLIC INFORMATION				
02 02 00	REVENUES			
0010	PROVINCIAL GRANTS - OPERATING	(5,628)	(5,628)	
0100	GENERAL LEVY	(41,874)	(32,572)	
0340	SUNDRY REVENUE	0	(10,000)	
0460	ADVERTISING REVENUE	<u>(6,000)</u>	<u>0</u>	
	TOTAL REVENUES	(53,502)	(48,200)	11.00%
EXPENSES				
02 02 01	DISPLAYS CIVIC CENTRE & PORT			
1270	SUPPLIES AND MATERIALS	200	200	
1430	MOBILE DISPLAYS	2,500	5,000	
1780	DISPLAY UNITS/CASES	<u>0</u>	<u>200</u>	
		2,700	5,400	-50.00%
02 02 02	PRINTED MATERIALS			
1260	POSTAGE / COURIER	400	250	
1280	GENERAL PRINTING & PHOTOCOPYING	1,000	1,000	
1770	PUBLICATIONS / REPORTS / BROCHURES	<u>9,500</u>	<u>5,000</u>	
		10,900	6,250	74.40%
02 02 03	SPECIAL EVENTS & PROJECTS			
1000	WAGES & BENEFITS	28,702	21,300	
1170	TRAVEL & EXPENSES	200	0	
1300	ADVERTISING / PROMOTION / MEDIA	900	4,000	
1390	VEHICLE RENTAL	1,000	750	
1740	TOURS	1,800	2,000	
1800	SPECIAL EVENTS - FAIRS, ETC	2,000	3,000	
3440	VOLUNTEER SUPPORT	<u>500</u>	<u>500</u>	
		35,102	31,550	11.26%
02 02 05	AUDIO VISUAL PRODUCTIONS			
1270	SUPPLIES AND MATERIALS	500	500	
1350	EQUIPMENT PURCHASE	2,500	2,000	
1370	MAINTENANCE & REPAIRS	500	500	
1840	AUDIO VISUAL PRODUCTIONS	800	1,500	
1850	FILM & CUSTOM DEVELOPMENT	<u>500</u>	<u>500</u>	
		4,800	5,000	-4.00%
	TOTAL EXPENSES	53,502	48,200	11.00%

2005 BUDGET ESTIMATES

Conservation Education Program

ERCA continues to offer educational field studies for students of all ages at Hillman Marsh, Holiday Beach, and Kopegaron Woods Conservation Areas. Field studies are curriculum based and explore watershed management and core conservation issues such as soil erosion, water quality, forest management, wildlife habitat, and wetlands. The program has been expanded to include secondary school, and we intend to further promote this aspect of our education program in 2005.

- 'In class' sessions over the winter months continue to be popular, providing important curriculum based education about environmental issues during the off-season, while also generating revenues. New programs continue to be developed to enhance the breadth of the program and to provide a range of choices for teachers and other educators.
- ERCA will again partner with the CAW Youth Environment Network to program "Youth in Action Days" in September. Students from regional secondary schools participate in this one day challenge which includes clean ups, identification workshops, bird box construction, and many other environmentally based events.
- Summer day camp programs and assembly type presentations will continue to be a focus of Conservation Education Programs during the summer months, helping to increase revenues generated. Programs will continue to be marketed and promoted in the spring in a number of locations to further increase registration.
- Family Tradition Foods Inc. and the Canadian Imperial Bank of Commerce will again be approached to continue their sponsorship of the Conservation Education Program.
- Part time contract staff is required when multiple classes book programs on the same day. The revenues received equal the cost of wages for part time staff, making it cost effective both for the schools booking the programs and for ERCA to run multiple programs simultaneously.

Sunoco Earth Day

ERCA will again partner with the Suncor Energy Foundation and the City of Windsor Department of Parks and Recreation to host Sunoco Earth Day. Sponsored in full by the Suncor Energy Foundation, this event has traditionally been held at Malden Park in the City of Windsor, inviting urban residents to take part in a day of environmentally themed activities and planting 1000 trees to celebrate Earth Day.

2005 BUDGET ESTIMATES

		2005 ESTIMATES	2004 ESTIMATES	% CHANGE
MARKETING & COMMUNITY RELATIONS				
CONSERVATION EDUCATION PROGRAM				
02 02 06	REVENUES			
0100	GENERAL LEVY	(17,500)	(18,400)	
0130	GENERAL LEVY - CW~GS	0	(25,000)	
0690	EDUCATION PROGRAM FEES	(25,000)	(25,000)	
0910	SPONSORSHIP	<u>(15,000)</u>	<u>(15,000)</u>	
	TOTAL REVENUES	(57,500)	(83,400)	-31.06%
	EXPENSES			
1000	WAGES & BENEFITS	51,800	55,700	
1170	TRAVEL & EXPENSES	1,500	1,000	
1260	POSTAGE / COURIER	300	300	
1270	SUPPLIES AND MATERIALS	400	1,000	
1280	GENERAL PRINTING & PHOTOCOPYING	1,200	0	
1300	ADVERTISING / PROMOTION / MEDIA	0	23,200	
1350	EQUIPMENT PURCHASE	1,800	1,200	
1390	VEHICLE RENTALS	500	1,000	
4290	ENVIROBUCKS GRANTS	<u>0</u>	<u>0</u>	
	TOTAL EXPENSES	57,500	83,400	-31.06%
02 02 07	SUNOCO EARTHDAY EVENT			
	REVENUES			
0910	SPONSORSHIP	<u>(12,000)</u>	<u>(10,000)</u>	
	TOTAL REVENUES	(12,000)	(10,000)	20.00%
	EXPENSES			
1000	WAGES & BENEFITS	3,980	2,700	
1170	TRAVEL & EXPENSES	100	100	
1270	SUPPLIES AND MATERIALS	1,150	1,200	
1300	ADVERTISING / PROMOTION / MEDIA	2,000	1,200	
1390	VEHICLE RENTALS	100	200	
1810	ADMINISTRATION SUPPORT	300	600	
3950	SPRING NURSERY PURCHASES	<u>4,370</u>	<u>4,000</u>	
	TOTAL EXPENSES	12,000	10,000	20.00%

Marketing and Community Relations

Essex Region Conservation Authority (ERCA)

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**Essex Region
Conservation
Authority**

2005 BUDGET ESTIMATES

Engineering and Planning Services

2005 BUDGET ESTIMATES

Engineering and Planning Services

These programs address several Strategic Plan priorities – protection from flooding and erosion, protection of natural areas/habitats; and protection of water. Many of these programs are legal responsibilities.

This ongoing program includes the following key services:

- **Regulations/Development Review Program**
Involves technical evaluation, approvals and monitoring for developments and other works in and around waterways, floodplains, wetlands, valleys, and shorelines. Includes a comprehensive one-window service, addressing other Federal and Provincial Regulatory requirements.
- **Flood and Erosion Control Program**
Eligible for Provincial funding, including flood forecasting, inspection and maintenance of dykes and other major structures, and advice to municipalities and others regarding flood/erosion control related measures.
- **Input and Review to Assist with Municipal Land Use Planning**
Approximately 2000 planning applications annually, plus input to Official Plans, special supporting studies, landowner contact, mapping information, etc. including input for major development proposals, assisting in resolving issues such as stormwater management, flood control, coastal engineering, natural areas policies, environmental impact studies, etc.
- **Specialized Technical Assistance to Municipalities, Landowners, etc.**

Program Operations

The Program Operations costs shown for 2005 are for activities not directly associated with the separate programs or projects on subsequent pages such as general administrative duties primarily involving the Program Coordinator.



2005 BUDGET ESTIMATES

		2005 ESTIMATES	2004 ESTIMATES	% CHANGE
ENGINEERING / PLANNING SERVICES				
PROGRAM OPERATIONS				
01 01 00	REVENUES			
0100	GENERAL LEVY	(28,900)	(28,500)	
	TOTAL REVENUES	(28,900)	(28,500)	1.40%
01 01 01	EXPENSES			
1000	WAGES & BENEFITS	17,400	25,800	
1170	TRAVEL & EXPENSES	300	1,000	
1200	PROFESSIONAL DEVELOPMENT	6,000	300	
1270	SUPPLIES & MATERIALS	300	0	
1390	VEHICLE RENTALS	300	500	
1590	MEMBERSHIPS / SUBSCRIPTIONS	300	500	
1630	MISCELLANEOUS EXPENDITURES	400	300	
1810	ADMINISTRATION FEES	3,800	0	
3550	COMPUTER HARDWARE / SOFTWARE	100	100	
	TOTAL EXPENSES	28,900	28,500	1.40%



2005 BUDGET ESTIMATES

Regulations and Development Reviews

This program addresses several Strategic Plan priorities – protection of people and property from flooding and erosion, protection of water, natural areas/habitats, and is also a legal responsibility for the most part.

This program includes the following activities:

- Review and processing of applications for permit (approx. 500) under Section 28 of the Conservation Authorities Act, and other Provincial and Federal Legislation (Public Lands Act, Lakes and Rivers Improvement Act, Fisheries Act) for works in and around waterways, floodplains, shorelines, wetlands, valley, etc. Includes enforcement.
- Detailed site surveys, technical evaluation, consultation with government agencies and municipalities.
- Respond to requests from lawyers, etc. regarding property transactions.
- Review and approval/clearance on comprehensive developments such as subdivisions, and conduct associated stormwater management studies, environmental impact studies, etc.

These activities ensure that new development is protected from flood hazards and erosion hazards, and assist in protecting wetlands and other natural areas, fish habitat, water quality, valleys, natural shoreline processes, stream flows etc., while also providing a one-window, streamlined service.

Wage increases are partially due to essential components of the work, which were previously covered by special employment programs. Costs are based on a zero-based analysis of the cost of delivering the service.

Although a “fee for service” philosophy has been primarily adopted for this program, an allocation of levy is included to offset the costs of general inquiries, advice to municipalities, and others, etc., where fees are not applicable, and to help offset costs of legal actions, which involve a small number of violators. At this time, there is no mechanism in place to recover these costs.

2005 BUDGET ESTIMATES

		2005 ESTIMATES	2004 ESTIMATES	% CHANGE
ENGINEERING / PLANNING SERVICES				
SPECIAL PROGRAMS / PROJECTS				
01 01 02 REGULATIONS & DEVELOPMENT REVIEWS				
REVENUES				
0010	PROVINCIAL GRANTS	(17,690)	(14,650)	
0070	S.E.P. GRANT	(1,600)	0	
0100	GENERAL LEVY	(80,360)	(10,150)	
0330	APPLICATIONS & TECHNICAL FEES	(270,000)	(264,000)	
	TOTAL REVENUES	(369,650)	(288,800)	28.00%
EXPENSES				
1000	WAGES & BENEFITS	285,110	261,100	
1170	TRAVEL & EXPENSES	750	500	
1200	PROFESSIONAL DEVELOPMENT	0	500	
1210	UNIFORMS	1,000	1,500	
1250	LEGAL FEES	5,000	12,000	
1260	POSTAGE	40	0	
1270	SUPPLIES & MATERIALS	400	500	
1280	GENERAL PRINTING & PHOTOCOPYING	150	0	
1350	EQUIPMENT PURCHASE	500	1,000	
1390	VEHICLE RENTALS	9,000	8,000	
1570	TECHNICAL MATERIALS	500	500	
1630	MISCELLANEOUS EXPENDITURES	500	1,000	
1810	ADMINISTRATION FEES	62,700	0	
3550	COMPUTER HARDWARE / SOFTWARE	0	200	
3690	CELLULAR RENTAL	4,000	2,000	
	TOTAL EXPENSES	369,650	288,800	28.00%



2005 BUDGET ESTIMATES

Flood Forecasting and Protection Structures

This program addresses key Strategic Plan priority – protection of people and property from flooding and erosion; and is also a legal responsibility.

This program continues to receive 50 percent Provincial Funding through the Ministry of Natural Resources. Activities include the following:

- Monitoring of weather/flood conditions and issuance of flood advisories/warnings
- Assistance to municipalities in flood events
- Operation and maintenance of network monitoring stations and Accuweather Services
- Inspection of past flood control projects (6) and erosion control projects (35)
- Maintenance and repair works on past projects

These activities assist in protecting people and property from flooding and erosion hazards and in reducing damage in actual flood events. (Approximately 5,000 existing older homes are potentially susceptible to damage, and the Essex Region is one of the more susceptible areas in the Province due to historical development of shorelines and waterways prior to ERCA's Regulations). Inspection and maintenance help to address potential liability issues related to past projects.

2005 BUDGET ESTIMATES

		2005 ESTIMATES	2004 ESTIMATES	% CHANGE
ENGINEERING / PLANNING SERVICES				
SPECIAL PROGRAMS / PROJECTS (con't)				
01 01 05	FLOOD FORECASTING / PROTECTION STRUCTURES			
	REVENUES			
0010	PROVINCIAL GRANTS - OPERATING	(90,488)	(80,350)	
0100	GENERAL LEVY	(62,988)	(52,850)	
0110	MUNICIPAL FUNDING - PROJECTS	<u>(27,500)</u>	<u>(27,500)</u>	
	TOTAL REVENUES	(180,976)	(160,700)	12.62%
	EXPENSES			
1000	WAGES & BENEFITS	90,800	88,500	
1170	TRAVEL & EXPENSES	500	500	
1200	PROFESSIONAL DEVELOPMENT	0	300	
1210	UNIFORMS	1,000	1,000	
1270	SUPPLIES & MATERIALS	600	500	
1530	ENGINEERING / CONSULTANT SERVICE	5,000	5,000	
1550	CONSTRUCTION CONTRACTS	50,000	49,900	
1570	TECHNICAL MATERIALS	200	500	
1590	MEMBERSHIPS / SUBSCRIPTIONS	400	300	
1630	MISCELLANEOUS EXPENDITURES	800	500	
1810	ADMINISTRATION FEES	19,976	0	
3550	COMPUTER HARDWARE / SOFTWARE	300	200	
3690	CELLULAR RENTAL	3,500	2,500	
3850	FLOOD FORECASTING / ACCUWEATHER	5,000	6,000	
3851	FLOOD FORECASTING - PHONES	1,400	3,500	
3852	FLOOD FORECASTING - MISC	<u>1,500</u>	<u>1,500</u>	
	TOTAL EXPENSES	180,976	160,700	12.62%

2005 BUDGET ESTIMATES

Municipal Planning Input/Review

This program includes the following activities:

- Review and comment on all planning applications, environmental assessments, etc.
- Provide proactive input – recommended policies, mapping, etc. for Official Plans, Zoning Bylaws, other planning initiatives.

These activities provide essential information, promote land use planning policies and decisions that assist in protecting and enhancing natural features and water quality, and address flood/erosion hazards based on a watershed approach. Effective input has a substantial impact on these issues and assists municipalities and others in meeting their obligations under various forms of legislation. Early input and information also provides clarity to property owners and reduces frustrations at the final design/permit application stage.

The amount of work required in this program continues to increase substantially, due to a greater number of planning applications and complex issues such as natural heritage protection, and more recently, groundwater protection. Costs for review of planning applications are largely offset by fees, although assistance for Municipalities' planning initiatives such as Official Plans, Zoning Bylaws, etc., is funded by general levy and is also partially eligible for Provincial grants.

These activities address several Strategic Plan priorities – protection from flooding and erosion, protection of natural areas and water. Review of planning applications is a legal responsibility.

Groundwater Monitoring Network

This program addresses key Strategic Plan priority – protect and improve water.

Operation of network stations, installed in 2002 and 2003 for the purpose of monitoring groundwater quantity and quality as part of Province-wide program. This new initiative will provide a better understanding of water resources and assist in addressing overall watershed management issues such as water quality, drought response, and habitat enhancement, in addition to human health issues.

Provincial funding was received through the Ministry of Environment in 2001 through 2003 for the installation of the monitoring stations and for the initial water quality sampling. Ongoing operation is not anticipated to be eligible for Provincial funding, under the terms of the Province-wide program.

2005 BUDGET ESTIMATES

		2005 ESTIMATES	2004 ESTIMATES	% CHANGE
ENGINEERING / PLANNING SERVICES				
SPECIAL PROGRAMS / PROJECTS (con't)				
01 06 01	MUNICIPAL PLANNING INPUT / REVIEW			
	REVENUES			
0010	PROVINCIAL GRANTS - OPERATING	(21,350)	(17,000)	
0100	GENERAL LEVY	(59,750)	(42,400)	
0330	FEES	<u>(55,000)</u>	<u>(55,000)</u>	
	TOTAL REVENUES	(136,100)	(114,400)	18.97%
	EXPENSES			
1000	WAGES & BENEFITS	109,600	109,600	
1170	TRAVEL & EXPENSES	300	400	
1200	PROFESSIONAL DEVELOPMENT	0	600	
1300	LEGAL FEES	0	2,000	
1390	VEHICLE RENTALS	100	400	
1630	MISCELLANEOUS EXPENDITURES	1,000	400	
1810	ADMINISTRATION FEES	24,100	0	
3900	G.I.S. SYSTEM COSTS	<u>1,000</u>	<u>1,000</u>	
	TOTAL EXPENSES	136,100	114,400	18.97%
01 06 07	GROUNDWATER MONITORING NETWORK			
	REVENUES			
0100	GENERAL LEVY	<u>(6,956)</u>	<u>(7,300)</u>	
	TOTAL REVENUES	(6,956)	(7,300)	-4.71%
	EXPENSES			
1000	WAGES & BENEFITS	2,300	2,400	
1260	POSTAGE / COURIER	50	0	
1310	TELEPHONE	2,300	2,500	
1390	VEHICLE RENTALS	500	300	
1630	MISCELLANEOUS EXPENDITURES	200	100	
1810	ADMINISTRATION FEES	506	500	
3550	COMPUTER HARDWARE / SOFTWARE	100	0	
3920	LABORATORY ANALYSIS	<u>1,000</u>	<u>1,500</u>	
	TOTAL EXPENSES	6,956	7,300	-4.71%

2005 BUDGET ESTIMATES

Source Protection Plans

This program addresses a key Strategic Plan priority – to protect and improve water.

It is anticipated that ERCA will begin to undertake comprehensive water resource protection plans in late 2004 and continue through 2005 and 2006 as part of Province-wide initiatives resulting from the Walkerton recommendations. These studies will include detailed analysis of water quality issues and water quantity relationships (“water balance studies”), on a watershed basis. It is anticipated that the studies will take about 2-3 years, depending on levels of funding, resulting in plans specifying actions required for the protection and management of surface and ground water resources. The scope of the initial work in 2005 will include watershed characterization and water budget studies to provide technical information as a basis for preparation of Plans in subsequent years.

NOTE: 100 percent funding Province of Ontario

2005 BUDGET ESTIMATES

		2005 ESTIMATES	2004 ESTIMATES	% CHANGE
ENGINEERING / PLANNING SERVICES				
SPECIAL PROGRAMS / PROJECTS (con't)				
01 06 11	SOURCE PROTECTION PLANS (JAN - MAR)			
	REVENUES			
0050	PROVINCIAL GRANTS	(149,550)	(10,000)	
0130	GENERAL LEVY - CW~GS	0	(10,000)	
	TOTAL REVENUES	(149,550)	(20,000)	647.75%
	EXPENSES			
1000	WAGES & BENEFITS	70,500	7,800	
1170	TRAVEL & EXPENSES	50	100	
1200	PROFESSIONAL DEVELOPMENT	200	150	
1390	VEHICLE RENTAL	500	150	
1530	ENGINEERING / CONSULTING	65,000	10,000	
1630	MISCELLANEOUS EXPENDITURES	6,250	100	
1810	ADMINISTRATION FEES	7,050	1,700	
	TOTAL EXPENSES	149,550	20,000	647.75%
01 06 12	SOURCE PROTECTION PLANS (APR - DEC)			
	REVENUES			
0050	PROVINCIAL GRANTS	(448,650)	(10,000)	
0130	GENERAL LEVY - CW~GS	0	(10,000)	
	TOTAL REVENUES	(448,650)	(20,000)	2143.25%
	EXPENSES			
1000	WAGES & BENEFITS	211,500	7,800	
1170	TRAVEL & EXPENSES	150	100	
1200	PROFESSIONAL DEVELOPMENT	600	150	
1390	VEHICLE RENTAL	1,500	150	
1530	ENGINEERING / CONSULTING	195,000	10,000	
1630	MISCELLANEOUS EXPENDITURES	18,750	100	
1810	ADMINISTRATION FEES	21,150	1,700	
	TOTAL EXPENSES	448,650	20,000	2143.25%

2005 BUDGET ESTIMATES

Municipal Drainage – Review/Input

This program addresses several Strategic Plan priorities – protection from flooding and erosion, protection of water, natural areas/habitats.

ERCA provides input on drainage projects and programs throughout the Region through the review of Engineers Reports, attendance at 'on-site meetings,' and ongoing communication with Drainage Superintendents regarding maintenance programs. This provides an excellent opportunity to address conservation related issues such as enhanced water quality, habitat, soil conservation, and flood control in an integrated fashion. These activities are a key part of ERCA's overall watershed management program, resulting in Region-wide benefits.

In accordance with the Agreement with the Federal Department of Fisheries and Oceans, this one-window service also assists municipalities in addressing the Federal Fisheries Act and other requirements. The collection of fees for this very substantial component is not permissible. Discussions are ongoing with the Department of Fisheries and Oceans regarding funding opportunities.

Geographic Information System

Computer aided mapping and data management provides for more efficient and effective input to planning and development, regulations, project planning and design, and numerous other programs, as well as increased information linkages within ERCA and municipalities, to assist in planning and implementing watershed priorities.

Another important continuing activity will be to assist municipalities and their consultants with their utilization of ERCA's GIS mapping/data and air photo data for various projects.

Precision Farming Operation

ERCA plays an integral part in the delivery of a Precision Farming Operation with Settingington Fertilizer on a fee-for-service basis. This is an excellent example of a partnership that promotes environmentally sound practices and provides for information sharing opportunities.

2005 BUDGET ESTIMATES

		2005 ESTIMATES	2004 ESTIMATES	% CHANGE
ENGINEERING / PLANNING SERVICES				
SPECIAL PROGRAMS / PROJECTS (con't)				
01 10 05	MUNICIPAL DRAINAGE REVIEW / INPUT			
	REVENUES			
0100	GENERAL LEVY	(17,500)	(8,200)	
0330	APPLICATIONS & TECHNICAL FEES	<u>(4,000)</u>	<u>(10,000)</u>	
	TOTAL REVENUES	(21,500)	(18,200)	18.13%
	EXPENSES			
1000	WAGES & BENEFITS	17,000	17,000	
1390	VEHICLE RENTALS	600	1,000	
1630	MISCELLANEOUS EXPENDITURES	200	200	
1810	ADMINISTRATION FEE	<u>3,700</u>	<u>0</u>	
	TOTAL EXPENSES	21,500	18,200	18.13%
01 07 02	GEOGRAPHIC INFORMATION SYSTEM			
	REVENUES			
0100	GENERAL LEVY	(7,000)	(6,500)	
0870	GIS REVENUES	<u>(5,000)</u>	<u>(3,000)</u>	
	TOTAL REVENUES	(12,000)	(9,500)	26.32%
	EXPENSES			
1000	WAGES & BENEFITS	8,700	7,400	
1170	TRAVEL & EXPENSES	100	100	
1200	PROFESSIONAL DEVELOPMENT	200	200	
1270	SUPPLIES AND MATERIALS	500	700	
1350	EQUIPMENT PURCHASE	0	500	
1390	VEHICLE RENTALS	100	100	
1630	MISCELLANEOUS EXPENDITURES	500	500	
1810	ADMINISTRATION FEES	<u>1,900</u>	<u>0</u>	
	TOTAL EXPENSES	12,000	9,500	26.32%
01 07 03	PRECISION FARMING			
	REVENUES			
0870	G.I.S. REVENUE	<u>(6,000)</u>	<u>(8,000)</u>	
	TOTAL REVENUES	(6,000)	(8,000)	-25.00%
	EXPENSES			
1000	WAGES & BENEFITS	3,600	4,800	
1810	ADMINISTRATION FEE	800	1,000	
3900	G.I.S. SYSTEM COSTS	<u>1,600</u>	<u>2,200</u>	
	TOTAL EXPENSES	6,000	8,000	-25.00%



2005 BUDGET ESTIMATES

Special Projects and Programs

GIS Regulations/Planning

This activity will involve continued integration of the new updated Air Photo data into ERCA's GIS system and will provide for the ongoing utilization of this system by ERCA's other program staff such as Regulations and Planning. This new data will be linked with existing GIS floodline mapping, natural areas mapping, and other databases providing for more efficient service delivery.

It is anticipated that this will include linking with municipalities' systems through the County's network. This will be further enhanced through the GeoSmart project (below) if approved for Provincial funding.

State-of-the-art, 'web-based' GIS capability will ensure efficient service and interaction with municipalities in delivering various programs that address several Strategic Plan priorities.

GeoSmart Project

This project involves the acquisition of a central "server" computer and associated software and the installation of various "layers" of GIS mapping and related digital data readily accessible to ERCA technical staff, resulting in increased efficiency and level of service for a variety of programs and projects.

Although the project was not funded in 2004, due to suspension of the program by the Province, the program was recently reactivated and ERCA's funding application is now under review.

The initial focus of the project, if approved, will be in the area of permits, developments, and planning applications resulting in improved service to municipalities and applicants. The programs developed through ERCA's project, in partnership with the County of Essex and other municipalities, will be adaptable by municipalities in the future for their use in similar applications.

2005 BUDGET ESTIMATES

		2005 ESTIMATES	2004 ESTIMATES	% CHANGE
ENGINEERING / PLANNING SERVICES				
SPECIAL PROGRAMS / PROJECTS (con't)				
01 07 06	REGULATIONS / PLANNING DATABASE			
	REVENUES			
0010	PROVINCIAL GRANTS - OPERATING	(22,450)	(19,000)	
0100	GENERAL LEVY	<u>(22,450)</u>	<u>(19,000)</u>	
	TOTAL REVENUES	(44,900)	(38,000)	18.16%
	EXPENSES			
1000	WAGES & BENEFITS	35,900	36,000	
1170	TRAVEL & EXPENSES	100	0	
1270	SUPPLIES & MATERIALS	400	1,000	
1390	VEHICLE RENTALS	100	0	
1630	MISCELLANEOUS EXPENDITURES	500	1,000	
1810	ADMINISTRATION FEES	<u>7,900</u>	<u>0</u>	
	TOTAL EXPENSES	44,900	38,000	18.16%
01 07 07	REGIONAL AIRPHOTOS & MAPPING			
	REVENUES			
0010	PROVINCIAL GRANTS - OPERATING	0	0	
0080	FEDERAL FUNDING - OTHER	0	0	
0110	MUNICIPAL FUNDING - PROJECTS	0	0	
0340	SUNDRY REVENUE	<u>0</u>	<u>(1,700)</u>	
	TOTAL REVENUES	0	(1,700)	-100.00%
	EXPENSES			
1000	WAGES & BENEFITS	0	1,400	
1260	POSTAGE / COURIER	0	0	
1530	ENGINEERING / CONSULTING	0	0	
1810	ADMINISTRATION FEE	<u>0</u>	<u>300</u>	
	TOTAL EXPENSES	0	1,700	-100.00%
01 07 09	GEOSMART PROJECT			
	REVENUES			
0051	PROVINCIAL GRANTS	(181,900)	(17,000)	
0100	GENERAL LEVY	<u>(15,000)</u>	<u>(15,000)</u>	
	TOTAL REVENUES	(196,900)	(32,000)	515.31%
	EXPENSES			
1270	MATERIALS & SUPPLIES	128,240	7,000	
1350	EQUIPMENT PURCHASE	21,860	8,000	
1530	ENGINEERING / CONSULTING	<u>46,800</u>	<u>17,000</u>	
	TOTAL EXPENSES	196,900	32,000	515.31%

2005 BUDGET ESTIMATES

Remedial Projects

Upper Little River Stormwater Management Plans

Completion of comprehensive study to prepare plans for multipurpose regional stormwater management facilities for the City of Windsor “annexed lands” and portions of the Town of Tecumseh.

Windsor Waterfront Parks – Shoreline Protection

Continued assistance with the design, approval, and implementation of shoreline protection at the City of Windsor Central Riverfront Parks on a fee-for-service basis including completion of the Class EA and Functional Design for the shoreline protection west of Dieppe Park, which has been commissioned by ERCA with 50 percent Provincial funding.

East Leamington Shoreline Study

Addresses Strategic Plan priority – to protect people and property from flooding and erosion.

Comprehensive coastal study to develop plans for sustainable shoreline management in relation to flooding and erosion hazards along Lake Erie shoreline in East Leamington. Provincial funding (50 percent) has been confirmed – other sources are yet to be approved.

East Riverside Flood Control – Little River Dykes

ERCA has secured 50 percent Provincial funding for this project through MNR’s special infrastructure program for Conservation Authority structures. This project, involving modifications to the Little River Dykes, will provide enhanced protection for over 2000 older floodprone homes and the Little River Pollution Control Plant. These works are part of an overall flood control program identified through a comprehensive Plan completed jointly by ERCA, the City of Windsor, and major developers. Other components of the works beyond the scope of the Little River Dykes project provide flood control and stormwater management for major new developments in the East Riverside Planning Area.

Other Projects (To Be Announced)

Typically, special fee-for-service projects are identified during each new year, as opportunities arise in conjunction with partners such as municipalities, other agencies, etc.

2005 BUDGET ESTIMATES

		2005 ESTIMATES	2004 ESTIMATES	% CHANGE
ENGINEERING / PLANNING SERVICES				
REMEDIAL PROJECTS				
01 42 42	UPPER LITTLE RIVER STORMWATER PLANS			
	REVENUES			
0050	PROVINCIAL GRANTS	0	0	
0110	MUNICIPAL FUNDING - PROJECTS	<u>(50,000)</u>	<u>0</u>	
	TOTAL REVENUES	(50,000)	0	100.00%
	EXPENSES			
1000	WAGES & BENEFITS	1,900	0	
1170	TRAVEL & EXPENSES	0	0	
1260	POSTAGE	0	0	
1530	ENGINEERING / CONSULTING	47,600	0	
1630	MISCELLANEOUS EXPENDITURES	80	0	
1810	ADMINISTRATION SUPPORT	<u>420</u>	<u>0</u>	
	TOTAL EXPENSES	50,000	0	100.00%
01 01 09	WINDSOR CENTRAL WATERFRONT			
	REVENUES			
0050	PROVINCIAL GRANTS -OTHER	(35,000)	(75,000)	
0110	MUNICIPAL FUNDING	<u>(35,000)</u>	<u>(75,000)</u>	
	TOTAL REVENUES	(70,000)	(150,000)	-53.33%
	EXPENSES			
1000	WAGES & BENEFITS	1,500	3,500	
1170	TRAVEL & EXPENSES	70	0	
1530	CONSULTING	68,000	145,000	
1630	MISCELLANEOUS EXPENDITURES	100	120	
1810	ADMINISTRATION	<u>330</u>	<u>880</u>	
	TOTAL EXPENSES	70,000	149,500	-53.18%

2005 BUDGET ESTIMATES

		2005 ESTIMATES	2004 ESTIMATES	%
ENGINEERING / PLANNING SERVICES				
REMEDIAL PROJECTS (con't)				
01 42 43 EAST LEAMINGTON SHORELINE STUDY				
REVENUES				
	0050	PROVINCIAL GRANTS (150,000)	0	
	0840	OTHER - TBD (150,000)	0	
		TOTAL REVENUES (300,000)	0	100.00%
EXPENSES				
	1000	WAGES & BENEFITS 9,000	0	
	1390	VEHICLE RENTAL 500	0	
	1530	CONSULTING 284,000	0	
	1630	MISCELLANEOUS EXPENDITURES 4,500	0	
	1810	ADMINISTRATION CHARGE 2,000	0	
		TOTAL EXPENSES 300,000	0	100.00%
01 42 45 EAST RIVERSIDE FLOOD CONTROL - LITTLE RIVER DYKES				
REVENUES				
	0050	PROVINCIAL GRANTS (350,000)	0	
	0110	MUNICIPAL FUNDING (350,000)	0	
		TOTAL REVENUES (700,000)	0	100.00%
EXPENSES				
	1000	WAGES & BENEFITS 2,000	0	
	1530	CONSULTING 49,000	0	
	1550	CONSTRUCTION 647,900	0	
	1630	MISCELLANEOUS EXPENDITURES 660	0	
	1810	ADMINISTRATION CHARGE 440	0	
		TOTAL EXPENSES 700,000	0	100.00%
01 42 50 OTHER PROJECTS TBA				
REVENUES				
	0340	SUNDRY REVENUE (5,000)	(5,000)	
		TOTAL REVENUES (5,000)	(5,000)	0.00%
EXPENSES				
	1000	WAGES & BENEFITS 5,000	5,000	
		TOTAL EXPENSES 5,000	5,000	0.00%

2005 BUDGET ESTIMATES

Habitat and Aquatic Resources

2005 BUDGET ESTIMATES

Habitat and Aquatic Resources

Program Operations

ERCA's mandate is to protect and restore natural areas in the Essex region. Because over 95 percent of the region is privately owned, achieving these strategic priorities requires working with a diversity of private landowners and organizations that have an interest in private lands. Key activities include gathering, analyzing, and communicating messages regarding scientific matters (e.g., water quality, habitat restoration, etc.), working with private land owners to promote stewardship and complete habitat restoration/water quality improvement projects, interacting with a multitude of public and private partners to promote habitat protection/restoration, and water quality improvements through planning processes, ongoing and new partnerships, and other means.

The Habitat and Aquatic Resources Program provides a number of ongoing, general service activities including the following:

- responding to requests for information/assistance
- providing technical advice to landowners with site visits to advise on forestry and habitat restoration opportunities and water quality enhancement projects
- providing technical assistance to landowners to implement best management practices
- assisting with management of the biological resources of ERCA's properties
- promoting the objectives of the department through a number of mechanisms including media
- supporting 'Friends of Watersheds' groups to encourage community-based stewardship
- maintaining an up-to-date library of information on habitat protection and restoration and surface water quality and making same available to interested groups and individuals

Wages and other costs associated with these general service and program operations activities are shown separately. The balances of departmental staff wages are shown in individual special project accounts that make up the balance of the departmental budget.

The Department has several, well-established, ongoing programs such as forestry and landowner grants; some were initiated more recently as a direct response to the priorities outlined in our *Accelerating the Pace Towards a Sustainable Community*: Essex Region Conservation Authority Strategic Plan such as Friends of Watersheds, habitat restoration, and surface water quality monitoring.

Programs implemented by the Habitat and Aquatic Resources Department result in:

- enhanced water quality
- restored and enhanced habitat for the existence of a variety of fish and wildlife species, including a diversity of vulnerable, threatened and endangered species
- increased involvement of the region's residents in the protection and restoration of natural areas
- improved quality of life for the region's residents
- improved tourism opportunities and visitor experiences.

2005 BUDGET ESTIMATES

	2005 ESTIMATES	2004 ESTIMATES	% CHANGE
HABITAT & AQUATIC RESOURCES			
PROGRAM OPERATIONS			
05 01 00	REVENUES		
0100	(101,240)	(96,300)	
	TOTAL REVENUES	(96,300)	5.13%
05 01 01	EXPENSES		
1000	WAGES & BENEFITS		
	71,540	67,600	
	71,540	67,600	5.83%
05 01 02	STAFF EXPENSES		
1170	7,000	7,000	
1200	6,000	6,000	
	13,000	13,000	0.00%
05 01 03	VEHICLE RENTALS		
1390 V15	1,500	1,600	
	1,500	1,600	-6.25%
05 01 04	GENERAL EXPENSES		
1210	2,000	2,500	
1250	0	1,000	
1260	100	200	
1270	200	0	
1280	500	0	
1300	1,200	1,600	
1350	500	1,000	
1590	1,000	1,200	
1630	500	1,000	
1770	0	400	
3550	4,000	4,000	
3640	200	200	
3690	5,000	1,000	
	15,200	14,100	7.80%
	TOTAL EXPENSES	96,300	5.13%

2005 BUDGET ESTIMATES

Special Projects and Programs

Special Projects/Programs undertaken by the Department of Habitat and Aquatic Resources are numerous and diverse. Many projects/programs are completed with no general levy contribution and are funded entirely on a full-cost-recovery basis in partnership with the senior levels of government and private sector interests. The balance of this section of the budget treats each of these special projects/programs sequentially.

Detroit River Canadian Cleanup

The Detroit River Canadian Cleanup is an initiative of all levels of government: ERCA, industry, business, academe, and environmental and community groups whose mission statement is to restore, enhance, and clean up the Detroit River and its watersheds (Little River, Turkey Creek, Canard River). ERCA has provided Secretariat support to the Detroit River Canadian Cleanup (DRCC) since its inception in 1998. Our role in this initiative strengthens and develops partnerships with other organizations in the region and enables us to work together for the benefit of the Detroit River.

In 2003, several key partners involved in the initiative completed a program review and determined that a significant change in the structure of the Detroit River Cleanup was necessary. It also identified a need for a full time person to further the objectives of the Detroit River Cleanup, in partnership with numerous Canadian and American partners. ERCA was identified to provide local leadership, and a three-year position was created and filled. This position is responsible for supporting various committees, completing work plans, assisting with funding application preparation, supporting project implementation, and other duties. The position is funding 50 percent by Environment Canada and 50 percent by the Ontario Ministry of the Environment.

The program will enhance the chemical and biological integrity of the Detroit River and its tributary watersheds and will raise awareness regarding the Detroit River and its associated environmental issues amongst the general public.



2005 BUDGET ESTIMATES

		2005 ESTIMATES	2004 ESTIMATES	% CHANGE
HABITAT & AQUATIC RESOURCES				
SPECIAL PROGRAMS / PROJECTS				
05 02 01	DETROIT RIVER CLEAN UP SECRETARIATE (JAN - MAR)			
	REVENUES			
0050	PROVINCIAL GRANT	(12,500)	0	
0080	FEDERAL GRANT	<u>(12,500)</u>	<u>0</u>	
	TOTAL REVENUES	(25,000)	0	100.00%
	EXPENSES			
1000	WAGES & BENEFITS	20,800	0	
1170	TRAVEL & EXPENSES	150	0	
1260	POSTAGE / COURIER	50	0	
1280	GENERAL PRINTING & PHOTOCOPYING	200	0	
1310	TELEPHONE	500	0	
1770	PUBLICATIONS / REPORTS / BROCHURES	3,000	0	
3640	FOOD & BEVERAGE	<u>300</u>	<u>0</u>	
	TOTAL EXPENSES	25,000	0	100.00%
05 02 02	DETROIT RIVER CLEAN UP SECRETARIATE (APR - DEC)			
	REVENUES			
0050	PROV GRANT	(37,500)	(50,000)	
0080	FEDERAL GRANT	<u>(37,500)</u>	<u>(50,000)</u>	
	TOTAL REVEUNES	(75,000)	(100,000)	-25.00%
	EXPENSES			
1000	WAGES & BENEFITS	60,400	82,200	
1170	TRAVEL & EXPENSES	1,500	2,000	
1200	PROFESSIONAL DEVELOPMENT	300	0	
1260	POSTAGE / COURIER	100	3,000	
1270	SUPPLIES & MATERIALS	500	2,000	
1280	GENERAL PRINTING & PHOTOCOPYING	400	2,000	
1300	ADVERTISING / PROMOTION / MEDIA	500	0	
1310	TELEPHONE	1,000	0	
1390	VEHICLE RENTAL	500	1,000	
1530	ENGINEERING / CONSULTING	2,000	1,000	
1630	MISCELLANEOUS EXPENDITURES	2,000	1,800	
1770	PUBLICATIONS / REPORTS / BROCHURES	4,600	2,000	
3640	FOOD & BEVERAGE	<u>1,200</u>	<u>3,000</u>	
	TOTAL EXPENSES	75,000	100,000	-25.00%

2005 BUDGET ESTIMATES

Rural Non-Point Source Pollution Reduction Program (Landowner Grant Program)

Approximately 80% of the Essex region is farmed. To be successful at managing the natural resources of the Essex region we must work effectively with our agricultural and rural communities.

The focus of ERCA's Rural NPS Pollution Reduction Program is on working with the agricultural and rural community to promote stewardship of our land and water resources. Since 80% of our region is in agricultural land uses working effectively with this community is crucial. The program places an emphasis on providing farmers and non-agricultural rural landowners with information and grants that encourages them to put in place management practices which will ensure long-term sustainability of the land base and protection of water quality and natural areas. Incentive grants are available for eligible projects such as septic system upgrades, buffer strip and tree planting projects, and installation of rock chutes and other soil erosion reduction projects. In turn, the stewardship of these resources ensures that our agricultural landscape will continue to provide economic benefits to landowners.

Activities completed as part of this program include:

- responding to requests for information/assistance
- providing technical advice to landowners through conservation farm planning, farm calls, and resource materials and maintaining an up-to-date base of information on soil and water conservation
- establishing demonstration/research projects to promote conservation practices, explore new techniques for soil conservation and water quality protection, and transfer knowledge to landowners
- administering soil and water conservation grant programs
- promoting soil and water conservation through agricultural groups and the media

Best Management Practices incentive grants will be provided throughout the region, although they are represented in our budget estimates as three different accounts to respond to federal and provincial funding program criteria:

- Detroit River: 28 tree planting, buffer strip or soil erosion reduction projects, and 6 septic system upgrades
- Wheatley Harbour: 28 tree planting, buffer strip or soil erosion reduction projects, and 4 septic system upgrades
- Lakes Erie and St. Clair: 63 tree planting, buffer strip or soil erosion reduction projects

The overall effect is that the local contribution through Clean Water-Green Spaces of \$100,000 is matched by \$211,000 in other funding to generate \$961,000 in activity, including in kind landowner contributions to the program.

For the 2005 budget, estimates for the Detroit River and Wheatley Harbour areas are expressed based on January to March and April to December periods. This reflects an ability to track



2005 BUDGET ESTIMATES

		2005 ESTIMATES	2004 ESTIMATES	% CHANGE
HABITAT & AQUATIC RESOURCES				
SPECIAL PROGRAMS / PROJECTS (cont'd)				
05 03 05	DETROIT RIVER NON-POINT SOURCE PROGRAM (JAN - MAR)			
	REVENUES			
0080	FEDERAL GRANTS	(27,225)	(100,000)	
0081	FEDERAL GRANT - OTHER	0	(20,000)	
0130	GENERAL LEVY - CWGS	0	(15,800)	
0340	SUNDRY REVENUES - LANDOWNER IN-KIND	<u>(50,000)</u>	<u>(170,000)</u>	
	TOTAL REVENUES	(77,225)	(305,800)	-74.75%
	EXPENSES			
1000	WAGES & BENEFITS	3,750	17,500	
1170	TRAVEL & EXPENSES	0	300	
1300	ADVERTISING / PROMOTION / MEDIA	0	0	
1390	VEHICLE RENTAL	200	500	
1630	MISCELLANEOUS EXPENDITURES	0	500	
1810	ADMINISTRATION FEES	825	3,800	
3100	MISCELLANEOUS SIGNAGE	0	1,000	
3890	IN-KIND SUPPLIES OR SERVICES (Landowner)	50,000	170,000	
4280	PLANT MATERIAL & EXCAVATION	<u>22,450</u>	<u>112,200</u>	
	TOTAL EXPENSES	77,225	305,800	-74.75%
05 03 06	DETROIT RIVER NON-POINT SOURCE PROGRAM (APR - DEC)			
	REVENUES			
0080	FEDERAL GRANTS	(65,775)	0	
0340	SUNDRY REVENUES	<u>(150,000)</u>	<u>0</u>	
	TOTAL REVENUES	(215,775)	0	100.00%
	EXPENSES			
1000	WAGES & BENEFITS	11,250	0	
1170	TRAVEL & EXPENSES	50	0	
1260	POSTAGE / COURIER	100	0	
1270	SUPPLIES AND MATERIALS	100	0	
1300	ADVERTISING / PROMOTION / MEDIA	500	0	
1390	VEHICLE RENTAL	400	0	
1630	MISCELLANEOUS EXPENDITURES	200	0	
1810	ADMINISTRATIVE FEES	2,475	0	
3100	MISCELLANEOUS SIGNAGE	700	0	
3890	IN-KIND SUPPLIES OR SERVICES	150,000	0	
4280	PLANT MATERIAL & EXCAVATION	<u>50,000</u>	<u>0</u>	
	TOTAL EXPENSES	215,775	0	100.00%

2005 BUDGET ESTIMATES

		2005 ESTIMATES	2004 ESTIMATES	% CHANGE
HABITAT & AQUATIC RESOURCES				
SPECIAL PROGRAMS / PROJECTS (cont'd)				
05 03 08	MUDDY CREEK NPS (JAN - MAR)			
	REVENUES			
0050	PROVINCIAL GRANTS - OTHER	0	(75,000)	
0080	FEDERAL GRANTS	(27,400)	(150,000)	
0340	SUNDRY REVENUES - LANDOWNER IN KIND	<u>(45,000)</u>	<u>(150,000)</u>	
	TOTAL REVENUES	(72,400)	(375,000)	-80.69%
	EXPENSES			
1000	WAGES & BENEFITS	4,000	40,000	
1390	VEHICLE RENTAL	100	1,500	
1630	MISCELLANEOUS EXPENDITURES	0	5,000	
1810	ADMINISTRATION FEES	880	8,800	
3100	MISCELLANEOUS SIGNAGE	0	4,000	
3890	IN-KIND SUPPLIES OR SERVICES	45,000	150,000	
4280	PLANT MATERIAL & EXCAVATION	<u>22,420</u>	<u>165,700</u>	
	TOTAL EXPENSES	72,400	375,000	-80.69%
05 03 09	MUDDY CREEK NPS (APR - DEC)			
	REVENUES			
0080	FEDERAL GRANTS	(65,600)	0	
0340	SUNDRY REVENUES - LANDOWNER IN-KIND	<u>(105,000)</u>	<u>0</u>	
	TOTAL REVENUES	(170,600)	0	100.00%
	EXPENSES			
1000	WAGES & BENEFITS	10,000	0	
1170	TRAVEL & EXPENSES	100	0	
1260	POSTAGE / COURIER	100	0	
1300	ADVERTISING / PROMOTION / MEDIA	500	0	
1390	VEHICLE RENTAL	200	0	
1630	MISCELLANEOUS EXPENDITURES	500	0	
1810	ADMINISTRATION FEES	2,200	0	
3100	MISCELLANEOUS SIGNAGE	2,000	0	
3890	IN-KIND SUPPLIES OR SERVICES (Landowner)	105,000	0	
4280	PLANT MATERIAL & EXCAVATION	<u>50,000</u>	<u>0</u>	
	TOTAL EXPENSES	170,600	0	100.00%

2005 BUDGET ESTIMATES

Essex County Demonstration Farm

The Essex County Demonstration Farm at Holiday Beach Conservation Area is a mechanism for promoting ways for agriculture and the environment to work hand in hand and for exploring new technologies that may become the conservation farming practices of tomorrow. The demonstration farm was initiated by the Essex Region Conservation Authority (ERCA) in partnership with more than 25 private and public organizations, businesses, and individual farmers. The farm has enjoyed over 30 agricultural and community partners. Decisions regarding the farm are guided by a Demonstration Farm Committee.

The farm demonstrates conservation practices and innovative products, techniques, and technologies; educates the community about conservation farming and its relationship to the protection of our natural resources; and promotes the use of sustainable agricultural practices. It is a valuable tool for conservation extension, as it allows us to show that the concepts that we are promoting actually work in the real world. In addition to this, we find out first hand what works, what needs improvement, and where difficulties may arise so that we can give the best advice possible to our clients.

In 2004, farmers on ERCA's Agricultural Advisory Committee also advised that the farm is a very important source of crop science data that is used by many farmers in making their cropping decisions.

The demonstration farm is open to the public, with brochures available on site for self guided tours of the plots and demonstrations. A continued focus for 2005 will be on promoting the farm to agricultural and non-farm audiences alike, through various means, including visitor recruitment from Holiday Beach Conservation Area. A related emphasis will be on ensuring the smooth operation of the farm, including the demonstration of products and techniques that are relevant to local farmers.

Through the zero-based budgeting approach used for the 2005 estimates, overall levy support is significantly higher than that required in previous years. This reflects the fact that ERCA's Agricultural Technician has consistently spent more time than budgeted managing and maintaining the site. Administration believes that the current level of care is required on an ongoing basis.

2005 BUDGET ESTIMATES

		2005 ESTIMATES	2004 ESTIMATES	% CHANGE
HABITAT & AQUATIC RESOURCES				
SPECIAL PROGRAMS / PROJECTS (cont'd)				
05 03 11 ERIE & ST.CLAIR NPS				
REVENUES				
0080	FEDERAL GRANTS	(25,000)	(250,000)	
0130	GENERAL LEVY - CWGS	(100,000)	(34,000)	
0340	SUNDRY REVENUES - LANDOWNER IN-KIND	<u>(300,000)</u>	<u>(280,000)</u>	
	TOTAL REVENUES	(425,000)	(564,000)	-24.65%
EXPENSES				
1000	WAGES & BENEFITS	26,000	13,800	
1260	POSTAGE / COURIER	600	750	
1390	VEHICLE RENTAL	700	2,000	
1630	MISCELLANEOUS EXPENDITURES	1,000	2,400	
1810	ADMINISTRATION FEES	0	3,000	
3100	MISCELLANEOUS SIGNAGE	2,000	0	
3890	IN-KIND SUPPLIES OR SERVICES (Landowner)	300,000	280,000	
4280	PLANT MATERIAL & EXCAVATION	<u>94,700</u>	<u>262,050</u>	
	TOTAL EXPENSES	425,000	564,000	-24.65%
05 05 01 DEMONSTRATION FARM				
REVENUES				
0100	GENERAL LEVY	(12,262)	(7,700)	
0150	DONATION-Ag Suppliers	(3,500)	(3,550)	
0380	INSURANCE RECOVERIES	0	(250)	
0750	FIELD CROP REVENUE	<u>(8,600)</u>	<u>(6,500)</u>	
	TOTAL REVENUES	(24,362)	(18,000)	35.34%
EXPENSES				
1000	WAGES & BENEFITS	12,512	4,000	
1170	TRAVEL & EXPENSES	150	0	
1260	POSTAGE / COURIER	50	100	
1270	SUPPLIES & MATERIALS	500	500	
1280	GENERAL PRINTING & COPYING	200	500	
1340	INSURANCE	250	350	
1390	VEHICLE RENTAL	600	800	
1450	LEASED EQUIPMENT	100	0	
1530	ENGINEERING / CONSULTING	4,000	4,000	
1630	MISCELLANEOUS EXPENDITURES	500	1,000	
3770	FIELD CROPS	2,000	3,000	
3890	IN-KIND SUPPLIES OR SERVICES	3,500	3,500	
4170	ROAD ALLOWANCE	<u>0</u>	<u>250</u>	
	TOTAL EXPENSES	24,362	18,000	35.34%



2005 BUDGET ESTIMATES

Friends of Watersheds

The Friends of Watersheds program provides an excellent mechanism for addressing several of ERCA's Strategic Plan priorities, including those related to greening the region, improving water quality, and involving the community in conservation initiatives. The goal of the program is to establish and/or strengthen community-based groups in the Essex Region's major watersheds as a very cost effective means of encouraging resource stewardship and delivering ERCA's programs. These groups can be expected to undertake a range of activities in partnership with ERCA, local municipalities, schools, and others including public meetings, publication of newsletters, convening of landowner information seminars, stream cleanups, habitat enhancements (e.g., riparian plantings, nest box installations), and participation in broader community initiatives. Participation of private landowners in the watershed is also crucial. To date, more than 4,000 volunteers have planted 40,000 trees, restoring over 85 acres of land – a dedication of more than 16,000 volunteer hours.

The Friends of Watersheds Program has made significant progress since a Friends of Watersheds Program was established in 1999. Friends of Watersheds groups are now established in nine of the region's major watersheds and numerous community stewardship events have been held through the program.

In addition to advancing ERCA's key Strategic Plan priorities of restoring natural areas and enhancing water quality, the program also addresses ERCA's priorities associated with educating adults and children regarding the environment.

Through the zero-based budgeting approach used for the 2005 estimates, overall levy support is significantly higher than that required in previous years. This reflects the fact that attracting public and private sector support for the wages to support the position is increasingly difficult, although we continue to have good success in acquiring funding for the other expenditures associated with the program e.g., plant material.



2005 BUDGET ESTIMATES

		2005 ESTIMATES	2004 ESTIMATES	% CHANGE
HABITAT & AQUATIC RESOURCES				
BIOLOGICAL SERVICES				
05 04 01	FRIENDS OF WATERSHEDS			
	REVENUES			
0050	PROVINCIAL GRANT - OTHER	(4,000)	(6,000)	
0080	FEDERAL GRANTS - Ecoaction	(20,000)	(40,000)	
0100	GENERAL LEVY	(49,012)	(37,450)	
0150	DONATIONS - PPNP	(5,000)	0	
0152	DONATIONS - OTHER	(20,000)	0	
0340	SUNDRY REVENUES - LANDOWNER IN-KIND	(120,000)	(70,000)	
0733	FUND TRANSFER - NPS	(6,000)	0	
0910	SPONSORSHIP	0	(10,000)	
		(224,012)	(163,450)	
	TOTAL REVENUES	(224,012)	(163,450)	37.05%
	EXPENSES			
1000	WAGES & BENEFITS	49,600	46,600	
1170	TRAVEL & EXPENSES	500	500	
1260	POSTAGE / COURIER	300	500	
1270	SUPPLIES & MATERIALS	1,000	1,500	
1280	GENERAL PRINTING & PHOTOCOPYING	200	500	
1300	ADVERTISING / PROMOTION / MEDIA	200	500	
1350	EQUIPMENT PURCHASE	200	500	
1390	VEHICLE RENTAL	3,000	3,000	
1391	BUS RENTAL	200	0	
1630	MISCELLANEOUS EXPENDITURES	500	1,000	
1810	ADMINISTRATIVE FEE	10,912	10,250	
3100	MISCELLANEOUS SIGNAGE	1,000	2,000	
3150	PORTA-JOHNs	400	600	
3640	FOOD & BEVERAGE	1,000	500	
3890	IN-KIND SUPPLIES OR SERVICES (Landowner)	120,000	70,000	
4230	YELLOW FISH ROAD EXPENSES - CAW	0	5,000	
4260	TRAILER MAINTENANCE	0	500	
4280	PLANT MATERIAL & EXCAVATION	35,000	20,000	
		224,012	163,450	
	TOTAL EXPENSES	224,012	163,450	37.05%

2005 BUDGET ESTIMATES

Habitat Restoration Program

The focus of the program is on implementation of habitat restoration projects around the region. This is one of ERCA's core program areas and contributes directly to one of our highest Strategic Plan priorities: to restore habitats throughout the Essex Region. High priority projects will be selected from the Biodiversity Conservation Strategy.

An ongoing emphasis for 2005 will be on implementing on-the-ground restoration projects that incorporate the most recent techniques e.g., pit and mound forest restoration, and address several habitat types e.g., upland forest, wetlands, etc. At time of preparation of this budget estimate, Administration area already working with several landowners on projects that will be implemented in 2005 and beyond. Clean Water~Green Spaces funding is used in combination with federal, provincial, and landowner funding to establish habitat. Plant material is purchased at wholesale prices through ERCA's Forestry program; therefore, the Clean Water~Green Spaces allocation is shown in both the Habitat Restoration and Forestry accounts. ERCA will also continue to work with other organizations like the CAW, Ford of Canada, Daimler Chrysler Corporation, our member municipalities, schools, and the various Friends of Watersheds groups to restore habitats.

In 2005, a target of 150 acres of land restored has been established. Landowner contributions to the program have been calculated based on this target.

2005 BUDGET ESTIMATES

		2005 ESTIMATES	2004 ESTIMATES	% CHANGE
HABITAT & AQUATIC RESOURCES				
BIOLOGICAL SERVICES (con'd)				
05 09 02	HABITAT RESTORATION			
	REVENUES			
0050	PROVINCIAL GRANTS - OGLRF	(50,000)	(103,600)	
0080	FEDERAL GRANT (Detroit BCS)	(66,000)	(108,600)	
0081	FEDERAL GRANT (Wheatley BCS)	(5,000)	0	
0130	GENERAL LEVY - CW-GS	(65,000)	(50,000)	
0340	SUNDRY REVENUES - LANDOWNER IN-KIND	(750,000)	0	
0341	SUNDRY REVENUES - LANDOWNER CASH	<u>(37,500)</u>	<u>(400,000)</u>	
	TOTAL REVENUES	(973,500)	(662,200)	47.01%
	EXPENSES			
1000	WAGES & BENEFITS	85,877	69,000	
1170	TRAVEL & EXPENSES	500	500	
1260	POSTAGE / COURIER FEES	200	200	
1280	GENERAL PRINTING & PHOTOCOPYING	100	200	
1350	EQUIPMENT PURCHASE	500	3,100	
1360	FIELD EQUIPMENT RENTALS	1,000	1,000	
1390	VEHICLE RENTAL	2,000	2,500	
1530	ENGINEERING / CONSULTING	0	1,000	
1630	MISCELLANEOUS EXPENDITURES	1,000	2,000	
1810	ADMINISTRATIVE FEE	18,893	15,000	
3100	MISCELLANEOUS SIGNAGE	4,000	4,000	
3550	COMPUTER HARDWARE / SOFTWARE	0	3,000	
3640	FOOD & BEVERAGE	100	200	
3690	CELLULAR PHONES	0	500	
3890	IN-KIND SUPPLIES OR SERVICES (Landowner)	750,000	400,000	
4280	PLANT MATERIAL- general	<u>109,330</u>	<u>160,000</u>	
	TOTAL EXPENSES	973,500	662,200	47.01%

2005 BUDGET ESTIMATES

Water Quality Monitoring Program

ERCA's *Strategy for the New Millennium* and the draft 2005 update identifies improving water quality as one of ERCA's three highest priorities. Monitoring is a critical aspect of improving water quality because it enables us to identify problem areas and also track progress over time. The information can also provide a powerful tool in raising awareness of water quality issues in the Essex region among all residents.

Through the 1970s, 1980s, and early 1990s, some surface water quality monitoring was conducted by ERCA e.g., Clean Up Rural Beaches (CURB) Program and by the Province (Provincial Water Quality Monitoring Network) in a number of watersheds. Surface water quality monitoring has been undertaken in the Detroit River Area of Concern including the Detroit River, Turkey Creek, and Little River watersheds since 1997 and in the Wheatley Harbour AOC including the Muddy Creek watershed since 1999, as part of ERCA's Rural Non-Point Source Pollution Remediation Program.

In March 2000, ERCA internalized the monitoring program and expanded the existing program to include the entire Essex region. This program continues to be run on a cost-recovery basis with support from Environment Canada and the Ontario Ministry of the Environment. The program includes monitoring various chemical, biological, and physical parameters. In 2002, ERCA released its first Water Quality Report Card, which generated a significant amount of interest and concern throughout the community. Data collection will continue, and a subsequent water quality report card will be produced.

The focus for 2005 will be on continuing to build on our understanding of water quality through monitoring activities and to use this information to target restoration projects where they are needed most. The as-yet-to-be-confirmed Source Protection Planning funding expected from the Government of Ontario would likely result in some adjustments to the monitoring program for 2006 and beyond, and these adjustments will be explored more fully in 2005.

2005 BUDGET ESTIMATES

		2005 ESTIMATES	2004 ESTIMATES	% CHANGE
HABITAT & AQUATIC RESOURCES				
BIOLOGICAL SERVICES (con'd)				
05 03 10	SURFACE WATER QUALITY MONITORING			
	REVENUES			
0050	PROVINCIAL GRANTS - OTHER	(4,000)	(10,900)	
0051	PROVINCIAL (IN-KIND)	(2,500)	(2,500)	
0080	FEDERAL GRANTS - DETROIT RIVER	(7,000)	(22,000)	
0081	FEDERAL GRANTS - WHEATLEY HAR. NPS	(7,000)	0	
0100	GENERAL LEVY	(13,500)	(5,000)	
	TOTAL REVENUES	(34,000)	(40,400)	-15.84%
	EXPENSES			
1000	WAGES & BENEFITS	21,000	23,000	
1170	TRAVEL & EXPENSES	0	1,000	
1260	POSTAGE / COURIER	200	200	
1270	SUPPLIES & MATERIALS	1,000	2,000	
1350	EQUIPMENT PURCHASE	500	1,000	
1390	VEHICLE RENTAL	1,200	2,200	
1530	ENGINEERING / CONSULTING	0	500	
1630	MISCELLANEOUS EXPENDITURES	100	0	
3890	IN KIND SUPPLIES & SERVICES	2,500	2,500	
3920	LABORATORY ANALYSIS	7,500	8,000	
	TOTAL EXPENSES	34,000	40,400	-15.84%



2005 BUDGET ESTIMATES

Aquatic Species At Risk Program

This project addresses ERCA's Strategic Plan Priority of protecting and restoring natural areas for the benefit of fish and wildlife.

The Essex region has a very high diversity of federally and provincially rare (vulnerable, threatened, and endangered) plant and animal species. In 2004, ERCA partnered with the federal Department of Fisheries and Oceans and others to establish an *Aquatic Species At Risk Recovery Strategy* process for the ERCA jurisdiction and the Lake Erie watersheds in the Lower Thames River, Kettle Creek, and Catfish Creek watersheds. This process is expected to continue through most of 2005 whereupon a Recovery Strategy will be finalized and implementation oriented activities can be undertaken. Some seed funding for implementation has also been provided through Environment Canada for 2005.



2005 BUDGET ESTIMATES

		2005 ESTIMATES	2004 ESTIMATES	% CHANGE
HABITAT & AQUATIC RESOURCES				
BIOLOGICAL SERVICES (con'd)				
05 09 05	SPECIES AT RISK - HOLIDAY BEACH CONSERVATION AREA			
	REVENUES			
0050	PROVINCIAL GRANTS	0	(5,000)	
0080	FEDERAL GRANTS	0	(50,000)	
	TOTAL REVENUES	0	(55,000)	-100.00%
	EXPENSES			
1000	WAGES & BENEFITS	0	9,100	
1260	POSTAGE / COURIER	0	100	
1280	GENERAL PRINTING & PHOTOCOPYING	0	100	
1390	VEHICLE RENTAL	0	200	
1630	MISCELLANEOUS EXPENDITURES	0	1,000	
1810	ADMINISTRATIVE FEE	0	2,000	
4280	PLANT MATERIAL & EXCAVATION	0	42,500	
	TOTAL EXPENSES	0	55,000	-100.00%
05 09 08	AQUATIC SPECIES AT RISK			
	REVENUES			
0050	PROVINCIAL GRANTS	(10,000)	0	
0080	FEDERAL GRANTS	(30,253)	0	
0081	FEDERAL GRANTS (HSP)	(53,000)	0	
	TOTAL REVENUES	(93,253)	0	100.00%
	EXPENSES			
1000	WAGES & BENEFITS	53,353	0	
1260	POSTAGE / COURIER	100	0	
1270	SUPPLIES & MATERIALS	500	0	
1280	GENERAL PRINTING & PHOTOCOPYING	500	0	
1390	VEHICLE RENTAL	200	0	
1630	MISCELLANEOUS EXPENDITURES	1,000	0	
1770	PUBLICATIONS / REPORTS / BROCHURES	3,000	0	
3100	MISCELLANEOUS SIGNAGE	2,000	0	
3640	FOOD & BEVERAGE	600	0	
4280	PLANT MATERIAL	32,000	0	
	TOTAL EXPENSES	93,253	0	100.00%

2005 BUDGET ESTIMATES

Forestry Program

The ERCA Forestry program contributes to greening the region through our spring (focusing on seedlings with some large stock planting) and fall (focusing on large stock) programs. In addition, other ERCA programs such as our Habitat Restoration, Friends of Watersheds, and Sunoco Earth Day community tree planting also furthers these efforts.

A focus for 2005 will be on planting trees on public and private lands throughout the Essex region. Clean Water~Green Spaces funding will be used in conjunction with federal, provincial, and landowner monies to restore larger sites. Related education and awareness activities will be undertaken to encourage landowners to protect and restore trees and forests; these activities are complementary to the City of Windsor's One Million Trees Program, and other tree planting initiatives e.g., Tree Canada Foundation. ERCA will also continue to work with our federal and provincial counterparts to attract funding for a tree planting response to the Emerald Ash Borer infestation.

The spring tree-planting budget has been based on sales of 160,000 seedlings and 6,700 large stock trees. The fall tree-planting budget is based on sales of 5,000 large stock trees (seedlings are not offered through our fall tree planting program).

2005 BUDGET ESTIMATES

		2005 ESTIMATES	2004 ESTIMATES	% CHANGE
HABITAT & AQUATIC RESOURCES				
FORESTRY PROGRAM				
05 10 01	GENERAL FORESTRY			
	REVENUES			
0100	GENERAL LEVY	(19,280)	0	
	TOTAL REVENUES	(19,280)	0	100.00%
	EXPENSES			
1000	WAGES & BENEFITS	18,480	0	
1170	TRAVEL & EXPENSES	200	0	
1390	VEHICLE RENTALS	500	0	
1630	MISCELLANEOUS EXPENDITURES	100	0	
	TOTAL EXPENSES	19,280	0	100.00%

2005 BUDGET ESTIMATES

		2005 ESTIMATES	2004 ESTIMATES	% CHANGE
HABITAT & AQUATIC RESOURCES				
FORESTRY PROGRAM (con't)				
05 10 02	SPRING TREEPLANTING PROGRAM			
REVENUES				
0080	FEDERAL GRANT - DETROIT BCS	(24,000)	0	
0081	FEDERAL GRANT - WHEATLEY BCS	(10,000)	0	
0100	GENERAL LEVY	(11,500)	(25,500)	
0130	GENERAL LEVY - CW-GS	(35,000)	(10,000)	
0350	MACHINE PLANTING REVENUES	(6,000)	(30,000)	
0360	SEEDLING REVENUE	(76,000)	(115,000)	
0370	LARGE NURSERY STOCK REVENUES	(120,000)	(194,300)	
0410	LARGE STOCK PLANTING REVENUE	(12,000)	(20,000)	
	TOTAL REVENUES	(294,500)	(394,800)	-25.41%
EXPENSES				
1000	WAGES & BENEFITS	67,200	107,900	
1170	TRAVEL & EXPENSES	200	0	
1240	BANK CHARGES - visa/mastercard	500	500	
1260	POSTAGE / COURIER	800	1,000	
1270	SUPPLIES AND MATERIALS	2,000	3,500	
1280	GENERAL PRINTING/PHOTOCOPYING	200	1,000	
1300	ADVERTISING / PROMOTION / MEDIA	500	1,200	
1360	FIELD EQUIPMENT RENTALS	3,500	4,000	
1390	VEHICLE RENTALS	2,000	5,200	
1450	LEASED EQUIPMENT - TRUCK	2,000	2,500	
1480	VEHICLE FUEL	400	0	
1560	SEEDLING PURCHASES	115,000	100,000	
1580	LARGE STOCK PURCHASES	92,000	160,000	
1630	MISCELLANEOUS EXPENDITURES	1,000	2,000	
3690	CELLULAR PHONE	0	500	
4240	COLD STORAGE FACILITY RENTAL	6,500	5,500	
4260	TREE DELIVERY	700	0	
	TOTAL EXPENSES	294,500	394,800	-25.41%

2005 BUDGET ESTIMATES

		2005 ESTIMATES	2004 ESTIMATES	% CHANGE
HABITAT & AQUATIC RESOURCES				
FORESTRY PROGRAM (con't)				
05 10 03	FALL TREEPLANTING PROGRAM			
REVENUES				
0370	LARGE NURSERY STOCK REVENUES	(100,000)	0	
0410	LARGE STOCK PLANTING REVENUE	<u>(16,566)</u>	<u>0</u>	
	TOTAL REVENUES	(116,566)	0	100.00%
EXPENSES				
1000	WAGES & BENEFITS	25,216	0	
1240	BANK CHARGES - VISA/MASTERCARD	500	0	
1260	POSTAGE / COURIER	450	0	
1270	SUPPLIES & MATERIALS	1,000	0	
1280	GENERAL PRINTING/PHOTOCOPYING	200	0	
1300	ADVERTISING / PROMOTION / MEDIA	300	0	
1360	FIELD EQUIPMENT RENTALS	600	0	
1390	VEHICLE RENTAL	800	0	
1580	LARGE STOCK PURCHASES	85,000	0	
1630	MISCELLANEOUS EXPENDITURES	1,000	0	
4240	COLD STORAGE FACILITY RENTAL	<u>1,500</u>	<u>0</u>	
	TOTAL EXPENSES	116,566	0	100.00%

2005 BUDGET ESTIMATES

Conservation Areas

2005 BUDGET ESTIMATES

Conservation Area

Program Operations

Twenty percent of the Secretarial/Technician Assistant wages and benefits are charged to this program.

The present Coordinator of Conservation Areas', Lloyd Burrige, secondment from the City of Windsor expires in December 2004. The Coordinator of Conservation Areas position will be filled for 2005. This position oversees the full Conservation Area department and pursues other sources of funding, prepares and monitors the budget for this department, schedules the regular and contract staff members, coordinates the master and management plans for conservation properties, endeavors to develop "Friends of Conservation" program, and reviews all operations of the Conservation Areas.

2005 BUDGET ESTIMATES

		2005 ESTIMATES	2004 ESTIMATES	% CHANGE
CONSERVATION AREAS				
PROGRAM OPERATIONS				
03 01 00	REVENUES			
0100	GENERAL LEVY	(107,004)	(13,500)	
0170	ANNUAL PASS	<u>0</u>	<u>(500)</u>	
	TOTAL REVENUES	(107,004)	(14,000)	664.31%
	EXPENSES			
03 01 01	WAGES & BENEFITS			
1000	WAGES & BENEFITS	<u>95,454</u>	<u>5,300</u>	
		95,454	5,300	1701.02%
03 01 02	STAFF TRAVEL & EXPENSES			
1170	TRAVEL & EXPENSES	700	1,000	
1200	PROFESSIONAL DEVELOPMENT	<u>3,250</u>	<u>700</u>	
		3,950	1,700	132.35%
03 01 03	VEHICLE RENTALS			
1390 V02	VEHICLE RENTALS	<u>400</u>	<u>400</u>	
		400	400	0.00%
03 01 04	GENERAL EXPENSES			
1210	UNIFORMS	1,800	1,600	
1250	LEGAL FEES	500	1,000	
1270	SUPPLIES & MATERIALS	1,300	600	
1290	ENFORCEMENT EXPENSES	50	0	
1300	ADVERTISING / PROMOTION / MEDIA	400	500	
1335	MUNICIPAL DRAIN MAINTNENANCE	0	200	
1590	MEMBERSHIPS / SUBSCRIPTIONS	150	200	
3690	CELLULAR PHONE	<u>3,000</u>	<u>2,500</u>	
		7,200	6,600	9.09%
	TOTAL EXPENSES	107,004	14,000	664.31%

2005 BUDGET ESTIMATES

Trail Development

Rationale - addresses Strategic Plan Priority – provide nature based recreation opportunities.

The 26 km of abandoned Amherstburg Spur rail line has been secured and signed to prevent public use. Preliminary clean up and some initial work on the property is ongoing with funding from HRSDC, etc. In 2004, a 1 km. trail from Walker Road to the Chrysler Canada Greenway was completed in McGregor. In addition, the extension of the Greenway to County Road 34 in Ruthven will be completed later this year.

In 2005 (subject to confirmation of funding) the following additional trail developments will be undertaken.



2005 BUDGET ESTIMATES

		2005 ESTIMATES	2004 ESTIMATES	% CHANGE
CONSERVATION AREAS				
SPECIAL PROJECTS				
03 04 03	MCGREGOR TRAIL HRDC			
	REVENUES			
0080	FEDERAL GRANTS - HRSDC	0	(147,850)	
0340	SUNDRY REVENUES - DUCKS UNLIMITED	0	(13,140)	
0730	FUND TRANSFER	0	(1,470)	
	TOTAL REVENUES	0	(162,460)	-100.00%
	EXPENSES			
1000	WAGES & BENEFITS	0	8,500	
1270	SUPPLIES AND MATERIALS	0	50,700	
1280	GENERAL PRINTING & PHOTOCOPYING	0	900	
1350	EQUIPMENT PURCHASE	0	4,900	
1360	FIELD EQUIPMENT RENTALS	0	76,500	
1390	VEHICLE RENTALS	0	800	
4400	TIPPING FEE	0	20,160	
	TOTAL EXPENSES	0	162,460	-100.00%

2005 BUDGET ESTIMATES

Detroit River Waterfront Trail – Amherstburg

Subject to confirmation of funding, it is proposed that a trail be constructed along the 800 metres (2600 feet) of Detroit River shoreline recently acquired by ERCA. The proposed trail would extend northward from the existing parking lot at the Tourist Information Booth. Landscape improvements, including benches and signage will also be provided. Plans will also be prepared for a connecting link to the waterfront from the Amherstburg spur abandoned rail line. Costs are very preliminary/approximate and require further discussion with Town of Amherstburg and others.

Landfill Site No. 2 – Trail Developments

Discussions are ongoing with the Essex-Windsor Solid Waste Authority (EWSWA) regarding a partnership arrangement, whereby ERCA would develop and operate the former landfill site for passive recreation and natural restoration purposes, in accordance with the approved end use plan.

Proposed developments for 2005 tentatively include a parking lot and about 5 km. of trail development. Discussions are ongoing with EWSWA, regarding potential funding sources and other arrangements.

Subject to approval of HRSDC funding, a 2 km. connecting link from County Rd. 34 in Ruthven, to Landfill No. 2 will also be undertaken. Costs are very preliminary/approximate.

2005 BUDGET ESTIMATES

		2005 ESTIMATES	2004 ESTIMATES	% CHANGE
CONSERVATION AREAS				
SPECIAL PROJECTS (cont'd)				
03 04 04	DETROIT RIVER WATERFRONT TRAIL			
	REVENUES			
0080	FEDERAL GRANTS - HRSDC	(33,000)	0	
0110	MUNICIPAL FUNDING	(33,000)	0	
0840	SUNDRY REVENUE	<u>(33,000)</u>	<u>(50,000)</u>	
	TOTAL REVENUES	(99,000)	(50,000)	98.00%
	EXPENSES			
1000	WAGES & BENEFITS	7,000	0	
1390	VEHICLE RENTAL	460	0	
1530	CONSULTING	10,000	0	
1550	CONSTRUCTION COST	80,000	50,000	
1810	ADMINISTRATION FEE	<u>1,540</u>	<u>0</u>	
	TOTAL EXPENSES	99,000	50,000	98.00%
03 04 05	LANDFILL SITE #2 - TRAIL DEVELOPMENTS			
	REVENUES			
0080	FEDERAL GRANTS - TCT	(10,000)	(260,000)	
0081	FEDERAL GRANTS - HRSDC	(55,500)	0	
0340	SUNDRY (EWSWA)	<u>(280,000)</u>	<u>0</u>	
	TOTAL REVENUES	(345,500)	(260,000)	32.88%
	EXPENSES			
1000	WAGES & BENEFITS	6,400	0	
1390	VEHICLE RENTAL	700	0	
1530	CONSULTING	2,000	0	
1550	CONSTRUCTION COST	335,000	260,000	
1810	ADMINISTRATION FEE	<u>1,400</u>	<u>0</u>	
	TOTAL EXPENSES	345,500	260,000	32.88%
03 04 06	RUTHVEN TRAIL			
	REVENUES			
0080	FEDERAL GRANTS - HRSDC	0	(145,000)	
0840	SUNDRY REVENUE	<u>0</u>	<u>(50,000)</u>	
	TOTAL REVENUES	0	(195,000)	-100.00%
	EXPENSES			
1000	WAGES & BENEFITS	0	0	
1160	WSIB PREMIUMS	0	0	
1270	SUPPLIES & MATERIALS	0	0	
3050	REFORESTN / LANDSCAPE IMPROVEMENTS	0	0	
3110	TRAILS & HABITAT IMPROVEMENT	<u>0</u>	<u>195,000</u>	
	TOTAL EXPENSES	0	195,000	-100.00%



2005 BUDGET ESTIMATES

Essex Trail HRSDC Project

The 11 km. abandoned railway line from McGregor to Essex will be initially prepared for future development by brushing, and removal of railway ties. The 1.2 km. portion from Highway 3 to the Essex Water Tower is proposed for trail completion. Discussions are ongoing with the Town of Essex regarding additional trail development partnership opportunities. Costs are very preliminary/approximate, and funding is subject to further discussion/confirmations.

Sandwich West Pond Naturalization/Recreation Project

Discussions are ongoing with the Town of LaSalle regarding a partnership project involving the naturalization of a large stormwater pond and the construction of trails and boardwalks. It is intended that the project be combined with the LaSalle-Detroit River Conservation Area development described elsewhere in the budget, as a HRSDC proposal for funding. Costs are very preliminary/ approximate, and funding sources are subject to further discussion/confirmation.



2005 BUDGET ESTIMATES

		2005 ESTIMATES	2004 ESTIMATES	% CHANGE
CONSERVATION AREAS				
SPECIAL PROJECTS (cont'd)				
03 04 07	ESSEX TRAIL			
	REVENUES			
0080	FEDERAL GRANTS - HRSDC	(146,000)	(50,000)	
0110	MUNICIPAL FUNDING	<u>(20,000)</u>	<u>0</u>	
	TOTAL REVENUES	(166,000)	(50,000)	232.00%
	EXPENSES			
1000	WAGES & BENEFITS	14,024	0	
1530	CONSULTING	2,000	0	
1810	ADMINISTRATION FEE	3,085	0	
3110	TRAILS & HABITAT IMPROVEMENT	<u>146,891</u>	<u>50,000</u>	
	TOTAL EXPENSES	166,000	50,000	232.00%
03 04 08	SANDWICH WEST PARK			
	REVENUES			
0080	FEDERAL GRANTS - HRSDC	(85,700)	0	
0840	SUNDRY REVENUE	<u>(28,000)</u>	<u>0</u>	
	TOTAL REVENUES	(113,700)	0	100.00%
	EXPENSES			
1000	WAGES & BENEFITS	14,700	0	
1390	VEHICLE RENTAL	700	0	
1550	CONSTRUCTION COST	10,000	0	
1630	MISCELLANEOUS SIGNAGE	10,000	0	
1810	ADMINISTRATION FEES	3,300	0	
3110	TRAILS & HABITAT IMPROVEMENT	<u>75,000</u>	<u>0</u>	
	TOTAL EXPENSES	113,700	0	100.00%

2005 BUDGET ESTIMATES

Land Acquisition

This budget area is yet to be fully determined. The funds listed in the Lands Acquisition To be Determined (TBD), could be used in a new project, or Spring Garden ANSI, or St. Clair College Prairie.

Spring Garden Land Acquisition

As previously noted, the Spring Garden complex in the City of Windsor is the highest priority acquisition based on natural area significance and development pressures. Building on the success of 2003, which identifies substantial contribution to this acquisition from the Clean Water ~ Green Spaces fund, it is proposed that funding for this project be expanded in 2005, including a number of significant partners such as Environment Canada, Nature Conservancy of Canada, the Province of Ontario, and ERCA.

This natural area is one of the most significant in the Region, identified as a Provincially Significant ANSI and a Regionally Significant ESA. It is located in the area between Huron Church Road and Malden Road, and south of Spring Garden Road. At 118 hectares (292 acres in size, it is one of the largest natural areas in the Region and is also very significant due to its Prairie type communities and its proximity to the Ojibway complex and other natural areas nearby . The area is potentially very threatened due to the historical zoning and subdivided lots. The City of Windsor in partnership with ERCA has taken steps to protect and acquire this important natural area.

2005 BUDGET ESTIMATES

		2005 ESTIMATES	2004 ESTIMATES	%
CHANGE				
CONSERVATION AREAS				
LAND ACQUISITION				
03 06 03	CEDAR CREEK ACQUISITION			
	REVENUES			
0050	PROVINCIAL GRANTS - OTHER	0	(500,000)	
0120	DONATION - ERCF	0	(350,000)	
0130	GENERAL LEVY - CWGS	0	(150,000)	
	TOTAL REVENUES	0	(1,000,000)	-100.00%
	EXPENSES			
1290	SURVEYS, FEES & APPRAISALS	0	10,000	
1420	LAND ACQUISITION - PURCHASE	0	990,000	
	TOTAL EXPENSES	0	1,000,000	-100.00%
03 06 18	CANARD MARSHES			
	REVENUES			
0080	FEDERAL GRANTS - OTHER	0	(30,000)	
0120	DONATION - ERCF	0	(400,000)	
0130	GENERAL LEVY - CWGS	0	(20,000)	
	TOTAL REVENUES	0	(450,000)	-100.00%
	EXPENSES			
1290	SURVEYS, FEES & APPRAISALS	0	20,000	
1420	LAND ACQUISITION	0	400,000	
1530	ENGINEERING/ CONSULTING	0	30,000	
	TOTAL EXPENSES	0	450,000	-100.00%
03 06 19	SPRING GARDEN ANSI			
	REVENUES			
0050	PROVINCIAL GRANTS	(150,000)	(400,000)	
0080	FEDERAL GRANTS	(150,000)	(400,000)	
0120	DONATIONS - ERCF	(284,727)	(400,000)	
0130	GENERAL LEVY - CWGS	(449,453)	(375,000)	
	TOTAL REVENUES	(1,034,180)	(1,575,000)	-34.34%
	EXPENSES			
1420	LAND ACQUISITION	1,154,180	1,575,000	
	TOTAL EXPENSES	1,154,180	1,575,000	-26.72%



2005 BUDGET ESTIMATES

2005 BUDGET ESTIMATES

		2005 ESTIMATES	2004 ESTIMATES	% CHANGE
CONSERVATION AREAS				
LAND ACQUISITION (cont'd)				
03 06 22	WETLAND DONATION			
	REVENUES			
0150	DONATIONS	(65,000)	0	
	TOTAL REVENUES	(65,000)	0	100.00%
	EXPENSES			
1290	SURVEYS, FEES & APPRAISALS	7,500	0	
1420	LAND ACQUISITION	57,500	0	
	TOTAL EXPENSES	65,000	0	100.00%
03 06 17	LAND ACQUISITION TBD			
	REVENUES			
0120	DONATIONS - ERCF	(80,547)	0	
0130	GENERAL LEVY - CWGS	(110,547)	0	
	TOTAL REVENUES	(191,094)	0	100.00%
	EXPENSES			
1420	LAND ACQUISITION	191,094	0	
	TOTAL EXPENSES	191,094	0	100.00%



2005 BUDGET ESTIMATES

Conservation Areas

A complete review of maintenance activities and associated costs was completed for all Priority 1 and Priority 2 Conservation Areas (except HSBC and JRPH). Based on usage and funding sources, greater focus will be given to maintenance of Priority 1 Conservation Areas.

The Conservation Authority's properties protect a variety of important natural habitats while providing the benefit of outdoor recreation opportunities for residents and visitors to the Region. ERCA's Conservation Areas and other properties protect nearly 4,000 acres of some of the Region's most significant natural areas.

- Staff will continue to develop "Friends of..." programs at each Conservation Area where there is community interest. ERCA works with these groups in enhancing site operations, providing information, assisting with festivals and Conservation Area events, etc.
- All conservation areas, with the exception of Holiday Beach, Hillman Marsh, John R. Park Homestead, Crystal Bay, and White Sands are considered collectively when determining any surpluses or deficits.
- The conservation area program includes not only the maintenance of 22 conservation areas, but also the 45 km Chrysler Canada Greenway.

With calculated economic benefits from ERCA Conservation Areas exceeding \$1.5 million per year, this program provides considerable net gain to overall quality of life for residents and economic benefit to the local economy.

The Conservation Areas for 2005 have been listed according to priority. Priority One and Two are lands/areas that we own and manage. Areas listed in Priority Three are managed through partnership arrangements with outside parties.

Priority 1

Andrew Murray O'Neil Memorial
Woodlot
Big Creek Heritage Forest
Chrysler Canada Greenway
Kingsville Train Station
Crystal Bay
Devonwood
Fred Cada Forest
Hillman Marsh Conservation Area
Hillman Marsh Shorebird Habitat
Holiday Beach Conservation Area
Holiday Beach Heritage Forest
John R. Park Homestead
Maidstone
Ruscom Shores
White Sands

Priority 2

Amherstburg Essex Greenway
Big Creek
Caustan Conservation Area
Cedar Creek
Detroit River (A'burg)
Detroit River (LaSalle)
Dragicevic/Dobrich
Zuliani Woods

Priority 3

Amherstburg (Gordon House)
Canard Valley
Cedar Beach
Kopegaron Woods
Lighthouse Point
McAuliffe Woods
Pelee Island - Stone Road Alvar
Tremblay Beach
Turkey Creek

2005 BUDGET ESTIMATES

		2005 ESTIMATES	2004 ESTIMATES	% CHANGE
CONSERVATION AREAS				
CONSERVATION AREA MAINTENANCE / DEVELOPMENT				
03 06 20	ANDREW MURRAY O'NEIL MEMORIAL WOODLOT			
	REVENUES			
0110	MUNICIPAL FUNDING	(500)	(31,000)	
0341	SUNDRY REVENUES - LANDOWNER	<u>(3,496)</u>	<u>(49,000)</u>	
	TOTAL REVENUES	(3,996)	(80,000)	-95.01%
	EXPENSES			
1000	WAGES & BENEFITS	1,566	9,100	
1270	MATERIAL & SUPPLIES	0	7,400	
1360	EQUIPMENT RENTAL	0	1,500	
1390	VEHICLE RENTAL	1,100	800	
1450	LEADED EQUIPMENT	485	1,200	
1530	CONTRACTOR COSTS	0	48,000	
1630	MISCELLANEOUS EXPENDITURES	0	5,000	
1650	CONTINGENCIES	500	5,000	
1810	ADMINISTRATION FEES	<u>345</u>	<u>2,000</u>	
	TOTAL EXPENSES	3,996	80,000	-95.01%
03 07 01	BIG CREEK MAINTENANCE			
	REVENUES			
0220	PROPERTY RENTALS - LAND	(6,000)	(6,700)	
0290	HUNTING & TRAPPING REVENUE	<u>(5,000)</u>	<u>(2,500)</u>	
	TOTAL REVENUES	(11,000)	(9,200)	19.57%
	EXPENSES			
1000	WAGES & BENEFITS	1,500	500	
1270	SUPPLIES AND MATERIALS	150	150	
1300	ADVERTISING / PROMO / MEDIA	350	300	
1330	PROPERTY TAXES	1,700	1,700	
1340	INSURANCE	500	450	
1360	FIELD EQUIPMENT RENTALS	200	200	
1390	VEHICLE RENTALS	400	400	
1810	ADMINISTRATIVE FEE	330	150	
2100	FUND TRANSFER (Reserve)	4,870	4,350	
3170	PARKING LOT / ROADWAY CONSTRUCTION	<u>1,000</u>	<u>1,000</u>	
	TOTAL EXPENSES	11,000	9,200	19.57%

2005 BUDGET ESTIMATES

		2005 ESTIMATES	2004 ESTIMATES	% CHANGE
CONSERVATION AREAS				
CONSERVATION AREA MAINTENANCE / DEVELOPMENT (con't)				
03 07 05	CEDAR CREEK MAINTENANCE			
	REVENUES			
0230	PROPERTY RENTALS	(7,900)	(7,900)	
0290	HUNTING & TRAPPING REVENUES	(700)	(1,000)	
0730	FUND TRANSFER (Reserve)	(935)	(935)	
	TOTAL REVENUES	(9,535)	(9,835)	-3.05%
	EXPENSES			
1000	WAGES & BENEFITS	958	1,900	
1300	ADVERTISING / PROMOTION / MEDIA	250	250	
1330	PROPERTY TAXES	2,400	2,400	
1340	INSURANCE	750	700	
1360	FIELD EQUIPMENT RENTALS	447	100	
1390	VEHICLE RENTALS	296	500	
1630	MISCELLANEOUS EXPENDITURES	400	0	
1810	ADMINISTRATIVE FEE	211	850	
1940	JANITORIAL SUPPLIES	200	150	
3070	WASHROOM CLEANOUT	200	300	
3100	MISCELLANEOUS SIGNAGE	2,723	685	
3140	CAPITAL FACILITIES MAINTENANCE	100	100	
3170	PARKING LOT / ROADWAY CONSTRUCTION	600	700	
	TOTAL EXPENSES	9,535	8,635	10.42%
03 07 07	DEVONWOOD MAINTENANCE			
	REVENUES			
0100	GENERAL LEVY	(3,338)	(1,700)	
0730	FUND TRANSFER (from Big Creek)	0	(4,350)	
	TOTAL REVENUES	(3,338)	(6,050)	-44.83%
	EXPENSES			
1000	WAGES & BENEFITS	1,067	3,300	
1330	PROPERTY TAXES	900	900	
1340	INSURANCE	55	50	
1360	FIELD EQUIPMENT RENTALS	447	200	
1390	VEHICLE RENTALS	484	800	
1810	ADMINISTRATIVE FEE	235	700	
1940	JANITORIAL SUPPLIES	150	100	
	TOTAL EXPENSES	3,338	6,050	-44.83%



2005 BUDGET ESTIMATES

Hillman Marsh Conservation Area

Hillman Marsh is the largest of the Conservation Areas, at 967 acres, with almost 100 acres of some of the most productive wetland in the region. With major management works in place, Hillman Marsh provides some of the best waterfowl and shorebird habitat in the region.

In conjunction with Point Pelee National Park, the southwest corner of the Essex Region provides some of the best spring birding opportunities in North America.

Hillman Shorebird Habitat

Completed in 2003 to provide annual mud flats for spring shorebird migration. Management is done in conjunction with the overall Hillman Marsh Area, but identified separately to calculate Ducks Unlimited financial contributions.

2005 BUDGET ESTIMATES

		2005 ESTIMATES	2004 ESTIMATES	% CHANGE
CONSERVATION AREAS				
CONSERVATION AREA MAINTENANCE / DEVELOPMENT (con't)				
03 07 09	HILLMAN MARSH			
REVENUES				
0100	GENERAL LEVY	(2,000)	(9,200)	
0160	ADMISSIONS & ENTRANCE FEES	(5,500)	(5,500)	
0170	ENTRANCE FEES - ANNUAL	(3,000)	(300)	
0210	GIFT SHOP SALES	(100)	(400)	
0230	PROPERTY RENTALS - K. Ives	(5,000)	(5,000)	
0290	HUNTING & TRAPPING REVENUE	(9,000)	(9,000)	
0340	SUNDRY REVENUES	0	(200)	
0800	LEASES - Tallisman Energy	(13,200)	(13,200)	
0940	CONTRACTED SERVICES	0	(1,200)	
		0	(1,200)	
	TOTAL REVENUES	(37,800)	(44,000)	-14.09%
EXPENSES				
1000	WAGES & BENEFITS	6,371	10,700	
1170	TRAVEL & EXPENSES	250	200	
1270	SUPPLIES AND MATERIALS	500	500	
1280	GENERAL PRINTING - envelopes	0	500	
1300	ADVERTISING / PROMOTION / MEDIA	600	500	
1310	TELEPHONE	600	600	
1320	UTILITIES	7,500	7,500	
1330	PROPERTY TAXES	8,000	7,900	
1340	INSURANCE	2,200	2,100	
1360	FIELD EQUIPMENT RENTALS	1,245	1,000	
1390	VEHICLE RENTALS	1,184	2,300	
1630	MISCELLANEOUS EXPENDITURES	100	50	
1770	PUBLICATIONS / REPORTS / BROCHURES	700	0	
1810	ADMINISTRATION FEES	1,402	2,350	
1880	WATERFOWL FEED	600	500	
1940	JANITORIAL SUPPLIES	500	600	
3100	MISCELLANEOUS SIGNAGE	250	0	
3140	CAPITAL FACILITIES MAINTENANCE	2,148	2,000	
3141	REPAIRS & MTCE - RENTAL PROPERTY	600	500	
3150	PORTA-JOHNs	400	700	
3170	PARKING LOT - gravel	1,400	1,500	
3230	GARBAGE RECEPTACLES/COLLECTION	200	200	
3390	DUCK BLINDS	150	150	
3440	VOLUNTEER SUPPORT	100	100	
3630	SPECIAL EVENT - OTHER	500	1,200	
3880	GIFT SHOP SUPPLIES	300	350	
		300	350	
	TOTAL EXPENSES	37,800	44,000	-14.09%

2005 BUDGET ESTIMATES

		2005 ESTIMATES	2004 ESTIMATES	% CHANGE
CONSERVATION AREAS				
CONSERVATION AREA MAINTENANCE / DEVELOPMENT (con't)				
03 07 08	HILLMAN SHOREBIRD HABITAT			
	REVENUES			
0050	PROVINCIAL GRANTS - TRILLIUM	0	(2,500)	
0100	GENERAL LEVY	(3,222)	0	
0121	DONATION ERCF	0	(4,750)	
0340	SUNDRY REVENUES - DUCKS UNLIMITED	<u>(3,222)</u>	<u>(2,950)</u>	
	TOTAL REVENUES	(6,444)	(10,200)	-36.82%
	EXPENSES			
1000	WAGES & BENEFITS	2,935	9,600	
1270	SUPPLIES AND MATERIALS	1,500	0	
1360	EQUIPMENT RENTALS	669	400	
1390	VEHICLE RENTALS	694	200	
1810	ADMINISTRATION FEES	<u>646</u>	<u>0</u>	
	TOTAL EXPENSES	6,444	10,200	-36.83%
03 07 10	FRED CADA MEMORIAL FOREST			
	REVENUES			
0120	DONATIONS - ERCF	<u>(7,597)</u>	<u>(5,200)</u>	
	TOTAL REVENUES	(7,597)	(5,200)	46.10%
	EXPENSES			
1000	WAGES & BENEFITS	732	2,200	
1360	EQUIPMENT RENTALS	1,210	0	
1390	VEHICLE RENTALS	694	0	
1810	ADMINISTRATION FEES	161		
3630	SPECIAL EVENT - OTHER	0	0	
3760	TREE PLANTING FEE	<u>4,800</u>	<u>3,000</u>	
	TOTAL EXPENSES	7,597	5,200	46.10%

2005 BUDGET ESTIMATES

		2005 ESTIMATES	2004 ESTIMATES	% CHANGE
CONSERVATION AREAS				
CONSERVATION AREA MAINTENANCE / DEVELOPMENT (con't)				
03 07 11	KOPEGARON WOODS			
	REVENUES			
0100	GENERAL LEVY	<u>(3,622)</u>	<u>(3,125)</u>	
	TOTAL REVENUES	(3,622)	(3,125)	15.90%
	EXPENSES			
1000	WAGES & BENEFITS	684	1,500	
1330	PROPERTY TAXES	750	750	
1340	INSURANCE	100	50	
1390	VEHICLE RENTALS	188	450	
1810	ADMINISTRATION FEES	150	350	
1940	JANITORIAL SUPPLIES	200	100	
3070	WASHROOM CLEANOUT	200	125	
3100	MISCELLANEOUS SIGNAGE	100	100	
3140	CAPITAL FACILITIES MAINTENANCE	400	150	
3170	PARKING LOT / ROADWAY CONSTRUCTION	500	700	
3240	CONTRACTED SERVICES	<u>350</u>	<u>350</u>	
	TOTAL EXPENSES	3,622	4,625	-21.68%
03 07 12	CAUSTON PROPERTY			
	REVENUES			
0100	GENERAL LEVY	<u>(123)</u>	<u>0</u>	
	TOTAL REVENUES	(123)	0	100.00%
	EXPENSES			
1330	PROPERTY TAXES	<u>123</u>	<u>0</u>	
	TOTAL EXPENSES	123	0	100.00%



2005 BUDGET ESTIMATES

		2005 ESTIMATES	2004 ESTIMATES	% CHANGE
CONSERVATION AREAS				
CONSERVATION AREA MAINTENANCE / DEVELOPMENT (con't)				
03 07 13	MAIDSTONE CONSERVATION AREA			
REVENUES				
0100	GENERAL LEVY	(4,827)	(5,200)	
0800	LEASES - ELEXCO	0	(500)	
	TOTAL REVENUES	(4,827)	(5,700)	-15.32%
EXPENSES				
1000	WAGES & BENEFITS	1,643	3,200	
1170	TRAVEL & EXPENSES	50	0	
1330	PROPERTY TAXES	300	350	
1340	INSURANCE	100	50	
1360	FIELD EQUIPMENT RENTALS	893	400	
1390	VEHICLE RENTALS	780	400	
1810	ADMINISTRATION FEES	361	700	
1940	JANITORIAL SUPPLIES	200	100	
3070	WASHROOM CLEANOUT	100	150	
3140	CAPITAL FACILITIES MAINTENANCE	50	50	
3170	PARKING LOT/ROADWAY CONSTRUCTI	350	300	
	TOTAL EXPENSES	4,827	5,700	-15.31%

2005 BUDGET ESTIMATES

Ruscom Shores Development

Subject to funding through HRSDC or other sources, proposed development for 2005 includes a picnic shelter and an extension of the trail to provide a return loop to the vicinity of the picnic area.

2005 BUDGET ESTIMATES

		2005 ESTIMATES	2004 ESTIMATES	% CHANGE
CONSERVATION AREAS				
CONSERVATION AREA MAINTENANCE / DEVELOPMENT (con't)				
03 07 15	RUSCOM SHORES MAINTENANCE			
	REVENUES			
0100	GENERAL LEVY	<u>(8,507)</u>	<u>(5,250)</u>	
	TOTAL REVENUES	(8,507)	(5,250)	62.04%
	EXPENSES			
1000	WAGES & BENEFITS	2,571	1,800	
1170	TRAVEL & EXPENSES	100	100	
1270	SUPPLIES AND MATERIALS	50	50	
1330	PROPERTY TAXES	400	400	
1335	MUNICIPAL DRAIN MAINTENANCE	550	550	
1340	INSURANCE	100	100	
1360	FIELD EQUIPMENT RENTALS	1,786	300	
1390	VEHICLE RENTALS	1,184	600	
1810	ADMINISTRATION FEES	566	450	
3100	MISCELLANEOUS SIGNAGE	200	200	
3150	PORTAJOHNS	<u>1,000</u>	<u>700</u>	
	TOTAL EXPENSES	8,507	5,250	62.03%
03 07 16	RUSCOM SHORES DEVELOPMENT			
	REVENUES			
0730	TRANSFERS (from Ruscom Reserve)	(9,000)	(1,200)	
0080	FEDERAL GRANTS - HRSDC	<u>(15,500)</u>	<u>(1,100)</u>	
	TOTAL REVENUES	(24,500)	(2,300)	965.22%
	EXPENSES			
1000	WAGES & BENEFITS	6,476	0	
1390	VEHICLE RENTALS	500	100	
1530	CONSULTING	1,000	0	
1550	CONSTRUCTION COST	15,000	0	
1630	MISCELLANEOUS EXPENDITURES	94	0	
1810	ADMIN FEES	1,430	200	
3050	REFORESTATION/LANDSCAPE IMPROV	<u>0</u>	<u>2,000</u>	
	TOTAL EXPENSES	24,500	2,300	965.22%

2005 BUDGET ESTIMATES

Tremblay Beach Wetland Restoration

Subject to confirmation of funding, plans will be finalized for wetland restoration works and funding opportunities such as through Ducks Unlimited Canada will be pursued.

2005 BUDGET ESTIMATES

		2005 ESTIMATES	2004 ESTIMATES	% CHANGE
CONSERVATION AREAS				
CONSERVATION AREA MAINTENANCE / DEVELOPMENT (con't)				
03 07 17	TREMBLAY BEACH MAINTENANCE			
	REVENUES			
0100	GENERAL LEVY	0	(450)	
0230	PROPERTY RENTALS - Champagne	<u>(5,700)</u>	<u>(5,600)</u>	
	TOTAL REVENUES	(5,700)	(6,050)	-5.79%
	EXPENSES			
1000	WAGES & BENEFITS	0	700	
1330	PROPERTY TAXES	2,800	2,800	
1335	MUNICIPAL DRAIN MAINTENANCE	150	0	
1340	INSURANCE	400	400	
1390	VEHICLE RENTALS	0	500	
1810	ADMINISTRATION FEES	0	150	
3140	CAPITAL FACILITIES MAINTENANCE	1,000	200	
3141	CAP FAC MTCE - RENTAL PROPERTY	750	1,300	
3150	PORTA-JOHNS	<u>600</u>	<u>700</u>	
	TOTAL EXPENSES	5,700	6,750	-15.56%
03 07 18	TREMBLY BEACH WETLAND DEVELOPMENT			
	REVENUES			
0730	FUND TRANSFER (from Ruscom Reserve)	(4,000)	(4,800)	
0840	SUNDRY REVEUES - DUCK UNLIMITED	<u>(3,500)</u>	<u>(100,000)</u>	
	TOTAL REVENUES	(7,500)	(104,800)	-92.84%
	EXPENSES			
1000	WAGES & BENEFITS	5,724	3,500	
1390	VEHICLE RENTALS	300	300	
1550	CONSTRUCTION COSTS	0	100,000	
1630	MISCELLANEOUS EXPENDITURES	226	200	
1810	ADMIN FEES	<u>1,250</u>	<u>800</u>	
	TOTAL EXPENSES	7,500	104,800	-92.84%

2005 BUDGET ESTIMATES

Stone Road Alvar Prescribed Burn

The management plan for Stone Road Alvar Conservation Area on Pelee Island, done in cooperation with the Federation of Ontario Naturalists (FON), recommended prescribed burning as the management tool for creating and preserving the rich, diverse mosaic of Alvar plant and animal communities. Attention should be drawn specifically to the fact that burning of the Alvar is required periodically as a maintenance application.

In 1993, 1997, and 1999, ERCA in cooperation with the MNR and the FON, successfully completed prescribed burns of the Stone Road Alvar. It is recommended that a further prescribed burn be conducted in the late summer of 2005; once again, working in cooperation with the MNR to reduce the amount of woody succession and restore the alvar and savanna communities on the site.

The prescribed burn, postponed in 2004, will be undertaken on a day late in August to early September 2005, providing weather conditions permit. All safety and environmental concerns will be satisfied prior to the prescribed burn. ERCA staff will be providing assistance to the MNR, who is responsible for fire ignition and suppression.



2005 BUDGET ESTIMATES

		2005 ESTIMATES	2004 ESTIMATES	% CHANGE
CONSERVATION AREAS				
CONSERVATION AREA MAINTENANCE / DEVELOPMENT (con't)				
03 07 19	STONE ROAD MAINTENANCE			
	REVENUES			
0100	GENERAL LEVY	(200)	(300)	
	TOTAL REVENUES	(200)	(300)	-33.33%
	EXPENSES			
1330	PROPERTY TAXES	200	200	
	TOTAL EXPENSES	200	200	0.00%
03 07 20	STONE ROAD PRESCRIBED BURN			
	REVENUES			
0340	SUNDRY REVENUE	(8,737)	(4,150)	
0730	TRANSFER (Reserve)	(6,946)	(7,000)	
	TOTAL REVENUES	(15,683)	(11,150)	40.65%
	EXPENSES			
1000	WAGES & BENEFITS	5,650	1,700	
1170	TRAVEL & EXPENSES	3,000	3,000	
1390	VEHICLE RENTALS	70	100	
1410	MNR COSTS	4,500	4,500	
1450	LEASED EQUIPMENT	700	700	
1480	FUEL	250	250	
1630	MISCELLANEOUS EXPENDITURES	120	200	
1810	ADMINISTRATIVE FEE	1,243	400	
3240	CONTRACTED SERVICES	150	300	
	TOTAL EXPENSES	15,683	9,450	65.96%
03 07 21	MCAULIFFE WOODS MAINTENANCE			
	REVENUES			
0100	GENERAL LEVY	(495)	(2,365)	
	TOTAL REVENUES	(495)	(2,365)	-79.07%
	EXPENSES			
1000 P32	WAGES - HENRIK	140	0	
1330	PROPERTY TAXES	250	250	
1390	VEHICLE RENTALS	54	0	
1340	INSURANCE	20	15	
1810	ADMINISTRATIVE FEE	31	0	
3100	MISCELLANEOUS SIGNAGE	0	2,100	
	TOTAL EXPENSES	495	2,365	-79.08%



2005 BUDGET ESTIMATES

LaSalle-Detroit River Conservation Area Development

Subject to approval of funding through HRSDC, it is proposed to develop a small parking lot, trail, and lookout tower at this Provincially Significant Wetland on the Detroit River. It is intended that this project be combined with the 'Sandwich West Pond' project identified elsewhere in this budget in partnership with the Town of LaSalle for the purpose of an HRSDC project proposal.

Funding sources are yet to be determined. Costs are very preliminary/approximate.

2005 BUDGET ESTIMATES

		2005 ESTIMATES	2004 ESTIMATES	% CHANGE
CONSERVATION AREAS				
CONSERVATION AREA MAINTENANCE / DEVELOPMENT (con't)				
03 07 23	LASALLE - DETROIT RIVER CONSERVATION AREA MAINTENANCE			
	REVENUES			
0100	GENERAL LEVY	(929)	(100)	
	TOTAL REVENUES	(929)	(100)	829.00%
	EXPENSES			
1000	WAGES & BENEFITS	270	0	
1330	PROPERTY TAXES	100	100	
1630	MISCELLANEOUS EXPENDITURES	500	0	
1810	ADMINISTRATION FEES	59	0	
	TOTAL EXPENSES	929	100	829.40%
03 07 24	LASALLE - DETROIT RIVER CONSERVATION AREA DEVELOPMENT			
	REVENUES			
0080	FEDERAL GRANT - HRDC	(50,400)	0	
0110	MUNICIPAL FUNDING	(26,400)	0	
	TOTAL REVENUES	(76,800)	0	100.00%
	EXPENSES			
1000	WAGES & BENEFITS	11,800	0	
1390	VEHICLE RENTAL	400	0	
1530	CONSULTING	2,000	0	
1550	CONSTRUCTION COST	35,000	0	
1630	MISCELLANEOUS SIGNAGE	5,000	0	
1810	ADMIN FEES	2,600	0	
3110	TRAILS & HABITAT IMPROVEMENT	20,000	0	
	TOTAL EXPENSES	76,800	0	100.00%

2005 BUDGET ESTIMATES

White Sands and Crystal Bay Conservation Areas

ERCA continues to work with the Canadian Coast Guard to ensure safe and enjoyable operation of White Sands and Crystal Bay Conservation Areas, which are owned by the Federal Government.

Costs for this program include fees collected at White Sands and the balance coming from Transport Canada. In addition, Transport Canada provides a vessel for the purpose of patrolling these conservation areas.



2005 BUDGET ESTIMATES

		2005 ESTIMATES	2004 ESTIMATES	% CHANGE
CONSERVATION AREAS				
CONSERVATION AREA MAINTENANCE / DEVELOPMENT (con't)				
03 07 25	WHITE SANDS			
	REVENUES			
0080	FEDERAL GRANTS (COAST GUARD)	(15,250)	(15,250)	
0160	ADMISSION	(1,800)	(3,500)	
0170	ANNUAL ENTRANCE FEE	(100)	(1,000)	
	TOTAL REVENUES	(17,150)	(19,750)	-13.16%
	EXPENSES			
1000	WAGES & BENEFITS	6,005	12,700	
1170	TRAVEL & EXPENSES	400	400	
1210	UNIFORMS	300	300	
1270	SUPPLIES & MATERIALS	500	600	
1280	GENERAL PRINTING & PHOTOCOPYING	200	200	
1360	FIELD EQUIPMENT RENTALS	1,190	500	
1370	EQUIPMENT REPAIRS	1,500	0	
1390	VEHICLE RENTAL	1,114	250	
1480	VEHICLE FUEL	120	0	
1630	MISCELLANEOUS EXPENDITURES	2,500	0	
1810	ADMINISTRATION SUPPORT	1,321	2,800	
3100	MISCELLANEOUS SIGNAGE	500	500	
3150	PORT-A-JOHNS	800	800	
3690	CELLULAR PHONE	700	700	
	TOTAL EXPENSES	17,150	19,750	-13.16%
03 07 26	CRYSTAL BAY			
	REVENUES			
0080	FEDERAL GRANT	(15,434)	(16,120)	
	TOTAL REVENUES	(15,434)	(16,120)	-4.26%
	EXPENSES			
1000	WAGES & BENEFITS	4,994	10,500	
1170	TRAVEL & EXPENSES	220	220	
1210	UNIFORMS	200	200	
1270	SUPPLIES & MATERIALS	700	1,000	
1370	EQUIPMENT REPAIRS	200	0	
1390	VEHICLE RENTALS	1,022	0	
1630	MISCELLANEOUS EXPENDITURES	2,500	500	
1810	ADMINISTRATION FEE	1,099	2,300	
3100	MISCELLANEOUS SIGNAGE	1,000	700	
3141	VESSEL REPAIR (Reserve)	2,500	0	
3690	CELLULAR RENTAL	1,000	700	
	TOTAL EXPENSES	15,435	16,120	-4.25%



2005 BUDGET ESTIMATES

Chrysler Canada Greenway

The 45 km Chrysler Canada Greenway, the most southerly link of the Trans Canada Trail, continues to grow in popularity and favourable responses. It is being used as a model for other trail developments in the region, including the north/south Greenway in Leamington and the Essex to Amherstburg Greenway.



2005 BUDGET ESTIMATES

		2005 ESTIMATES	2004 ESTIMATES	% CHANGE
CONSERVATION AREAS				
CONSERVATION AREA MAINTENANCE / DEVELOPMENT (con't)				
03 07 27	CHRYSLER CANADA GREENWAY			
REVENUES				
0100	GENERAL LEVY	(15,365)	(33,450)	
0340	SUNDRY REVENUES (entrances)	(2,000)	(2,000)	
0800	LEASES	(16,793)	(500)	
0840	CONTRACTED SERVICES	(650)	0	
	TOTAL REVENUES	(34,808)	(35,950)	-3.18%
EXPENSES				
1000	WAGES & BENEFITS	7,805	12,300	
1170	TRAVEL & EXPENSES	150	150	
1270	SUPPLIES AND MATERIALS	400	250	
1330	PROPERTY TAXES	8,000	8,000	
1340	INSURANCE	500	450	
1360	FIELD EQUIPMENT RENTALS	4,900	2,000	
1390	VEHICLE RENTALS	5,086	3,200	
1810	ADMINISTRATION FEES	1,717	2,700	
1940	JANITORIAL SUPPLIES	150	150	
3060	FENCING/GATE IMPROVEMENTS	300	300	
3100	MISCELLANEOUS SIGNAGE	1,000	1,200	
3140	CAPITAL FACILITIES MTCE	200	100	
3150	PORTA-JOHNS	3,500	3,500	
3230	GARBAGE RECEPTACLES/COLLECTION	400	450	
3720	DRAIN MAINTENANCE & CONSTR.	500	1,000	
4300	MUNICIPAL DRAIN ASSESSMENT	200	200	
	TOTAL EXPENSES	34,808	35,950	-3.18%

2005 BUDGET ESTIMATES

Kingsville Train Station Arboretum

The restoration of the Kingsville Train Station and the associated parking lot and ongoing arboretum planting has created another convenient, unique, and very attractive community entrance for the Greenway.

2005 BUDGET ESTIMATES

		2005 ESTIMATES	2004 ESTIMATES	%
CONSERVATION AREAS				
CONSERVATION AREA MAINTENANCE / DEVELOPMENT (con't)				
03 07 29 GENERAL MAINTENANCE				
REVENUES				
0100	GENERAL LEVY	(15,571)	(42,150)	
TOTAL REVENUES		(15,571)	(42,150)	-63.06%
EXPENSES				
1000	WAGES & BENEFITS	13,021	38,700	
1360	EQUIPMENT RENTALS	250	50	
1390	VEHICLE RENTAL	0	700	
1630	MISCELLANEOUS EXPENSES	100	100	
3060	FENCING/GATE IMPROVEMENTS	100	100	
3100	MISCELLANEOUS SIGNAGE	300	0	
3170	PARKING LOT/ROADWAY/CONSTR.	700	1,000	
3720	DRAIN MAINTENANCE AND CONSTRUC	700	1,000	
3860	VEGETATION MANAGEMENT	400	500	
TOTAL EXPENSES		15,571	42,150	-63.06%
EXPENSES				
EXPENSES				
03 07 30 KINGSVILLE TRAIN STATION MAINTENANCE				
REVENUES				
0050	PROV. GRANTS- OTHER (Trillium)	0	(50,000)	
0100	GENERAL LEVY	0	(4,000)	
0160	ADMISSIONS/RENTAL FEES	0	0	
0230	PROPERTY RENTALS	(8,520)	(9,000)	
0340	SUNDRY REVENUES	0	(1,000)	
TOTAL REVENUES		(8,520)	(64,000)	-86.69%
EXPENSES				
1000	WAGES & BENEFITS	1,340	4,000	
1170	TRAVEL & EXPENSES	200	50	
1250	LEGAL FEES	200	0	
1270	SUPPLIES AND MATERIALS	500	250	
1310	TELEPHONE	0	500	
1320	UTILITIES	0	2,000	
1340	INSURANCE	1,750	2,000	
1360	FIELD EQUIPMENT RENTALS	820	300	
1390	VEHICLE RENTALS	1,185	1,500	
1630	MISCELLANEOUS EXPENDITURES	325	100	
1940	JANITORIAL SUPPLIES	0	200	
3050	REFORESTATION/LANDSCAPE IMPR.	0	50,000	
3060	FENCING/GATE IMPROVEMENTS	100	0	
3110	TRAILS & HABITAT IMPROVEMENT	100	100	
3140	CAPITAL FACILITIES MAINTENANCE	500	1,000	
3170	PARKING LOT / ROADWAY CONSTRUCTION	1,000	1,500	
3650	ELECTRICAL, PLUMBING & ALARM	500	500	
TOTAL EXPENSES		8,520	64,000	-86.69%



2005 BUDGET ESTIMATES

		2005 ESTIMATES	2004 ESTIMATES	% CHANGE
CONSERVATION AREAS				
CONSERVATION AREA MAINTENANCE / DEVELOPMENT (con't)				
03 07 34	ESSEX - AMHERSTBURG CORRIDOR MAINTENANCE			
	REVENUES			
0100	GENERAL LEVY	(14,122)	0	
	TOTAL REVENUES	(14,122)	0	100.00%
	EXPENSES			
1000	WAGES & BENEFITS	8,132	0	
1360	EQUIPMENT RENTALS	670	0	
1390	VEHICLE RENTALS	3,519	0	
1330	PROPERTY TAXES	100	0	
1340	INSURANCE	200	0	
3060	FENCING/GATE IMPROVEMENT	500	0	
3100	MISCELLANEOUS SIGNAGE	1,000	0	
	TOTAL EXPENSES	14,121	0	100.00%
03 07 35	DRAGICEVIC / DOBRICH CONSERVATION AREA			
	REVENUES			
0100	GENERAL LEVY	(100)	(600)	
	TOTAL REVENUES	(100)	(600)	-83.33%
	EXPENSES			
1000	WAGES & BENEFITS	0	100	
1330	PROPERTY TAXES	100	100	
1360	EQUIPMENT RENTALS	0	100	
1390	VEHICLE RENTALS	0	100	
1810	ADMINISTRATIVE FEE	0	50	
3100	MISCELLANEOUS SIGNAGE	0	150	
	TOTAL EXPENSES	100	600	-83.33%
03 07 37	ZULIANI WOODS			
	REVENUES			
0100	GENERAL LEVY	(5,428)	(3,600)	
	TOTAL REVENUES	(5,428)	(3,600)	50.78%
	EXPENSES			
1000	WAGES & BENEFITS	1,515	1,500	
1330	PROPERTY TAXES	600	600	
1340	INSURANCE	250	200	
1360	FIELD EQUIPMENT RENTALS	1,340	450	
1390	VEHICLE RENTAL	1,390	500	
1810	ADMINISTRATIVE FEE	333	350	
	TOTAL EXPENSES	5,428	3,600	50.79%

2005 BUDGET ESTIMATES

		2005 ESTIMATES	2004 ESTIMATES	% CHANGE
CONSERVATION AREAS				
CONSERVATION AREA MAINTENANCE / DEVELOPMENT (con't)				
03 07 41	KINGSVILLE TRAIN STATION ARBORETUM DEVELOPMENT			
REVENUES				
0050	PROVINCIAL GRANT - TRILLIUM	(5,000)	0	
0120	DONATION - ERCF	<u>(5,000)</u>	<u>0</u>	
	TOTAL REVENUES	(10,000)	0	100.00%
EXPENSES				
4280	PLANT MATERIAL & EXCAVATION	<u>10,000</u>	<u>0</u>	
	TOTAL EXPENSES	10,000	0	100.00%

2005 BUDGET ESTIMATES

Central Workshop Operations

Provides main workshop for Authority field operation and maintenance and storage for most equipment and vehicles.

Expenses represent costs to maintain the building plus utilities and insurance.

Civic Centre Grounds Maintenance

ERCA provides maintenance of the Civic Centre ground, including lawn mowing, tree and hedge trimming, etc. This cost will be recovered from the Civic Centre budget.

2005 BUDGET ESTIMATES

		2005 ESTIMATES	2004 ESTIMATES	% CHANGE
CONSERVATION AREAS				
CENTRAL WORKSHOP OPERATIONS				
03 02 00	REVENUES			
0010	PROVINCIAL GRANTS - OPERATING	(2,800)	(2,100)	
0100	GENERAL LEVY	<u>(11,676)</u>	<u>(17,900)</u>	
	TOTAL REVENUES	(14,476)	(20,000)	-27.62%
03 02 02	INSURANCE/TELEPHONE/UTILITIES			
1310	TELEPHONE	400	600	
1320	UTILITIES	6,000	8,000	
1340	INSURANCE	<u>2,300</u>	<u>2,150</u>	
		8,700	10,750	-19.07%
03 02 03	SHOP MAINTENANCE			
1000	WAGES & BENEFITS	2,176	4,800	
1170	TRAVEL & EXPENSES	100	100	
1270	SUPPLIES AND MATERIALS	500	500	
1360	EQUIPMENT - MASSEY FERGUSON	0	600	
1630	MISCELLANEOUS EXPENDITURES	100	100	
1940	JANITORIAL SUPPLIES	200	250	
3140	CAPITAL FACILITIES MAINTENANCE	700	800	
3230	GARBAGE RECEPTACLES/COLLECTION	1,200	1,200	
3650	ELECTRICAL, PLUMBING & ALARM	<u>800</u>	<u>900</u>	
		5,776	9,250	-37.56%
	TOTAL EXPENSES	14,476	20,000	-27.62%
CIVIC CENTRE GROUNDS MAINTENANCE				
03 02 04	REVENUES			
0840	CONTRACT SERVICES	<u>(11,000)</u>	<u>(10,700)</u>	
	TOTAL REVENUES	(11,000)	(10,700)	2.80%
	EXPENSES			
1000	WAGES & BENEFITS	4,027	7,200	
1270	SUPPLIES AND MATERIALS	0	250	
1360	FIELD EQUIPMENT RENTALS	3,126	1,450	
1390	VEHICLE RENTALS	2,071	0	
1630	MISCELLANEOUS EXPENDITURES	890	0	
1810	ADMINISTRATION SUPPORT	<u>886</u>	<u>1,800</u>	
	TOTAL EXPENSES	11,000	10,700	2.80%
03 02 05	CONTRACT L BURRIDGE			
	REVENUES			
0840	CONTRACT SERVICES	<u>0</u>	<u>(9,900)</u>	
	TOTAL REVENUES	0	(9,900)	-100.00%
	EXPENSES			
1000	WAGES & BENEFITS	0	9,400	
1270	SUPPLIES & MATERIALS	<u>0</u>	<u>500</u>	
	TOTAL EXPENSES	0	9,900	-100.00%

2005 BUDGET ESTIMATES

Holiday Beach Conservation Area

This 550-acre site protects natural habitats and provides a variety of recreation facilities for more than 60,000 visitors annually and is the site of the Essex County Demonstration Farm. Located adjacent to the provincially significant Big Creek Wetland and Lake Erie, it also provides access for nature appreciation and is internationally recognized for its fall raptor migration viewing.

Connections from each of the washrooms to municipal sewers were completed in 2004.

Visitation continues to increase in terms of family camping at the alcohol-free Marshview site. Interest in the raptor migration phenomenon also continues to grow. This has been significantly enhanced through habitat improvements focused on Prothonotary Warbler habitat.

Holiday Beach continues to be operated without municipal levy. Recognizing the tremendous regional eco-tourism and recreational benefits of the site, this policy should be reconsidered over the next year in order to plan for long-term improvements to site facilities and ongoing operations.



2005 BUDGET ESTIMATES

		2005 ESTIMATES	2004 ESTIMATES	% CHANGE
HOLIDAY BEACH CONSERVATION AREA				
03 30 00	HBCA REVENUES			
0160	ADMISSIONS & ENTRANCE FEES	(42,000)	(42,000)	
0170	ENTRANCE FEES - ANNUAL	(10,200)	(10,200)	
0180	ICE & LAUNDRY CONCESSION	(2,000)	(2,000)	
0210	GIFT SHOP SALES	(2,700)	(2,700)	
0220	PROPERTY RENTALS - LAND	(6,300)	(6,300)	
0230	PROPERTY RENTALS - HOUSE	(6,000)	(6,000)	
0250	FISH PERMIT SALES	(3,500)	(3,000)	
0280	WOOD SALES	(3,200)	(3,200)	
0290	HUNTING & TRAPPING REVENUE	(6,000)	(6,000)	
0400	CAMPSITE PERMITS	(55,000)	(55,000)	
0450	FISHING ROD RENTALS	(850)	(750)	
0490	SEASONAL CAMPING	(40,500)	(40,500)	
0510	WINTER STORAGE	(2,250)	(2,250)	
0850	PAVILLION RENTAL	(700)	(700)	
	TOTAL REVENUES	(181,200)	(180,600)	0.33%
 EXPENSES				
03 30 01	STAFF EXPENSES			
1000	WAGES & BENEFITS	90,000	92,700	
1170	TRAVEL & EXPENSES	100	100	
1210	UNIFORMS/COSTUMES	500	500	
		<u>90,600</u>	<u>93,300</u>	-2.89%
03 30 02	OFFICE EXPENSES			
1240	BANK CHARGES (Visa/Mastercard)	1,500	1,500	
1280	GENERAL PRINTING & PHOTOCOPYING	2,250	2,250	
1300	ADVERTISING / PROMOTION / MEDIA	2,500	2,500	
1310	TELEPHONE	1,500	1,500	
1590	MEMBERSHIPS / SUBSCRIPTIONS	400	400	
3650	ELECTRICAL, PLUMBING & ALARM	400	400	
3690	CELLULAR PHONE	1,200	1,200	
		<u>9,750</u>	<u>9,750</u>	0.00%



2005 BUDGET ESTIMATES

		2005 ESTIMATES	2004 ESTIMATES	% CHANGE
HOLIDAY BEACH CONSERVATION AREA				
03 30 03	OPERATIONS AND MAINTENANCE			
1270	SUPPLIES AND MATERIALS	3,500	3,500	
1320	UTILITIES	15,000	15,000	
1330	PROPERTY TAXES	750	750	
1340	INSURANCE	7,000	7,000	
1360 E01	EQUIPMENT RENTAL/EXPENSE	3,000	3,000	
1370	MAINTENANCE & REPAIRS	2,000	2,000	
1390 V02	VEHICLE RENTAL	400	400	
1450	LEASED EQUIPMENT	300	300	
1480	VEHICLE FUEL	1,500	1,500	
1490	SMALL TOOLS	500	500	
1630	MISCELLANEOUS EXPENDITURES	500	500	
1810	ADMINISTRATION SUPPORT	3,000	3,000	
1880	WATERFOWL FEED	500	500	
1940	JANITORIAL SUPPLIES	3,200	3,200	
3000	FISH POND	4,000	4,000	
3070	WASHROOM CLEANOUT	2,000	2,000	
3100	MISCELLANEOUS SIGNAGE	1,000	1,000	
3130	PICNIC TABLES	1,400	1,400	
3140	CAPITAL FACILITIES MAINTENANCE	2,000	2,000	
3150	PORTA-JOHNS	1,600	1,600	
3170	PARKING LOT/ROADWAY CONSTRUCTI	1,500	1,500	
3210	BARBEQUES	500	500	
3230	GARBAGE RECEPTACLES/COLLECTION	3,500	3,500	
3550	COMPUTER HARDWARE / SOFTWARE	200	200	
3720	DRAIN MAINTENANCE AND CONSTRUCTION	600	600	
	CAPITAL FACILITIES RESERVE	3,300		
3860	VEGETATION MANAGEMENT	1,200	1,200	
		63,950	60,650	5.44%
03 30 04	CONCESSION OPERATIONS			
3700	ICE & STORE SUPPLIES	4,500	4,500	
		4,500	4,500	0.00%
03 30 05	SPECIAL EVENTS & ACTIVITIES			
3440	VOLUNTEER SUPPORT	200	200	
4170	FESTIVAL OF HAWKS	200	200	
		400	400	0.00%
03 30 06	DEVELOPMENT SEWAGE ASSESSMENT			
4220	SEWAGE ASSESSMENT	12,000	12,000	
		12,000	12,000	0.00%
	TOTAL EXPENSES	181,200	180,600	0.33%

2005 BUDGET ESTIMATES

John R. Park Homestead Conservation Area

The John R. Park Homestead and Conservation Area is Ontario's only living historical farm museum west of London. Through public special events, group, and school programs the Homestead educates 15,000 visitors a year on the interaction of human and natural history in the Essex region. The homestead is also a 19-hectare natural area protecting biodiversity, heritage species, Lake Erie shoreline, and the wetland at the mouth of Fox Creek.

The Homestead has 1.5 full time staff. The position of Interpreter has not been refilled since the retirement of the previous Interpreter. The Friends of the John R. Park Homestead Inc., the Homestead Advisory Committee, and 50 volunteers assist with programs donating 2,400 volunteer hours annually. Our operating cost per visitor is half the average for Canadian museums. General levy once provided 40 percent of operating costs, but since 1996 the Homestead has developed innovative partnerships and increased fundraising to become more financially self-sufficient. Municipal funding through levy has fallen so low as to jeopardize our annual provincial operating grant. The proposed levy for 2005 will allow us to continue to qualify for provincial funding, and ensure that each ERCA dollar is matched by 8 dollars from other sources.

2005 BUDGET ESTIMATES

		2005 ESTIMATES	2004 ESTIMATES	% CHANGE
JOHN R. PARK HOMESTEAD				
04 01 00	REVENUES			
0050	PROV. GRANTS OTHER	(22,200)	(22,200)	
0070	S.E.P.GRANT	(4,000)	(4,000)	
0100	GENERAL LEVY	(22,200)	(22,200)	
0150	DONATIONS	(7,000)	(7,000)	
0160	ADMISSIONS & ENTRANCE FEES	(3,000)	(3,000)	
0190	SPECIAL EVENTS/ACTIVITIES FEES	(4,000)	(4,000)	
0210	GIFT SHOP SALES	(10,000)	(12,000)	
0340	SUNDRY REVENUES - UNSPECIFIED	(7,653)	0	
0570	FUND RAISING	(18,000)	(15,000)	
0600	RENTALS	(4,000)	(4,000)	
0620	ADMISSIONS - SCHOOLS	(30,000)	(30,000)	
0630	ADMISSIONS - MAPLE SYRUP EVENT	(3,000)	(3,000)	
0640	ADMISSIONS - CRAFT FAIR EVENT	(4,000)	(3,500)	
0650	ADMISSIONS - HARVEST FESTIVAL	(1,500)	(1,500)	
0660	ADMISSIONS - CHRISTMAS IN THE COUNTRY	(1,000)	(1,000)	
0670	FOOD & BEVERAGE SALES	(3,500)	(4,500)	
0840	CONTRACT SERVICES	(1,000)	(40,000)	
	TOTAL REVENUES	(146,053)	(176,900)	-17.44%
	EXPENSES			
04 03 01	SITE MAINTENANCE			
1000	WAGES & BENEFITS	2,218	1,900	
1360	FIELD EQUIPMENT RENTALS	170	0	
1390	VEHICLE RENTALS	300	0	
3560	GARDEN	100	100	
3570	PETROLEUM, OILS, LUBRICANTS	100	100	
		<u>2,888</u>	<u>2,100</u>	37.52%
04 04 01	WAGES & BENEFITS			
1000	WAGES & BENEFITS	112,103	136,500	
		<u>112,103</u>	<u>136,500</u>	-17.87%
04 04 02	STAFF TRAVEL & EXPENSES			
1170	TRAVEL & EXPENSES	100	800	
1200	PROFESSIONAL DEVELOPMENT	200	400	
1210	UNIFORMS	400	950	
1270	SUPPLIES AND MATERIALS	600	500	
1310	TELEPHONE	800	800	
1330	PROPERTY TAXES	900	900	
1340	INSURANCE	6,000	6,000	
1390	VEHICLE RENTALS	100	1,000	
1810	ADMINISTRATION SUPPORT	4,100	4,100	
		<u>13,200</u>	<u>15,450</u>	-14.56%



2005 BUDGET ESTIMATES

			2005 ESTIMATES	2004 ESTIMATES	% CHANGE
JOHN R. PARK HOMESTEAD					
04 04 03		BUILDING & EQUIPMENT MTCE.			
	1270	SUPPLIES AND MATERIALS	512	0	
	1320	UTILITIES	6,000	5,500	
	1940	JANITORIAL SUPPLIES	800	600	
	1980	STRUCTURAL	500	2,000	
	3650	ELECTRICAL, PLUMBING & ALARM	500	1,000	
			8,312	9,100	-8.66%
04 04 04		CURATORIAL EXPENSES			
	1260	POSTAGE / COURIER	50	100	
	1850	FILM & CUSTOM DEVELOPMENT	50	100	
		PROGRAM LEDGER TOTAL	100	200	-50.00%
04 04 05		CONSERVATION EXPENSES			
	1270	SUPPLIES AND MATERIALS	50	100	
	1350	EQUIPMENT PURCHASE	100	100	
		PROGRAM LEDGER TOTAL	150	200	-25.00%
04 04 06		EXHIBIT EXPENSES			
	1270	SUPPLIES AND MATERIALS	100	300	
			100	300	-66.67%
04 04 07		EVENTS & ACTIVITIES			
	1270	SUPPLIES AND MATERIALS	300	400	
	2060	LIVESTOCK & RELATED SUPPLIES	100	100	
	3440	VOLUNTEER SUPPORT	200	200	
	3580	SCHOOL PROGRAMS	500	600	
	3590	SPECIAL EVENT - MAPLE SYRUP	200	250	
	3600	SPECIAL EVENT - CRAFT FAIR	200	200	
	3610	SPECIAL EVENT - HARVEST FESTIV	200	200	
	3620	SPECIAL EVENT-CHRISTMAS IN COU	200	200	
	3630	SPECIAL EVENT - OTHER	300	300	
			2,200	2,450	-10.20%
04 04 08		ADVERTISING & PUBLICITY			
	1300	ADVERTISING / PROMOTION / MEDIA	800	600	
	1770	PUBLICATIONS / REPORTS / BROCHURES	0	500	
	3100	MISCELLANEOUS SINAGE	200	500	
			1,000	1,600	-37.50%
04 05 01		GIFT SHOP EXPENSES			
	1270	SUPPLIES AND MATERIALS	4,000	6,000	
	3640	FOOD & BEVERAGE SUPPLIES	2,000	3,000	
			6,000	9,000	-33.33%
		TOTAL EXPENSES	146,053	176,900	-17.44%

2005 BUDGET ESTIMATES

Motor Pool

This portion of the budget includes expenses for acquisition, maintenance and operation of ERCA's vehicles, and equipment such as tractors, mowers, chainsaws, etc. Increased cost for vehicles and equipment maintenance reflect actual costs for 2004 and are indicative of an older fleet of vehicles.

In addition, there are budgeted amounts for obtaining small tools and operating supplies such as safety equipment.

2005 BUDGET ESTIMATES

		2005 ESTIMATES	2004 ESTIMATES	% CHANGE
MOTOR POOL				
07 01 00	REVENUES			
0010	PROVINCIAL GRANTS - OPERATING	(19,000)	(19,000)	
0100	GENERAL LEVY	(26,158)	(28,750)	
0300	VEHICLE RENTAL RECOVERIES	(59,029)	(89,050)	
0310	EQUIPMENT RENTAL RECOVERIES	<u>(28,463)</u>	<u>0</u>	
	TOTAL REVENUES	(132,650)	(136,800)	-3.03%
EXPENSES				
07 01 01	VEHICLES			
1000	WAGES & BENEFITS	2,200	3,500	
1270	SUPPLIES AND MATERIALS	3,500	2,500	
1360	EQUIPMENT RENTALS	0	50	
1370	MAINTENANCE & REPAIRS	24,800	20,000	
1390	VEHICLE RENTALS	0	500	
1460	LEASED VEHICLES	0	6,300	
1480	VEHICLE FUEL	33,800	30,000	
1500	VEHICLE PURCHASES	38,000	33,000	
1520	LICENSES	<u>1,000</u>	<u>1,700</u>	
		103,300	97,550	5.89%
07 02 01	EQUIPMENT			
1000	WAGES & BENEFITS	2,000	3,500	
1270	SUPPLIES AND MATERIALS	2,300	1,500	
1350	EQUIPMENT PURCHASE	0	4,530	
1360	FIELD EQUIPMENT RENTALS	0	500	
1370	MAINTENANCE & REPAIRS	8,000	10,000	
1480	FUEL	3,800	3,500	
1520	LICENSES	250	850	
2100	FUND TRANSFER	<u>0</u>	<u>1,470</u>	
		16,350	25,850	-36.75%
07 02 02	SMALL TOOLS & EXPENDABLE SUPPL			
1270	SUPPLIES AND MATERIALS	1,000	2,500	
1490	SMALL TOOLS	<u>1,000</u>	<u>1,200</u>	
		2,000	3,700	-45.95%
07 02 03	INSURANCE			
1340	INSURANCE	<u>11,000</u>	<u>9,700</u>	
		11,000	9,700	13.40%
	TOTAL EXPENSES	132,650	136,800	-3.03%

2005 BUDGET ESTIMATES

Summary of Revenues

2005 BUDGET ESTIMATES

SUMMARY OF REVENUES

	2005 ESTIMATES	2004 ESTIMATES	% CHANGE
PROVINCIAL GRANTS	(1,788,336)	(1,495,463)	19.6%
FEDERAL GRANTS	(1,165,637)	(1,702,220)	-31.5%
GENERAL LEVY (TRADITIONAL)	(1,180,585)	(1,119,327)	5.5%
GENERAL LEVY (CW~GS FUND)	(780,000)	(699,800)	11.5%
MUNICIPAL FUNDING - PROJECTS	(592,400)	(161,500)	266.8%
ESSEX REGION CONSERVATION FOUNDATION	(490,003)	(1,210,250)	-59.5%
OTHER REVENUES*	<u>(3,457,036)</u>	<u>(3,054,945)</u>	13.2%
TOTAL REVENUES	(9,453,997)	(9,443,505)	0.1%
* OTHER REVENUES:			
DONATIONS	(35,500)	(10,550)	236.5%
ADMISSIONS/ENTRANCE FEES	(65,600)	(66,000)	-0.6%
ICE & LAUNDRY CONCESSION	(2,000)	(2,000)	0.0%
SPECIAL EVENTS/ACTIVITIES FEES	(4,000)	(4,000)	0.0%
GIFT SHOP SALES	(12,800)	(15,100)	-15.2%
PROPERTY RENTALS - LAND	(20,200)	(20,900)	-3.3%
PROPERTY RENTALS - BUILDINGS	(25,220)	(25,600)	-1.5%
INTEREST EARNED-BANK/ INVOICES	0	(500)	-100.0%
FISH PERMIT SALES	(3,500)	(3,000)	16.7%
WOOD SALES	(3,500)	(3,200)	9.4%
HUNTING & TRAPPING REVENUE	(20,700)	(18,500)	11.9%
VEHICLE RENTAL RECOVERIES	(71,700)	(89,050)	-19.5%
EQUIPMENT RENTAL RECOVERIES	(27,463)	0	100.0%
APPLICATIONS & TECHNICAL FEES	(329,000)	(329,000)	0.0%
SUNDRY REVENUES	(371,112)	(240,940)	54.0%
SUNDRY REVENUES - LANDOWNER IN-KIND	(1,520,000)	(981,100)	54.9%
SUNDRY REVENUES - LANDOWNER CASH	(40,996)	(449,000)	-90.9%
MACHINE PLANTING REVENUES	(6,000)	(30,000)	-80.0%
SEEDLING REVENUE	(76,000)	(115,000)	-33.9%
LARGE NURSERY STOCK REVENUES	(220,000)	(194,300)	13.2%
INSURANCE RECOVERIES	0	(250)	-100.0%
CAMPSITE PERMITS	(55,000)	(55,000)	0.0%
LARGE STOCK PLANTING REVENUE	(28,566)	(20,000)	42.8%
FISHING ROD RENTALS	(850)	(750)	13.3%
ADVERTISING REVENUE	(6,000)	0	100.0%
SEASONAL CAMPING	(40,500)	(40,500)	0.0%
WINTER STORAGE	(2,250)	(2,250)	0.0%
FUND RAISING	(18,000)	(15,000)	20.0%
RENTALS	(4,000)	(4,000)	0.0%
ADMISSIONS - SCHOOLS	(30,000)	(30,000)	0.0%
ADMISSIONS - MAPLE SYRUP EVENT	(3,000)	(3,000)	0.0%
ADMISSIONS - CRAFT FAIR EVENT	(4,000)	(3,500)	14.3%
ADMISSIONS - HARVEST FESTIVAL	(1,500)	(1,500)	0.0%
ADMISSIONS - CHRISTMAS IN COUN	(1,000)	(1,000)	0.0%
FOOD & BEVERAGE SALES	(3,500)	(4,500)	-22.2%
EDUCATION PROGRAM FEES	(25,000)	(25,000)	0.0%
FUND TRANSFER (Reserves)	(26,881)	(19,755)	36.1%
FIELD CROP REVENUE	(8,600)	(6,500)	32.3%
LEASES	(29,993)	(14,200)	111.2%
ADMINISTRATION RECOVERIES	(262,055)	(82,000)	219.6%
CONTRACT SERVICES	(12,350)	(61,800)	-80.0%
PAVILLION RENTAL	(700)	(700)	0.0%
G.I.S. REVENUE	(11,000)	(11,000)	0.0%
SPONSORSHIP	<u>(27,000)</u>	<u>(55,000)</u>	-50.9%
TOTAL OTHER REVENUES	(3,457,036)	(3,054,945)	13.2%



2005 BUDGET ESTIMATES

2005 General Levy

2005 BUDGET ESTIMATES

Revised to reflect final budget approvals determined on December 9, 2004.

2005 GENERAL LEVY

MUNICIPALITY	CVA %	TRADITIONAL \$1,180,585	CW ~ GS \$780,000	TOTAL \$1,960,585
TOWN OF AMHERSTBURG	5.3920%	63,658	42,058	105,716
TOWN OF ESSEX	4.4563%	52,611	34,759	87,370
TOWN OF KINGSVILLE	4.8381%	57,117	37,737	94,854
TOWN OF LAKESHORE	7.0002%	82,643	54,601	137,244
TOWN OF LASALLE	6.9421%	81,958	54,149	136,106
TOWN OF LEAMINGTON	5.5163%	65,125	43,027	108,152
TOWNSHIP OF PELEE	0.2932%	3,461	2,287	5,748
TOWN OF TECUMSEH	8.6165%	101,725	67,209	168,934
CITY OF WINDSOR	56.9453%	672,287	444,173	1,116,461
	100.0000%	\$1,180,585	\$780,000	\$1,960,585



RECEIVED
JAN 27 2005

WINDSOR & DISTRICT CHAPTER
300 Tecumseh Rd E. Suite 330
Windsor, Ontario, N8X 5E8
Tel: (519) 977-9211
Fax: (519) 977-9768
kidney@mnsi.net

CHARITABLE REGISTRATION NO.
10756 7398 RR0001

January 26, 2005

Mayor Wayne Hurst
Amherstburg
Box 159
271 Sandwich St. S.
Amherstburg N9V2Z3

PRESENTED TO COUNCIL

ITEM 24

FEB 14 2005

Dear Mayor Hurst,

The Kidney Foundation of Canada is a national volunteer organization committed to reducing the burden of kidney disease through funding medical research, providing patient support, promoting quality healthcare and education and increasing public awareness to organ donation. March is traditionally "Kidney Health Month" across Canada, when thousands of volunteers canvass their neighbourhoods in support of our cause.

On behalf of the Windsor & District Chapter of the Kidney Foundation of Canada, I am requesting permission to conduct a door-to-door canvass in your community of Amherstburg during the month of March 2005. We also ask that March be proclaimed as "Kidney Health Month" in your municipality if such proclamations are allowed.

Please be advised that our volunteers will be clearly identifiable with an "Official Volunteer" button and a blue vinyl canvassing kit (which contains official receipts for income tax purposes and information about The Kidney Foundation of Canada). The canvassers are also instructed to provide donors with our local phone number and contact information should they wish to verify the campaign.

With your support, we hope to raise \$100,000 across Windsor & Essex County during the 2005 campaign. Thank you in advance and please do not hesitate to contact me at 977-9211 if you require any additional information or clarification.

Sincerely,

Barbara Malmberg
Interim Chapter Manager

Copy Fire Chief

RECEIVED
FEB - 1 2005

Corporation of the Town of
Kingsville

2021 Division Road North
Kingsville, Ontario N9Y 2Y9

Phone: (519) 733-2305

FAX: (519) 733-8108



January 28, 2005

PRESENTED TO COUNCIL

ITEM 25

DATE FEB 14 2005

The Hon. Harinder Takhar, Minister of Transportation
Queen's Park
77 Wellesley Street West
Ferguson Block
3rd Floor
Toronto, Ontario M7A 1Z8

Dear Honourable Sir:

RE: Response of Volunteer Firefighters on Closed Roads

The Council of The Corporation of the Town of Kingsville, at its January 17, 2005 Civic Administration Committee Meeting, discussed the changes to the *Highway Traffic Act* that prohibit any person from driving or operating a vehicle on a road that has been closed by the police. It is Council's understanding that this subsection does not apply to road service vehicles, ambulances, fire department vehicles, public utility emergency vehicles, and police vehicles, however, it does apply to firefighters using their personally owned vehicles to respond to emergency incidents who travel on closed roads, regardless of whether or not they have a flashing green light.

Upon hearing the concerns raised by Robert Kissner, Fire Chief of the Kingsville Fire Department, Council passed the following Resolutions at its said January 17, 2005 meeting:

C1-2005 Moved by T. Stomp, seconded by K. Gunning Council to support changes to legislation to exclude personal use vehicles from the prohibition on closed roads under the *Highway Traffic Act* if driven for fire call purposes, as signified by a green light on the vehicle.

CARRIED

C2-2005 Moved by G. Queen, seconded by T. Stomp to move a friendly amendment to communicate Council's direction to municipalities.

CARRIED

Minister of Transportation

Page 2

January 28, 2005

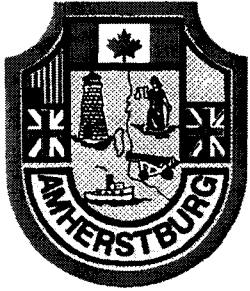
Your serious consideration of this most important issue would be appreciated and we look forward to hearing from you on behalf of the volunteer firefighters serving this community.

Yours truly,



Linda Burling, Clerk
LB/sjk

- c: Fire Chief R. Kissner—Kingsville Fire Department
- c: Contract Sergeant M. Beatty, OPP-Kingsville Detachment
- c: Ministry of Community Safety and Correctional Services/Office of the Fire Marshal
- c: The Hon. Dalton McGuinty, Premier of the Province of Ontario
- c: The Hon. Bruce Crozier, MPP-Essex
- c: AMO
- ✓c: Town of Amherstburg
- c: Town of Essex
- c: Town of Lakeshore
- c: Town of LaSalle
- c: Municipality of Leamington
- c: Town of Tecumseh



The Corporation of The
Town of Amherstburg

P.O. BOX 159
271 SANDWICH ST., SOUTH
AMHERSTBURG, ONTARIO
N9V 2Z3

BUILDING DEPARTMENT

Bus. (519) 736-5408
Fax (519) 736-9859

STEPHEN W. BROWN, CBCO
Chief Building Official

January 24, 2005

PRESENTED TO COUNCIL

ITEM 26

DATE FEB 14 2005

Mayor F.W. Hurst & Council,
Town of Amherstburg
271 Sandwich Street S.
Amherstburg ON N9V 2Z3

Dear Mayor & Council:

RE: SALMONI BUILDING SITE REDEVELOPMENT

The Local Architectural Advisory Committee at its last meeting passed a motion to communicate to you, what we believe are some of the considerations in redeveloping the Salmoni property. These comments are consistent with the role and mandate of the L.A.C.A.C.

The Official Plan of the town of Amherstburg states "the Committee's primary purpose will be to advise Council on all specified matters in relation to the Heritage Act. The Committee shall be responsible for other special heritage concerns of the Town".

The easement registered upon the Salmoni property states in section 1.6, Reconstruction By Owners, "the Owners shall submit all plans and specifications for the replacement...to the Municipality for its written approval..." and further states that a refusal by the Municipality to approve...may be based upon the choice of materials, unattractive appearance, nonconforming architectural style..."

The Commercial General section of the Zoning By-Law, section 15(i), Heritage Buildings, states that "If a building or structure that is designated as a Heritage Building is demolished, removed or destroyed, any new building or structure must be of the same height, volume, floor area, general form, mass and external design as the original building or structure."

The developer's application for rezoning of the Salmoni property does not explicitly seek relief from or an amendment to the Zoning as per requirements to build with the same external design as the original building or structure.

With the above in mind it is our considered opinion that:

- 1) The continued advisory role of L.A.C.A.C., as this rezoning application is under consideration, is within its mandate.
- 2) The plans submitted by the developer are not of a building with the same external design as the original.
- 3) The plans submitted by the developer contain some elements of the architectural style of the original. However, the plans do not adhere to that or any one particular architectural style.
- 4) The developer has not submitted any detailed drawings, plans or samples of the materials to be used.
- 5) The developer while in attendance at a L.A.C.A.C. meeting was apprised of the Committee's concerns as related to these matters and has not contacted our Committee with any further details or revisions.


Therefore, it is the conclusion of this Committee that the plans submitted by the developer in this present form with their present content should not be immediately approved. Rather, we respectfully advise the Council defer any decision on this matter until further dialogue among the developer, the Committee, and Council.

We look forward to working with you and the developer to resolve these issues and ensure that a building that reflects the lineage and influence of the Salmoni Building is erected on this site.

Yours truly,



John McDonald
Chair



Phil Kasurak
Vice-Chair



THE CORPORATION OF THE
TOWN OF MIDLAND

575 Dominion Avenue
Midland, ON. L4R 1R2
Phone: 705-526-4275
Fax: 705-526-9971
info@town.midland.on.ca
www.town.midland.on.ca

PRESENTED TO COUNCIL

ITEM 27

DATE FEB 14 2005

January 31, 2005

Mayor and Members of Council
Municipalities of the Province of Ontario

Dear Sir:

Re: Veterans Licence Plate Program

The Council of the Town of Midland recently considered a request to provide an exemption to parking regulations for vehicles displaying the Ontario Veterans License plate. Our Legal Counsel reviewed our parking by-law and provided a favourable legal opinion, as well as drafting a by-law for Council's consideration. A copy of the by-law is enclosed for your information.

At their meeting of January 24, 2005, Council passed By-law 2005-12 to provide an exemption for Veterans License Plates issued by the Ministry of Transportation, for vehicles driven by a veteran or a veteran being a passenger within. A vehicle displaying the Veteran License Plate is exempt for expired time at a meter or expired time at a municipal parking lot in the downtown core. All other parking regulations of the by-law continue to apply.

In addition to this By-law, Council passed a resolution urging all municipalities in the Province of Ontario that administer and enforce parking policies to support a Veteran Recognition Program. You may certainly have your own ideas in this regard. A copy of this resolution is enclosed for your consideration.

We are very grateful for the many sacrifices made by the men and women who served in the Canadian Armed Forces, and believe that support of this program will go a long way to express thanks and appreciation for Veterans.

Yours truly,

THE CORPORATION OF THE TOWN OF MIDLAND

Heather Babcock, Clerk

c.c. F. G. Flood, Chief Administrative Officer

Enclosure

TOWN OF MIDLAND
BY-LAW 2005-12

A By-law to amend By-law 98-2, being a by-law to
regulate parking in the Town of Midland

WHEREAS by Section 11(1) of the *Municipal Act, S.O. 2001, c.25*, municipalities are authorized to regulate parking and traffic on highways and parking on land within its jurisdiction;

AND WHEREAS the areas covered by the Town of Midland Parking By-law are within the jurisdiction of this municipality;

AND WHEREAS this municipality, by By-law 98-2, did pass a Comprehensive By-law to regulate parking in the Town of Midland, and which by-law has been amended from time to time;

AND WHEREAS it is now proposed to further amend By-law 98-2.

BE IT ENACTED AS A BY-LAW OF THE CORPORATION OF THE TOWN OF MIDLAND AS FOLLOWS:

1. There shall be added to Part 1, "Definition" of By-law 98-2 the following definition:

"Veterans Licence Plate" – means a licence plate issued by the Ministry of Transportation of Ontario to a vehicle owned by a Veteran, and in which, at the time of parking, was driven by a Veteran or a Veteran was a passenger therein.

2. There shall be added to By-law 98-2 a section designated 16.1 as follows:

Veteran's Licence Plate Regulations

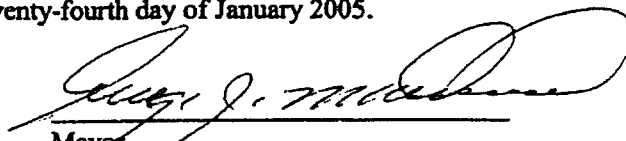
16.1 Provisions for Exempting Owners of Veterans Licence Plate

- (1) A vehicle displaying an Ontario Veterans license plate shall be exempted from the provisions of Section 5 of By-law 98-2, entitled "Penalties", for expired time at a meter or expired time in a municipal parking lot.
- (2) In spite of the provision in Section (1) all other provisions of By-law 98-2 shall continue to be applicable.

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF MIDLAND ENACTS AS FOLLOWS:

3. This by-law shall come into force and effect on the final passage thereof.

By-law read a first, second and third time, and finally passed at a meeting of the Municipal Council of The Corporation of the Town of Midland on this Twenty-fourth day of January 2005.



Mayor



Clerk



*The Corporation of the
Town of Midland*

Resolution No. 2005-7

January 24, 2005

Moved byJ. Downer.....

Seconded byN. Keefe.....

THAT municipalities throughout the Province that administer and enforce parking policies, be urged to support a Veteran Recognition Program wherein vehicles displaying an Ontario Veterans License Plate be exempted from certain enforceable regulations, and;

THAT this resolution be distributed to all municipalities and to AMO for support.

For: Against:

..... ✓ Carried

..... Defeated

..... George J. MacDonald.....
MAYOR or CHAIRMAN

Copy - ACCESSIBILITY COMMITTEE
- JESSICA CATTON ✓

18 Jones Court
Amherstburg, ON
N9V 3Y3
January 19, 2005

PRESENTED TO COUNCIL
ITEM 28
DATE FEB 14 2005

Amherstburg Town Council
Amherstburg, Ontario

Dear Members of Council:

Based on the Ontarians with Disabilities Act Committee's action kits, email updates and a review of other municipal plans, on September 22, 2003, I presented verbal and written submissions (attached) of items that I wished to be included in or amended to the Town of Amherstburg Accessibility plan. The preceding council carried the following motions:

Moved by R. Pillon, seconded by M. Bezaire that we receive the written and verbal presentation from Linda Saxon regarding the Accessibility Plan. Motion Carried

Moved by A. Leardi, seconded by M. Bezaire that the written presentation from Linda Saxon be referred to the Amherstburg Accessibility Committee to be dealt with expeditiously. Motion Carried

Moved by A. Leardi, seconded by M. Bezaire that we adopt the Accessibility Plan as submitted. Motion Carried

I was never advised of the outcome of my recommendations; however, I was aware that there was no new Accessibility plan in place for 2004. Therefore, I submit my previous input and request that this time, I be informed of the result.

I would emphasize, once again, that committing to removing barriers for people with disabilities in the community costs little or nothing, for example, making the town's official web site accessible or requiring all new retail developments to install automated doors as a condition of obtaining a license. In addition, I feel it is important enough to request that council adopt the model parking bylaw, supported by the Ontario Traffic Conference, available at the Accessibility Ontario web site. The proper signage for designated parking spaces for people with disabilities needs to be installed and maintained in new and existing parking lots. Furthermore, it needs to be enforced.

Yours truly,

Linda Saxon

encl.

Members of Council,

After having reviewed the town's Accessibility Plan, I submit the following. The numbered items, which correspond to the plan, are what I would add or change.

- 1. Sidewalk** Create, and advertise the availability of, a form for the reporting of areas of concern by citizens.
- 2. Snow** a costing for the town to provide removal was supposed to be forthcoming; although a bylaw would probably be more efficient, a deadline should be established for the implementation of the selected method
- 4. Signs** correspondence should be sent to the chamber of commerce advising its members of the sign by-law and its importance.
- 6. Tourism** the creation of a booklet of accessible attractions and facilities was discussed, but was not included in the plan. I suggested that the police association, firefighters, businesses and service clubs might want to contribute toward the project. If not, funding might be available from other sources. The town committed \$1500. for its participation in the Doors Open program. Define accessibility. See attached Accessibility Niagara Guide
- 8. Parking** The model parking by-law is available at the Ministry of Citizenship Accessibility Ontario website--it would control parking in public and private areas, signage and enforcement
- 9. TTY/TTD** the technology is available; a cost should be obtained and considered in the budget during year 1
- 10. Municipal** A tour and an inventory of inaccessible municipal features and facilities should be completed in year one. AAC, organizations representing persons with disabilities and the Building Department should develop a standard for all newly constructed and/or renovated Town of Amherstburg facilities to make them accessible beyond what is required by the Building Code. The standard should also include heritage sites, parks, and signage. This should be completed this first year, instead of year 2. In addition, the town's official plan should contain policies promoting a barrier-free municipality.
- 11. Website** The town's website should conform to the W3 Consortium Web Content Accessibility guidelines. This can easily be accomplished during this first year, instead of year 3.

Accessibility Advisory Committee (AAC) should have its own web page, instead of being relegated to the bylaw page. Information about the Doors Open program is on the home page, with links to the tourism department. Once there, viewers can see pictures of participating sites, along with a description.

AAC meetings should be advertised, and agendas and minutes of all committees' meetings should be available on the website and in alternative formats.

- 12. Information** Let the public know that on request, information will be made available in alternative formats e.g., on computer disk, tape, in large print or in Braille. This should be completed year 1 instead of 3.
- 13. Signage** As discussed in item #10, a standard would include signage; this can also be accomplished this first year, instead of year 4
- 14.** Again, a standard would include parks and play equipment; year 1 instead of 4, especially as new parks are being developed. As for the other items, once an inventory is compiled, there needs to be funding commitments for renovations and/or replacements.
- 15. Traffic lights** A costing could be obtained during year 1, with a funding commitment for installation
- 16. Clerk's office** The town hall should be a higher priority – and should be made barrier-free in its entirety. It should have two accessible entrances, an automated door for the treasury office, and an elevator to access all floors. The Town of Tecumseh recently made its front entrance to the town hall accessible for \$31,000, which included a ramp with aluminum railings, and two sets of automated double doors.
Adjustable chairs should also be available in council chambers and committee rooms.
- 17. Sidewalks** Again, this should be included in the standard.
- Elections** Equipment to permit unassisted voting should be rented or purchased. Notices regarding the election procedure should advertise an elector's option to bring a friend or relative for assistance.
- Businesses** Municipalities are able to stipulate accessibility requirements when granting business licenses. For both new and renewal license application, approval should be dependent upon the provision of barrier-free premises.

As an example, the Tim Hortons at the south end of town does not have automated doors.

- Heritage** Any plans reviewed by LACAC should also be reviewed by AAC.
- Employment** All departments, including the police, should develop return to work policies and practices to help employees with disabilities return to work
- Tenders** When purchasing goods and services, accessibility is to be considered. Accordingly, tenders for barrier-free design should require expertise in the field and should be available in alternative formats.
- Grants** to Community Organizations should include inclusion as one of its criteria when evaluating grant proposals and requests.
- Transportation** Invite Care A Van to prepare a joint plan

Given the town's initiatives undertaken to date, and its municipal accessibility quotient scoring, much needs to be done. Because "the methodology used was to determine a cost effective approach" to identify and prioritize improvements, I disagree with some of the priorities, mainly because written estimates were not obtained.

Many of the items I have suggested can be completed at little or no cost during year 1, if council decides that working toward a barrier-free community is a priority.

Therefore, I request that council incorporate my submission into the town's Accessibility Plan.



January 31, 2005

PRESENTED TO COUNCIL
ITEM 29
DATE FEB 14 2005

Town of Amherstburg
P. O. Box 159
Amherstburg, ON
N9V 2Z3

Att: Mayor Wayne Hurst & Members of the
Amherstburg Municipal Council

Dear Mayor Hurst:

Please find enclosed herewith our final cheque in the amount of \$2,000.00 which is to be applied towards the Laird Avenue Boulevard reforestation project. This originally came from the TD Friends of the Environment Foundation to whom we made application for a grant to participate in this tree planting project, along with the Town and the Horticultural Society. A dedication ceremony is being planned for the spring.

We wish to thank you for participating in this very worthwhile undertaking, and it has been our pleasure working with you and the Public Works Staff.

Yours sincerely,

Ria Smith
Chair
Amherstburg Parks Committee

RS/sm
Encl.

MAYOR - MAIRE
GARY McNAMARA
DEPUTY MAYOR - SOUS MAIRE
TOM BURTON
COUNCILLORS - CONSEILLERS
JOE BACHETTI
MARCEL BLAIS
GUY DORION
JOIE JOBIN
RITA OSSINGTON

917 LESPERANCE ROAD
TECUMSEH, ONTARIO • N8N 1W9

PHONE (519) 735-2184 • FACSIMILE (519) 735-6712
www.tecumseh.ca

THE CORPORATION OF THE



TOWN OF TECUMSEH CORPORATE SERVICES DEPARTMENT

DIRECTOR OF CORPORATE SERVICES
LUC GAGNON
lgagnon@tecumseh.ca

RECEIVED
-EB - 9 2005
ASSISTANT DIRECTOR OF
CORPORATE SERVICES
IDA GEE
igee@tecumseh.ca
CLERK
LAURA MOY
lmoy@tecumseh.ca

DEPUTY CLERK / DEPUTY TREASURER
SUSAN MAZZEI
smazzei@tecumseh.ca

PRESENTED TO COUNCIL

ITEM 30

DATE FEB 14 2005

February 1, 2005

The Honourable Monte Kwinter,
Minister of Community Safety
And Correctional Services
18th Floor
25 Grosvenor Street
Toronto, Ontario M7A 1Y6

Dear Honourable Sir:

Re : Provincial Nuclear Response Plan

On January 24, 2005, a shutdown notice was issued for the Fermi 2 Nuclear Power Plant in Michigan, caused by a coolant leak in the reactor. The Town of Amherstburg issued a Level 2 enhanced monitoring notice in accordance with the Provincial Nuclear Emergency Response Plan (PNERP). Notification under the Level 2 does not require notice to be given to abutting municipalities.

The emergency notification protocols for the US resulted in the American media being informed of the situation and reporting same. Local Canadian emergency officials were notified on a need to know basis in accordance with the PNERP.

Tecumseh Council at its regular meeting held on Tuesday, January 25, 2005, passed the following resolution :

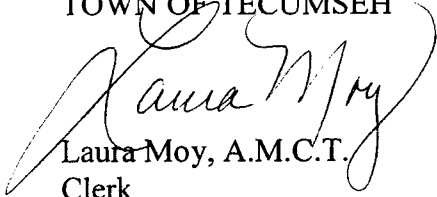
"That the Province of Ontario be petitioned to amend the Provincial Emergency Measures Response Plan for Fermi 2, to require the Town of Amherstburg, to notify abutting municipalities of abnormal incidents at the Level 2 notification; and further, that a copy of this resolution be forwarded to the County of Essex, County Municipalities and the City of Windsor for support."

Notification being given to abutting municipalities is requested to alert emergency response officials to the situation and being better informed through direct contact, rather than the American media outlets.

Your favourable consideration to Tecumseh Council's petition is earnestly requested.

Yours very truly,

TOWN OF TECUMSEH

A handwritten signature in cursive script, appearing to read "Laura Moy".

Laura Moy, A.M.C.T.
Clerk

/lm

Cc Emergency Measures Ontario
Dwight Duncan, MPP
Bruce Crozier, MPP
County of Essex
Town of Amherstburg
Town of LaSalle
Town of Lakeshore
Town of Leamington
Town of Kingsville
Town of Essex
City of Windsor



RECEIVED
JAN 10 2005



January 8 2005

To
Mayor Hurst & Town Council

PRESENTED TO COUNCIL

ITEM 31

DATE FEB 14 2005

PRESENTED TO COUNCIL

ITEM #10

DATE JAN 24 2005

PRESENTED TO COUNCIL

ITEM I/C #7

DATE FEB 07 2005

My name is Steven Piper I am the Spokesperson for the Crossing Guards. It's been 4 years since our last pay raise. We would like you to consider a \$ 1.00 raise in our pay starting September 1 2005/2006 school year. The hourly rate is \$ 10.00 now. This will Bring the hourly rate to \$ 11.00 over the next 3 years

Steven piper

Steven Piper

Spokesperson For The Crossing Guards.



THE GREATER ESSEX COUNTY DISTRICT SCHOOL BOARD

General Amherst High School

130 Sandwich Street South, Amherstburg, Ontario N9V 1Z8
TELEPHONE: 519-736-2149 FAX: 519-736-1473

Principal
Patrick Catton, B.A., M.Ed.
Vice-Principal
Tony Omar, B.Sc, B.Ed

PRESENTED TO COUNCIL

ITEM # 32

DATE FEB 14 2005



Dear Mr. Mayor

I would like to make a request of Council.

General Amherst in conjunction with Sobies are putting together a fundraiser to help us reach our goal of \$100,000 for cancer next year.

We are planning an all you can eat Beef on a Bun Dinner to be called "BEEF IN THE BURG". This dinner will be held in Tody Jones Park on Friday evening May 27, running from 5 to 9 PM.

This letter is a formal request to use the park that evening and also a request to waive the rental fee for the park. Any assistance that you could give us or suggestions that could help us in this endeavor would be greatly appreciated.

Thank You

Mark Usher

TOWN OF AMHERSTBURG

GENERAL APPLICATION FOR MUNICIPAL LICENCES

TO THE APPLICANT: Complete this Application form accurately and completely for proper processing. As a general rule, the granting of a licence should precede the commencement of business. The processing of an application takes approximately two to three weeks.

<u>TYPE OF LICENCE</u>	(CHECK ONE)	<u>AUTHORITY</u>	<u>FEE</u>
<u>X</u>	BUSINESS	(By-law 2201)	\$ 10.00
<u> </u>	HAWKER PEDDLER	(By-law 2201)	\$500.00
<u> </u>	REFRESHMENT VEHICLES	(By-law 2201)	\$125.00
<u> </u>	CAB OWNER (annual renewal)	(By-law 2128)	\$ 50.00
<u> </u>	CAB DRIVER (annual renewal)	(By-law 2128)	\$ 40.00
<u> </u>	KENNEL LICENCE	(By-law 1998-57)	\$ 50.00

PART A: APPLICANT INFORMATION (Please type or print clearly)

Name of Applicant: JUSTIN WHITE
Home Address: 147 ADELAIDE
Postal Code NOR-1G0
Telephone: Home 738-6682 Work 791-0889 Fax

Relationship to Business: Sole Owner **Part Owner** Lessee
(Please Circle One)
Other MICHELLE PARÉ

Length of Residence at above address: Less than **1 YR.** 1 YR; 2 YRS. 3YRS 4YRS;
(Please Circle One)
5 YRS; More than 5 YRS

PART B: BUSINESS INFORMATION

Ontario Business Corporation Act Name:
Common Name of Business: THE TEA SPOT
(if different than above)
Business Address: 57 MURRAY ST. Postal Code
Business Telephone: 791-0889 Fax:
Type of Business: TEA ROOM/DELI
Particulars:

Zone: in which business is to be operated: COMMERCIAL

(COMMERCIAL - INDUSTRIAL - RESIDENTIAL - AGRICULTURAL - DEVELOPMENT)

Previous Licences Held? (Please Circle One)	Amherstburg	YES	<input checked="" type="radio"/> NO
	Other Locations	YES	NO

PART C: COMPLETE THIS SECTION ONLY IF APPLYING FOR A HAWKERS/PEDLARS OR A REFRESHMENT VEHICLE LICENCE:

TYPE OF GOODS OR ACTIVITY TO BE OFFERED:

LOCATION OF SALE OR ACTIVITY:

If the location listed is owned by someone other than the applicant you must submit a letter from the owner specifying their approval for its use.

INDIVIDUAL DATES OR TIME FRAME OF SALE OR ACTIVITY:

PART D:

Other information pertinent to this Application, (if more space is required please attached to this application.

Before receiving the said licence, I agree to allow the Amherstburg Police Force to complete a criminal records check in connection with this application.

On receiving the said Licence, I agree to comply with the By-laws of the Town of Amherstburg and regulations regarding such Business in accordance with the Statues of Ontario.

The Town of Amherstburg may revoke a Licence under the powers conferred upon it, by the Municipal Act or any other Act.

JAN 24/05
DATE


SIGNATURE OF APPLICANT

PART D: ADMINISTRATIVE USE ONLY

Comments re: Licence Fee, Zoning, Heritage, Police Commission, Building or Fire Departments or Other issues:

FEE: \$ 10.00
to be paid at time of submission.

RECEIPT NO. 33090

Building Department Approval:

DATE: _____

SIGNATURE: _____
Chief Building Official

Fire Department Approval:

DATE: _____

SIGNATURE: _____
Fire Chief

Animal Control Approval:

DATE: _____

SIGNATURE: _____
Animal Control Officer

USE: Conforming Legal Non-conforming (Circle One)

Council Approval given this _____ day of _____, 20____.

SIGNATURE: _____
Clerk

00

R E C E I P T R E C O R D

TOWN OF AMHERSTBURG
271 SANDWICH ST SOUTH BOX 159
AMHERSTBURG, ON N9V 2Z3
Phone No. : (519)736-5401
Fax No. : ((51)9)7-36-0

--- Item ID #0001 ---
BL : BUSINESS LICENCES

1@ 10.00 10.00

Payment Subtotal 10.00
PST 0.00
GST 123 0.00

Payment Total 10.00

=====
CASH 10.00

NAME: BUSINESS LIC J. WHITE
DESCRIPTION: CASH PAYMENT THE
Change 0.00

24-Jan-05 09:36:18
D:0000001343 B:2005012401
CGIETZ R:0000033090

HAVE A NICE DAY!

RECEIVED
FEB - 7 2005

**SHORES OF ERIE INTERNATIONAL WINE FESTIVAL COMMITTEE
MEETING MINUTES
NOVEMBER 16th, 2004
TOWN OF AMHERSTBURG HALL**

MEMBERS PRESENT: Anne Rota (chairperson)
Jean Brechkow
Grant Giberson
Judy Insley
Gus Moscatello
Rosa White
Patricia Simone (secretary)

ABSENT MEMEBERS: Tony DiBartolomeo
Karen Morrell

ADOPTION OF AGENDA

Moved by Ms. White
seconded by Mr. Moscatello

that the agenda be accepted as presented.

CARRIED

MINUTES

-none

BUSINESS ARISING FROM PREVIOUS MINUTES

-none

ACCOUNTS

-none

CORRESPONDENCE

-none

REPORT FROM CHAIRPERSON

Moved by Ms. White
seconded by Ms. Brechkow

that chairperson report be accepted as presented.
CARRIED

REPORTS FROM COMMITTEE COORDINATORS

- a) Gus Moscatello
- b) Jean Brechkow

Moved by Ms. White
seconded by Ms. Brechkow

that report from Mr. Moscatello be accepted as presented.
CARRIED

Moved by Ms. White
seconded by Mr. Moscatello

that report from Ms. Brechkow be accepted as presented.
CARRIED

MOTIONS ARISING FROM CHAIRPERSON REPORT

Moved by Ms. White
seconded by Ms. Brechkow

that volunteer coordinator be found and that position become part of committee.
CARRIED

MOTIONS ARISING FROM COMMITTEE COORDINATOR REPORTS

- a) Jean Brechkow

Moved by Ms. White
seconded by Ms. Insley

that proposal be submitted to council as is.
CARRIED

NEW BUSINESS

Moved by Ms. White
seconded by Mr. Moscatello

that a write up about committee be put together for “a year in review” special publication in River Town Times.

CARRIED

OLD BUSINESS

-none

ADJOURNMENT

Moved by Ms. White
seconded by Mr. Moscatello

that the meeting adjourn.

CARRIED

RECEIVED
FEB - 7 2005

**SHORES OF ERIE INTERNATIONAL WINE FESTIVAL COMMITTEE
MEETING MINUTES
NOVEMBER 30th, 2004
TOWN OF AMHERSTBURG HALL**

MEMBERS PRESENT: Anna Rota (chairperson)
Jean Brechkow
Arnie Charlton
Tony DiBartolomeo
Judy Insley
Karen Morrell
Gus Moscatello
Rosa White
Patricia Simone (secretary)

ABSENT MEMEBERS: Grant Giberson

ADOPTION OF AGENDA

Moved by Ms. White
seconded by Mr. Moscatello

that the agenda be accepted as presented.

CARRIED

MINUTES

a) Minutes of Meeting held November 16, 2004.

Moved by Ms. White
seconded by Ms. Brechkow

that the minutes of meeting held on November 16, 2004, be deferred until next meeting.

CARRIED

BUSINESS ARISING FROM PREVIOUS MINUTES

-none

ACCOUNTS

-none

CORRESPONDENCE

-none

REPORT FROM CHAIRPERSON

Moved by Ms. White
seconded by Ms. Brechkow

that chairperson report be accepted as presented.
CARRIED

REPORTS FROM COMMITTEE COORDINATORS

a) Gus Moscatello

Moved by Ms. White
seconded by Ms. Brechkow

that report from Mr. Moscatello be accepted as presented.
CARRIED

REPORT FROM COUNCIL LIAISON

-none

MOTIONS ARISING FROM CHAIRPERSON REPORT

Moved by Mr. Charlton
seconded by Ms. White

that wording under committee values in mission statement be changed to read 'non-profit organization dedicated to promote and develop tourism.'
CARRIED

Moved by Ms. Brechkow
seconded by Mr. Moscatello

that page two of proposal provide footnote allowing Fort Malden to have an information booth at event.

CARRIED

Moved by Ms. White
seconded by Mr. Moscatello

that committee direct Ms. Brechkow to respond to Fort Malden regarding entrance fee staying at \$2.75.

CARRIED

Moved by Ms. White
seconded by Mr. DiBartolomeo

that permission be granted to Ms. Rota and Mr. Giberson (if possible), to correspond with local wineries, and receive answer as soon as possible as to availability of participating in event.

CARRIED

Moved by Mr. DiBartolomeo
seconded by Mr. Moscatello

that Mr. Carl Gibb be approached to become council liaison of committee.

CARRIED

Moved by Ms. Insley
seconded by Ms. Brechkow

that correspondence be sent to EMC stating that joint event is not possible because committee has already decided to have another event around proposed EMC event.

CARRIED

MOTIONS ARISING FROM CCOMMITTEE COORDINATOR REPORTS

-none

MOTIONS ARISING FROM COUNCIL LIAISON REPORT

-none

NEW BUSINESS

Moved by Ms. White
seconded by Ms. Brechkow

that Arnie Charlton be nominated as Volunteer Coordinator.

CARRIED

Moved by Ms. White
seconded by Ms. Brechkow

that chairperson, Ms. Rota, have permission to make decisions on day-to-day operations on behalf of committee.

CARRIED

OLD BUSINESS

-none

ADJOURNMENT

Moved by Ms. White
seconded by Ms. Brechkow

that the meeting adjourn.

CARRIED



RECEIVED
FEB - 7 2005

**SHORES OF ERIE INTERNATIONAL WINE FESTIVAL COMMITTEE
MEETING MINUTES
JANUARY 11th, 2005
TOWN OF AMHERSTBURG HALL**

MEMBERS PRESENT: Anne Rota (chairperson)
Jean Brechkow
Carl Gibb
Grant Giberson
Karen Morrell
Rosa White
Patricia Simone (secretary)

ABSENT MEMEBERS: Arnie Charlton
Tony DiBartolomeo
Judy Insley
Gus Moscatello

ADOPTION OF AGENDA

Moved by Ms. White
seconded by Ms. Morrell

that the agenda be accepted as presented.
CARRIED

MINUTES

- a) Minutes of Meeting held November 16, 2004.
- b) Minutes of Meeting held November 30, 2004.

Moved by Ms. White
seconded by Ms. Rota

that the minutes for meetings held on November 16th, 2004 and November 30th, 2004 be accepted
as presented.

CARRIED

BUSINESS ARISING FROM PREVIOUS MINUTES

-none

ACCOUNTS

-none

CORRESPONDENCE

-none

REPORT FROM CHAIRPERSON

Moved by Ms. White
seconded by Mr. Giberson

that chairperson report be accepted as presented.
CARRIED

REPORTS FROM COMMITTEE COORDINATORS

- a) Jean Brechkow
- b) Karen Morrell
- c) Rosa White

Moved by Ms. Rota
seconded by Mr. Giberson

that reports from Ms. Brechkow, Ms. Morrell, and Ms. White be accepted as presented.
CARRIED

REPORT FROM COUNCIL LIAISON

-none

MOTIONS ARISING FROM CHAIRPERSON REPORT

Moved by Ms. Morrell
seconded by Mr. Giberson

that Ms. Rota and Ms. White do what is necessary to get agreement from Marian Stranak by this weekend.

CARRIED

Moved by Ms. White
seconded by Ms. Brechkow

that Ms. Rota and Mr. Giberson be given responsibility to meet with wineries and Fort Malden this week to address date issue.

CARRIED

Moved by Mr. Giberson
seconded by Ms. Brechkow

that Ms. White be given permission to approach Mr. Dominic Amicone, with two possible dates to use dance pavilion on Boblo Island, to hold Shores of Erie International Wine Festival Fundraising Gala.

CARRIED

MOTIONS ARISING FROM COMMITTEE COORDINATOR REPORTS

a) Jean Brechkow

Moved by Ms. White
seconded by Mr. Giberson

that logo for Shores of Erie International Wine Festival, as depicted by Melissa Roberts from St. Clair College, become official logo to be used by committee.

CARRIED

Moved by Ms. Rota
seconded by Ms. White

that Melissa Roberts, be thanked with the following:

- 1) story and photo of Ms. Roberts to appear in River Town Times.
- 2) 4 complimentary tickets to the Shores of Erie International Wine Festival.
- 3) dinner for 2 at Caldwell Grant's.
- 4) presentation of roses at ribbon cutting ceremony for the Shores of Erie International Wine Festival.

b) Karen Morrell

Moved by Ms. Rota
seconded by Ms. White

that description #4 "A toast to the tastes" be used for the Visitor's Guide, if approved by Fort Malden.

CARRIED

Moved by Ms. White
seconded by Mr. Giberson

that Ms. Rota speak with technician to implement website for Shores of Erie International Wine Festival.

CARRIED

NEW BUSINESS

Moved by Ms. White
seconded by Ms. Morrell

that committee meet every Tuesday in the months of January and February at 9:00a.m.

CARRIED

OLD BUSINESS

-none

ADJOURNMENT

Moved by Ms. Morrell
seconded by Mr. Giberson

that the meeting adjourn.

CARRIED



**SHORES OF ERIE INTERNATIONAL WINE FESTIVAL COMMITTEE
MEETING MINUTES
JANUARY 18th, 2005
TOWN OF AMHERSTBURG HALL**

MEMBERS PRESENT: Anne Rota (chairperson)
Jean Brechkow
Arnie Charlton
Carl Gibb
Judy Insley
Paul Mersch
Karen Morrell
Gus Moscatello
Rosa White
Patricia Simone (secretary)

ABSENT MEMBERS: Tony DiBartolomeo

ADOPTION OF AGENDA

Moved by Ms. White
seconded by Mr. Charlton

that the agenda be accepted as presented.

CARRIED

DECLARATION OF CONFLICT OF INTEREST

Ms. Judy Insley to excuse herself during item six of chairperson report, regarding grant applications.

MINUTES

-none

BUSINESS ARISING FROM PREVIOUS MINUTES

-none

ACCOUNTS

Moved by Ms. White
seconded by Mr. Charlton

that current account balance of \$827.00 be accepted as presented.

CARRIED

CORRESPONDENCE

Moved by Ms. White
seconded by Mr. Charlton

that letter from Ms. Candice Berthold, regarding Lake Erie Wines Association be accepted as presented.

CARRIED

MOTIONS ARISING FROM CORRESPONDENCE

Moved by Ms. White
seconded by Mr. Charlton

that committee adopt the Lake Erie Wines Application Association offer to work stateside.

CARRIED

REPORT FROM CHAIRPERSON

Moved by Ms. White
seconded by Mr. Charlton

that chairperson report be accepted as presented.

CARRIED

REPORTS FROM COMMITTEE COORDINATORS

Moved by Ms. White
seconded by Ms. Morrell

that report from Judy Insley regarding update on Bistro Food and possible contacts for Shores of Erie International Wine Festival be accepted as presented.

CARRIED

Moved by Mr. Gibb
seconded by Ms. Insley

that report from Gus Moscatello regarding Fort report on archaeology work be accepted as presented.

CARRIED

REPORT FROM COUNCIL LIAISON

-none

MOTIONS ARISING FROM CHAIRPERSON REPORT

Moved by Ms. White
seconded by Mr. Moscatello

that Ms. Rota proceed in discussions with Mr. Walter Moore regarding list of producers.
CARRIED

Moved by Ms. Insley
seconded by Ms. Brechkow

that sponsorship donation amounts, entail the following:
1) ~~\$500.00~~ to \$1, 000.00 received two general admission tickets;
2) under ~~\$500.00~~ received no tickets, but be recognized as "friend of" during Wine Festival.
7000.00

CARRIED

Moved by Mr. Mocatello
seconded by Ms. White

that committee accept proposal as presented by Derek Insley, and grant him permission to pursue grants with following requirements:
1) that this apply to financial grants only;
2) that Mr. Insley be aware that this is for this year only.

CARRIED

Moved by Mr. Charlton
seconded by Ms. Brechkow

that Mr. Rennie Rota and Mr. Paul Mersch pursue meeting with Mr. Lou Zarlenga to discuss infrastructure needs for Wine Festival.

MOTIONS ARISING FROM COMMITTEE COORDINATOR REPORTS

-none

MOTIONS ARISING FROM COUNCIL LIASON REPORT

-none

NEW BUSINESS

-none

OLD BUSINESS

-none

ADJOURNMENT

Moved by Ms. Insley
seconded by Ms. Brechkow

that the meeting adjourn.

CARRIED

Minutes of the Amherstburg Emergency Preparedness Committee meeting held on Tuesday, January 18, 2005 at 2 p.m. at 3400 Middle Sideroad, Amherstburg.

PRESENT

<u>NAME</u>	<u>ORGANIZATION</u>
Bart DiPasquale	Amherstburg Police
Ray Marentette	Amherstburg Police
Chris Sharpe	OPP - Essex
Mark Willmore	OPP - Chatham
Phil Berthiaume	Essex County
Ken Day	LaSalle Fire
Dan Fantetti	LaSalle Police
Drew Maddison	EMO
Steve Beatty	EMO
Rita Foulds	EMO
Les Underwood	MOH-EHS
Ed Pillon	Essex Fire
Francois Brule	CSDECSO
Douglas Parker	Nexen Chemicals
Allen Heimann	MOH - WECHU

1. Rick Murray opened the meeting and welcomed all present. Some new faces, so they went around the table and introduced themselves and their organization.

2. Minutes

Moved by D. Maddison, seconded by R. Foulds that the minutes of the September 14, 2004 meeting be adopted as printed and circulated.

Motion Carried

3. Report from the County Emergency Planner on County Initiatives - (Phil Berthiaume)

Reverse 911 Emergency Notification Systems Updates - telephone listing and mapping data bases continue to be improved and individual records inputted into the system with the help of temporary staff in December and January. Since December 2004, over 2,000 additional individual telephone numbers and addresses have been inputted into the system to improve call-out efficiencies.

There will be an International Table Top Exercise to be held on Wednesday, Feb. 23, 2005 at the Windsor Armoury and Police Joint Training Facility from 9 a.m. to 4 p.m. Registration and participation will be limited to approximately 200 and there is no cost to attend.

Information has been sent out to municipal police, fire and EMS coordinators about a two-day Incident Command Course that will be held at the Windsor Armoury and Police Joint Training Facility on March 8th and 9th. Approximately 40 individuals are currently registered for the course. If there are others interested, they should contact Guy Dorion of Windsor Fire & Rescue.

4. Report from EMO Representatives

Steve Beatty

International Exercises:

- Table Top at Essex Armouries Feb. 23, 2005
- Real Time Exercise May 9-12, 2005 involving Coast Guard and 2 locations

National Emergency Preparedness Week - May 1st to 7th, 2005.

Rita Foulds

Update on Provincial Nuclear Emergency Response Plan (PNERP)

- The PNERP Part I, Plan, circulated in May 2004 received extensive comments from the stakeholders. Most of the comments/suggestions have been resolved and suggestions taken into consideration. Comments received from the stakeholders that require clarification will be addressed after finalization of the review process and subsequent meetings.
- The PNERP site specific plans parts II-VI were circulated internally and externally in July-August 2004.
- Main comments received from municipalities on Annex E, Nuclear Emergency Training and Exercises; expressed their concerns regarding the desirable frequency of emergency centre drills and full-scale exercises. Municipalities feel the frequency of exercises and drills is not achievable and have requested a review of the Annex. Work has started and a draft on developing a Standard Exercise Program will be circulated for management's approval shortly. Later, that draft will be sent out externally to municipalities for their comments.
- Draft Fermi II Nuclear Emergency Response Plan - Part VI was circulated in mid August 2004. Comments received to date from MCSCS (legal branch), EMO, County of Essex, Fire Chief Amherstburg, and Ministry of Transportation.
- The draft plans 'Transborder Nuclear Emergency Response Plan - Part VII' and 'Other Radiological Emergencies Response Plan - Part VIII' will be circulated internally and externally by February 2005 for comments.

Update on KI Pills

- Municipalities showed concerns on issues such as distribution requirements, especially to schools, daycares, hospitals, senior/nursing homes, implementation/administration of KI pills in an emergency including training of qualified staff
- MOHLTC has agreed to accept responsibility for implementation of Thyroid Blocking - that is a positive step towards resolution on this issue.
- Work has been initiated by MOHLTC on the Radiation Triage Plan, which will now be called as 'Health Radiation Response Plan'.

Update on Nuclear Maps

- Fermi Primary Zone - delivered July 04
- Fermi Secondary Zone - Delivered Sept. 04
- In October 2004, EMO met the corporate policy section to discuss PNERP for Cabinet submission. PNERP will be going out for cabinet's approval later winter/early spring.

Changes in EMO Staffing following the competitions held in November 2004 for Supervisors, Senior Emergency Management Officers (SEMO), Assistant Chief Training and Assistant Chief, Support Programs in December 2004 resulted with the following changes:

- ❖ Mike Morton - Assistant Chief, Training and Education
- ❖ Joy McLeod - Assistant Chief, Support Programs
- ❖ Joe Verdirame - Supervisor, Provincial Plans, Prevention Mitigation & Preparedness Programs
- ❖ Joe Moore - Supervisor, Community Programs
- ❖ Janice Sherman - Supervisor, Training & Education Programs
- ❖ Randy Thompson - SEMO, Response Programs
- ❖ Paul Beverley - SEMO, Recovery Programs
- ❖ Kathy Grantis - SEMO, Evaluation Programs
- ❖ James McClelland - SEMO, Exercise Programs
- ❖ Derek Lancaster - SEMO, Prevention & Mitigation Programs
- ❖ Madhu Lall - SEMO, Provincial Programs
- ❖ Daphne Farrell - SEMO, Community Programs
- ❖ John Stothers - SEMO, Community Northern Area
- ❖ Steve Beatty - SEMO, Community Southwestern Area
- ❖ Dave Clarke - SEMO, Community Southeastern Area

5. Report on Siren System

Windsor Communications has been maintaining the system, however, they are now getting out of that business. We did manage to find 1 Canadian company that still does this. KELCOM is now doing maintenance on our Siren System. It is now running at 100% and better than before with 6 month routine checks.

6. Report from Chief Murray on Fermi II Dec. 26th Incident

There was a minor incident on Dec. 26th. It was a lost alarm panel in the control room. They did not have to shut down because they had everything in control and it only lasted an hour or so. About 5 people were involved in routine monitoring. There was only a small error in notifying Chief Murray as # 1 contact and he should have been # 2 contact. The problem was rectified.

There was a Chronicle done on the incident and then later there was a Press Release.

7. October 2004 Exercise

We have now received most evaluations and an Evaluation Report is being prepared.

8. Revision of Amherstburg Emergency Response Pamphlet

The pamphlet was last distributed in 2001 and we are almost all out of our supply. Since we have to get some printed, we will review and make any necessary changes.

Moved by P. Berthiaume, seconded by R. Marentette that we revise the Amherstburg Emergency Response Pamphlet and send out to every household and apartment through the Post Office.

Motion Carried

It will also be updated on our Website and distributed to "Welcome Wagon" for all new residents.

9. Other Items of Interest

Rick Murray mentioned that work has been initiated by MOHLTC on the Radiation Triage Plan, which will now be called "Health Radiation Response Plan".

A consultant has been hired to work on 'Terms of Reference'.

Sometime between now and the summer a Recovery Plan will be worked on.

Mark Willmore - OPP Chatham, Traffic Committee Report

Due to a number of observations made during the Fermi II exercise and the changes made to reporting procedures of the JTCC and PEOC, a number of amendments and additions will be made to the JTCC Traffic Plan.

The main areas of concern are the communications of the JTCC with the area Police Services on Ontario Police Commission 'Common Channel' and listing specific checkpoints that would be required to effectively evacuate 'each sector'.

These matters will be discussed at the next Traffic Committee meeting in March 2005.

Les Underwood - MOH-EHS

It was noted that they have changed over to the Provincial Radio System - Fleet Net System.

Chris Sharpe - OPP-Essex

They have been on the same radio system, 'Fleet Net System' and have had no major problems and have good reception.

10. Next Meeting Date

Next meeting to be held on May 10, 2005 at 2 p.m.

11. Adjournment

Moved by M. Willmore, seconded by E. Pillon that the meeting adjourns at 3:05 p.m.

Motion Carried

Chairperson

Secretary

ATTENDANCE

Jan. 18/05

BART DIPASQUALE
Ray Marette

Chris Sharpe

Mark Williams

Phil Beetham

Ken Day

DAN FANTETTI

Drew Maddison

Steve Beatty

Rita Foulds

LES UNDERWOOD

ED PILLON

FRANCOIS BRULE

DOUGLAS PARKER (Ron Bastien
for
next time)

Allen Heimann

Ribury P.S.
Anickstar, B.

OPP ESSEX

OPP CHATHAM

Essex County

LaSalle FIRE

LASALLE POLICE

EMO

EMO

EMO

MOH - EHS

ESSEX FIRE

CSDECSO

WEXEN CHEMICALS

MOH - WECHU

PUBLIC MEETING

Minutes of a public meeting held Monday, December 6, 2004 at 6:00 p.m. in the Council Chambers to consider a proposed Zoning Bylaw Amendment.

Present: Mayor Wayne Hurst
Deputy Mayor Anthony Leardi
Councillor Bob Bailey
Councillor Gord Freeman
Councillor Carl Gibb
Councillor Paul Renaud
Councillor Rosa White

Also Present: Dave Mailloux, Clerk
Lory Bratt, Planning Coordinator
Jean Monteith, Planning Consultant

A record to those members of the public in attendance is attached as a schedule and forms part of these minutes.

DISCLOSURE OF INTEREST

Councillor C. Gibb indicated a disclosure of interest and left the Council Chambers.

Deputy Mayor Leardi assumed the Chair and opened the meeting welcoming all those in attendance stating the purpose was to consider a proposed Zoning Bylaw Amendment. He explained the process for the meeting and the requirements under the Planning Act and asked the Planning Coordinator and Planner to summarize the application.

Planning Coordinator

The Town is in receipt of an application for Zoning Bylaw Amendment to Bylaw 1999-52, as amended under Section 34 of the Planning Act from Joe Toth, Agent for 1603966 Ontario Limited.

The property affected by the proposed amendment is located at the southwest corner of Dalhousie Street and Richmond Street known municipally as 252 Dalhousie Street (former Salmoni Building). The subject property has 74.57 ft.+/- frontage on Dalhousie Street and a lot area of 9321.25 sq. ft. There was a commercial three storey structure on the property that has been demolished.

The proposed amendment to the Zoning Bylaw 1999-52 would change the zoning of the subject lands noted above from the "Special Provision Commercial General (CG-4) Zone" to a "Special Provision Commercial General (CG-6) Zone" to permit the development of 14 residential units (including units on the first floor) and commercial uses on the first floor, to change the foot print and height of the former heritage structure to that shown on an approved site plan, to reduce the rear yard requirement from 25 feet to 15 feet and to exempt the access to the underground parking area from having to have frontage on an improved street. The existing special provision that reduces the parking requirement for residential development to 0.33 spaces per unit would still apply. This property will be subject to site plan approval as per Section 41 of the Planning Act.

The following correspondence was received from the various agencies circulated:

- (1) Letter dated November 29, 2004 from the Essex Region Conservation Authority – the lands are subject to ERCA regulations and a permit is required prior to any construction or site alteration.

- (2) Letter dated December 6, 2004 from Mary Hall Paling, Hall Block Inc.- no objection provided that the public roadway that runs north and south (to the west of the former Salmoni building is not affected in any way. This roadway provides access to a parking lot in the back of the Hall Block.
- (3) Copy of presentation from Elio Del Col.
- (4) Letter dated December 6, 2004 from Brenda McFarlane.
- (5) Letter dated December 6, 2004 from Pat Malicki, President, Architectural Conservancy of Ontario.
- (6) Letter dated December 6, 2004 from Phil Kasurak.

Planning Consultant

Ms. Monteith stated that this development is subject to site plan control. The Heritage Building replacement will be as approved on a site plan under Section 41 of the Planning Act with Council approval to drawing required under Section 41 of the Planning Act. A zoning bylaw amendment is needed due to the various items that the developer is proposing which does not comply with the current zoning provisions – i.e. rear yard, height, access to parking area and dwelling units on the first floor.

Chairman Leardi then asked for any questions and/or comments from members of the public.

Elio Del Col

Mr. Del Col addressed Council reading from his prepared presentation. He noted the following concerns: The building proposed does not comply with any of the requirements stated in the bylaw for the replacement of a designated building, the proposed structure would consist of 14 condominiums as well as street level commercial space – such a concentration in this area beyond what is permitted in the bylaw compounds existing parking problems and will adversely affect traffic flow at the intersection. Parking spaces – tenants may own more than one vehicle per unit which would force parking off site, increased demand for access within the structure via the single lane extension of Richmond Street as it crosses Dalhousie cannot be resolved without some encroachment of the adjacent parkland to accommodate vehicles entering and exiting at the same time. The number of units should be reconsidered to better manage the increase in parking demand and traffic congestion, compromise is in order to reach a solution agreeable to all concerned. Permitting construction of an additional fourth floor in what was to be reconstructed as a three storey building the developers realize a 33 percent gain, squaring off the footprint of the building is a reasonable request, however this reconfiguration should not exceed the total area of the original footprint thereby conforming in area if not in shape. This would allow the developers to enhance their building and facilitate restoring the original appearance of the Salmoni structure. The proposed expansion toward the rear of the building could then be put to better use providing visitor parking, exercising modest restraint would demonstrate good faith to a community which expects to see a reproduction of the historic Salmoni Building.

Brenda McFarlane

Ms. McFarlane referenced her correspondence dated December 6, 2004 noting the following: Parking concerns – loss of area for parking with current proposal, tenants may require more than one parking spot, the access to the underground parking from Richmond is not wide enough. Hole in the Ground/Park – will this stay as a hole in the ground, a liability, there should be financial security posted to ensure restoration of the

site i.e. filling of hole and laying sod, the Town and Developer could agree to use the site as a park until the developers decide to build, Outer Appearance – can the developer revisit the appearance of the building, LACAC should be included in this discussion.

Patricia Malicki, President of the Architectural Conservancy of Ontario – Windsor Region Branch

Ms. Malicki referred to her correspondence dated December 6, 2004 – reference to Amherstburg's Official Plan heritage section – the requirement that new buildings be compatible with the existing structures and that plans and designs must meet with the approval of LACAC, the design as presented is a mish-mash of architectural features and does not replicate the Salmoni Building, it is taller than the other buildings on the street and exceeds the footprint of the previous building. LACAC has not made a recommendation and therefore it is premature to consider zoning bylaw amendment. Concern regarding the width of access for two way traffic, reducing the rear yard requirement will add further stress to the existing lane way, parking problems, owner should post financial security until site restored or built on, a plaque honouring the Salmoni Building should be erected. The Windsor Branch of the Architectural Conservancy of Ontario objects to the proposed amendment.

John McDonald, Chairman of the Local Architectural Conservation Advisory Committee

Mr. McDonald indicated that in his opinion it is important to the Town and community for the developers to provide a three dimensional model of the proposed structure. He stated that there appears to be a lack of architectural theme with a number of different design motifs included in the proposal. He referenced that there had been a commitment from the developers to use original materials, however, that may not be happening. Mr. McDonald indicated his concern over the number of amendments required to accommodate the proposal and potential conflicts with the Ontario Building Code. He felt it was important for the community to have time to view the proposal before applications are approved.

Phil Kasurak

Mr. Kasurak addressed Council referencing his correspondence dated December 6, 2004 – the developer be required to provide financial security sufficient to restore property and give an easement that allows public access to a passive park space that will be created if the development does not proceed within two years. The developer make such contribution as would be required for a historic plaque upon the building/lands and a firm agreement for placement of same, any elevations shall require the approval of LACAC.

Jane Teeple

Ms. Teeple addressed Council indicating her concurrence with the presentations of Elio Del Col and Brenda McFarlane. She dislikes the "monstrosity" proposed for the site. Ms. Teeple wants to ensure that none of the Navy Yard Park is lost to accommodate the development.

Thomas Conley

Mr. Conley expressed his disappointment that the original building was demolished. He noted that the developer knew the zoning requirements when he purchased the property. The amendments proposed are massive changes to the bylaw. Mr. Conley felt the Town

should buy the property and open up that corner of the park. It was Mr. Conley's opinion that the current planning requirements don't matter to the Town. He also expressed concern about the impact that the development will have on downtown parking.

Paul Jones

Mr. Jones stated that as a downtown business owner he is excited about the proposed development and what is happening in Town. An increase in the population downtown can only help the business area. The building had been empty for 12 to 14 years. He complimented the developers for wanting to invest in the Town. Mr. Jones supported compromise and suggested that people look to the good things that are happening and not always try to find problems.

Councillor Gord Freeman

Councillor Freeman asked the architect if there would be any problems with the proposed slope of the ramp to the underground parking.

Joe Toth provided the grade information and indicated that it was in conformity to the necessary guidelines.

Jean Monteith responded to some of the comments and provided information regarding the Official Plan Policies and Zoning Bylaw requirements. She explained the existing reduced parking provisions for the area which benefits the entire downtown core. The proposal is providing for more parking than is actually required by the current zoning requirements. She also stated that the draft zoning bylaw amendment should be amended to state that the maximum number of dwelling units will be fourteen.

Council advised that the public will be advised when Council is going to make a decision on this application.

There being no further business the meeting adjourned at 6:50 p.m.

Chairman



Planning Coordinator

Minutes of a special meeting of the Amherstburg Municipal Council held January 26, 2005 at 9:00 a.m.

PRESENT:

Mayor Wayne Hurst
Deputy Mayor Anthony Leardi
Councillor Robert Bailey
Councillor Gord Freeman
Councillor Carl Gibb
Councillor Paul Renaud
Councillor Rosa White

ALSO PRESENT:

Hilary Payne, CAO
David Mailloux, Clerk
Paul Beneteau, Treasurer
Lou Zarlenga, Public Works Manager
Lory Bratt, Planning Coordinator
Steve Brown, Chief Building Official
Rick Murray, Fire Chief
Armando DeLuca, Solicitor

Moved by R. White, seconded by R. Bailey that we move In-Camera.

Motion Carried

Moved by R. White, seconded by P. Renaud that we move into open session.

Motion Carried

Staff members Lory Bratt, Steve Brown, Rick Murray were not present for this portion of the meeting.

Terry Hearn of CH2M Hill further reviewed with Council the Water System Planning Study.

After lengthy discussion the following resolution was passed.

Moved by A. Leardi, seconded by R. White that we receive the recommendations as outlined in the Terry Hearn report dated December 20, 2004 and that we authorize Mr. Hearn to finalize the report and proceed to a Public Meeting.

Motion Carried

It was decided that Terry Hearn would put the information in a form where Council can decide between options and he will present that to Council.

Moved by P. Renaud, seconded by R. White that Administration forward a letter to Brad & Laurie Martin indicating that Council is postponing a meeting with them until the Water Planning Study has progressed further.

Motion Carried

Hilary Payne gave Council an update on the Salary Administration Program.

A meeting is scheduled with Dave Nanderam and Council at 7:00 p.m. on February 7th, 2005 In-Camera.

Noise By-law Amendment

Armando Deluca advised that he had done some further searching and found that the proposed Noise By-law Amendment is not within the jurisdiction of Council.

Mayor Hurst requested that we have a meeting with the ACE Committee at 6:00 p.m. on Monday, January 31, 2005.

Amherstburg Booklet Discussion

Councillor White suggested that the Municipal Events Committee work with the Echo in providing the 2005 Discover Amherstburg Booklets.

Moved by R. White, seconded by P. Renaud that we authorize the Municipal Events Committee to work with the Echo in producing the 2005 Discover Amherstburg Booklets.

Motion Carried

Deputy Mayor Leardi was not present for the next item.

Councillor White emphatically went on record as objecting to the Deputy Mayor referring to her method of communication as “screaming”. She needs to represent the taxpayer in her own manner and feels that it is rude and inappropriate that she be criticized.

Robert Crawford – Long Service Award

Moved by C. Gibb, seconded by P. Renaud that being OGRA provides a Long Service Award for Retiring Road Management Employees, we authorize Robert Crawford to attend the 2005 OGRA Convention in Toronto February 20 – 23, 2005.

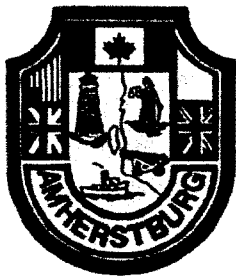
Motion Carried

Moved by P. Renaud, seconded by A. Leardi that the meeting adjourn.

Motion Carried

MAYOR

CLERK



The Corporation of the
Town of Amherstburg

P. O. BOX 159
271 SANDWICH STREET SOUTH
AMHERSTBURG, ONTARIO
N9V 2Z3
www.amherstburg.ca

PRESENTED TO COUNCIL
MUN. OFFICER
ITEM REPORT # 1
DATE FEB 14 2005

PUBLIC WORKS DEPARTMENT

Tel (519)736-3664

Fax (519) 736-7080

LOU ZARLENGA, P.ENG.
Manager of Public Services

REPORT

To: Mayor Hurst and Members of Council
From: Lou Zarlenga
Date: February 9, 2005
Re: Public Works Department Overtime Report
January 2005

1. PURPOSE

To provide Council with a summary of the Public Works Department overtime for the month of January 2005..

2. DISCUSSION

As requested by Council the attached is a summary of the overtime worked by the outside unionized staff of the Public Works Department for the month of January 2005. This information is being prepared by the Public Works Department weekly and will be provided to Council on a monthly basis.

On the attached summary you will find the type of overtime (callout, weekday or weekend overtime), the number of overtime hours equivalent to regular hours and the reason for the overtime.

All of which is respectfully submitted for Council's information.

Lou Zarlenga, P.Eng.
Manager of Public Services

attachment



LORY BRATT, AMCT
Planning Coordinator

The Corporation of The
Town of Amherstburg

PRESENTED TO COUNCIL
MUN. OFFICER
ITEM REPORT # 2
DATE FEB 14 2005

Memorandum To: Mayor Wayne Hurst and
Members of Council

From: Lory Bratt, Planning
Coordinator

Subject: McGregor Settlement Area Sewage Allotments
Status Report

Date: February 9, 2005

In 2003 the Town was advised by the Ministry of the Environment that the McGregor Lagoons had available capacity of 440 lots – 220 for Essex and 220 for Amherstburg. On June 23, 2003 the Council, by resolution, confirmed that McGregor sewage allocation would be pro-rated based on lands owned within the Settlement Area, and further an 18 month sunset clause would apply. This had the effect that by December 23, 2004 property owners were required to have started the development process i.e. application for zoning bylaw amendment, application to the Ministry of Municipal Affairs and Housing for draft plan approval to the satisfaction of the Town of Amherstburg. We have attached the Council resolution which sets out the unit allocations for each parcel and the McGregor Area allocation Analysis Map.

We are providing this report to advise Council on the status of each parcel:

Parcel A, B, C, D – no activity on these parcels within the 18 month sunset clause. These properties were allocated 43 units.

Parcel E - we are in receipt of an application for zoning bylaw amendment. We are working with the proponent regarding subdivision layout and access issues. This property was allocated 35 units.

...../2

Parcel F & G – We are in receipt of an application for zoning bylaw amendment. The applicant is also completing an application to the Ministry of Municipal Affairs & Housing for draft plan approval. A Stormwater Management report is also being completed. The applicant has requested that the public meeting for the zoning bylaw amendment be held concurrently with the public meeting for the plan of subdivision. Upon receipt of notification from the Ministry we will request that Council schedule a public meeting on this matter. These parcels were allocated 68 units in total.

Parcel H – no activity on this parcel within the 18 month sunset clause. This parcel was allocated 12 units.

Parcel I – The zoning is in place on this parcel in a Holding Provision and the applicant has draft plan approval for 62 lots of the 124 proposed for this parcel. This parcel was allocated 62 units. The draft subdivision agreement is being completed for Phase I

We have attached a letter from George Dragicevic, President of Canard Developments Inc. requesting additional sewage allocation pursuant to the Town's established regulations. He requires capacity for an additional 62 lots to complete his development.

As per the above information, there is a total of 55 units of sewage allocation that the property owners have not taken any action on within the 18 month sunset clause. Pending discussions with the proponents for Parcel E which is scheduled for February 16, 2005, we will also be able to inform Council on the status of those 35 units.

Also as Council is aware Henderson, Paddon & Associates Limited are revisiting the Class EA for the mechanical upgrade of the Lucier Estates Sewage Pumping Station. This, however will not impact the amount of sewage allocation available.

Council is also undertaking a Class Environmental Assessment for the expansion and upgrading of the McGregor Sewage Lagoons. This Assessment is scheduled for completion by December 31, 2005. Pending any bump-up requests actual work would not commence until well into 2006.

With regard to Canard Developments Inc. request for allocation we would continue to recommend the same methodology used to allocate sewage being a percentage of the designated residential lands of the now active applications. Therefore, Canard Developments would be eligible for 37.67% of the available allocation (21 of the 55 lots).

We would also recommend that a 12 month sunset clause be applied and therefore if allocation is not utilized it would once again become available for those planning applications that continue to be active. We believe this method to be fair and consistent for all applications.

Therefore it is recommended that Council direct Administration to continue to allocate the remaining McGregor Sewage Allocation as a percentage of designated residential lands for those properties who currently have active planning applications and further a 12 month sunset clause will apply.

All respectfully submitted for Council consideration.

Lory Bratt

**Amherstburg Municipal Council
Minutes – Monday, June 23, 2003**

Council advised that a response from the Town would be forthcoming in two to four weeks.

Mr. Eves LaCroix, Mr. Jamie Bondy and Mr. John Hutter of the Kinsmen Club presented Council with information on the programs and services provided by the Club. They opposed any further reduction in the land area that they now use.

Alma Street Watermain – the following residents presented these views on the matter:

Greg Fox – felt that due process did not take place and that he is being unfairly treated. His property did not have a lien on it when he purchased it. The Mayor explained that he was not asked when the line was installed however he is not being forced to hookup.

Mr. Darwin Wismer – stated that he was in agreement with the \$24.29 per foot proposal. He suggested that perhaps that a more appropriate way to go would be to charge a connection fee because Council installed the line and should own it. He also gave examples of other properties that he owned that were exempted.

George Smit – provided a letter to Council dated June 23, 2003. Mr. Smit reviewed the 6 points made in the letter.

Doris Gasper Botsford read from a prepared statement.

Ivan Botsford questioned how there seemed to be two levels of exemptions – the farm exemption and now a new type for this project.

In response to the Botsford concerns:

Mr. Tom Porter in reviewing the legislation advised that the project was not done pursuant to the Local Improvement Act and no notice was required. The Botsford family is exempted from paying if they do not connect to the main.

Moved by F. Gorham, seconded by A. Leardi that Council resume.

Motion Carried

BUSINESS ARISING FROM PETITIONS & DEPUTATIONS

Moved by A. Leardi, seconded by R. White that the letter from the Fort Malden Horticultural Society, dated June 5, 2003 be received and that we concur with the request to place a plaque in the King's Navy Yard Park subject to the approval of the Public Works Department.

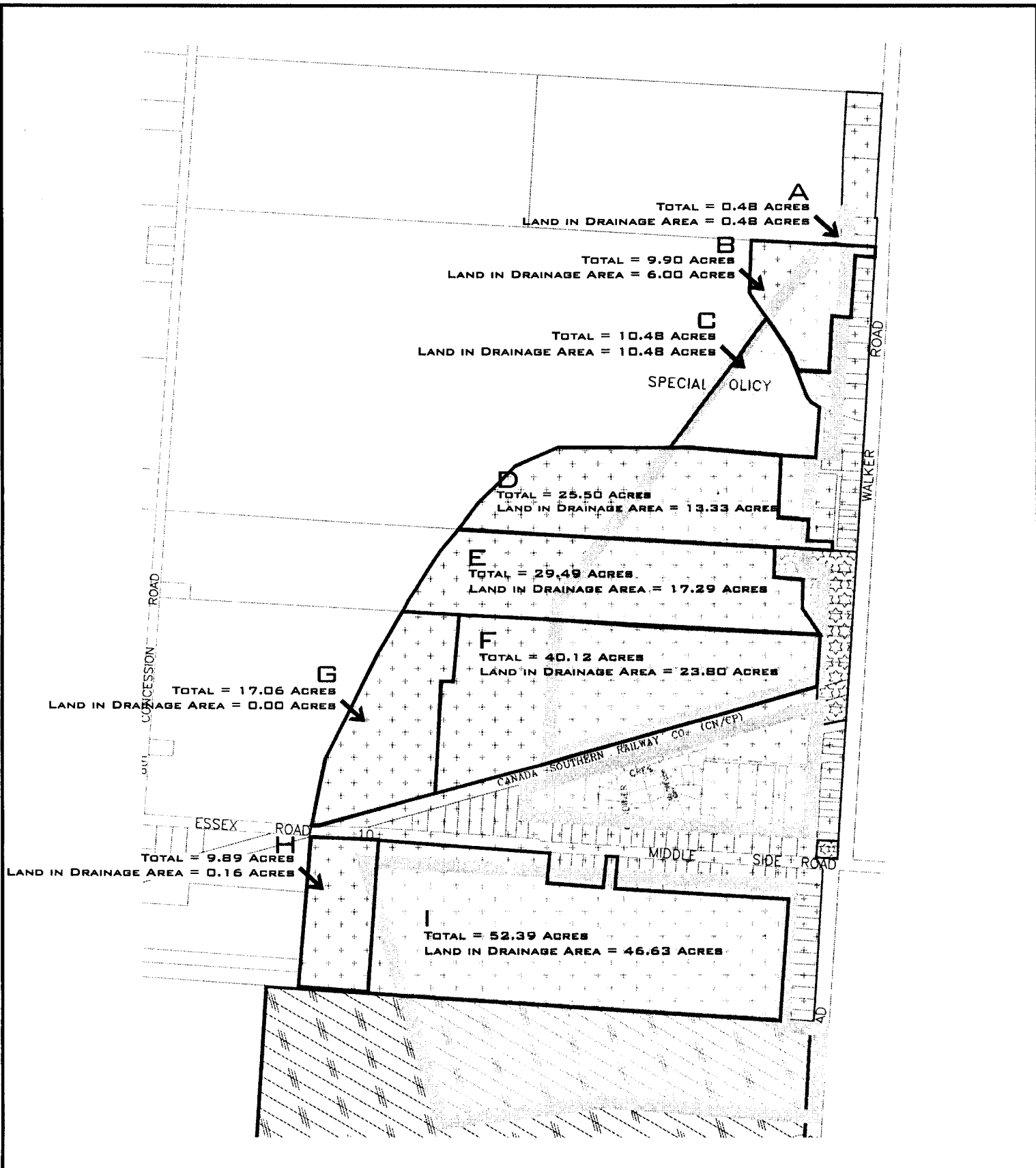
Motion Carried

Moved by M. Bezaire, seconded by R. Pillon that we receive the verbal presentations from Mr. & Mrs. Arts, Mr. & Mrs. Rybsky and Mr. Mannina regarding the McGregor Sewage Allotments and that we allocate the capacity in the following manner.

McGregor Area Allocation Analysis			
Parcel Number (see map)	Land Area Designated Residential	Percentage of Designated Residential Lands	Unit Allocation*
A	0.48	0.3%	1
B	9.9	5.4%	12
C	0	0.0%	0
D	25.5	13.8%	30
E	29.49	16.0%	35
F	40.12	21.7%	48
G	17.06	9.2%	20
H	9.89	5.4%	12
I	52.39	28.3%	62
TOTAL	184.83	100.0%	220

And further that in order to preserve the allotted capacity landowners within the 18 month period shall have begun the development process to the satisfaction of the Town.

Motion Carried



Town of Amherstburg McGregor Area Allocation Analysis



N.T.S.

LEGEND

- LOW DENSITY RESIDENTIAL DESIGNATION
- DRAINAGE AREA
- LAND AREA CALCULATED

CANARD DEVELOPMENTS INC.

5709 Tecumseh Road East, Windsor ON N8T 1E1 T 519 974 0834 F 519 974 6602

The Corporation of the Town of Amherstburg
271 Sandwich St. S.
Amherstburg, ON
N9V 2Z3

December 10, 2004

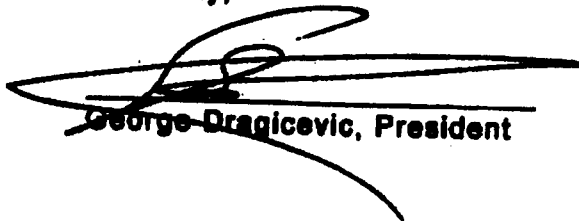
Attention: *Hilary G. Payne, P.Eng*
Chief Administrative Officer

Re: McGregor Settlement Area, Sewage Allotment
Canard Valley Estates Subdivision,
County Road # 16 @ Walker Rd.

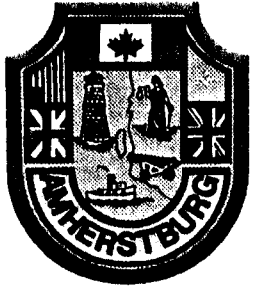
I wish to formally request sewage capacity to facilitate development of the balance of our subdivision. As you are aware in June 2003, Council passed a resolution providing capacity on a pro rata basis, which had a sunset clause of December 23, 2004; With this resolution we were able to proceed with half of the development (62 lots). We are nearing the fulfillment of all necessary approvals for this first phase. We anticipate servicing this phase commencing early March. The sunset clause provided for the release of any unused capacity from those who did not commence development of their lands. We require capacity for 62 lots to complete our development, accordingly we request this allotment pursuant to the Town's established regulations.

Please advise at your soonest convenience.

Sincerely,



George Dragicevic, President



LORY BRATT, AMCT
Planning Coordinator

The Corporation of The
Town of Amherstburg

PRESENTED TO COUNCIL

MUN OFFICER
ITEM REPORT # 3

DATE FEB 14 2005

February 7, 2005

MEMORANDUM TO: Mayor Wayne Hurst and Members of Council

FROM: Lory Bratt, Planning Coordinator

SUBJECT: Ontario Municipal Board
Appointment for Hearing March 22, 2005
Application for Minor Variance A/21/04 – Lepain

Mr. and Mrs. Brian Preedy have appealed to the Ontario Municipal Board from a decision of the Committee of Adjustment of the Town of Amherstburg which granted an application by William Lepain for variance from the provisions of By-law 1999-52, as amended regarding Part Lot 6, Concession 3.

As per the attached decision the Committee of Adjustment granted relief from the Zoning By-law to permit the construction of an accessory use prior to the construction of a main dwelling on the lot and to permit an interior sideyard of 3.048m (10 ft.) and a rear yard of 3.048m from the required 7.5 metres and 15 metre requirements. The Preedy's appealed the decision citing elevation and drainage issues as their concern.

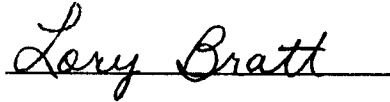
On the surface this is a fairly straightforward application and we would not normally recommend representation at the hearing, in that, the Committee approved the application and the applicant would bring forward his own professionals to defend his application. However, a property status issue was raised at the meeting which questioned the status of the subject lot. A condition of the decision required confirmation that the property information as presented on the application was correct. This issue has since been clarified by the Town's Planning Consultant and Solicitor and the condition has been satisfied.

/.....2

If this property issue is raised at the Hearing we feel it is important for the Town to be represented at the Hearing to ensure that both the planning and legal complexities of this matter are professionally represented to the Ontario Municipal Board.

Therefore it is recommended that Jean Monteith and Armando DeLuca be authorized to represent the Town at the Ontario Municipal Board Hearing scheduled for March 22, 2005.

All respectfully submitted for Council consideration.

A handwritten signature in cursive script that reads "Lory Bratt". The signature is written in black ink and is positioned above a horizontal line.

LB:gg
enclosure

**Ontario
Municipal
Board**

655 Bay St Suite 1500
Toronto, ON M5G 1E5
Tel (416) 326-6800
Toll Free: 1-866-887-8820
Fax (416) 326-5370
www.omb.gov.on.ca

**Commission des
affaires municipales
de l'Ontario**

655 rue Bay Bureau 1500
Toronto, ON M5G 1E5
Tél (416) 326-6800
Sans Frais: 1-866-887-8820
Télé (416) 326-5370
www.omb.gov.on.ca

RECEIVED

FEB 04 2005



PL040935

Brian Preedy and Shirley Preedy have appealed to the Ontario Municipal Board under subsection 45(12) of the *Planning Act*, R.S.O. 1990, c. P.13, as amended, from a decision of the Committee of Adjustment of the Town of Amherstburg which granted an application by William Lepain numbered A/21/04 for variance from the provisions of By-law 199-52, as amended, respecting Part Lot 6, Concession 3, Plan 12R-15980
O.M.B. File No. V040493

APPOINTMENT FOR HEARING

The Ontario Municipal Board hereby appoints **Tuesday, March 22nd, 2005, at 11:00 forenoon at the Council Chambers, Municipal Building, 271 Sandwich St. S., Amherstburg, Ontario** for the commencement of the hearing of this appeal. The Board has set aside **one (1) day** for this hearing.

All parties and participants should attend at the start of the hearing at the time and date indicated, irrespective of the number of days scheduled. Hearing dates are firm - adjournments will not be granted except in the most serious circumstances, and only in accordance with the Board's Rules on Adjournments.

If you do not attend and are not represented at this hearing, the Board may proceed in your absence and you will not be entitled to any further notice of the proceedings.

In the event the decision is reserved, persons taking part in the hearing and wishing a copy of the decision may request a copy from the presiding Board member or, in writing, from the Board. Such decision will be mailed to you when available.

Pour recevoir des services en français, veuillez communiquer avec la Division des audiences au (416) 326-6800, au moins 20 jours civils avant la date fixée pour l'audience.

DATED at Toronto, this 2nd day of February, 2005.

**PATRICK HENNESSY
SECRETARY**

NOTICE - The last day for appealing this decision is September 13, 2004.

**COMMITTEE OF ADJUSTMENT
DECISION OF COMMITTEE WITH REASONS
RE APPLICATION FOR MINOR VARIANCE**
The Planning Act, R.S.O. 1990, Chapter P.13, Subsection 45(8), As Amended

Town of Amherstburg Committee of Adjustment

(a) Name of Committee

RE APPLICATION BY (b) William Lepain

(b) Name of Applicant

LOCATION OF PROPERTY (c) Concession 3, Part Lot 6, Plan 12R-15980

(c) Brief Description

(d) As Set Out In Application

PURPOSE OF APPLICATION (d) The applicant is requesting relief from By-law 1999-52, as amended, which does not permit an accessory structure on a lot where there is no main use on the property. The applicant is also requesting relief from Section 26(3)(d) which requires a minimum interior sideyard width of 7.5 metres for residential uses in an Agricultural Zone and Section (26)(3)(f) which requires a minimum rear yard depth of 15 metres for residential uses in an Agricultural zone. The applicant is proposing to construct an accessory building prior to the construction of a dwelling with an interior side yard of 3.048 metres and a rear yard of 3.048 metres.

WE, the undersigned, in making the decision upon this application have considered whether or not the variance requested was minor and desirable for the appropriate development and use of the land and that the general intent and purpose of the zoning by-law and the official plan will be maintained, or in the case of a change in a use of property which is lawfully non-conforming under the by-law as to whether or not this application has met the requirements of Section 45(2) of The Planning Act.

(e) Date of Decision

CONCUR in the following decisions and reasons for decisions made on the (e) 24th day of August, 2004.

DECISION: **APPROVED**

(f) State Conditions to be Satisfied Before Granting of Consent

CONDITIONS - This decision has been made subject to the following conditions: (f) That prior to the issuance of any building permit the owner to confirm that the property information as presented on the application is correct.

(g) State Reasons For Decision

REASONS FOR DECISION - (g) The variance is minor in nature and is in keeping with the intent of the Official Plan and Zoning By-law and will not impact the character of the neighbourhood.

David Cozens

John West

Terris Buchanan

Donald Shaw

Gerald Wismer

ORIGINAL DOCUMENT
SIGNED

CERTIFICATION

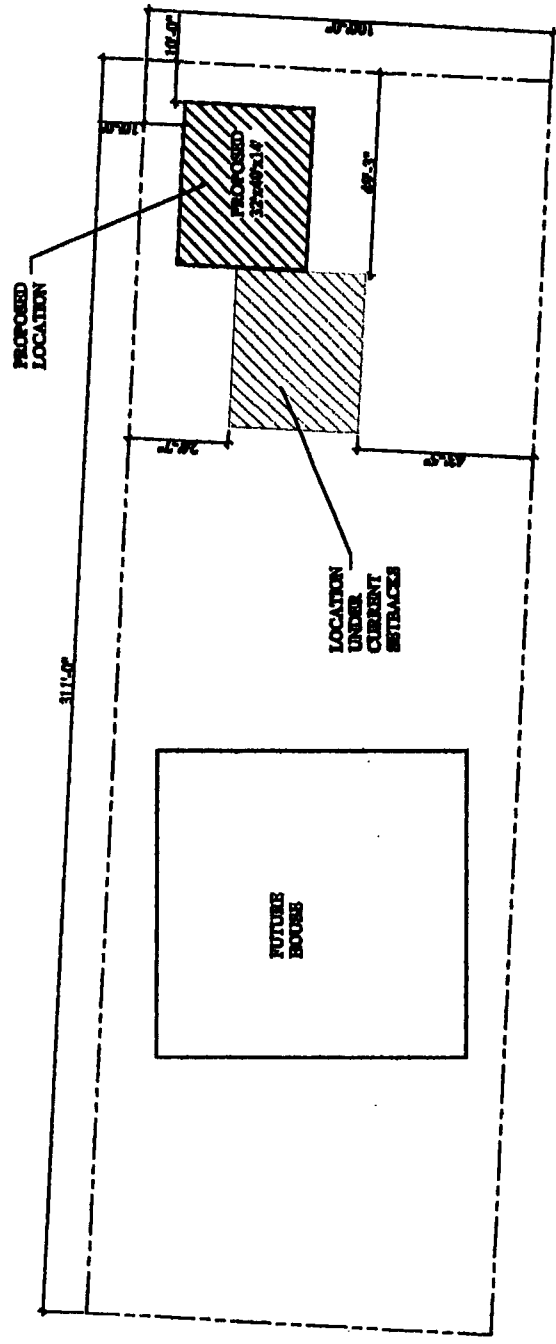
The Planning Act, R.S.O. 1990, Chapter P.13, Subsection 45(10), As Amended

(h) Name of Committee


I, LORY BRATT, Secretary-Treasurer of the (h) TOWN OF AMHERSTBURG COMMITTEE OF ADJUSTMENT certify that the above is a true copy of the decision of the Committee with respect to the application recorded therein.

Dated this 27th day of August, 2004.

Lory Bratt
.....
Secretary-Treasurer



PLAN 128-15980
 PART OF LOT 6
 CONCESSION 3
 TOWNSHIP OF ANDERDON
 LOT SIZE = 0.71 ACRES

 JAMES SILVERSTEIN ENTERPRISES (JSE) LTD. 1800 Woodbine Ave., Suite 100 Scarborough, Ontario M1S 1W1		PROJECT TITLE PROPOSED BUILDING FOR BILL LEPAIN		LATEST MARKED BY DATE: JULY 31, 2004		CHECKED BY I.R.		DRAFTER J.S.P.	
SHEET TITLE SITE PLAN		REASON FOR APPLICATION REVISION REVISION		DATE: JULY 31, 2004		SHEET NUMBER C-1		SHEET NUMBER	
SHEET NO.		WEST SCALE N.T.S.		EAST SCALE N.T.S.		ELECTRONIC NAME SITE		ELECTRONIC NAME SITE	

Moved by D. Shaw
Seconded by J. West

That Application A/17/04 be approved to grant relief of 3.84 metres to permit an interior side yard width of 3.66 metres for an accessory structure.

-carried-

Reasons of Committee

The variance is minor in nature and is in keeping with the intent of the Official Plan and Zoning Bylaw and will not impact the character of the neighbourhood.

- (2) A/18/04 Jason Bullard
Concession 8, Part Lot 7
8550 Middle Sideroad
(former Anderdon Township)

The applicant is requesting relief from Bylaw 1999-52, as amended, Section 3(1)(c) which states that no accessory structure shall exceed 4.5 metres in height measured to peak of the roof. The applicant is proposing to construct an accessory structure being 30 ft. (9.144 m) by 35.8 ft. (10.91 m) by 20 ft. (6.096 m) in height. Therefore the amount of relief requested is 1.596 metres.

Moved by T. Buchanan
Seconded by J. West

That Application A/18/04 be deferred as no one is in attendance on behalf of the application.

-carried-

- (3) A/21/04 William Lepain
Concession 3, Part Lot 6, Plan 12R-15980
(former Anderdon Township)

Public in Attendance: William Lepain, Brian and Shirley Preedy

The applicant is requesting relief from Bylaw 1999-52, as amended, which does not permit an accessory structure on a lot where there is no main use on the property. The applicant is also requesting relief from Section 26(3)(d) which requires a minimum interior sideyard width of 7.5 metres for residential uses in an Agricultural (A) Zone and Section 26(3)(f) which requires a minimum rear yard depth of 15 metres for residential uses in an Agricultural zone. The applicant is proposing to construct an accessory building prior to the construction of a dwelling with an interior side yard of 3.048 metres and a rear yard of 3.048 metres.

Mr. Lepain addressed the Committee summarizing his application for variance. He indicated that his proposal is to construct an accessory structure (32' X 40') prior to building his home which is proposed for construction next spring. The accessory structure will be used for storage and will be used for any business purpose.

Member D. Shaw requested clarification on the status of Mr. Lepain's property, in that he thought the subject lands had merged with the property to the south as a result of a previous severance.

Shirley Preedy – 3457 Concession 3 North expressed concern regarding the proposed location and use of the accessory structure. In her opinion there would not be enough room for a driveway. She also expressed concern about potential drainage problems and suggested a berm should be constructed. She presented pictures of drainage problems they have experienced.

Mr. Lepain advised that there will be no driveway along the proposed 10 ft. sideyard. The door to the accessory structure will be in the front. The accessory structure is for personal use (storage). It will not be used for a business.

Chairman Cozens noted that the drainage issues should be considered by the Building Department as part of the issuance of any building permit.

After a lengthy discussion the following resolution was passed:

Moved by J. West
Seconded by G. Wismer

That Application A/21/04 be approved to permit the construction of an accessory structure prior to the main use on the lot and further to permit a minimum interior side yard width of 3.048 metres and a minimum rear yard depth of 3.048 metres subject to the following conditions:

- (i) That prior to the issuance of any building permit the owner to confirm that the property information as presented on the application is correct.

Reasons of Committee

The variance is minor in nature and is in keeping with the intent of the Official Plan and Zoning Bylaw and will not impact the character of the neighbourhood.

- (4) B/28/04 John R. Greenaway
 Concession 1, Part Lot 4
 500 and 504 Dalhousie
 Amherstburg

Public in Attendance: Lawrence Mailloux, Solicitor for the applicant and John Greenaway.

Application B/28/04, an application to sever a parcel of land being 43.15 ft. frontage by 114.06 ft. depth which includes one single unit dwelling. The remaining parcel being 39 ft. frontage by 114.06 ft. depth includes one single unit dwelling.

- A/19/04 John R. Greenaway
 Concession 1, Part Lot 4
 500 Dalhousie

The applicant is requesting relief from Bylaw 1999-52, as amended Section 9 as follows:



LORY BRATT, AMCT
Planning Coordinator

The Corporation of The
Town of Amherstburg

PRESENTED TO COUNCIL
MUN. OFFICERS
ITEM REPORT #4

DATE _____

January 24, 2005

MEMORANDUM TO: Mayor Wayne Hurst and Members of Council

FROM: Lory Bratt, Planning Coordinator

SUBJECT: Removal of Part Lot Control
Tofflemire Court

The Town is in receipt of a request from Norbert Bolger requesting that Council pass a by-law exempting Lot 1 in Registered Plan 12M-483 (Tofflemire Court) from the part lot control provisions of the Planning Act, to enable conveyance of the townhome units for freehold ownership. Subsection 7 of Section 50 of the Planning Act provides Council with this authority subject to approval of the by-law by the Ministry of Municipal Affairs and Housing.

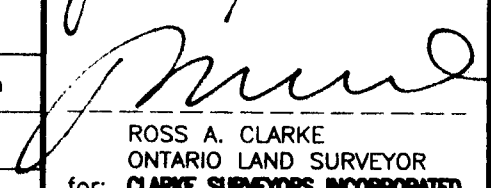
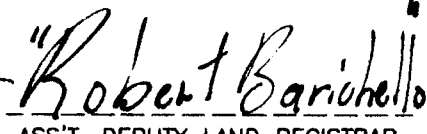
We have therefore prepared By-law 2005-14 for Council consideration providing that Subsection 5 of Section 50 of the Planning Act does not apply to Lot 1 on Registered Plan 12M-483. A townhome has been constructed on this lot. A Reference Plan has been prepared showing the lot lines for the freehold units. This will enable the Developer to convey these units. Similar by-laws were passed for Lots 2, 3, 4, 5, 6, 7, 8, 9 and 10 of the same Plan Number. This By-law will complete the Townhome Development.

Subsection 7.3 of Section 50 of the Planning Act provides that the by-law expires at the expiration of the time period specified in the by-law. In consultation with the Developer we have provided an expiration date of February 14, 2006. Part Lot Control will once again apply upon expiration of the bylaw.

Therefore it is recommended that By-law 2005-14 be given three readings and finally passed this 14th day of February, 2005.

All respectfully submitted for Council consideration.

Lory Bratt

		I REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE LAND TITLES ACT		PLAN 12R-21787 RECEIVED AND DEPOSITED	
	ALL OF PIN	AREA	Jan 17 / 2005 DATE		2005-01-20 DATE
1 5	01544-2255	326 sq m	 ROSS A. CLARKE ONTARIO LAND SURVEYOR for: CLARKE SURVEYORS INCORPORATED		 ASS'T. DEPUTY LAND REGISTRAR FOR THE LAND TITLES DIVISION OF ESSEX (12)
		5 sq m			
		9 sq m			
		64 sq m			
		1 sq m			
		2 sq m			

12, 13, 14, 15, 17, 18, 19, 21, AND 22
OUT IN INSTRUMENT 896156(R)
2 SUBJECT TO EASEMENT AS SET OUT IN

PIN SUMMARY - ALL OF PIN 01544-2255

EASEMENT AS SET OUT IN INSTRUMENT 1504988(R)

PLAN OF SURVEY

OF

LOT 1

PLAN 12M-483

IN THE

TOWN OF AMHERSTBURG

COUNTY OF ESSEX, ONTARIO

CLARKE SURVEYORS INCORPORATED - 2005

SCALE : 1:250 METRIC



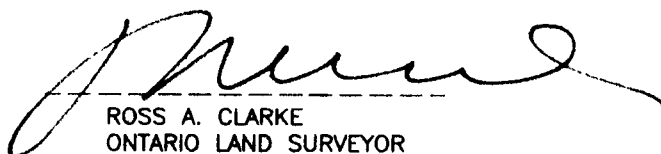
"METRIC" DISTANCES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048

SURVEYOR'S CERTIFICATE

I CERTIFY THAT :

- THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT AND THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.
- THE SURVEY WAS COMPLETED ON THE 24th DAY OF DECEMBER, 2004.

Jan 17 / 2005
DATE


ROSS A. CLARKE
ONTARIO LAND SURVEYOR
for: CLARKE SURVEYORS INCORPORATED

BEARING REFERENCE


BEARINGS ARE ASTRONOMIC AND ARE REFERRED TO THE WESTERN LIMIT OF TOFFLEMIRE COURT, SHOWN AS N02°18'00"E ON PLAN 12M-483

NOTES

- DENOTES SURVEY MONUMENT FOUND
- DENOTES SURVEY MONUMENT SET AND MARKED 1201
- SIB DENOTES STANDARD IRON BAR
- SSIB DENOTES SHORT STANDARD IRON BAR
- IB DENOTES IRON BAR
- RIB DENOTES ROUND IRON BAR
- CC DENOTES CUT CROSS
- (OU) DENOTES ORIGIN UNKNOWN
- WIT. DENOTES WITNESS MONUMENT
- (S/P) DENOTES SET BY PROPORTION
- (S) DENOTES SET
- (M) DENOTES MEASURED
- ⊥ DENOTES PERPENDICULAR DISTANCE
- (NTS) DENOTES NOT TO SCALE
- (D) DENOTES INSTRUMENT
- (P) DENOTES PLAN 12M-483
- (P1) DENOTES PLAN 12R-20086
- (P2) DENOTES PLAN 12R-21354
- (1201) DENOTES ROSS A. CLARKE, O.L.S.

CAD DATE: 17/JAN/2005 3:48PM

CAD FILE: N:\2005DAT1\32980-10.DWG

	Ontario Land Surveyors Consulting Surveyors 640 Victoria Avenue Windsor, Ontario N9A 4N2	ASSOCIATE COMPANY MACKAY MACKAY & PETERS LIMITED	DRAWN BY JS
			CHECKED BY KRB
			JOB NO. 32980-10
			FILE

**Town of Amherstburg - Public Works Employees
2005 Overtime Summary January 3, 2005 to January 9, 2005 (week 1)**

Seniority	Name	Number of Call Outs (X4 Hours per CallOut)	Actual Overtime (X 1-1/2 Hrs)	Actual Overtime (X 2 Hrs)	Total Overtime Shown as Regular Hours	Reason for Overtime
1	Pillon Bill		17	16.00	57.50	Salted & plowed roads
2	Deslippe Roger		11.5	13.00	43.25	Salted & plowed roads
3	Meloche Ken					
4	Laramie Gary					
5	Hill Richard		10		15.00	Salted & plowed roads
6	Gignac Al		15.5	17.00	57.25	Salted & plowed roads
7	Iacobelli Pat		12.5	15.00	48.75	Salted & plowed roads
8	Jones Kevin	1	5	13.00	37.50	Salted & plowed roads; replace stop sign
9	Sinasac Ross		11.5	13.00	43.25	Salted & plowed roads
10	Mickle Dave		15	15.00	52.50	Salted & plowed roads
11	Beaulieu Norm		13.5			Salted & plowed roads
12	Allen Joseph		12.5	15.50	49.75	Salted & plowed roads
13	Goodchild Wayne		14	8.00	37.00	Salted & plowed roads
14	Bondy Terry		9.5	9.50	33.25	Salted & plowed roads
15	Riediger Randy	1	5	7.00	25.50	Vehicle maintenance
16	DeThomasis T		7.5		11.25	Salted & plowed roads
17	Chittle Cory		7.5	15.00	41.25	Salted & plowed roads
18	McDonald Shawn		5	8.00	23.50	Salted & plowed roads

Note: Above Hours Indicate Overtime Hours Converted To Regular Time Hours (i.e.weekend 2X, Weekday 1 1/2 X , Callout = 4 HR.)

**Town of Amherstburg - Public Works Employees
2005 Overtime Summary January 10, 2005 to January 16, 2005 (week 2)**

Seniority	Name	Number of Call Outs (X4 Hours per CallOut)	Actual Overtime (X 1-1/2 Hrs)	Actual Overtime (X 2 Hrs)	Total Overtime Shown as Regular Hours	Reason for Overtime
1	Pillon Bill		7	3.00	16.50	Plow and salt roads
2	Deslippe Roger		9.5	3.00	20.25	Plow and salt roads
3	Meloche Ken			1.00	2.00	Locate & raise sewer cleanout pipe
4	Laramie Gary					
5	Hill Richard	1	5.5	3.00	18.25	Plow and salt roads; return backhoe to main yard
6	Gignac Al		2.5	3.50	10.75	Plow and salt roads
7	Iacobelli Pat		2.5	1.00	5.75	Plow and salt roads; raise sewer cleanout pipe
8	Jones Kevin		6		9.00	Plow and salt roads
9	Sinasac Ross		9.5		14.25	Plow and salt roads
10	Mickle Dave		4.5	2.00	10.75	Plow and salt; pump maintenance
11	Beaulieu Norm		4	4.00	14.00	Plow and salt; relieve flooding problems
12	Allen Joseph		10.5	2.50	20.75	Plow and salt roads
13	Goodchild Wayne		5		7.50	Plow and salt roads
14	Bondy Terry		2.5	3.00	11.00	Plow and salt, change out outside water meter
15	Riediger Randy			2.50	5.00	Vehicle maintenance
16	DeThomasis T		2.5	3.00	9.75	Plow and salt roads
17	Chittle Cory		7.5	2.50	16.25	Plow and salt road; change out outside water meter
18	McDonald Shawn			2.50	5.00	Change out outside water meter

Note: Above Hours Indicate Overtime Hours Converted To Regular Time Hours (i.e. weekend 2X, Weekday 1 1/2 X , Callout = 4 HR.)

**Town of Amherstburg - Public Works Employees
2005 Overtime Summary January 17, 2005 to January 23, 2005**

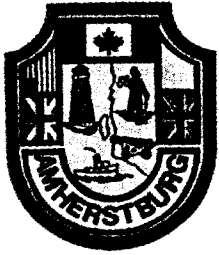
Seniority	Name	Number of Call Outs (X4 Hours per CallOut)	Actual Overtime (X 1-1/2 Hrs)	Actual Overtime (X 2 Hrs)	Total Overtime Shown as Regular Hours	Reason for Overtime
1	Pillon Bill		3	26.00	56.50	Snow removal; install signs
2	Deslippe Roger			22.50	45.00	Snow removal
3	Meloche Ken					
4	Laramie Gary					
5	Hill Richard			8.50	17.00	Snow removal
6	Gignac Al		1.5	15.00	32.25	Snow removal; install signs
7	Iacobelli Pat	2		15.00	38.00	Snow removal; install signs; repair to water meter
8	Jones Kevin	1		20.50	45.00	Snow removal; repair to water meter
9	Sinasac Ross			15.00	30.00	Snow removal
10	Mickle Dave			23.00	46.00	Snow removal
11	Beaulieu Norm	1		18.50	41.00	Snow removal
12	Allen Joseph		3	23.00	50.50	Snow removal
13	Goodchild Wayne			23.00	46.00	Snow removal
14	Bondy Terry			20.50	41.00	Snow removal
15	Riediger Randy	2	8	12.00	44.00	Vehicle maintenance
16	DeThomasis T		3	26.00	56.50	Snow removal
17	Chittle Cory		4.5	22.50	51.75	Snow removal; install signs
18	McDonald Shawn	1	1.5	18.00	42.25	Snow removal; repair to water stations; install signs

Note: Above Hours Indicate Overtime Hours Converted To Regular Time Hours (i.e. weekend 2X, Weekday 1 1/2 X , Callout = 4 HR.)

**Town of Amherstburg - Public Works Employees
2005 Overtime Summary January 24, 2005 to January 30, 2005**

Seniority	Name	Number of Call Outs (X4 Hours per CallOut)	Actual Overtime (X 1-1/2 Hrs)	Actual Overtime (X 2 Hrs)	Total Overtime Shown as Regular Hours	Reason for Overtime
1	Pillon Bill		11		16.50	Salt & plow roads
2	Deslippe Roger					
3	Meloche Ken					
4	Laramie Gary					
5	Hill Richard					
6	Gignac Al		4		6.00	Salt & plow roads
7	Iacobelli Pat		1	1.00	3.50	Salt & plow roads; change frozen water meter
8	Jones Kevin	1		1.00	6.00	Repair service leak; change frozen water meter
9	Sinasac Ross					
10	Mickle Dave		6		9.00	Salt & plow roads
11	Beaulieu Norm	1		1.00	6.00	Change frozen water meter; repair service leak
12	Allen Joseph		5		7.50	Salt & plow roads
13	Goodchild Wayne			1.00	2.00	Repair service leak
14	Bondy Terry					
15	Riediger Randy		3		4.50	Vehicle maintenance
16	DeThomasis T		3.5		5.25	Salt & plow roads
17	Chittle Cory		6		9.00	Salt & plow roads
18	McDonald Shawn					

Note: Above Hours Indicate Overtime Hours Converted To Regular Time Hours (i.e. weekend 2X, Weekday 1 1/2 X , Callout = 4 HR.)



The Corporation of the
Town of Amherstburg

P. O. BOX 159
271 SANDWICH STREET SOUTH
AMHERSTBURG, ONTARIO
N9V 2Z3
www.amherstburg.ca

PRESENTED TO COUNCIL
MUN. OFFICERS
ITEM REPORT # 5
DATE FEB 14 2005

PUBLIC WORKS DEPARTMENT
Tel (519)736-3664
Fax (519) 736-7080

LOU ZARLENGA, P.ENG.
Manager of Public Services

REPORT

To: Mayor Hurst and Members of Council
From: Lou Zarlenga
Date: February 9, 2005
Re: Monthly Reports from OCWA
January 2005

1. PURPOSE OF REPORT

To address the Town's facilities operated by OCWA.

2. DISCUSSION

Attached is the OCWA report for the month of January 2005.

Mr. Stright will be present at the Council Meeting to answer questions on this report and to provide other information as necessary.

Please note that Mr. Stright has also provided to the undersigned the supporting monthly technical data for the monthly OWCA report. The supporting technical data is described in the attached OCWA report under the headings "Performance Assessment Report" and "Recording of Bypassing Monthly and Daily Report". Should the Councilors wish to review the technical data for the monthly OCWA report this information is available at the Public Works Department.

All of which is respectfully submitted for Council's information.

Prepared by

Corrie Gabriele, A.Sc.T.
Public Works Office Manager

Reviewed by

L. Zarlenga
Lou Zarlenga, P.Eng.
Manager of Public Services

Amherstburg Council Monthly Report For January 2005

Performance Assessment Report

Attached

Recording of Bypassing Monthly and Daily Report

Attached

A) Amherstburg Water Treatment Plant

Compliance

- All bacteriological samples submitted in January were within compliance of Regulation 170 of the Safe Drinking Water Act, 2003.
- Maximum day water production for January 2005 was 8,780 m³/day; the design capacity is 18,184 m³/d.
- The average daily flow from January 1, 2005 to January 31, 2005 is 7,794 m³/day.

Maintenance

- Routine preventative maintenance has been completed.
- Reports received from Watech for inspections performed on the high lift clearwell and the filter clearwell indicate a future need to clean the filter clearwell.
- A report from Terry Hearn of CH2M Hill based on the November 2004 inspection of the water tower by W.M. Slater was presented to council. The first monitoring inspection of the tower was performed on February 2, 2005 which confirmed no change to the tower's condition.

Other

None

B) Amherstburg Wastewater Treatment Plant

Compliance

- The December 2004 monthly average for the plant effluent sample results was in compliance.
- The January 2005 monthly average for the plant effluent sample results was not available at the time of this report.
- There was 17 incidences of storm water bypassing that occurred on January 1-7, 10-19, 2005. The bypassing was the result of rain events. The Windsor Ministry of the Environment office and the Spill Action Center were notified. Samples were collected and submitted for analysis.
- Maximum day raw flow for January 2005 was 8,448 m³/day. The average daily raw flow for January 2005 was 6,935 m³/day; the design capacity is 7,770 m³/d.

Maintenance

- Routine preventative maintenance has been completed.

Issues

The Spill Reports for events on December 15 & 29, 2004 have been submitted to MOE Windsor Office and Health Unit (Windsor) in January 2005, respectively.

C) Edgewater Beach Lagoon

Compliance

- The December 2004 monthly average for the plant effluent sample results was in compliance.
- Compliance samples (raw, contents & effluent) were collected for January 2005. The January 2005 monthly average for the plant effluent sample results was not available at the time of this report.

Maintenance

- Knobb Hill storm station security system and phone line has been installed. Programming of the security system to be performed by OCWA when Bell installs the connection box.

Issues

- Application for early discharge has been submitted to MOE Windsor Office on January 27, 2005 due to the high water level in cell # 3 as a result of high precipitation.

D) McGregor Lagoons

Compliance

- The December 2004 monthly average for the plant effluent sample results was in compliance.
- Compliance samples were collected for January 2005. The lab results were not available at the time of this report.

Maintenance

- Routine preventative maintenance has been completed.
- Fox Glen security system and phone line has been installed. Programming of the security system to be performed by OCWA staff when Bell installs the connection box.
- Ducharme Pump Station security system and phone line has been installed. Programming of the security system to be performed by OCWA staff when Bell installs the connection box.

E) McLeod Wastewater Treatment Plant

Compliance

- The December 2004 monthly average for the plant effluent sample results was in compliance.
- Compliance samples (raw, effluent) were collected for January 2005. The lab results were not available at the time of this report.
- Stantec has submitted a letter to the Ministry of Environment identifying our intentions for Sludge Management for the Town of Amherstburg's Wastewater Plants. We are waiting for their acceptance of this plan. We are not aware of a reply from the ministry on this issue. The sludge is presently being disposed at the McGregor Wastewater Treatment Lagoons.

Maintenance

- Monthly preventive maintenance completed.

F) Big Creek Rotating Biological Contactor

Compliance

- The December 2004 monthly average for the plant effluent sample results was in compliance.
- Compliance samples (raw, effluent) were collected for January 2005. The results were not available at the time of this report.

Maintenance

- Routine preventative maintenance has been completed.

G) Boblo Island Wastewater Plant

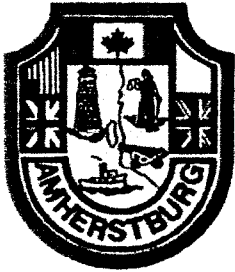
Compliance

- The December 2004 monthly average for the plant effluent sample results was in compliance.
- Compliance samples (raw, effluent) were collected for January 2005. The results were not available at the time of this report.

Maintenance

- Routine preventative maintenance has been completed.

Report Prepared by Hui Zhao (PCT), and Harvey Stright (Ops. Manager) OCWA February 1, 2005.



The Corporation of the
Town of Amherstburg

P. O. BOX 159
271 SANDWICH STREET SOUTH
AMHERSTBURG, ONTARIO
N9V 2Z3

www.amherstburg.ca

PRESENTED TO COUNCIL
MUN. OFFICERS
ITEM REPORT # 6
DATE FEB 14 2005

PUBLIC WORKS DEPARTMENT
Tel (519)736-3664
Fax (519) 736-7080

CORRINE GABRIELE, A.Sc.T.
Public Works Office Manager

REPORT

To: Mayor Hurst and Members of Council
From: Lou Zarlenga
Date: December 9, 2004
Re: Reconsidered Pike Road Drainage Report
for Enclosure of Open Drain at 560 Simcoe Street

1) **PURPOSE**

To request Council's consideration of the engineer's re-considered drainage report for the above noted project.

2) **BACKGROUND**

At the January 24th, 2005 Council meeting the drainage engineer was directed by Council to reconsider his drainage report dated October 25, 2004 to incorporate the following:

- a) Design changes to eliminate the precast concrete manhole and sump pit catch basin and provide an alternative in line catch basin structure.
- b) Provide for the Town of Amherstburg to act as Contractor/Project Manager to install the recommended works and the estimated cost of the work shall be reduced accordingly.
- c) The assessment be revised to reflect all costs to be assessed to the Town of Amherstburg.
- d) Provide for future maintenance of the work pursuant to the provisions of the Drainage Act.

Accordingly the drainage engineer has complied to Council's direction and has submitted his reconsidered report dated January 31, 2005 a copy of which is attached.

All of the requested items have been complied to and the final estimate of construction for \$14,065.00 plus GST and engineering is less than the figure of \$16,480.00 that I presented to Council on January 24, 2005.

It would at this time be proper for Council to consider the attached report which would then allow the Public Works Department to physically install the required drain enclosure.

3) **RECOMMENDATION**

I would recommend that Council adopt the engineer's re-considered drainage report dated January 31, 2005 pursuant to the provisions of the Drainage Act.

All of which is respectfully submitted for the consideration of Council.

A handwritten signature in black ink, appearing to read "L. Zarlenga". The signature is written in a cursive, flowing style.

Lou Zarlenga, P.Eng.
Manager of Public Services

attachment

Stantec Consulting Ltd.
3260 Devon Drive
Windsor ON N8X 4L4
Tel: (519) 966-2250 Fax: (519) 966-5523
stantec.com



Stantec

January 31, 2005
File: 165600832

Town of Amherstburg
271 Sandwich Street
Amherstburg, Ontario
N9V 2Z3

Attention: Mayor Hurst & Members of Council

Dear: Mr. Mayor

**Reference: Pike Road Drain – Drainage Report
Enclosure of Open Drain at 560 Simcoe Street**

As authorized by Council resolution passed on August 9, 2004, we submit our Drainage Report for the proposed enclosure of the open municipal drain fronting the Parlette's property at 560 Simcoe Street (Pike Road), as well as implementing measures to prevent the backflow of water through the sub drain outlet. Council also passed a resolution stating that *"the August 5, 2004 Engineer's Status Report be received and that we proceed with a permanent solution to the drainage problems"*. In accordance with Council's direction a separate report will be prepared for a permanent solution to the drainage problems.

Background

This issue was initiated by residents living at the corner of Martin Crescent and Simcoe Street (Pike Road) who complained about flooding in their yards during heavy rainfalls. Mr. and Mrs. Parlette petitioned the Town under Section 78 of the Ontario Drainage Act for Improvements to be completed, requesting the 47.5 metre section of open drain fronting their property be enclosed. Upon further inspection of the downstream storm sewer system, it was determined that sections of the existing sewer on Simcoe Street (Pike Road) had sewer grades less than the recommended minimum, as well as not having adequate flow capacity to service the area currently draining to it.

**Reference: Pike Road Drain – Drainage Report
Enclosure of Open Drain at 560 Simcoe Street**

The Parlette's stated at the Council Meeting on August 9, 2004, that the flooding appears to be more frequent as more of the upstream subdivisions are constructed, and that there were no flooding problems prior to the start of construction. It is our understanding the Pike Road drain was originally designed to carry a "pre-developed flow" for the service area at an agricultural runoff rate of 0.10. With the recent development upstream, a number of measures were incorporated into the design to restrict flows from the developments, but there are still flooding problems during major rainfall events.

The surrounding area generally consists of residential development with the exception of a small section of farmland at the upstream end of the Pike Road Drain, just east of Richmond Street. The existing drainage area is generally bounded by Atlantic and Mediterranean Streets to the north, Simcoe Street (Pike Road) to the south, Fryer Street (2nd Concession Road) to the west, and Meloche Road to the east. South of this drainage area is the Amherst Quarry and proposed subdivision development.

A preliminary report prepared by LaFontaine, Cowie, Buratto & Associates (LCBA, now Stantec Consulting Ltd.) dated November 13, 1996 was prepared to review maintenance and repairs required to the Pike Road Drain to accommodate proposed upstream development. The report recommended cleaning and video taping the existing pipes, so that a more thorough analysis of the existing pipes could be carried out.

A video inspection of the existing pipes was carried out in 2002. Stantec viewed the video and generally, the concrete pipe installed in 1965 was in good condition. The following problems were noted:

- i) There are a number of poor service connections. Some extend into the concrete pipe. One in particular extends about 300 mm into the pipe. This one should be cut flush with the inside of the pipe. Some service connections should be parged.
- ii) It appears a 50 mm (approximately) steel pipe was bored through the storm pipe at some time. It appears to be abandoned and should be removed.
- iii) There are a few locations where there is gravel (up to 150 mm thick) that should be cleaned out.
- iv) There are a few locations where there are large stones to be removed.
- v) There were a few locations where straw/reeds/weeds, etc. were partially blocking the flow. (The Town indicated this may have been a contributing factor to the flooding on at least one occasion).
- vi) There was some ponding in the pipes (up to 250 mm), but some of the above were likely contributing factors.

The above noted items will be addressed in a second report

Stantec

January 31, 2005

Mayor Hurst & Members of Council

Page 3 of 7

**Reference: Pike Road Drain – Drainage Report
Enclosure of Open Drain at 560 Simcoe Street**

As noted, recent investigations have determined the existing 750 mm diameter pipe on Simcoe Street (Pike Road) is not large enough to accommodate existing and future flows from upstream development. During large rainstorms, there is localized flooding on residential lots at the intersection of Martin Crescent and Simcoe Street (Pike Road). Covering in the section of drain fronting the Parlette's property, east of Martin Crescent, will not solve any flooding problems. A second report should be prepared indicating a preferred solution for the entire drainage area.

On Site Meeting

A meeting was held on-site Wednesday July 30, 2003 at 4:30 p.m. to review the request by Mike and Mika Parlette to cover in the section of the Pike Road Drain currently open just east of Martin Crescent (approximately 47.5 metres). Subsequently a letter was submitted by Larry and Linda King also requesting this section of the drain be enclosed. In attendance were the following:

Mike & Mika Parlette	560 Simcoe St.	736-5565
Larry & Linda King	114 Bratt Dr.	736-6286
Jim Brandie	550 Simcoe St.	736-3198
Russell Musyj	396 Simcoe St.	736-4749
Doug Hunt	416 Simcoe St.	736-7574
Reg Spencer	400 Simcoe St.	736-3503
Rick Golden	164/158 Meloche	736-2976
Don Joudrey	Stantec Consulting Ltd.	966-2250

The residents present at the meeting reported three occasions in the past year when serious flooding occurred at the end of Martin Crescent at Simcoe Street (Pike Road). Mr. Brandie had pictures showing water up to his garage door from flooding on May 26, 2003. They indicated the flooding appears to occur more frequently as more of the upstream subdivisions are constructed, and that there were no flooding problems prior to the start of construction. They also stressed that they had meetings with Town administration in the late 1990's prior to the development of the subdivision expressing potential flooding concerns.

It was noted development of a subdivision increases the runoff from a rainstorm significantly compared to the original undeveloped lands. Paved areas, rooftops, etc. do not allow infiltration and the storm sewer system collects and transports the water much quicker to the outlets. If an adequate outlet or storage is not present, flooding can occur in larger storm events.

With respect to covering in the section of open drain, concerns were expressed regarding the safety of the drain, especially when it is running full after a rainfall, and the problems with standing water. The Kings' residence is constructed significantly higher than the Parlettes' and the open drain is approximately 2.5 metres below their back yard. The Parlettes' indicated they have two tiles draining from their property to the open section of the drain. They are not sure what they are draining, but one could be their sump pump. They would like the pipes connected to the new pipe and check valves to stop water from draining back towards their house.

Stantec

January 31, 2005

Mayor Hurst & Members of Council

Page 4 of 7

Reference: Pike Road Drain – Drainage Report Enclosure of Open Drain at 560 Simcoe Street

In 1998, in conjunction with development of adjacent subdivisions, 237 metres of the drain were covered in with a 750 mm CSP. Approximately 100 metres were covered with a 750 mm CSP prior to preparation of the 1996 preliminary report. The only open section remaining is the 47.5 metres adjacent to the Parlettes'.

Stantec viewed the video inspection of the existing pipes that was carried out in 2002. Generally the concrete pipe installed in 1965 was in good condition. The residents were informed of the few deficiencies with the pipe at the on site meeting.

Summary of Recommendations

Having discussed possible solutions at a number of meetings with members from the Amherstburg Public Works Department, Ed Smith from Amherst Quarries, and Rick Spencer from HGS Limited, it is recommended we address the drainage problems by preparing a separate report outlining a preferred solution for the surrounding area.

Upon inspection of the downstream storm sewer system, it was determined that sections of the existing sewer on Simcoe Street (Pike Road) had sewer grades less than the recommended minimum, as well as not having adequate capacity to service the area currently draining to it.

Completing the improvements to the open drain fronting 560 Simcoe Street (Pike Road) will not alleviate the flooding problems. The flooding will continue to occur after the enclosure of the drain.

Pursuant to Council's instructions given at the August 9, 2004 meeting, the open ditch fronting the Parlette's property at 560 Simcoe Street (Pike Road) shall be enclosed, as well as implementing measures to prevent the backflow of water through the sub drain outlet. We recommend the following:

1. Enclose the existing 47.5 metre section of ditch fronting 560 Simcoe Street (Pike Road) with a 750 mm diameter corrugated steel storm sewer pipe.
2. An in-line catch basin shall be installed over the 750 mm diameter storm sewer, draining the front yard surface runoff and adjacent road runoff.
3. The existing ditch inlet pipes from the house shall be connected to the 750 mm diameter storm sewer, and backwater valves will be placed to prevent water from flowing towards the house.

Allowance and Compensation

No provisions for allowances or compensation for the land taken, for disposal of excavated material and tree removal are required for this project.

Stantec

January 31, 2005

Mayor Hurst & Members of Council

Page 5 of 7

**Reference: Pike Road Drain – Drainage Report
Enclosure of Open Drain at 560 Simcoe Street****Estimate of Cost**The estimated total cost of the work is **\$22,015.00** made up as follows:**Part A - Construction**

1	Excavate and dispose of all materials for sewer installation.	35 m ³	@	\$ 6.00 =	\$ 210.00
2	Remove and dispose of Rip Rap	l.s.	@	\$ 200.00 =	\$ 200.00
3	Supply and install 750 mm diameter storm sewer	47.5 m	@	\$ 210.00 =	\$ 9,975.00
4	Supply and install 600 mm CSP in-line catch basin including grate	l.s.	@	\$ 500.00 =	\$ 500.00
5	Supply, and install flap gates on the 100mm diameter ditch inlet pipes.	2 each	@	\$ 175.00 =	\$ 350.00
6	Supply and place clay fill	50 m ³	@	\$ 4.00 =	\$ 200.00
7	Supply and place Granular 'A'	70 tonnes	@	\$ 9.00 =	\$ 630.00
8	Supply and place topsoil and seed	400 m ²	@	\$ 2.50 =	\$ 1,000.00
9	Traffic Control & Signage	l.s.	@	\$ 500.00 =	\$ 500.00
10	Contingency Allowance	l.s.	@	\$ 500.00 =	\$ 500.00
Total Construction Cost					\$ 14,065.00

Stantec

January 31, 2005
Mayor Hurst & Members of Council
Page 6 of 7

**Reference: Pike Road Drain – Drainage Report
Enclosure of Open Drain at 560 Simcoe Street**

Part B - Incidental Costs

1	Engineering Fees include:	\$ 6,500.00
	i) Preliminary examination of site, meetings with property owners and Town staff, review of documents and reports, convening and attending meetings.	
	ii) Detailed survey, preliminary design, preparation of cost estimate and preparation of drawings.	
	iii) Final design and drawings, preparation of report and cost assessment.	
	iv) Meetings to consider report and Court of Revision.	
	v) Preparation of tender documents and inviting tenders, review of tenders, recommendations for award of contract, project administration during construction and inspection.	
	vi) Interim financing, mailing of notices, Court of Revisions, etc.	
	Total Incidental Cost	\$ 6,500.00

Total Construction Cost	\$ 14,065.00
Total Incidental Cost	\$ 6,500.00
GST (7%)	\$ 1,450.00
TOTAL ESTIMATE	\$ 22,015.00

The Town of Amherstburg indicated they may act as the Contractor/Project Manager to install the recommended works. The Construction Cost Estimate was based on the Town using their own labour and equipment. Construction costs shall be assessed to the Town of Amherstburg.

Future Maintenance

We recommend that the proposed enclosure of the ditch fronting 560 Simcoe Street (Pike Road) be kept up and maintained in accordance with provisions of the Drainage Act (sec. 74) at the expense of the lands, roads, municipality, and County for its repair and improvements, the proportions to be determined at the time of maintenance.

Stantec

January 31, 2005
Mayor Hurst & Members of Council
Page 7 of 7

**Reference: Pike Road Drain – Drainage Report
Enclosure of Open Drain at 560 Simcoe Street**

Drawings and Specifications

Included herein as part of this report are Figures 1 – 4 and Specifications relative to the work to be constructed.

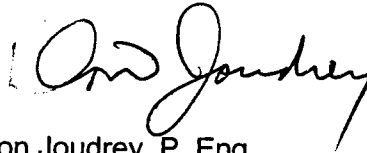
Sincerely,

STANTEC CONSULTING LTD.



Phil Bartnik, E.I.T.
Project Engineer
pbartnik@stantec.com

Reviewed and approved by:



Don Joudrey, P. Eng.
Project Manager
djoudrey@stantec.com



Attachment: Specifications
Figure 1 – Drainage Area Plan and Existing Infrastructure
Figure 2 – Plan and Profile
Figure 3 – Sections and Details
Figure 4 – Extent of Upstream Drainage Area

TOWN OF AMHERSTBURG
SPECIFICATIONS FOR THE
PIKE ROAD DRAINAGE IMPROVEMENTS

1. GENERAL

The work consists of the construction of a 47.5 metre, 750 mm diameter storm sewer, and covering the portion of the Pike Road Drain fronting 560 Simcoe Street (Pike Road) in the Town of Amherstburg as shown on Figures 1 to 4 attached hereto. The work includes, but is not restricted to, the supply and installation of 750 mm diameter storm sewer, installation of an in-line catch basin, supply and placement of fill including grading and reshaping of fill areas, cleanup and restoration.

2. ONTARIO PROVINCIAL STANDARD SPECIFICATIONS (OPSS) AND ONTARIO PROVINCIAL STANDARD DRAWINGS (OPSD)

The current Ontario Provincial Standard Specifications and Standard Drawings, adopted by the Ontario Municipal Engineers Association, shall apply to these works. Prospective Contractors should avail themselves of these Standards and Specifications, and amendments thereto, for reference purposes in preparing their tenders.

3. CONSTRUCTION OF STORM SEWER AND CATCH BASIN

A 47.5 metre, 750 mm diameter CSP storm sewer pipe shall be installed by open cut construction with Granular 'A' bedding and cover to OPSD 802.010 and approved native backfill, as indicated on the construction drawings. An in-line catch basin shall be constructed, draining the front yard surface runoff.

4. RESTORATION (HYDRAMULCH SEEDING)

When fill has been placed, the covered drain constructed and catch basin installed, the Contractor shall supply and place not less than 100 mm of approved topsoil and shall carefully spread and fine grade same over the designated fill area.

All fill areas shall be restored by a hydraulic application of seed and fertilizer applied at the appropriate time for the best chance of successful germination and growth. The hydramulch application shall comply with Ontario Provincial Standard Specification 572 for the application of seeding, mulching, temporary cover and erosion control blanket. The seed mixture and rate of fertilizer shall be as designated by the Engineer and notice will be given at the time of tendering for the precise type of operation required.

If any area fails to germinate, the Contractor will be required to return to the site and refertilize and seed same at no additional cost.

Payment for restoration of banks and easements will be made on a per square metre basis in accordance with the unit rates quoted on the Form of Tender.

5. CONNECTING EXISTING DRAINS

All existing inlet pipes shall be connected to the new 750 mm diameter storm sewer as shown on the drawings. These connections shall consist of appropriate diameter with approved coupling, Granular "A" bedding and cover.

6. PROTECTION AND RESTORATION OF PRIVATE PROPERTY

The Contractor shall protect private property at all times during the course of the work and any damage caused by his failure to do so shall be made good at his expense. The Contractor will not be permitted to work beyond the limits of the defined working areas and in the event that he trespasses on any private lands, he shall be liable for any charges and expense resulting there from.

All private property which must be disrupted as a part of the contract requirements shall be fully restored to its former condition. Any fine lawn areas on private property which are disturbed as a part of the work shall be fully restored with topsoil and hydramulch seed as specified herein. This shall be paid for in accordance with the unit rate quoted on the Form of Tender.

7. ENVIRONMENTAL PROTECITON

In addition to any other requirement of this specification, the Contractor will be required to ensure that adverse environmental impacts are minimized by taking the following actions:

- (1) Silt and sedimentation traps shall be constructed downstream of working areas to reduce pollution and turbidity.
- (2) Dust and noise control measures shall be maintained at all times.
- (3) No trees, bushes or shrubbery shall be removed or disturbed except where required and only within the limits of the prescribed working areas.
- (4) Hours of work shall be between 7:00 a.m. and 6:00 p.m. local time, Monday to Saturday. No work will be permitted on Sundays or legal holidays.
- (5) Proper vehicles and equipment shall be used at all times to ensure proper workmanship and to minimize property damage and environmental destruction.

8. PRESERVATION OF UTILITIES, PIPES, DRAINS, IRRIGATION SYSTEMS, ETC.

All existing utilities, power supply lines, drains, water pipes, irrigation systems, etc. shall be preserved and/or restored after completion of the work. Where it is necessary to take up or remove any such item, the Contractor shall carefully preserve and store same until the work is completed and then reconstruct or replace the item in its former position in proper working order. If the Contractor fails to exercise due care and diligence in preserving or replacing any such item he shall replace same at his expense.

The Contractor shall preserve all public utilities located on private lands or public road allowances. It will be his obligation to contact any utility company to determine the actual location of utilities or plant and to make arrangements to protect same in accordance with the requirements of that utility. Scheduling of the work will take into account the requirements of any utility company if it requires removal or relocation of any of its plant.

9. CLEANUP

The whole of the works shall be satisfactorily cleaned up during the course of construction and no portion will be left in an untidy or incomplete state before subsequent portions are undertaken.

Restoration of private lands and public road allowances used by the Contractor shall be carried out immediately after use. All roads and access to property shall be maintained in a fully operational and satisfactory state during construction. No piles of construction materials, equipment or debris will be permitted to remain on private lands or along any highway or public right-of-way.

Before authorizing final payment, the Engineer will inspect the work to ensure that all property and road allowances have been restored to their original condition. In the event the Contractor fails to satisfactorily cleanup any portion of the work, the Engineer may order such cleanup to be carried out by others and the cost of same deducted from any money owing to the Contractor.

10. PAYMENT

Payment will be made to the Contractor in accordance with the prices quoted in his tender for the work. A holdback will be retained each month or from each payment certificate, as the case may be, to cover the cost of any uncompleted work or to ensure the satisfactory guarantee of same until the period of lien registration expires. Payment for any part of the work on a progress or monthly basis, does not imply acceptance or warranty of the work and final payment will not be authorized until the Contractor has satisfied the Engineer there are no claims or liens against the work and he has furnished the Engineer with a Clearance Certificate from the Worker's Compensation Board.

All payments must include GST to be paid by the Town to the Contractor as prescribed by law.

11. SCHEDULING

Scheduling of the work will be under the direction of the Engineer. A preconstruction meeting will be held with the Engineer, the Town of Amherstburg and the Contractor to review the Contractor's proposed schedule for constructing the work. If the Engineer deems any concerns warrant revisions to the schedule, he may require the Contractor to make such changes as will accommodate the interest of all parties concerned. No extra cost will be allowed for any scheduled changes deemed necessary by the Engineer.

12. STANDARD SPECIFICATIONS

The work shall be constructed to the standard specifications of the Town of Amherstburg. Detailed specifications and further instructions will be issued to the Contractors at the time of tendering for the work. The intent of such detailed specifications and further instructions is to amplify and clarify any of the matters relating to work to ensure the intent of these specifications is fulfilled.


13. INSURANCE

The Contractor will be required to carry adequate insurance to protect against damage and public liability from his operations or activities. Such insurance will be in a form and in an amount satisfactory to the Town of Amherstburg to ensure the proper protection of all parties concerned including the property owners, the Town or its agents and the Engineer. The cost of all insurance is the Contractor's price of the work.

14. BONDS

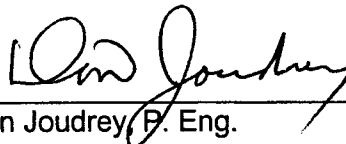
The Contractor will be required to furnish a Bid Bond or a cash tender deposit, as the case may be, with his tender to ensure he is able to properly undertake the work for the price submitted. The amount of Bid Bond or tender deposit will be designated by the Engineer at the time of tendering for the work. The successful tenderer who is awarded the Contract, will be required to furnish a 100% Performance Bond to ensure the due and proper performance of the work.

STANTEC CONSULTING LTD.



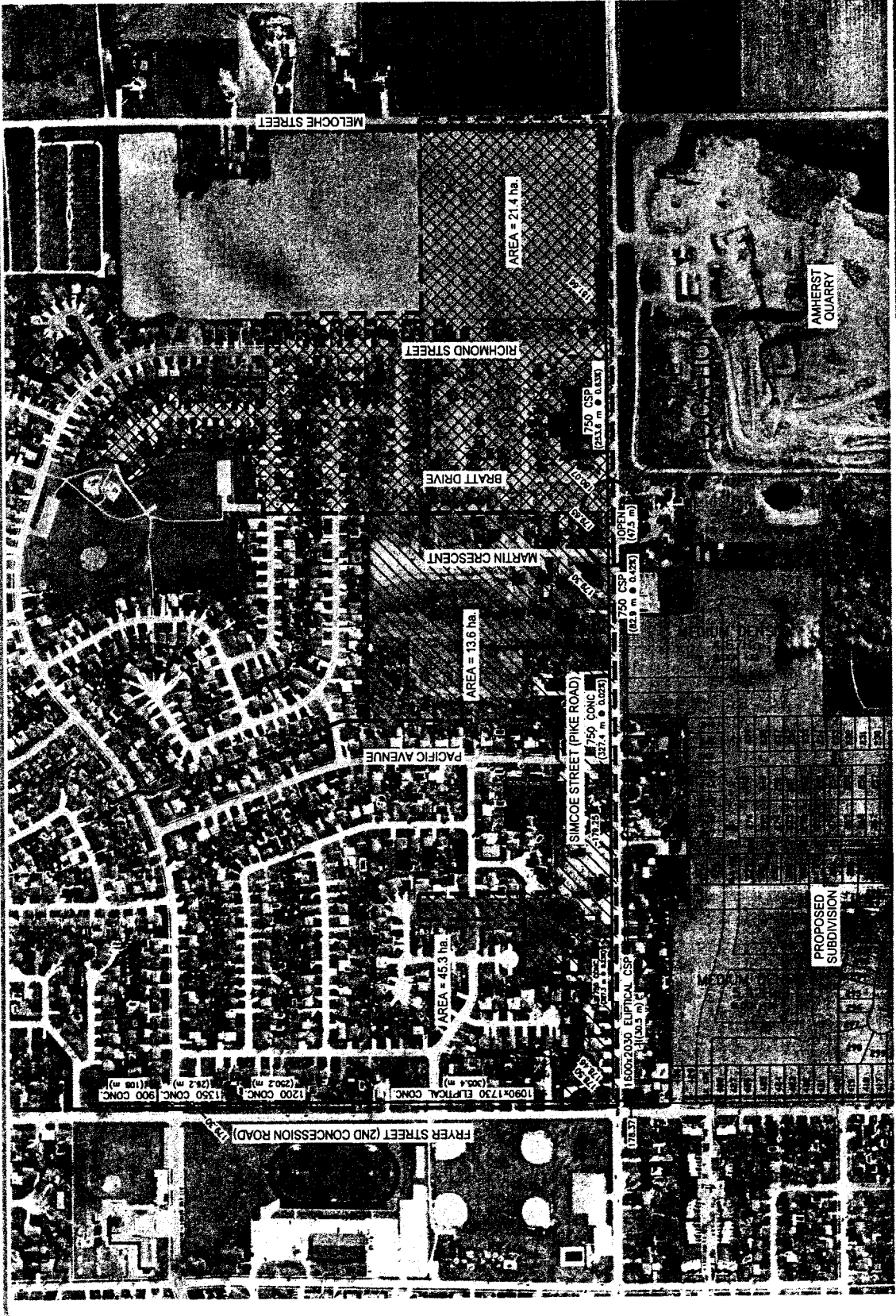
Phil Bartnik, E.I.T.
Project Engineer
January 31, 2005

Reviewed and approved by:



Don Joudrey, P. Eng.
Project Manager
January 31, 2005

W:\active\165606372 Pike Road Drain - Amherstburg\design\report\Pike Road Drain\Fig1URE 1-4.dwg
 2005-01-31 10:12AM By: dmedison



**TOWN OF AMHERSTBURG
PIKE ROAD DRAIN**

DRAINAGE AREA PLAN AND EXISTING INFRASTRUCTURE

PROJECT NO. 165606372
 DRAWN BY: dmedison

DATE: 2005

SCALE: 1:5000

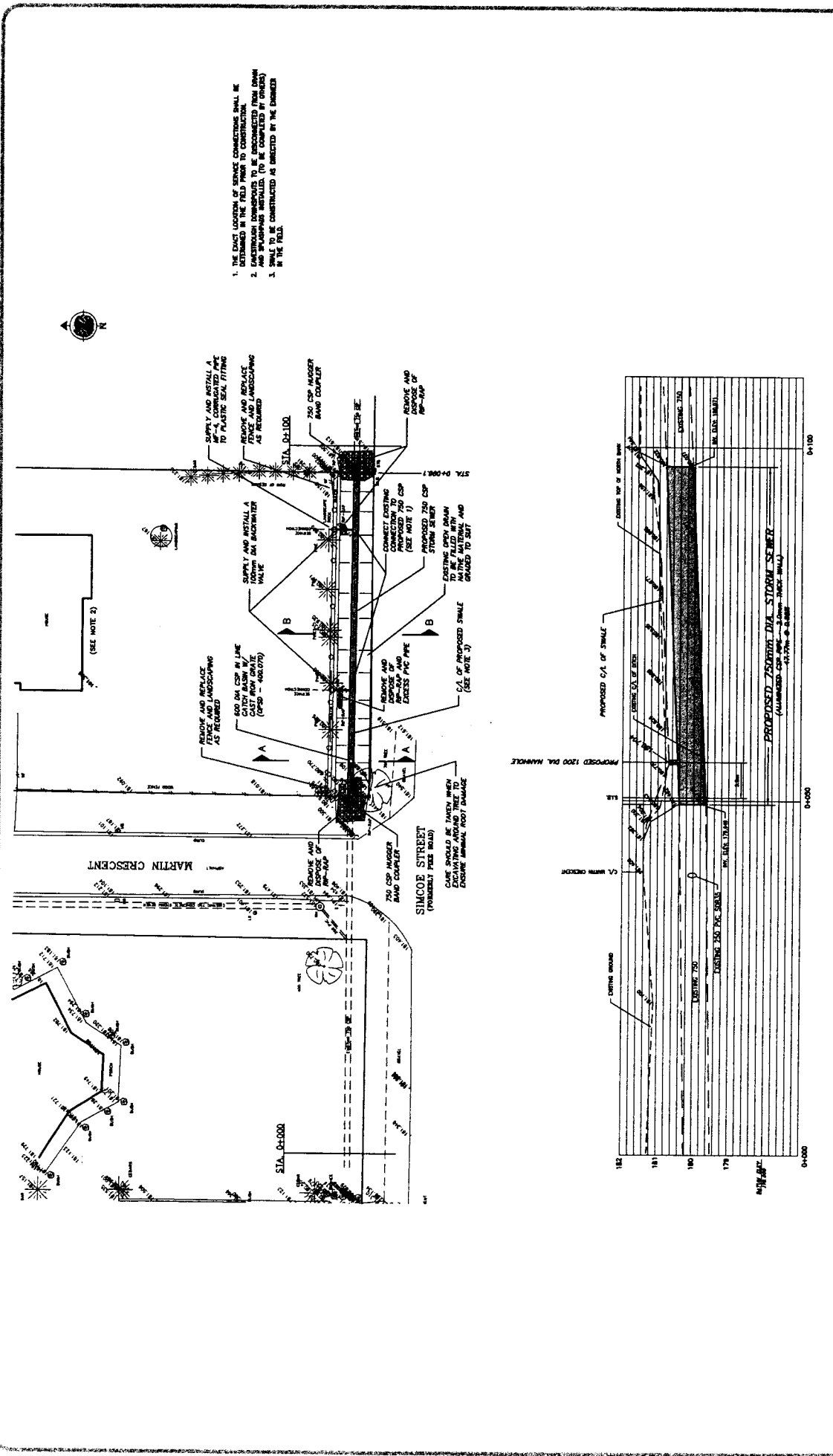
FIGURE NO. 1

LEGEND

DRAINAGE AREA FOR PIKE ROAD DRAIN

ASSESSED AREA FOR PIKE ROAD DRAIN

Stanitec



1. THE EXACT LOCATION OF SERVICE CONNECTIONS SHALL BE DETERMINED IN THE FIELD PRIOR TO CONSTRUCTION.
2. ALL SERVICE CONNECTIONS SHALL BE INSTALLED IN ACCORDANCE WITH THE TOWN OF AMHERSTBURG SPECIFICATIONS FOR STORM SEWERS AND MANHOLES. (TO BE COMPLETED BY THE ENGINEER IN THE FIELD.)
3. SHALL TO BE CONSTRUCTED AS DIRECTED BY THE ENGINEER IN THE FIELD.

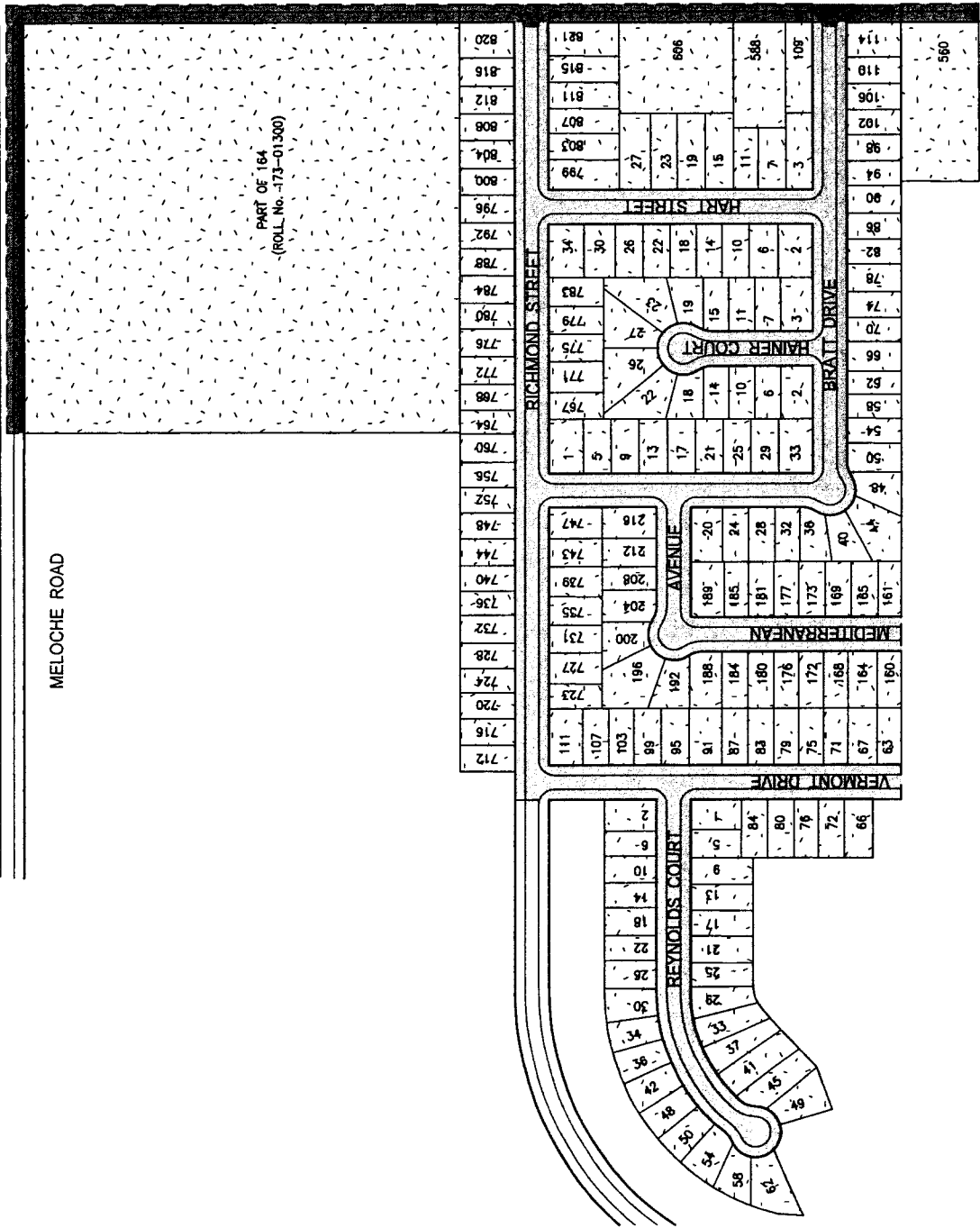
TOWN OF AMHERSTBURG
PIKE ROAD DRAIN

Stantec

PLAN AND PROFILE

1:500H
 1:100V

PROJECT NO. 165600832
 SHEET NO. 240
FIGURE 2

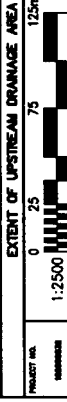


SIMCOE STREET (PIKE ROAD)

UPSTREAM DRAINAGE AREAS	
TOTAL AREA	
TOWN OF AMHERSTBURG MUNICIPAL RIGHT-OF-WAY (R.O.W.)	35,961.3 m ²
ESSEX COUNTY COUNTY RIGHT-OF-WAY (R.O.W.)	8,107.4 m ²
PROPERTY	168,201.7 m ²



TOWN OF AMHERSTBURG
PIKE ROAD DRAIN



PROJECT NO. 165600812
 DRAWING NO. 1-4



The Corporation of the
Town of Amherstburg

P. O. BOX 159
271 SANDWICH STREET SOUTH
AMHERSTBURG, ONTARIO
N9V 2Z3
www.amherstburg.ca

PRESENTED TO COUNCIL
MUN. OFFICERS
ITEM REPORT # 7
DATE FEB 14 2005

PUBLIC WORKS DEPARTMENT
Tel (519) 736-3664
Fax (519) 736-7080

LOU ZARLENGA, P.ENG.
Manager of Public Services

REPORT

To: Mayor Hurst and Members of Council

From: Lou Zarlenga

Date: February 9, 2005

Subject: Endorsement Of Best Practices Under The National Guide For Sustainable Municipal Infrastructure

1. BACKGROUND

To review a request from Councillor Bailey as to whether the information provided by the National Infrastructure Guide would be of value to the Municipality.

2. BACKGROUND

Introduction

The *National Guide to Sustainable Municipal Infrastructure* (the Guide) outlines best practice solutions useful for long-term infrastructure planning and lowering operational costs while enhancing service levels. The aim of the Guide is to "identify and disseminate best practices and encourage innovation to support sustainable municipal infrastructure decisions and actions". Funding for the Guide is provided by the Infrastructure Canada Programme and implemented by the Federation of Canadian Municipalities (FCM) in partnership with the National Research Council (NRC).

The intent is to leverage practices that have proven to be key success factors in distinguishing a Canadian municipality as a leader in a given niche. Best practices are published for municipal roads, potable water, storm and waste water, decision making and investment planning, and environmental protocols (see Appendix A for internet links to each). In addition to the completed best practice solutions, Appendix B lists the many more Best Practices in Draft form readily available for review and comment. Furthermore, Appendix B lists the many Best Practices currently being prepared but not yet ready for review.

Description of the Guide

The Guide supports the protection and enhancement of municipal infrastructure using four pillars – environment, social, regulation, and economic – as a framework. By consolidating knowledge, best practices have evolved as tools to assist municipalities in selecting the best technologies available, evaluating life-cycle costs, and seeking an optimum return on investment.

History of the Guide

The best practice movement began in the mid-1980s in an effort to improve municipal infrastructure with maximum public benefit and to restore capital investment from various levels of government through the use of supportive policies and practices.

The concept of a technical guide for urban infrastructure was discussed by practitioners in 1991 and resulted in a feasibility study evaluating infrastructure needs. One of the notable conclusions was the need for a voluntary performance-based guide. Thus, between 1996 and 1998, the NRC, working in tandem with key stakeholders from the public and private sector, developed a frame work and financial package for such a handbook.

The Guide was then created over a four-year period through the support of a network of stakeholders from across the Country. Two parts have evolved: a) a non-technical investment and planning tool for municipal representatives such as elected officials, administrators, and finance officials, and b) an integrated compendium of technical best practices in infrastructure management for use as a strategic guidance tool.

An endorsement of the best practices in the Guide would be a progressive step toward future infrastructure strategy and deployment. The Town of Amherstburg would be joining numerous other Canadian municipalities in supporting the movement. Additionally, there is no cost associated in using the InfraGuide "Best Practices".

3. RECOMMENDATION

We would recommend that the Town of Amherstburg endorse the best practice concept from the National Guide to Sustainable Municipal Infrastructure and apply the practices when deemed appropriate.

Prepared by:



**Corrine Gabriele, A.Sc.T.
Public Works Office Manager**

Prepared and Reviewed by:



**Lou Zarlenga, P.Eng.
Manager of Public Services**

Attachments Appendix A – Best Practices Ready for Use
 Appendix B – Draft and Future Best Practices
 Appendix C – Letter and Attachment to Mr. Bailey from InfraGuide

Internet Links to The National Guide to Sustainable Municipal Infrastructure

Home Page:

<http://www.infraguide.gc.ca/indexe.html>

Comprehensive Listing of Best Practice Reports:

<http://www.infraguide.gc.ca/docs/bestother.pdf>

Best Practice Topics:

Note that practices already published are listed below. Additional practices are still under development.

Municipal Roads

<http://www.infraguide.gc.ca/bestmunicipal.html>

- Guidelines for Sealing and Filling Cracks in Asphalt Concrete Pavement
- Timely Preventive Maintenance for Municipal Roads
- The Construction of Utility Boxes in Pavement
- The Restoration and Repair of Utility Boxes in Pavement

Potable Water

<http://www.infraguide.gc.ca/bestpotable.html>

- Water Quality in Distribution Systems
- Deterioration and Inspection of Water Distribution Systems
- Water Use and Loss in Water Distribution Systems
- Selection of Technologies for the Rehabilitation or Replacement of a Water Distribution System

Storm and Waste Water

<http://www.infraguide.gc.ca/beststorm.html>

- Selection of Technologies for Sewer Rehabilitation and Replacement
- Infiltration/Inflow Control/Reduction for Wastewater Collection Systems
- Best Practices for Utility-Based Data
- Source and On-Site Controls for Municipal Drainage Systems
- Wastewater Source Control

Decision Making and Investment Planning

<http://www.infraguide.gc.ca/bestdecision.html>

- Coordinating Infrastructure Works
- Alternative Funding Mechanisms
- Developing Indicators and Benchmarks
- Developing Levels of Service
- Planning and Defining Municipal Infrastructure Needs

Environmental Protocols

<http://www.infraguide.gc.ca/bestenvironmental.html>

- Strategic Commitment to the Environment by Municipal Corporations

Guide Glossary

<http://www.infraguide.gc.ca/docs/glossary.pdf>

Below are the draft Best Practices currently under review, they are available on our website NOW.

Decision Making and Investment Planning

1. Public Consultation (DMIP 10)

Potable Water

1. Small System Operation and Maintenance Practices (PW 11)
2. Methodologies for Setting a Cross-Connection Control Program (PW 12)

Storm and Wastewater

1. Quality Management for Biosolids Programs (SWW 13)
2. Conveyance and End-of-Pipe Measures for Stormwater Control (SWW 14)

Roads and Sidewalks

1. Dust Control for Unpaved Roads (MR 11)
2. Reuse and Recycling of Road Construction and Maintenance Materials (MR 12)

Get involved today by visiting our website and reviewing our easy-to-use documents at http://www.infraguide.ca/bestPractices/ReviewBP_e.asp#pw

Comments should be returned to Louise Després-Jones:
Louise.Despres-Jones@nrc-cnrc.gc.ca or by fax at (613) 993-2180

The personal benefits of commenting on draft BPs include:

- Recognition among your peers for contributions to your field
- Sharing your knowledge and technical expertise
- Staying informed about the latest and most current developments in infrastructure

Documents soon to be released on our website include:

Decision Making and Investment Planning

1. Managing Risk
2. Public Consultation

Potable Water

1. Monitoring Water Quality in the Distribution Systems
2. Small System Operation and Maintenance Practices
3. Methodologies for Setting a Cross-Connection Control Program

Storm and Wastewater

1. Communication and Public Consultation for Biosolids Management
2. Biosolids Quality Management Programs
3. Stormwater Management Planning
4. Conveyance and End-of-Pipe Measure for Stormwater Control

Roads and Sidewalks

1. Preservation of Bituminous Pavement Using Thin Surface Restoration Techniques
2. Dust Control for Unpaved Roads
3. Reuse and Recycling of Road Construction and Maintenance Materials

Environmental Protocols

1. Environmental Assessment
2. Environmental Management Systems
3. Land Use Planning

InfraGuide

Innovations and Best Practices
Innovations et règles de l'art



www.infraguide.ca

September 17, 2004

Robert Bailey, Councillor
Town of Amherstburg
271 Sandwich Street. S.
P.O. Box 159
Amherstburg, ON N9V 2A5

Low - F.T.B

*Is this something you
would like to look into!*

Thanks

Bob B.

Re: **AMO Conference and InfraGuide**

Dear Robert:

Thank you for visiting us and learning about InfraGuide at the recent AMO conference in Ottawa. As discussed at our booth, InfraGuide is a national network of experts and a growing collection of best practice publications for core infrastructure – offering the best in Canadian experience and knowledge of infrastructure.

The result, to date, is a series of more than 30 “Best Practices” in six (6) categories which have been developed to assist both councillors and public works managers with valuable guidelines for decision-making and practical technical advice in the area of municipal infrastructure.

The six categories include potable water, municipal roads and sidewalks, storm and wastewater, decision-making and investment planning, and environmental protocols. The process is on going with the development of additional BP's.

Infrastructure Canada funds the program with the Federation of Canadian Municipalities and the National Research Council as the primary drivers. The Canadian Public Works Association is a founding partner.

Do you want your municipality to be a national leader in infrastructure management and sustainability? Acquire critical insight into present and future infrastructure best practices by endorsing InfraGuide today!

At the booth, we provided you with a disk containing a draft council resolution for adopting the Guide. All you have to do is to pass the resolution and let us know about it. To date, 32 municipalities have done exactly this. A sample resolution is enclosed and additional information can be found on the website at www.infraguide.gc.ca. Click on 'Connect', and then 'Member Municipalities' to see the latest list of municipalities who have endorsed the Guide.

As a follow-up to this letter, we will contact you shortly to see how we can help.

Sincerely,

Lauren Ryan-Forrest

Lauren Ryan-Forrest
Regional Contact, InfraGuide



National Guide
to Sustainable
Municipal
Infrastructure

Guide national pour
des infrastructures
municipales
durables

M-20, 1200 Montreal Road
Ottawa, Ontario K1A 0R6
Phone: 1.866.330.3350
Fax: 613.993.2180

M-20, 1200, chemin Montréal
Ottawa (Ontario) K1A 0R6
Tél : 1.866.330.3350
Télécopieur : 613.993.2180

Ontario Regional Contact:
Lauren Ryan-Forrest
Lauren@ogra.org or call
905-795-2555. OGRA/OPWA
6355 Kennedy Road, Unit 2
Mississauga, ON, L5T 2L5



AMO DELEGATES: WELCOME TO INFRAGUIDE!

THE NATIONAL GUIDE TO SUSTAINABLE MUNICIPAL INFRASTRUCTURE

WHAT CAN INFRAGUIDE DO FOR YOU?

- Provides your municipality with Best Practices (BP's) for sustainability – valuable guidelines for decision-making and practical technical advice in the area of municipal infrastructure.
- Connects municipalities and others in the infrastructure community.

WHO SPONSORS IT?

The Federation of Canadian Municipalities in partnership with the National Research Council and Infrastructure Canada.

WHAT IS IT?

To date, there are more than 30 BP's in the fields of:

- Potable Water
- Municipal Roads and Sidewalks
- Storm and Wastewater
- Decision-Making and Investment Planning
- Environmental Protocols

InfraGuide's "Network of Excellence" supports on-going collaboration from a grassroots approach. To date, InfraGuide has more than 300 volunteers from across the country and representing the industry.

HOW CAN WE PARTICIPATE?

Your municipality can "adopt" InfraGuide, demonstrating your community's leadership in sustainability and becoming a member of the InfraGuide network.

HOW DO WE DO THAT?

Council passes a resolution adopting InfraGuide. We can provide you with a sample resolution.

"My municipality wants to adopt InfraGuide in order to make better decisions and deliver better products and services. Where can I get further information?"

For more information, please contact Lauren Ryan-Forrest at InfraGuide: lauren@ogra.org or call 905-795-2555. Address: OGRA/OPWA, 6355 Kennedy Road, Mississauga, ON, L5T 2L5.





The Corporation of the
Town of Amherstburg

271 SANDWICH STREET SOUTH
P. O. BOX 159
AMHERSTBURG, ONTARIO
N9V 2Z3
www.amherstburg.ca

PRESENTED TO COUNCIL
MUN. OFFICERS
ITEM REPORT # 8
DATE FEB 14 2005

PUBLIC WORKS DEPARTMENT

Tel (519)736-3664

Fax (519) 736-7080

LOU ZARLENGA, P.ENG.

Manager of Public Services

REPORT

To: Mayor Hurst and Members of Council
From: Lou Zarlenga
Date: February 9, 2005
Re: Chamber of Commerce Banner Program
2005 Locations Map

1) **PURPOSE**

To request Council permission to install 95 Chamber of Commerce scroll banners at various pole locations within the Town's business area.

2) **BACKGROUND**

As requested by Council the Public Works Department has met with Councillor Carl Gibb representing the Chamber of Commerce to ascertain the criteria for locating the above noted scroll banners. The main requirement is that the banners be placed along busy commercial streets.

There will be a total of 95 pole mounted banners plus five (5) building mounted banners.

Attached is a plan showing the street lighting poles and other poles which we find suitable for the banners. A number of the available poles are currently utilized for the hanging basket program and we believe the hanging baskets and banners will complement each other on the same pole.

In addition there are six (6) poles situated on the Coast Guard property the use of which will require approval from the Coast Guard. Also there are six (6) hydro poles on Simcoe Street the use of which requires permission from Essex Power.

Also attached is a photo showing four (4) of the six banner variations available.

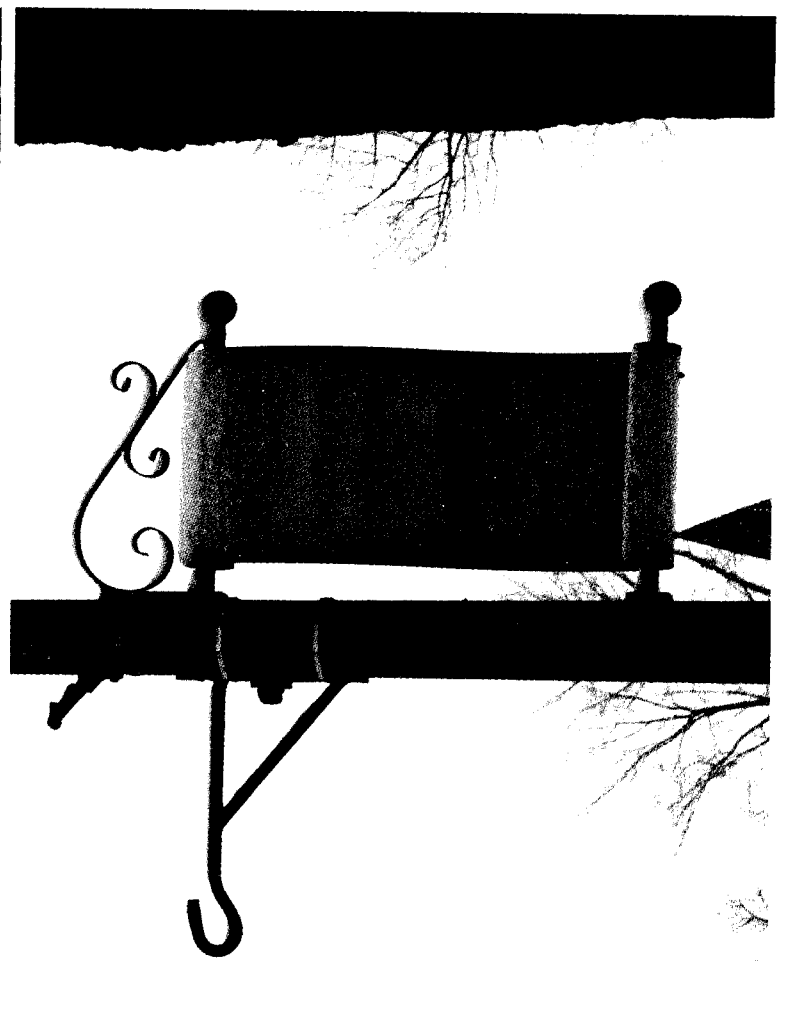
3) **RECOMMENDATIONS**

I would recommend that Council concur with the selected locations for the Chamber of Commerce scroll banners.

All of which is respectfully submitted for consideration of Council.

Lou Zarlenga, P.Eng
Manager of Public Services

attachments: - Plan of selected locations
- Photo of banners





The Corporation of the
Town of Amherstburg

P. O. BOX 159
271 SANDWICH STREET SOUTH
AMHERSTBURG, ONTARIO
N9V 2Z3
www.amherstburg.ca

PRESENTED TO COUNCIL
MUN. OFFICERS
ITEM REPORT #9
DATE FEB 14 2005

PUBLIC WORKS DEPARTMENT
Tel (519) 736-3664
Fax (519) 736-7080

LOU ZARLENGA, P.ENG.
Manager of Public Services

REPORT

To: Mayor Hurst and Members of Council
From: Lou Zarlenga
Date: February 9, 2005
Re: Salt Management Plans – Environment Canada

1) **PURPOSE**

To accommodate the Code of Practice for the Environmental Management of Road Salts as published by Environment Canada.

2) **BACKGROUND**

The above noted Code of Practice was published on April 3, 2004. Its purpose is to guide road authorities in developing salt management plans to reduce environmental harm caused by road salt. The Code applies to organizations using more than 500 tonnes of road salt annually. Over the last six (6) years the Town of Amherstburg has used an average of 1,880 tonnes per year. Environment Canada recommends that municipalities using 500 tonnes of road salt or more annually should develop salt management plans. The preparation of such salt management plans is non-regulatory at present. The Ontario Good Roads Association of which the Town is a member recommends preparation of Salt Management Plans.

Accordingly the first step is for the Municipality to file a letter of intent to Environment Canada with a subsequent Salt Management Plan to be complete by April 3, 2005 and a first report to Environment Canada by June 30, 2005.

Attached is a sample letter of intent, and information from OGRA in this regard.

3) RECOMMENDATIONS

I would recommend that Council comply with this requirement from Environment Canada notwithstanding that this requirement is non-regulatory.

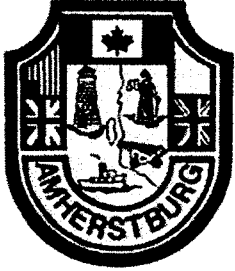
I would further recommend that Council directs forwarding of the attached letter of intent.

All of which is respectfully submitted for further consideration and decision by Council.



Lou Zarlenga, P.Eng.
Manager of Public Services

attachments: OGRA information letter, May19/04
 OGRA information letter, Aug 12/04
 Sample Letter of Intent



The Corporation of the
Town of Amherstburg

P. O. BOX 159
271 SANDWICH STREET SOUTH
AMHERSTBURG, ONTARIO
N9V 2Z3
www.amherstburg.ca

January 27, 2005

Director, Chemical Controls Branch
Environment Canada
Place Vincent Massey
351 St. Joseph Blvd., 12th Floor
Gatineau QC
K1A 0H3

NOTIFICATION OF INTENT TO PREPARE A SALT MANAGEMENT PLAN

This letter confirms the intent of the Town of Amherstburg to prepare a Salt Management Plan in accordance with the Code of Practice for the Environmental Management of Road Salts, published 3 April 2004. Furthermore, Management will report information annually to Environment Canada on the salt management plan as it is implemented and updated.

Inquiries pertaining to our municipality's salt management plan should be addressed to

Amherstburg Public Works Department
512 Sandwich Street South, P.O. Box 159
Amherstburg Ontario N9V 2Z3
Lou Zarlenga, P.Eng.
Manager of Public Services
Telephone (519) 736-3664 ext. 11
Fax (519) 736-7080

Sincerely,

NAME
HEAD OF COUNCIL

c.c. Tom Tseng, Environment Canada – Ontario Region

May 19, 2004



Heads UP Alert

Salt Management Plans

On April 3, 2004, Environment Canada published the Code of Practice for the Environmental Management of Road Salts. Its purpose is to guide road authorities in developing salt management plans to reduce environmental harm caused by road salt. The Code applies to organizations using more than 500 tonnes of road salt annually (based on a 5 year average) or which have vulnerable areas that could be potentially impacted by road salts. Municipalities using fewer than 500 tonnes of road salt annually are encouraged to follow best practices in the management of road salt. You can access the Code of Practice by clicking Winter Maintenance on the OGRA web site www.ogra.org.

While the development of salt management plans remains non-regulatory, Environment Canada strongly urges municipalities annually using 500 tonnes of road salt or more to submit a Letter of Intent by October 3, 2004. This letter will state the municipality's intention to develop a salt management plan. Municipalities which do not submit a Letter of Intent will be contacted by Environment Canada's nearest Regional Office to discuss their intentions. You will be able to view sample salt management plans developed by several municipalities via the OGRA web site www.ogra.org by July 1, 2004.

OGRA has developed a sample *Letter of Intent* for our members to use as a model. This is available on OGRA's web site www.ogra.org.

If your municipality has already developed a salt management plan, you should still send a Letter of Intent to Environment Canada indicating that the plan exists. See the second sample *Letter of Intent* on the OGRA web site for suggested wording: www.ogra.org.

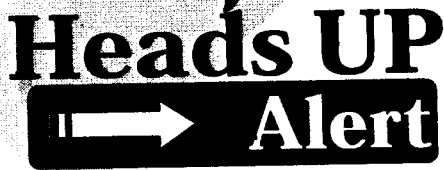
Municipalities should prepare a Salt Management Plan by 3 April 2005 (i.e. one year after the publication date of the Code of Practice). "It is recommended that implementation of the salt management plan begin in the fiscal year following the preparation of the salt management plan."

continued on page 2...



ONTARIO GOOD ROADS ASSOCIATION

530 Otto Road, Unit #2 Mississauga, ON Tel: (905) 795-2555 Fax: (905) 795-2660 Email: info@ogra.org



Heads UP Alert

...continued from page 1

Each June 30th, following the implementation of the salt management plan within your municipality, a report is required to be sent to Environment Canada encompassing the following (*for details on each, see Annex C (Monitoring and Measuring Progress) of the Code of Practice*):

1. Salt Management Plan (initial approval date and/or latest date of revision)
2. Materials used (quantities of all products used in winter maintenance)
3. Material storage
4. Road salt application practices
5. Snow disposal
6. Winter maintenance training
7. Areas vulnerable to road salt
8. Environmental monitoring

These will be measured against the winter severity.

Deadlines

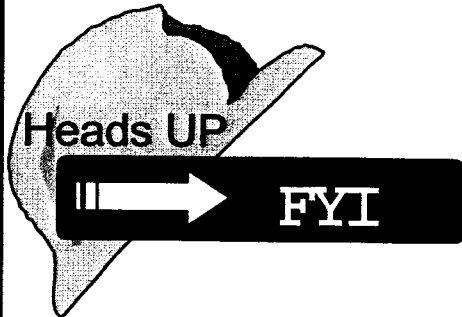
- | | |
|-----------------------|--|
| 3 October 2004 | Letter of Intent due for road authorities using more than 500 tonnes of road salt per year |
| 3 April 2005 | Completion of Salt Management Plan |
| 30 June 2005 | First report to Environment Canada due as per Annex C of the Code of Practice |

For further information, contact Heather Crewe (heather@ogra.org) or Frank Hull (frank@ogra.org) at 905-795-2555.

ONTARIO GOOD ROADS ASSOCIATION

530 Otto Road, Unit #2 Mississauga, ON Tel: (905) 795-2555 Fax: (905) 795-2660 Email: info@ogra.org

August 12, 2004



Do You Need Assistance

Preparing your Municipality's

Salt Management Plan

OGRA has received many requests for copies of existing Salt Management Plans. In turn, OGRA has asked municipalities to grant permission to publish their salt management plan, once they have been approved by Council. The municipal response has been: *We are currently working on our salt management plan and will gladly allow OGRA to publish it on the OGRA website upon completion.*

Each salt management plan is unique to the road authority (municipality); therefore, OGRA cannot provide a template for a salt management plan. Here are some tips to get you started on your municipality's salt management plan.

FIRST STEPS

1) Reference Material

Go to the TAC (Transportation Association of Canada) website: www.tac-atc.ca, and download the *Syntheses of Best Practice – Road Salt Management* and the *Salt SMART Learning Guide*. You can also purchase from TAC "*The Salt Management Guide*." **NOTE: All three of these TAC documents will be available on CD for all those attending the 2004 Snow and Ice Colloquium on October 21-22 in Mississauga.**

2) Data

Collect data on your current level of service, work practices and procedures, equipment, equipment calibration, salt storage and handling, salt usage (rolling 5 year average), etc. In other words, **gather the data to prepare for an audit of what you do today**. This may take time; you may not have the data and will need to collect it, or all the data is not stored in the same location and will need to be consolidated in one location.

3) Planning

Look at the long term 5 to 10 years out and decide **where you want your organization to be** with respect to salt management. For example: Your municipality could set the objective that "all spreaders will have electronic controls with liquid capability".

4) Analysis

Perform a **gap analysis** between what you do today and where you want to be in the future.

For the above example, the addition of electronic spreader controls is a multi-year budget item. You may decide that all new trucks purchased from this point forward will be equipped with electronic spreader controls and any truck under five years of age will receive a retrofit.



ONTARIO GOOD ROADS ASSOCIATION

6355 Kennedy Road, Unit #2 Mississauga, ON Tel: (905) 795-2555 Fax: (905) 795-2660 Email: info@ogra.org

Note: Toronto found that the addition of electronic spreader controls on all spreaders and a program to ensure proper calibration of these spreader controls gave 25% reduction of salt usage the first year. (Toronto hires 400 pieces of winter operations equipment annually, and has made electronic spreader controls mandatory in their new four-year contract.)

WHAT NEXT?

1) Training

Emphasis must be placed on training in your salt management plan. Resources should be earmarked annually in the municipal budget to provide training. Initially, training is required for the basics of winter maintenance operations for both municipal and contract and contractor's employees, and later training is needed for new technologies including the use of liquids.

Training is available from many sources. OGRA offers computer based training (CBT) using the Ontario version of the AASHTO RWIS/Anti-icing CBT, and classroom Winter Maintenance Operations Training for operators, patrollers and supervisors. Also, OGRA offers train-the-trainer courses for these programs for larger municipalities that wish to use in-house trainers. **Watch the OGRA website for the details on the 2004 OGRA winter operations maintenance training programs: www.ogra.org**

2) Monitoring and Record Keeping

Your salt management plan is the benchmark for your municipality. **Your salt management plan must be updated annually**, noting progress on achieving your municipality's objectives. Monitor your progress daily by setting up documentation to record all your winter operations maintenance activities. You are required by the **Code of Practice for the Environmental Management of Road Salts** to report to Environment Canada annually by June 30th each year starting in 2005.

WHAT DO I NEED TO MONITOR?

Go to Annex "C" – **Monitoring and Measuring Progress** of the **Code of Practice for the Environmental Management of Road Salts: www.ec.gc.ca/nopp/roadsalt**

There you will find the information required for reporting annually to Environment Canada. Your internal monitoring and record-keeping should be designed to assist your municipality in reporting to Environment Canada on June 30th of each year.

For Additional Assistance

OGRA has asked the City of Toronto for a copy of its salt management plan for posting on the website. Also, OGRA is working with a small municipality to demonstrate **how to prepare a SMP** for presentation at the **Snow and Ice Colloquium on October 21 & 22, 2004 in Mississauga**. For information on how to register for the 2004 Snow and Ice Colloquium, go to the OGRA website: www.ogra.org

For further information, contact Frank Hull frank@ogra.org, Heather Crewe heather@ogra.org or Brian Anderson brian@ogra.org



ONTARIO GOOD ROADS ASSOCIATION

6355 Kennedy Road, Unit #2 Mississauga, ON Tel: (905) 795-2555 Fax: (905) 795-2660 Email: info@ogra.org



The Corporation of The
Town of Amherstburg

PRESENTED TO COUNCIL
MUN. OFFICERS
ITEM REPORT # 10
DATE FEB 14 2005

HILARY G. PAYNE, P.ENG.
Chief Administrative Officer

Email: hpayne@amherstburg.ca

DAVID MAILLOUX, AMCT, B.Comm
Clerk

Email: dmailoux@amherstburg.ca

REPORT TO: MAYOR & COUNCIL
REPORT FROM: HILARY PAYNE
SUBJECT: ERIE AVENUE PROPERTY LINES
DATE: JANUARY 24, 2005

The following motion was passed at the November 29th 2004 Council Meeting:

Moved by A. Leardi, seconded by R. White that the Town Solicitor Armando Deluca determine if mapping exists showing boundary of Erie Avenue and that if no mapping exists a report be prepared for Council.

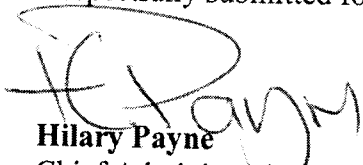
Before proceeding to the Town Solicitor we checked existing mapping in the town and the following is attached:

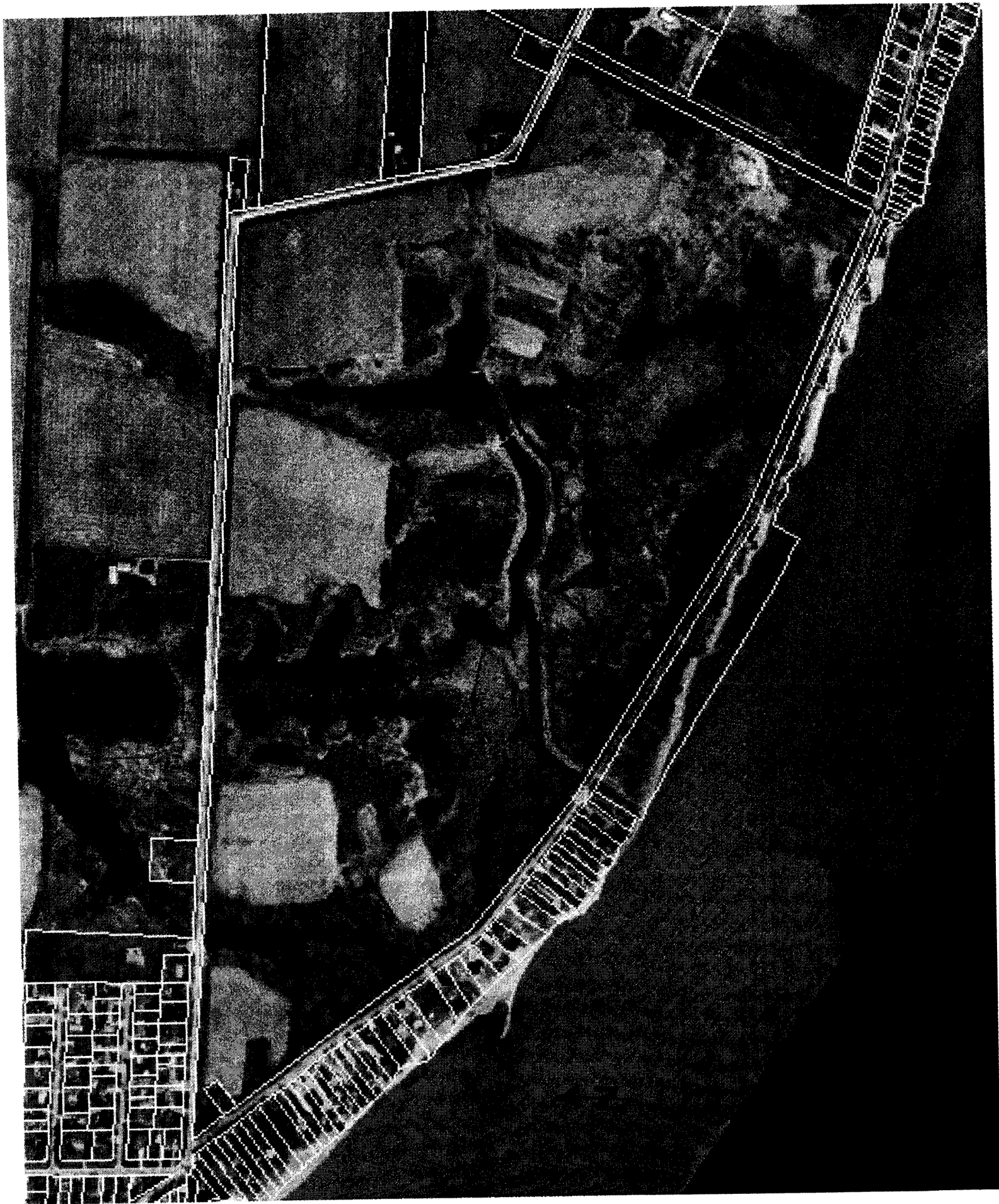
Aerial photo with property lines superimposed

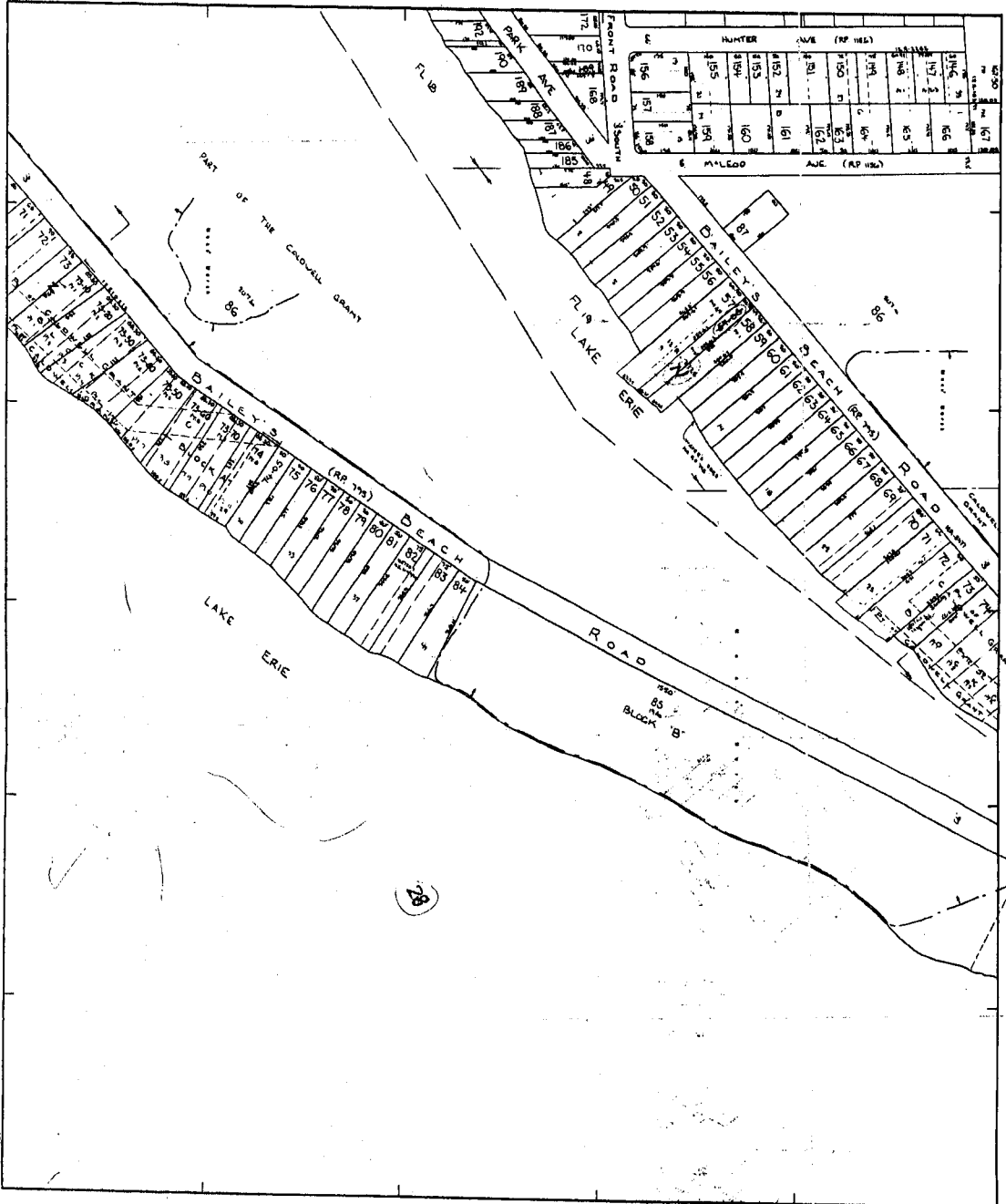
Assessment map

If more detailed mapping is required it may be necessary, depending on what Mr. Deluca discovers, to retain the services of an Ontario Land Surveyor.

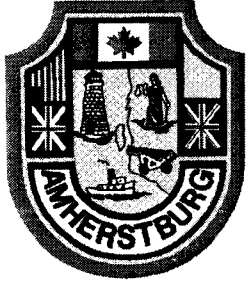
Respectfully submitted for your information and consideration.


Hilary Payne
Chief Administrative Officer





Copyright
 The Board of Assessment, Town of Malden, New York
 37-26-05-020
 TOWNSHIP OF MALDEN
 2020
 29.55.02.0



The Corporation of The
Town of Amherstburg

PRESENTED TO COUNCIL
MUN. OFFICERS
ITEM REPORT #11
DATE FEB 14 2005

HILARY G. PAYNE, P.ENG
Chief Administrative Officer

Email: hpayne@amherstburg.ca

DAVID MAILLOUX, AMCT, B.Comm
Clerk

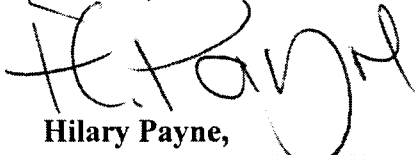
Email: dmailoux@amherstburg.ca

REPORT TO: MAYOR & COUNCIL
REPORT FROM: HILARY PAYNE
SUBJECT: FERMI 2 INCIDENT – JANUARY 24, 2005
DATE: FEBRUARY 3, 2005

Councillor White enquired regarding the issue of public notification of the above and Chief Murray has prepared the attached report in response.

Respectfully submitted for your information.

Sincerely,


Hilary Payne,
Chief Administrative Officer

HP/gs

REPORT

TO: Mayor and Members of Council
FROM: Fire Chief Richard Murray
DATE: February 2, 2005
SUBJECT: Fermi II Incident on January 24, 2005

The purpose of this report is to inform council of the actions taken under our Emergency Plans and the reasons for such actions.

Due to an incident at the Fermi II Nuclear Plant in Monroe Michigan on January 24, 2005 the Province of Ontario put the Town of Amherstburg Emergency plan on routine monitoring. This means that the Mayor, Fire Chief, Police Chief, Amherstburg CAO and Essex County Emergency Coordinator are notified of the situation and we are to monitor the situation at our present locations. A short period later the province stepped up the notification to enhanced monitoring. This means that the five people first notified are then notified of the change and are to report to the Municipal Operations Centre which is located at fire station number 2. From this location they will monitor the situation and await direction from the province. All of this was done according to the Nuclear Plan. During all this time we were kept abreast of the situation that was unfolding at the Fermi II Plant.

The Town of Amherstburg has two emergency plans. One is for all types of emergencies such as chemical incidents, floods, tornados etc. and one for Nuclear Incidents. Within the plan there are 4 steps of actions that are taken depending on the circumstances and they are as follows:

1. **Routine Monitoring** (The situation is monitored by Part of the Municipal Control Group).
2. **Enhanced Monitoring** (Part of the Municipal Control Group monitors the situation from the Municipal Operation Centre)
3. **Partial Activation** (Organizations are notified and put on standby and the full Municipal Control Group assembles at the Operations Centre)
4. **Full Activation** (Organizations are notified and all centres will be activated and staffed. The Municipal Control Group will take appropriate actions to ensure the safety of residents).

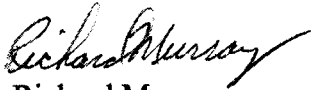
Under the nuclear plan the Province of Ontario is the lead agency. This means we take direction from the Province as to what actions we are to take. Such as notifying the public to stay indoors or to evacuate the area.

This particular incident received a lot of media coverage and has some people questioning as to why they weren't notified of the incident. It should be understood that not every incident requires the notification of the public, as this may cause undue alarm among the residents for minor incidents.

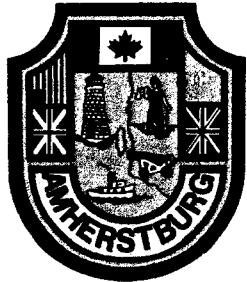
Under our emergency plans all of the appropriate actions were taken. At this time the plant was shutting down as a safety precaution and there was not going to be a release of radio active materials into the atmosphere. There was no need to use our notifications system such as the Sirens or "Reverse 9-1-1 Telephone System" as there was no danger to the public.

Rest assured that if the situation required the notification of our residents we would have taken all of the means available to us and done so. We would not want to panic people unnecessarily for an incident that was of minor nature.

The Town of Amherstburg has two very good Emergency Plans in place and the Municipal Control Group is made up of professional people who are trained to make the appropriate decisions that will ensure the safety of it residents.



Richard Murray
Fire Chief / Emergency Coordinator



The Corporation of The
Town of Amherstburg

PRESENTED TO COUNCIL
MUN. OFFICERS
ITEM REPORT # 12
DATE FEB 14 2005

HILARY G. PAYNE, P.ENG.
Chief Administrative Officer

Email: hpayne@amherstburg.ca

DAVID MAILLOUX, AMCT, B.Comm
Clerk

Email: dmailoux@amherstburg.ca

REPORT TO: MAYOR & COUNCIL

REPORT FROM: HILARY PAYNE

**SUBJECT: VISITOR INFORMATION
CENTRE OPERATION**

DATE: FEBRUARY 9, 2005

The following motion regarding the above was passed by Council on January 24th 2005.

Moved by P. Renaud, seconded by R. Bailey that Administration forward a letter to the Amherstburg Chamber of Commerce asking if the Chamber is interested in operating the Visitor Information Centre.

The attached response dated February 3rd 2005 has now been received from Mr. DiBartolomeo, President of the Chamber and is submitted for Council's consideration. The following motion was also passed by Council on January 24.

Moved by A. Leardi, seconded by R. White that we request the CAO to prepare a report on the ordering of pamphlets etc. and other related tasks in anticipation of the 2005 Tourist Season.

If council accepts the above noted offer from the Chamber the latter would be responsible for the tasks mentioned in this resolution and action on the latter is therefore deferred for the time being. A further resolution as follows was passed on January 26th.

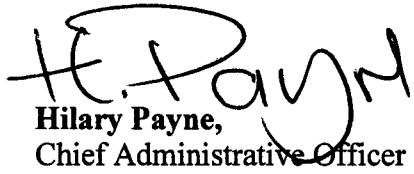
Moved by R. White, seconded by P. Renaud that we authorize the Municipal Events Committee to work with the Echo in producing the 2005 Discover Amherstburg Booklets.

.../Pg. 2

Report regarding Visitor Information Centre
Feb. 9, 2005
Pg. 2

Finally, attached is the proposed 2005 Tourism Budget that would result if Council accepts the Chamber proposal.

Respectfully submitted for your information and consideration.


Hilary Payne,
Chief Administrative Officer

HP/gs
Encls.

AMHERSTBURG CHAMBER OF COMMERCE

**P. O. Box 24, 60 Murray Street
Amherstburg, Ontario N9V 2Z2
Ph#519-736-2001 Fax#519-736-9721
Email: acoc@mnsi.net**

February 3, 2005

Mr. Hilary Payne, Chief Administrative Office
Town of Amherstburg
P. O. Box 159
Amherstburg, Ontario
N9V 2Z3

Re: Visitor Information Centre

Dear Hilary:

In response to your letter dated January 27, 2005, the Amherstburg Chamber of Commerce is interested in operating the Visitor Information Centre for the 2005 season.

The Chamber would request payment of \$19,600 (nineteen thousand six hundred dollars), plus any incidental expenses incurred, to open the Centre to the public for 26 weeks. The Chamber would undertake the following responsibilities:

- ensuring that the Centre is opened the required hours
- overseeing staff and general operations of the Centre
- scheduling of staff
- compilation of tourism stats
- handling of brochures and upkeep of information for visitors
- payroll for Chamber employees

Please do not hesitate to contact our Office if further information is required, and we look forward to Council's response.

Thank-you.

Sincerely,


Tony DiBartolomeo
President

TB/lp

TOWN OF AMHERSTBURG
TOURISM DEPARTMENT 2005

	2004 Budget	2004 Actual (Unaudited)	2005 Budget	COMMENTS
SALARIES & WAGES				
50101 SALARIES - FULL TIME	44,372.00	45,711.26		
50112 SALARIES - PART TIME	18,042.00	19,579.23	19,000.00	HRDC \$ 1,000 deducted
TOTAL SALARIES & WAGES	62,414.00	65,290.49	19,000.00	
BENEFITS				
50201 BENEFITS - C.P.P.	2,227.00	2,405.11	1,317.00	4.95% to max. of \$1832 p.p. + PT
50202 BENEFITS - E.I.	2,249.00	1,506.70	376.00	1.98% to max. of \$819 p.p. based on reduced rate
50203 BENEFITS - OMERS	2,749.00	2,931.11		
50204 BENEFITS - E.H.T.	1,218.00	1,303.88	371.00	1.95% of all Earnings
50205 BENEFITS - GREENSHIELD	4,800.00	4,527.67		
50207 BENEFITS - LIFE & DISABILITY	3,600.00	2,821.93		
50208 BENEFITS - WORKER'S COMP.	944.00	1,082.33	308.00	\$1.62/100 of Insurable Earnings
TOTAL BENEFITS	17,787.00	16,578.73	2,372.00	
STAFF EXPENSES				
50249 TRAINING	975.00	975.00	-	
50252 UNIFORMS	250.00	314.60	300.00	
50350 MEMBERSHIPS	3,915.00	4,230.45		
50351 CONVENTIONS & SEMINARS	5,116.00	7,312.00		
50352 TRAVEL & MILEAGE	7,100.00	3,437.22		
50340 PUBLIC RECEPTIONS, ETC...	5,500.00	1,815.72	3,000.00	\$3000 for Doors Open Event
50356 SALES MISSIONS	8,000.00			
TOTAL STAFF EXPENSES	30,856.00	18,084.99	3,300.00	
OFFICE EXPENSES				
50301 OFFICE SUPPLIES	2,000.00	1,453.11	300.00	
50302 COMPUTER SUPPLIES	1,000.00			
50304 POSTAGE	750.00			
50306 COURIER & EXPRESS	500.00	55.00		
50307 ADVERTISING	8,050.00	15,165.87	9,500.00	Tourism Guide
50310 COMPUTER MAINTENANCE	2,000.00	1,999.08	1,400.00	
50332 INTERNET ACCESS	1,000.00	724.20	800.00	
50320 PHOTOGRAPHY EXPENSES	50.00			
50355 PRINTED MATERIAL/PROMOTIONAL PRODUCTS	14,900.00	2,009.10	5,000.00	Approximation
50321 PROMOTIONAL ITEMS	1,500.00			
TOTAL OFFICE EXPENSES	31,750.00	21,406.36	17,000.00	
BUILDING EXPENSES				
50314 GENERAL INSURANCE		234.36	270.00	
50315 TELEPHONE	4,000.00	2,099.97	2,000.00	
50316 UTILITIES	1,500.00	1,844.47	2,000.00	
50317 BUILDING MAINTENANCE	5,000.00	2,925.24	1,000.00	
50322 GENERAL SUPPLIES	1,000.00	1,745.77	250.00	
50331 GENERAL MAINTENANCE	1,000.00	36.70	100.00	
50772 SECURITY	500.00	610.32	600.00	Increased due to increase of overall fees.
TOTAL BUILDING EXPENSES	13,000.00	9,496.83	6,220.00	
PROFESSIONAL & CONSULTING FEES				
50325 LEGAL FEES		2,599.03	1,000.00	
50327 PROFESSIONAL FEES		5,068.60	-	
TOTAL PROFESSIONAL & CONSULTING FEES	-	7,667.63	1,000.00	
MISCELLANEOUS				
50360 MISCELLANEOUS	2,000.00	1,000.00	2,000.00	
50740 TRAFFIC SIGNS	10,000.00			
50354 CHAMBER OF COMMERCE			19,600.00	Per proposal
TOTAL MISCELLANEOUS	12,000.00	1,000.00	21,600.00	
TRANSFER TO/FROM RESERVES				
52002 TRANSFERS TO RESERVES	-	-	-	
53000 TRANSFERS FROM RESERVES	-	-	-	
TOTAL TRANSFERS TO/FROM RESERVES	-	-	-	
TOTAL TOURISM & ECONOMIC DEVELOPMENT	167,007.00	139,525.83	70,492.00	

RECEIVED

YEAR: 2004

JAN 24 2005

MUNICIPALITY: AMHERST BURG
 PRESENTED TO COUNCIL
 MUN. OFFICER
 ITEM REPORT # 13
 FEB 14 2005

1 7 385

MONTH OF	NO. OF CALLS RESPONSE	CATS PICKED UP	DOGS PICKED UP	DATE	COMMENTS	TICKETS ISSUED	DESTROYED - VET	RETAINED DOG FOUND	MILEAGE - TRAVEL TOTAL	A.S. & M.
NOV.										
1			1		4TH CON 2000 TAG # 330					
2			1		8TH CON NO TAG			X	178	
3			1		PARK ST. NO TAG			X	160	
4								X	181	
5									140	
6									177	
7										
8										
9									152	
10									120	
11									199	
12									153	
13									161	
14										
15			1		HOWARD NO TAG					
16								X	190	
17									172	
18									149	
19			1		18 HWY NO TAG				155	
20	1				165 FORT			X	176	
21							X		168	
22										
23									159	
24									184	
25			1		5TH CON NO TAG				156	
26								X	124	
27									193	
28										
29										
30			1		ALMA NO TAG				120	
31							X		185	

Pound Report

For The Month Of November 2004

Nov. 1-. Lab Mix –male – black – 4th Conc. -owner claimed – Michael Mailloux

**Nov. 3 – Lab Mix – male – Park St. – adopted – Matt Lesonsky – 8335 Disputed Rd.
LaSalle – 978-2404**

**Nov. 2 – Cocker Spaniel – female – black – 8th Conc. – Rescue mission – Christine
Crawford – 185 Main St. glencoe – 287-2541**

**Nov. 25 – Border Collie Mix – female – 5th Conc. owner claimed – Angela Flynn – 9285
Broderick Rd. LaSalle – 978-5872**

Nov. 19 – Pit bull – male – black – hwy. 18 – euthanized

**Nov. 30 – Spaniel Mix – male – brown/white Main St. – owner claimed – Donna Ricard
– 123 Wilkinson Court – 736-3294**

A handwritten signature in black ink, appearing to be 'D. Ricard', is located below the final entry of the report.

ANIMAL CONTROL SERVICE REPORT

RECEIVED
JAN 24 2005

MUNICIPALITY: AMHERSTBURG

YEAR: 2004

PRESENTED TO COUNCIL
MUN. OFFICERS

ITEM: REPORT #13

DATE: FEB 14 2005

COMMENTS

MONTH OF	NO. OF CALLS	RESPONSE	CATS PICKED UP	DOGS PICKED UP	COMMENTS	TICKETS ISSUED	DESTROYED - VET	RETAINED DOG FOUND	MILEAGE TOTAL	A.S. & M.
Dec										
1										
2				1	TILFORD LANE NO TAG				179	
3								X	185	
4				1	FRONT 300 N TAG # 0923				162	
5								X	141	
6										
7			1		PIKE RD				183	
8			2	1	(GIRARD) FORT ST.		X		159	
9				3	(ALMA) (2ND) (COUNTY RD 50)		X	X	194	
10								X	197	
11									150	
12										
13										
14									148	
15									162	
16			1		SIMCOE				185	
17			1		2ND CON		X		177	
18							X		189	
19				1	SANDWICH TAG # 0485				139	
20								X	154	
21									180	
22				1	COUNTY RD 41			X	172	
23									165	
24										
25										
26										
27										
28										
29										
30										
31										

5 8 9 8 3,228

Found Report

For The Month Of December 2004

- Dec. 2 - Springer Spaniel - female - brown /white - Tifford Lane - owner claimed - Jamis Roszie - Tifford lane - 736-8083
- Dec. 4 - Lab - male - yellow - 1030 front Rd. N. - owner claimed - Jeff Beaune - 736-6819
- Dec. 8 - Lab - male - black - Fort St. - owner claimed - Eric Bratt - 736-2963
- Dec. 9 - Rottweiler Mix - male - 2nd Conc. Rescue Mission - Tracy Houle - - 105 Arnold St. - Wallaceburg - 627-6722
- Dec. 9 - Pit bull - female - brown/white - County Rd. 50 - Rescue Mission - Tracy Houle - 105 Arnold St. wallaceburg - 627-6722
- Dec. 19 - Husky Mix - female - white - Police Station - owner claimed - Jaclyn Brush - 588 Bastien Rd. 736-5975
- Dec. 21 - Spaniel Mix - male - brown - County Rd. 41 - S.C.C.





The Corporation of The
Town of Amherstburg

PRESENTED TO COUNCIL

ITEM REPORT #14

DATE FEB 14 2005

HILARY G. PAYNE, PENG.
Chief Administrative Officer

Email: hpayne@amherstburg.ca

DAVID MAILLOUX, AMCT, B.Comm
Clerk

Email: dmailoux@amherstburg.ca

REPORT TO: MAYOR & COUNCIL

REPORT FROM: DAVID MAILLOUX

SUBJECT: REPLACEMENT MEMBERS FOR THE
ACCESSIBILITY ADVISORY COMMITTEE

DATE: FEBRUARY 10, 2005

At the In Camera meeting of February 7, 2005 the applications received for membership in the AAAC were reviewed and the following recommendations were made:

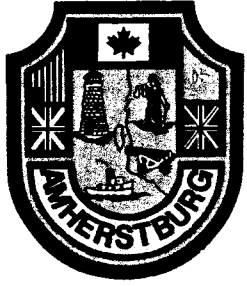
1. That Jeff Pillon and Kathy Hay be appointed to the AAAC.
2. That Phyllis Thomas Court be appointed as an alternate member or a replacement member if needed for the balance of the term.

Respectfully submitted for your information and consideration.

A handwritten signature in cursive script, appearing to read 'D. Mailloux'.

David Mailloux,
Clerk

DM/gs



The Corporation of The
Town of Amherstburg

PRESENTED TO COUNCIL

ITEM REPORT #15

DATE FEB 14 2005

HILARY G. PAYNE, P.ENG.
Chief Administrative Officer

Email: hpayne@amherstburg.ca

DAVID MAILLOUX, AMCT, B.Comm
Clerk

Email: dmaillox@amherstburg.ca

REPORT TO: MAYOR & COUNCIL

REPORT FROM: DAVID MAILLOUX

SUBJECT: WATER SYSTEM PLANNING PUBLIC SERVICES

DATE: FEBRUARY 10, 2005

The attached report from Terry Hearn of CH2M Hill dated Feb. 2, 2005 was reviewed by Council at an In Camera meeting held on February 7, 2005.

I would recommend that the following resolution be passed:

That we receive the report regarding Water System Planning Public Session, from Terry Hearn of CH2M Hill, dated Feb. 2, 2005 and that we concur with the recommendation that Council propose the following items at the PIC on the understanding that Council would like to take into account any input the public may wish to provide prior to implementing any change to the charges; and on the understanding that any changes to the charges would be considered at a subsequent meeting of Town Council, notice of which would be posted in the local paper.

1. A new billing rate comprised of:
 - A base monthly charge for recovery of fixed costs associated with billing/collection/administration (Based on water service meter size with a typical residential base charge of \$12.00/month in 2005 with subsequent increases indexed to inflation).
 - A constant rate charge for water used (based on metered water at \$0.56/m³ in 2005 with subsequent increases in future years, i.e. 2006 - \$0.65, 2007 - \$0.66, 2008 - \$0.87).

Typical Residential Charge at Current Rate - \$208/year

Typical Residential Charge at Proposed 2005 Rate - \$284/year

.../Pg. 2

2. The proposed new rate includes the funding of long-term replacement costs of water system infrastructure (lifecycle costing which will be required by the Province under Sustainable Water and Sewage Systems Act, 2002).
3. The inclusion of predicted reductions in the peak day water use by the Implementation of the Water Use Efficiency Plan (Alternate Day Lawn Watering and the Promotion of Water Conservation.
4. Provisions for permitting limited greenhouse development on a case by case basis subject to regulation by specific agreement, depending on the surplus water capacity available and any other relevant circumstance determined by Council.

Respectfully submitted for your information and consideration.



David Mailloux,
Clerk

DM/gs

1. **A new billing rate comprised of :**
 - **A base monthly charge for recovery of fixed costs associated with billing/collection/administration (Based on water service meter size with a typical residential base charge of \$12.00/month in 2005 with subsequent increases indexed to inflation).**
 - **A constant rate charge for water used (based on metered water at \$0.56/m³ in 2005 with subsequent increases in future years, i.e. 2006 - \$0.65, 2007 - \$0.66, 2008 - \$0.87).**

Typical Residential Charge at Current Rate - \$208/year
Typical Residential Charge at Proposed 2005 Rate - \$284/year
2. **The proposed new rate includes the funding of long-term replacement costs of water system infrastructure (lifecycle costing which will be required by the Province under Sustainable Water and Sewage Systems Act, 2002).**
3. **The inclusion of predicted reductions in the peak day water use by the Implementation of the Water Use Efficiency Plan (Alternate Day Lawn Watering and the Promotion of Water Conservation).**
4. **Provisions for permitting limited greenhouse development on a case by case basis subject to regulation by specific agreement, depending on the surplus water capacity available and any other relevant circumstance determined by Council.**

Footnote: Charges proposed take into account existing Development Charges Policies with the recommendation that the quantum of the residential development charge be reviewed as part of the Development Charges review contemplated in 2006.

Council Meeting

After the Public Information Meeting and subsequent to providing 21 days Public Notice, Council would consider the passing of a by-law implementing a new water rate at a regular scheduled meeting of Council. At this meeting, Council would take into account all input received at the Public Information Meeting and any additional input people wishing to speak to the matter may provide.

Schedule

A suggested schedule for implementing new water charges follows:

Council to Confirm Process	-	February 14, 2005
Final Water Study Report	-	March 14, 2005
Post Notice of Public Information Meeting	-	March 15, 2005
Public Information Meeting	-	April 6, 2005
Post Notice of Council Meeting	-	April 12, 2005
Council Meeting on Water Charge By-law	-	May 9, 2005

Next Steps

I believe that this memo adequately sets out the process and activities required to move forward with the implementation of a new water rate consistent with the general intent of the Council.

If Council is in general agreement with the process outlined then they could direct staff to proceed with the activities and schedule outlined above.

Amherstburg - Water System Planning Public Information Meeting

TO: Hilary Payne, P.Eng.
Chief Administrative Officer
Town of Amherstburg

FROM: Terry Hearn, P.Eng. CH2M HILL Canada Limited

DATE: February 2, 2005

Background

CH2M HILL and C.N. Watson & Associates Ltd. in consultation with Town staff have now identified all water system capital needs, capital cost recovery options, future operating costs and the charges required to recover these costs. The existing water charges are not sufficient to recover these costs. It would now be in order for the Town to move forward in the process required to implement new charges.

Public Process

Ontario Regulation 224/02 of the Municipal Act requires that prior to passage of any by-law establishing new rates for water or wastewater charges that the Town hold at least one public meeting where they make available information regarding the description of the service provided, cost of service, amount of charge and the rationale for the charge. The Town is required to provide notice of the public meeting at least 21 days before the meeting and at the public meeting allow those wishing to speak on the matter to do so.

The statutory Public Meeting is generally the meeting of Council where they intend to pass the by-law adopting the new rates. This would be the meeting requiring the 21 day notice and the meeting where those wishing to speak to Council on the matter be allowed to do so.

I understand that Council may wish to provide some additional opportunity for the public to receive information regarding Council's intention to adopt a new rate for water charges and in that regard they may request that a Public Information Meeting be held prior to the Council Meeting where Council will consider the by-law implementing the charges.

I suggest that 21 days notice be provided for both the Public Information Meeting and the Council meeting where Council will consider the by-law implementing the charges.

I also suggest that the Water Rate Report be completed and available to the public prior to posting notice of the Public Information Meeting. This report can be completed four weeks subsequent to Council deciding on the process they wish to follow.

Public Information Meeting

At the public information meeting CH2M HILL and C.N. Watson would present information regarding water use, current and future water system capital needs, the impact of Water Use Efficiency on the extent and timing of capital needs, cost recovery options for capital, current operations costs and estimates of future system operating costs over next 10 years.

It is recommended that Council propose the following items at the PIC on the understanding that Council would like to take into account any input the public may wish to provide prior to implementing any change to the charges; and on the understanding that any changes to the charges would be considered at a subsequent meeting of Town Council, notice of which would be posted in the local paper.

CORPORATION OF THE TOWN OF AMHERSTBURG

BY-LAW NO. 2004-61

Being a By-law to provide for the repair and improvement of the Faucher Drain in the Town of Amherstburg and for the borrowing on the credit of the Town the sum of \$88,700.00 to complete said works.

WHEREAS it is necessary to perform repairs and improvements to the Faucher Drain to provide adequate outlet for surface and subsurface drainage systems that discharge into the said drain, to provide adequate carrying capacity to reduce frequency and severity of flood events on the adjacent properties, to provide a consistent design gradeline which will govern future work of maintenance and to improve the hydraulic capacity of the access culverts in the drain;

AND WHEREAS the Council of the Corporation of the Town of Amherstburg has procured a report made by Todgham and Case Associates Inc. dated April 2, 2004 and said report is attached hereto and forms part of this By-law;

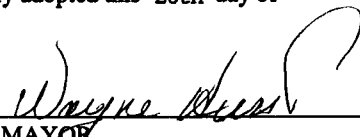
AND WHEREAS the estimated total cost of the said repairs and improvements is \$88,700.00;

AND WHEREAS Council is of the opinion that the said repairs and improvements are necessary and desirable;

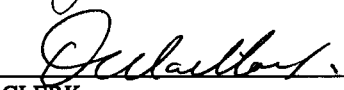
NOW THEREFORE THE CORPORATION OF THE TOWN OF AMHERSTBURG HEREBY ENACTS AS FOLLOWS

1. That the report of Todgham and Case Associates Inc. dated April 2, 2004 is hereby adopted and the drainage works therein shall be completed in accordance therewith.
2. The Corporation of the Town of Amherstburg may borrow on the credit of the Town the sum of \$88,700.00.
3. That this By-law comes into force on the final day of passage thereof and may be cited as the Faucher Drain By-Law.

Read a first and second time and provisionally adopted this 26th day of July, 2004.



MAYOR



CLERK

Read a third time and finally passed this _____ day of _____, _____.

MAYOR

CLERK

CORPORATION OF THE TOWN OF AMHERSTBURG

BY-LAW NO. 2004-62

**Being a By-law to provide for the construction of a
new farm access bridge on the Albert McGee Drain**

WHEREAS Alan and Pauline Waters, owners of Lot 70, Concession 6, in the Former Township of Malden with Roll No. 570-022000, have requested the installation of a new farm access bridge over the Albert McGee Drain;

AND WHEREAS Alan and Pauline Waters will be responsible for one hundred per cent (100%) of the costs of the work, plus engineering costs;

AND WHEREAS the Council of the Corporation of the Town of Amherstburg has authorized Bruce D. Crozier Engineering Inc. to prepare a report and said report dated June 15, 2004 is attached hereto and forms part of this By-law;

AND WHEREAS Council is of the opinion that the said access is desirable;

**NOW THEREFORE THE CORPORATION OF THE TOWN
OF AMHERSTBURG HEREBY ENACTS AS FOLLOWS**

1. That the report of Bruce D. Crozier Engineering Inc. dated June 15, 2004 is hereby adopted and the drainage works therein shall be completed in accordance therewith.
2. That this By-law comes into force on the final day of passage thereof.

Read a first and second time and provisionally adopted this 26th day of
July , 2004 .



MAYOR



CLERK

Read a third time and finally passed this day of , .

MAYOR

CLERK

CORPORATION OF THE TOWN OF AMHERSTBURG

BY-LAW NO. 2004-81

Being a By-law to provide for the repair and improvement of the Warren Drain in the Town of Amherstburg and for the borrowing on the credit of the Town the sum of \$46,800.00 to complete said works.

WHEREAS Sue Prieur, property owner on the Drain in Lot 6, Concession 3 initiated a request for drainage improvements;

AND WHEREAS the Council of the Corporation of the Town of Amherstburg has procured a report made by Todgham & Case Associates Inc. dated July 12, 2004 and said report is attached hereto and forms part of the By-law;

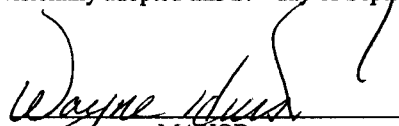
AND WHEREAS the estimated total cost of the said repairs and improvements is \$46,800.00;

AND WHEREAS Council is of the opinion that the said repairs and improvements are necessary and desirable;

NOW THEREOFRE THE CORPORATION OF THE TOWN OF AMHERSTBURG HEREBY ENACTS AS FOLLOWS:

1. That the report of Todgham and Case Associates Inc. dated July 12, 2004 is hereby adopted and the drainage works therein shall be completed in accordance therewith.
2. The Corporation of the Town of Amherstburg may borrow on the credit of the Town the sum of \$46,800.00 .
3. That this By-law comes into force on the final day of passage thereof and may be cited as the Warren Drain By-law.

Read a first and second time and provisionally adopted this 27th day of September, 2004.


MAYOR


CLERK

Read a third time and finally passed this _____ day of _____, 2004.

MAYOR

CLERK

CORPORATION OF THE TOWN OF AMHERSTBURG

BY-LAW NO. 2004-82

Being a By-law to provide for the repair and improvement of the Leo Beaudoin Drain & Pump in the Town of Amherstburg and for the borrowing on the credit of the Town the sum of \$39,500.00 to complete said works.

WHEREAS several instances of complaint requesting the repair and improvement of the drain/pump were filed by the owners of the property described as Roll # 550-099-00, Part Lot 18, Concession 1;

AND WHEREAS the Council of the Corporation of the Town of Amherstburg has procured a report made by Todgham & Case Associates Inc. dated May 27, 2004 and said report is attached hereto and forms part of the By-law;

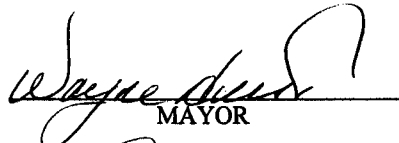

AND WHEREAS the estimated total cost of the said repairs and improvements is \$39,500.00;

AND WHEREAS Council is of the opinion that the said repairs and improvements are necessary and desirable;

NOW THEREOFRE THE CORPORATION OF THE TOWN OF AMHERSTBURG HEREBY ENACTS AS FOLLOWS:

1. That the report of Todgham and Case Associates Inc. dated May 27, 2004 is hereby adopted and the drainage works therein shall be completed in accordance therewith.
2. The Corporation of the Town of Amherstburg may borrow on the credit of the Town the sum of \$39,500.00 .
3. That this By-law comes into force on the final day of passage thereof and may be cited as the Leo Beaudoin Drain & Pump By-law.

Read a first and second time and provisionally adopted this 27th day of September, 2004.


MAYOR

CLERK

Read a third time and finally passed this _____ day of _____, 2004.

MAYOR

CLERK

CORPORATION OF THE TOWN OF AMHERSTBURG

BY-LAW NO. 2004-108

Being a by-law to authorize the signing of an Agreement for the Landscape Maintenance of the King's Navy Yard Park and other Municipal Facilities.

WHEREAS the Corporation of the Town of Amherstburg has a public passive park known as the King's Navy Yard Park, which park requires annual maintenance, along with other municipal facilities; and

WHEREAS Bruce Norris Consulting has agreed to maintain the Park and other municipal facilities for the year 2005, 2006 and 2007 for the amount of \$ 110,601.00 plus GST in 2005, and increased by 1.5% per annum for the years 2006 and 2007.

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF
THE TOWN OF AMHERSTBURG HEREBY ENACTS AS FOLLOWS:**

1. That the Agreement between the Corporation of the Town of Amherstburg and Bruce Norris Consulting to maintain the King's Navy Yard Park and other municipal facilities for the years 2005, 2006 and 2007, attached hereto and forming part of this by-law, be and the same is hereby approved.
2. That the Mayor and Clerk be authorized to execute the said Contract and affix the Corporate Seal thereto.
3. This By-law shall come into force and effect on the final passing hereof.

Finally passed this 14th day of February 2005.

MAYOR

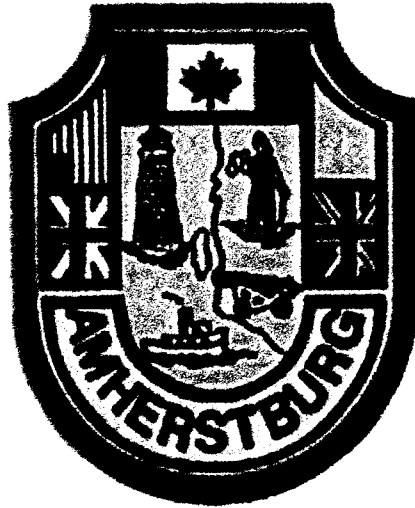
CLERK

1st Reading: February 14, 2005

2nd Reading: February 14, 2005

3rd Reading: February 14, 2005

**CONTRACT DOCUMENTS
FOR
2005, 2006, 2007 LANDSCAPE
MAINTENANCE PROGRAM
TOWN OF AMHERSTBURG**



Prepared by:
The Corporation of the Town of Amherstburg
Public Works Department
P.O. Box 159
512 Sandwich St. South
Amherstburg, Ontario
N9V 3R2

GENERAL INDEX
2005, 2006, 2007 LANDSCAPE MAINTENANCE CONTRACT
TOWN OF AMHERSTBURG
CONTRACT PWD-WM-04-026

1.	TENDER FORM	T-1 TO T-3
2.	FORM OF AGREEMENT	A-1 TO A-2
3.	INFORMATION FOR TENDERS	IT-1 TO IT-6
4.	SPECIFICATIONS	SP-1 TO SP-7
5.	WORK LOCATION MAP Town of Amherstburg Drawing	ENCLOSED

TENDER FORM

2005, 2006, 2007 LANDSCAPE MAINTENANCE CONTRACT

TOWN OF AMHERSTBURG

CONTRACT PWD-WM-04-026

TO: Mayor Hurst and Municipal Council
 Corporation of the Town of Amherstburg
 Municipal Offices
 P.O. Box 159, 271 Sandwich Street South
 Amherstburg, Ontario N9V 2Z3

I the undersigned, having examined the locality and site of the Works, Drawings and Specifications as prepared by the Amherstburg Public Works Department, hereby offer to furnish all materials including all appropriate sales taxes and perform all the work necessary as described in the above documents and in accordance with the said documents under the supervision of the Amherstburg Public Works Department for the sum of One Hundred and eighteen thousand, three hundred and forty three DOLLARS and seven cents (\$ 118,343.07) including G.S.T.

- | | |
|---|----------------------------|
| A) Kings Navy Yard Park | \$ <u>76,000.00</u> |
| <ul style="list-style-type: none"> • Seasonal Flower planting and removal as required • Planting of Spring bulbs • Annual Flower planting and removal • Grass Cutting • Maintenance of shrubbery • Rhododendron bed maintenance by Fort Malden Horticultural Society • Placement and removal of winter burlap protection by Town forces. | |
| B) Seagram's Park | \$ <u>21,850.00</u> |
| <ul style="list-style-type: none"> • Flower planting and removal • Planting of Spring bulbs • Grass cutting • Maintenance of shrubbery • Rhododendron bed maintenance by Fort Malden Horticultural Society • Placement and removal of winter burlap protection by Town forces. | |
| C) Flower planters | \$ <u>2,750.00</u> |
| <ul style="list-style-type: none"> • 60 ± in Town core and McGregor area to be prepared, planted and maintained throughout the season • Removal of annual plantings and planter preparation for seasonal decorations | |
| D) Municipal Office | \$ <u>2,801.00</u> |
| <ul style="list-style-type: none"> • Flower planting and removal • Planting of Spring bulbs • Grass cutting • Maintenance of shrubbery | |

E) Amherstburg Public Library Building	\$ <u>2,700.00</u>
<ul style="list-style-type: none"> • Grass cutting • Maintenance of shrubbery • Rhododendron bed maintenance including <ul style="list-style-type: none"> ▪ Application of soil amendment ▪ Dead Heading ▪ Well watered in preparation for winter 	
F) Gibson Gallery	\$ <u>1,000.00</u>
<ul style="list-style-type: none"> • Maintenance of shrubbery - twice annually (East side and south side beds located on the south side of front sidewalk) 	
G) Police Station	\$ <u>1,500.00</u>
<ul style="list-style-type: none"> • Maintenance of shrubbery 	
H) North Brick Entrance Signs	\$ <u>1,000.00</u>
<ul style="list-style-type: none"> • Flower planting and removal • Maintenance of shrubbery 	
I) South Brick Entrance Signs	\$ <u>1,000.00</u>
<ul style="list-style-type: none"> • Flower planting and removal • Maintenance of shrubbery 	
SUB TOTAL FOR TENDER	\$ <u>110,601.00</u>
7% G.S.T. PAYABLE (ON ABOVE)	\$ <u>7,742.07</u>
TOTAL FOR TENDER (INCLUDING G.S.T.)*	\$ <u>118,343.07</u>

*Price to be carried to page T-1.

The Tenderer declares that this Tender is made without and connection, knowledge, comparison of figures or arrangement with any other company, firm or person making a Tender for the same work and is in all respect, fair without collusion or fraud.

The Tenderer further agrees to leave this Tender open for acceptance for a period of 60 calendar days from the closing date of Tenders.

The Tenderer further agrees to enter into a Contract with the CORPORATION OF THE TOWN OF AMHERSTBURG for the above work within 10 days after the Contract is awarded.

It is understood that the CORPORATION OF THE TOWN OF AMHERSTBURG is not bound to accept the lowest, any or any particular bid. The criteria to be considered by the Municipality in awarding the contract will include a combination of price, scheduling, expertise, qualifications and such other conditions as may be determined by the Municipality to be in its own best interest. Additions, alterations, deletions or other irregularities in the bid form may. But will not necessarily result in the Municipality's rejection of the bid. The bidder acknowledges that it shall have no claim against, or entitlement to damages from, the Municipality by reason of the Municipality's rejection of its bid or of all bids.

Proof of Liability Insurance will be required before commencement of the work.

A Certificate of Good Standing from the Workplace Safety & Insurance Board will be required before commencement of the work and before final payment is made.

If the Tender is submitted by or on behalf of a Corporation, it must be duly signed in the name of such Corporation by the duly authorized officers and the seal of the Corporation must be affixed. If the Tender is submitted by or on behalf of an individual or a partnership, a seal must be affixed opposite the signature of the individual or partner.

The tender agrees to complete the works within the time to be known as the "Time of Completion."

TENDERED BY: BRUCE NORRIS CONSULTING

ADDRESS: 452 MOUNTBATTEN CR.

WINDSOR, ON

N8P 1W4

G.S.T. REGISTRATION NO. 14057 0615 RT0001

DATED AT _____ THIS 8th DAY OF November, 2004
as per Letter of Intent dated September 20, 2004

Pamela D. Norris

Bruce E. Norris

Pamela D. Norris
Signature of Witness

[Signature]
Signature of Tender

AGREEMENT
2005 LANDSCAPE MAINTENANCE CONTRACT
TOWN OF AMHERSTBURG
CONTRACT PWD-WM-04-026

THIS AGREEMENT made in triplicate this 8th day of NOVEMBER, 2004.

BETWEEN THE CORPORATION OF THE TOWN OF AMHERSTBURG

(hereinafter called the Corporation) of the first part.

AND
BRUCE NORRIS CONSULTING

(hereinafter called the Contractor) of the second part.

IN WITNESS WHEREOF the parties hereto have executed this Agreement the day and year first above written, and have hereunto affixed their Corporate Seals as attested by their proper signing officers in that behalf.

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

20th day of September, 2004,

And the Contract Documents (consisting of the General Conditions or Contract, Drawings, Specifications, Information to Tenderers, Special Provisions of Contract, if any, (including all modifications thereof and incorporated in the said documents before their execution) prepared by Public Works Department and all of which said documents are annexed hereto and form part of this Agreement to the same extent as fully embodied herein, the construction of the above noted works for the sum of One Hundred and eighteen thousand, three hundred and forty three DOLLARS and seven cents (\$ 118,343.07) including G.S.T.

3.0 CONTRACT VALUE

The Owner shall pay the Contractor in lawful money of Canada for the performance of the Contract, the sum of \$ 110,601.00 plus G.S.T. for the year 2005, subject to such additions and deductions as may properly be made under the terms of this Contract. The quantities contained in the Schedule of Quantities are approximate only, and the final payment shall be made for the actual quantities that are incorporated in or made necessary by the work covered by the Contract.

The price for 2006 and 2007 shall be increased at a rate of 1.5 % per annum thereafter.

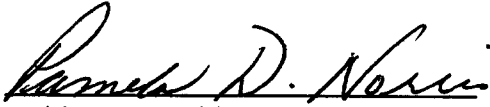
The Contractor further covenants and agrees to undertake and complete the said work in a proper workmanlike manner under the supervision and direction and to the entire satisfaction of the Town of Amherstburg Public Works Department, within the specified time in his Tender. Time shall be deemed the essence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

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

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

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

SIGNED, SEALED AND DELIVERED
IN THE PRESENCE OF:



WITNESS AS TO SIGNATURE
OF CORPORATION



Contractor's Signature and Seal

Bruce Norris Consulting

Contractor's Name

452 Mountbatten Crescent
Windsor, Ontario
N8P 1W4

Contractor's Address

**CORPORATION OF THE TOWN
OF AMHERSTBURG**

WITNESS AS TO SIGNATURE
OF CORPORATION

Mr. Wayne Hurst, Mayor

Mr. David Mailloux, Clerk

INFORMATION TO TENDERERS
2005 LANDSCAPE MAINTENANCE CONTRACT
TOWN OF AMHERSTBURG
CONTRACT PWD-WM-04-026

1.0 TENDERS

Tenders will be received by:

The Corporation of the Town of Amherstburg
Municipal Offices
271 Sandwich Street, P.O. Box 159
Amherstburg, Ontario N9V 2Z3

Up until the hour of:

NOT APPLICABLE

The complete Contract Document booklet, which includes the Form of Tender, which is to be completed, it to be submitted in the pre-labeled manila envelope, supplied with the Contract Document booklet.

Tenders received after the closing deadline, whether delivered personally, or if mailed, regardless of postal markings, will not be opened. Fax submissions will not be accepted.

2.0 BID BOND WITH TENDERS

No Tender shall be considered as bona fide unless accompanied by a Certified Cheque or Bid Bond in the amount of 10% of the Tender value and made payable to the Corporation of the Town of Amherstburg. The Certified Cheque or Bid Bond of the unsuccessful Tenderers will be returned without interest upon execution of the Tender with the successful Tenderer.

The Certified Cheque or Bid Bond of the successful Tenderer will be retained as liquidated damages to indemnify the Owner in case of default until such time as the Contract is executed. All Certified Cheques or Bid Bonds will be returned without interest should a Contract not be executed within sixty (60) days of the date of closing of this Tender.

3.0 PERFORMANCE AND LABOUR & MATERIAL BONDS (NOT APPLICABLE)

The successful Tenderer with a Surety approved by the Owner, will be required to enter into and sign an approved Performance Bond jointly and severally with the Owner for the amount of one hundred percent (100%) of the Total Tender Price for due and proper fulfillment of the Tender and maintenance of the work for the duration period. The Maintenance period is to be twelve (12) months from the date of final completion and acceptance of the work. Individual members of the Tenderer's firm will not be accepted as sureties. The bond of a Guarantee Company approved by the Owner will be accepted.

The successful Tenderer will be required to furnish a Labour and Material Payment Bond in a form suitable to the Owner in the amount equal to one hundred percent (100%) of the Total Tender Price for payment of all labour and material used in the completion of the project. The dollar limit noted herein does not relieve the successful Tenderer from any and all obligations which he may have regarding the full payment of all labour and material used in the completion of the work.

4.0 EXAMINATION OF SITE, DRAWINGS AND SPECIFICATIONS

Each Tenderer must visit the site and review the drawings and specifications before submitting his tender and must satisfy himself as to the extent of the work and local conditions to be met during the construction period. He is not to claim at any time after submissions of his tender that there was any misunderstanding of the terms and conditions of the contract relating to site conditions. The quantities shown as indicated on the drawings or in the report are estimates only and are for the sole purpose of indicating to the Tenderers the general magnitude of the work.

5.0 AGREEMENT

Tenders will be received and contracts awarded only in the form of a unit price contract unless otherwise provided, for the completion of the whole work or of specified sections thereof in accordance with the drawings and specifications. The contractor agrees to enter into a formal contract with the Municipality upon acceptance of the tender.

All work included in the contract must be completed on or before the date fixed in the contract and must, at the time of completion and final inspection, be in first class condition and comply fully with the specifications.

Final inspection will be made by the Amherstburg Public Works Department within 20 days after the Municipality has received notice in writing from the Contractor that the work is completed.

The Contractor will be held liable for any damage or expenses occasioned by his failure to complete the work on time and for any expenses of inspecting, superintending or re-letting due to his neglect or failure to prosecute the work satisfactory. Any such expense or damages may be deducted by the Municipality from the amount of the Contract or may be recovered by the municipality from the Contractor and his sureties.

6.0 PUBLIC LIABILITY INSURANCE

The Contractor covenants and agrees that he will carry public liability insurance for the operation of his equipment and the carrying out of his work under this contract to the extent of \$2,000,000.00

Within ten (10) days after the contract has been awarded to him, the Contractor shall furnish to the Clerk of the Municipality satisfactory evidence that he has insurance to cover risk and liability in accordance with the General Conditions for the period of the execution of the work.

It shall be a comprehensive liability insurance covering all operations and liability assumed under the Contract and it shall name the Town of Amherstburg and its officials as additional insured under the policy and shall also contain a cross liability and save harmless clause for the said Town of Amherstburg.

The liability insurance shall be endorsed to provide that the policy shall not be altered, cancelled or allowed to lapse without 30 days prior written notice to the Municipality. Such copy of this policy is to be submitted to the Clerk of the Municipality prior to commencement of the work.

7.0 WORKPLACE SAFETY & INSURANCE

The Contractor will be required to submit to the Municipality, a Certificate of Good Standing from the Workplace Safety & Insurance Board before final payment is made to the Contractor.

The Contractor shall provide and maintain the necessary first aid items and equipment as called for under the First Aid Regulations of the Workplace Safety & Insurance Act.

8.0 CONTRACTORS LIABILITY

The Contractor, his agents and all workmen or persons under his control including sub-contractors, shall use due care that no person or property is injured and that no rights are infringed in the prosecution of the work. The Contractor shall be solely responsible for all damages, by whomsoever claimable, in respect to any injury to persons or property of whatever description and in respect of any infringement of any right, privilege or easement whatever occasioned in the carrying on of the work, or by any neglect on the Contractor's part.

The Contractor, shall indemnify and hold harmless the Municipality, their agents and employees from and against claims, demands, losses, costs, damages, actions, suits, or proceedings arising out of or attributable to the Contractor's performance of the contract.

9.0 ONTARIO PROVINCIAL SALES TAX

The suggestions noted below are for the Tenderer's information in the matter of Ontario Sales Taxes. The successful Tenderer will be completely responsible for complying with all requirements regarding Ontario

Provincial Sales Tax and no subsequent claims will be allowed or payments made to the Tenderer by the Municipality with respect to any rebates for Ontario Provincial Sales Tax.

- a) Ontario Provincial Sales Tax on materials that enter into and form part of the works shall be included in the tendered unit prices, including ready mix concrete and hot or cold mix asphalt materials.
- b) Labour charges remaining exempt are:
 - 1) Installation of goods that become real property upon installation.
 - 2) Repair and maintenance of real property.
 - 3) Repair and maintenance of goods where replacement parts are not subject to tax.
 - 4) Repair or reconditioning of goods purchased for resale by vendors.

At the request of the Municipality the Contractor shall provide receipts showing the amount of taxes paid for all materials used on this project. Ontario Provincial Sales Tax rebates (where applicable) will be applied for and retained by the Municipality.

10.0 GOODS AND SERVICES TAX

The Contractor should be aware of his responsibility for payment to Revenue Canada of the Goods and Service Tax, which came into effect on January 1, 1991. The Contractor will be required to calculate and include the following in his Tender:

- a) Tender Price (not including G.S.T.)
- b) Total Tender Price (including 7% G.S.T.)

For the purpose of evaluating Tenders, Item (b) must be the Tender Price plus 7%. If a percentage other than 7% is added, the Tender will be assumed to be in error and will be corrected accordingly.

11.0 LIQUIDATED DAMAGES

Liquidated damages, consisting of additional cost incurred by the Municipality, may be charged to the Contractor if the work is not completed within the specified Time of Completion.

Additional cost incurred by the Municipality to inspect or re-check corrective work, resulting from incorrect work by the Contractor or work not accepted by the Manager of Public Services, may be charged to the Contractor.

12.0 CONTRACT IN FORCE

The Contractor shall:

- (a) Provide all the materials and perform all the work shown on the Drawings and described in the Specifications titled:
2005 LANDSCAPE MAINTENANCE CONTRACT
which have been signed in triplicate by both parties and attached to and forming part of this Contract;
- (b) Do and fulfill everything indicated by this Contract;

13.0 CONTRACT

The Specifications and Drawings, the Tender, and any Addenda to this Agreement, are all to be read into and form part of the Agreement and the whole shall constitute the Contract between the parties and it shall ensure to the benefit of and be binding upon them and their successors, executors, administrators, and their assigns.

14.0 CONTRACT VALUE

a) Change In Quantities

Should the quantities of complete work of any individual item, having a value of 10 percent or more of the amount of the Contract as shown in the above mentioned schedule, vary 20 percent or more from the quantities stated in such schedule, either the Owner or the Contractor may request a revision of the unit price for the item so affected, and both parties agree that under such conditions an equitable revision of the price shall be made.

b) Direction to Perform Extra Work

If the Owner orders in writing the performance of any work not covered or included in the Specifications that cannot be classified as coming under any of the contract units and for which no unit price, lump sum, or other basis can be reached upon, then such work shall be performed on a Cost Plus Percentage Basis.

c) **Payment Method – Extra Work**

Extra work performed pursuant to 3.0 b) above for which no unit price, lump sum or other basis is agreed upon shall be performed on a Cost Percentage Basis of payment as set out below:

- (i) The cost of the work shall consist of:
- direct wages and salaries of workmen, equipment operators, foremen, superintendents, clerks and such other personnel, as may be specifically approved by the Owner, employed directly on the extra work at the site
 - cost of materials installed in or used in connection with the work excepting materials paid for under other provisions or supplied by the Owner and applicable sales taxes
- (ii) The Contractor shall keep daily records of time and materials expended on extra work which shall be checked and confirmed by the Owner at the time the extra work is performed. Records shall be supported by invoices, payroll records and other data necessary to substantiate the amounts for payment.

All accounts for extra work shall be subject to the approval of the Owner as applicable to the extra work.

15.0 EFFECTIVE TIME OF CONTRACT

All terms and conditions of this Contract shall be for a three (3) year period - 2005, 2006 and 2007.

16.0 TIME DEEMED TO BE ESSENCE OF CONTRACT

All work is to have commenced on the 1st day of April in the year(s) 2005, 2006 and 2007. Furthermore all work is to be substantially complete by the 30th day of November in the year(s) 2005, 2006 and 2007.

Time shall be deemed to be the essence of this Contract.

17.0 COMMUNICATION

All communications in writing between the parties shall be deemed to have been received by the addressee if delivered to the individual or to a member of the firm or to an Officer of the Corporation for whom they are intended or if sent by post or by telegram addressed as follows:

The Owner At: Amherstburg Public Works Department
512 Sandwich Street South
P.O. Box 159
Amherstburg, Ontario
N9V 3R2

The Contractor At: Bruce Norris Consulting
452 Mountbatten Crescent
Windsor, Ontario
N8P1W4

18.0 PAYMENT SCHEDULE

The Owner shall pay on account thereof for the value of work, in eight equal payments, as follows:

- Payment No. One (1)Payment to be made on April 1st of each year
- Payment No. Two (2) to Seven (7) inclusiveEach payment to be made on the first day of each month
- Payment No. Eight (8).....On completion of the entire work, one day after all lien rights have expired,

The Owner shall receive, every three months, a Workplace Safety and Insurance Clearance Certificate given with the statement

a) **Cost of Materials**

The Town is to pay for materials delivered at the site at actual cost.

b) **Incomplete Work**

Notwithstanding the provisions contained in 1.0 above:

If on account of climatic or other conditions reasonably beyond the Contractor's control there are items of work that cannot readily be completed, the payment in full for the work which has been completed shall not be delayed on account thereof, but the Owner may withhold a sufficient and reasonable sum, until the uncompleted work is finished and such sum as will adequately protect the Owner against liens.

SPECIFICATIONS
2005 LANDSCAPE MAINTENANCE CONTRACT
TOWN OF AMHERSTBURG
CONTRACT PWD-WM-04-026

1.0 CONTRACTORS SUPERVISOR

The Contractor shall maintain a Supervisor whenever work is in progress. The Supervisor shall have experience of at least three years of horticulture in the type of work being carried out under this contract and capable of discussing work requirements with the Town personnel.

2.0 STUDENT WORKERS

Students are to be currently enrolled in a recognized horticulture course at school or a student of at least one year of experience in the type of work under this contract.

3.0 LENGTH OF CONTRACT

Time period shall run from April 1st through to November 30th each year for the years 2005, 2006 2007. The Town reserves the right to alter the dates of this agreement at their discretion.

4.0 SPRING AND COMMUNITY CLEANUP

All papers, sticks, stones and other debris that have accumulated in the park during the winter season are to be picked up and removed from the premises. This shall be the first priority of the contractor in April.

5.0 AERATING

Twice a year - June/July and September/October - the lawn area to be aerated with an approved piece of equipment that will remove core. When dry, these areas are to be broken up with a drag.

6.0 CUTTING LAWN

During the period from April 1st to November 30th each year.

To be cut weekly or as required to be authorized by Town exact frequency to be required to maintain an attractive appearance throughout the growing season.

Cutting to include early spring removal of miscellaneous sticks, stones, etc., accumulated over the winter.

In addition, general lawn clean-up to be done through the season prior to each cutting.

Cutting to include trimming around walks, concrete curbs, parking areas, trees, shrubs, benches, concrete pads, etc.

Grass not to be cut less than 2 1/2" in height and before it reaches 3 1/2" in height.

The discharge chute is to be kept away from all beds and sidewalks.

Mower for cutting grass to be kept with sharp blades for good clean grass cut.

7.0 LAWN FERTILIZING

SP-2

Fertilizing shall be applied to lawns at the following rate (timing) is approximate only and the Contractor shall use his judgment as to the best time of application. The attached Record of Application Sheet shall be completed and submitted to the Public Works after each application with a separate record for each respective site.

The Contractor must inform the owner prior to and immediately after fertilizing. . .

FARM FERTILIZER MUST NOT BE USED

First Fertilizing – Spring (April 1 – 25)

Eco 15-30-12, 50% PCU
Coverage 16,500 square feet
1% Magnesium & 1% Sulphur

Broadleaf Weed Control (Killex or Trillion or Par111)
58mL/100sq metres (once annually at Owner's discretion)

Second Fertilizing – Summer (June 15 – 30)

Eco 25-5-15, 60% PCU
Coverage 13,750 square feet

Third Fertilizing (July 30 - August 15)

Milorganite 21-0-0 regular Prill
Coverage 11,550 square feet

Fourth Fertilizing – Fall (October 15 – 30)

Eco 8-15-30, 40% PCU
Coverage 16,500 square feet
1% Iron & 1% Magnesium

Broadleaf Weed Control (Killex or Trillion or Par111)
58mL/100 sq metres (once annually at Owner's discretion)

8.0 TREE FERTILIZING

Deciduous and coniferous trees to be fertilized in mid-spring with Jobe's tree food spikes. Each tree is to receive 3 Jobe's food spikes. Also at this time, all remaining tree guards should be able to be removed and this will be done at the request of the Town. This shall be done once a year in the fall.

9.0 FLOWER BED FERTILIZER

Milorganite 6-2-0 fertilizer will be used on all bed areas and to be applied at a rate of 25 lbs. per 1,000 square feet. This fertilizer is to be lightly incorporated into the soil. This shall be done once a year approximately at the end of May.

10.0 WEED SPRAYING

Weed killer shall be applied in Spring and Summer and/or any other time required using the mixer of 24D, MCPD and DICAMBA (or equivalent). The application of Weed Killers must be so regulated and times as to be effective against all weeds appreciably injuring the grass, shrubs and trees. It must be effective through the entire growing season.

Please Note: Care must be taken that no spray is put on cars or foliage outside lawn areas. The spray must not constitute a fire hazard.

Contractor must show proof of liability insurance during the life of the contract showing the Town of Amherstburg as being insured as well as the Exterminator Licence from the MOE.

11.0 SIDEWALK SPRAYING

All sidewalks, parking lots, etc., shall be soil sterilized when necessary so as to prevent any vegetation growth. This soil sterilant will also be applied by a licenced applicator. This operation will be carried out in mid-June when temperatures are right, between 60 to 80 degrees, for chemicals to properly work.

All persons applying weed control chemical in the employ of the Contractor or any sub-contractor and/or other person contracting to do the whole or any part of the work set out within the terms of this contract shall be knowledgeable regarding the latest editions of the Canadian Hazard Form of Construction Contract issue in compliance with the Workplace Safety and Insurance Act, R.S.O. 1997 and Regulations along with other pertinent safety rules and regulations relative to the current WHMIS Legislation.

12.0 GRASS, BED AND TREE SPRAYINGa) Fungicide and Insecticide for Grass Areas and Flower Beds

Fungicide spray applications to be applied as necessary.

b) Tree Spraying

Trees to include deciduous and coniferous to be sprayed as required.

13.0 FLOWER BEDS CLEAN UP

Work up ground in flower bed area, planter containers, etc. Take away any dead plant material, edge beds running along grass areas. Maintain all beds in a professional manner so as to give a neat and clean appearance. This work to be done during the maintenance period from April 1st to November 30th per annum.

14.0 RHODODENDRON AND AZALEA BED MAINTENANCE AT PUBLIC LIBRARY

Soil Amendment shall be performed twice per season. The first application to be in the Spring prior to the rhododendron blooming. The second application shall be made in the Fall after blooming but prior to freeze up.

Dead heading of rhododendrons shall be performed within two weeks of spring blooming.

Rhododendron and azalea beds to be well watered prior to winter.

Rhododendron and azalea beds to be protected with burlap prior to the winter. Placement and removal of burlap will be by the Town's forces.

15.0 WATERING

Watering shall be done to all turf areas as well as shrub and flower bed areas. Heavy watering of trees and shrub beds will be done just prior to fall freeze up of ground. Lawn areas will receive enough water so that all lawn areas will have at least 1 inch of water per week.

When watering, sufficient water shall be applied at one time so as to soak the ground so that grass roots and rhizomes will reach down for moisture and not at the surface. The underground water irrigation system shall be supplied and maintained by the Town. The Contractor shall perform daily visual inspections and report to the Public Works of any issues with respect to the system.

Hoses and sprinklers shall be supplied and maintained by the Contractor for all areas where the irrigation system does not reach.

16.0 FALL MAINTENANCE

All leaves shall be raked weekly off the lawn areas at a minimum, and more often as required up to and including daily raking at such sites as the Town Hall. Annuals shall be removed from beds to prepare for winter. Fall bulbs shall be planted in October.

17.0 SPRING BULB PLANTING

All bulbs are to be purchased by the Town, as directed by the Public Works and in accordance to a planting scheme as approved by the Parks Committee.

Spring bulbs, approximately 6500 in total, are to be planted in the Town Hall, Kings Navy Yard Park and Seagrams Park.

Perennial bulbs, after dying, are to be cut back. All bulb areas are to be planted with annuals in late May. Annuals shall be watered and flower heads removed as they die to encourage new flower growth. Flower plantings will be arranged between the Contractor and Town's Manager of Public Services.

18.0 MULCH

Organic mulch will be purchased and supplied to the sites by the Public Works at a convenient location. The Contractor shall add sufficient material to all flower and shrub beds to provide a covering of at least 3 inches. The Contractor shall replace or add fresh bark mulch throughout beds of the various sites when required and as directed by the Public Works.

19.0 PLANTERS

The Contractor shall plant the flowers and plants at the various sites included in this Contract, as well as, the Planters located throughout the Business Core and McGregor areas and furthermore shall maintain them as required throughout the term of this agreement. Maintenance will consist of trimming rampant growth and weeding twice annually. Watering and fertilizing to be done by the Public Works forces.

20.0 DISPOSAL OF GARBAGE

Garbage shall be picked up off the lawn areas daily or as often as is necessary to keep a neat appearance. All garbage to be deposited in receptacle provided by the Town of Amherstburg.

21.0 COST OF HYDRO AND WATER

Electrical and water service is provided on site by the owner to facilitate and the maintenance of the Park by the Contractor.

22.0 STORAGE OF CONTRACTOR'S EQUIPMENT

Storage space for maintenance tools and small maintenance equipment is available on site within the Park's Privy Building.

23.0 ITEMS SUPPLIED BY TOWN

All materials described such as top soil, fresh bark, bulbs, flowers, trees, shrubs, etc. will be supplied by the Town when required and as authorized by the Town's Manager of Public Services.

24.0 ITEMS SUPPLIED BY CONTRACTOR

Tools and equipment are to be supplied by the Contractor. Fertilizer, weed killer, insecticide, fungicide, dormant oil spray and their application shall be supplied and completed by the contractor as part of the Lump Sum Price of the Contract.

25.0 PAYMENT FOR EXTRA HOURLY WORK

The Contractor shall provide an hourly rate of labour to be used for extra work that the Public Works Department may request from time to time. \$_____ / hour

26.0 MONTHLY SCHEDULE

The Contractor shall provide the Public Works Department with a monthly schedule describing the maintenance activity for the upcoming month.

27.0 DUTY TO REPORT VANDALISM

The Contractor shall report any damages or vandalism immediately to the Public Works Department and the Police Department as necessary.

28.0 REQUIREMENTS OF CONTRACTOR

a) Qualifications

The Contractor shall supply landscape students or qualified landscapers for the length of the Contract as per Item 3.0 of Specifications, to perform all work necessary as defined in the contract.

b) Maintenance of Park Privy

A Private Maintenance Contractor shall take care of the regular weekly maintenance at the King's Navy Yard Waterfront Park including:

- Daily opening and closing of the privy
- Weekly thorough maintenance of the facility including washing of floors and walls
- Maintain supply of toilet paper, soap and paper towels at the facility as supplied by the Town.

The Landscape Contractor shall further maintain the Privy by means of daily visual inspections including the following:

- Opening of privy during the week for the duration of the season
- Keep lavatories, stalls and cell interiors clean and sanitary at all times. This will require daily visual inspections and cleaning as required during the months of the contract.
- Maintain an adequate supply of toilet paper, soap and paper towels by means of restocking as required in the facilities.
- Check all plumbing for leaks or faulty operation and report at once to the Public Works Department.
- Maintain proper lighting.

c) Disposal of Trash and Park Debris

All the garbage within the various sites must be removed and placed in the designated dumpster provided by the Town. Where a dumpster enclosure exists the Contractor shall take care that it is locked to ensure use by the Contractor's staff only. Where a dedicated dumpster is full the Contractor shall call the Garbage Disposal Contractor promptly to have it emptied. Trash generated on weekends by Special Events will be picked up by Town forces.

d) Weekly Reports

The Contractor shall provide a report on the Forms provided for qualified landscapers and/or landscape students to the Public Works Department on a weekly basis.

e) Required Documentation

- i. Insurance** A Certificate of Insurance for at least two million dollars for public liability and property damage, once the contract is awarded.
- ii. WSIB Clearance** A Certificate of Clearance covering lawn maintenance from the Workplace Safety and Insurance Board every three months once the contract is awarded.
- iii. Extermination Licence** Certificate of Licence to operate an extermination (pesticide and/or herbicide applications) business from the Ministry of the Environment of Ontario

THE CORPORATION OF THE TOWN OF AMHERSTBURG

BY-LAW NO. 2005-09

**Being a by-law to provide for the changing of the name
of a certain highway within the Town of Amherstburg**

WHEREAS to avoid possible confusion with respect to the location and designation of certain streets within the Town of Amherstburg, it is deemed expedient to change the name of that portion of the highway set forth in Schedule "A" hereto.

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF

THE TOWN OF AMHERSTBURG HEREBY ENACTS AS FOLLOWS:

1. That the name of the portion of the highway set forth in column 1 of Schedule "A" annexed hereto and forming part of this by-law be and the same is hereby changed to the name set forth opposite the same in column 2 of the said Schedule "A" to the extent provided in column 3 of the said Schedule "A".
2. That this by-law shall come into force on the date following final passing thereof upon which the same is registered in the Land Registry Office for the Registry Division of Essex (12).

Passed this day of . .

MAYOR

CLERK

1st Reading:
2nd Reading:
3rd Reading:

Certified to be a true copy of By-law
No. 2005-09 passed by Council of the
Town of Amherstburg on the
day of , .

Clerk

THE CORPORATION OF THE TOWN OF AMHERSTBURG

BY-LAW NO. 2005-14

**A by-law to remove certain lands from
Part Lot Control (12M-483).**

WHEREAS Subsection 5 of Section 50 of the Planning Act, R.S.O. 1990, Chapter P13 provides that Part Lot Control shall apply where land is within a plan of subdivision;

AND WHEREAS Subsection 7 of Section 50 of the Planning Act provides that Council may by by-law provide that Subsection 5 does not apply to land that is within such registered plan of subdivision or part or parts thereof as is or are designated in the by-law, and, where the by-law is approved by the Ministry of Municipal Affairs and Housing, Subsection 5 ceases to apply to such land;

AND WHEREAS it is deemed desirable that the provisions of Subsection 5 shall not apply to certain lands within Registered Plan 12M-483.

AND WHEREAS Subsection 7.3 of Section 50 of the Planning Act provides that the by-law expires at the expiration of the time frame specified in the by-law.

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF AMHERSTBURG HEREBY ENACTS AS FOLLOWS:

1. Subsection 5 of Section 50 of the Planning Act, R.S.O. 1990, Chapter P13 does not apply to the following:

All and singular those certain parcels or tracts of land and premises situate, lying and being in the Town of Amherstburg, the County of Essex, and Province of Ontario and being composed of Lot 1 according to Registered Plan 12M-483, registered in the Registry Office for the Land Titles Division of Essex (12).

2. That this By-Law shall come into force and effect upon approval thereof by the Ministry of Municipal Affairs and Housing.
3. That this By-law shall expire on the 14th day of February, 2006.

Read a first, second and third time and finally passed this 14th day of February, 2005.

Mayor

Clerk

Certified to be a true copy of By-Law
No. 2005-14 passed by the Amherstburg
Municipal Council on February 14, 2005.

THE CORPORATION OF THE TOWN OF AMHERSTBURG

BY-LAW NO. 2005-15

Being a By-law to confirm all resolutions of the Municipal Council.

WHEREAS Section 46A of the Town of Amherstburg By-law 1998-16 as amended by By-law 2002-43 which establishes the rules and procedures of a Council meeting, provides that Council will enact a confirmatory by-law at every regular meeting of Council.

**NOW THEREFORE THE CORPORATION OF THE TOWN
OF AMHERSTBURG HEREBY ENACTS AS FOLLOWS:**

All resolutions duly moved, seconded and carried by the Municipal Council during the Council Meeting of February 14, 2005 are hereby confirmed.

MAYOR

CLERK

1st Reading – February 14, 2005

2nd Reading – February 14, 2005

3rd Reading – February 14, 2005