



Regular Council Meeting Agenda

April 16, 2018, 6:00 pm
Essex Civic Centre
360 Fairview Avenue West
Essex, Ontario

Pages

1. Call to Order
2. Closed Meeting Report
3. Declarations of Conflict of Interest
4. Adoption of Published Agenda
 - 4.1 Regular Council Meeting Agenda for April 16, 2018

That the published agenda for the April 16, 2018 Regular Council Meeting be adopted as presented / amended.
5. Adoption of Minutes
 - 5.1 Regular Council Meeting Minutes for April 3, 2018 1

That the minutes of the Regular Council Meeting held April 3, 2018 be adopted as circulated.
 - 5.2 Special Council Meeting Minutes for October 30, 2017 17

That the minutes of the Special Council Meeting held October 30, 2017 held for the Declaration of the Elected Office, be adopted as circulated.
 - 5.3 Special Council Meeting Minutes for October 30, 2017 19

That the minutes of the Special Council Meeting held October 30, 2017 for 2018 budget deliberations, be adopted as circulated.
 - 5.4 Special Council Meeting Minutes for November 20, 2017 21

That the minutes of the Special Council Meeting held November 20, 2017 for the purpose of considering revisions to the Town's Zoning By-Law 1037, be adopted as circulated.
6. Public Presentations
 - 6.1 Academic Achievement - Shelley Brown 23

RE: Winner of AMCTO's Award for Excellence in Municipal Law
 - 6.2 Infrastructure and Development Services Report 2018-05 24

RE: McGregor Sanitary Works: Information

Chris Nepszy, Director, Infrastructure and Development

Also present: Antonietta Giofu, Director of Engineering and Public Works, Town of Amherstburg

That Infrastructure and Development Services Report 2018-05, prepared by Chris Nepszy, Director, Infrastructure and Development, and Antonietta Giofu, Director of Engineering and Public Works, Town of Amherstburg, and submitted by Chris Nepszy, Director, Infrastructure and Development, entitled "McGregor Sanitary Works: Information", dated April 16, 2018 providing information to Council regarding the Town of Amherstburg sanitary sewer system and Town of Essex storm water systems which serve Town of Essex residents in McGregor Centre, be received.

6.3 David Brian 32

Academie Ste. Cecile International School (ASCIS)
RE: Essex County Cemetery Outreach Project

That the public presentation by David Brian, Geography Teacher, and students, Victoria Hung, Anson Leung, Billy Siu, Queenie Wu, Rayan El-Cheikh, Mila Di Mambro and Jason Leung of the Academie Ste. Cecile International School, proposing a partnership to participate in a "Community Outreach Project", to record and publish a digital map of the "lost cemeteries" of Essex County with a focus on the Black Cemeteries, be (received/received and supported).

6.4 Mark and Jenn Nenadov, 155 Talbot Street South 35

RE: Request for Second Driveway Entrance at 155 Talbot Street South

That the public presentation by Mark and Jenn Nenadov, 155 Talbot Street South asking Council to consider allowing them to add a second driveway entrance to their property at the northwest corner of their lot, exiting onto Irwin Avenue be (approved/denied)and if Council approves the request;

That the Resident consult with the Manager of Operations to ensure the entrance will have a minimal impact to Irwin Avenue.

6.5 Rodney Bouchard, Manager 40

Union Water Supply System (UWSS)
RE: Proposed Business Case for Restructuring UWSS into a Municipal Service Corporation

That the public presentation and Report by Rodney Bouchard, Manager of the Union Water Supply System providing Council with a "Proposed Business Case for Restructuring Union Water Supply System (UWSS) into a Municipal Service Corporation" dated March 28, 2018, be received;

And that Council direct Administration to review and report back to Council with recommendations pertaining to the Proposed Business Case for Restructuring Union Water Supply System (UWSS) into a Municipal Service Corporation as set out in the Report received at this meeting.

7. Unfinished Business

7.1 Nominations for Senior of the Year Award 144

At the April 3, 2018 Regular Council Meeting, Council received correspondence from the Ontario Minister Responsible for Seniors Affairs which invited Council to participate in nominations for the 2018

Senior of the Year Award by forwarding the name of one outstanding local senior who, after the age of 65, has enriched the social, cultural or civic life of our community.

Seniors who qualify for the award may have contributed in many different fields, such as the arts, literature, community service, voluntarism, fitness and sport, or humanitarian activities.

To date Administration has received two nominations for Council's Consideration: Brenda Anger and Diana Dennis.

That the following name _____ be submitted as the Town of Essex's nomination as Senior of the Year 2018.

8. Reports from Administration

8.1 Planning Report 2018-13 146

RE: Colchester and County Road 50 Community Improvement Expansion

By-Law 1689
Being a by-law to enlarge the Community Improvement Project Area of the Colchester Centre Community Improvement Plan

That Planning Report 2018-13, entitled "Colchester and County Road 50 Community Improvement By-Law (Ward 3)", prepared by Jeff Watson, Policy Planner and submitted by Chris Nepszy, Director of Infrastructure and Development, dated April 16, 2018 recommending that Council approve the expansion of the Colchester Community Improvement Plan Project Area (CCIPPA) along County Road 50, be received;

And that By-Law 1689 being a by-law to enlarge the Community Improvement Project Area of the Colchester Centre Community Improvement Plan, be read a first, a second and a third time and finally passed on April 16, 2018.

8.2 Planning Report 2018-16 157

RE: Rezoning By-Law 80 Maidstone Avenue West (Ward 1)

By-Law 1690
Being a by-law to Amend By-Law 1037 The Comprehensive Zoning By-Law for the Town of Essex

That Planning Report 2018-16, entitled "Rezoning by-law for 80 Maidstone Avenue West (Ward 1)", prepared by Jeff Watson, Policy Planner and submitted by Chris Nepszy, Director of Infrastructure and Development, dated April 16, 2018, be received;

And that By-Law 1690 being a by-law to amend By-Law 1037, The Comprehensive Zoning By-Law for the Town of Essex be read a first, a second and a third time and finally passed April 16, 2018.

8.3 Planning Report 2018-19 161

RE: Heritage Listings

That Planning Report 2018-19, entitled "Heritage Listings", prepared by Rita Jabbour, Assistant Planner and submitted by Chris Nepszy, Director of Infrastructure and Development, dated April 16, 2018, be

received;

And that the properties known municipally as 9567 County Road 11 and 400 County Road 13 be listed on the Essex Municipal Heritage Register pursuant to subsection 27 (1.2) of the Ontario Heritage Act.

8.4 Community Services Report 2018-012

170

RE: Communities in Bloom Proclamation - Week of May 7, 2018

That Community Services Report 2018-012, entitled "Communities in Bloom Proclamation - Week of May 7", prepared and submitted by Doug Sweet, Director of Community Services, dated April 16, 2018, be received;

And that Council proclaim Communities in Bloom Week for the week of May 7, 2018 and adopt the following resolution:

Whereas, in Canada we are fortunate to have a multitude of communities committed to fostering civic pride, environmental responsibility and beautification; and

Whereas, communities are committed to ensuring sustainable development for future generations; and

Whereas, participation in Communities in Bloom builds communities, strengthens volunteer and community development, enhances social interaction, and creates community pride; and

Whereas, the benefits provided by Communities in Bloom may boost the economy, create sustainability, enhance property values, attract new business, and increase tourism; and

Whereas, our parks, open spaces, green spaces, and trails ensure sustainability, provide space to enjoy nature, help maintain clean air and water, and preserve plant and animal wildlife; and

Whereas, all community levels: municipal, residential, commercial, and institutional work together to ensure the voluntary sector and private enterprise throughout the Country participate in the planning, development, and operation of recreation and parks programs, services, and facilities.

Now, Therefore be it Resolved, that Communities in Bloom does hereby proclaim that the week of May 7 and has been designated as Communities in Bloom Week which will annually recognize and celebrate the benefits derived from Communities in Bloom and the countless volunteers and individuals that make our communities great places to live.

Therefore, the Council of the Town of Essex, in recognition of the benefits and values that Communities in Bloom does provide, do hereby designate the week of "May 7, 2018 as Communities in Bloom Week".

8.5 Community Services Report 2018-013

173

RE: Significant Event Status - 7th Annual McGregor Mug Run and International Beer Fest - Saturday, September 22, 2018

That Community Services Report 2018-013, entitled "Significant Event Status - 7th Annual McGregor Mug Run and International Beer Fest -

Saturday, September 22, 2018", prepared and submitted Doug Sweet, Director of Community Services dated April 16, 2018, be received;

And that Council approve the 7th Annual McGregor Mug Run and International Beer Fest for Significant Event Status for the purpose of applying for their Special Occasion Permit (SOP) for the event to be held on Saturday, September 22, 2018; and further

That Council approve the proposed route and road closures as requested for the 2018 Mug Run (Appendix "A" to the report).

8.6 Community Services Report 2018-014 178

RE: New Mural to be located at 47 Talbot Street North

By-Law 1697

Being a by-law to enter into an agreement with John Spevak for the placement of an outdoor mural to the building located at 47 Talbot Street North, Essex, Ontario

That Community Services Report 2018-014, entitled "New Mural to be located at 47 Talbot Street North", prepared by Cynthia Cakebread, Manager, Recreation and Culture, and submitted by Doug Sweet, Director of Community Services dated April 16, 2018, be received;

And that the Town of Essex enter into an agreement with John Spevak to allow the Town of Essex to install a mural on the southeast wall of the property located at 47 Talbot Street North (side of Wood Craft Pizza) in Essex Centre;

And that By-Law 1697 being a by-law to enter into an agreement with John Spevak for the placement of an outdoor mural to the building located at 47 Talbot Street North, Essex, Ontario be read a first, a second and a third time and finally passed on April 16, 2018.

8.7 Community Services Report 2018-016 184

RE: Special Events Resource Team (SERT) April Update

That Community Services Report 2018-016, entitled "Special Events Resource Team (SERT) April Update", prepared and submitted by Doug Sweet, Director of Community Services, dated April 16, 2018 providing Council with an update on the events and requests that have been reviewed by the Town of Essex Special Events Resource Team (SERT), be received.

8.8 Building Department Report 2018-03 187

RE: March 2018 Building Report

That Building Department Report 2018-03, entitled "March 2018 Building Report", dated April 3, 2018 providing Council with an update on building activity within the Town of Essex for the month of March, be received.

8.9 Information Technology Report 2018-02 191

RE: Purchase of Digital Video Surveillance Recording Equipment

That Information and Technology Report 2018-02, entitled "Purchase of Digital Video Surveillance Recording Equipment", prepared by Jack

Barron, Manager, Information Technology and submitted by Jeffrey Morrison, Director, Corporate Services, dated March 26, 2018, be received;

And that Council approve the allocation of funds for the purchase of Digital Video Surveillance Recording Equipment to be purchased in 2018 from the underspent portion of the 2017 Information Technology Operating Budget from reserve.

8.10 Economic Development Report 2018-06 193

RE: Tourism Marketing 2018

That Economic Development Report 2018-06, entitled "Tourism Marketing 2018", prepared by Nelson Silveira, Economic Development Officer and Alex Denonville, Manager, Communications, and submitted by Donna Hunter, Chief Administrative Officer, dated April 16, 2018 providing Council with an overview of tourism marketing efforts in 2018, be received.

8.11 Communications Report 2018-02 199

RE: Public Feedback on Colchester Park Renaming

That Communications Report 2018-02, prepared by Alex Denonville, Manager, Communications and submitted by Donna Hunter, Chief Administrative Officer, dated April 16, 2018, entitled "Public Feedback on Colchester Park Renaming", be received.

8.12 Corporate Services Report 2018-01 211

RE: Stray Cat Intake Agreement with Windsor-Essex County Humane Society

By-Law 1693

Being a by-law to enter into an Agreement with the Windsor-Essex County Humane Society for Intake of Stray Cats for the Town of Essex

That Corporate Services Report 2018-01, prepared and submitted by Jeffrey Morrison, Director, Corporate Services, dated April 16, 2018, entitled "Stray Cat Intake Agreement with the Windsor-Essex County Humane Society", dated April 16, 2018, be received;

That the Town enter into a three (3) year agreement (retroactive to January 1, 2018) with the Windsor-Essex County Humane Society for the intake of stray cats; and

That By-Law 1693 being a by-law to enter into an Agreement with the Windsor-Essex County Humane Society for the intake of stray cats for the Town of Essex be read a first, a second and a third time and finally passed on April 16, 2018.

8.13 Clerks Report 2018-007 215

RE: Court of Revision for the 8th Concession West Drain: Bridge for Walter & Amy Howson (Part of Lot 14, Concession 8)

By-Law 1698

Being a by-law to provide for the 8th Concession West Drain: Bridge for Walter & Amy Howson (Part of Lot 14, Concession 8) Geographic Township of Colchester North, Project REI 2017D025, Town of Essex, County of Essex

That Clerks Report 2018-007, entitled "Court of Revision for 8th Concession West Drain: Bridge for Walter & Amy Howson", prepared by Robert Auger, Clerk and submitted by Donna Hunter, Chief Administrative Officer, dated April 16, 2018, be received

That Councillor Rogers, Mayor McDermott and Deputy Mayor Meloche be selected to sit as members of the Court of Revision for the 8th Concession West Drain: Bridge for Walter & Amy Howson, and such Court of Revision be scheduled for 5:30PM on May 22, 2018 in the County of Essex Civic Centre Council Chambers, 360 Fairview Avenue West, Essex; and

That By-Law 1698 being a by-law to provide for the 8th Concession West Drain: Bridge for Walter & Amy Howson (Part of Lot 14, Concession 8) Geographic Township of Colchester North, Project REI 2017D025, Town of Essex, County of Essex, be read a first, and a second time and provisionally adopted on April 16, 2018.

9. Reports from Youth Members

10. County Council Update

11. Correspondence

11.1 Correspondence to be received

That correspondence listed in Agenda Item 11.1 be received and, where indicated, to further share such information with the community using suitable methods of communication.

11.1.1	Union Water Supply System	222
	RE: Joint Board of Management - February 21, 2018 Minutes	
11.1.2	Ministry of Finance	230
	RE: Business Vacancy Rebate and Reduction Programs Update March 2018	
11.1.3	Ministry of Finance	238
	Correspondence acknowledging receipt of the Town's letter to the Honourable Charles Sousa conveying interest in hosting an Ontario Cannabis Store (OCS).	
11.1.4	Town of Essex Resolution (R18-01-013) - Offering School Property to Municipalities	239
	As a result of Resolution R18-01-013 the following letters have been received:	
	Municipality of McDougall (Support)	
	Township of Rideau Lakes (Support)	
	Municipality of St. Charles (Support)	
	Town of Parry Sound (Support)	
	Township of Joly (Support)	
	Township of Enniskillen (Support)	
	Loyalist Township (Support)	
	Township of McNab/Braeside (Support)	

11.1.5	Town of Essex Resolution (R18-03-096) - User Pay Childcare Services at AMO and FCM Conferences	251
	As a result of Resolution R18-03-096 the following letters have been received:	
	Township of Douro-Dummer (Support)	
	Town of Orangeville (No action taken)	
	Municipality of Dutton Dunwich (Support)	
	Peterborough County (Support)	
	Municipality of Marmora and Lake (Support)	
	Municipality of Northern Bruce Peninsula (Support)	
	City of Stratford (No action taken)	
11.1.6	Association of Municipalities of Ontario (AMO)	258
	RE: Benefits of the Federal Gas Tax Fund 2014-2016	
11.1.7	Ministry of Citizenship and Immigration	306
	RE: Lincoln M. Alexander Award	
	Call for nominations for up to three young Ontarians who have demonstrated exemplary leadership in contributing to the elimination of racial discrimination in Ontario.	
	Deadline for nominations is May 21, 2018	
11.1.8	Erie St. Clair Local Health Integration Network (LHIN)	307
	RE: Opening a nursing clinic in Wallaceburg	

11.2 Correspondence to be considered for receipt and support

12. Committee Meeting Minutes

That minutes listed in Agenda Item 12, together with an recommendations noted therein be received, and adopted as circulated.

12.1	Essex Accessibility Advisory Committee - February 1, 2018	309
	(EAAC18-02-03) Recommendation to Council that Council direct Administration to work with the Committee to explore fundraising for the mobi mat at Colchester Beach.	
	(EAAC18-02-06) Recommendation to Council that Site Plan Control require an accessible parking template on the asphalt and a vertical accessible parking sign in accessible parking spots.	
12.2	Essex Centre B.I.A. - February 13, 2018	315
12.3	Co-An Park Committee	318
	March 14, 2018 (including Costing Report at March 12, 2018)	
	April 2, 2018	
12.4	Committee of Adjustment - March 20, 2018	330
12.5	Communities in Bloom - March 27, 2018	357
12.6	Essex Municipal Heritage Committee (EMHC) - March 29, 2018	363

13. Financial

13.1	Bank Payments Report	369
	RE: January 2018	
	That the Bank Payments Report, including January cheque register, cheque number 44777 to cheque number 45370 inclusive in the amount of \$1,632,673.14, the Preauthorized Payments for January 2018 in the amount of \$317,959.91, and the Payroll for January 2018 in the amount of \$346,773.39, be ratified as submitted.	
13.2	Bank Payments Report	380
	RE: February 2018	
	That the Bank Payments Report, including February cheque register, cheque number 45371 to cheque number 45669 inclusive in the amount of \$2,040,786.27, the Preauthorized Payments for February 2018 in the amount of \$316,426.49, and the Payroll for February 2018 in the amount of \$330,701.17, be ratified as submitted.	
14.	New Business	
14.1	Councillor Snively	391
	RE: Colchester 2018 Summer Event	
15.	Notices of Motion	
16.	Reports and Announcements from Council Members	
17.	By-Laws	
17.1	By-Laws that require a third and final reading	
17.1.1	By-Law 1691	392
	Being a by-law to amend By-Law 1037 The Comprehensive Zoning By-Law for the Town of Essex	
	That By-Law 1691 being a by-law to amend By-Law 1037 The Comprehensive Zoning By-Law for the Town of Essex, be read a third time and finally passed on April 16, 2018.	
17.1.2	By-Law 1695	396
	Being a by-law for the declaration of surplus lands by The Corporation of the Town of Essex (Part of Tawasentha Park)	
	That By-Law 1695 being a by-law for the declaration of surplus lands by The Corporation of the Town of Essex, be read a third time and finally passed on April 16, 2018.	
17.1.3	By-Law 1696	398
	Being a by-law to confirm the proceedings of the April 3, 2018 Regular Meeting of the Council of The Corporation of the Town of Essex	
	That By-Law 1696 being a by-law to confirm the proceedings of the April 3, 2018 Regular Meeting of the Council of The Corporation of the Town of Essex, be read a third time and finally passed on April 16, 2018.	

17.2 By-Laws that require a first, second, third and final reading

17.2.1 By-Law 1699 400

Being a by-law to provide for the indemnification of a Member of the Council of the Town of Essex against loss or liability incurred while acting in the capacity as a Member of Council.

That By-Law 1699 being a by-law to provide for the indemnification of a Member of the Council of the Town of Essex against loss or liability incurred while acting in the capacity as a Member of Council, be read a first, a second and a third time, and finally passed on April 16, 2018.

17.3 By-Laws that require a first and second reading

17.3.1 By-Law 1700 402

Being a by-law to confirm the proceedings of the April 16, 2018 Regular Meeting of the Council of the Corporation of the Town of Essex

That By-Law 1700 being a by-law to confirm the proceedings of the April 16, 2018 Regular Meeting of the Council of The Corporation of the Town of Essex, be read a first, and a second time and provisionally adopted on April 16, 2018.

18. Adjournment

That the meeting be adjourned at [TIME].

19. Future Meetings

The Corporation of the Town of Essex
Regular Council Meeting Minutes

April 3, 2018, 6:00 pm
Essex Civic Centre
360 Fairview Avenue West
Essex, Ontario

Present: Mayor McDermott
Deputy Mayor Meloche
Councillor Bjorkman
Councillor Bondy
Councillor Snively
Councillor Voakes
Councillor Rogers

Also Present: Donna Hunter, Chief Administrative Officer
Chris Nepszy, Director of Infrastructure
Doug Sweet, Director of Community Services
Jeff Morrison, Director of Corporate Services
Jeff Watson, Policy Planner
Rita Jabbour, Assistant Planner
Nelson Silveira, Economic Development Officer
Alex Denonville, Manager, Communications
Laurie Brett, Deputy Clerk
Robert Auger, Clerk
Lynn Moroz, Administrative Assistant

1. Call to Order

2. Closed Meeting Report

3. Declarations of Conflict of Interest

There were no declarations of conflict of interest.

4. Adoption of Published Agenda

4.1 Regular Council Meeting Agenda for April 3, 2018

The Clerk, Mr. Auger, advised Council that he had been notified by Councillor Voakes that he wished to amend the agenda for the meeting with the addition of a new business item regarding the reimbursement of legal fees incurred to defend an application brought against him by a resident alleging he violated the Municipal Conflict of Interest while acting in his capacity as a member of Council.

Mayor Ron McDermott declared a conflict of interest and removed himself from the Chair at 6:05 PM

Deputy Mayor Meloche assumed the Chair at that time.

Moved By Councillor Bondy
Seconded By Councillor Rogers

(R18-04-130) That the published agenda for the April 3, 2018 Regular Council Meeting be adopted as amended with the addition of the new business item by Councillor Voakes.

Carried

Moved By Councillor Bondy
Seconded By Councillor Rogers

(R18-04-131) That Item 14 .1 be brought forward in the Agenda at this time.

Carried

14. New Business

14.1 Councillor Voakes' Request for Reimbursement of Legal Fees

Councillor Voakes advised Council that he had been challenged in court by a resident who alleged that he was in violation of the Municipal Conflict of Interest Act while acting in his capacity as a council member. Councillor Voakes stated that it was proven he did not violate the Conflict of Interest Act and as a result he requested the reimbursement of the legal expenses he incurred in this matter.

Moved By Councillor Bondy
Seconded By Councillor Rogers

(R18-04-132) That Councillor Voakes be reimbursed for legal fees incurred in the amount of \$12,289.91 and that a by-law be drafted by administration providing for the reimbursement of legal fees incurred by Councillor Voakes in his capacity as a Councillor for the Town of Essex.

Carried

Mayor McDermott resumed the Chair at 6:15 PM from Deputy Mayor Meloche.

5. Adoption of Minutes

5.1 Regular Council Meeting Minutes for March 19, 2018

Moved By Councillor Rogers
Seconded By Councillor Snively

(R18-04-133) That the minutes of the Regular Council Meeting held March 19, 2018 be adopted as circulated.

Carried

6. Public Presentations

7. Unfinished Business

8. Reports from Administration

8.1 Community Services Report 2018-008

RE: Results of Request for Tender - Supply of Three Trucks 2018

Moved By Councillor Snively

Seconded By Councillor Bondy

(R18-04-134) That Community Services Report 2018-008, entitled "Results of Request for Tender - Supply of Three Trucks 2018", prepared by Jackson Tang, Assistant Manager, Business Services and submitted by Doug Sweet, Director of Community Services, dated April 3, 2018 be received;

And that Council award the Request for Tender Supply of Three Trucks 2018 to Ken Knapp Ford in the amount of \$122,084.52 including applicable taxes.

Carried

8.2 Community Services Report 2018-009

RE: Harrow Lion's Club and Hall

Moved By Councillor Bondy

Seconded By Councillor Snively

(R18-04-135) That Community Services Report 2018-009, entitled "Harrow Lions Club and Hall", prepared and submitted by Doug Sweet, Director of Community Services, dated April 3, 2018 informing Council that effective July 31, 2018 the Harrow Lions Club lease to operate the Lions Hall facility located on McAfee Street in Harrow will be terminated, and the operations of the Lion's Hall will be turned back over to the Town of Essex, be received with regret.

Carried

8.3 Community Services Report 2018-010

RE: Significant Event Status - 26th Annual Colchester Walleye Derby - Saturday, June 9, 2018

Moved By Councillor Bjorkman

Seconded By Councillor Rogers

(R18-04-136) That Community Services Report 2018-010, entitled "Significant Event Status - 26th Annual Colchester Walleye Derby - Saturday, June 9, 2018", prepared and submitted by Doug Sweet, Director of Community Services dated April 3, 2018, be received;

And that Council approve the 26th Annual Colchester Walleye Derby for Significant Event Status for the purpose of applying for their Special Occasion Permit (SOP) for the event to be held on Saturday, June 9, 2018.

Carried

8.4 Community Services Report 2018-011

RE: Significant Event Status - 31st Essex Fun Fest - July 5, 6, 7, and 8, 2018

Moved By Councillor Voakes

Seconded By Councillor Bjorkman

(R18-04-137) That Community Services Report 2018-011, entitled "Significant Event Status - 31st Essex Fun Fest - July 5, 6, 7, and 8, 2018", prepared and submitted by Doug Sweet, Director of Community Services, dated April 3, 2018, be received;

And that Council approve the 31st Essex Fun Fest for Significant Event Status for the purpose of applying for their Special Occasion Permit (SOP) for the event to be held on July 5, 6, 7, and 8, 2018.

Carried

8.5 Planning Report 2018-15

RE: Rezoning application 80 Maidstone Avenue West (Ward 1)

Councillor Bondy left her chair at 6:45 PM.

Moved by Councillor Snively

Seconded by Councillor Rogers

(R14-04-138) That those in the audience wishing to make comment on the Rezoning Application for 80 Maidstone Avenue West be allowed to speak.

Carried

1) Jim Hunt, 71 Bell

Mr. Hunt asked and Mr. Watson responded to questions related to the holding symbol, property size, whether his property is on a registered plan of subdivision, concerns about buffering and fencing, sidewalks and lighting. Mr. Hunt requested that the Town include Bell and Thomas Streets, along with Maidstone Avenue West, in the proposed traffic analysis.

2) Mrs. Katherine Hunt, 71 Bell

Mrs. Hunt expressed concerns about the small size of the subject parcel of land, lack of backyard privacy, a preference for owners instead of renters, and the suitability of building affordable housing at this location.

3) Walter Brenko, Noah Homes

Mr. Brenko acknowledged the concerns expressed to date. He displayed large-scale photographs of several possible housing designs, noting that the raised style is three feet below grade, which brings backyard decks closer to ground level. Mr. Brenko expressed an interest in providing a mix of affordable homes for seniors and families that require low maintenance. He invited Council to visit some of the units he had built in other municipalities.

Moved By Councillor Bjorkman

Seconded By Deputy Mayor Meloche

(R18-04-139) That Planning Report 2018-15, entitled "Rezoning application 80 Maidstone Avenue West (Ward 1)", prepared by Jeff Watson, Policy Planner, and submitted by Chris Nepszy, Director of Infrastructure and Development, dated April 3, 2018 recommending the preparation of a by-law to provide for the rezoning to a special residential zoning category to permit semi-detached and townhome dwellings, in addition to the presently permitted single detached dwellings, be received;

And that Council support and authorize the preparation of a by-law to provide for the rezoning to lands at 80 Maidstone Avenue West, from R1.1 to R2.3 to permit single detached, semi-detached and townhome dwellings.

Carried

8.6 Planning Report 2018-18

RE: 106 Talbot Road North Rezoning

By-Law 1691

Being a by-law to amend By-Law 1037 The Comprehensive Zoning By-Law for the Town of Essex

Moved By Councillor Bjorkman

Seconded By Deputy Mayor Meloche

(R18-04-140) That Planning Report 2018-18, entitled "106 Talbot Road North Rezoning", prepared by Rita Jabbour, Assistant Planner, and submitted by Chris Nepszy, Director, Infrastructure and Development, dated April 3, 2018 recommending the rezoning application of lands at 106 Talbot Road North, be received;

And that Council approve the rezoning of lands at 106 Talbot Road North;

And that By-Law 1691 being a by-law to amend By-Law 1037 The Comprehensive Zoning By-Law for the Town of Essex be read a first and a second time and provisionally adopted on April 3, 2018.

Carried

8.7 Clerks Report 2018-05

RE: 2018 Municipal Election Accessibility Plan

Moved By Councillor Rogers

Seconded By Councillor Snively

(R18-04-141) That Clerks Report 2018-05, entitled "2018 Municipal Election Accessibility Plan", prepared by Laurie Brett, Deputy Clerk, and submitted by Robert Auger, Clerk, dated April 3, 2018 advising Council on the plans to ensure that persons with disabilities have the opportunity to participate fully in the 2018 municipal election process, be received for Council Information purposes.

Carried

Councillor Bondy returned to her chair at 7:05 PM.

8.8 Clerks Report 2018-06

RE: Appointment to Fill Committee Vacancies

Moved By Councillor Rogers

Seconded By Councillor Snively

(R18-04-142) That Clerks Report 2018-06, entitled "Appointment to Fill Committee Vacancies", prepared by Laurie Brett, Deputy Clerk, and submitted by Robert Auger, Clerk, dated April 3, 2018 providing Council with a list of proposed candidates to fill the vacancy on both the Committee of Adjustment and Property Standards Committee, and to propose methods by which Council may select a new committee member, be received;

That Council appoint Ray Beneteau to fill the vacancy on the Committee of Adjustment and Property Standards Committee; and

That Schedule "A" to By-Law 1376 be amended accordingly.

Carried

8.9 Infrastructure and Development Report 2018-04

RE: Results of Request for Tender

Supply of Winter Control Equipment for a Tandem Plow Truck 2018 and Supply of Tandem Plow Truck Cab and Chassis 2018

Moved By Councillor Bondy

Seconded By Councillor Snively

(R18-04-143) That Infrastructure and Development Report 2018-04, entitled "Results of Request for Tender - Supply of Winter Control Equipment for a Tandem Plow Truck 2018 and Supply of Tandem Plow Truck Cab and Chassis 2018", prepared by Jackson Tang, Assistant Manager, Business Services, and submitted by Chris Nepszy, Director, Infrastructure and Development, dated April 3, 2018, be received;

And that Council award the Request for Tenders as follows:

a) ID-18-004 Supply of Winter Control Equipment for a Tandem Plow Truck 2018 to Viking-Cives Ltd. in the amount of \$107,214.33, including all applicable taxes; and

b) ID-18-003 Supply of Tandem Plow Truck Cab and Chassis 2018 to Team Truck Centres Ltd., in the amount of \$143,989.38, including all applicable taxes.

Carried

8.10 Communications Report 2018-01

RE: Purchase of New Chain of Office

Moved By Deputy Mayor Meloche

Seconded By Councillor Rogers

(R18-04-144) That Communications Report 2018-01, entitled "Purchase of New Chain of Office", prepared and submitted by Alex Denonville, Manager, Communications, dated April 3, 2018 advising Council of the purchase of a new Chain of Office, be received.

Carried

8.11 Drainage Report 2018-03

RE: Appointment of a Drainage Engineer to prepare a report on behalf of Essex Region Conservation Authority ("ERCA") for a new pedestrian walkway over the Essex Outlet Drain

Moved By Councillor Bjorkman

Seconded By Councillor Snively

(R18-04-145) That Drainage Report 2018-03, entitled "Appointment of a Drainage Engineer to prepare a report on behalf of ERCA for a new pedestrian walkway over the Essex Outlet Drain", prepared by Norman Nussio, Assistant Manager, Operations/Drainage, and submitted by Chris Nepszy, Director, Infrastructure and Development, dated April 3, 2018, be received;

And that Council appoint the engineering firm of Rood Engineering Incorporated, pursuant to the Drainage Act Revised Statutes of Ontario 1990, to prepare a drainage report for a pedestrian walkway over the Essex Outlet Drain.

Carried

8.12 Drainage Report 2018-04

RE: Appointment of a Drainage Engineer to prepare a report for a new Access Culvert over the Bowler/South Malden Road Drain

Moved By Councillor Bondy

Seconded By Deputy Mayor Meloche

(R18-04-146) That Drainage Report 2018-04, entitled "Appointment of a Drainage Engineer to prepare a report for a new Access Culvert over the Bowler/South Malden Road Drain", prepared by Norman Nussio, Assistant Manager, Operations/Drainage and submitted by Chris Nepszy, Director, Infrastructure and Development, dated April 3, 2018, be received;

And that Council appoint the engineering firm of Rood Engineering Incorporated, pursuant to the Drainage Act Revised Statutes of Ontario 1990, to prepare a drainage report for an access culvert over the Bowler/South Malden Road Drain.

Carried

8.13 Drainage Report 2018-05

RE: Appointment of a Drainage Engineer to prepare a report for a new Access Culvert over the 8th Concession West Drain

Moved By Councillor Snively
Seconded By Councillor Bjorkman

(R18-04-147) That Drainage Report 2018-05, entitled "Appointment of a Drainage Engineer to prepare a report for a new Access Culvert over the 8th Concession West Drain", prepared by Norman Nussio, Assistant Manager, Operations/Drainage, and submitted by Chris Nepszy, Director, Infrastructure and Development, dated April 3, 2018, be received;

And that Council appoint the engineering firm of Rood Engineering Incorporated, pursuant to the Drainage Act Revised Statutes of Ontario 1990, to prepare a drainage report for a new access culvert over the 8th Concession West Drain.

Carried

8.14 Drainage Report 2018-06

RE: Appointment of a Drainage Engineer to prepare a report for a new Access Culvert over the James Shepley Drain

Moved By Deputy Mayor Meloche
Seconded By Councillor Bjorkman

(R18-04-148) That Drainage Report 2018-06, entitled "Appointment of a Drainage Engineer to prepare a report for a new Access Culvert over the James Shepley Drain", prepared by Norman Nussio, Assistant Manager, Operations/Drainage, and submitted by Chris Nepszy, Director, Infrastructure and Development, dated April 3, 2018, be received;

And that Council appoint the engineering firm of Rood Engineering Incorporated, pursuant to the Drainage Act Revised Statutes of Ontario 1990, to prepare a drainage report for a new access culvert over the James Shepley Drain.

Carried

8.15 Economic Development Report 2018-005

RE: Ontario's Main Street Revitalization Initiative

Moved By Councillor Bondy
Seconded By Councillor Bjorkman

(R18-04-149) That Economic Development Report 2018-005, entitled "Ontario's Main Street Revitalization Initiative", prepared by Nelson Silveira, Economic Development Officer, and submitted by Donna Hunter, Chief Administrative Officer, dated April 3, 2018, providing Council with the next steps and an overview of the Main Street Revitalization Initiative recently established by the Ontario Ministry of Agriculture Food and Rural Affairs (OMAFRA) administered by the Association of Municipalities of Ontario (AMO), be received.

Carried

8.16 Economic Development Update Report

RE: January - February 2018 Development

Moved By Councillor Snively

Seconded By Councillor Bondy

(R18-04-150) That the Town of Essex Economic Development Update, prepared by Nelson Silveira, Economic and Development Officer, providing Council with an update on development within the Town of Essex for the months of January and February 2018, be received.

Carried

8.17 Chief Administrative Officer, Donna Hunter Verbal Report

RE: Extension of Integrity Commissioner Agreement (By-Law 1468)

Donna Hunter advised Council that a RFQ had been issued for an Integrity Commissioner but replies had not successful. She recommended that Council authorize an additional extension to the Integrity Commissioner Agreement between The Corporation of the Town of Essex and Robert J. Swayze, Barrister and Solicitor, to December 31, 2018 to allow the Town to complete its procurement process. In the meantime background work could be done and the Town could invite individuals to bid.

Moved By Councillor Snively

Seconded By Councillor Bondy

(R18-04-151) That the verbal report by Chief Administrative Officer, Donna Hunter, seeking Council's approval to authorize an additional extension to the Integrity Commissioner Agreement between The Corporation of the Town of Essex and Robert J. Swayze, Barrister and Solicitor, to December 31, 2018 be received and supported.

Carried

8.18 Chief Administrative Officer - Donna Hunter Verbal Report

RE: Update(s) on Planning, Building and Economic Development offices/facilities

The Chief Administrative Officer reported that senior administration originally looked at updating the Gesto Office to accommodate Building, Planning, and the Economic Development Departments. She informed Council that there were some operational issues with that plan which might not be resolved by renovating the building. They are currently seeing what could be done in the main office to accommodate everyone in one place and are in the process of getting drawings prepared to see if it is possible.

Moved By Deputy Mayor Meloche

Seconded By Councillor Bondy

(R18-04-152) That the verbal report by Chief Administrative Officer, Donna Hunter providing Council with an update on renovations to house Planning, Building and Economic Development offices/facilities, be received.

Carried

9. Reports from Youth Members

10. County Council Update

Deputy Mayor Meloche announced that the County of Essex and City of Windsor are collaborating to create a submission to the Smart City Challenge. The theme of the Smart City bid has three components: poverty, health, and employment. The project team is looking for feedback to help the Windsor Essex challenge statement. If interested, information can be found at www.smartwindsorsex.ca.

Moved By Councillor Bjorkman
Seconded By Mayor McDermott

(R18-04-153) That the verbal report provided by Deputy Mayor Meloche on the Windsor Essex Smart City Challenge bid be received.

Carried

11. Correspondence

11.1 Correspondence to be received

Moved By Councillor Snively
Seconded By Councillor Bjorkman

(R18-04-154) That correspondence listed in Agenda Item 11.1 be received and, where indicated, to further share such information with the community using suitable methods of communication.

Carried

11.1.1 Minister of Seniors Affairs

RE: 2018 Senior of the Year Award
Call for nomination deadline - April 30, 2018

11.1.2 Essex Region Conservation Authority

Letter of thanks for the opportunity to address Council on March 5, 2018.

11.1.3 Town of Essex Resolution (R18-01-013) - Offering School Property to Municipalities

As a result of Resolution R18-01-013 the following letters have been received:

City of Hamilton ((Support)
Municipality of Tweed (Support)

Township of Nairn and Hyman (Support)
Municipality of Killarney (Support)

11.1.4 Town of Essex Resolution (R18-03-096) - User Pay Childcare Services at AMO and FCM Conferences

As a result of Resolution R18-03-096 the following letters have been received:

Township of Scugog (Received)

11.1.5 AMO Policy Update

RE: One-Third Tax Free Exemption for Municipal Officials

Providing Council with an update on the federal government's intention to eliminate the one-third tax free exemption for municipal elected officials in 2019.

Councillor Voakes vacated his chair at 7:21 PM and returned at 7:25 PM

11.2 Correspondence to be considered for receipt and support

11.2.1 Greater Essex County District School Board

RE: Cannabis - Production Facilities for Medical Purposes and Legalization

Moved By Councillor Rogers
Seconded By Councillor Snively

(R18-04-155) That correspondence from the Greater Essex County District School Board, dated March 22, 2018 asking Council to consider using their authority over land use regulations to create land use controls on cannabis production facilities for medical purposes and cannabis retail stores, in order to limit the proximity to school facilities and to establish a process to inform school boards of any potential sites, be received and supported.

Carried

Councillor Snively excused himself from the meeting at 8:44 PM after receiving permission from the Chair.

11.2.2 Town of Lakeshore

RE: Dog Pound Services

Seeking Council's input and comments regarding the short and long term vision of the dog pound and possible name change of facility.

Moved By Councillor Bjorkman
Seconded By Councillor Bondy

(R18-04-156) That the Town of Lakeshore, dated March 9, 2018 inviting the Town of Essex to provide input and comments regarding the short term and long term vision of the dog pound and

possible name change of the facility, be received and supported.

Carried

12. Committee Meeting Minutes

Moved By Councillor Bondy

Seconded By Councillor Rogers

(R18-04-157) That correspondence listed in Agenda Item 12, together with any recommendations noted therein be received, and adopted as circulated.

Carried

12.1 Essex Police Services Board - March 8, 2018

12.2 Arts, Culture and Tourism (ACT) - March 14, 2018

12.3 Fun Fest - March 22, 2018

13. Financial

15. Notices of Motion

15.1 The following Notices of Motion were presented at the March 19, 2018 Regular Council Meeting and are being brought forward for consideration this evening:

15.1.1 Councillor Rogers

RE: That the Town of Essex engage an engineering firm to develop the required engineering to reconstruct Snake Lane in Ward 3.

Moved By Councillor Rogers

Seconded By Councillor Bondy

(R18-04-158) That the Town of Essex engage an engineering firm to develop the required engineering to reconstruct Snake Lane in Ward 3.

Defeated

15.1.2 Councillor Rogers

RE: That upon receipt of the executive summary of the workplace assessment of Essex Fire and Rescue Services that Council be provided the opportunity to review the original document in its entirety prior to implementation of any proposed changes or actions, preceded by the signing of a confidentiality agreement by each Council Member.

Moved By Councillor Rogers

Seconded By Councillor Voakes

(R18-04-159) That upon receipt of the executive summary of the workplace assessment of Essex Fire and Rescue Services that Council be provided the opportunity to review the original document in its entirety prior to implementation of any proposed changes or actions, preceded by the signing of a confidentiality agreement by each Council Member.

Moved by Councillor Bondy
Seconded by Deputy Mayor Meloche

(R18-04-160) That Resolution R18-04-159 be laid on the table until Administration and Council have met in-camera to discuss the matter with Administration.

Carried

15.1.3 Councillor Voakes

RE: That all of Essex be included in the Community Improvement Program Area and if need be that the monies be taken from the landfill reserves to fund it.

Moved By Councillor Voakes
Seconded By Deputy Mayor Meloche

(R18-04-161) That Administration review and report on the feasibility of all of Essex being included in the Community Improvement Program Area and if monies can be taken from the landfill reserves to fund it.

Carried

16. Reports and Announcements from Council Members

Councillor Bondy:

Induction of Terry Wright into the Agricultural Hall of Fame

Councillor Bondy announced on behalf of Councillor Snively, that he, with Council's support, will be inducting Terry Wright into the Agricultural Hall of Fame on Thursday, April 5th at 7 p.m. Tickets are not needed to attend and all are welcome.

User Pay Childcare Services at AMO Conferences

Councillor Bondy reported that, at Essex County Council, Deputy Mayor Meloche, Tecumseh's Deputy Mayor Joe Bachetti, Lakeshore's Deputy Mayor Al Fazio, and Mayor Nelson Santos of Kingsville had all spoken positively and progressively on the issue of user pay childcare services at AMO Conferences. She agreed with Deputy Mayor Meloche's statement that the daycare issue is something that needs to be looked at if we want to encourage young people to be involved. She also reported that she was scheduled to be on Rose City Politics on Wednesday night as a guest panelist on the subject. She thanked Council for supporting her in this issue.

Deputy Mayor Meloche:

Heritage Essex, Annual Meeting

Deputy Mayor Meloche reported that on Thursday, April 5th at 7 PM Heritage Essex would be having their annual meeting at the Essex Train Station. There will be an election of board members at this meeting and he encouraged anyone who was interested in being part of that legacy to attend.

Essex Regional Goodfellows are meeting on April 9th at 6:30 PM at the Essex Fire Hall - Station 1 and they are looking for more volunteers. The Goodfellows are able to provide monetary support to the McGregor and Harrow St. Vincent de Paul, the Salvation Army, and the Essex Foodbank.

Gleaners, Leamington will be having a fundraising dinner on Saturday, April 14th. This is another worthwhile organization in the area. They take unmarketable produce from local growers and mechanically clean, dice, dry it, and package it so all a person needs to do is add water for nutritional soup or food. The Deputy Mayor has tickets if anyone is interested in attending.

Councillor Bjorkman:

The ACT Committee has launched the Arts Excellence Awards. Submissions for this can be art, music, photography or dance and are being taken until May 28th. It is open to the seven municipalities and there are prizes for the winners.

Mayor McDermott:

At 6:30 PM on Monday, April 9th the Deputy Mayor Meloche will be dropping the puck at the Essex Centre Sports Complex to begin the All-Ontario Pee-Wee Championship. The championship will run from April 9th to April 13th.

17. By-Laws

17.1 By-Laws that require a third and final reading

17.1.1 By-Law 1688

Being a by-law to confirm the proceedings of the March 19, 2018 Regular Meeting of the Council of The Corporation of the Town of Essex

Moved By Councillor Voakes

Seconded By Councillor Bjorkman

(R18-04-162) That By-Law 1688, being a by-law to confirm the proceedings of the March 19, 2018 Regular Meeting of the Council of The Corporation of the Town of Essex, be read a third time and finally passed on March 19, 2018.

Carried

17.2 By-Laws that require a first, second, third and final reading

17.2.1 By-Law 1692

Being a by-law to Appoint a Manager, Human Resources for the Town of Essex

Moved By Councillor Rogers

Seconded By Councillor Bondy

(R18-04-163) That By-Law 1692, being a by-law to appoint a Manager, Human Resources for the Town of Essex, be read a first, a second and a

third time and finally passed on April 3, 2018.

Carried

17.2.2 By-Law 1694

Being a by-law to authorize an agreement between Her Majesty the Queen in Right of Ontario as represented by the Minister of Agriculture, Food and Rural Affairs (the "Province") and The Corporation of the Town of Essex (the "Recipient")
(Rural Economic Development Program)

Moved By Councillor Bondy

Seconded By Councillor Bjorkman

(R18-04-164) That By-Law 1694, being a by-law to authorize an agreement between Her Majesty the Queen in Right of Ontario as represented by the Minister of Agriculture, Food and Rural Affairs (the "Province") and The Corporation of the Town of Essex (the "Recipient"), be read a first, a second and a third time and finally passed on April 3, 2018.

Carried

17.3 By-Laws that require a first and second reading

17.3.1 By-Law 1695

Being a by-law for the declaration of surplus lands by The Corporation of the Town of Essex
(Part of Tawasentha Park)

Moved By Councillor Rogers

Seconded By Deputy Mayor Meloche

(R18-04-165) That By-Law 1695, being a by-law for the declaration of surplus lands by The Corporation of the Town of Essex, be read a first and a second time and provisionally adopted on April 3, 2018.

Carried

17.3.2 By-Law 1696

Being a by-law to confirm the proceedings of the April 3, 2018 Regular Meeting of the Council of The Corporation of the Town of Essex

Moved By Councillor Voakes

Seconded By Deputy Mayor Meloche

(R18-04-166) That By-Law 1696, being a by-law to confirm the proceedings of the April 3, 2018 Regular Meeting of the Council of The Corporation of the Town of Essex, be read a first and a second time and provisionally adopted on April 3, 2018.

Carried

18. **Adjournment**

Moved By Mayor McDermott
Seconded By Councillor Bondy

(R18-04-167) That the meeting be adjourned at 8:15 PM.

Carried

Mayor

Clerk

The Corporation of the Town of Essex
Special Council Meeting

October 30, 2017

A Special Meeting of the Council of the Town of Essex was held on Monday, October 30, 2017 at 6:00 PM in the Community Room at the Harrow and Colchester South Community Centre, 243 McAfee Street, Harrow, Ontario.

1. Roll Call

Present: Mayor Ron McDermott
Deputy Mayor Richard Meloche
Ward 1 Councillor Steve Bjorkman
Ward 3 Councillor Larry Snively
Ward 4 Councillor Sherry Bondy

Also Present: Ward 3 Councillor-Elect Ron Rogers
Donna Hunter, Chief Administrative Officer
Chris Nepszy, Director, Infrastructure and Development
Doug Sweet, Director, Community Services
Jeff Morrison, Director, Finance and Business Services and Treasurer
Shelley Brown, Financial Analyst
Jack Barron, Manager, Information Technology
Robert Auger, Manager, Legislative Services and Clerk
Laurie Brett, Deputy Clerk, Legislative Services

2. Declarations of Conflict of Interest

There were no declarations of conflict of interest noted.

3. Adoption of Published Agenda

a) Special Council Meeting Agenda

Moved by Councillor Snively

Seconded by Councillor Meloche

(SP17-10-007) That the published agenda for the October 30, 2017 Special Council Meeting be adopted as presented.

“Carried”

4. Administration of the Declaration of Elected Office

The Clerk confirmed the results of the Ward 3 By-Election held on Monday, October 23, 2017 as follows:

NAMES OF CANDIDATE	OFFICE	VOTES
Hammond, Rodney	Ward 3 Councillor	250
Jenner, Mike	Ward 3 Councillor	237
Kokovai, Richard William	Ward 3 Councillor	25
Rogers, Ronald Stewart	Ward 3 Councillor	555

The Clerk then accordingly declared that Ronald Stewart Rogers had been elected to the office of Ward 3 Councillor. The Clerk then administered and Councillor Rogers confirmed by repeating the declaration of elected office.

Councillor Rogers thanked his family for their support and said he is looking forward to working with the Mayor and Council to advance the business of the Town of Essex.

6. Adjournment

Moved by Councillor Bondy

Seconded by Councillor Bjorkman

(SP17-10-008 That the meeting be adjourned at 6:05 p.m. “Carried”

Mayor

Clerk

The Corporation of the Town of Essex
Special Council Meeting

October 30, 2017

A Special Meeting of the Council of the Town of Essex was held on Monday, October 30, 2017 at 6:15 PM in the Community Room at the Harrow and Colchester South Community Centre, 243 McAfee Street, Harrow, Ontario.

1. Roll Call

Present: Mayor Ron McDermott
Deputy Mayor Richard Meloche
Ward 1 Councillor Steve Bjorkman
Ward 3 Councillor Ron Rogers
Ward 3 Councillor Larry Snively
Ward 4 Councillor Sherry Bondy

Also Present: Donna Hunter, Chief Administrative Officer
Chris Nepszy, Director, Infrastructure and Development
Doug Sweet, Director, Community Services
Jeff Morrison, Director, Finance and Business Services and Treasurer
Shelley Brown, Financial Analyst
Robert Auger, Manager, Legislative Services and Clerk
Laurie Brett, Deputy Clerk, Legislative Services

2. Declarations of Conflict of Interest

There were no declarations of conflict of interest noted.

3. Adoption of Published Agenda

a) Special Council Meeting Agenda

Moved by Councillor Bjorkman

Seconded by Councillor Rogers

(SP17-10-009) That the published agenda for the October 30, 2017 Special Council Meeting be adopted as presented.

“Carried”

4. Reports from Administration

Donna Hunter, Chief Administrative Officer (CAO), provided opening remarks, noting that the Town of Essex is the first municipality in Essex County to begin 2018 budget deliberations. She attributed this accomplishment to ongoing review of the Asset Management Plan and comprehensive five-year forecasting.

Jeffrey Morrison, Director, Finance and Business Services and Treasurer, provided an overview of the following five documents:

- **Operating/Capital Summary – All Departments** comparing the proposed 2018 budget with the adopted 2018 forecast and showing the resulting increase or decrease.
- **2018-2022 Operating Budget** organized by department.
- **2018-2022 Capital Budget** organized by project.
- **2018 to 2022 Operating Forecast**
- **2018 to 2022 Capital Forecast**

Mr. Morrison noted that this preliminary budget meeting was intended to provide an overview of the documents in preparation for more informed discussions to be held on November 13, 2017.

Moved by Deputy Mayor Meloche

Seconded by Councillor Bondy

(SP17-10-010) That the verbal report presented by Jeffrey Morrison, Director, Finance and Business Services and Treasurer, be received.

“Carried”

6. Adjournment

Moved by Councillor Snively

Seconded by Councillor Rogers

(SP17-10-011) That the meeting be adjourned at 7:07 p.m. **“Carried”**

Mayor

Clerk

The Corporation of the Town of Essex

Special Council Meeting

November 20, 2017

A Special Meeting of the Council of the Town of Essex for the purpose of considering revisions to Zoning By-law 1037 was held on Monday, November 20, 2017 at 4:30 p.m. in the County Council Chambers at the Essex County Civic Centre, 360 Fairview Avenue West, Essex, Ontario. The meeting was called to order at 4:34 p.m.

1. Roll Call

Present: Mayor Ron McDermott
Deputy Mayor Richard Meloche
Ward 1 Councillor Steve Bjorkman
Ward 1 Councillor Randy Voakes
Ward 3 Councillor Ron Rogers
Ward 3 Councillor Larry Snively
Ward 4 Councillor Sherry Bondy

Also Present: Donna Hunter, Chief Administrative Officer
Chris Nepszy, Director, Infrastructure and Development
Doug Sweet, Director, Community Services
Jeff Watson, Policy Planner
Rita Jabbour, Assistant Planner
Laurie Brett, Deputy Clerk, Legal and Legislative Services

2. Declarations of Conflict of Interest

There were no declarations of conflict of interest noted.

3. Adoption of Published Agenda

a) Special Council Meeting Agenda

Moved by Councillor Rogers

Seconded by Deputy Mayor Richard Meloche

(SP17-11-013) That the published agenda for the November 20, 2017 Special Council Meeting be adopted as presented.

"Carried"

4. Presentation

a) Jeff Watson, Policy Planner provided a powerpoint presentation further to Planning Report 2017-37 (as received by Council at the November 6, 2017 Regular Meeting) and Proposed Zoning By-law Revisions. His presentation materials included:

- Planning Report 2017-37
- Planning Report 2017-37 Executive Summary

Moved by Councillor Snively

Seconded by Councillor Voakes

(SP17-11-014) That motor vehicle salvage yards be removed from Section 22, Manufacturing Districts 2, as a permitted use in the proposed M2.1 zoning district.

“Carried”

Moved by Councillor Voakes

Seconded by Councillor Bondy

(SP17-11-015) That the Presentation by Jeff Watson, Policy Planner together with Planning Report 2017-37 entitled “Proposed Zoning By-law Revisions” be received for Council and public information purposes.

“Carried”

b) Public Presentations/Delegations

Mr. Andy Bass noted that he owns four lots on Park Street and inquired whether they would be affected by the proposed changes. Policy Planner Jeff Watson confirmed that the changes affect new lots only and clarified, in response to Mr. Bass’s further inquiry, that Mr. Bass could apply to the Committee of Adjustment to change four lots into three.

5. Correspondence

6. Adjournment

Moved by Councillor Voakes

Seconded by Councillor Snively

(SP17-11-016) That the meeting be adjourned at 5:30 p.m. **“Carried”**

Mayor

Clerk



March 21, 2018

Mayor Ron McDermott
Town of Essex
33 Talbot St. S.
Essex, ON N8M 1A8

Re: Shelley Brown - Winner of AMCTO's Award for Excellence in Municipal Law.

Dear Mayor McDermott:

On behalf of AMCTO, I am extremely pleased to announce that **Shelley Brown** has achieved the highest cumulative grade for this past year upon completing the Municipal Law Program, and as a result, is this year's recipient of AMCTO's **Award for Excellence in Municipal Law**. Shelley will be presented with this award on June 11th at the 2018 AMCTO Conference being held at the Blue Mountain Resort in The Blue Mountains, Ontario. We believe that this is a tremendous accomplishment and should be observed with pride by your municipality.

AMCTO is the largest municipal professional association in Ontario, and the leading provider of education and accreditation for local government professionals. AMCTO believes that excellence is an ongoing journey, not a destination. We therefore, support and celebrate the accomplishments of our members and other municipal professionals as they undertake their journey of professional excellence.

We hope that you, and your colleagues on Council, will join us in congratulating **Shelley Brown** on this significant achievement.

Our sincere congratulation on your support for your staff's continued professional development. We believe it is the best investment that a municipal corporation can make.

Yours truly,

Yvonne L. Robert, CMO, AOMC, AMCT
AMCTO President

cc: Shelley Brown



Report to Council

Department: Infrastructure and Development

Date: April 16, 2018

Prepared by: Chris Nepszy, P.Eng., PE
Director, Infrastructure and Development

Antionietta Giofu
Director of Engineering and Public Works
Town of Amherstburg

Submitted by: Chris Nepszy, P.Eng., PE
Director, Infrastructure and Development

Report Number: Infrastructure and Development Report 2018-05

Subject: McGregor Sanitary Works: Information
Number of Pages: 8

Recommendation(s)/Conclusion(s)

It is recommended that:

1. Infrastructure and Development Report 2018-05 entitled "McGregor Sanitary Works: Information" be received for information.

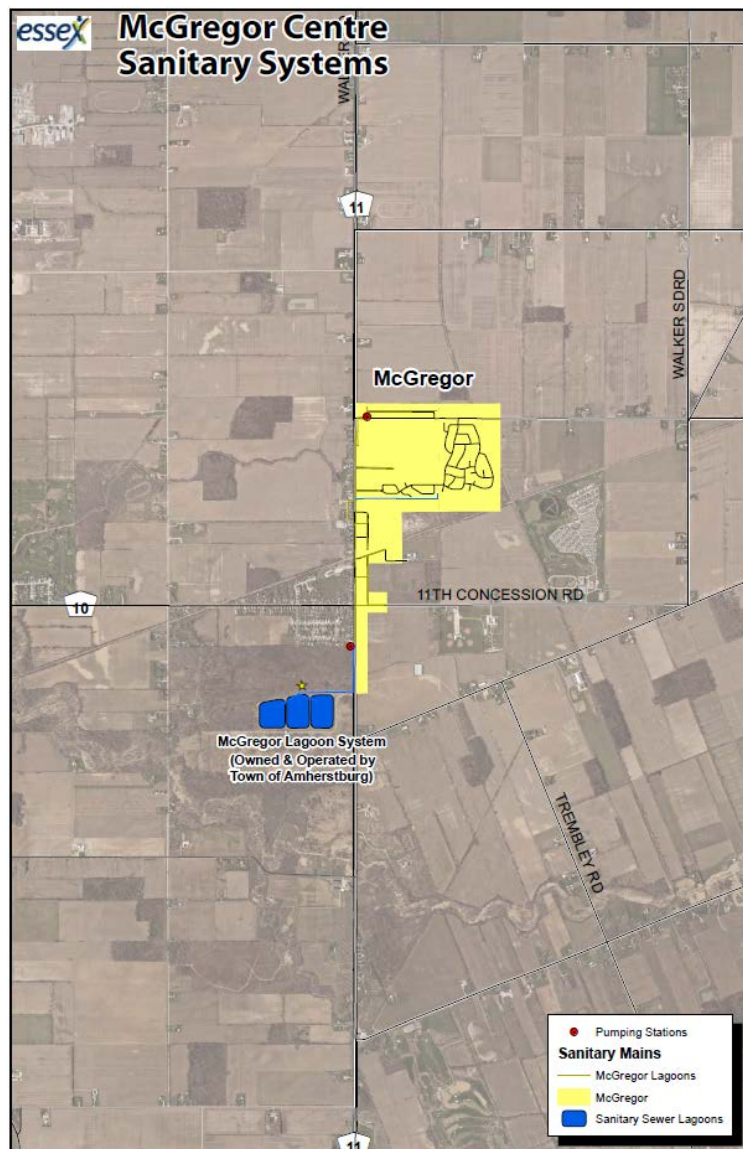
Purpose

To provide information to Council regarding the Town of Amherstburg sanitary sewer system and Town of Essex Storm water systems which serve Town of Essex residents in McGregor Centre.

Background

MCGREGOR SANITARY SYSTEM

In 1981, the Ministry of Environment (MOE) commenced a Provincial Project to construct the current central sewage collection and treatment system for the community of McGregor (pictured below). Currently the Town of Amherstburg are owners of this system, and have contracted operations to the Ontario Clean Water Agency (OCWA).



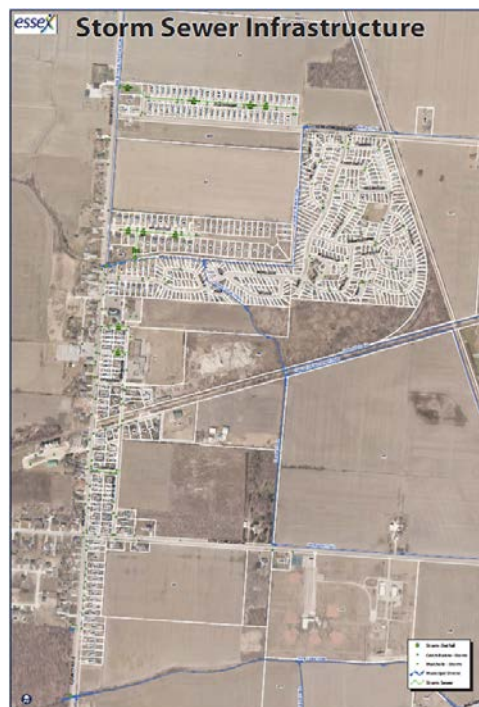
The McGregor sewage system provides sanitary servicing to the community of McGregor, as well as Lucier Estates. Sewage is typically collected via a network of gravity sewers and then pumped to the McGregor Lagoon treatment facility. Final effluent is discharged to Kings Creek, which is a tributary to the Canard River.

MCGREGOR STORM INFRASTRUCTURE

As with most aged urban centres, storm and sanitary systems (although designed to be separate systems), are typically hydraulically connected at some level. Meaning in severe weather events, rain water is inflowing and infiltrating into the sanitary system. As such, below is a high level summary of the storm and drainage in McGregor.

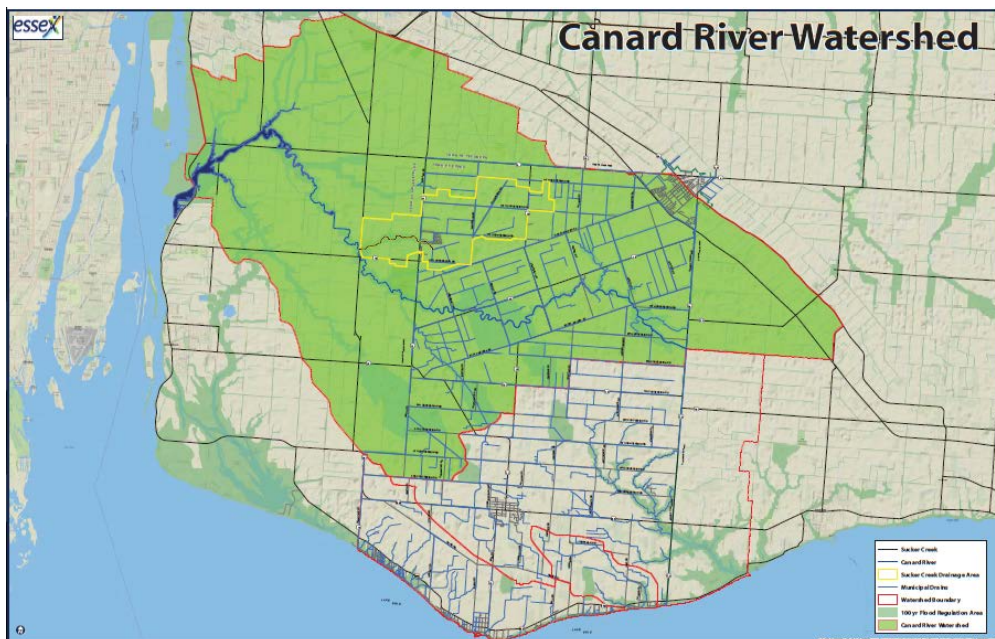
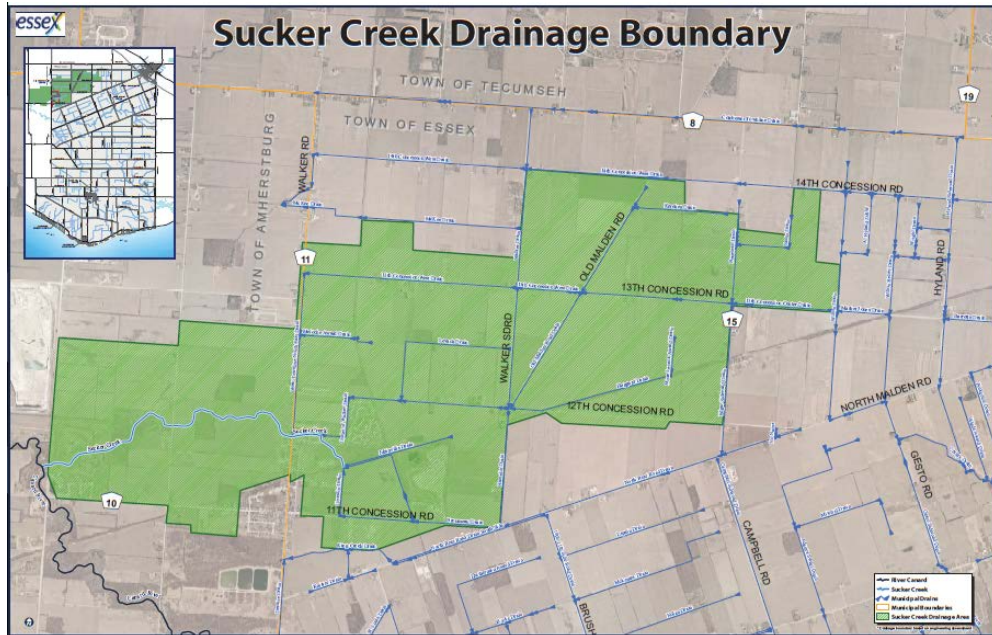
McGregor Urban Storm Infrastructure

There is a small 1.1 km storm sewer network in McGregor (pictured below). Storm water is ultimately discharged to Canard River. It is important to note the storm sewer found within Lucier estates are private and not municipal infrastructure (similar to Viscount Estates in Essex Centre).



McGregor Municipal Drainage

The bulk of the urban area in McGregor is in part of the Sucker Creek Drainage area (picture below). Sucker Creek is a sub-watershed of the massive Canard River watershed.



The River Canard is a natural watercourse and is the largest sub- watershed in Essex County. It collects rainwater from six municipalities and covers 320 square kilometers. Due to sheer size of watershed, drainage between events can take time and may lead to surcharged conditions in the storm system.

TOWN OF AMHESTRBURG SUMMARY

Ms. Antonietta Giofu, Director of Engineering and Public Works for the Town of Amherstburg provided the following summary with respect to the sanitary system they service and maintain in McGregor. It includes actions to date, summary of results, future works, development implications, and finances.

Action to Date

2003 – 2004 Infiltration Study at Lucier Estates, flow monitoring, camera sanitary system, disconnection of downspouts, connection repairs to mobile homes. This work was completed in an effort to eliminate high water volumes being transferred from the municipally operated pump station located in Lucier Estates to the collection system.

2008 – Removal of sediment from McGregor Lagoon Cell #1 - \$300,000

2009 – Smoke Testing and camera mainline sanitary sewers in Fox Glen Subdivision. Investigative work due to high sanitary sewer levels in spring of 2009. Inspection work did not reveal deficiencies in Town's mainline sewer.

2010 – Camera Inspection of all sanitary mainline sewers in the Hamlet of McGregor. Investigative work due to high sanitary sewer levels after extreme rain event. Inspection work did not reveal deficiencies in Town's mainline sewer.

2010 – Install concrete plug around storm sewer outlet pipe at Fox Glen Subdivision to eliminate trench water from River Canard.

2012 – Smoke Testing in Fox Glen & Gardiner Subdivisions. Investigative work due to high sanitary sewer levels after large rain event. Minor deficiencies were found and repaired, ie. broken cleanout caps and manhole top sealing. Rain catchers were also installed in all manhole lids found in the asphalt areas eliminating water runoff into manholes.

2014 – Initiated the Inflow/ Infiltration Study with CH2MHill - \$90,000

2015 - Flow monitoring and modeling. This monitoring strategy included monitoring the levels of the Sucker Creek and River Canard and using them as a comparison to the sanitary sewer levels. Based on the flow monitoring it was determined that sewer testing should be completed to verify the condition of the Town's sewer system with respect to infiltration, that the Lucier Estates and Fox Glen pump stations are inundated during rain events and that PS#9 (the main pump station for McGregor) is overwhelmed during heavy rain events.

2016 – Town completed electrostatic testing of all our sewers on the McGregor system. This testing involved filling the sewers with water and sending electric charges through the water into the system. Any cracks or other anomalies in the pipe are highlighted by the electric current. This testing did not reveal any obvious sources of infiltration, indicating that the Town's piping infrastructure is in good shape and that the majority of the excess flow is inflow (private side connections).

2017 - After it was determined that there was no excessive infiltration the Town completed a functional analysis of the PS #9 to identify any deficiencies and determine what work can be done to maximize this station. The analysis recommended that work be completed at the pump station to better utilize the bypass that is currently in the pump station. We are currently working through this option with the MOECC.

2017 – McGregor Lagoon Cell 2 sediment removal - \$450,000

2017 – To try to encourage improvement on the private side of the system the Town introduced a Basement Flooding Protection Subsidy Program. The Town included \$400,000 in its capital program to cover the cost for McGregor remedial work associated with the sanitary system including this program. The program provides residents with the following:

- Downspout Disconnection: provides a downspout disconnection service to residents free of charge.
- Foundation Drain Disconnection: provides a financial subsidy to residents to disconnect foundation drains from the sanitary sewer, up to 50% of cost, to a maximum of \$1000.
- Backwater Valve Installation: provides a financial subsidy to residents to install a backwater valve device on the internal sanitary plumbing system in existing homes, up to 100% of cost, to a maximum of \$1000.
- Sump Pump Overflow: provides a financial subsidy to residents to install a sump pump overflow to discharge outside to the surface (applies to existing sump pumps only), up to 100% of cost, to a maximum of \$300.

Since this program was initiated on September 25, 2017 there have been 18 McGregor residents that have applied to the program.

Result Findings

Town of Amherstburg infrastructure is in good condition and there is no evidence of direct sources of inflow/ infiltration. Future work and expenditures will focus on private side.

Future Capital Works (both transmission and treatment)

- Cleaning of McGregor Lagoon cell #3, when required
- Replacement of the generator at PS#9 (Main pump station)

- Completion of Uncommitted Reserve Capacity (URC) – This will be completed in 2018.
- Implement program for mandatory disconnection of downspouts and improper cross connections. This will involve individual private property investigations of existing sewer connections.

Development Implications

The URC will indicate development possibilities that remain without expansion.

Sanitary Finances

The Town's current working capital reserves for wastewater are \$3,657,768. There are six wastewater systems in Amherstburg. In 2008, the wastewater rates for all six systems were harmonized resulting in one wastewater rate town wide. Therefore, the wastewater reserves are used for projects in all six sanitary sewer areas. There are no reserves dedicated to the McGregor system alone.

Financial Impact

None at this time. Capital works and sewage infrastructure works that need to be completed in McGregor are funded through the sanitary sewer rate as set by the Town of Amherstburg.

Reviewed by: Donna Hunter, CAO

Andy Grad, Manager, Environmental Services

Dan Boudreau, Manager, Operations / Drainage

Norm Nussio, Assistant Manager, Operations / Drainage



Delegation Request Form

This form must be completed and submitted to the Clerk of the Town of Essex by all persons wishing to address Council at a scheduled meeting of Council. **Delegation requests must be submitted by 2:00 p.m. on the Tuesday prior to the scheduled meeting.** Please refer to our online Community Calendar at www.essex.ca for scheduled Council meetings.

Presentations to Council are limited to 5 minutes per person to a maximum of 10 minutes for a group of two persons or more.

Name: David Brian

Date of Request: April 16, 2018

Are you representing a group? Yes ☒ No ☐

Name of group (if applicable): Académie Ste-Cecile International School

Please provide details on the issue(s) you wish to present to Council and any actions you will be asking Council to take:

Please see the attached document.

Have you consulted with Town staff on this issue? Yes ☒ No ☐

If yes, please provide the names of staff consulted and the details of your discussions:

Rita Jabbour

Alex Denonville (ICT)

If this is a property matter, are you an owner? Yes ☐ No ☐ N/A ☒

Have you appeared before Council in the past regarding this issue? Yes ☐ No ☒

If so, please tell us the year in which you appeared: _____

Will you have written or printed materials to distribute? Yes ☒ No ☐

Please submit 12 copies of printed materials to the Clerk before the meeting.

Will you be delivering an electronic presentation that requires access to a computer and software? Yes ☒ No ☐

Please submit your presentation on CD, DVD or flash drive by noon on the Friday before the Council meeting.

Do you have any additional special needs for your presentation? Yes ☐ No ☒

If yes, please describe your special needs:

Your address or group contact address (including postal code):

925 Cousineau Rd., Windsor N9G 1V8

Your phone numbers: Home _____

Work 519-969-1291

Cell 226-627-4716

Your email address: dbrian@stececile.ca

Name and address of all representatives attending, including their positions:

Students:

1.	Victoria Hung, Annsong Leung, Billy Siu, Queenie Wu.
2.	Rayan Khe El-cheikh, Mike DiMambro,
3.	Jason Leung.

Personal information that you provide on this form is collected pursuant to the Municipal Freedom of Information and Protection of Privacy Act and will be used for the purpose of responding to your request. Please note that this form, if approved, will appear in the published Council Agenda and may be included in the Council Meeting minutes, both of which become part of the public record and are posted on our municipal website.

Please remit this form and copies of material being presented to:

Robert Auger, Manager of Legislative Services/Clerk
33 Talbot Street South, Essex, Ontario N8M 1A8
Telephone: 519-776-7336 x1132 | Fax: 519-776-8811
Email: rauger@essex.ca

Essex County Cemetery Outreach Project ACADÉMIE STE-CÉCILE INTERNATIONAL SCHOOL

The purpose of this project and proposal is to record and publish a digital map of the “lost cemeteries” of Essex County with a focus on the Black Cemeteries, similar to the **Little Lake Cemetery** of Peterborough - [click](#). A group of ASCIS students in Grade 11 Geography and Grade 12 History class are going to record the headstones found in black community cemeteries. We are using Geo-technologies (GIS) to record the headstones found in the following four cemeteries: Central Grove Church Cemetery, Gilgal/Taylor Cemetery, Harrow British Methodist Episcopal Cemetery and St. Marks Cemetery (refer to the map below or click on this [link](#)) as the first stages of the project. Each headstone marker will be surveyed, with the following information collected: Geo-reference (location); family name; date of death; condition of headstone; a picture of the headstone and a short paragraph to explain the place/context of the cemetery and interned person, if available.



We believe that this “digital” project is beneficial because the publishing of the map with details provides specific location reference, which can also be *searched* by time period and family name providing convenience for people who are undertaking research, be it scholarly or family based.

Additionally, a permanent on-line reference of the local Black community, who have contributed to the region for centuries, are being acknowledge, honored and most importantly, not forgotten.

Being a “community outreach project”, we would like the town of Essex and County of Essex to partner with us and consider *hosting* the web site which will have the *searchable digital map*, plus additional historical references of the black community story, with the help of local historians.

Our time line is as follow:

23th April - Data collection - 4 cemetery on site data collection

7th May - final product that will be presented to the town of Essex

Black Community Cemetery - Essex County

Historical “Black Cemeteries” - Essex County

- 1 Central Grove Church Cemetery
- 2 Gilgal/Taylor Cemetery
- 3 Harrow British Methodist Episcopal Cemetery
- 4 Malden Mount Pleasant Cemetery
- 5 St. Marks Cemetery
- 6 Hazrey African Methodist Episcopal Church
- 7 New Canaan Cemetery/African Methodist Episcopal (AME) Cemetery.
- 8 Puce Memorial Cemetery
- 9 Shiloh Baptist Church Cemetery
- 10 Puce River Black community Cemetery
- 11 Walls Family Cemetery
- 12 Smith Cemetery



Image showing the location of the 4 cemeteries



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Presentations to Council are limited to 5 minutes per person to a maximum of 10 minutes for a group of two persons or more.

Name: MARK NENADOV

Date of Request: 2018/04/09

Are you representing a group? Yes ☐ No ☒

Name of group (if applicable): _____

Please provide details on the issue(s) you wish to present to Council and any actions you will be asking Council to take:

I wish to ask the Council for permission to add a second property entrance at 155 TALBOT STREET SOUTH in the form of a gravel parking area by Irwin Street. It would be located at the northwest corner of the lot, where the curb is already cut out. It would extend from the fence to the road and would hold up to 3 cars. We feel that this is necessary since our parking situation is inadequate — our driveway on Fairview is insufficiently long to park a car (due to the sidewalk).

Have you consulted with Town staff on this issue? Yes ☒ No ☐

If yes, please provide the names of staff consulted and the details of your discussions:

Mike from the Building Department. I asked him whether a permit is required and he indicated that a permit was not sufficient, but I needed to put a petition to the Council.

If this is a property matter, are you an owner? Yes ☒ No ☐ N/A ☐

Have you appeared before Council in the past regarding this issue? Yes ☐ No ☒

If so, please tell us the year in which you appeared: _____

Will you have written or printed materials to distribute? Yes ☒ No ☐

Please submit 12 copies of printed materials to the Clerk before the meeting.

Will you be delivering an electronic presentation that requires access to a computer and software? Yes ☐ No ☒

Please submit your presentation on CD, DVD or flash drive by noon on the Friday before the Council meeting.

Do you have any additional special needs for your presentation? Yes ☐ No ☒

If yes, please describe your special needs:

Your address or group contact address (including postal code):

155 TALBOT STREET SOUTH
ESSEX, ONTARIO N8M 1B5

Your phone numbers: Home 519-961-9620

Work _____

Cell 519-980-2523

Your email address: MARKNENADOV@GMAIL.COM

Name and address of all representatives attending, including their positions:

1.	Mark Nenadov, 155 Talbot St S Essex ON Home owner
2.	Jenn Nenadov, 155 Talbot St S Essex ON Home owner
3.	

Personal information that you provide on this form is collected pursuant to the Municipal Freedom of Information and Protection of Privacy Act and will be used for the purpose of responding to your request. Please note that this form, if approved, will appear in the published Council Agenda and may be included in the Council Meeting minutes, both of which become part of the public record and are posted on our municipal website.

Please remit this form and copies of material being presented to:

Robert Auger, Manager of Legislative Services/Clerk
33 Talbot Street South, Essex, Ontario N8M 1A8
Telephone: 519-776-7336 x1132 | Fax: 519-776-8811
Email: rauger@essex.ca







Town of Essex Mapping



Legend

- ☐ Essex Assessment
- ☐ Water
- ☐ Essex County Municipalities

Notes

Enter Map Description

THIS MAP IS NOT TO BE USED FOR NAVIGATION
Copyright the Corporation of the Town of Essex, 2014. Data herein is provided
by the Corporation of the Town of Essex on an 'as is' basis. Assessment parcel
provided by Teraset Enterprises Inc. Data layers that appear on this map may
or may not be accurate, current, or otherwise reliable.

1:293



6/20/2016

DELEGATION REQUEST FORM

- **Name**
Rodney Bouchard
- **Date of Request**
4/16/2018
- **Are you representing a group?**
Yes
- **Name of Group (if applicable)**
Union Water Supply System
- **Provide details on the issue(s) you wish to present to Council and any actions you will be asking Council to take.**
UWSS wishes to speak to council regarding possible restructuring of the Union Water Supply System.
- **Have you consulted with Town staff on this issue?**
Yes
- **If you've consulted with Town staff, please provide the names of staff members you've talked to and the details of those discussions.**
UWSS has spoken with the CAO, Donna Hunter on this issue.
- **If this is a property matter, are you an owner?**
No
- **Have you appeared before Council in the past regarding this issue?**
No
- **Will you have written or printed materials to distribute? If so, please submit 12 copies of printed materials to the Clerk before the meeting.**
No
- **Will you be delivering an electronic presentation that requires access to a computer and software? If so, please submit your presentation on CD, DVD or flash drive by noon on the Friday before the Council meeting.**
Yes

- **Please describe any special needs you may have for your presentation.**
UWSS may require an overhead projector to present a possible slideshow
- **Your Address or Group Contact Address (full mailing address including postal code)**
Rodney Bouchard ,
1615 Union Ave, Box 340
Ruthven, Ontario
N0P 2G0

Khristine Johnson, administrative assistant kjohnson@unionwater.ca

519-326-1668
- **Work**
519-326-1668
- **Email Address**
rbouchard@unionwater.ca
- **Name and address of all representatives attending, including their positions**
Rodney Bouchard, Manager UWSS
Hilda MacDonald, Chair of UWSS
Nelson Santos, Vice-chair of UWSS

Tom Garner (PwC - financial consultant)
William Willis (Willis Law - legal consultant)

[This is an automated email notification -- please do not respond]



Report

To: Mayor and Members of Council

From: Rodney Bouchard, General Manager Union Water Supply System

Date: March 28th, 2018

Re: Proposed Business Case for Restructuring UWSS into a Municipal Service Corporation

Recommendation:

That the Councils of the Municipality of Leamington, Town of Kingsville, Town of Essex and Town of Lakeshore, as owners of the Union Water Supply System receive this report;

That the Councils of the Municipality of Leamington, Town of Kingsville, Town of Essex and Town of Lakeshore, as owners of the Union Water Supply System endorse and adopt the Business Case for Restructuring of the Union Water Supply System into a Municipal Services Corporation as set out in Exhibit "A" of this report.

Overview of Union Water Supply System

The following provides an overview of the Union Water Supply System (UWSS) in regards to its history, ownership, management, and operation.

History

Any discussion of the Union Water Supply System (UWSS) needs to begin with the system's history. The history is important because it explains why the system has its present governance structure and it throws light on a number of issues that the UWSS currently faces.

The UWSS was created in the late 1950s by the Ontario Water Resources Commission (OWRC), a provincial body. The OWRC was created to assist municipalities with funding,

building and operating drinking water and waste water systems. The OWRC operated the treatment plant on behalf of the municipalities. Its functions were absorbed into the new Ministry of the Environment in 1972 and were transferred to the new Ontario Clean Water Agency (OCWA) in 1993.

The UWSS's original participants were the old municipalities of Leamington, Mersea, Gosfield South, Gosfield North, Essex and Maidstone along with H.J. Heinz. Kingsville and Rochester joined around 1970. Over time the service area expanded as watermains were built in the rural areas and the current service area occupies the southeast quarter of Essex County.

In the 1990s the Province did two (2) things which resulted in the current structure of the UWSS. First was the amalgamation of municipalities which reduced the number supplied by the UWSS from eight (8) to four (4). Second was the transfer of ownership of provincially operated drinking water and wastewater systems to the municipalities they served. In most such cases amalgamation meant that transfer was to a single municipal owner. Examples in Essex County are the Colchester South-Harrow water system which is now owned by Essex or the Lakeshore West wastewater system which is now owned by Kingsville. The UWSS was one of four (4) provincially operated systems that still served several municipalities even after amalgamations. In these cases ownership was transferred to the municipalities and governance to a Joint Board of Management.

Ownership

The legal ownership of the UWSS is vested in the four (4) municipalities as tenants in common with ownership share being in proportion to the volume of water they take from the system. The Transfer Order provides that the ownership share is fixed for four (4) years based on the average supply to each municipality over the previous four (4) years. The Transfer Order set the initial proportional ownership in January 2001 and it has been revised in 2005, 2009, 2013 and 2017. The next revision is scheduled for 2021, unless the Board decides to undertake an earlier review. The following table shows the ownership percentages since 2001:

	2001	2005	2009	2013	2017
Leamington	63%	59.9%	58.1%	56.11%	50.55%
Kingsville	27%	30.7%	33.4%	34.83%	40.33%
Essex	7%	6.5%	5.8%	6.04%	5.97%
Lakeshore	3%	2.9%	2.7%	3.02%	3.15%

This proportional ownership has consequences for the financial administration of the system and the municipalities.

In total, there are approximately nine hundred (900) kilometres of water mains in UWSS' service area indirectly servicing approximately sixty five thousand (65,000) residents and a substantial number of commercial, industrial, and agricultural customers. UWSS'

assets include a low lift pumping plant, a water treatment plant, a booster pumping station, in-ground reservoir at 2 locations, four elevated water towers, and approximately 130 kilometers of central (“transmission”) water mains. UWSS wholesales its water directly to the Municipalities. The Municipalities handle local billing and distribution.

Management

A Joint Board of Management (UWSS Board) was established under the Transfer Order to govern the management of UWSS. The UWSS Board meets once per month. The UWSS Board is composed of members appointed by the Municipalities in accordance with the Transfer Order. Each Municipality appoints at least one member, with additional members granted according to its ownership interest (i.e. 1 additional member for every 10% ownership to a maximum of 6 for any municipality). These members are generally, but need not be, municipal counsellors. There is no requirement for any professionals to sit on the Board.

At present there are twelve (12) members on the Board as follows:

Leamington 6	Kingsville 4
Essex 1	Lakeshore 1

The UWSS Board is exclusively responsible for the oversight of the UWSS notwithstanding the legal ownership of the system. It does so on behalf of the municipalities but has the autonomy to make decisions without requiring municipal approval. The UWSS Board is ultimately responsible for operating, maintaining, repairing, constructing and expanding the system. In particular it alone is responsible for regulatory compliance of the system.

In 2002, the UWSS Board created the position of UWSS General Manager to oversee the day to day duties and obligations of the UWSS. The UWSS Manager reports solely to the UWSS Board. However, since the UWSS is not a legal entity per say, it does not have the ability to conduct its own financial administration (i.e. accounts receivable and accounts payable) nor directly hire employees. Thus, the UWSS Board has retained the Municipality of Leamington, as the system’s largest “owner”, to carry out financial and human resources related administration purposes on its behalf. The UWSS’ finances are separate from those of the municipalities. The UWSS maintains its own bank accounts for this purpose. The UWSS’ revenue source is mainly from wholesale of treated water to

the four owner municipalities. A small revenue source is also generated from the lease of antennae space on the UWSS water towers to telecommunications providers.

One very important area in which the UWSS does not have any authority is for borrowing/incurred debt. The UWSS cannot borrow on its own authority. Any borrowing on behalf of the UWSS must be done by the four municipalities. This also includes obtaining grant funding from senior levels of government. Any UWSS debt must be carried on the municipal balance sheets in proportion to the system ownership share described above. The UWSS currently carries a debt of \$13.76 M (as of December 31, 2017) that consists of a loan (aka "Sun Life debt") that was secured by the four owner municipalities to "purchase" the UWSS assets from the Province of Ontario at the time when the UWSS was transferred to the municipalities. The UWSS is responsible for repayment of this debt but this debt is registered on the municipalities' balance sheets.

Operations

The Board currently contracts with the Ontario Clean Water Agency (OCWA) operations and maintenance of the UWSS. As an accredited operator, OCWA assumes most of the legislative obligations regarding UWSS, including such things as implementing a Drinking Water Quality Management System (DWQMS). OCWA's services do not extend to the four distinct distribution systems providing water to each Municipality. OCWA was the system's owner and operator before 2001 and has been retained as the operator since then. The current operating is a 5-year fixed-fee agreement that came into effect on January 1, 2014 and will expire on December 31, 2018.

UWSS Governance - A Review of What's Been Done

The following provides a chronology of the steps that have been undertaken since a review of UWSS governance was initiated in 2008.

2008-2009 Governance Review

The initial UWSS governance review was initiated in February 2008 and a Terms of Reference was developed to outline the purpose and anticipated goals of the governance review. As part of the Governance Review, external governance "experts" were retained by UWSS to facilitate the undertaking of the review. These included the following experts:

Dr. Karen Bakker - University of British Columbia: Dr. Bakker was retained based on her academic and published experience on water system governance with particular reference to Ontario. Dr. Bakker was assisted by a post-doctoral student, Dr. Karen Furlong.

Maria Kelleher - Kelleher Environmental: Mrs. Kelleher was retained based on her work experience with the Essex Windsor Solid Waste Authority on facilitating a discussion on governance

The work undertaken as part of this governance review included the following tasks:

- Governance Questionnaires - these were distributed to UWSS Board members, municipal councillors and municipal administration.
- Interviews - these were conducted with UWSS Board members and key municipal administration staff.
- Governance Review Workshops - these consisted of a “visioning” workshop and a “Governance Review” workshop that included UWSS Board members and key municipal administrative staff.
- Reports on Governance Review - The reports identified the main concerns and issues with the existing governance structure and identified next steps for resolving these issues.

The Governance Review reports by Maria Kelleher in 2009 following the workshops indicated a number of issues with the existing UWSS Governance. These included:

- Lack of Board authority for UWSS system. Municipalities need secure any debt and apply for government grants on behalf of UWSS.
- Lack of legal standing of the UWSS.
- Common asset issues; who owns what? Who is responsible for UWSS assets?

Although significant issues were identified and recommendations were provided to address these issues, a key takeaway from the 2008-2009 Governance review work was that there appeared to be very little appetite by many Board members and municipalities to undertake changes to the UWSS Governance.

2012 Governance Review

At the December 21, 2011 UWSS Board meeting, the Board agreed to undertake a review of the existing UWSS governance structure in 2012 to identify whether an alternative governance model/structure would be more suitable for the UWSS. This 2012 governance review was to build upon an earlier governance review that was initiated in 2008-2009 but never brought to closure.

At the May 16, 2012 UWSS Board meeting, the Manager presented report No. UWSS-19-12 Governance Review, which summarized the information, workshop reports, and documents that were generated as part of the 2008-2009 governance review. The intent of the report was to provide background information to newer UWSS Board members and a refresher to long standing Board members of the work undertaken as part of the 2008-2009 Governance Review.

On July 5, 2012, a special meeting of the Board was held at the Essex County Civic Centre to present and discuss possible alternative governance structures for UWSS. At this meeting, the Manager provided a presentation to the Board on possible alternative

ownership and governance structures for the UWSS that would address the main issues and drawbacks with the existing governance structure such as:

- Lack of legal standing for the UWSS;
- Inability to take on debt or financing;
- Inability to directly own UWSS assets;
- Ineligibility to receive senior government grants;
- Lack of authority and decision making powers of the UWSS Board over the entire UWSS system;

The identification of alternative ownership/governance structures for UWSS required that different ownership models and corporate structure model be considered. As part of this presentation, the Manager considered and evaluated the following ownership and corporate structure models:

Ownership Models:

- As-Is: - UWSS plus 4 (or less) owner municipalities
- Source to Tap: - All one system; treatment and distribution combined into one utility
- Single municipality/County Ownership: - Common system purchased and operated by a single municipality. This option also discussed the potential of the County taking over the system

Corporate Structure Options:

- Local Joint Board - this is the current structure
- Municipal Services Board (MSB)
- Municipal Services Corporation (MSC)
- New “wish” list option - Special Legislation by Province

The evaluation of the various Ownership Models, Corporate Structure Options, and Expansion of Service Area resulted in the identification of 12 alternative governance structures for UWSS and the benefits and drawback of each alternative. The restructuring of UWSS into a Municipal Service Corporation (MSC) was identified as the governance structure that provided the most benefit for UWSS.

Following the UWSS Manager’s presentation on *UWSS Ownership and Corporate Structure Options* the UWSS Board endorsed the recommendations to:

- Undertake a financial feasibility evaluation of the alternative governance structure options;

- Discuss and share the UWSS governance review information with senior administration and Council of the municipalities of Leamington, Kingsville, Essex, and Lakeshore;
- Discuss and share the UWSS governance review information with staff from MMAH, MOE, and any other provincial government entity as needed to the undertaking of a feasibility evaluation of any potential UWSS restructuring;
- Retain a financial consultant to assist with the undertaking of the financial feasibility evaluation of any potential UWSS restructuring.

2014-2015 Governance Work - Legal Review of UWSS Structure

In the Spring of 2014, The UWSS consulted with its solicitor, Deborah Rollier of Ricci, Enns, Rollier & Settrington LLP to initiate a legal review of the existing structure of the UWSS in regards to governance and possible restructuring. A legal team with expertise in corporate and business law, real estate law, and water and wastewater related laws was assembled. The legal team included the UWSS Board Solicitor, Mr. William Willis of Willis Business Law (formerly with McTague Law Firm LLP at the time of review) of Windsor, Ontario and Mr. Andrew Roman of Roman Law Corp of Toronto, Ontario.

The legal team prepared a preliminary report in May 2015 that provided a legal review of the existing UWSS Governance Structure. This report included legal opinion and recommendation for improvements to the UWSS organizational structure in regards to its existing governance, legal identity and status, liability protection, and capacity for self-financing, issuance of debt, etc. The main recommendation of the report proposed that the restructuring of UWSS into a Municipal Services Corporation under Section 203 and Ontario Regulation 599/06 of the Municipal Act 2001 would address the identified issues.

A Special Meeting of the UWSS Board was held on May 7, 2015 to present the legal team's preliminary report on UWSS Restructuring. The Chief Administrative Officers (CAOs) and/or senior municipal water department staff from the municipalities of Leamington, Kingsville, Essex and Lakeshore were also present at this meeting. The preliminary report on UWSS Restructuring was presented for information and discussion purposes.

The legal team's report on UWSS Restructuring was summarized in UWSS Report *UW19-15 UWSS Restructuring* that was presented at the UWSS Board meeting of May 20, 2015. The following report recommendation was endorsed by the UWSS Board:

That the UWSS Board investigates the necessary process to re-structure the Union Water Supply System (UWSS) and associated assets into a Municipal Services Corporation under Section 203 and Ontario Regulation 599/06 of the Municipal Act 2001;

2017-2018 Governance Work - Financial and Legal Business Case for Restructuring

At the June 21st, 2017 UWSS Board meeting, the UWSS Board approved a budget of to complete a financial analysis and development of a Business Case for the restructuring of Union Water Supply System (UWSS) and associated assets into a Municipal Services Corporation under Section 203 and Ontario Regulation 599/06 of the Municipal Act 2001. UWSS retained PricewaterhouseCoopers (PwC) to complete this work.

UWSS also retained Willis Business Law of Windsor, ON to revise the May 2015 legal review on the existing UWSS Governance Structure and proposed restructuring. The revised legal report also serves as a legal business case for UWSS Restructuring purposes.

Financial Restructuring Business Case

PwC initiated the development of the UWSS Restructuring Financial Business case in July 2017. On October 19th, 2017, UWSS and PwC held a workshop with senior administrative staff from the municipalities of Essex, Kingsville, Lakeshore and Leamington. The purpose of the workshop was to obtain information from the municipalities on financial administration/ cooperation with UWSS, proposed options for restructuring UWSS in regards to financial systems, etc.

A similar workshop was held on October 20th, 2017 with the UWSS Board members. The focus of this workshop was to obtain Board members opinions, thoughts, concerns, etc. in regards to financial restructuring of UWSS.

PwC provide its draft report titled "Union Water Supply System Financial Structure Business Case" to the UWSS General Manager on November 14, 2017, which had been revised to include comments by UWSS and Willis Business Law. The PwC report concluded that a financial restructuring of UWSS was possible to achieve the following:

- Have the ability to independently obtain grants from senior governments;
- Become a credit worthy entity with the ability to secure its own debt;
- Become financially independent from the owner municipalities
- Develop a financial planning structure that would address future capital requirements without creating "rate shock" to the end users customers

The PwC report details a financial structure for UWSS that can achieve the above criteria and outlines an implementation plan and schedule for the structure. It should be noted

that the PwC report stipulates that the recommended financial structure and associated benefits can only be achieved if the UWSS legally restructures into a Corporate entity first.

Legal Advice on UWSS Restructuring

Willis Business Law provided their Legal Advice on UWSS Restructuring in a letter report dated October 26, 2017. This legal advice report revised the original opinion provided by William Willis in May 2015. The Legal advice recommends the restructuring of UWSS into a Municipal Services Corporation under Section 203 and Ontario Regulation 599/06 of the Municipal Act 2001.

The UWSS General Manager provided a copy of the PwC Financial Restructuring Business Case and Willis Business Law Legal Advice on UWSS Restructuring report to the CAOs of the four owner municipalities in an email dated November 20th, 2017. The email indicated that these documents were being provided for review and comment by senior administration at each of the four owner municipalities.

The Legal Opinion and the draft UWSS Restructuring Financial Business Case reports were presented to the UWSS Board at the February 21, 2018 UWSS Board meeting. As an action item from this meeting, the UWSS Board provided direction to form an executive committee including the UWSS Board Chair, the UWSS Board Vice Chair and the UWSS General Manager to present the proposed UWSS restructuring materials to the Councils of the Municipalities of Leamington, Kingsville, Essex and Lakeshore (i.e. the UWSS owner municipalities).

UWSS Restructuring - What Problems are We Trying to Solve?

The restructuring of the Union Water Supply System into a Municipal Services Corporation is being proposed to solve a number of problems including the following:

Access to grant funding

- UWSS cannot apply on its own; Municipalities must apply for grants on behalf of UWSS;
- If done via the Municipalities, UWSS applications may “compete” with other Municipal priorities for grant funding

UWSS Capital Works Program Funding

- UWSS has significant capital requirements in the coming years (i.e. \$30 million + in next 10 years);
- Wholesale water revenue to owner municipalities is basically the only revenue source for UWSS;

- Annual revenue includes capital expenditure as an item to be recovered in rates
- UWSS has cash reserves, but once these are depleted there is no source for replenishment;
- Without direct access to debt financing, funding of large scale capital works are difficult to fund without significant water rate increases.

UWSS Debt

- If debt is used to fund capital, this debt is attributed to the Municipalities and registered on municipal balance sheets;
- UWSS has no corporate existence, so it cannot borrow on its own;
- All new debt is attributed to the Municipalities and reduces capacity to borrow for other uses
- The existing Sun Life debt is attributed to the Municipalities

Proposed Solution - UWSS Municipal Services Corporation

The proposed solution to address existing issues associated with the existing UWSS Governance Structure is to establish UWSS as an incorporated entity that would consist of a Municipal Services Corporation under Section 203 and Ontario Regulation 599/06 of the Municipal Act 2001. For the sake of this report, the hypothetical corporation will be called UWSS Inc.

UWSS Inc. would be owned by the Municipalities as shareholders and governed by a unanimous shareholders agreement. The new corporate structure would consist of the following:

- Four owner municipalities become shareholders of UWSS Inc. instead of tenants in common. Ownership shares will be determined by water demand from each municipality.
- Ownership shares will be reviewed every 4 years based on water demand from each municipality
- Board of Directors will initially consist of municipal elected councillors from the four municipal shareholders. The process to appoint Board members will remain the same as it is currently; 1) Each municipality will appoint 1 Board member as a shareholder member; 2) Additional members will be appointed based on water consumption with each municipality appointing one member for every 10 percent water demand; and 3) No municipality will have more than half of the Board representation. Thus with a Board of 12 directors, no municipality will have more than 6 Board representatives.
- Existing UWSS assets will be transferred from municipal ownership to UWSS Inc ownership through an agreed upon Asset Transfer Policy. A New Asset Policy will

be developed between UWSS Inc and municipal shareholders on any new future watermain/ transmission infrastructure in regards to finance and ownership.

The new corporate structure of UWSS Inc. would also include the following changes to the existing commercial and financial structure:

- UWSS can apply for grant funding separately from the Municipalities - no “competition” between UWSS and Municipal priorities
- UWSS can borrow on its own to finance Board-approved capital expenditures
- New UWSS debt is not attributed to the Municipalities, and does not affect Municipal debt capacity
- Customers will see the UWSS portion of their water cost separately on their bill
- Water rates will continue to be set by the Board, in accordance with Board policies and provisions of Board-approved lending agreement(s).
- UWSS, not the Municipalities, will bear the risk of volume fluctuations and uncollectible accounts
- UWSS will pay a service fee to the Municipalities for work done by the Municipalities as agents of UWSS (billing, collection, and associated accounting)
- A corporate UWSS would be liable for itself and provide better liability protection to municipal shareholders

Concluding Remarks:

The legal review of the UWSS governance structure completed by Willis Business Law, LLP in October 2017 provides sound reasoning from a legal perspective that the UWSS and its owner municipalities would benefit from a governance restructuring of UWSS into a corporate entity such as a Municipal Services Corporation. Should that occur, the PwC Financial Restructuring Business case recommends a financial structure that appears to be financially sound and would provide future financial stability to UWSS, its ratepayers, and its municipal shareholders. The result would be a resilient and sustainable corporate water utility that is municipally owned, able to self-finance and incur debt; can obtain senior government grants for water related works; and provides increased liability protection to its shareholder municipalities, Board directors, and UWSS staff.

Respectfully submitted,



Rodney Bouchard, General Manager
Union Water Supply System Joint Board of Management
rb/kmj

Filename: c:\users\kjohnson\documents\projects\restructuring (municipal service corporation)\report to municipal councils on uwss restructuring.docx

Union Water Supply System Restructuring Business Case

*Presentation to
Town of Essex Council
April 16, 2018*



UNION WATER SUPPLY SYSTEM

Rodney Bouchard
UWSS General Manager

UWSS Draft Mission/Vision Statement

The UWSS strives to provide safe, reliable and sustainable water supply that always exceeds applicable water quality standards to all current and future customers in a manner that is cost effective, environmentally friendly and fair among the municipal partners

What is UWSSS?

History

- The Union Water System (UWS) was commissioned in 1960 by the Ontario Water Resources Commission (OWRC)
- Original participants served by the UWS included the Town of Leamington, Town of Essex, Township of Maidstone, Township of Gosfield North, Township of Gosfield South, Township of Mersea and H.J Heinz in Leamington
- The Town of Kingsville and Township of Rochester joined the UWS around 1970
- In 1972 OWRC operations, including the UWS were absorbed into the newly created Ministry of Environment

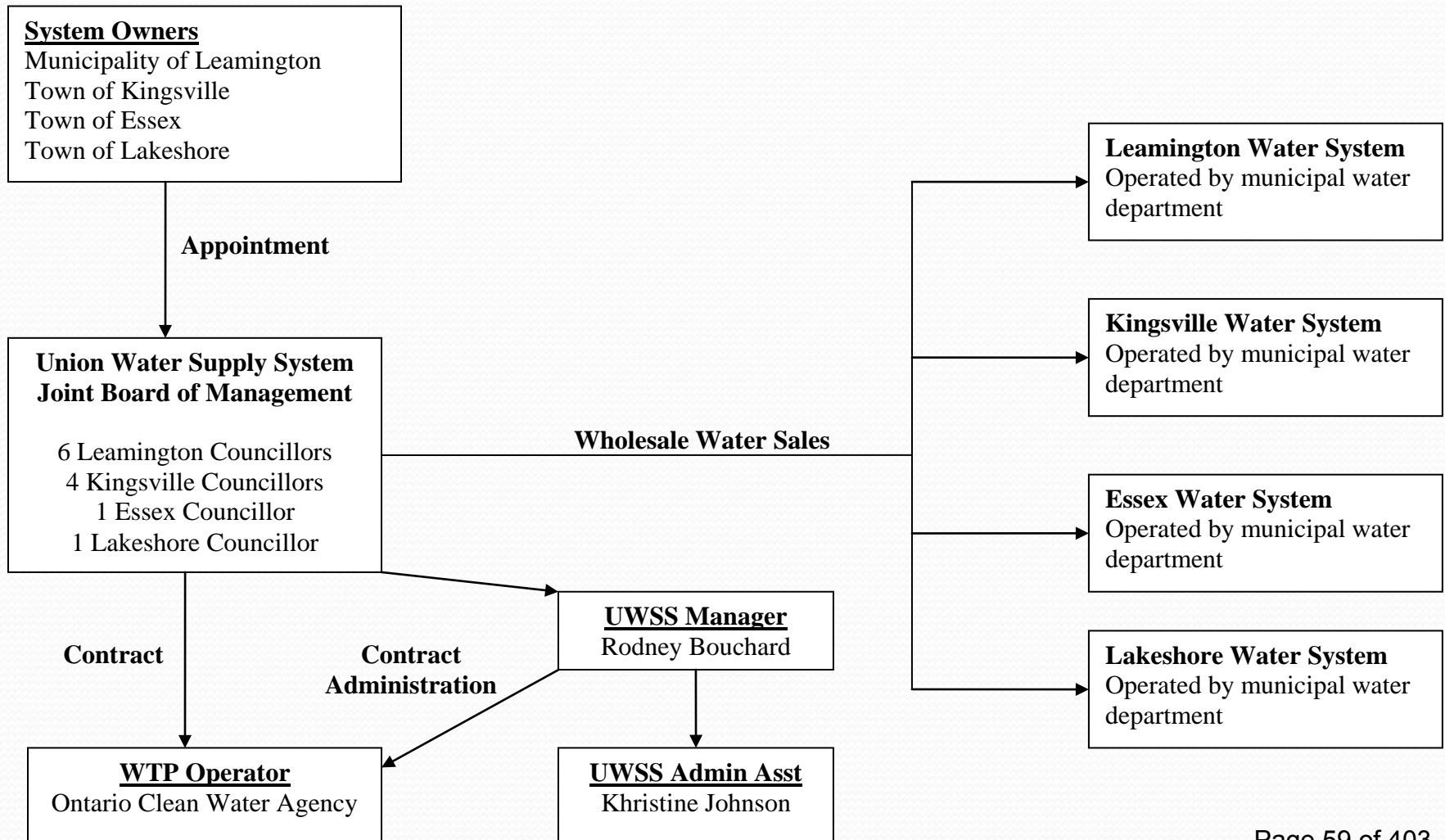
History

- In 1993, ownership and operation of the UWS was transferred to the newly created Ontario Clean Water Agency (OCWA).
- The *Municipal Water and Sewer Transfer Act, 1997* required transfer of ownership of water and sewer systems from OCWA to municipalities;
- In 2001 the *Transfer Order for the Union Water Supply System* was completed and the Municipalities of Leamington, Kingsville, Lakeshore and Essex became the owners of the system.
- The 2001 Transfer Order stipulated the creation of a Joint Board of Management that would oversee the management of the UWSS on behalf of the 4 owner municipalities.
- OCWA was retained by the UWSS Joint Board of Management to operate the system on its behalf.

UWSS - Ownership

- As per Transfer Order, the interests of the Municipalities in UWSS shall be as tenants-in-common
- Ownership of the common system is based on each municipality's proportional consumption of the total flows of the system;
- The ownership interests were last set January 1, 2017 as:
 - Leamington – 50.55%
 - Kingsville – 40.33%
 - Essex – 6.97%
 - Lakeshore – 3.15%.
- The ownership interest is to be updated every four years.

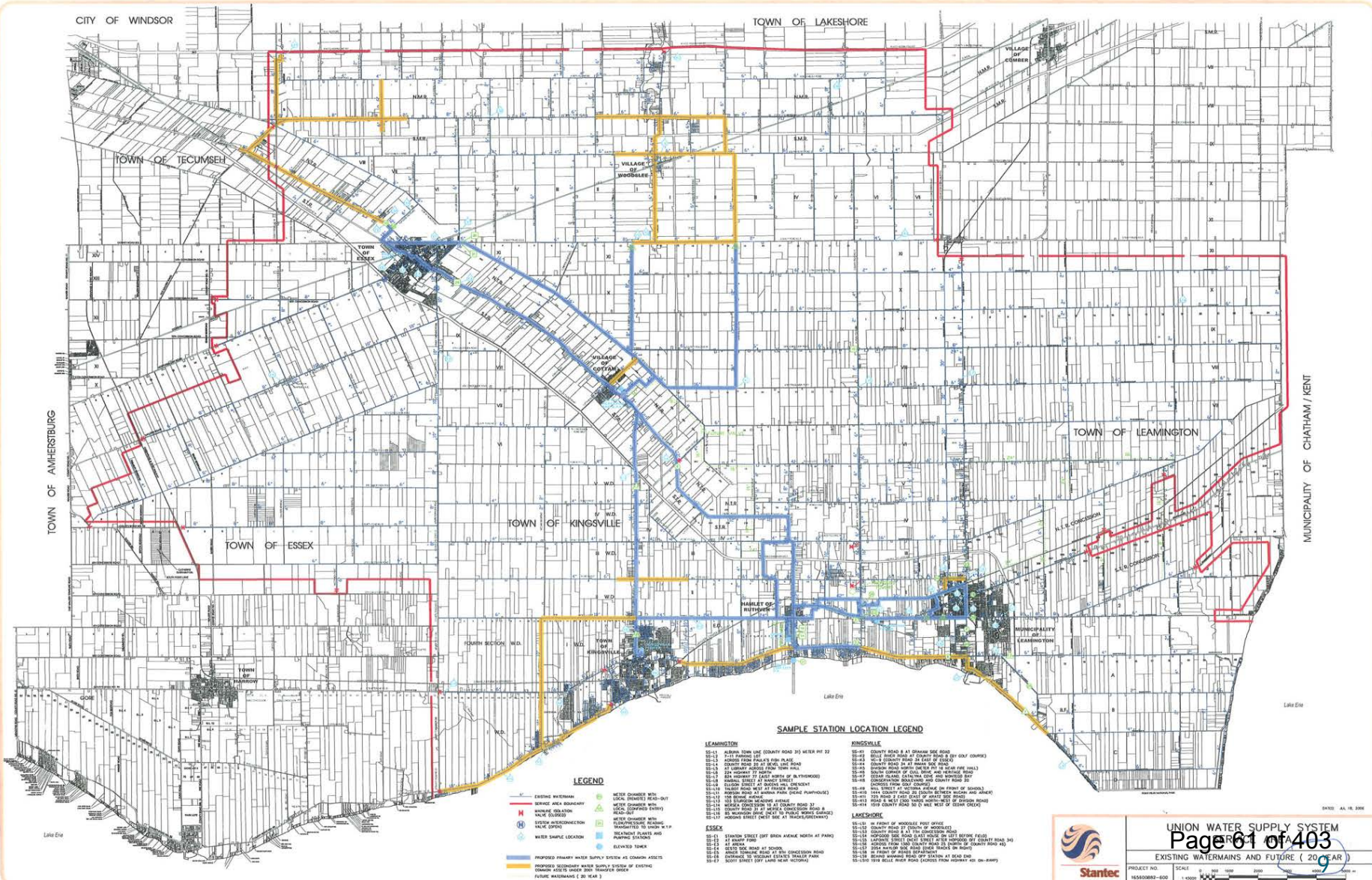
UWSS – Governance/Structure



UWSS – Common Assets

- Low Lift Pumping Plant
- Ruthven Water Treatment Plant
- Cottam Reservoir and Booster Station
- 4 Elevated Water Towers
 - Albuna WT
 - Leamington WT
 - Kingsville WT
 - Essex WT
- Approximately 140km of “common” transmission watermains as per 2008 Agreement

UWSS Service Area



UWSSS Governance - Review History

Why Restructure?

The Following is Good and Works Well;

- Water supply is great
- People think service is good
- Collaborative and Forward Thinking Board
- Operational part works well
- Projects that can be revenue funded internally go forward well
- Good relationship with local municipalities

But There are Big Issues to Address!

- Lack of Legal Status
- UWSS Debt is carried by owner municipalities;
- UWSS cannot obtain financing on its own;
- UWSS cannot apply or receive government grants directly;
- Who owns what? Specifically, in regards to common asset watermain;
- Each municipality has its own priorities in regards to water;
- UWSS has very little decision making power over its own operations;

● **2008-2009 Governance Review**

- Governance Experts (M. Kelleher, Dr. K. Furlong, Dr. K. Bakker) were retained to facilitate review of UWSS Governance
- Questionnaires were sent and interviews and workshops conducted with UWSS, Board members, and municipal administrative staff
- Results of governance review identified governance and structure issues (i.e. lack of authority, inability to directly obtain financing and grants, etc)
- Consensus on modifications to governance and structure not achieved. No changes were made

● **2012 Governance Review**

- Internal governance review undertaken by UWSS Manager
- Consultations conducted with water utilities, municipalities in various provinces and in US in regards to governance/structure models for drinking water serving
- Governance model/ structure alternatives evaluation conducted and presented to UWSS Board. Municipal Services Corporation (MSC) identified as best alternative.
- UWSS Board direction to undertake further review of MSC options, including financial viability

Evaluation of Ownership and Corporate Structure Options

How were Alternatives Considered?

Ownership Options

- As-Is
- Owner Municipalities + Preferred Customers
- Single Municipality Ownership
- Lake to Tap Option

Corporate Structure Options

- Joint Board (local board)
- Municipal Services Board (MSB)
- Municipal Services Corp. (MSC)
- “Wish List” – Special Legislation

Resulted in numerous Ownership/Corporate Structure Alternatives

Ownership Options

- **As Is** – 4 Municipalities as Tenants in Common
- **Municipal Owners + Preferred Customers** – 3 or less Municipalities as tenants in common with others as Preferred Customers
- **Single Municipality Ownership**– Pumping plant, treatment plant and Cottam PS owned by one Municipality (County ownership also considered)
- **Lake to Tap Option**– all one system; one entity responsible for water including treatment and distribution

Corporate Structure Options

- Local Joint Board of Management – *Current Structure*
- Municipal Service Board (MSB)
- Municipal Service Corporation (MSC)
- New “Wish List” Option – Special Legislation by Province

Municipal Services Board (MSB)

- Similar to local services board but in-line with Municipal Act, 2001 as amended
- Can own land
- Can issue debt – but reflected on municipal books
- Maintains financial clarity and reporting under Municipal Act
- Meetings must be public
- Can have mix of elected and non-elected Board members
- MSB is basically an “agency” of a municipality

Municipal Services Corporation (MSC)

- Section 203 of Municipal Act allows creation of Joint MSCs
- Must do a business case to justify creation of MSC
- Can be incorporated as share capital or non-share capital corporation
- For drinking water, MSC must be publicly owned
- MSCs have same investment authority as municipalities
- MSCs may borrow and secure it with corporate assets (revenue bonds)

MSC's (*continued*)

- Meetings not required to be public but can be
- Can have non-elected officials
- Shareholder Declaration(s) can be used to limit MSC's authority,
- Asset transfer policy is required from the Municipality(ies) prior to transfer of any assets to MSC
- MSC directors and officers deemed “members” for purposes of Municipal Conflict of Interest Act, EA Act, and MFIPPA

“Wish List” Option

Special Act of Provincial Legislation to create new entity that addresses existing issues;

- May not be much interest for this at provincial level since existing legislation (e.g. Section 203 of Municipal Act; O. Reg 599 – Municipal Services Corporations) can address most existing UWSS issues

Results of Alternatives Evaluation – Preferred Solution

- Preferred solution was a Joint Municipal Services Corporation of the 4 existing municipal owners with only the existing “common assets” that are considered part of UWSS.

Legal and Financial Review

- **2014-2015 – Legal Review of Existing UWSS Governance**

- Legal team with expertise in corporate/business law and drinking water/ wastewater laws retained to undertake a review of existing UWSS Governance.
- UWSS Governance legal review report prepared and presented to UWSS Board in May 2015
- Report highlights indicate restructuring to MSC is possible and would benefit UWSS;
- UWSS Board resolution to investigate necessary processes required in regards to restructuring UWSS into a Municipal Services Corporation under Section 203 and O.Reg. 599/06 of the Municipal Act

- **2017-2018 – Financial and Legal Business Case for Restructuring**
 - PricewaterhouseCoopers (“PwC”) retained to undertake a Financial review and Business Case for UWSS Restructuring into an MSC
 - Willis Business Law retained to revise 2015 UWSS Legal Review Report and prepare Legal Business Case for UWSS Restructuring into an MSC
 - Consultations undertaken with UWSS Board members, municipal administration and senior staff, OCWA, and other government entities
 - Draft Financial and Legal Business Case presented to UWSS Board and shared with senior administrators at owner municipalities
 - UWSS Board directs UWSS Manager to present restructuring business case with Councils of municipal owners.

UWSS Restructuring - Business Case

Legal/ Financial Business Case

Recommendations

- The Legal Review by Willis Business Law indicates that UWSS can readily be restructured into an MSC and recommends that an incorporated UWSS would provide substantial governance and legal benefit over the existing tenant in common ownership structure.
- The Financial Review and Business Case by PWC stipulates that a restructuring of UWSS into an incorporated entity would allow for substantial financial related benefits (i.e. self-financing, credit-worthiness, future capital planning and funding, etc.) that are currently not readily available to the current UWSS structure.
- The Legal and Financial reviews also indicate that the owner municipalities would also benefit from the restructure of UWSS into an incorporated entity (i.e. MSC), Example – new UWSS Inc. debt would not be registered on municipal ledgers thus no effect of new UWSS debt on municipal debt capacity

Proposed Corporate/ Ownership Structure

- UWSS would be incorporated into a Municipal Services Corporation under O. Reg. 599/06 of the Municipal Act
- Shareholders would consist of existing municipalities; Municipality of Leamington, Town of Lakeshore, Town of Kingsville and Town of Essex
- Ownership shares/ percentage would be based on UWSS water consumption.
- Ownership shares would be reviewed every 4 years;
- UWSS existing assets would be transferred to UWSS, Inc. under an Asset Transfer Policy

Governance

- UWSS, Inc. would be governed by a Board of Directors
- Board of Directors will consist of municipal elected councillors from the 4 municipal shareholders
- Each shareholder will appoint 1 Board director as a shareholder member
- Each shareholder municipality will also appoint an additional director for each 10% of total UWSS water demand.

Governance/Administration

- Day to day operations of UWSS would be undertaken by UWSS executives/ officers appointed by the Board;
- Board meetings would be open to public
- UWSS, its Board directors and UWSS officers/ staff would be subject to MFIPPA and transparency requirements under the Municipal Act
- UWSS Board would retain the ability to set water rates subject to Board policies and Board approved agreement(s) with UWSS lenders.

Operations

- Water Treatment operations at Ruthven Plant would continue under a contract operations agreement for the immediate future. Currently this contract is with OCWA;
- Local distribution of treated water would be the responsibility of each municipality
- An agreement would be set out between UWSS Inc. and each municipality for repair of UWSS Inc. “transmission” watermains
- An agreement would be set out between UWSS Inc, OCWA and each municipality for distribution regulatory monitoring requirements

Admin/Finance

- Financial administration for UWSS, Inc. would initially be under a formal agreement with Municipality of Leamington
- A direct relationship between UWSS Inc. and end user customer would need to be established.
- Water Bills to customers would show portion of fees attributed to UWSS Inc.
- Under formal agreement, Municipalities would act as agents on behalf of UWSS. Liability for UWSS related services would remain with UWSS (i.e. uncollectible accounts).

Benefits of Restructuring

- An incorporated UWSS would be a legal entity and have the legal powers to procure, contract, buy property, etc.
- UWSS Inc. would constitute a municipally owned corporation; there is no privatization of the UWSS involved
- An incorporated UWSS would be able to apply for grant funding separately from the Municipalities – no “competition” between UWSS and Municipal priorities
- An incorporated UWSS would borrow on its own to finance Board-approved capital expenditures
- New UWSS Inc. debt would not attributed to the Municipalities, and would not affect Municipal debt capacity

Benefits (cont'd)

- An incorporated UWSS that can borrow and incur debt would avoid “rate shock” that could occur with financing a large capital plan on rate revenue alone;
- An incorporated UWSS would grant the UWSS Board with the authority needed to adequately plan and finance future capital upgrades, asset replacement, and growth;
- An incorporated UWSS would own its own assets;
- An incorporated UWSS would be liable for itself and thus provide better liability protection to municipal shareholders;

UWSS Restructuring - Next Steps

What is UWSS Asking For?

- That the Councils of the owner municipalities resolve to adopt the UWSS Restructuring Business Case (Exhibit A);
- That the owner municipalities jointly agree to enable the creation of a joint Municipal Services Corporation (i.e. UWSS Inc.) with intent to replace the existing Joint Board of Management structure.



QUESTIONS?

EXHIBIT “A”



Union Water Supply System

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RE: Business Case – UWSS Incorporation

I. Purpose

This document (the “**Business Case**”) was prepared in satisfaction of certain obligations requiring a municipality to adopt a business case study before it establishes a corporation either alone or with one or more other public sector entities.¹

II. Background

Union Water Supply System (“**UWSS**”) was established by the Ontario Water Resources Commission (the predecessor of the Ontario Clean Water Agency (“**OCWA**”)) in 1959, and supplies treated potable water to the municipalities of Leamington, Kingsville, Essex, and Lakeshore (collectively, the “**Municipalities**”). As evidenced by Transfer Order Union W1/1999, issued by the Ministry of Environment on January 8, 2001 (the “**Transfer Order**”), the Municipalities own UWSS as tenants in common, with each municipality owning an interest proportionate to its water consumption.

UWSS is an unincorporated collection of assets owned in common and used collectively by the Municipalities. The owners have agreed to share their joint property by voting on decisions through a group of appointed representatives (the “**Board**”). Neither UWSS nor the Board is a legal entity with all the rights and protections that come with that status. Although the Board has the power to budget, plan expenditures, and collect revenue, ultimately all decision-making authority comes from the Municipalities.

Recently, the legal structure of UWSS has been the subject of examination by the Municipalities. For the reasons that follow, the Municipalities have determined that it is advantageous to incorporate UWSS, and prepare this Business Case in support of such decision.

III. Key Legal Justifications

1. Separate Legal Entity

As indicated above, UWSS is presently unincorporated. In law, neither UWSS nor the Board is a legal entity, and lack the rights and protections that come with that status. As an unincorporated entity, UWSS is unable to issue or assume debt, and lacks the standing to sue and/or be sued in its own name. Due to these restraints, the substantial legal powers that UWSS has – such as

¹ See *O. Reg. 599/06: Municipal Services Corporations* at s. 6, made pursuant to the *Municipal Act, 2001*, SO 2001, c. 25.

contracting, buying property, and determining capital projects – are severely restricted, since UWSS cannot itself finance its own plans.

The practical impact is that the Board itself is very limited in the independent decisions it can make and implement. The essential decision-making power resides with the Municipalities, either directly through the need for financing or indirectly through the Board members appointed from their respective councils.

2. Liability

When a municipal water system is owned by a corporation other than a municipality, liability for a breach of section 19 of the *Safe Drinking Water Act* should (in theory at least) fall to the corporation as the owner of the system and its officers and directors. This should (in theory at least) protect the municipalities and their councillors from liability, except for those councillors actually on the Board of the corporation.

3. Ownership of Assets

Under the current structure, the Municipalities have a collection of assets that are used collectively, creating a number of municipal interests and financial obligations that reoccur on a regular basis, every time a financial decision must be made. Under the current structure, it is often unclear who owns and is responsible for which assets.

If UWSS were to incorporate, all assets would be owned and managed by UWSS Inc. The myriad of current municipal interests and financial obligations will need to be dealt with only once, to transfer the assets, rather than recurring every time a financial decision must be made. Thereafter the assets will be repaired, renovated, or replaced using UWSS Inc. funds and according to the priorities of the water system as determined by its officers and directors. This addresses the complex ownership issues.

Same Governance Structure

It is contemplated that the governance structure of UWSS Inc. would, to the extent that it is both legally possible and logical to do so, be modeled largely after the Transfer Order currently in place today.

The contemplated governance structure would be premised upon the following:

- “Tracking Shares” would be used to provide for each municipality ownership interest to be equal to its percentage of total water consumption as determined every four (4) years;
- Each municipality will be entitled to appoint one (1) representative to the Board, and a municipality will be able to appoint an additional representative for every 10% of the total water consumption (a municipality cannot have more than 50% of the Board positions regardless of its water consumption).

IV. Financial Justifications

Under the current structure, UWSS faces several financial challenges including:

Business Case – UWSS Incorporation

- The inability to access grants and other types of funding available for water infrastructure from senior levels of government independent of the Municipalities;
- The inability to raise its own debt independent of the Municipalities;
- A revenue model which, absent additional Municipal debt, does not accommodate large-scale capital programs; and
- The attribution of UWSS debt to the Municipalities.

Many of the above captioned financial challenges are likely to be resolved by incorporating UWSS. By incorporating, UWSS Inc. would, among other things:

- Shift volume and credit risk to UWSS's account, not that of the Municipalities;
- With the agreement of Municipal auditors, attract Government Business Entity treatment and not be fully consolidated on the Municipal accounts;
- Have capital expenditures funded by capital reserves, funds from operations and new (not the existing Sun Life) debt; and
- Set rate revenue at the greater of:
 - that which results in zero net income – no loss – for UWSS according to Generally Accepted Accounting Principles; and
 - that which enables UWSS to meet the Debt Service Coverage Ratio as agreed upon with UWSS's lenders.

Further, financial analysis indicates that:

- The proposed financial structure offers potential rate savings to municipal ratepayers, compared to rates approved for 2017 and 2018 (adjusted for inflation);
- UWSS financial metrics – in particular, those related to new debt – are projected to be robust over a 50-year projection period under the proposed financial structure; and
- Obtaining stand-alone credit-worthiness is achievable for UWSS Inc. – something critical for the success of UWSS on a go-forward basis.

V. Conclusion

For all of the reasons given above, there is a strong business case to be made in favour of incorporating UWSS. Incorporating UWSS is arguably the most effective way to mitigate the associated legal and financial risks associated with the current unincorporated structure. For these reasons, it is recommended that each municipality adopt this business case study in order to establish UWSS as a corporation.

Union Water Supply System

Financial Structuring Business Case

April 2018

*For Municipal
Consultation With The
Public*



Note to readers:

This confidential report is not to be used for any purposes other than those detailed in the terms of engagement dated June 22, 2017 and is not intended for general circulation, nor is it to be published or made available to other parties in whole or in part without PricewaterhouseCoopers LLP's ("PwC") written consent. PwC will not assume any responsibility or liability for losses suffered by the or by any other party as a result of the circulation, publication, reproduction or use of this report contrary to the provisions of this paragraph.

This report as well as the analyses and conclusions that are presented are based on information provided by Union Water Supply System as well as industry benchmarks and data available to PwC. We did not audit the accuracy or completeness of the above financial information. PwC reserves the right, without any obligation on our part, to revise the calculations contained herein or those to which we refer and, if we judge it necessary, to revise our conclusion in light of information which existed at the date of issuance, but which is brought to our attention subsequent to the issuance of this report.

In accordance with the conditions of our mandate, our findings cannot be interpreted as estimation or as an opinion on the fair market value of Union Water Supply System. This report must be considered as a whole. Selecting portions of the report or factors considered in it without considering all factors together could create a misleading view of the process underlying our conclusions.

The individuals who prepared the report did so to the best of their knowledge, acting independently and objectively. PwC's compensation is not contingent on an action or event resulting from the use of the report.

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1. *Executive summary*

Summary of Conclusions

Union Water Supply System (“UWSS”) has operated as a bulk water supply utility owned on a “tenants in common” basis by the Towns of Leamington, Kingsville, Essex, and Lakeshore (the “Municipalities”) since a 2001 Transfer Order was issued by the Ontario Ministry of the Environment (now the Ministry of Environment and Climate Change). UWSS has no corporate existence; it cannot conduct business independent of the Municipalities. This structure gives rise to several financial challenges including:

- The inability to access grants and other types of funding available for water infrastructure from senior levels of government independent of the Municipalities;
- The inability to raise its own debt independent of the Municipalities;
- A revenue model which, absent additional Municipal debt, does not accommodate large-scale capital programs; and
- Attribution of UWSS debt to the Municipalities.

This Business Case addresses the financial challenges and proposes a new financial structure for UWSS. Legal analysis and other matters not discussed in this report are outside the scope of this Business Case. The Business Case is premised on the Municipalities establishing UWSS as a corporate entity.

In order for a new financial structure to be successful for UWSS and the Municipalities, UWSS must be credit-worthy on a stand-alone basis. Our analysis of potential credit-worthiness indicates that such stand-alone credit-worthiness is achievable for UWSS.

Also, in order for a new financial structure to be successful for UWSS and the Municipalities, UWSS and the Municipalities must achieve a commercial structure under which UWSS debt is properly accounted for as non-recourse to the Municipalities. Our accounting analysis indicates that this too is achievable.

The proposed commercial structure has the following features:

- The essential commercial relationship would be between UWSS and end-use water customers in the Municipalities (who receive UWSS bulk water);
- The Municipalities would act as agents of UWSS in facilitating this relationship;
- The Municipalities would provide billing services as agreed upon with UWSS;
- Volume and credit risk would be to UWSS’s account, not that of the Municipalities; and
- UWSS would, with the agreement of Municipal auditors, attract “Government Business Entity” (“GBE”) treatment and not be fully consolidated on the Municipal accounts.

The proposed financial structure has the following features:

- Initial capitalization: The Municipalities would convey the UWSS assets to an incorporated UWSS in return for shares in UWSS. UWSS is contemplating a share structure whereby each Municipality’s ownership will continue to be based on its consumption through the use of tracking shares. To preserve the existing UWSS ownership model under this structure, tracking shares can be incorporated into the corporate framework, and provide for each Municipality’s ownership interest to be equal to its percentage of total water consumption, adjusted every 4 years, much like the current framework;
- Approved capital expenditures would be funded by capital reserves, funds from operations and new (not the existing Sun Life) debt;
- The UWSS revenue model would set rate revenue at the greater of:
 - That which results in zero net income – no loss – for UWSS according to Generally Accepted Accounting Principles; and

- That which enables UWSS to meet the Debt Service Coverage Ratio (DSCR”) as agreed upon with UWSS’s lenders;
- UWSS operations would continue as at present, or otherwise as determined by the UWSS Board; and
- Both “source to tap” (integration of UWSS bulk water services with Municipal water distribution) and rate structures other than a uniform rate per unit volume are achievable under the proposed financial structure at the discretion of the Municipalities.

Financial analysis indicates that the proposed financial structure offers potential rate savings to Municipal ratepayers, compared to rates approved for 2017 and 2018 (adjusted for inflation). This financial analysis also indicates that UWSS financial metrics – in particular, those related to new debt – are projected to be robust over a 50-year projection period under the proposed financial structure.

Recommendations

This Business Case recommends that, if the Municipalities establish UWSS as a corporate entity, UWSS and the Municipalities:

- Adopt the proposed financial structure as set out in Sections 6 and 9;
- Adopt the proposed commercial structure as set out in Section 5; and
- Proceed to implementation as set out in Section 10.

Task or Milestone	Preliminary Timing
Financial market sounding – gauging lender interest and most likely lenders; and gaining detailed insight into the required/available provisions of key agreements	• Q1-Q2 2018
Discussion and agreement with Municipal auditors concerning commercial structure and GBE treatment; adjust commercial model if required	• Q1-Q2 2018
Development of the agreement between UWSS and the Municipalities	• Q1-Q2 2018
Development of a Master Trust Indenture, a document which will govern all new debt upon implementation. This will likely involve negotiations with key prospective lenders	• Q2-Q3 2018
Exploration (and potentially negotiation) with Sun Life concerning transfer of obligation to UWSS	• Q2-Q3 2018
Design and organization of new billing and other administrative measures required for new commercial structure	• Q2 – Q4 2018
Decision on management of Windsor Family Credit Union funds – leave invested to maturity or redeem early (possibly with an interest penalty)	• Q3 2018 or after
Updating of UWSS financial projections based on latest information (including volume outlook, investment, and debt requirements)	• Q3 2018
Development and negotiation of lending agreements for initial new debt to be issued	• Q3 2018
Execution of agreements: <ul style="list-style-type: none"> • UWSS agreement with Municipalities 	• Q4 2018

<ul style="list-style-type: none"> • Supporting service agreements between UWSS and Municipalities (as determined by final commercial structure) • Master Trust Indenture • Initial lending agreements • (Possibly) agreement concerning existing Sun Life debt 	
Funds available – new debt	<ul style="list-style-type: none"> • January 2019
Go-live for new commercial structure including billing and other administration	<ul style="list-style-type: none"> • January 2019 or before
New revenue and rate model active	<ul style="list-style-type: none"> • 2019 fiscal year

2. Background and Current Situation

This section reviews the history of Union Water Supply System (“UWSS”), and highlights the challenges faced by UWSS and its owner municipalities (Leamington, Kingsville, Essex, and Lakeshore, collectively the “Municipalities”).

Historical and Early 1990’s

Historically, the Province of Ontario (the “Province”) constructed, owned and operated selected municipal water systems, directly through the Ontario Water Resources Commission (OWRC). The Union Water System (now the Union Water Supply System, “UWSS”) was originated by the OWRC in 1960. In 1974 the Province of Ontario created the Ministry of the Environment (“MOE”, now the Ministry of the Environment and Climate Change). All assets owned and operated by the OWRC, including UWSS, were transferred to the MOE and the OWRC was subsequently dissolved.

In 1993, the Province created the Ontario Clean Water Agency (“OCWA”) to assume its water and wastewater responsibilities. In 1994, OCWA signed an agreement with the then municipalities of Essex, Gosfield North, Gosfield South, Leamington, Maidstone, Mersea, Kingsville, and Rochester; and with H. J. Heinz Company of Canada Ltd (“Heinz”). This agreement provides for matters including:

- An expansion to the shared water supply system (identified as the Union Water System);
- Ownership by OWCA and OCWA’s water supply responsibilities; and
- Rate-setting and rate payment by the signatory municipalities.

The agreement provided for an initial five year term with three optional renewals taking effect absent termination by the signatories.

The Transfer Order

The Province elected to exit ownership (but not operation) of water and wastewater systems according to a policy adopted in the late 1990’s.

Ownership of UWSS was conveyed to the Municipalities on January 8, 2001. UWSS ownership was on a “tenants in common” basis; UWSS did not and does not have a corporate existence. OCWA operates the UWSS system under contract to the Municipalities; rate-setting and budgeting for capital and operations are the responsibility of UWSS subject to Board approval.

Supply to Heinz continued according to the 1994 agreement described above.

The framework for governance of UWSS was set out in this order, and continues to the present. Ownership of UWSS was and is according to respective shares of UWSS consumption, and is reset every four years. A 12-person Board structure was established, with Board seats allocated according to ownership (with a 6-seat cap for any individual Municipality).

The UWSS rates were and are set (and approved by the UWSS Board) based on:

- Operating costs;
- Capital costs and contributions to capital reserves;
- Debt service (interest and principal); and
- Other Board-approved costs.

A special Heinz rate and area-specific rates were provided for.

Initial Financing

Ownership of UWSS was not free to the Municipalities. In order to pay OCWA for the UWSS assets, the Municipalities incurred debt of approximately \$18.5 million. This debt was arranged by MFP Structured Finance Ltd. (“MFP”), and purchased by Mutual Life Assurance of Canada (now part of Sun Life).

MFP was later found to have misrepresented the cost of this debt. In a 2006 settlement, the Municipalities received approximately \$10 million. This amount is still held for UWSS in a deposit instrument at the Windsor Family Credit Union. Debt service payments were renegotiated with Sun Life; these payments are approximately \$2.5 million per annum and the debt matures in 2026. UWSS funds the debt service.

The Municipalities have, since 2001, issued debt on behalf of UWSS, and UWSS has funded debt service. As at the end of 2016, approximately \$14.5 million of Sun Life debt is outstanding; the Municipalities have no other debt or cash related to UWSS.

Portrait of UWSS in 2016

At the end of 2016, UWSS had the following characteristics:

Characteristic	UWSS as at the end of 2016
People served	<ul style="list-style-type: none">• Approximately 65,000 across the four Municipalities
System connections	<ul style="list-style-type: none">• The Municipal water systems of Leamington, Kingsville, Essex, and Lakeshore
Principal assets	<ul style="list-style-type: none">• Non-linear assets: water treatment plant, low-lift pumping station, booster pumping station, in-ground reservoir, four water towers• Linear assets: approximately 125 km of “transmission” water main
Board seats ¹	<ul style="list-style-type: none">• Leamington: 6• Kingsville: 4• Essex: 1• Lakeshore: 1
Staff	<ul style="list-style-type: none">• Two full time (General Manager and Executive Assistant)• Legally, these staff are employed by the Town of Leamington
Operations and maintenance	<ul style="list-style-type: none">• OCWA, under contract
Asset value	<ul style="list-style-type: none">• Net book value \$41 million• Replacement cost: \$112 million
System Flow	<ul style="list-style-type: none">• Approximately 3.3 billion gallons
Sector share of flow (2013, most recent available)	<ul style="list-style-type: none">• Residential: 33%• Commercial: 13%

¹ We understand that, as of January 1, 2017, Kingsville obtained one additional Board seat, for a total of five.

	<ul style="list-style-type: none"> • Greenhouses: 37% • Canneries and other: 17%
Revenues	<ul style="list-style-type: none"> • Rate revenue: \$8.9 million • Interest income: \$0.4 million • Ancillary revenue: <\$0.1 million
Capital accounts	<ul style="list-style-type: none"> • Depreciation: \$1.2 million • Capital expenditure: \$0.6 million
Debt service	<ul style="list-style-type: none"> • Interest expense: \$1.6 million • Principal repayment: \$0.7 million • Total debt service: \$2.3 million
Rate revenue model	<ul style="list-style-type: none"> • Operations, maintenance and administrative costs; plus • Debt service (principal and interest); plus • Approved capital expenditures

Challenges

UWSS and the Municipalities face a number of challenges going forward.

The Capital Program

The UWSS approved 6-Year Capital Plan calls for over \$26 million in expenditures. This amount is thought by UWSS to exceed available cash reserves, plus the amount that could be included in annual revenue without causing “rate shock” (a sharp increase in rates from one year to the next).

Longer Term Capital Replacement and Reserves

In a water utility, assets are long-lived – a “short” life may be 15 years, while a “long” life may be 75 years. UWSS’s linear assets have an assigned life of 75 years.

At some point, all assets require replacement or renewal. If a utility has cash reserves –in Ontario, some municipal water systems do and some do not – these reserves may be used to fund renewal or replacement. If reserves are nil or insufficient, funds must be provided from another source, such as grant funding (which may not be available when needed) or municipal borrowing (recovered in rates over a period of time).

UWSS does have cash reserves:

- \$10 million in a deposit instrument maturing in 2021;
- An operating fund of \$1.7 million; and
- Approximately \$4 million in other cash capital reserves.

However, given the UWSS short-term capital plan described above, UWSS cash capital reserves will be fully depleted by the early 2030s.²

Grant Funding

As UWSS does not have a corporate existence, it cannot apply for grant funding from senior levels of government. The Municipalities must apply on UWSS's behalf. This can be a cumbersome process, and UWSS requirements would compete with other Municipal projects for available grant funding.

While this Business Case does not assume the availability of any grant funding (in the interests of conservatism, and as the availability of grant funding is unpredictable), the ability of UWSS to access available grant funding in the future is an important objective.

It is important to note that UWSS, if incorporated, could access grant funding with no change to the financial structure.

Required Revenue Determination and Rates

The revenue model of UWSS directly includes capital expenditure. This is in contrast to, for example, electrical Local Distribution Companies ("LDCs") which recover capital costs in arrears (in the case of LDCs, with a return to debt and equity).

In years in which cash reserves are not available, this model is not compatible with a large capital program in a single year – this would result in a sharp increase in required revenue and therefore rates (this is commonly referred to as "rate shock"). The nature of UWSS's business is that such large capital expenditures are required on occasion; for example, the UWSS 6-Year Capital Plan calls for expenditures of approximately \$7 million in 2019, and the same amount again in 2021.

From a rate-making standpoint, UWSS currently has a largely uniform rate per unit volume (measured at the perimeter of the UWSS system). In the past, there have been rate structures under which different users bore different costs, depending in part on what assets served each user.

Debt and Debt Attribution

As UWSS does not have a separate corporate existence, its debt is consolidated on the accounts of the Municipalities (in proportion to ownership). As Ontario municipalities have a provincially-mandated maximum debt amount (relative to receipts), debt capacity has value to municipalities.

Our consultations indicate that the existing UWSS debt is not an immediate concern for the Municipalities; however, having the existing UWSS debt attributed solely to UWSS would be desirable.

With respect to debt which may be required in the future (projections indicate this could be as early as 2019), the existing process among UWSS and the Municipalities calls for:

- Approval of the UWSS capital plan and resulting requirement for new debt;
- Approval for the new debt by each Municipality, for the applicable proportional share;
- Issuing the new debt; and
- Servicing the debt by UWSS, with cash flow to each Municipality according to its proportional share.

² A working capital and operating cash reserve of approximately \$2 million is maintained.

Consultations indicate that the potential new debt in the short term is feasible from the standpoint of the Municipalities (from a debt capacity standpoint); however, UWSS having the ability to issue new debt with recourse only to UWSS would be desirable.

Potential complexities may arise should a capital project not benefit all Municipalities equally (or at all); in this case, reaching agreement to undertake new debt may be challenging under the existing model.

“Source to Tap”

As described above, UWSS is a bulk water system with no responsibility for distribution of water to end customers. UWSS and the Municipalities have considered and rejected the potential for UWSS to assume responsibility for the Municipal water distribution systems as well as bulk supply. This is known as the “source to tap” option. UWSS and the Municipalities have required that any change to the UWSS financial structure not impede development and implementation of “source to tap” should this option be considered in the future.

The Legal Analysis

In 2015, UWSS had a legal analysis undertaken by William Willis, now the founding partner at Willis Law in Windsor. This analysis examined the option of an incorporated legal structure for UWSS and addressed such matters as:

- Liability of the Municipalities and UWSS Board members;
- Feasibility of an incorporated UWSS from a licencing standpoint;
- UWSS’s inability to issue debt and therefore finance its own operations;
- Governance and decision-making;
- Potential risks associated with separate ownership and operation of UWSS and the Municipal water systems; and
- How an incorporated Municipal Services Corporation (MSC) which would succeed UWSS – potentially “UWSS Inc.” – may be established, including the initial capitalization by conveyance of existing UWSS assets to the successor in return for shares in the new corporation.

The recommendations of this analysis were that the Municipalities:

- Establish UWSS as a Municipal Services Corporation as this is defined in Ontario legislation;
- Transfer the UWSS assets held on a “tenants in common” basis by the Municipalities to the UWSS corporate entity in return for shares;
- Consider the inclusion on the Board of industry experts as well as Municipal appointees;
- Establish UWSS’s mandate, and its delegated authority to conduct its business under Board supervision and within the Ontario legislated and regulatory environment; and
- Consider the “source to tap” option as described above.

Premise for This Business Case

The premise for this Business Case is:

- IF the UWSS shareholders undertake the adoption of a corporate structure for UWSS, broadly as set out in the legal analysis of 2015 as modified by the UWSS Board and Municipalities;
- AND if UWSS shareholders wish to explore financial structuring options to address the financial challenges described above;

-
- THEN this Business Case may be considered as a potential path forward with respect to financial structure.

3. Financial Structuring Objectives

This section describes the objectives we set in designing the proposed financial structure for UWSS.

Objectives

Given the background and challenges set out in Section 2, we set the following objectives for design of a potential new financial structure for UWSS³.

Ability to Issue New Debt

UWSS must, under a proposed financial structure, be able to issue debt to finance its operations (according to plans and budgets approved by its Board). This in turn requires that UWSS be credit-worthy – that is, its debt is attractive to lenders in the financial markets, so that UWSS may borrow as needed on reasonable terms (notably interest rates and principal repayment term).

Attribution of Debt Solely to UWSS

A proposed financial structure must support the attribution of UWSS debt solely to UWSS and not to the Municipalities:

- New debt; and if possible
- The Sun Life debt as well.

Ability to Accept Grant Funding

A proposed financial structure must be able to access grant funding if it is available. UWSS indicates that infrastructure grants from senior levels of government are available to municipalities directly, and to Municipal Services Corporations, but not to UWSS as an entity without corporate existence. At present, a grant application for UWSS would have to come from the Municipalities; this is complex and may put UWSS priorities in conflict with Municipal infrastructure grant priorities.

“Source to Tap”

A proposed structure must be compatible with “source to tap” should the Municipalities elect to take up this option in the future.

No “Rate Shock”

A proposed financial structure must minimize required rates, and avoid “rate shock” to the extent possible given the costs to be borne by UWSS in the future.

Non-Uniform Rate Structures

For purposes of this Business Case analysis, a uniform rate per unit water volume is assumed. However, a proposed financial structure must be compatible with non-uniform rate structures should UWSS and the Municipalities elect to go this route.

³ For the balance of this Business Case, UWSS will refer to an incorporated entity succeeding the existing UWSS.

Summary

The objectives described above formed the basis for design of the proposed financial structure. Achieving these objectives requires the support of two principal attributes for UWSS:

- Credit-worthiness on a stand-alone basis (as described in Section 4); and
- Commercial structuring to achieve accounting treatment as a Government Business Entity (as described in Section 5).

One potential objective is notable by its absence – a profit flow for the Municipalities. The Municipalities have never earned a return on their share of UWSS, and consultations indicate that earning a return (funds from ratepayers that would accrue to the tax base) is not an objective for a new financial structure. Accordingly, Municipal profit is not an objective driving the design of the proposed financial structure.

4. Credit-Worthiness

This section defines credit-worthiness for the purpose of this Business Case, and sets out the requirements for credit-worthiness which the financial markets will likely apply to UWSS.

What Is Credit-Worthiness for UWSS?

An entity may be considered credit-worthy if:

- It can borrow as it needs to, in order to finance its operations (and specifically its approved capital plans), under most market conditions⁴;
- The terms and conditions (notably the interest rate and principal repayment provisions) are reasonable – broadly equivalent to terms and conditions available in to comparable borrowers, and stable over time in most financial market conditions.

At present, lenders for UWSS look directly to the Municipalities for assurance that debt principal and interest (together, debt service) will be paid according to the lending agreements. Municipalities are credit-worthy to the extent that their ability to realize tax and other revenue is sufficient to fund all municipal obligations including debt service, with a safety factor. Ontario legislation caps municipal borrowing at levels viewed as prudent by the financial markets.

In order for the objectives described in Section 3 to be achieved, UWSS must be credit-worthy on a stand-alone basis. For lending to utilities such as UWSS, lenders can only look to the sufficiency and reliability of revenues for assurance of debt service – in a default situation, the assets (unlike, say a vehicle) cannot be seized and sold to other buyers.

Credit Positives for UWSS

It is reasonable for UWSS to expect a positive reception from the financial markets as a stand-alone borrower, if properly structured and operated.

A Utility with Monopoly Access to Customers

Utilities are generally attractive to lenders as they have monopoly access to their customers – they do not face competition (although they are constrained by regulation or other means). Although actual consumption (in UWSS's case, bulk water) may vary, utilities generally recover their costs in the form of a required revenue (that is, the revenue that achieves the regulatory or otherwise agreed-to conditions), which is then converted into rate(s) per unit volume – ratepayers bear the risk of volume variations over time.

Defined Pricing Power

Utilities have defined pricing power – that is, the power to recover costs and set rates constrained by a predictable set of rules, at a level sufficient to meet all obligations, without the prospect of external interference (but of course subject to Board oversight).

UWSS at present recovers costs as described in Section 2:

- Operations, maintenance and administrative costs; plus

⁴ During periods of financial market turmoil, such as experienced in 2007 – 2009, many borrowers had difficulty accessing new debt.

- Debt service (principal and interest); plus
- Approved capital expenditures

As set out in Section 6, the proposed financial structure will incorporate a different, but equally defined, required revenue model. The proposed revenue model would be established contractually as described in Section 9.

LDCs recover costs according to a different formula:

- Operations, maintenance and administrative costs; plus
- Depreciation expense; plus
- Interest expense; plus
- A return to equity calculated according to regulated parameters; plus (if applicable)
- An allowance for cash taxes paid

The formula is different, but it is defined and reliable over time. In the case of LDCs, credit ratings (DBRS in this case) range from A (low) to A (high) for major bond-issuer LDCs⁵.

Conservative Capital Structure

UWSS had, at the end of 2016, a debt : equity ratio of 25% debt : 75% equity. The regulated debt : equity ratio for Ontario LDCs is 60% debt: 40% equity.

As described in Section 6, the proposed financial structure does not include a covenant concerning capital structure. However, long-term financial projections described in Section 7 indicate a UWSS capital structure with less debt than specified for Ontario LDCs.

Strong Debt Service Coverage

As described above, lenders require a “safety factor” between a borrower’s debt service obligations, and the borrower’s means to make debt service payments. This safety factor is “debt service coverage”, and it expressed as a ratio referred to as the Debt Service Coverage Ratio (“DSCR”).

In 2016, UWSS (having only the Sun Life debt to service) had a DSCR of approximately 1.9x. This is calculated as:

- “Cash Available for Debt Service”:
 - Revenues; less
 - Operations, maintenance and administrative costs; divided by
- Debt service:
 - Interest; and
 - Required principal repayment.

⁵ DBRS, May 2017

This level of DSCR is more than the market requires, in PwC experience. DSCR of 1.25 to 1.50 will support investment-grade treatment in the financial markets; we have used 1.50 in our analysis in the interest of conservatism.

Priorities for Credit-Worthiness

In designing the proposed financial structure, we have considered two principal attributes:

- UWSS must, in all periods, be able to earn required revenue which enables it to at least break even on a “Generally Accepted Accounting Principles” (“GAAP”) basis – this includes recovery of depreciation expense (which the current UWSS revenue model does not); and
- UWSS must, in all periods, be able to earn required revenue which enables UWSS to achieve a market-appropriate DSCR (for which we have used 1.50 in our analysis).

These conditions respond to lenders’ most pressing requirements:

- High-quality borrowers do not lose money; and
- Borrowers always have the capability to pay debt service – interest and required principal repayment – with a safety factor.

The manner in which these requirements are incorporated into the proposed financial structure is set out in Sections 6 and 9.

5. Accounting Considerations

An important objective of UWSS's for the Municipalities is that UWSS debt be considered an obligation solely of UWSS, and not be consolidated on the accounts of the Municipalities.

This section addresses the requirements for achieving this accounting treatment and discusses the commercial structure of UWSS, and its relationship with the Municipalities and with end customers is such that UWSS debt is properly accounted for as recourse only to UWSS and not consolidated (on a line-by-line basis) in Municipal accounts.

Accounting Principles

Canadian accounting principles contain guidance in the areas of consolidation, reporting relationships and government entity types which can assist in determining the accounting treatment with respect to the attribution of debt in circumstances similar to those of UWSS. In particular, guidance is provided concerning:

- “Government Business Entity” (or “GBE”) treatment and the requirements to achieve this treatment; and
- “Agent versus principal” relationships

Government Business Entity

A Government Business Entity (or “GBE”) is a business owned by government which is financially self-supporting. GBEs are accounted for by its government owner(s) on an “equity” basis – that is, the value of the equity ownership (i.e. net assets) stake in the GBE is recorded as an asset in the balance sheet. As a result, the debt of the GBE is not classified as debt in the government owner(s) balance sheet but rather is included as part of the governments net investment of the GBE (reducing the net asset value). Therefore, GBE treatment would achieve the objective of the Municipalities with respect to accounting treatment/classification of UWSS debt.

Guidance for qualification as a GBE is set out (in part) below:

28 A government business enterprise is an organization that has all of the following characteristics:

- (a) it is a separate legal entity with the power to contract in its own name and that can sue and be sued;*
- (b) it has been delegated the financial and operational authority to carry on a business;*
- (c) it sells goods and services to individuals and organizations outside of the government reporting entity as its principal activity; and*
- (d) it can, in the normal course of its operations, maintain its operations and meet its liabilities from revenues received from sources outside of the government reporting entity.*

In the electricity market, municipally-owned local distribution companies (“LDCs”) are commonly treated as GBEs.

Agent versus Principal

In assessing the relationship for financial reporting purposes between UWSS and the Municipalities (i.e. whether or not UWSS is a GBE to the Municipalities) an important consideration is the relationship among UWSS, the Municipalities, and the end customers using UWSS-supplied water. Specifically, are the Municipalities customers of UWSS, or agents of UWSS in a commercial relationship essentially between UWSS and end water customers?

If the Municipalities are agents of UWSS, then they may qualify for “Net Revenue Reporting”, and would record only the net revenue (if any) from sales of UWSS water to end customers. UWSS would be considered a supplier to end customers, not the Municipalities.

Key requirements⁶ for the Municipalities to be considered for treatment as an agent of UWSS include:

- UWSS (not a Municipality) is the “obligor” – that is, responsible for providing the product or service (in the case of UWSS, bulk water);
- The Municipalities earn a fixed amount (not mandatory) – a fixed amount per account, per year, or other unit of measure in exchange for acting as agent of UWSS. The municipalities do not bear the risks of profit and loss related to the product or service being provided; and
- Credit risk related to the provision of bulk water is not borne by the Municipalities. Bad debt risk is ultimately borne by UWSS.

Conversely, UWSS would be considered the principal provider (as desired) if it has:

- The primary responsibility for providing bulk water to its customers (local delivery being considered a separately billed service);
- Inventory risk – the risk that end customers may or may not order or use a given volume of product;
- Latitude in setting prices (and not be directed concerning pricing by the Municipalities⁷); and
- Exposure to credit and collection risk.

Options for Commercial Structure

UWSS and the Municipalities may structure their affairs in several different ways, with varying potential accounting treatment.

Option #1: Current Structure

In this structure:

- UWSS sells bulk water to the Municipalities according to the existing bulk metered volume measurements;
- The municipalities take title to the bulk water, and resell to their end water customers according to residential and business metered volume measurements. UWSS charges are not shown as a separate billed item to end customers;
- Credit and collection risk is borne by the Municipalities; UWSS is paid according to the bulk metered measurements and has no commercial relationship with end water customers.

Option #2: “LDC” Structure

In this option:

- UWSS has a direct relationship with individual metered end customers. A supply agreement with these customers may be required;
- UWSS bills each end customer according to residential and business meters (rather than the existing bulk meters);

⁷ Municipal representation on the UWSS Board would not compromise UWSS’s latitude in setting prices; an established revenue determination mechanism as set out in Sections 6 and 8 would reinforce UWSS pricing authority

- Accounts Receivable ledgers are maintained (perhaps by Municipalities as a service to UWSS);
- Billing may be done (for a fee which would be a recoverable cost for UWSS) by Municipalities on behalf of UWSS. UWSS charges would show separately from other Municipal billed items (such as water distribution or perhaps electricity if this is billed with water);
- As UWSS charges are collected, collected funds are remitted to UWSS. The Municipalities do not guarantee UWSS collections.

Option #3: Municipalities as Agents of UWSS

In this option:

- UWSS has a direct relationship with individual metered end customers. A supply agreement with these customers may be required (potentially a significant challenge given the number of customers);
- End customer volumes (which will be different than bulk water metered volumes due to system losses) are the basis for billing based on end user metered volumes. These volumes are shared between UWSS and the Municipalities;
- The Municipalities bill individual end users according these end user metered volumes, with UWSS charges being an item separate from other billed charges;
- UWSS invoices the Municipalities for bulk water according to end user metered volumes, and the Municipalities pay such invoices;
- Municipalities charge back UWSS for any UWSS end customer charges which prove to be uncollectible according to Municipal policy;
- Municipalities charge UWSS for services provided including:
 - Billing;
 - Administration of collections;
 - The time value of money between the UWSS billing date and the anticipated date of collection from end customers; and
 - Other items as agreed upon by UWSS and the Municipalities;
- UWSS includes these charges in its cost base to be recovered from its end customers.

Potential Qualification for GBE Treatment

The potential for these options to qualify for GBE treatment is as follows:

Scenario	Separate Corporate Entity	Delegated Financial and Operational Authority	Goods and Services Provided Principally to Customers Other Than Government	Maintain Operations and Meet Liabilities from Revenues Other Than Government	Comments and Cautions
Option #1: Current Structure	OK	OK	Fail – Municipalities are only customers	Fail – revenue source is only from Municipalities	Easiest implementation but does not achieve a key objective

Scenario	Separate Corporate Entity	Delegated Financial and Operational Authority	Goods and Services Provided Principally to Customers Other Than Government	Maintain Operations and Meet Liabilities from Revenues Other Than Government	Comments and Cautions
Option # 2: “LDC” Structure	OK	OK	OK: UWSS bills to and collects from end customers directly	OK: No direct financial relationship with Municipalities, other than as normal course billed customers	Greatest available assurance of GBE treatment; however, potentially significant administrative load on UWSS (and possibly Municipalities as service providers)
Option #3: Municipalities as agents of UWSS	OK	OK	OK: Essential commercial relationship is with end customers	OK: Key risks are to the account of UWSS	Some administrative changes, but less than in Option #2.

Other Considerations

Under any structure, if UWSS requires investment of Municipal equity it may fail the test of “Maintain Operations and Meet Liabilities from Revenues Other Than Government”. The financial structure and financial projections in this Business Case (see Sections 6 - 9) do not anticipate this need for equity investment; however, the Municipalities should keep this consideration in mind going forward.

Summary

At this Business Case stage, it appears that Option #3 is a leading candidate for investigation and adoption. As a practical matter, one option should be implemented for all Municipalities.

Both Options #2 and #3 will require socialization of the new structure with end customers, and (potentially) the execution of connection agreements between UWSS and end customers.

Requirements to Achieve Proposed Commercial Structure

In the end, the determination of whether or not a structure meets the requirement for GBE treatment will be that of the Municipalities’ auditors. Therefore, if the Municipalities elect to proceed on a course indicated by this Business Case, the following will be required:

- The Municipalities engage their auditors concerning the selected structural option and GBE treatment;
- The need for a connection agreement between UWSS and end customers be determined, and (if required) the form of this agreement be developed;
- Planning be undertaken to socialize the new commercial structure with end customers, and (ultimately if required) achieve execution of these agreements; and
- UWSS maintain a forward financial plan that will highlight the potential need for Municipal equity investment in advance, with a view to advance planning to avoid a situation in which GBE qualification fails.

6. *Financial Structure*

This section develops the financial structure recommended in this Business Case.

It is assumed that UWSS and the Municipalities will obtain advice concerning legal structure, ownership, governance, liability and related matters from counsel. This Business Case and this section address only financial structuring.

Drivers of the Financial Structure

The proposed financial structure is designed to achieve objectives in two areas:

- Credit-worthiness (Section 4); and
- GBE treatment (Section 5).

Recommended Financial Structure

The financial structure proposed in this Business Case is as follows:

Opening Assets

Upon the establishment of UWSS under a corporate structure, the Municipalities will transfer all UWSS-related assets to UWSS in return for shares. UWSS is contemplating a share structure whereby each Municipality's ownership will continue to be based on its consumption through the use of tracking shares. To preserve the existing UWSS ownership model under this structure, tracking shares can be incorporated into the corporate framework, and provide for each Municipality's ownership interest to be equal to its percentage of total water consumption, adjusted every 4 years, much like the current framework.

Opening Liabilities

If achievable, UWSS will assume legal liability for the Sun Life debt; this will require negotiation with Sun Life and may or may not be achievable.

Other (current) liabilities such as accounts payable would also be assumed by UWSS.

Other Undertakings

UWSS would assume legal responsibility for the OCWA contract and other undertakings.

The existing two employees of UWSS (who are currently formally employed by Leamington) would be employed by UWSS directly.

UWSS and the Municipalities would enter into an agreement as set out in Section 9.

Revenue and Rate Model

The required revenue to which UWSS will be entitled according to its agreement with the Municipalities would be the greater of that which results in:

- A break-even net income under GAAP (the "break-even test"); and
- A DSCR equal to that agreed to with UWSS lenders (the "DSCR test").

A uniform rate would be constructed as at present – required revenue divided by flow – however, the flow would be at the end user point, not the UWSS-Municipality billing points as at present. This is to facilitate the commercial structure according to Option #3 in Section 5.

The UWSS Board may, at its option, also set rates higher than those described above, in the interests of avoiding fluctuating rates. An example may be rates which are equal to the prior year plus inflation. In the proposed structure, UWSS would not have the latitude to set rates lower than those which meet both the “break-even test” and the “DSCR test” without explicit permission of its lenders.

Funding of Capital Expenditures

The capital program will at all times be approved by the UWSS Board, as at present.

Funding of the capital program would be:

- First from cash from operations;
- Then from available capital reserves;
- Then by issuance of new debt.

Capital investment gives rise to depreciation expense regardless of how the investment is financed (reserves or debt). This depreciation expense is recovered in revenue (according to the “break-even” test) over the life of the asset.

New debt gives rise to debt service – interest and principal. This debt service, multiplied by the applicable DSCR, gives rise to a recoverable cost according to the “DSCR test”.

Ongoing Operations

The principal operating relationship with OCWA would continue essentially unchanged, but the OCWA contract would be with UWSS as a stand-alone contracting entity.

Any services provided by the Municipalities to UWSS would continue (until changed by agreement if at all), but would be articulated in formal agreements.

Summary

We have conducted our financial analysis in Section 7 based on the proposed financial structure described above; Section 8 evaluates assesses the achievement of the objectives set out in Section 3 by the proposed financial structure.

7. Financial Analysis

This section sets out the projected financial results should the recommended financial structure be implemented.

Methodology Highlights

A financial modeling analysis was undertaken in support of this Business Case, addressing the following items and incorporating information provided by UWSS:

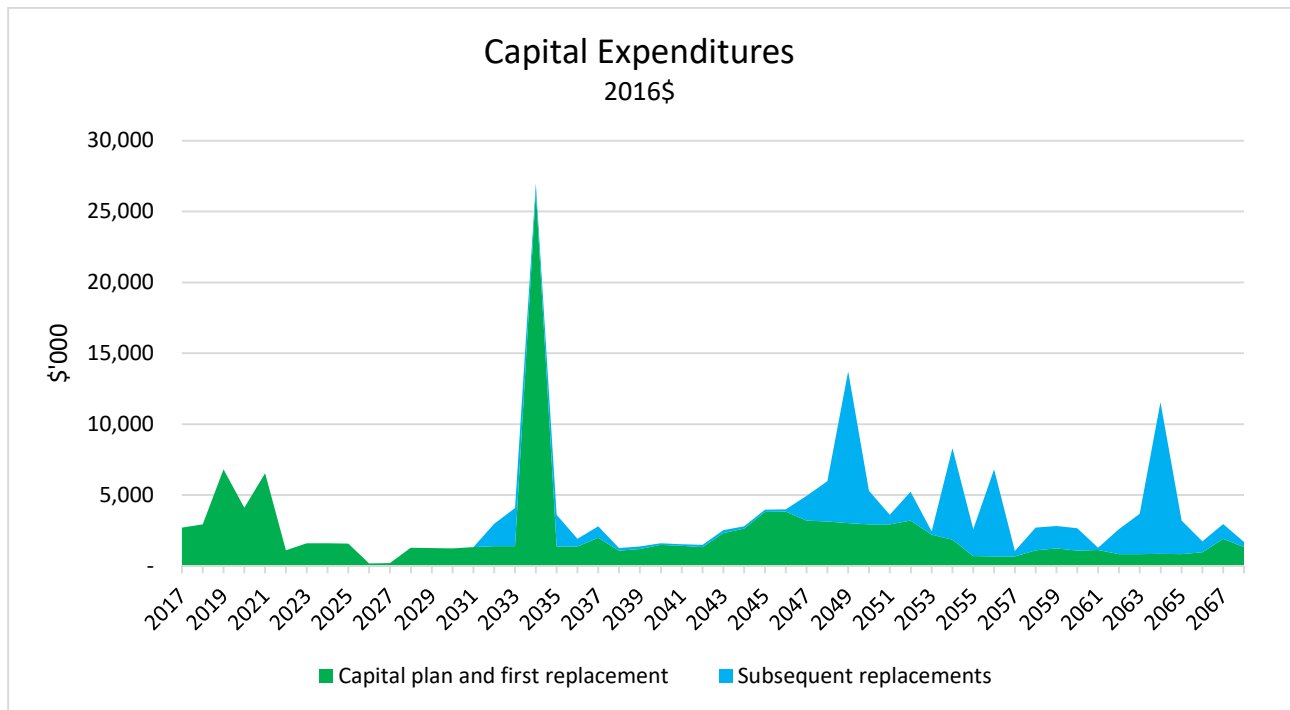
Category	Specific Items
Capital Items	<ul style="list-style-type: none">• Capital expenditure:<ul style="list-style-type: none">◦ 2017 and 6-year approved Capital Plans◦ Replacement of assets as at the end of 2016◦ Water treatment plant expansion ~2034• Depreciation
Other Costs	<ul style="list-style-type: none">• Operations, maintenance and administrative costs
Financial Items	<ul style="list-style-type: none">• The Windsor Family Credit Union deposit instrument• Sun Life debt• New debt:<ul style="list-style-type: none">◦ Interest rates◦ Principal repayment• Interest earned on reserves
Rates and Revenue	<ul style="list-style-type: none">• Rates for 2017 and 2018 as per approved plans• Rate-making thereafter according to the proposed financial structure
Volume	<ul style="list-style-type: none">• Volume growth assumption, consistent with planning the water treatment plant expansion

Results

The results from the financial analysis are set out below.

Capital Expenditure

Capital expenditure over time, here shown in 2016 dollars, are projected as follows:



Looking ahead, there are clearly some years of very high capital expenditures – “spikes”. These are driven by:

- The 2017 and 6-year capital plans;
- The water treatment plant expansion projected for 2034; and
- Replacement of these major expenditures at the end of useful life.

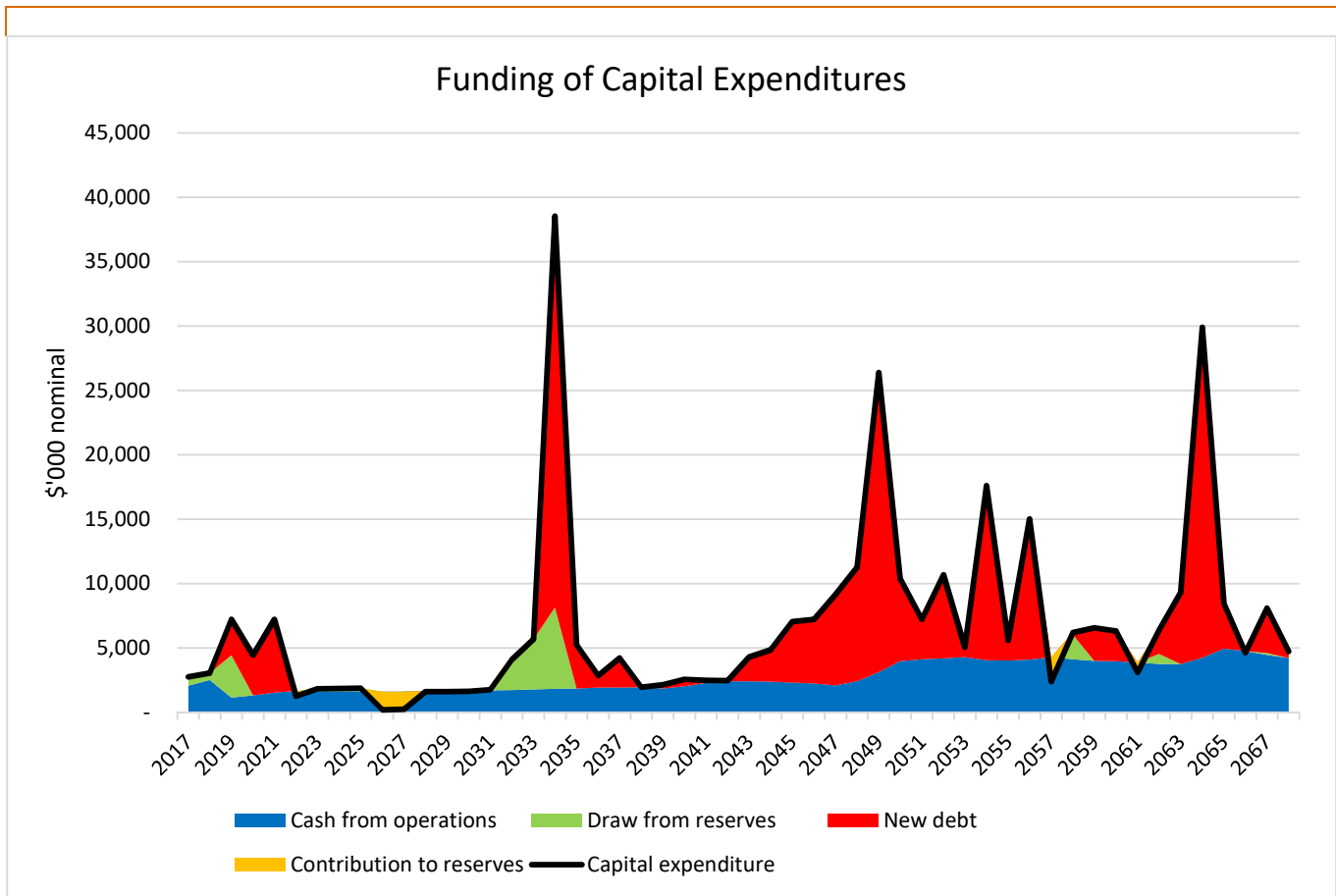
The total capital expenditure, in 2016\$, over a 52-year projection period (2017 and 2018, plus 50 years of the proposed financial structure) is nearly \$200 million.

Funding of Capital Expenditures

How are these capital expenditures funded? The chart below shows funding of capital expenditures (here in nominal, inflated dollars) by:

- Reserves;
- Funds from operations; and
- New debt.

In some years, funds from operations contribute to reserves.

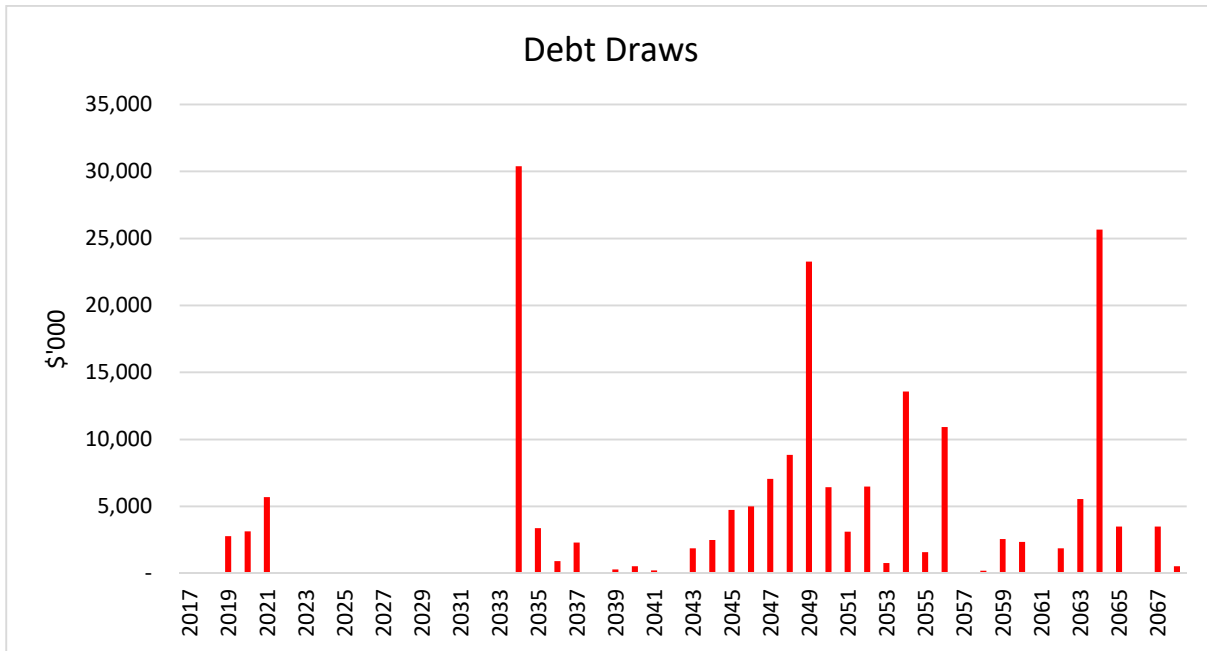


Over time, funding is provided from a variety of UWSS sources (in this chart, dollars are nominal including inflation):

- Operations provide some funding, as is the case at present. Even in years in which the “break-even test” prevails for revenue, UWSS recovers depreciation expense. This is a non-cash expense, and therefore provides UWSS with cash which may be deployed to fund capital expenditures;
- Reserves – both the Windsor Family Credit Union funds and other capital funds (but not the operating reserves) are available in some years. Further, in some years of low capital expenditure capital reserves are increased;
- New debt provides roughly 55% of funding for capital expenditures over time.

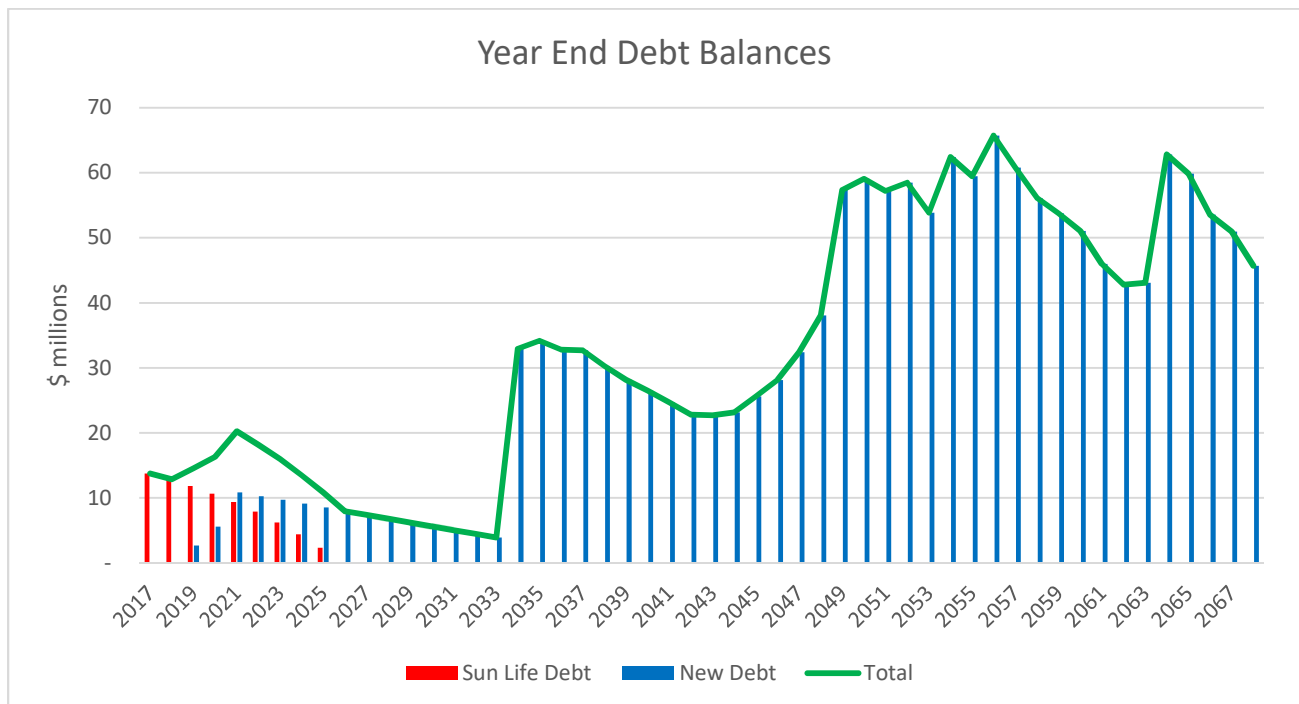
New Debt

New debt (that is, not Sun Life) is drawn as follows:

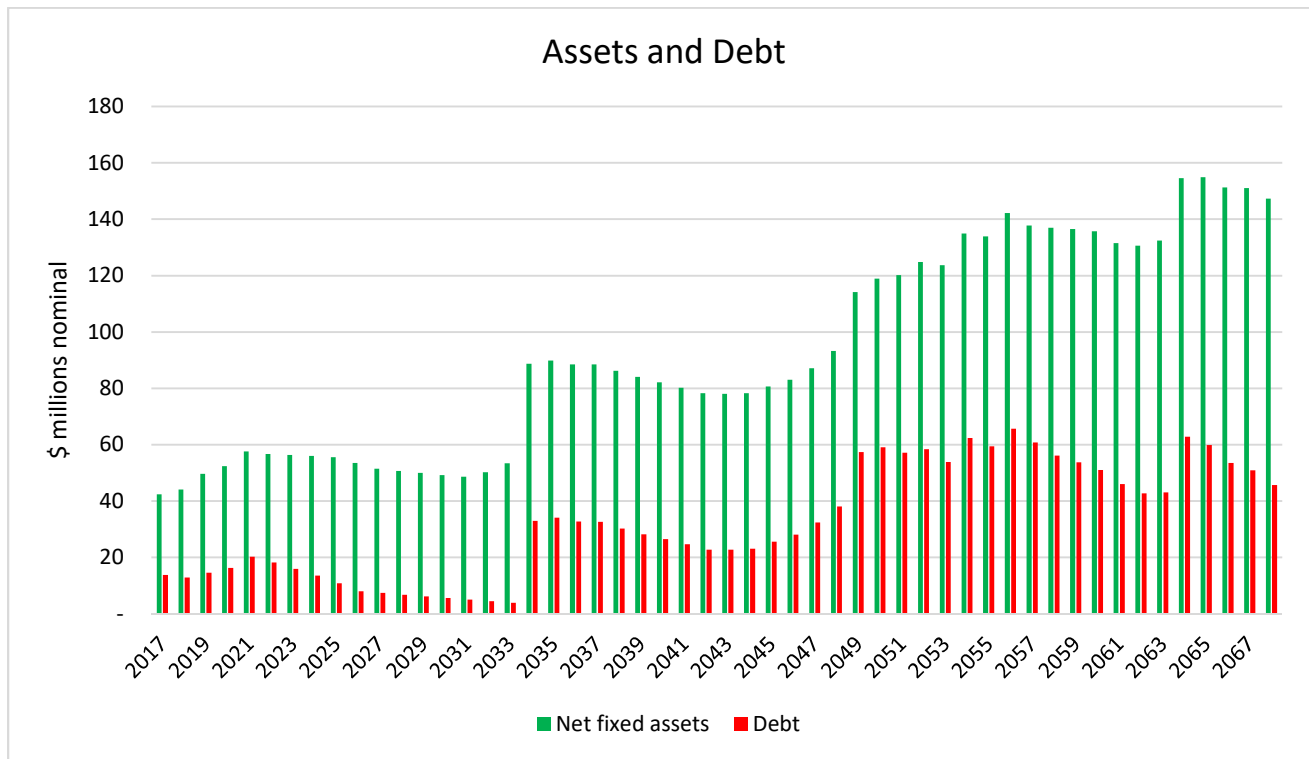


The requirement for new debt, like that of capital expenditures that causes it, is highly uneven. New debt is only drawn if needed. For some expenditures reserves are available to fund capital requirements in part, and in all years cash from operations is available.

The debt balance over time is projected as follows:

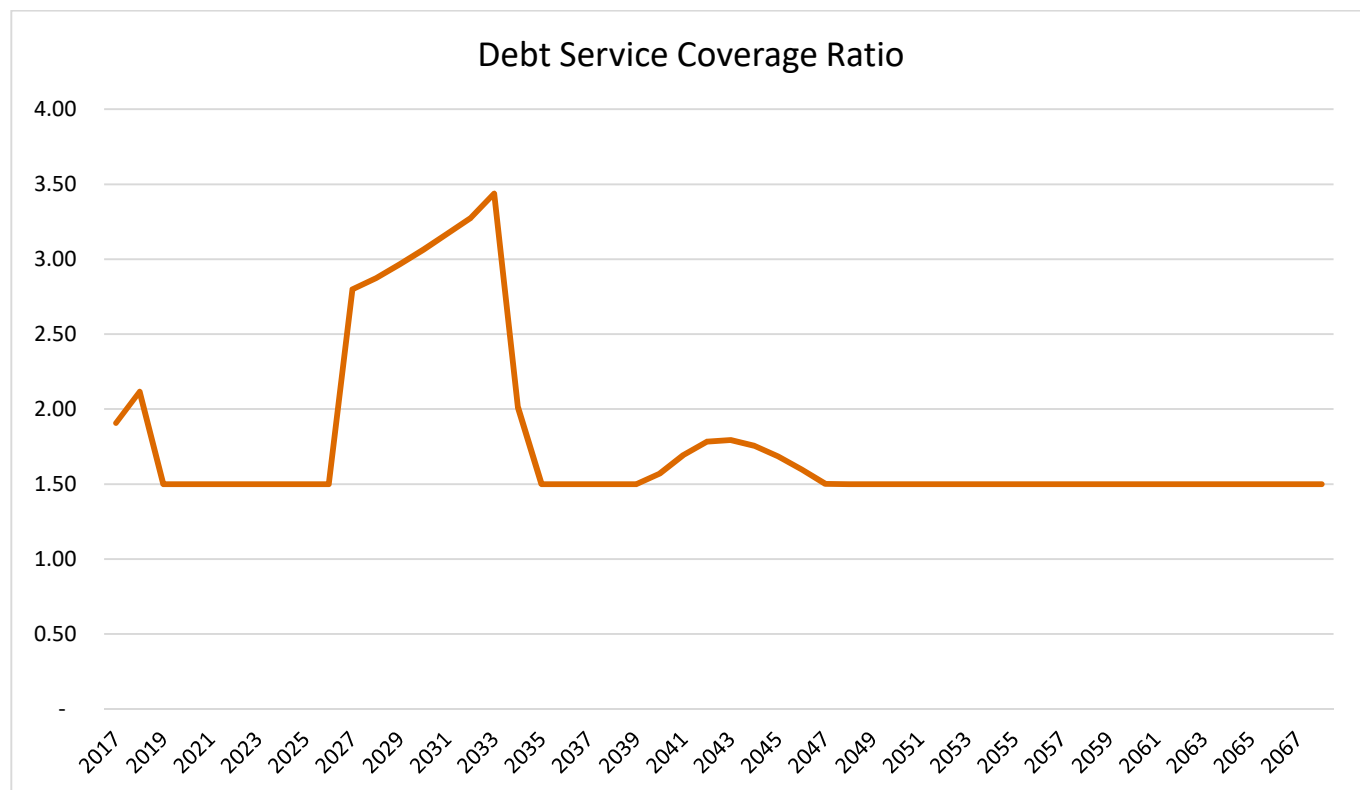


In dollars of the day (including inflation), UWSS debt is projected to exceed \$60 million during the projection period. Debt and total assets broadly move together over time:



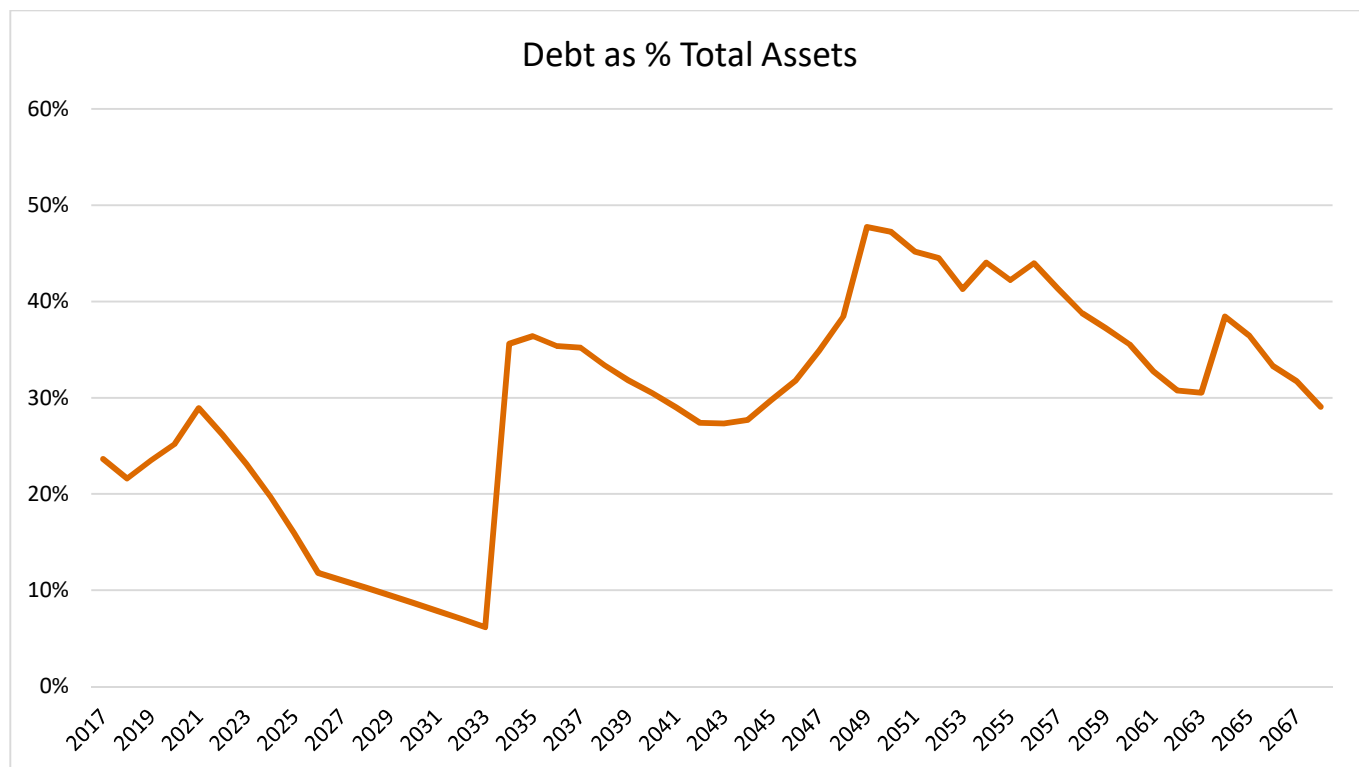
Can UWSS carry this much debt? There are two key measures.

DSCR – a measure of the safety factor enjoyed by lenders – is projected as follows:



In many years, a DSCR of 1.5x is forecast. This is the DSCR built into the revenue model for purposes of this Business Case; UWSS may be able to improve on this through negotiations with lenders. In years for which this DSCR is forecast, revenue is determined according to the “DSCR test”.

Another metric is the debt : equity ratio:



Debt as a percentage of total assets is projected not to exceed 50%. By way of reference, LDCs in Ontario are mandated a 60% debt : 40% equity ratio.

Revenue and Rates

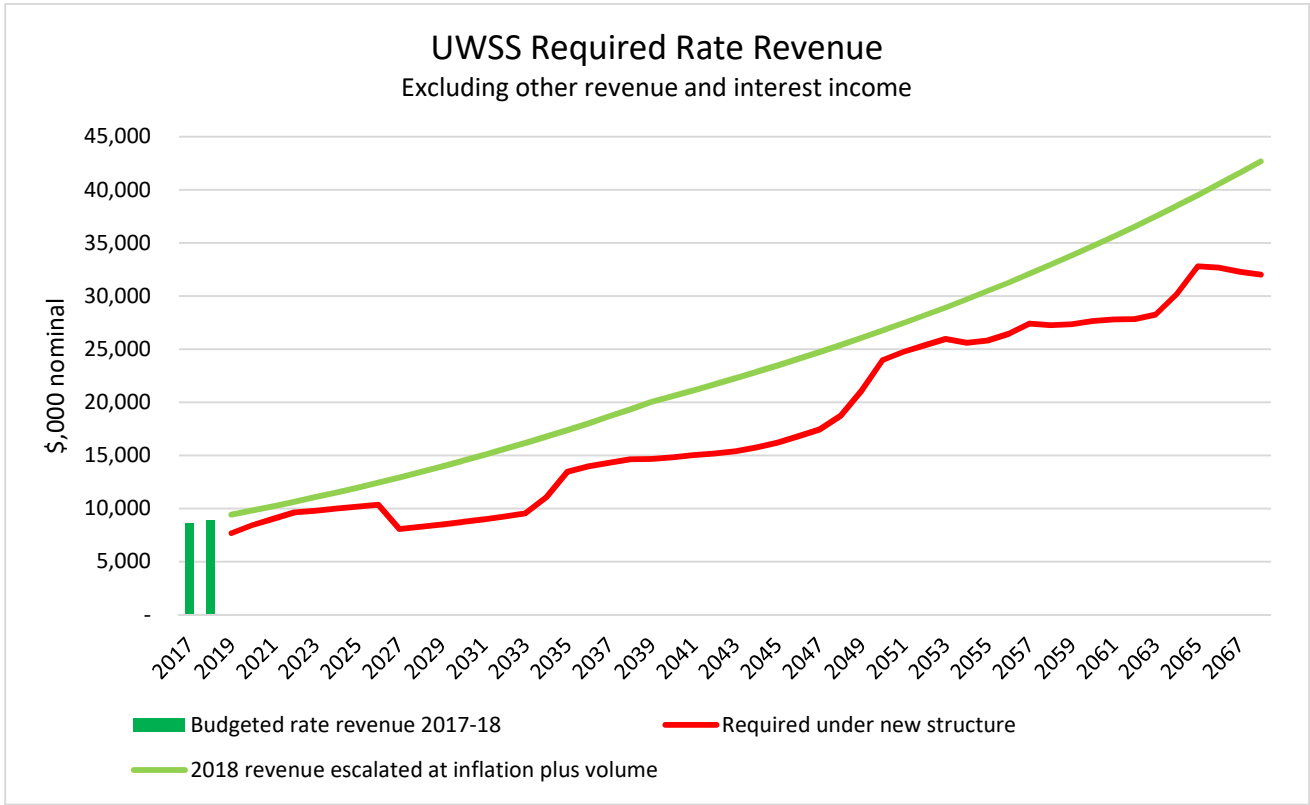
Does the proposed financial structure result in affordable rates, or is there a prospect of “rate shock”?

Comparison to Current Rates

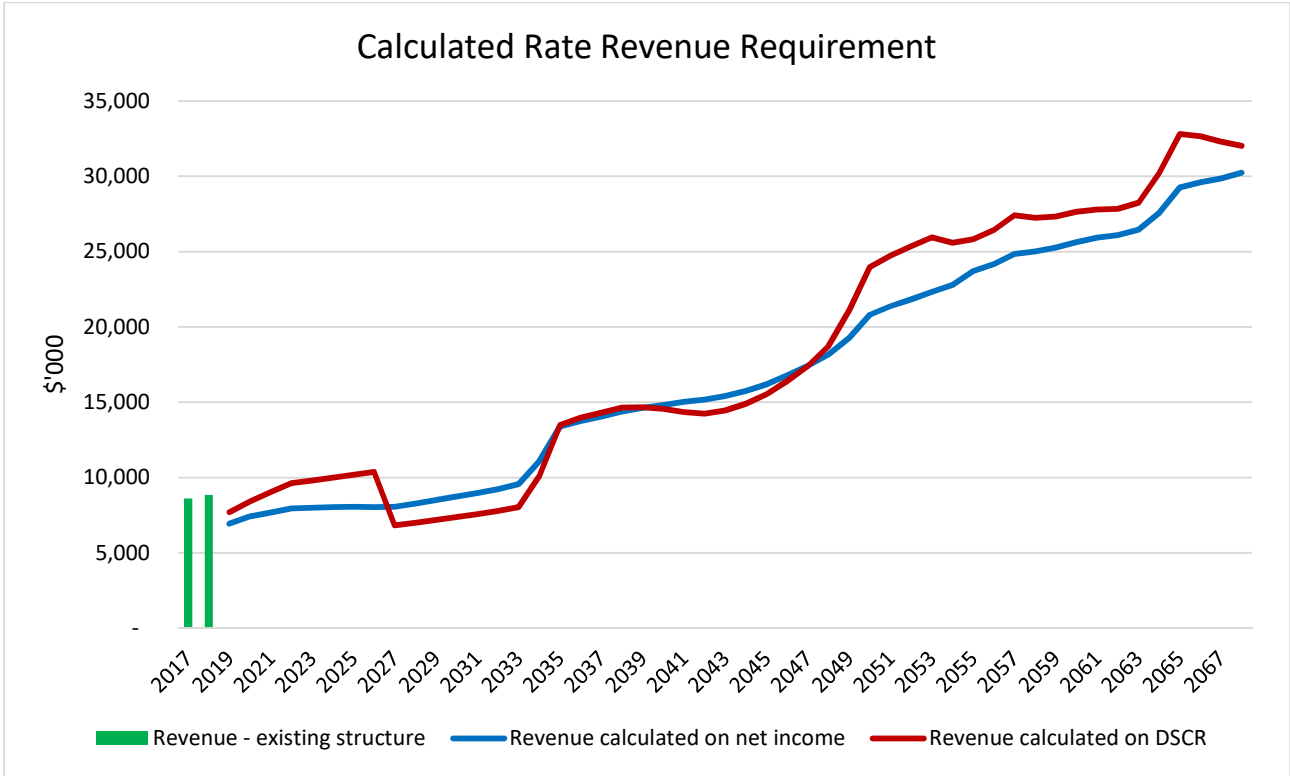
Compared to existing rates (2017 and 2018 approved UWSS plans), the proposed financial structure offers a potential savings:

- The green bars show UWSS rate revenues from the 2017 and 2018 approved plans;
- The green line shows how these rates would translate into rate revenues if rate revenues reflected only:
- General inflation at 2%; and
- Changes in volume over time;
- Resulting in stable real-dollar rates over time;
- The red line shows the projected required rate revenue according to the proposed financial structure.

The proposed financial structure is projected to offer a savings, compared to 2018, in real dollar rates in all years of the projection.



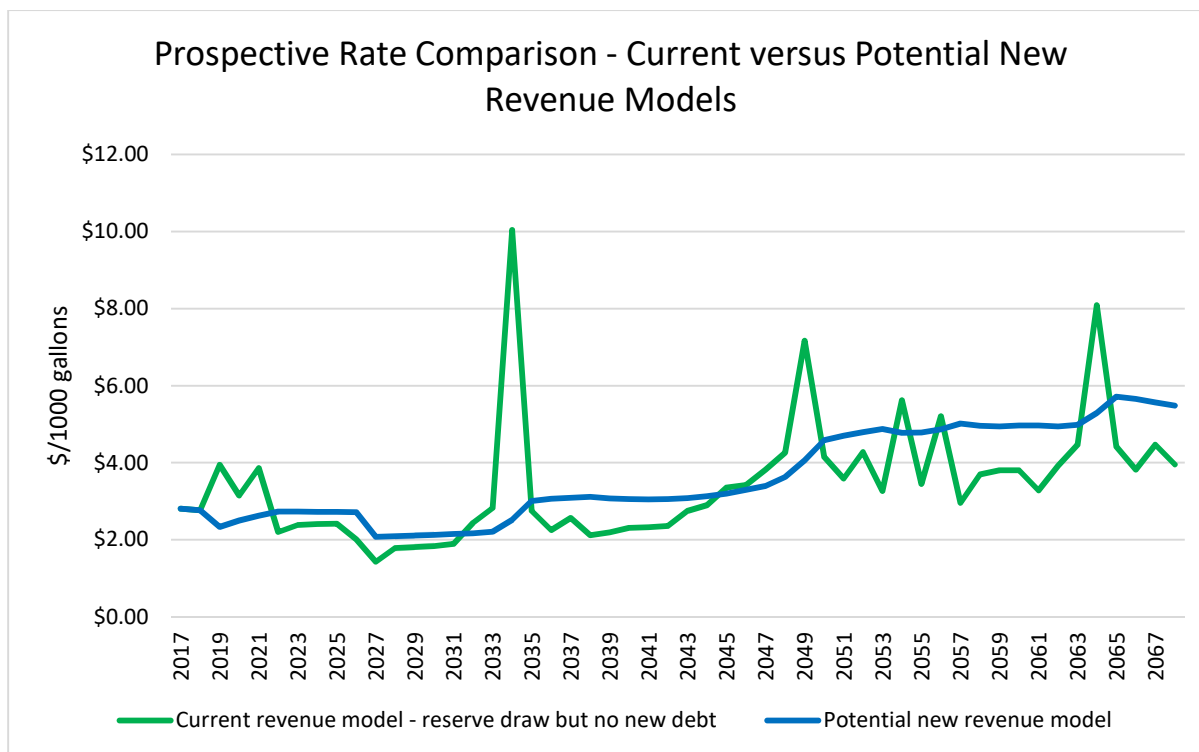
As set out in Section 6, revenue must meet two tests – “break-even test” and the “DSCR test”. The graph below shows which test prevails in each year of the projection:



The two “tests” require very similar revenues in all years of the projection; the “DSCR test” prevails in most years. This assumes that the required DSCR is 1.5x; as noted above, UWSS may negotiate a more favourable (less conservative) DSCR in implementation.

Comparison to the Current Model – No New Debt

Leaving aside the existing rates, how would the proposed financial structure compare to the current model if there is no new debt?



The above chart shows this comparison. In most years, the current model and proposed financial structure are close in required rates, with the current model slightly lower (and quite volatile). This makes sense in years with moderate capital expenditure – the current model would need to recover neither depreciation nor debt service.

However, in years of high capital expenditure, the current model calls for rates sharply higher than the proposed financial structure. In practice, UWSS would likely seek some means to provide relief to ratepayers.

Comparison to the Current Model – New Municipal Debt

One means to accomplish this could be to issue new Municipal debt, which is part of the current model.

In this case, as UWSS takes debt service responsibility for Municipal debt issued on its behalf, the projections for required revenue and rates under the current model with Municipal debt would be similar to those for the proposed financial structure as shown above. The difference is that the debt would be consolidated on Municipal accounts.

What About Grant Funding?

Although not reflected in the financial projections, grant funding (as available) may be applied to required capital expenditures, decreasing the need for funding from operations, reserves, or new debt.

Implications

The analysis of the proposed financial structure, and comparing it to the current model with and without new Municipal debt, indicates the following:

-
- The proposed financial structure offers a potential rate saving (in real dollar terms) compared with prevailing rates in 2017, and those planned for 2018;
 - This structure also provides rate stability even in periods of large capital expenditure, as costs are recovered over time in depreciation and debt service rather than giving rise to potential “rate shock”; and
 - If grant funding is available, the proposed financial structure will accommodate it and ratepayers will benefit.

8. Assessing the Proposed Financial Structure

This section:

- Assesses the way in which the proposed financial structure achieves the objectives set out in Section 3;
- Describes other options considered and their relative attractiveness;
- Describes the use of the design features of the proposed financial structure by other utilities; and
- Confirms that the proposed financial structure is not a privatization.

How Financial Structure Meets Objectives

This financial structure meets the objectives set out in Section 3 as follows:

Ability to Issue New Debt on a Stand Alone Basis

The proposed financial structure is designed specifically with stand-alone UWSS credit-worthiness in mind. UWSS can realize revenues to at least break even on a GAAP basis, and achieve DSCR as required by lenders.

Debt Attributed to UWSS, not to Municipalities

If the commercial structure is implemented as set out in Section 5, UWSS and the Municipalities can expect to achieve GBE treatment for UWSS. In this case, the debt of UWSS would properly be accounted for on a non-recourse basis, and the Municipal interest in UWSS would properly be accounted for on an equity consolidation basis.

Ability to Accept Grant Funding

The proposed financial structure readily incorporates accessibility to grant funding from senior levels of government. Grant funding, if available, would act as a supplement to cash capital reserves, and would have the effect of avoiding the need for additional debt, and/or augmenting capital reserves.

“Source to Tap”

The proposed financial structure could readily be extended to support the “source to tap” should this be undertaken by one or more Municipalities.

If one Municipality wishes to operate on a “source to tap” basis, this could be accomplished by:

- Keeping separate records for the Municipal water distribution assets and operating costs;
- Determining the required revenue and associated water distribution rates for the Municipality. The Municipality and UWSS would have the option to bill bulk water charges separately from distribution charges (as set out in Section 5), or to combine these two charges; and
- The commercial structure would be as described in Section 5, Option #3.

This structure would have the same financial attributes as described for the UWSS bulk water business, and so should attract the same terms and conditions from lenders. It is likely unnecessary to have separate debt instruments for the bulk water system and a Municipal distribution system (the distribution system would bear its pro rata share of debt-related costs), but this is an option available to UWSS.

Essex and Lakeshore have bulk water supply other than UWSS for the geographic area not served by UWSS; how “source to tap” might be implemented in light of this would require further study.

A rate impact analysis would be undertaken in advance.

There would be other non-financial considerations, including the status and transfer of employees and contracts. These would be the subject of analyses outside the financial structure.

If all Municipalities wish to undertake “source to tap”, the Municipalities and UWSS have the option to establish (immediately or over time) a uniform rate structure across all Municipalities.

In sum, the priorities for implementing “source to tap” via UWSS are:

- Maintaining the revenue model such that credit-worthiness is maintained; and
- Maintaining the commercial structure so that GBE treatment is achieved.

No “Rate Shock”

Based on the financial modeling undertaken for this Business Case, the proposed financial structure can accommodate funding for future UWSS capital expenditures – even years with heavy expenditures – without causing “rate shock”. Please refer to Section 7.

Non-Uniform Rate Structures

As long as the UWSS required revenue model is maintained, the proposed financial structure can accommodate non-uniform rate structures. The essence of this is that the allocation of the UWSS required revenue may be borne differentially (on a unit of measure basis) by various consumers of UWSS bulk water.

Other Options Considered

Two other financial structures are worth reviewing as alternatives.

The Current Structure

The current financial structure has been in operation since the 2001 Transfer Order (see Section 2), and UWSS has operated to date on this basis.

The current financial structure could be maintained for the short term, if the Municipalities wish to undertake the transition to a corporate legal structure for UWSS before changing UWSS’s financial structure.

The current financial structure could be maintained for the long term if:

- The Municipalities (unanimously) are able to implement issuance of new UWSS-related debt as required to undertake the required UWSS capital programs over time;
- Differences (by Municipality) in the usage of capital assets to be funded can be accommodated in the raising of new debt;
- The Municipalities can continue to accommodate the consolidation of UWSS debt on Municipal accounts; and
- The Municipalities can create a streamlined process to enable to UWSS to apply for available grant funding through the Municipalities – including a process to reconcile Municipal and UWSS funding needs if there are limits imposed by granting authorities that call for such a reconciliation.

The LDC Model

The LDC financial structure, as regulated by the Ontario Energy Board (“OEB”) has the following characteristics⁸:

- A fixed regulated debt : equity ratio which is 60% debt and 40% equity;
- Cost recovery, subject to regulatory approval:
 - Recovery on a pass-through basis of operations, maintenance, and administrative costs and depreciation expense;
 - Recovery of the actual cost of debt; and
 - An allowance for cash tax expense (not applicable to UWSS); and
- A return to equity based on an OEB-stipulated Return on Equity percentage, which is also recovered from ratepayers.

In the water sector, the LDC model is used by EPCOR⁹ in Edmonton and surrounding municipalities; it is also seen in some U. S. water systems (including those owned by EPCOR).

This financial structure could be implemented, but has the following potential drawbacks:

- This is, compared to the proposed financial structure, a high-cost option for ratepayers. The Municipal equity investment under the proposed financial structure earns no systematic return¹⁰. In the LDC model, it does earn a return, and this return is part of the required revenue to be paid by ratepayers. PwC experience in confidential engagements confirms that inclusion of most or all of existing assets in the base on which a return is earned (debt and equity) results in a sharp increase in rates; and
- With a fixed debt : equity ratio, there may arise circumstances in which a large capital program could result in a call for cash equity investment on the part of the Municipalities. As described in Section 5, this could threaten GBE treatment and result in the requirement for the Municipalities to consolidate all UWSS debt.

How Different is This Structure?

How different is the proposed financial structure from existing precedents in the market? Four examples are worth considering.

The Current UWSS Financial Structure

This structure is described in Section 2 and above in this Section. It is similar to the proposed UWSS financial structure in several important ways:

- UWSS has significant equity under either framework (although it is notional in the current legal structure as UWSS has no corporate existence);
- The revenue model is defined, and recovers all defined costs;

⁸ The OEB’s Incentive Rate Mechanism sets out rate-setting rules for years between detailed rate filings – this is not described above.

⁹ EPCOR is wholly owned by the City of Edmonton

¹⁰ As set out in Section 3, earning a return from UWSS is not a Municipal objective.

- Incremental capital which cannot be funded from available reserves must be debt-funded (no Municipal equity investment is contemplated).

There are differences, which are driven by the objectives set out in Section 3:

- The revenue model is different as described above in order to support stand-alone credit-worthiness;
- Capital costs are ultimately recovered mainly “in arrears” via depreciation and debt service, rather than in-year ratepayer revenue;
- The commercial structure is as set out in Section 5 in order to achieve GBE treatment; and
- Additional debt is provided by the Municipalities rather than being issued by UWSS as a stand-alone entity; this is to be avoided in the proposed financial structure.

Nav Canada

Nav Canada is the entity that controls air space in Canada. It provides air traffic control, flight information, air flight communication services and other services to aviation customers.

Nav Canada is a private non-share capital corporation. It realizes revenues from the aviation industry; it receives no government funding. Its balance sheet shows negligible equity.

Financially, Nav Canada is 100% debt-funded; it has approximately \$2 billion in publicly traded bonds outstanding. Revenue is defined according to governing legislation, specifically the Civil Air Navigation Services Commercialization Act, which “prevents [Nav Canada] from setting customer service charges higher than what is needed to meet [Nav Canada’s] financial requirements for the provision of air navigation services”¹¹.

Nav Canada maintains reserves to ensure that it will have the ability to meet its debt-related obligations in the face of fluctuating demand for its services (and therefore its service charge revenue). Nav Canada’s debt rating is AA/AA (low)¹².

The Nav Canada model is similar to the proposed UWSS model in that:

- Nav Canada enjoys a monopoly on an essential service;
- Capital costs are recovered “in arrears” via depreciation and debt service;
- It has a defined revenue model (in Nav Canada’s case, legislated by Canada);
- Additional capital, as required, is funded entirely by debt; and
- Break-even results are a parameter in determining required revenue.

This model also differs from the proposed UWSS model:

- UWSS has significant equity. The proposed financial structure calls for the Municipalities to convey UWSS-related assets to UWSS in return for shares, while Nav Canada issued debt to purchase its assets from Canada¹³;

¹¹ Nav Canada Management Discussion and Analysis, December 2016

¹² DBRS, September 2017

¹³ The cost of this debt is recovered from its customers

- Nav Canada maintains significant debt-related reserves, which we do not believe will be required in UWSS's situation (given the proposed UWSS revenue model and equity position);
- Nav Canada is an "industry-led entity". Industry stakeholders (of which there are relatively few) provide governance and oversight. The proposed UWSS model, serving a large number of end water customers, relies on the UWSS Board to represent customers. This is analogous to the current situation in most municipalities, where Council represents water customer interests; and
- The proposed legal and financial structure calls for share capital held by the Municipalities, while Nav Canada is a non-share capital entity.

Greater Toronto Airport Authority

The Greater Toronto Airports Authority ("GTAA") is the entity that manages and operates the Toronto Pearson Airport under a ground lease with the Government of Canada; its mandate includes the responsibility to "develop and improve"¹⁴ its facilities. The GTAA is a non-share capital corporation established in 1993.

While the GTAA realizes significant revenue from commercial activities (such as parking and concessions, roughly 30% of total revenues), its principal revenues are aeronautical (landing fees and terminal charges, collected from airlines) and airport improvement fees (collected as surcharges paid by passengers).

A key feature of the GTAA's financial structure is its revenue model, according to which "... the GTAA [must] establish and maintain rates, rentals, charges, fees and services so that, among other things, Net Revenues ... in each Fiscal Year will be at least equal to 125 percent of the Annual Debt Service for each Fiscal year...."¹⁵ The GTAA calculates its debt service including a notional 30-year amortization of debt (even if the actual debt instruments do not require such annual amortization).

At the end of 2016, the GTAA recorded over \$6.2 billion in debt. Its debt rating is Aa3 (Moody's)¹⁶.

The GTAA's financial structure is similar to that proposed for UWSS as follows:

- The GTAA has a monopoly on its services at Toronto Pearson Airport, an essential service;
- Capital costs are recovered "in arrears" via depreciation and debt service; and
- Its revenue model includes a provision explicitly based on DSCR.

The GTAA's financial structure also differs from that proposed for UWSS:

- The GTAA has a deficit of liabilities over assets of almost \$600 million, in contrast to the positive equity position of UWSS;
- The GTAA realizes a significant proportion of its revenues from what, for UWSS, would be non-rate revenue.

Hydro One Remote Communities Inc.

Hydro One Remote Communities Inc. ("HORCI") is wholly owned by Hydro One, Ontario's largest (and until recently 100% publicly owned) electrical transmission and distribution utility. HORCI's business is serving remote

¹⁴ GTAA Management and Discussion and Analysis and Financial Statements, 2016

¹⁵ Ibid.

¹⁶ Moody's, 2016

northern Ontario communities which are not grid-connected, using diesel generation to energize the local distribution system.

HORCI operates on a break-even basis, in that it is 100% debt-financed (and therefore has no equity). It recovers its costs from a combination of rate revenue and a ratepayer-supported subsidy program (the Rural or Remote Rate Protection program), according to OEB regulation.

HORCI's framework is similar to the proposed UWSS financial structure as follows:

- Incremental capital is 100% debt financed;
- Capital costs are recovered "in arrears" via depreciation and debt service; and
- HORCI operates to a defined revenue model which includes break-even as a parameter.

This framework also differs from the proposed UWSS financial structure:

- HORCI debt is guaranteed by Hydro One, which would be counter to the Municipalities' objectives if applied to UWSS; and
- HORCI, like Nav Canada and the GTAA, has negligible equity.

Summary

To summarize, the proposed UWSS financial structure applies several proven design features – including features of the current UWSS model – and adapts them to achieve the objectives set out in Section 3 given UWSS's specific circumstances.

Proposed Financial Structure – Is It Privatization?

The proposed financial structure is not a privatization option – in fact this structure is incompatible with privatization:

- The initial capitalization – assets and liabilities – calls for the Municipalities to convey UWSS-related assets to a UWSS incorporated entity in return for all the shares of UWSS. Ownership of UWSS would be entirely in the hands of the Municipalities. The Municipalities could at their option, advised by counsel, incorporate rules governing transfer of shares which would explicitly preclude ownership other than by the Municipalities; and
- The revenue model is incompatible with private investment. Under the proposed revenue model, UWSS would not realize a reliable income accruing to equity:
 - The viability of any privatization is based on the earning power accruing to the equity shareholders;
 - In years in which the "break-even test" prevails, net income is zero; and
 - In years in which the "DSCR test" prevails, incidental net income would result; however, the Municipalities could, with counsel's advice, specify that any such net income be contributed to capital reserves to be allocated only to future approved capital projects.

In summary, privatization is not viable under the proposed financial structure.

9. The UWSS-Municipal Agreement

The following table sets out some of the provisions for an agreement between UWSS and the Municipalities, through which the proposed financial structure may be implemented.

Please note that this section deals solely with provisions related to the financial structure; counsel may advise on other matters such as establishment, asset transfer, shareholding, liability, contracting (including the OCWA contract) and governance.

Item	High-Level Provision
Parties	<ul style="list-style-type: none"> UWSS The Municipalities
Effective date	<ul style="list-style-type: none"> TBD 2018
Term	<ul style="list-style-type: none"> Evergreen, unless terminated as agreed by the Parties
Termination	<ul style="list-style-type: none"> As agreed by the parties A provision would call for the Municipalities to assume UWSS liabilities upon termination, or if the provisions related to credit-worthiness are compromised
Scope	<ul style="list-style-type: none"> Provision of bulk water Quality levels – meet all Provincial requirements Reliability of supply Baseline volume year of and prior to Effective Date; UWSS and Municipalities to cooperate on volume projections
Served Area	<ul style="list-style-type: none"> Defined for each of the Municipalities
Monopoly provider	<ul style="list-style-type: none"> UWSS as exclusive provider of bulk water to the Served Area
Operating and capital budgeting	<ul style="list-style-type: none"> Subject to Board approval
Recoverable costs	<ul style="list-style-type: none"> Operations, maintenance and administration; including OCWA and other contracts Depreciation expense Interest cost Bad debt expense All according to approved budget
Revenue model	<ul style="list-style-type: none"> Rates set such that UWSS will realize revenue which is at least the greater of: <ul style="list-style-type: none"> That which enables UWSS to achieve zero net income; and That which enables UWSS to achieve a Debt Service Coverage Ratio as agreed with UWSS's lenders under applicable lending agreements [definition of DSCR to be included in the agreement]
Rates	<ul style="list-style-type: none"> Required rate revenue divided by aggregate volume at end user meters Non-uniform rates are acceptable provided that the required rate revenue is achieved
Essential commercial relationship	<ul style="list-style-type: none"> UWSS; and End-use metered water customers

Item	High-Level Provision
Municipalities agents of UWSS	<ul style="list-style-type: none"> • Municipal undertaking to act as agents of UWSS in billing and normal-course collection of UWSS water charges • UWSS charges to be separately identified in billing • Billing services to be facilitated by Municipalities • UWSS responsible for uncollectible accounts; Municipalities may back-charge • Other provisions as required to achieve appropriate agency treatment

This agreement, once executed, is the principal document on which UWSS will secure financing for new debt (and, potentially, assume responsibility for the Sun Life debt). As such, it will be difficult to change once debt has been raised on its strength.

10. Implementation

This section sets out the prospective implementation tasks and potential timing. The assumed target transition date to the recommended financial structure is January 1, 2019.

This preliminary implementation schedule assumes adoption of a corporate structure for UWSS, and the proposed financial model, circa year-end 2017.

This table addresses only matters related to the proposed financial structure; legal, operational and other matters are not addressed.

Task or Milestone	Preliminary Timing
Financial market sounding – gauging lender interest and most likely lenders; and gaining detailed insight into the required/available provisions of key agreements	<ul style="list-style-type: none"> Q1-Q2 2018
Discussion and agreement with Municipal auditors concerning commercial structure and GBE treatment; adjust commercial model if required	<ul style="list-style-type: none"> Q1-Q2 2018
Development of the agreement between UWSS and the Municipalities	<ul style="list-style-type: none"> Q1-Q2 2018
Development of a Master Trust Indenture, a document which will govern all new debt upon implementation. This will likely involve negotiations with key prospective lenders	<ul style="list-style-type: none"> Q2-Q3 2018
Exploration (and potentially negotiation) with Sun Life concerning transfer of obligation to UWSS	<ul style="list-style-type: none"> Q2-Q3 2018
Design and organization of new billing and other administrative measures required for new commercial structure	<ul style="list-style-type: none"> Q2 – Q4 2018
Decision on management of Windsor Family Credit Union funds – leave invested to maturity or redeem early (possibly with an interest penalty)	<ul style="list-style-type: none"> Q3 2018 or after
Updating of UWSS financial projections based on latest information (including volume outlook, investment, and debt requirements)	<ul style="list-style-type: none"> Q3 2018
Development and negotiation of lending agreements for initial new debt to be issued	<ul style="list-style-type: none"> Q3 2018
Execution of agreements: <ul style="list-style-type: none"> UWSS agreement with Municipalities Supporting service agreements between UWSS and Municipalities (as determined by final commercial structure) Master Trust Indenture Initial lending agreements (Possibly) agreement concerning existing Sun Life debt 	<ul style="list-style-type: none"> Q4 2018
Funds available – new debt	<ul style="list-style-type: none"> January 2019
Go-live for new commercial structure including billing and other administration	<ul style="list-style-type: none"> January 2019 or before
New revenue and rate model active	<ul style="list-style-type: none"> 2019 fiscal year

11. Summary

Summary of Conclusions

Union Water Supply System (“UWSS”) has operated as a bulk water supply utility owned on a “tenants in common” basis by the Towns of Leamington, Kingsville, Essex, and Lakeshore (the “Municipalities”) since a 2001 Transfer Order was issued by the Ontario Ministry of the Environment (now the Ministry of Environment and Climate Change). UWSS has no corporate existence; it cannot conduct business independent of the Municipalities. This structure gives rise to several financial challenges including:

- The inability to access grants and other types of funding available for water infrastructure from senior levels of government independent of the Municipalities;
- The inability to raise its own debt independent of the Municipalities;
- A revenue model which, absent additional Municipal debt, does not accommodate large-scale capital programs; and
- Attribution of UWSS debt to the Municipalities.

This Business Case addresses the financial challenges and proposes a new financial structure for UWSS. Legal analysis and other matters not discussed in this report are outside the scope of this Business Case. The Business Case is premised on the Municipalities establishing UWSS as a corporate entity.

In order for a new financial structure to be successful for UWSS and the Municipalities, UWSS must be credit-worthy on a stand-alone basis. Our analysis of potential credit-worthiness indicates that such stand-alone credit-worthiness is achievable for UWSS.

Also, in order for a new financial structure to be successful for UWSS and the Municipalities, UWSS and the Municipalities must achieve a commercial structure under which UWSS debt is properly accounted for as non-recourse to the Municipalities. Our accounting analysis indicates that this too is achievable.

The proposed commercial structure has the following features:

- The essential commercial relationship would be between UWSS and end-use water customers in the Municipalities (who receive UWSS bulk water);
- The Municipalities would act as agents of UWSS in facilitating this relationship;
- The Municipalities would provide billing services as agreed upon with UWSS;
- Volume and credit risk would be to UWSS’s account, not that of the Municipalities; and
- UWSS would, with the agreement of Municipal auditors, attract “Government Business Entity” (“GBE”) treatment and not be fully consolidated on the Municipal accounts.

The proposed financial structure has the following features:

- Initial capitalization: The Municipalities would convey the UWSS assets to an incorporated UWSS in return for shares in UWSS. UWSS is contemplating a share structure whereby each Municipality’s ownership will continue to be based on its consumption through the use of tracking shares. To preserve the existing UWSS ownership model under this structure, tracking shares can be incorporated into the corporate framework, and provide for each Municipality’s ownership interest to be equal to its percentage of total water consumption, adjusted every 4 years, much like the current framework;

-
- Approved capital expenditures would be funded by capital reserves, funds from operations and new (not the existing Sun Life) debt;
 - The UWSS revenue model would set rate revenue at the greater of:
 - That which results in zero net income – no loss – for UWSS according to Generally Accepted Accounting Principles; and
 - That which enables UWSS to meet the Debt Service Coverage Ratio (DSCR”) as agreed upon with UWSS’s lenders;
 - UWSS operations would continue as at present, or otherwise as determined by the UWSS Board; and
 - Both “source to tap” (integration of UWSS bulk water services with Municipal water distribution) and rate structures other than a uniform rate per unit volume are achievable under the proposed financial structure at the discretion of the Municipalities.

Financial analysis indicates that the proposed financial structure offers potential rate savings to Municipal ratepayers, compared to rates approved for 2017 and 2018 (adjusted for inflation). This financial analysis also indicates that UWSS financial metrics – in particular, those related to new debt – are projected to be robust over a 50-year projection period under the proposed financial structure.

Recommendations

This Business Case recommends that, if the Municipalities establish UWSS as a corporate entity, UWSS and the Municipalities:

- Adopt the proposed financial structure as set out in Sections 6 and 9;
- Adopt the proposed commercial structure as set out in Section 5; and
- Proceed to implementation as set out in Section 10.

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From: gbdunn gbdunn <gbdunn@sympatico.ca>
Date: April 4, 2018 at 4:35:42 PM EDT
To: <rauger@essex.ca>
Subject: Senior of the year 2018
Reply-To: gbdunn gbdunn <gbdunn@sympatico.ca>

I am suggesting Brenda Anger for all she does with the Harrow Fair and the 4H clubs

Brenda Dunn

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From: Marisa Dech <marisadech@gmail.com>
Date: April 5, 2018 at 2:44:37 PM EDT
To: <rauger@essex.ca>
Subject: Seniors Award 2018

Hi there,

I would like to nominate Diana Dennis of Essex for the Seniors Award 2018.

Diana has been teaching piano and vocal skills to people of all ages in her home for many years.

She also used to work with students with special needs at Sun Parlor Junior School as well.

I am a former piano student of hers. She is one of the sweetest, most patient and caring women I've ever met. She always has her little candy jar full for you to choose from after your lesson and is incredibly encouraging when you are struggling with a piece. She genuinely cares about each of her students and would check up on me when she knew I was sick.

She is also involved and cares deeply for her church, Essex United, where she serves in worship.

519-776-8423 is her home number. She's on Medora Ave.

Thanks,

Marisa Dech

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Report to Council

Department: Planning
Date: April 16, 2018
Prepared by: Jeff Watson, Policy Planner
Submitted by: Chris Nepszy, Director of Infrastructure and Development
Report Number: Planning 2018-13
Subject: Colchester and County Road 50 Community Improvement
By-law (Ward 3)
Number of Pages: 2

Recommendation

That Council approve By-law 1689 for the expansion of the Colchester Community Improvement Plan Project Area (CCIPPA) along County Road 50 (CR50).

Reason for Report

Council authorized the preparation of a CIP Project Area expansion plan for the north and south sides of County Road 50 (CR50) within the Town limits.

Comments

This amending by-law implements Council's approval to expand the boundaries of the Colchester CCIPPA to include the lands fronting on the north and south sides of CR50 to the Town limits, CR41 to the west and CR23 to the east. The intent of this expansion is to support the creation of on-farm diversified and agriculture related uses in accordance with the policies of the Provincial Policy Statement (PPS), the County and Town of Essex Official Plans and the OMAFRA guidelines for land uses on prime agricultural lands.

Notice of the intent to revise the Project Area boundaries and to introduce grants for the development of on-farm diversified and agricultural related uses, along with the proposed text and map changes in the Colchester CIP Implementations Strategy was given the Manager of Planning Services for the County of Essex and to the Ministry of Municipal Affairs in January and March 2018 for review and comment. No comments were received.

Upon adoption of By-law 1689, notice of adoption will be published in the Harrow News and Essex Free Press. A 20 day appeal period will ensue.

Financial Impact

The Harrow and Colchester Community Improvement Plan has \$150,000.00 in allocated funds for 2018 projects that are eligible for grants. It expected that these funds will be adequate for 2018.

Link to Strategic Priorities

This report is linked to this Strategic Priority:

1. Enhances economic development activities through the adaptive re-use of existing farm buildings and the development of secondary land uses to maintain viable and resilient farm operations and to provide support for agricultural related uses.

Reviewed by:

Chris Nepszy, Director of Infrastructure & Development -concurs

THE CORPORATION OF THE TOWN OF ESSEX

BY-LAW NUMBER 1689

BEING A BY-LAW TO ENLARGE THE COMMUNITY IMPROVEMENT PROJECT AREA OF THE COLCHESTER CENTRE COMMUNITY IMPROVEMENT PLAN

WHEREAS Section 28(2) of the Planning Act, R.S.O. 1990, c. P.13, provides that where there is an Official Plan in effect in a local municipality that contains provisions relating to community improvement in the municipality, the council may, by By-law, designate the whole or any part of an area covered by such an official plan as a community improvement project area;

AND WHEREAS Section 28(2) of the Planning Act defines a municipality or an area within a municipality, that community improvement of which in the opinion of the council is desirable because of age, dilapidation, overcrowding, faulty arrangement, unsuitability of buildings or for any other environmental, social or community economic development reason;

AND WHEREAS the Official Plan for the Town of Essex contains provisions enabling the Council of the Town of Essex to designate Community Improvement Project Areas, by By-law, for the purposes of preparing and undertaking a Community Improvement Plan;

AND WHEREAS the Council of the Town of Essex has deemed it appropriate to designate part of County Road 50, within the Town of Essex in the Province of Ontario, as a Community Improvement Project Area by extension of the Colchester Centre Community Improvement Plan respecting the redevelopment, revitalization, prosperity and beautification of Colchester and County Road 50, and further to establish the necessary policies, guidelines and instructions to further implement the Community Improvement Plan for County Road 50, all in accordance with Section 28(2) of the Planning Act R.S.O. 1990, c. P. 13;

WHEREAS the Council of the Town of Essex has fulfilled the requirements of Section 28 of the Planning Act, R.S.O. 1990, chapter P.13, as amended;

NOW THEREFORE the boundaries of the Colchester Centre Community Improvement Plan Project Area are declared to be part of this By-law and the following text revisions to the "Colchester Community Improvement Plan Implementation Strategy" are adopted:

1. The words “and County Road 50” are added after the word “Colchester” in the following passages:
 - a. on the Title Page;
 - b. in the title of page 3
 - c. in the last bullet paragraph in subsection 1.2;
 - d. in section 2.0;
 - e. in subsection 2.1 in the sentences,

“Consistent with the Goals of the Plan refers to the overall goals of the Colchester “and County Road 50” Community Improvement Plan”, and

“Project Area means the geographic area of the Colchester and County Road 50 Community Improvement Plan”, and

“Property owner means the owner of the land and or building located in the Colchester and County Road 50 Community Improvement Project Area”;
 - f. in line 1 of Section 3.0;
 - g. in line 2 of Section 4.0 in the third paragraphed bullet
 - h. in line 2 of the first paragraph in subsection 4.1 and in the first bullet;
 - i. in line 2 of Section 5.0;
 - j. in line 1 of subsection 5.1;
 - k. in paragraph 5.2.6 in the sentence,

“Grants will be made to property owners undertaking work consistent with the goals of the Colchester and County Road 50 Community Improvement Plan”;
 - l. in Section 6.0 in lines 2, 4 and 9;
 - m. in Section 7.0 line 1.
2. Subsection 1.2, Municipal Authority, is hereby changed to subsection 1.3 and the following subsection added:

“1.2 County Road 50

County Road 50 is part of a circular waterfront transportation corridor linking Lakes St. Clair and Erie and the Detroit River and the waterfront communities that historically took advantage of opportunities for water transportation and regional resource development.

In the early days of settlement, road construction and maintenance fell to the pioneers, not government. Around 1837, settlers began to construct a road, named Front Road, from Henry Lypps’ farm to Iler’s Creek. A map from 1842 shows Wright’s Inn on the west end of the Front Road. A map of Oxley dated 1853 marks the road as “Road to St. Thomas.” Travellers using the Front Road could stop at Oxley Hotel for rest and refreshments on this route. This road is known today as County Road 50.

Today the principle economic activity along County Road 50 is farming on its north side and mixed farming and residential development on its south side to Lake Erie. More recently, 6 wineries have been established along County Road 50 within the limits of the Town of Essex. Other activities include the Oxley Beach Golf Course, the John R Park Homestead Conservation Area and bed and breakfast establishments. There are various designated historic properties.

The Town is committed to the provision and enhancement of active transportation facilities along County Road 50. It forms part of the Carolinian Corridor Trail and the Lake Erie Waterfront Trail connecting to the Trans Canada Trail and the Green Verte trail system in the Province of Quebec.

The road is notable for its farmland and waterfront vistas, the preservation and the protection of which are established as policy in the Town's Official Plan.

In 2014, the Ministry of Agriculture, Food and Rural Affairs (OMAFRA), published "Guidelines on the Permitted Uses in Ontario's Prime Agricultural Areas". It sets out parameters for rural development, while recognizing that prime farmland is a finite, non-renewable resource that shall be protected for long term agricultural use as a matter of provincial policy.

Ensuring that farm viability is resilient is enshrined in the OMAFRA policies and guidelines, which are incorporated into the Town's Official Plan. It is recognized that supplemental farm income is necessary to support a thriving rural economy and that support uses must also be accommodated close to and within agricultural areas.

Consequently, the OMAFRA guidelines are focussed on value-added agricultural uses, on-farm diversified uses and agriculture related land uses to support farm uses.

Examples of value-added or value-retaining facilities are on farm food processing, bulk storage and packaging. Examples of on-farm diversified uses are the preparation and retail sale of products made from produce from the farm or surrounding agricultural area, home occupations, home industries and small scale retail, service and other agri-tourism activities. Agriculture related uses include for example education and research facilities, farm input suppliers, farm equipment repair and sales or a farmers market.

County Road 50 is directly associated with farm production, agri-tourism and active transportation and that portion extending through the Town is part of a larger integrated regional network of like activities. The adoption of the County Road 50 Community Improvement Project Area (CIPA), complementary to and in combination with the Colchester CIP, will help to encourage and support the establishment and

maintenance of value-added, on-farm diversified and agriculture related land use activities to keep our rural economy strong, resilient and productive.”

3. In Subsection 1.3 “Municipal Authority” the following bullet point paragraphs are added after the third bullet point paragraph:

- To stimulate private investment in rehabilitation and community improvement in Colchester to support sustainability, community health and prosperity and to develop a complete community;
- To stimulate private investment in value-added farm activities and the establishment and maintenance of on-farm diversified and agriculture-related uses in accordance with OMAFRA’s “Guidelines on Permitted Uses in Ontario’s Prime Agricultural Areas” and the Town of Essex Official Plan.

and bullet point paragraph, “For property owners, investors and community organizations to undertake projects, programs and activities consistent with the Official Plan”, the words, “the Provincial Policy Statement and relevant Provincial guidelines;” are added;

4. In section 1.0, the following subsection is added:

“1.4 Colchester Community Improvement Plan Project Area Expansion

- The boundaries of the Colchester CIPA are expanded to include the lands fronting on the north and south sides of County Road 50 west of Colchester to the Town of Essex municipal boundary at County Road 41 and the lands fronting on the north and south sides of County Road 50 to the municipal boundary at County Road 23.
- The policies and programs set out in this Plan are applicable to this plan’s project areas exclusively.”

5. In subsection 2.1 the following paragraphs are added after the second paragraph:

“Agri-tourism use means ancillary farm related use which promotes the enjoyment, education or activities related to farm life and agricultural production and operations.

Agriculture-related use means a commercial and industrial activity that is directly related to farm operations on the farm or in the agricultural area. They support agriculture production, benefit from being in close proximity to farm operations and they provide direct products or services to farm operators as a primary activity.”

And the following paragraph is added after the paragraph, “New Affordable residential rental unit”:

“On-farm Diversified Use means a use that is secondary to the principle agricultural use of the property and is limited in size or area. They include but are not limited to home industries, agri-tourism uses and uses that produce value-added agricultural products from on farm production.

6. In subsection 5.2.1, the first paragraph is deleted and the following substituted therefor:

“The Development Permit Fee Grant Program provides a grant to property owners undertaking works that require approval under the Planning Act or the Building Code Act or both. This program applies to Planning Act applications or construction permits to which fees, hereby referred to as development permit fees, apply to the following uses: a bed and breakfast conversion; the addition of an affordable rental dwelling unit in a settlement area; the construction of a commercial or industrial building in a settlement area; the establishment of an on-farm diversified use or an agriculture related use.”

And the following bullet point paragraph is added as the first paragraph under “Program Specific Provisions”:

- A property owner intending to establish and operate one of the uses set out above are eligible to participate in this program.

7. In subsection 5.2.2, under “Program Specific Provisions”, the following words are added at the end of the first bullet point paragraph:

“the establishment of an on-farm diversified use and the establishment or expansion of an agricultural related use;”;

8. In subsection 5.2.3, under “Program Specific Provisions”, in the first bullet point paragraph the words “and the establishment of an on-farm diversified or agricultural related use” are added between the words “facilities” and “where” and, in bullet point paragraph 2, the words “where applicable” are added at the end of the paragraph;

9. Subsection 5.2.4, Parks Levy Equivalent Grant Program” is deleted and the following subsections in Section 5 are renumbered accordingly;

10. In subsection 5.2.4 the first paragraph is deleted and the following substituted therefor:

“The Facade Improvement Grant Program offers assistance to property owners who are undertaking commercial or industrial building façade improvements in settlement

areas or who intend to renovate and use an existing farm building(s) for the establishment of an on-farm diversified use or an agriculture related use.” and

in the second bullet point paragraph, under “Program Specific Provisions”, the words “where applicable” are added at the end of the paragraph;

- 11. In subsection 5.2.6 the words “on-farm diversified or agriculture related use” are added between the words “use” and “within” in line 4;
- 12. In subsection 5.2.8 under, “Program Specific Provisions” the words “where applicable” are added at the end of the first bullet point paragraph;
- 13. In Section 7, “Colchester and County Road 50 Community Improvement Plan Project Area”, Map 1 is deleted and substituted by Maps 1, 2 and 3 attached as Schedule “A” to this By-law;
- 14. That Schedule “A” be declared to be part of this By-law.

This By-law shall take effect on the day of the passing thereof.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 16th DAY OF APRIL, 2018.

THE CORPORATION OF THE TOWN OF ESSEX

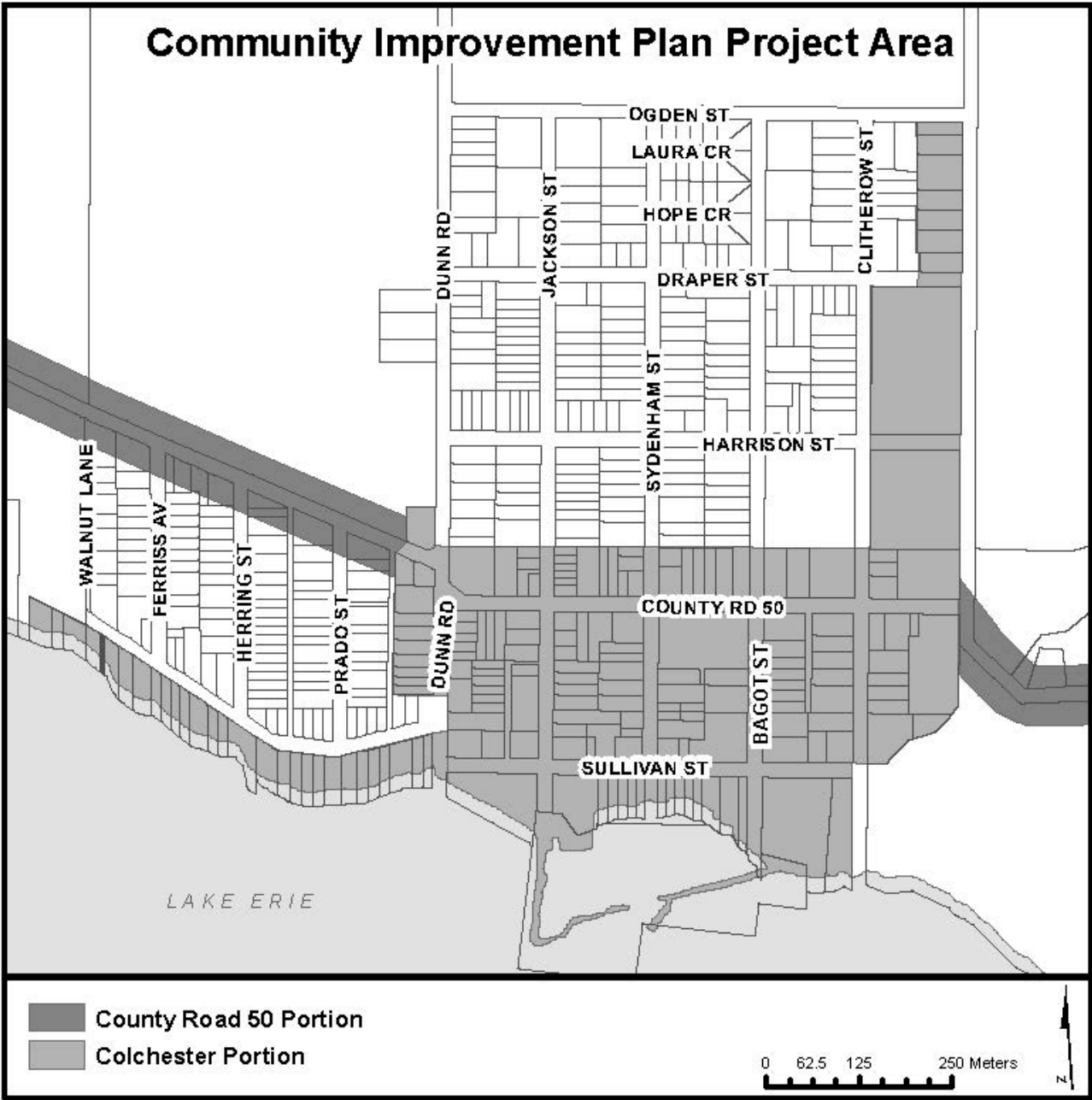
Mayor

Clerk

Schedule A to By-law Number 1689

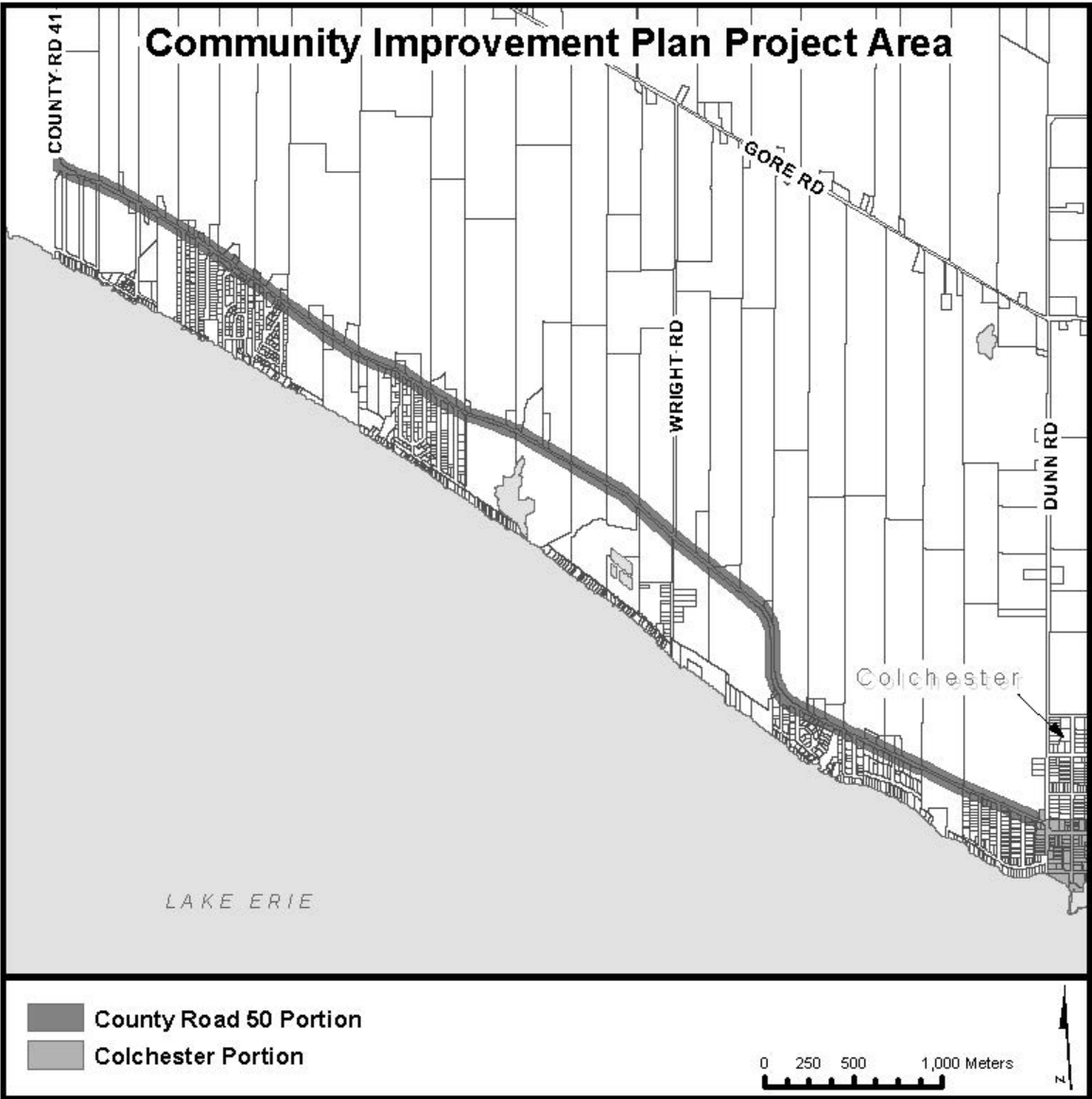
Map 1

Boundary Map of the Colchester Portion of the Community improvement Plan Project Area



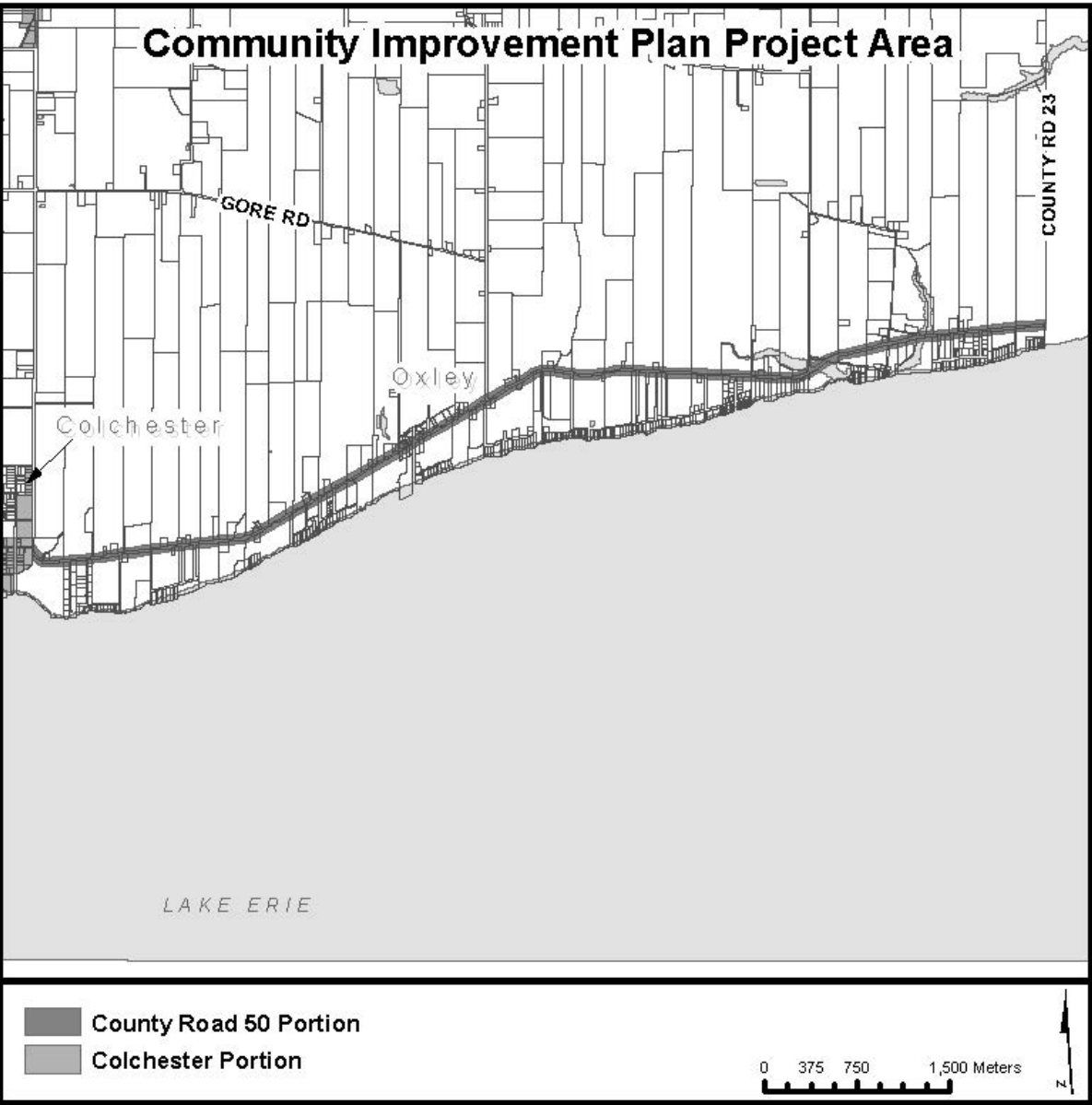
Map 2

Boundary Map of the County Road 50 Portions of the Community improvement Plan
Project Area



Map 3

Boundary Map of the County Road 50 Portions of the Community improvement Plan
Project Area





Report to Council

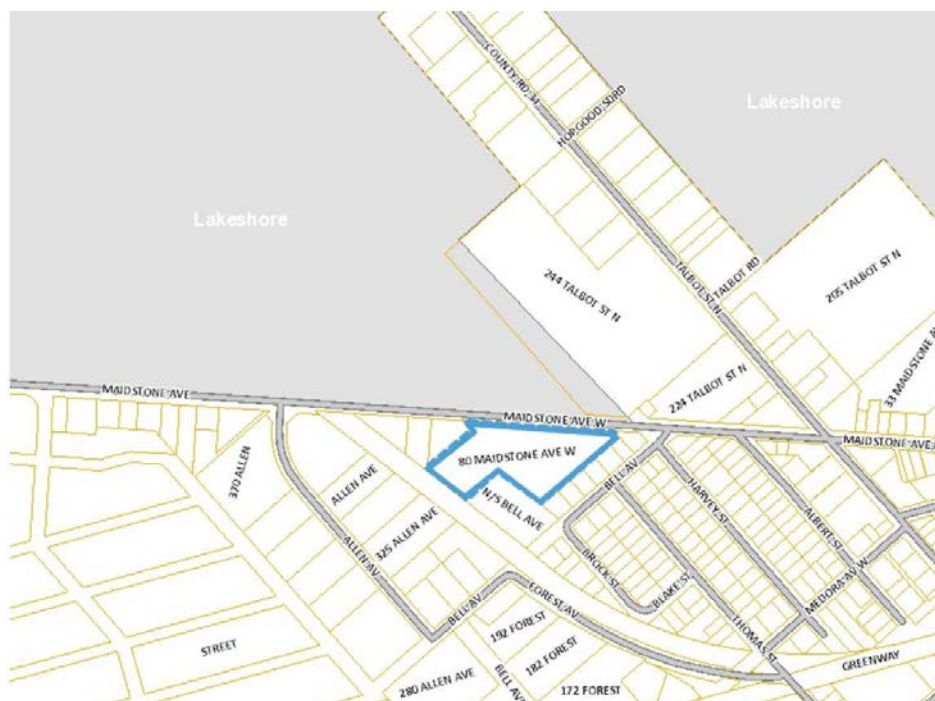
Department: April 16, 2018
Prepared by: Jeff Watson, Policy Planner
Submitted by: Chris Nepszy, Director of Infrastructure and Development
Report Number: Planning 2018-16
Subject: Rezoning by-law 80 Maidstone Avenue West (Ward 1)
Number of Pages: 2

Recommendation

That By-law 1690 be approved rezoning the lands at 80 Maidstone Avenue West from R1.1 to R2.3 to permit single and semi-detached and townhome dwellings on the subject lands.

Reason for Report

To implement the rezoning approval for the development of affordable housing on a 4.5 acre parcel on the south side of Maidstone Avenue, west of Bell Avenue at the location shown below.



Comments

Subsequent to a public meeting on March 26, 2018 and consideration by Council, Council authorized the preparation of a rezoning by-law to permit the development of the subject parcel for mixed residential uses. By-law 1690 permits single, semi-detached and townhome dwellings, subject to the regulations set out in the R2.3 zoning. The R2.2 zoning, which permits the same range of uses, is intended for freehold street townhomes. This zoning distinguishes itself from the R2.2 zoning, by permitting residential development in a rental or condominium format. The R2.3 zoning will be added as a general category to By-law 1037 potentially to be utilized in other locations in the Town.

Financial Impact

No impact.

Link to Strategic Priorities

This report is linked to this Strategic Priority:

1. As mandated by the Provincial Policy Statement and our Official Plan, the Town is committed to the provision of a variety of housing developments by mix, intensity and affordability in order to provide broader housing options and to meet the needs of all persons for adequate, energy efficient, safe and sustainable housing accommodation.

Reviewed by:

Chris Nepszy, Director of Infrastructure & Development - concurs

Rita Jabbour, Assistant Town Planner - concurs

The Corporation of the Town of Essex

By-Law Number 1690

Being a By-Law to Amend By-Law Number 1037

The Comprehensive Zoning By-Law for the Town of Essex

Whereas By-law Number1037 is the Town’s Comprehensive Zoning By-law regulating the use of lands and the character, location and use of buildings and structures within the Town of Essex;

And whereas the Council of the Corporation of the Town of Essex deems it expedient and in the best interest of proper planning to amend By-law Number 1037;

Now therefore the Corporation of the Town of Essex enacts as follows:

1.
- That Section 15, of By-law 1037, is hereby amended by adding the following subsection:

Subsection 15.3 Residential District 2.3 (R2.3)			
Low density housing on urban lots or within a rental or plan of condominium development			
a) Permitted Uses			
i. Main use	Single Detached Dwelling	Semi-Detached Dwelling	Townhome Dwelling
ii. Accessory use	Any use accessory to the main use		
b) Regulations			
i. Lot Width – Minimum	15m (50f)	18m (60f)	24m (79f)
ii. Lot Area – Minimum	460m2 (5000f2)	550m2 (5920f2)	730m2 (7860f2)
iii. Lot Coverage – Maximum	50% of lot area		
iv. Building Height – Maximum	One storey plus a basement for a main building 1 storey for an accessory building		
v. Front Yard Depth – Minimum	6m (20f)		
vi. Rear Yard Depth – Minimum	6m (20f) except 7.5m (25f) where the rear yard abuts another lot on a registered plan of subdivision		
vii. Side Yard Width – Minimum	1.2m (4f) both sides for an interior side yard where there is an attached garage or carport or the dwelling unit is part of a rental or plan of condominium development with communal parking area(s) or the dwelling unit has access exclusively from a private road; 1.2m and 3m (10f) for interior side yards (one side/other side) for a semi-detached or townhome unit where		

	there is no attached garage or carport or the dwelling unit is not part of a rental or plan of condominium development; 4.5m (15f) for an exterior side yard except 7.5m (25f) from Maidstone Avenue West
vii.	Each dwelling shall have storm water and sanitary facilities and electrical and potable water services approved by the Town or other authority having jurisdiction.
viii.	No accessory building and combination of accessory buildings shall exceed 70m2 (750f2) and 92m2 (1000f2) respectively.
c) Supplementary Regulations: See Sections	
7: Definitions	10: Supplementary Building Regulations
8: Supplementary Use Regulations	11: Parking Space Regulations
9: Supplementary Lot Regulations	12: Parking Area Regulations.

2. That zoning of the lands comprising Part lot 284, Concession STR, including Blocks 18 - 24 Colchester being Parts 1 and 3 , Plan 12R6734 and Parts 1 -5, Plan 12R8313 Town of Essex (pin 75226 -0029), municipal address 80 Maidstone Avenue West, on the south side of Maidstone Avenue West, west of Bell Avenue, is hereby changed from Residential District 1.1 (R1.1) to Holding Residential District 2.3 (HR2.3)
3. This By-law shall come into force and take effect on the date of its passing thereof by Council.

Read a first, second and third time and finally approved on April 16, 2018.

Mayor

Clerk



Report to Council

Department: Planning
Date: April 16, 2018
Prepared by: Rita Jabbour, Assistant Planner
Submitted by: Chris Nepszy,
Director of Infrastructure and Development
Report Number: Planning 2018-19
Subject: Heritage Listings
Number of Pages: 9

Recommendation(s)/Conclusion(s)

- 1) That Council receive Planning report number 2018-19, and,
- 2) That the properties known municipally as 9567 County Road 11 and 400 County Road 13 be listed on the Essex Municipal Heritage Register pursuant to subsection 27 (1.2) of the Ontario Heritage Act.

Reason for Report

To list certain properties within the Town of Essex on the Essex Municipal Heritage Register pursuant to subsection (1.2) of the Ontario Heritage Act.

Background

Listing is a mechanism instituted under subsection 27(1.2) of the Ontario Heritage Act to formally identify properties that may have cultural heritage value. By providing a measure of interim protection from demolition, listing also serves as an important tool for the conservation of non-designated properties as owners of a listed property must provide the Council of a municipality with at least 60 days' notice of their intention to demolish or remove a building or structure.

Normally given by resolution, Council's approval is required before formally listing a property on the municipal Heritage Register. Council must consult with its heritage committee,

however, before a decision is made to add a non-designated property to the Register. A municipality is not required to consult with property owners or the public before adding or removing a non-designated property to and from the Register.

Comments

The Essex Municipal Heritage Committee (EMHC) has been reviewing its municipal heritage inventory in an effort to identify those properties which would merit from listing. Although a municipality is not required to consult with property owners or the public before adding or removing a non-designated property to and from the Register, the Essex Municipal Heritage Committee (EMHC) has notified all owners of identified properties directly by mail of their intentions to recommend listing of their property to Council.

All notified parties were invited to attend the EMHC's monthly meeting on Thursday March 29, 2018 to voice any concerns or support with the proposal and pose any questions to Planning staff and members of the EMHC. Notified parties were also invited to call, email or meet with the Secretary-Treasurer of the EMHC beforehand with any questions relating to the proposal.

The owner of the property at 400 County Road 13 was present at the March meeting. Planning staff and Committee members were able to attend to the owner's questions regarding the merits of listing and the distinction between listing and a heritage designation. Consent was provided by email from the Committee representing the property at 9567 County Road 11.

The EMHC passed resolution HC18-03-08 on March 29, 2018 recommending listing of the properties described under Appendix A of this report.

All owners of listed property will be required to submit an application for heritage alteration with the accompanying information, approved by Council on April 3, 2017 and found under Appendix B of this report, to the Planning department should demolition be proposed. The 60 day notice will initiate once staff deems the application complete.

The application will be circulated to members of the Heritage Committee and other relevant town staff before a recommendation is made to Council to either receive the demolition proposal for information purposes only or initiate the designation process. Should Council choose to accept the proposal for information purposes only, the applicant can proceed to apply for a demolition permit from the Building department. The application for heritage alteration found under Appendix C of this report, however, will serve to inform Building staff of Council's decision.

Should the owner of a listed property wish to have their property removed from the Register, the proposal will be reviewed by the EMHC and forwarded to Council for consideration.

Should Council choose to list the properties proposed under Appendix B, Planning staff will notify all owners of their obligations now that the property has been listed, update the Essex Municipal Heritage Register, and inform the Building department of the listing.



Financial Impact

None.

Reviewed by: Chris Nepszy, Director, Infrastructure and Development –concurs

Deputy Mayor Richard Meloche, Chair, EMHC –concurs

Appendix A –Properties to be Listed

Address	Cultural Heritage Value	Photo
400 County Road 13	<ul style="list-style-type: none"> Architectural (Victorian Era Farmstead) and Historical/associative Value 	
9567 County Road 11	<ul style="list-style-type: none"> Historical and Contextual value as the spiritual pillar of the community of McGregor 	

Appendix B –Listing Policy

Requirements and Procedures, Applications for Demolition of Heritage-Listed Properties

As approved by Town Council on April 3, 2017

General:

- These provisions apply only to properties 'listed' on the Essex Municipal Heritage Register, excluding individually designated properties or those within a heritage conservation district
- The applicant is to demonstrate that the property proposed for demolition should be removed
- If a Register-listed property is also in a demolition control area, these provisions apply in addition to the information and procedural requirements of demolition control

Procedures:

- The applicant requesting demolition shall submit the notice of intention to the Planning department. This notice shall include the location of the property, owner(s) and agent(s)
- The notice shall be accompanied by all the Information Requirements listed below, except that the Planning Department may waive certain requirements (in writing) if it is determined that the information would not contribute to the information needed for a decision
- The Planning department shall make heritage property files available for viewing, and copies upon request
- The Planning department shall determine if the information is sufficient within 30 days of receipt, otherwise the application is deemed to be sufficient by default
- If the information is determined to be sufficient, the statutory sixty-day deadline for a decision begins on the day the application is determined to be complete
- If the information is determined not to be sufficient, the application will not be processed and the sixty-day deadline does not begin

Information Requirements (If some of these items cannot be found, the other items will be sufficient for the application):

- Rationale for demolition –Why remove this heritage resource? Is there little cultural heritage interest or value?
- Estimated cost of repair of heritage building
- Future development on the property
- Ownership since the later date of (a) 1900, if known
- Major news events occurring at the property, if available
- For partial demolitions, the final appearance of the property where the remaining buildings and structures attached to demolished parts, if available

Appendix C –Heritage Alteration Permit

Please note that approval of any alteration proposed under this application does not relieve the applicant from obtaining permits required under the Ontario Building Code or Planning Act.

Please contact the Town of Essex Building Department at 519-776-6476 ext. 1400 to determine if a permit is necessary to conduct the proposed work after reviewing this application with Planning staff.

1.0 Applicant Information

1.1 Registered

Owner(s): _____ Mailing

Address: _____

City, Province: _____

Postal Code: _____ Telephone: _____

Fax: _____ Email: _____

1.2 If the property owner/applicant is authorizing an agent to act on their behalf in making this application, please complete Form 1 (attached to this application) and provide the information requested below. If an agent is authorized, all correspondence will be sent to the authorized agent unless otherwise specified. If no agent is authorized, all correspondence will be sent to the property owner/applicant.

Name of Agent: _____

Mailing Address: _____

City, Province: _____

Postal Code: _____ Telephone: _____

Fax: _____ Email: _____

2.0 Property Information

Address of Subject Property: _____

Legal Description (Lot and Plan
Number): _____

Assessment Roll Number: _____

Is this property listed or designated? _____

Designation By-Law No. or District: _____

3.0 Project Information

Type of application: (Please Circle all that apply)

Alteration

Addition

Demolition

Construction

Removal

Repair

Maintenance

3.1 Description of Work

Please provide an in depth explanation of the work proposed (Attachments, if necessary) _____

Please provide a summary of any elevations, drawings, measurements, paint samples, information on building materials, window sizes and configurations, decorative details proposed

DO NOT COMPLETE BELOW –For Staff Use Only

Approval Record

Date Application Received:_____

Date Application Deemed Complete:_____

Proposal:

Granted (see notes)

Denied (see notes)

Additional

Notes:_____

DECISION

Heritage Permit No.:_____Date:_____

Council Motion or Planner's Signature:_____

Department: Community Services

Date: April 16, 2018

Prepared by: Doug Sweet, Director of Community Services

Submitted by: Doug Sweet, Director of Community Services

Report Number: Community Services Report 2018-012

Subject: Communities in Bloom Proclamation – Week of May 7

Number of Pages: 3

Recommendation(s)/Conclusion(s)

The following two (2) recommendations are provided for Council's consideration:

1. That Community Services report entitled "Communities in Bloom Proclamation – Week of May 7" be **received** for Council information; and further
2. That Council **proclaim** Communities in Bloom Week for the week of May 7, 2018 by adopting the following resolution:

Whereas, in Canada, we are fortunate to have a multitude of communities committed to fostering civic pride, environmental responsibility and beautification; and

Whereas, communities are committed to ensuring sustainable development for future generations; and

Whereas, participation in Communities in Bloom builds communities, strengthens volunteer and community development, enhances social interaction, and creates community pride; and

Whereas, the benefits provided by Communities in Bloom may boost the economy, create sustainability, enhance property values, attract new business, and increase tourism; and

Whereas, our parks, open spaces, green spaces, and trails ensure sustainability, provide space to enjoy nature, help maintain clean air and water, and preserve plant and animal wildlife; and

Whereas, all community levels: municipal, residential, commercial, and institutional work together to ensure the voluntary sector and private enterprise throughout the Country participate in the planning, development, and operation of recreation and parks programs, services, and facilities.

Now, Therefore be it Resolved, that Communities in Bloom does hereby proclaim that the week of May 7, has been designated as Communities in Bloom Week which will annually recognize and celebrate the benefits derived from Communities in Bloom and the countless volunteers and individuals that make our communities great places to live.

Therefore, the Town of Essex, in recognition of the benefits and values that Communities in Bloom does provide, do hereby designate the week of May 7, 2018 as Communities in Bloom Week.

Reason For Report

To have Council proclaim the week of May 7, 2018 as Communities in Bloom week in the Town of Essex.

Background

The Town of Essex has been a partner in the Communities in Bloom program since 1999. The Town over the years has been very successful in implementing numerous initiatives and continues to be amongst the leaders in promoting civic pride in our community. In 2015, the Town of Essex won the Communities in Bloom National Award for municipalities with a population fewer than twenty thousand (20,000) and in 2017, the Town of Essex was the Finalist for Class of Champions National Award. The local Communities in Bloom program has worked very hard over the years to advocate and increase community pride in our Town and by proclaiming the week of May 7, 2018 as Communities in Bloom week it will be a kick off to the upcoming season

Financial Impact

There is no financial impact.

Link to Strategic Priorities

This report contributes to the following Council strategic policies:

- Promote healthy and active living through recreational and cultural opportunities.
- Promote a healthy, safe and environmentally conscious community

Reviewed by: Donna Hunter, Chief Administrative Officer

Concur

Department: Community Services

Date: April 16, 2018

Prepared by: Doug Sweet, Director of Community Services

Submitted by: Doug Sweet, Director of Community Services

Report Number: Community Services Report 2018-013

Subject: Significant Event Status – 7th Annual McGregor Mug Run and
International Beer Fest – Saturday September 22, 2018

Number of Pages: 5

Recommendation(s)/Conclusion(s)

The following three (3) recommendations are provided for Council's consideration:

1. That Community Services Report 2018-013 entitled "Significant Event Status – 7th Annual McGregor Mug Run and International Beer Fest – Saturday September 22, 2018" **be received**, and further;
2. That Council **approves** the 7th Annual McGregor Mug Run and International Beer Fest for Significant Event Status for the purpose of applying for their Special Occasion Permit (SOP) for their event on Saturday September 22, 2018; and further
3. That Council approves the proposed route and road closures as requested for the 2018 Mug Run. (See Appendix "A" attached).

Reason For Report

To obtain Council approval for Significant Municipal Event Status for the 7th Annual McGregor Mug Run and International Beer Fest on Saturday September 22, 2018.

Background

The Alcohol and Gaming Commission of Ontario (AGCO) requires a municipality to designate a special event as 'Significant Event Status' for the purpose of those applying for liquor licensing permits and approval, regarding their operation of liquor services during their event. In order for the AGCO to issue the permits allowing the sale of liquor during events on municipal property, they require the municipal designation. The AGCO regulations also state that this designation must be secured annually for the organization to obtain a Special Occasion Permit. The organizers have also requested the proposed route and road closure ('Appendix 'A') be approved by Council.

Town Administration and the Special Events Resource Team (SERT) Committee (which also has AGCO representatives on the committee) have reviewed the request and have no objection to declaring Significant Event Status for this event.

Financial Impact

There is no financial impact.

Link to Strategic Priorities

This report contributes to the following Council strategic policies:

- Enhance Economic Development activities focusing on tourism, commercial, residential, and industrial growth.

Reviewed by: Donna Hunter, Chief Administrative Officer

Concur

Appendix 'A' – 7th Annual Mug Run – Request Letter and Route Map



Dear Council,

The 7th annual McGregor Mug Run & International Beer Fest has been slated to take place on Saturday, September 22nd. After a very successful 2017 event, we will once again keep the addition of the 10km race and are looking to add more booth space for local companies to showcase their products/events.

We will once gain be partnering with *The Epilepsy Support Centre* and look to beat our donation of \$3,400 from 2017.

With this in mind we are writing you to ask for your help in a couple areas.

- 1) Approval to host this event and close roads, same as last year (Maps and closure times attached)
- 2) A letter, as per last year, deeming the McGregor Mug Run & International Beer Festival municipally significant. This is needed for the AGCO's Special Occasion Permit application.
- 3) Signage to be placed at Walker/11th and the 11th/North Malden road the week leading up to the event notifying of road closures.

Thank you for your time. We look Forward to hearing back from you.

Regards,

Ryan Raymond & Organizing Committee

A handwritten signature in black ink, appearing to read 'Ryan Raymond', is written over a horizontal line.

9566 Walker Rd, McGregor ON, N0R 1J0



Dear Council,

Below are the details of the requested road closures. The 5km/10km Race will start at 4:00pm Saturday September 22nd, 2018. All closures are the same as 2017

Course Description - same as 2017

The race will start on the 11th Concession in front of the Co-An Park
Head West on the 11th Concession
Turn North onto the parking lane of Walker Road
Continue to Parnell
Turn East and follow Parnell to the Greenway Trail
Turn East on the Greenway Trail
Take the Greenway trail back to the 11th Concession
Turn West on the 11th Concession
Finish line located at the same place as the start line.

Road Closure Requests

3:30pm to 6:00pm - 11th Concession to be fully closed from the Greenway Trail to Walker Road, with exception of an access lane which will be the East bound lane to the Co-An Park

3:30pm – 5:30pm - North bound parking lane on Walker Road from the 11th Concession to Parnell

3:30pm – 5:45pm – East/West lanes of Centre st, Grondin st, Charles st and Stewart st (partial closure, will allow for residents to access the road when there is a break in the runner traffic)

3:30pm – 5:45pm – Partial closure of Parnell to greenway trail

A vehicle will follow the last runner/walker to pick up the cones and open the roads behind them.

- **Insurance to be provided by DPM Insurance Group as per 2017**

If you require more details please contact me at 416-890-8092 or
McGregorMugRun@gmail.com

Regards,

Ryan Raymond



Department: Community Services

Date: April 16, 2018

Prepared by: Cynthia Cakebread, Manager Recreation and Culture

Submitted by: Doug Sweet, Director of Community Services

Report Number: Community Services Report 2018-014

Subject: New Mural to be located at 47 Talbot Street North

Number of Pages: 5

Recommendation(s)/Conclusion(s)

The following two (2) recommendations are provided for Council's consideration:

1. That Community Services Report 2018-014 entitled "New Mural to be located at 47 Talbot Street North" **be received**, and further;
2. That By-Law Number 1697 being a By-Law to enter into an agreement with John Spevak to allow the Town of Essex to install a mural on the southeast wall of the property located at 47 Talbot Street North (side of Wood Craft Pizza) in Essex Centre receive three readings and be passed on April 16, 2018.

Reason For Report

To have Council approve By-Law 1697 to enter into an agreement with John Spevak to allow the Town of Essex to install a mural on the southeast wall of his property located at 47 Talbot Street North (Wood Craft Pizza) in Essex Centre.

Background

In 2017, the Arts, Culture and Tourism Committee was approached by the Essex Centre BIA with a request for assistance in the development of a mural project in Essex Centre. The Essex

Centre BIA had allocated ten thousand dollars (\$10,000) to fully fund the project during the spring/summer of 2018.

The selected location is adjacent to the parkette at 49 Talbot Street North, on the southeast wall (side of Wood Craft Pizza) in Essex Centre. As the mural will be affixed to the wall of a private business an agreement is recommended to be in place to ensure both parties are aware of the conditions of having a mural on the wall and who is responsible for maintenance and upkeep of the mural. Once an agreement (Appendix "A") is signed by both the Town and the building owner, a Request for Proposal for a new mural will be issued.

Financial Impact

There is no financial impact.

Link to Strategic Priorities

Placement of a new revitalized mural on the west wall of the building located at 47 Talbot Street West in Essex Centre would contribute to Council strategic priority of:

- Enhance Economic Development activities focusing on tourism, commercial, residential, and industrial growth.

Reviewed by: Donna Hunter, Chief Administrative Officer

Concur

The Corporation of the Town of Essex

By-Law Number 1697

Being a by-law to enter into an agreement with John Spevak for
the placement of an outdoor mural on the building located at 47
Talbot Street North, Essex, Ontario

Whereas the Municipal Act 2001, S.O. 2001, Chapter 25 (the "Act"), provides that a Municipality may, for its own purposes, exercise its powers under the culture, park, recreation and heritage sphere of jurisdiction in the Municipality;

And Whereas Section 11(3) of the Act provides that the Municipality may pass By-Laws respecting matters relating to culture, parks, recreation and heritage;

And Whereas the Building Owner owns a building on property at the municipally known address of 47 Talbot Street North, Essex, Ontario;

And Whereas the Town of Essex wishes to contract with the Building Owner for the temporary mounting of an outdoor mural on the building located at 47 Talbot Street North, in the Town of Essex, the County of Essex and the Province of Ontario;

And Whereas the Building Owner has agreed to have the Town and/or its authorized agent mount an outdoor mural on his building wall by the most appropriate and least intrusive manner;

And Whereas the Building Owner will have final review of the proposed mural design and content prior to installation on the building;

Now Therefore be it resolved, that the Council of the Corporation of the Town of Essex Enacts as follows:

1. That the Mayor and Clerk be authorized to sign and execute the Agreement with John Spevak, a copy of which is attached hereto, and marked as Schedule "A".
2. This By-Law shall come into force and take effect upon the final passing thereof.

Read a first, a second and a third time and finally passed this 16th day of April, 2018.

Mayor

Clerk

Schedule “A” – By-Law Number 1697

This Agreement made effective as of April 16, 2018.

Between:

The Corporation of the Town of Essex

Hereinafter referred to as the “Town”

And

John Spevak,

Hereinafter referred to as “Owner”

Whereas the Municipal Act, 2001, S.O. 2001, Chapter 25, provides the Municipality may, for its own purposes, exercise its powers under Part III, Section 94, Culture, Park, Recreation and Heritage sphere of jurisdiction in the Municipality,

And Whereas Sub-section 11(3) provides that the Municipality may pass By-Laws respecting matters relating to Culture, Parks, Recreation and Heritage,

And Whereas the Owner owns a building on property at the municipally known address of 47 Talbot Street North, Essex, Ontario (the “Building”),

And Whereas the Town wishes to contract with the Building Owner for the placement of an outdoor mural in the Town of Essex, the County of Essex and the Province of Ontario,

And Whereas the Owner recognizes that the purpose of the project, which is to enhance the community and encourage tourism and commerce in the town, is mutually beneficial to the Town of Essex Arts, Culture and Tourism (“ACT”) Committee and the Owner and therefore desires to have a mural mounted to the wall of his building, and

Now Therefore, the Owner and the Town agree as follows:

1. The Owner has agreed to the commission, installation, removal if necessary, and the maintenance of an outdoor mural (“mural”) on the southwest wall of the building located at 47 Talbot Street North and consents to such persons as the Town, in its discretion, deems appropriate to attend to the completion of the installation, removal and any maintenance deemed required;
2. The Owner agrees not to deface, cover, destroy, damage, alter or directly obstruct the visibility of the Mural;

3. The Owner agrees that at any such time he may consider demolishing, expanding or making repairs in the area where the mural is located, or the mural otherwise interferes with the Owners use, occupancy, or control of the property, then the Owner will notify the Town, in writing no less than sixty (60) days prior to provide the Town with ample notification to make the necessary arrangements as they deem required;
4. The Town will use all reasonable efforts not to interfere with the business being conducted by the Owner and tenants/occupiers of the Building. The Owner will assist the Town to coordinate the most suitable day and time for the installation and any dedication ceremony of the Mural with the affected tenants(s)/occupier(s) of the building; and
5. The Town agrees that the Owner will be provided with the artist's drawings or renderings of the mural to be commissioned and that all costs associated with the commissioning of the mural from the artist, any installation charges, or any future maintenance or touch-up work required will be borne in its entirety by the Town. The Town further agrees to keep the Owner's property lien-free in connection with such work or project.
6. Town Contact Information:

Where notice is to be provided to the Town, such notice is to be provided:

Town of Essex: Director of Community Services

Mailing Address: 33 Talbot Street South, Essex, Ontario, N8M 1A8

Telephone: 519-776-7336

Facsimile: 519-776-8811

7. Owner Contact Information:

Where notice is to be provided to Owner, such notice is to be provided:

Owner: John Spevak

Mailing address: 12 County Road. 27 West, Cottam, Ontario N0R1B0

Telephone: 519-839-5334

8. Contact Change

Either Party may change their contact information, from time to time, by written notice given to the other Party in accordance with the contact information stated above, and upon receipt of such notice, the Party receiving such information will thereafter rely on that contact information as if it has been inserted in the above owner contact information or the Town information section as the case may be.

In Witness Whereof, the Parties have affixed their Corporate Seal duly attested by the hands of their proper officers in that behalf.

Signed, Sealed and Delivered

The Corporation of the Town of Essex

In the presence of:

Mayor

Clerk

John Spevak

As to the signature of

Owner

Receipt of Agreement:

I hereby acknowledge receiving a duplicate original copy of the herein Agreement this

_____ day of _____, 2018

John Spevak

Owner

Department: Community Services

Date: April 16, 2018

Prepared by: Doug Sweet, Director of Community Services

Submitted by: Doug Sweet, Director of Community Services

Report Number: Community Services Report 2018-016

Subject: Special Events Resource Team (SERT) April Update

Number of Pages: 3

Recommendation(s)/Conclusion(s)

The following recommendation is provided for Council's consideration:

1. That Community Services Report 2018-016 entitled "Special Events Resource Team (SERT) April Update" be **received** for council information.

Reason For Report

To update Council on a regular basis of the events and requests that have been reviewed by the Town of Essex Special Events Resource Team (SERT).

Background

The Department of Community Services in April 2014 established an internal administration group called the Special Events Resource Team to review Special Event requests on Town of Essex property. The Special Events Resource Team consists of Town of Essex staff from a number of departments as well as outside agencies to assist groups in the initial planning stages of their events.

Summary of Events

Below is list of upcoming events reviewed by the Special Events Resource Team. Please note some events will be listed under more than one section depending on their event/request:

Special Events

i.	Legacy Tree Plantings	April 20
ii.	Annual Town Spring Clean Up	May 5
iii.	Annual Guide Dog Walkathon	May 27
iv.	Walleye Derby – Colchester Harbour	June 9
v.	McGregor Music Festival	June 10
vi.	Harrow Minor Baseball Annual Tournament	June 15-17
vii.	Essex Fun Fest	July 5-8
viii.	Purple Martin Fest	July 7
ix.	Explore the Shore	July 28-29
x.	Harrow Blues Slo-Pitch Tournament	August 10-12
xi.	McGregor Gas and Steam Engine Show	August 10-12
xii.	Harrow Fair	August 30-September 3
xiii.	McGregor Mug Run	September 22

Road Closures/Parades and Processions

i.	Essex Fun Fest Parade	July 7
ii.	McGregor Gas and Steam Engine Parade	August 11
iii.	Harrow Fair Parade	September 1
iv.	McGregor Mug Run	September 22

Special Occasion Permits

i.	Walleye Derby – Colchester	June 9
ii.	McGregor Music Fest	June 10
iii.	Essex Fun Fest	July 5-8
iv.	McGregor Mun Run	September 22

Letter of Non-Objection Requests

- | | |
|------------------------------|-------------|
| i. CTMHV – Spring Car Show | June 10 |
| ii. CTMHV – British Car Show | July 15 |
| iii. CTMHV – Fall Car Show | September 2 |

Financial Impact

There is no financial cost to the Corporation for the development of the Special Events Resource Team.

Risk Analysis

The creation of an Essex Special Events Resource Team will limit the risk of holding events within the Town as a formal tool and will now be in place which will be reviewed by all parties in collaboration to ensure all requirements are in place prior to an event.

Link to Strategic Priorities

The creation of the Special Events Resource Team has allowed for a more streamlined process for event organizers and has allowed for more successful events within the Town of Essex.

This report contributes to the strategic policy:

- Promote healthy and active living through recreational and cultural opportunities.

Reviewed by: Donna Hunter, Chief Administrative Officer

Concur

Report Number: Building 2018-03
Date: April 3, 2018
Subject: March 2018 Building Report

Number of Permits and Construction Value

Permit Type	Permits Issued	Prior Months	Year Total	Cancelled Permits	Monthly Construction Value	Prior Months Construction Value	Less Cancelled Construction Values	Jan - Mar 2018 Construction Values	Jan - Mar 2017 Construction Values
Single Family Residence								\$ -	\$ 2,331,000.00
Ward 1	7	0	7		\$ 1,823,000.00	\$ -	\$ -	\$ 1,823,000.00	\$ -
Ward 2	2	1	3		\$ 675,000.00	\$ 500,000.00	\$ -	\$ 1,175,000.00	\$ -
Ward 3	2	0	2		\$ 400,000.00	\$ -	\$ -	\$ 400,000.00	\$ -
Ward 4	0	0	0		\$ -	\$ -	\$ -	\$ -	\$ -
Multiple Residential	0	0	0		\$ -	\$ -	\$ -	\$ -	\$ -
Addition/Sunrooms	4	0	4		\$ 405,000.00	\$ -	\$ -	\$ -	\$ 146,000.00
Garages/Carports	1	1	2		\$ 150,000.00	\$ 40,000.00	\$ -	\$ 190,000.00	\$ -
Decks/Porches	2	0	2		\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	\$ 9,800.00
Fences/Pools	11	0	11		\$ 190,600.00	\$ -	\$ -	\$ 190,600.00	\$ 80,000.00
Demolition	3	1	4		\$ 13,000.00	\$ 5,950.00	\$ -	\$ 18,950.00	\$ 50,150.00
House Raising	0	0	0		\$ -	\$ -	\$ -	\$ -	\$ 63,000.00
Pole Barns	1	5	6		\$ 24,000.00	\$ 470,564.00	\$ -	\$ 494,564.00	\$ 254,000.00
Commercial/Industrial	0	0	0		\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous	5	5	10		\$ 170,350.00	\$ 59,100.00	\$ -	\$ 229,450.00	\$ 152,882.00
Shed	0	1	1		\$ -	\$ 5,000.00	\$ -	\$ 5,000.00	\$ 68,100.00
Roof	2	2	4		\$ 35,000.00	\$ 31,000.00	\$ -	\$ 66,000.00	\$ -
Septic System	0	2	2		\$ -	\$ 16,200.00	\$ -	\$ 16,200.00	\$ -
Sign	7	5	12		\$ 1,150.00	\$ 3,100.00	\$ -	\$ 4,250.00	\$ 27,000.00
Green Houses/Winery	0	0	0		\$ -	\$ -	\$ -	\$ -	\$ -
Renovations	1	9	10		\$ 20,000.00	\$ 654,900.00	\$ -	\$ 674,900.00	\$ 100,600.00
Additions/Renovation-Commercial/Industrial/Inst	5	1	6		\$ 895,000.00	\$ 9,000.00	\$ -	\$ 904,000.00	\$ 11,500.00
Plumbing only	0	1	1		\$ -	\$ 5,000.00	\$ -	\$ 5,000.00	\$ -
Demolition Out Buildings	0	0	0		\$ -	\$ -	\$ -	\$ -	\$ -
Total Permits/Construction Value	53	34	87	0	\$ 4,812,100.00	\$ 1,799,814.00	\$ -	\$ 6,206,914.00	\$ 3,294,032.00

Permit Fee Totals

Permit Fees	\$51,426.00
Monthly Total	\$ 51,426.00
Yearly Total	\$ 64,782.46
Previous Year Total	\$ 42,017.18

Monthly Building Permit Totals

Permit Categories	January	February	March	April	May	June	July	August	September	October	November	December	Total	Cancelled Permits	Year Total
Single Family Residence															
Ward 1	0	0	7									0	7		7
Ward 2	0	1	2										3		3
Ward 3	0	0	2										2		2
Ward 4	0	0	0										0		0
Multiple Residential	0	0	0										0		0
Addition/Sunrooms	0	0	4										4		4
Garages/Carports	0	1	1										2		2
Decks/Porches	0	0	2										2		2
Fences/Pools	0	0	11										11		11
Demolition	1	0	3										4		4
House Raising	0	0	0										0		0
Pole Barns	4	1	1										6		6
Commercial/Industrial	0	0	0										0		0
Miscellaneous	4	1	5										10		10
Shed	1	0	0										1		1
Roof	1	1	2										4		4
Septic System	1	1	0										2		2
Sign	4	1	7										12		12
Green Houses/Winery	0	0	0										0		0
Renovations	7	2	1										10		10
Additions/Renovation-Commercial/Industrial/Institutional	0	1	5										6		6
Plumbing only	1	0	0										1		1
Demolition Out Buildings	0	0	0										0		0
Total	24	10	53	0	0	0	0	0	0	0	0	0	87	0	87

Monthly Permit Fee Totals

Permit Categories	January	February	March	April	May	June	July	August	September	October	November	December	Cancelled		
													Total	Permits	Year Total
Single Family Residence	\$ 637.68	\$ -	\$ 34,061.00										\$ 34,698.68	\$ -	\$ 34,698.68
Single Family Residence-Plumbing	\$ -	\$ 3,026.03	\$ 6,600.00										\$ 9,626.03	\$ -	\$ 9,626.03
Single Family Residence-Septic	\$ -	\$ -	\$ 2,100.00										\$ 2,100.00	\$ -	\$ 2,100.00
Multiple Residential	\$ -	\$ -											\$ -	\$ -	\$ -
Additions/Sunrooms	\$ -	\$ -	\$ 3,070.00										\$ 3,070.00	\$ -	\$ 3,070.00
Garages/Carports	\$ -	\$ 400.00	\$ 150.00										\$ 550.00	\$ -	\$ 550.00
Decks/Porches	\$ -	\$ -	\$ 200.00										\$ 200.00	\$ -	\$ 200.00
Fences/Pool	\$ -	\$ -	\$ 880.00										\$ 880.00	\$ -	\$ 880.00
Demolition	\$ 100.00	\$ -	\$ 450.00										\$ 550.00	\$ -	\$ 550.00
House Raising	\$ -	\$ -	\$ -										\$ -	\$ -	\$ -
Pole Barns	\$ 1,649.80	\$ 500.00	\$ 240.00										\$ 2,389.80	\$ -	\$ 2,389.80
Commercial/Industrial	\$ -	\$ -	\$ 100.00										\$ 100.00	\$ -	\$ 100.00
Miscellaneous	\$ 300.00	\$ -	\$ 500.00										\$ 800.00	\$ -	\$ 800.00
Shed	\$ 100.00	\$ -	\$ -										\$ 100.00	\$ -	\$ 100.00
Roof	\$ 100.00	\$ 200.00	\$ 200.00										\$ 500.00	\$ -	\$ 500.00
Septic System	\$ 100.00	\$ 700.00	\$ -										\$ 800.00	\$ -	\$ 800.00
Sign	\$ 175.00	\$ 25.00	\$ 175.00										\$ 375.00	\$ -	\$ 375.00
Green Houses/Winery	\$ -	\$ -	\$ -										\$ -	\$ -	\$ -
Renovations	\$ 1,560.00	\$ 2,654.95	\$ 100.00										\$ 4,314.95	\$ -	\$ 4,314.95
Additions/Renovation-Commercial/Industrial/Institutional	\$ -	\$ 978.00	\$ 2,600.00										\$ 3,578.00	\$ -	\$ 3,578.00
Plumbing only	\$ 150.00	\$ -	\$ -										\$ 150.00	\$ -	\$ 150.00
Demolition Out Buildings	\$ -	\$ -	\$ -										\$ -	\$ -	\$ -
Total	\$ 4,872.48	\$ 8,483.98	\$ 51,426.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 64,782.46	\$ -	\$ 64,782.46

Monthly Construction Value Total

Permit Categories	January	February	March	April	May	June	July	August	September	October	November	December	Total	Cancelled Permits	Year Total
Single Family Residence															
Ward 1	\$ -	\$ -	\$ 1,823,000.00										\$ 1,823,000.00	\$ -	\$ 1,823,000.00
Ward 2	\$ -	\$ 500,000.00	\$ 675,000.00										\$ 1,175,000.00	\$ -	\$ 1,175,000.00
Ward 3	\$ -	\$ -	\$ 400,000.00										\$ 400,000.00	\$ -	\$ 400,000.00
Ward 4	\$ -	\$ -	\$ -										\$ -	\$ -	\$ -
Multiple Residential	\$ -	\$ -	\$ -										\$ -	\$ -	\$ -
Additions/Sunrooms	\$ -	\$ -	\$ 405,000.00										\$ 405,000.00	\$ -	\$ 405,000.00
Garages/Carports	\$ -	\$ 40,000.00	\$ 150,000.00										\$ 190,000.00	\$ -	\$ 190,000.00
Decks/Porches	\$ -	\$ -	\$ 10,000.00										\$ 10,000.00	\$ -	\$ 10,000.00
Fences/Pools	\$ -	\$ -	\$ 190,600.00										\$ 190,600.00	\$ -	\$ 190,600.00
Demolition	\$ 5,950.00	\$ -	\$ 13,000.00										\$ 18,950.00	\$ -	\$ 18,950.00
House Raising	\$ -	\$ -	\$ -										\$ -	\$ -	\$ -
Pole Barns	\$ 151,000.00	\$ 319,564.00	\$ 24,000.00										\$ 494,564.00	\$ -	\$ 494,564.00
Commercial/Industrial	\$ -	\$ -	\$ -										\$ -	\$ -	\$ -
Miscellaneous	\$ 55,200.00	\$ 3,900.00	\$ 170,350.00										\$ 229,450.00	\$ -	\$ 229,450.00
Shed	\$ 5,000.00	\$ -	\$ -										\$ 5,000.00	\$ -	\$ 5,000.00
Roof	\$ 19,000.00	\$ 12,000.00	\$ 35,000.00										\$ 66,000.00	\$ -	\$ 66,000.00
Septic System	\$ 1,200.00	\$ 15,000.00	\$ -										\$ 16,200.00	\$ -	\$ 16,200.00
Sign	\$ 1,300.00	\$ 1,800.00	\$ 1,150.00										\$ 4,250.00	\$ -	\$ 4,250.00
Green Houses/Winery	\$ -	\$ -	\$ -										\$ -	\$ -	\$ -
Renovations	\$ 149,300.00	\$ 505,600.00	\$ 20,000.00										\$ 674,900.00	\$ -	\$ 674,900.00
Additions/Renovation-Commercial/Industrial/Institutional	\$ -	\$ 9,000.00	\$ 895,000.00										\$ 904,000.00	\$ -	\$ 904,000.00
Plumbing only	\$ 5,000.00	\$ -	\$ -										\$ 5,000.00	\$ -	\$ 5,000.00
Demolition Out Buildings	\$ -	\$ -	\$ -										\$ -	\$ -	\$ -
Total	\$ 392,950.00	\$ 1,406,864.00	\$ 4,812,100.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,611,914.00	\$ -	\$ 6,611,914.00



Report to Council

Department: Information Technology

Date: March 26, 2018

Prepared by: Jack Barron, Manager of Information Technology

Submitted by: Jeffrey R. Morrison, Director, Corporate Services

Report Number: Information Technology Report 2018-02

Subject: Purchase of Digital Video Surveillance Recording Equipment

Number of Pages: 2

Recommendation(s)/Conclusion(s)

It is recommended that:

1. Information Technology Report 2018-02 entitled "Purchase Digital Video Surveillance Recording Equipment" **be received;** and further
2. Council **approve** the allocation of funds for the Purchase Digital Video Surveillance Recording Equipment to be purchased in 2018 from the underspent portion of the 2017 Information Technology Operating Budget from reserve.

Reason For Report

Council approval is required to utilize excess funds from the 2017 Information Technology Operating Budget to replace the current Video Surveillance Video Recording Equipment which was not budgeted or approved during 2018 Budget process.

Background

In 2011 a Request for Proposal was submitted for the Design and Install of Digital Surveillance Equipment for the Essex Centre Sports Complex, Colchester Harbour and the McGregor Community Centre. Since the install of the video surveillance equipment there has been several request for video evidence from the Ontario Provincial Police and by Senior Management.

Over time the equipment has become less reliable and there have been several occasions where a request for Video has come in by the OPP and the system was unresponsive and no video evidence could be extracted. The system's memory is limited which creates a data retention issue.

It is proposed that an upgrade to the digital video recorders be completed to ensure the system is reliable and performs as required. All current cameras, switching equipment and network equipment will be retained and utilized. The cost of replacing the Digital Video Surveillance Recording Equipment at the three locations is twenty eight thousand six hundred and fifty dollars inclusive of HST (\$28,650.00)

Financial Impact

This project was not budgeted for during the 2018 budget deliberations. The 2017 Information Technology operating budget was underspent by \$53,500. Through a transfer to reserve of these monies, the project can then be funded in 2018 through a transfer from reserve in the amount of twenty eight thousand six hundred and fifty dollars inclusive of HST (\$28,650.00)

Link to Strategic Priorities

This report contributes to the following Council strategic policies:

- Promote a healthy, safe and environmentally conscious community.

Reviewed by: Donna Hunter, Chief Administrative Officer

Concur

Reviewed by: Jeffrey Morrison, Director Corporate Services

Concur



Report to Council

Department: Chief Administrative Officer (CAO)
Date: April 16, 2018
Prepared by: Nelson Silveira, EDO
Alex Denonville, Manager of Communications
Submitted by: Donna Hunter, CAO
Report Number: EDO 2018-06
Subject: Tourism Marketing 2018
Number of Pages: 6

Recommendation(s)/Conclusion(s)

1. That, EDO report 2018-06 entitled Tourism Marketing 208 be **received**.

Reason for Report

This report is to provide council with an overview of tourism marketing efforts in 2018.

Background

In September 2017, Council received a public presentation from the Manager of Communications and the Economic Development Officer that provided an update of tourism marketing activities completed in 2017 and a preview of work to be completed in 2018.

As the way tourists and visitors receive their information is changing, municipal tourism efforts must also change in order to capture new audiences and visitors to our community. With sandy beaches, nine wineries, cycling routes, and captivating heritage destinations, Essex boasts some of the most unique tourism assets in all of Essex County. However, in order to distinguish ourselves from the rest of the destinations in Southwestern Ontario, we have had to change the way we tell the Town of Essex story.

Discussion

As administration moves forward in 2018 with tourism marketing, the approach in telling the story has changed to accommodate capturing certain audiences. Tourism marketing must be unique and cannot try to be everything to everyone. As a result, administration has focused on four of the Town's strongest tourism assets. They include: wineries & culinary, waterfront/beach, cycling, and heritage. In order to engage visitors to experience these opportunities administration has focused on print, digital, and strategic forms of marketing.

Brochure

5,000 copies have been printed and several thousand distributed to TWEPI and the Discovery Centre in Windsor. Brochures have been picked up by Daytripping magazine and distributed throughout Southwestern Ontario. An additional 2,500 copies will be printed in late April and distributed to local businesses and neighbouring municipalities

2017 Brochure



2018 Brochure



The revamped brochure features minimal written information in order to draw the reader's eye and give them a sense of the visitor experience. Large fonts, evocative messaging and photos that make the viewer imagine they were there is the response we are trying to capture.

Print and Digital Advertisements

2017 Advertisement



2018 Advertisement



Print Advertising

While online advertising has transformed the way we reach our audience, print advertising is still an important part of our 2018 marketing plans. Tourism Essex print ads will promote our destination in specific areas and among a tourism-specific audience. Cross border visits to our area continue to grow and we should align our print advertising with that trend.

Administration has identified publications that will reach the largest and most engaged audiences while also considering the greatest return on investment per print ad.

Tourism Windsor Essex Pelee Island Visitor Guide 110,000 copies printed and distributed at Ontario Travel Information Centres and targeted tourist information outlets in Ontario, Michigan and Ohio.	1/2 page ad
Daytripping Magazine Annual package includes banner ads in all five editions, plus website listing in the online directory. 35,000 copies distributed at shops, tourist information centres and American border points. 70,000 copies distributed for the July-August issue.	Top banner on Essex page
Southpoint Visitors Guide 10,000 copies distributed by the Southpoint Sun and Wheatley Journal to local tourist locations and information booths from Harrow to Wheatley. Includes free Mayor's Message.	Full page ad

Digital Advertising

The Internet has changed the way we conduct our tourism marketing and how we interact with prospective travelers. Research has consistently reported the importance of having an effective online presence. A travel study commissioned by Google in 2014 found that 65% of leisure travelers find inspiration by doing research online. To be more specific: 83% visiting social networking, video or photo sites; 61% peruse search results; and 42% check out review sites prior to travelling. Although print advertising can be effective when done strategically, it does not provide the same quality of feedback as online or social media advertisements. With online marketing, we are able to track the number of people who viewed the ads, clicked the link to our website, or engaged with the content. Specific demographic information on age and location of viewers will allow us to cater our advertisements to specific age groups and in strategic locations.

With this information, administration will ramp up our online presence to direct online users to our website through search, display and video advertisements.

Southwest Ontario Tourism Corporation Video marketing partnership with Cooper's Hawk Vineyards and North 42 Degrees Estate Winery as well as boosted Facebook advertisements directing traffic to the tourismessex.ca website.
WindsoriteDOTca 6 month digital marketing campaign - Half page web advertisement (computer/tablet/smartphone) with up to 60,000 impressions per month, six social media mentions reaching over 30,000 people, and four contest posts (i.e.: win free tickets to Essex Fun Fest or win Winery tour for two).
Windsor Star Paid Native Story and digital marketing campaign which takes advantage of the name recognition and trust of the Windsor Star brand.
Social Media Instagram page @tourismessex has been launched, paid ads and boosted posts on Facebook and Instagram targeted in a 150km radius will follow.
Google and YouTube Advertisements The paid ads will drive traffic to the website by bringing our website link to the top of Google searches. YouTube ads will be targeted and our 15-second pieces will play before videos of YouTube users in our target locations.
Local Blogger Partnership Partner with TWEPI and SWOTC to bring a local blogger/social media influencer to Essex for a familiarization tour. Photos and written materials linked to stakeholders.

Administration recently launched an Instagram page (@tourismessex) that engages local tourism stakeholders and potential visitors with inspiring content. Since 83% of travelers are looking to social media for inspiration on where to travel, it is important to ensure that we are uploading the most effective content. This will involve remaining consistent with our creative concepts and fine-tuning certain aspects when targeting specific audiences through paid advertisements.

Strategic Marketing

There are several opportunities for promoting tourism in the Town of Essex which may fall outside of digital or print formats. However, projects that fall under the strategic marketing umbrella are effective and provide value for brand recognition and tourist attraction.

Imagine Cinemas
2 x 15-second Tourism Essex videos will play before movies at Lakeshore, London and Leamington movie theatres. The ads will be displayed on 23 screens every night for 3 months.
Essex Region Conservation Bike Tour
Sponsorship of tour and distribution of Tourism Essex materials at Harrow location.
Staycation EXPO (Devonshire Mall)
Booth display and marketing materials handout over two days April 28 & 29th.

Financial Impact

The total budget for tourism marketing in 2018 is \$25,000. However, provincial government funding has been approved and will be used to enhance the projects identified in this report.

Link to Strategic Priorities

This report is linked to one Strategic Priorities:

1. Enhance economic development activities through business retention and expansion, the attraction of light industrial businesses, and downtown improvements.

Reviewed by:

Donna Hunter, Chief Administrative Officer, Concurs



Report to Council

Department: Communications
Date: April 16, 2018
Prepared by: Alex Denonville, Manager, Communications
Submitted by: Donna Hunter, Chief Administrative Office
Report Number: Communications Report 2018-02
Subject: Public Feedback on Colchester Park Renaming
Number of Pages: 12

Recommendation(s)/Conclusion(s)

It is recommended that Communications Report 2018-02 entitled "Public Feedback on Colchester Park Renaming" be received as information.

Purpose

To advise Council on responses from the public to potentially renaming Colchester Park as it relates to Council Resolution R18-02-075 of the Regular Council Meeting on February 20, 2018:

"That after two months if no suitable names are submitted to the Town for the name of Colchester Park, that the Town name the park Elijah McCoy."

Background

At the Regular Council Meeting on Monday, February 20, Council held a discussion on the potential renaming of Colchester Park, located at 100 Jackson Street in Colchester.

To inform their decision, Council asked administration to provide members of the public the opportunity to submit their own ideas on the naming of the park.

Administration created an online form to receive submissions from the public. The form asked citizens to submit their idea for the name, along with a brief description or justification of why they recommended the name.

Citizens were also able to submit their ideas by email or written submission to the Clerk's Department.

The form was advertised as a news item on the Town of Essex website and promoted via social media (Facebook and Twitter.) Newspaper advertisements were placed in the Harrow News and Essex Free Press on March 13 and March 15 respectively.

Results of Public Submissions

The online form received 42 individual responses. Four written submissions were received in paper or electronic format. See attached Appendix A for copies of submissions (note: all personal information which may identify the submitter has been removed, unless the submission was made to Council.)

Three of the written submissions were in support of maintaining the current name of Colchester Park.

The fourth written submission included three name suggestions relating to the community of Colchester: Harbourfront Park, North Shore Park, and Erie Shore Park.

Of the 42 online responses, 25 were in support of maintaining the current name of the park. Many of these submissions mentioned that renaming the park was not necessary (e.g. "If it's not broken, don't fix it.")

A number of the submissions also mentioned that renaming the park would be an unnecessary cost that should not be a priority (e.g. "Our tax money needs to be spent on more important things... changing the name of a park is not one of them.")

Of the 44 online form responses, 12 were in support of renaming the park to "Elijah McCoy Park" or some variation of that name (e.g. McCoy Park). Most of these submissions mentioned honouring the historical significance of Elijah McCoy, a notable Black inventor who was born in Colchester (e.g. "Wonderful tribute to a son of Colchester who went on to great things. Tribute to his work and the black heritage of Colchester.")

A number of submissions also mentioned that renaming the park may draw tourists to the Colchester area (e.g. "I think it puts Colchester really on the map and really shows the black history right here in Colchester," and "It will also add to the publicity for the tourism industry still developing around the long and proud history of African Canadians in our region, our province and our country.")

Two submissions were made for the name "Lankin Park" as a way to recognize the contributions of three brothers who operated a bait and tackle shop and contributed to the Colchester community from the 1940s to the 1970s.

One submission suggested "Hackett's Park" as a way to recognize Alexander Hackett, the first to build a dock and store in Colchester in 1867.

Two submissions were minor variations from the Colchester Park name. The first, "Colchester Frontier Park, est. 1792," was an effort to recognize early European Homesteaders who paved

the way for future settlement. The second, "Jackson Colchester Park," was suggested to ensure the park was easy to find in the community.

In summary, administration received 46 total responses. Of those responses: 28 were in support of maintaining the current name (61 per cent); 12 were in support of the McCoy Park name (16 per cent); and 6 suggested other names (13 per cent).

Financial Impact

In consultation with the Director of Community Services, the approximate cost to replace Colchester Park signage would be \$1,500 (five signs at \$300 each).

Current brochures and other paper-based promotional products would need to be updated for future print runs. Web pages on both corporate websites (Essex.ca and TourismEssex.ca) would also need to be updated at a minimal cost.

Link to Strategic Priorities

1. Enhance communications and community engagement.

Reviewed by:

Donna Hunter, Chief Administrative Officer, Concurs

Robert Auger, Clerk, Manager of Legal & Legislative Services

Doug Sweet, Director of Community Services, Concurs

Appendix A: Submissions

Colchester Park

1. Leave it alone it is Historic....it is Colchester... it is the Community...and it is fitting... why change it, why do we always have to change names for the sake of changing it. It is COLCHESTER IN CASE YOU HAVE ALL FORGOT... hmm Colchester Village has a park and it is Colchester Park... wow move on to more important things than wasting my tax dollars on this please...
2. Leave it alone. Worry more why the town does not grow the way it should.
3. Why change it. Everybody already knows it as Colchester Park.
4. Why on earth is somebody wanting to change the name of this park? Colchester has been there a VERY long time and deserves to have the park named so. Shame on the people who want to take this away from the village!
5. Don't change it.
6. Leave it alone! It is perfectly fine the way it is. It aptly represents the community in which it is located and which we live in! Spend your time and resources on more important issues like attracting businesses and subdivisions to the town!
7. Stop changing things that are not broke and worry about things that need fixing. Smh.
8. We need PEOPLE (Families) in Harrow and that sewer taken out that drain on the west side of the beach. FIX THAT. My family has been here for almost 100 year and every year that Beach get worse for swimming. But I have to say Jay A has done a great job down there. If only we could swim in it all summer
9. No one would be aware of the suggested name without a plaque of explanation! Unnecessary cost.
10. "Can we please just leave it the way it is? It is the ""park"" in ""Colchester"". That's self-explanatory."
11. Leave it alone. It will always be Colchester Park to me.
12. Being raised there it a sentimental thing. Leave it as is. Also no need to waste taxpayers' money.
13. Leave it as is.
14. Just leave it as is. It's part of Colchester Beach. There is No need to rename this park. Locals with this name for years...The old saying if it's not broke, don't fix it.
15. With so many great things happening at Colchester Park and harbour I believe leaving the name as is makes its location clear and identifiable. Why complicate things?!?!?
16. As a tax payer in the community I want to see the NAME to stay as the same, we have many more issues that should be dealt with by councillors other than changing the name of a park.
17. I have lived in Colchester for 55yrs and the name is what it should be.
18. Don't change it!

19. Take this effort and put it towards real problems of the town.....if it's not broken DONT fix it.
20. Our tax money needs to be spent on more important things.... changing the name of a park is not one of them. Leave it the way it is.
21. Why change?
22. Why change what isn't broken. I can see if it were named after a traitor to the human race kind of thing, but leave well enough alone. Whose idea was this? Someone who wants to leave a personal testament to commemorate their time in office!!!!
Colchester is one of the few things left here for our identity to the past. It is Colchester Harbour, Colchester Beach. Leave it as Colchester Park. Everyone will know where it is.
23. I believe the community of Colchester is mainly identified with, and by Colchester Park/ Colchester Beach and has been for decades. The loss of the name attached to the Park, would contribute to the loss of the identity of Colchester itself. As a small community, it is especially important to maintain the present branding and promotion of our area as a way to encourage tourism in our area.
24. It's the only park in Colchester and that's what everyone will still call it.
25. Leave the name alone. Stop changing things that are distracting from actually real problems and issues. This is a waste of money and time and resources.

Elijah McCoy Park

1. Elijah McCoy was an African-American resident in Colchester who became a famous inventor with many patents in the 1800s. He is the reason for the saying the "the real McCoy" because if his name was not on it then it was probably not as good. If he is good enough to be in our history books we should be proud to honor him in any way possible.
2. I realize the family eventually moved to Detroit but George McCoy's family came here first and is listed in an early census in 1845. They spent at least 7 years in Colchester and Elijah was born during that time. Birth places have some significance, the world over! My other reason is that people often visit places for an experience these days and we are trying to encourage tracing Black History so this would allow for a plaque and encourage visits to local churches and areas where black immigrants were loyal settlers. Some of the early settlers including Mr. Fred Johnson's family came and stayed and we need to honour their memory. Fred is now 103(at least). Could be part of the Black heritage trail.
3. "Elijah McCoy was a remarkable black inventor, born in Colchester on May 2, 1844. He should be an inspiration to all local children, encouraging them to apply their creative talents in science and engineering for the betterment of society, and letting them know that they, too, can achieve fame for their great accomplishments. Elijah was one of a dozen children of George and Mildred McCoy. His parents came to Canada in 1837 as escaped slaves from Kentucky on the Underground Railroad. George fought well for Canada in the rebellions of 1837 and was given 160 acres of land in lot 11 off Gore

road for his service. Elijah had shown exceptional promise and was sent to Scotland in 1859 to become a certified mechanical engineer, specializing in steam engines. When he returned around 1864 to his parents, now in Ypsilanti, MI, he could not find an appropriate position as engineer, but accepted employment as an oiler and fireman on the Michigan Central railroad. There he saw waste and danger of manual oiling of steam engines, and he invented his famous automatic oiler, using steam pressure to drive the oil. This became popular as it allowed trains to run without frequent stops. Some alternative oilers were also manufactured, but his was the best and was asked for as the "real McCoy." Elijah obtained over 50 additional patents over the years, a phenomenal number at that time, especially for a black inventor. His other inventions included ones for a portable ironing board and for a lawn sprinkler. Elijah died in Detroit, MI, at age 85, on October 10, 1929. There are historic markers for him in Detroit and Ypsilanti, but none yet in Canada. Canada South Science City created a small exhibit for him and his work in Windsor West and we intend to expand it, but he deserves to be recognized in Colchester, where he was born!

4. Born in Colchester, Ontario, to self-freed parents from Kentucky, Elijah McCoy received his higher education as a mechanical engineer in Scotland. After his training, he chose to live in Detroit, Michigan, where he became concerned about the injuries and deaths caused when workers attempted to lubricate moving machinery. Many of these workers were young Black boys employed in the position because they were small and agile. McCoy developed a self-lubricating device with a drip cup, which revolutionized industry. The device allowed the gradual and constant release of oil, which allowed machines to work continuously without having to be stopped to be lubricated and without anyone having to risk life and limb to apply oil while machines remained in operation. The device had a range of applications, from locomotives to industry. McCoy's first drip cup invention was patented on July 12, 1872. The drip cup device was so effective and so highly regarded that other manufacturers copied it. However, none worked as well as McCoy's invention. Canadian and American railroaders asked for it by name as the "real McCoy," giving rise to the expression denoting authenticity. McCoy went on to own his own firm. He filed 57 other patents in Canada and the United States, including a folding ironing board and a lawn sprinkler."
5. Historical significance Elijah McCoy was born in Colchester and was a great inventor.
6. He was an important inventor/engineer and also an important figure in black history.
7. Wonderful tribute to a son of Colchester who went on to great things. Tribute to his work and the black heritage of Colchester. Glad to see you asking for community input. Would that council had done that prior to arbitrarily trying to rename our towns by adding "centre" to them.
8. I think it puts Colchester really on the map and really shows the black history right here in Colchester. It's "The Real McCoy" kind of place to be. It's a very inspiring individual born right from here and made an impact in history that would be great show recognition for his work.

9. Elijah McCoy became a household name and was born in Colchester. There is no other reference to this name and it deserves a place in history.
10. Historical, Cultural and of Community significance!
11. Historical
12. McCoy's achievements as an inventor are well documented. His connection to our county are not. Naming the park in his honour will enable his story to be more widely known. It will also add to the publicity for the tourism industry still developing around the long and proud history of African Canadians in our region, our province and our country.

Hackett's Park

1. Hackett-Sacsville-McCormick-Colchester. Alexander Hackett was the person to build the first dock in 1867. He built a store there for trading grain & produce. The Hackett family continued to manage the telegraph for the area. Sacsville was also a regular known name for the area in the early 1840's. McCormick has true ties to the area also, very early beginning in 1826. But COLCHESTER Park is what is known by today. So many ideas! These are the Historical names surrounding the area.

Jackson Colchester Park

1. I chose this because it will be easy to find (on Jackson Street). And Colchester so people will know where in the municipal town it is located. So even out of Town residents can find it without looking in the Town of Essex, or McGregor or Harrow.

Lankin Park

1. Family name with historical and community significance
2. From the late 1940's to the early 1970s three brothers, John Lester (Les), Arch and William (Bill) together with their wives, Marjorie, Vera and Ola operated Lankin's Bait and Company from a building at the base of the hill at Colchester Beach. Bill and his wife Ola also operated a boarding house and cottage rentals at Hackett House. The three brothers rented out fishing boats as well as selling bait and tackle. The first boats they used were wooden and hand made by them. This business drew vacationers to our local area contributing to the local economy. Summer jobs were created for local young people as well as their own children. The Lankin brothers lived and worked in the village, a stretch of Jackson Street was affectionately called Lankin Row by local residence. Their descendants still call the area home. I respectfully submit that the park be re-named Lankin park in honour of the integral role of the Lankin Family in the history and economy of Colchester, and in particular its waterfront. Thank you for your time.

Colchester Frontier Park, est. 1792

1. As much as I admire the achievements of Elijah McCoy I do not feel that re-naming Colchester Park after him is a Proper Tribute. Partly due to the uncertainty as to where he grew up (Canada or US) but also because none of his achievements were 'Made in Canada'. Quite frankly all we really know is that Elijah McCoy was born in Township of Colchester in the years either 1943 or 44 as a Free Man! I feel the real heroes of the day are the ones that made it possible for his parents to find that freedom. The Indigenous Natives that were pushed here by Indian Tribes from the south. The Homesteaders that were pushed here because of their loyalty to the Crown. They formed our First Militia that protected our Frontier and established our future. These are the people I feel we should be Honouring when it comes to recognizing The Village of Colchester and its contributions to the formation of this Great Country we call ""Canada""!"

March 31, 2018

Essex Town Council

RE: Colchester Park

It was brought to our attention at the last Chamber meeting that there may be thoughts to change the name of Colchester Park. No disrespect is meant to anyone involved, however it is a request of the Harrow and Colchester Chamber of Commerce to leave the name as Colchester Park. It has been the name of the park for over 60 years and the park is well known in the County and beyond.

The cost to remarket the park would be in the thousands as everything from maps and signage to promotional material would need to be changed. There would also be the risk of losing tourism traffic through the change. If the intention is to honour the McCoy family, perhaps a McCoy garden could be built into the park or another way to honour them could be implemented.

As a chamber we do request that the name "Colchester Park" remain for its historical value and the many memories of our community.

Sincerely,

Tammy Affleck

President

Harrow and Colchester Chamber of Commerce

April 2, 2018
Town of Essex Council

C/O R. Auger Clerk
33 South Talbot S.
Essex ON N8M 1A8

Dear Mr. Auger and Council,

I am writing to provide my input about renaming "Colchester Park". I say renaming because the signage and the ad in the Harrow News referred to "Colchester Park". This is the park at County Rd. 50 and Jackson St. in Colchester Centre.

This is my second communication related to this issue suggesting that the park remain identified as Colchester Park even though Councilor Rogers stated at a council meeting that, "He had not received any push back about renaming the park."

As he was not truthful about what negative response he received I must send this official response through the Clerk's Office. I have communicated with at least 25 people about renaming the park and they are of the same opinion as I am that the park has a name that has significant history based on the foundation and naming of the Township of Colchester 225 years ago. Many also thought that Council has much more critical issues to deal with than naming a park that has a name.

As far as naming the park "McCoy Park" most did not know the legacy of the McCoy name. When I suggested that we as a Town have never embraced our black legacy or heritage they agreed. To me there are many more families that settled in Colchester fleeing slavery than just the McCoy family. Elijah McCoy was born in Colchester yes but only lived here for 15 years. Following his apprenticeship in Scotland he returned to his family who had returned to the United States. We should erect a monument to embrace the Canadian Black Legacy of settlers that helped build our community. A Mr. Davis for example was the first black lawyer in Canada and he is buried in the New Canaan cemetery off the Gesto Rd. Mr. Mc Coy was indeed born here but chose to abandon Canada for the USA where he was recognized for developing the "Real McCoy Oiler Systems" in Ypsilanti MI.

I recommend council get on with directing this municipality and stop wasting time dealing with matters that have no importance to the quality of life in Colchester, Essex, Harrow, or McGregor.

Respectfully,

Paul Innes

Paul Innes MA, MDiv.

DATE: MARCH 21, 2018

TO: MR ROBERT W AUGER

RE: RENAMING OF COLCHESTER PARK

SUBMITTED BY:

- 1) HARBOURFRONT PARK
- 2) NORTH SHORE PARK
- 3) ERIE SHORE PARK

REASON: ALL RELATE TO COLCHESTER

8

9

Please leave the name "Colchester Park"

10

on the park area in Colchester village. It's

11

a heritage matter that should be brought

12

in front of the citizens of Colchester

13

14

15

resident of Harrold area

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17

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Report to Council

Department: Corporate Services

Date: April 16, 2018

Prepared by: Jeffrey Morrison, Director, Corporate Services

Submitted by: Jeffrey Morrison, Director, Corporate Services

Report Number: Corporate Services Report 2018-01

Subject: Stray Cat Intake Agreement with Windsor-Essex County Humane Society

Number of Pages: 7, including attachment

Recommendation(s)/Conclusion(s)

The following three recommendation are provided for Council's consideration:

1. Corporate Services Report 2018-01 entitled "Stray Cat Intake Agreement with Windsor-Essex County Humane Society" be received;
2. The Town enter into an agreement with the Windsor-Essex County Humane Society for the intake of stray cats (attached to By-Law Number 1693 as Schedule "A"); and
3. By-Law Number 1693, being a by-law to enter into an agreement with Windsor-Essex County Humane Society for the intake of stray cats, with the Town paying the Windsor-Essex County Humane Society amount of \$25.00 per stray cat, be approved for a three-year period, retroactive to January 1, 2018.

Purpose

A by-law to enter into an agreement for the intake of stray cats must be adopted by Council.

Background

In response to complaints from residents, the issue of controlling stray and feral cats has been a topic of discussion for a number of years. In 2011, following a report to Council and a presentation by Melanie Coulter, Executive Director of the Windsor-Essex County Humane Society (WECHS), the Town entered into an agreement with WECHS that provided residents of the Town with intake services for stray and feral cats. Since 2011 WECHS has charged a fee of \$30.00 per stray cat, with \$10.00 of the fee being paid by the resident and \$20.00 of the fee being paid by the Town. This fee has not increased year over year, although the costs to provide such service has increased. Under the 2018 agreement the Town's share of the fee would increase to \$25, however the co-pay for residents will be eliminated. The WECHS has identified that the co-pay is frustrating for residents and creates animosity, due to the fact that most Ontario residents are not required to pay a co-pay. A more positive response is received when residents are asked for a voluntary donation to help the cat they bring in. Individuals who use this service are required to provide evidence that they reside in the Town of Essex. This agreement does not apply to cats surrendered by their owner.

A breakdown of costs incurred from 2013 to December 2017 for intake services is attached to this report. As noted in the attached schedule, actual annual costs are averaging \$3,740 over the period of 2013 to 2017.

WECHS also provides this service to the Towns of Kingsville, Lakeshore and Tecumseh and the City of Windsor.

The Town has been proactive in addressing the issue of stray and feral cats, through the voucher program, which was first introduced in 2013, and the Trap, Neuter and Release Program, which was introduced in 2015. All programs have a strong uptake, therefore there is still a need to continue programs and intake services for stray and feral cats.

The new agreement for intake services with the WECHS is as attached to By-Law Number 1693 as Schedule "A". This Agreement will run for a three-year period, after which the continued need for these services will be evaluated.

Financial Impact

The annual cost of providing intake services for stray cats varies year over year as noted in the attached schedule. The increase in the Town's cost per stray cat for 2018 will have an estimated impact of \$934 based on the 2012 to 2017 average of 187 Stray Cats, which will be absorbed through the 2018 Animal Control Budget. This estimated increase will be taken into consideration during the 2019 and 2020 budget development, with each budget being adjusted accordingly.

Link to Strategic Priorities

This report is linked to the Strategic Priority: "Manage the Town's finances and human resources in a responsible manner".

Reviewed by: Donna E. Hunter, Chief Administrative Officer, concur
Robert Auger, Clerk, Legal and Legislative Services, concur

Attachment to Corporate Services Report 2018-01										
Town of Essex										
Intake Services for Stray Cats - Windsor-Essex County Humane Society										
	2013	2013	2014	2014	2015	2015	2016	2016	2017	2017
	Number	Cost	Number	Cost	Number	Cost	Number	Cost	Number	Cost
January	2	\$ 40	6	\$ 120	5	\$ 100	8	\$ 160	9	\$ 180
February	4	\$ 80	4	\$ 80	3	\$ 60	1	\$ 20	1	\$ 20
March	6	\$ 120	9	\$ 180	1	\$ 20	3	\$ 60	5	\$ 100
April	17	\$ 340	-	\$ -	26	\$ 520	8	\$ 160	5	\$ 100
May	12	\$ 240	8	\$ 160	5	\$ 100	16	\$ 320	35	\$ 700
June	31	\$ 620	16	\$ 320	11	\$ 220	19	\$ 380	20	\$ 400
July	16	\$ 320	29	\$ 580	25	\$ 500	12	\$ 240	19	\$ 380
August	16	\$ 320	17	\$ 340	18	\$ 360	50	\$ 1,000	33	\$ 660
September	38	\$ 760	35	\$ 700	38	\$ 760	34	\$ 680	29	\$ 570
October	17	\$ 340	35	\$ 700	12	\$ 240	25	\$ 520	10	\$ 190
November	33	\$ 660	18	\$ 360	14	\$ 280	12	\$ 240	7	\$ 140
December	15	\$ 300	17	\$ 340	-	\$ -	8	\$ 160	7	\$ 140
Total	207	\$ 4,140	194	\$ 3,880	158	\$ 3,160	196	\$ 3,940	179	\$ 3,580
Fiver Year Average									187	\$ 3,740



Report to Council

Department: Legislative and Legal Services
Date: April 16, 2018
Prepared by: Robert W Auger, Clerk/Legislative and Legal Services
Submitted by: Donna Hunter, Chief Administrative Officer
Report Number: Clerks 2018-007
Subject: Court of Revision for 8th Concession West Drain: Bridge for Walter & Amy Howson (Part of Lot 14, Concession 8) Geographic Township of Colchester North, Project REI 2017D025 as per the Report prepared by Gerard Rood, Professional Engineer, Rood Engineering Ltd. dated January 22nd, 2018.

Number of Pages: 3

Recommendation(s)/Conclusion(s)

That Councillor Rogers, Mayor McDermott, and Deputy Mayor Meloche be selected and appointed to sit as members of the Court of Revision for the 8th Concession West Drain: Bridge for Walter & Amy Howson (Part of Lot 14, Concession 8) Geographic Township of Colchester North, Project REI 2017D025 as per the Report prepared by Gerard Rood, Professional Engineer, Rood Engineering Ltd. dated January 22nd, 2018. (hereinafter the "Report"), such Court of Revision to be scheduled for 5:30pm on May 22nd, 2018, in the County of Essex Civic Centre Council Chambers, 360 Fairview Avenue West, Essex Ontario; and

That By-law 1698 being a by-law to provide for the 8th Concession West Drain: Bridge for Walter & Amy Howson be read a first and second time and be provisionally adopted on April 16, 2018.

Reason for Report

A Court of Revision, with three or five Council members sitting as members of the Court, is required in accordance with Section 46 of the Drainage Act, R.S.O. 1990, Chapter D. 17, as amended 2010 (hereinafter the "Drainage Act").

Background

Rood Engineering was instructed by the Town of Essex on or about October 4th, 2017 to prepare a report for the above referenced Drain pursuant to Section 78 of the Drainage Act.

On January 22nd, 2018 the Final Report was prepared by Rood Engineering Inc. to provide the details, estimates and assessments therein.

A Consideration Meeting for this Report was held on April 3, 2018 at which time Council resolved to receive and accept said Report and further directed 1) Administration to prepare for Council's consideration a provisional by-law adopting the same and 2) that the Report proceed to a Court of Revision to be scheduled.

Appointment of Court of Revision Members:

Accordingly it is recommended that Councillor Rogers, Mayor McDermott and Deputy Mayor Meloche be therefore selected and appointed to sit as members of the Court of Revision for the 8th Concession West Drain: Bridge for Walter & Amy Howson (Part of Lot 14, Concession 8) Geographic Township of Colchester North, Project REI 2017D025.

It is further recommended that By-law 1698 adopting the recommendations in the Rood Engineering Report dated January 22, 2018 be provisionally adopted so that said Report can proceed to the Court of Revision as specified in this report.

The Court of Revision is the next step in the process in accordance with Section 46 of the Drainage Act, R.S.O. 1990, Chapter D. 17, as amended 2010.

Financial Impact

There is no financial impact.

Link to Strategic Priorities

None

The Corporation of the Town of Essex

By-Law Number 1698

Being a by-law to provide for the 8th Concession West Drain: Bridge for Walter & Amy Howson (Part of Lot 14, Concession 8) Geographic Township of Colchester North, Project REI 2017D025, Town of Essex, County of Essex

Whereas the Town of Essex Drainage Department recommended that Council appoint a Drainage Engineer to prepare a drainage report for the 8th Concession West Drain: Bridge for Walter & Amy Howson (Part of Lot 14, Concession 8) Geographic Township of Colchester North, Project REI 2017D025 Town of Essex, County of Essex.

And Whereas Section 78 of the Drainage Act, R.S.O. 1990, Chapter D. 17, as amended 2010, states that the Council of any municipality whose duty it is to maintain and repair the drainage works or any part thereof, may on the report of an Engineer appointed by it, complete the drainage works as set forth in such report;

And Whereas a drainage report dated January 22, 2018 and considered by Council at its April 3, 2018 Consideration of Report meeting, has been procured and made by Gerard Rood, Professional Engineer, Rood Engineering Inc. and that the said report is attached hereto and forms part of this by-law;

And Whereas the Council of The Corporation of the Town of Essex is of the opinion that the said drainage works and/or improvements are warranted and desirable;

Now therefore the Council of The Corporation of the Town of Essex pursuant to the Drainage Act enacts as follows:

1. That the considered Report dated January 22, 2018 and attached hereto as Schedule A to this By-law is hereby adopted and that the said drainage works and/or improvements as therein indicated and set forth are hereby authorized and shall be completed in accordance therewith.
2. That the Corporation of the Town of Essex may borrow on the credit of the Corporation the amount of \$21,500.00, the amount necessary for the construction of the said drainage works.

3. That the Corporation may issue debentures for the amount borrowed less the total amount of:

- Grants received under Section 85 of the Drainage Act, R.S.O. 1990, Chapter D. 17, as amended, 2010;
- Commuted payments made in respect of lands and roads assessed within the Municipality;
- Money paid under Section 61(3) of the Drainage Act, R.S.O. 1990, Chapter D. 17, as amended 2010;

and such debentures shall be made payable: a) in the case of assessments in value of between \$500.00 and \$9,999.99 within (5) five years from the date of the debenture and shall bear interest at a rate not higher than the lending rates published by Infrastructure Ontario for municipalities; or b) in the case of assessments in value of \$10,000.00 and greater, within (10) ten years from the date of the debenture and shall bear interest at a rate not higher than the lending rates published by Infrastructure Ontario for municipalities

4. That a special equal annual rate sufficient to redeem the principal and interest on the debentures shall be levied upon the lands and roads as set forth in the Schedule, to be collected in the same manner as other taxes collected in each year for (5) five or (10) ten years (as applicable) after the passing of this by-law.
5. For paying the amount assessed upon the lands and roads belonging to or controlled by the Municipality, a special rate sufficient to pay the amount assessed plus interest thereon, shall be levied upon the whole rateable property in the Town of Essex, in each year for five years after the passing of this by-law to be collected in the same manner and at the same time as other taxes are collected.
6. All assessments of \$499.99 or less are payable in the first year in which the assessment is imposed.
7. The by-law comes into force on the passing thereof and may be cited as “8th Concession West Drain: Bridge for Walter & Amy Howson”.

Read a first and a second time and provisionally adopted on April 16th 2018.

Mayor

Clerk

Read a third time and finally passed on

Mayor

Clerk

SCHEDULE A



JOINT BOARD OF MANAGEMENT

Wednesday, February 21, 2018
9:00 AM

Kingsville Community Room
Kingsville Arena
1741 Jasperson Road, Kingsville

MINUTES

Members Present: Deputy Mayor MacDonald (Chair); Mayor Paterson, Councillors Dunn, Hammond, Verbeke - Leamington
Mayor Nelson Santos (Vice-Chair); Councillors Gaffan, Neufeld, Patterson - Kingsville
Mayor McDermott - Essex
Mayor Bain - Lakeshore

Members Absent: Councillor Jacobs - Leamington
Councillor Diemer - Lakeshore

UWSS Staff Present: Rodney Bouchard - Manager
Khristine Johnson - Administrative Assistant/Recording Secretary

Staff Present: Nelson Carvalho, Steve Lewis - Leamington

OCWA Staff Present: Susan Budden, Dave Jubenville
Dale Dillen

Call to Order: 9:02 am

Manager call the meeting to order.

Election of Chair for the UWSS Joint Board of Management

The Manager call for the nominations for the position of Chair for the Union Water Supply System Joint Board of Management for a period ending December 31, 2018.

No. UW-01-18

Moved by: Mayor Paterson

Seconded by: Councillor Patterson

That Deputy Mayor MacDonald is nominated to the position of Chair for the UWSS Joint Board of Management.

Carried

Deputy Mayor MacDonald accepts the nomination.

No. UW-02-18

Moved by: Mayor McDermott

Seconded by: Councillor Gaffan

That the nominations for the position of Chair are closed and that Deputy Mayor MacDonald is received as Chair of the UWSS Joint Board of Management for a period ending December 31, 2018.

Carried

The Chair takes over control of the meeting.

The Chair calls for nominations for the position of Vice-Chair for the Union Water Supply System Joint Board of Management for a period ending December 31, 2018.

No. UW-03-18

Moved by: Councillor Verbeke

Seconded by: Councillor Patterson

That Mayor Nelson Santos is nominated to the position of Vice-Chair for the Union Water Supply System Joint Board of Management.

Carried

Mayor Santos accepts the nomination.

No. UW-04-18

Moved by: Mayor McDermott

Seconded by: Councillor Patterson

That the nominations for the position of Vice-Chair are closed.

Carried

No. UW-05-18

Moved by: Councillor Hammond

Seconded by: Councillor Dunn

That Mayor Santos is received for the position of Vice-Chair for the Union Water Supply System Joint Board of Management for a period ending on December 31, 2018.

Carried

Disclosures of Pecuniary Interest: none

Approval of UWSS Joint Board of Management:

No. UW-06-18

Moved by: Mayor Paterson

Seconded by: Councillor Neufeld

That Minutes of the UWSS Joint Board of Management meeting of December 20, 2017 be received.

Carried

Business Arising Out of the Minutes:

There was none.

Items for Consideration:

Report UW/02/18 dated February 16, 2018 re: Status Update of the UWSS Operations & Maintenance Activities and Capital Works to February 16, 2018

The Manager informs the Board of the activities that have been taking place within the UWSS system since the last meeting in December 2017.

He notes that the new Low Lift Pump #2 is still experiencing some vibrations. He confirms that the pump supplier will be attending the site to see what is happening and try to determine a proper fix. The Manager confirms that there is still a warranty and UWSS will not incur any costs.

High Lift Pump #5 discharge pipe, located at the main water treatment plant (WTP), has a pin hole leak. The leak was just discovered by maintenance staff and should be repaired soon. This pipe is original to the plant, but the work for repairs is scheduled for mid-March.

The Manager updated the Board on the Essex Water Tower (EWT) rehabilitation project. He indicates that the preconstruction meeting was held on January 17, 2018. The project is very weather dependent as scaffolding will need to be erected around the EWT and this process will take approximately five (5) weeks. There are several antennas and other communications equipment that will have to be moved. He further notes that the project will take approximately 16 weeks to complete, so a finish date should happen sometime around mid-August. He also confirms that a great deal of testing has already occurred to ensure that proper pressure could be maintained for fire suppression as well as properly feeding the Town of Essex.

The Board questioned the Manager if security tighter than when a similar project occurred at the LWT? The Manager confirmed that there would be cameras installed and he is assured that the scaffolding will be less accessible. He will be bringing a mock-up of the

EWT to the next board meeting to show members what the completed EWT should look like. The EWT will also have lights as seen at the LWT site.

The RFP for the SCADA Upgrade closed and the proposals were evaluated by a team from UWSS, OCWA and Associated Engineering (AE). The team from Summa Engineering have been chosen. Their bid was the lowest, but also offered the best value for the complexity of the project. The Manager reminds member of the Board that this will be a very challenging project and will take approximately 1.5 years to complete. He is projecting that the “plug ‘n play” option will allow for greater functionality and ease of use for the operators.

AE is currently working on the design details of the CO2 raw water pH Adjustment system. Soil samples were taken at the WTP near the clarifiers to ensure stability for the storage tank. His hopes are that this project is in place prior to the 2018 algae event, which can start in late August or early September.

The MOECC inspection is under way for the UWSS System. The Manager notes that the inspector is being very thorough and requesting a lot of data to sift through, however, he does not foresee any problems.

The new Municipal Drinking Water License has been issues for the WTP.

Finally, the Manager indicates that the flows for 2018 are up quite a bit over the last several years.

No. UW-07-18

Moved by: Councillor Neufeld

Seconded by: Mayor Bain

That the report UW/02/18 dated February 16, 2018 Re: Status Updates of UWSS Operations & Maintenance Activities and Capital Works to February 16, 2018 is received.

Carried (UW/02/18)

Report UW/03/18 dated February 15, 2018 re: 2017 Annual Report under the Safe Drinking Water Act and Ontario Regulation 170/03

The Manager notes that this is a yearly report to that is completed and provided to the systems that UWSS serves. It must be prepared and provided by February 28th of the following year setting out any water quality (AWQIs) issues, capital improvements and must be made available to the public.

The Manager makes notes of the AWQI that the WTP experienced in 2017. He confirms that a coagulant pump failed to run for a short period of time. Maintenance personal arrived to switch out the pump, but the event was required to be documented.

The Boards asks the Manager if the WTP has redundancy regarding the pumps. The Manager notes that the pump is attached to an alarm and the alarm did provide the operator with notification, however the operator was not mechanically able to switch out the pump. The event occurred in the middle of the night and personal had to be called.

No. UW-08-18

Moved by: Councillor Dun

Seconded by: Councillor Neufeld

That report UW/03/18 dated February 15, 2018 re: 2017 Annual Report under the Safe Drinking Water and Ontario Regulation 170/03 is received.

Carried (UW/03/18)

Report UW/04/18 dated February 15, 2018 re: 2017 Summary Report for Municipalities under Regulation 170/03 made under the Safe Drinking Water Act

The Manager notes that this is a yearly report to that is completed and provided to the systems that UWSS serves. It must be prepared and provided by March 31st of the following year. This report sets out any issues within any of the systems within the UWSS.

The Manager makes notes of the AWQIs within the Town of Kingsville regarding a sample station that kept testing for bacteria. After consultation with the MOH and the WECHU it was decided to replace the sample station, since that time all tests have come back within standards. He also notes the AWQI within the Municipality of Leamington, wherein a bacteria sample tested positive. However, after flushing and further testing all results were within normal range.

Finally, this report also sets out the volume of water used by each municipality and by UWSS as whole to ensure that it is within its Permit to Take Water (PTTW) limit.

No. UW-09-18

Moved by: Mayor Paterson

Seconded by: Councillor Gaffan

That report UW/04/18 dated February 15, 2018 re: 2017 Summary Report for Municipalities under Regulation 170/03 made under the Safe Drinking Water Act is received.

Carried (UW/04/18)

Report UW/05/18 dated February 16, 2018 re: Payments from December 16, 2017 to February 16, 2018

The Board asks the Manager whether or not extra parts (say piping or fittings) are stored at the WTP in case an emergency occurs. The Manager indicates that the WTP does maintain some parts on hand, however, UWSS also relies on its municipal partners to assist if parts/pipes are needed in an emergency. So far the arrangement has been working.

No. UW-10-18

Moved by: Councillor Dunn

Seconded by: Councillor Verbeke

That report UW/05/18 dated February 16, 2018 re: Payments from December 16, 2017 to February 16, 2018 is received.

Carried (UW/05/18)

The Chair then asks the members of the audience to dismiss themselves.

Special Closed meeting of the UWSS Joint Board of Management:**Motion to move into closed session:****No. CUW-01-18**

Moved by: Mayor Patterson

Seconded by: Mayor Bain

That the UWSS Joint Board of Management meeting moved into closed session at 9:37 am.

Carried

A closed meeting was held at between 9:37 and 10:42 am following the open session of the Board pursuant to Subsections 239(2)(f) of the Municipal Act, 2001 for the purpose of considering 2 items.

1. Confidential Report C-UW01-18 Legal Opinion and Financial Business Case for Proposed UWSS Restructuring dated February 15, 2018. Review and discussion of report to be considered in closed session pursuant to Subsection 239(2)(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose.
2. Confidential Report C-UW02-18 Legal Opinion Regarding Water Rates dated February 15, 2018. Review and discussion of the report is considered in closed session pursuant to Subsection 239(2)(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

As a result of this meeting, the following motions are before the UWSS Joint Board of Management for consideration:

CUW-02-18

Moved by: Councillor Patterson

Seconded by: Mayor Paterson

That the Manager is directed to create a restructuring team consisting of the himself, the Chair, the Vice-Chair, the legal representative (Willis Business Law) as well as the financial representative (Price Waterhouse Cooper), for the purposes of seeking audiences with the Councils of the Town of Essex, the Town of Kingsville, the Town of Lakeshore and the Municipality of Leamington regarding the UWSS Restructuring.

Carried (C-UW01-18)

And

CUW-03-18

Moved by: Mayor Santos

Seconded by: Mayor Paterson

That the Manager return to legal counsel (Willis Business Law) for an updated opinion regarding the water rate pertained within report C-UW02-18 dated February 15, 2018 re: Legal Opinion Regarding Water Rates;

And that the Manager bring this legal opinion back to the UWSS Board as soon as possible.

Carried (C-UW02-18)

Adjournment of Special Closed Meeting:

No. CUW-04-18

Moved by: Councillor Verbeke

Seconded by: Mayor Bain

That the UWSS Special Closed meeting adjourn at 10:42 am, February 21, 2018 and move back into regular session.

Carried

Resumption of Regular UWSS Joint Board of Management Meeting

The administrative assistant read both of the motions of direction as a result of the Closed UWSS Joint Board of Management meeting.

New Business:

A board member informs members of the board that he has been in contact with an elderly customer who was having some issues regarding her water. He notes that after speaking to members of the OCWA staff the issue was resolved quickly and efficiently. He further comments that the elderly resident was very pleased with the swiftness of the resolution.

A board members asks the manager for an update regarding the Co-Gen project. The Manager notes that he has received the final report from the consultant. He further notes that a meeting has been held with the University and the greenhouse owner across the street from the WTP. A final report needs to be completed and then sent off to IESO and Hydro One.

The board asks the manager if there are any financial grants or incentives available for residents in order to hook up to the watermain lines that run in front of their homes (this generally refers to rural residents). The Manager indicates that there is nothing in place for this type of assistance.

The Manager informs the board that he has been contacted by the consultant for the County of Essex regarding the 16" watermain line that runs along Division Road North to South Talbot Road. He reminds members of the board that approximately three (3) years ago the board was required to pay several hundred thousand dollars in order moved a UWSS watermain to allow for proper drainage in an area very close to this new area. The Manager notes that the County of Essex has not gone through the Drainage Act for this project and therefore UWSS is not required to pay. However, the issue at hand is that the UWSS Manager does not feel it is appropriate to move the 16" watermain. He notes that a meeting has been set up with the consulting engineer in order to determine a resolution that might avoid touching the watermain. He will report back to the board.

Adjournment:

No. UW-11-18

Moved by: Councillor Patterson

Seconded by: Councillor Gaffan

That the meeting adjourn at 10:46 am

Carried

Date of Next Meeting: April 4, 2018, 9:00 am, Kingsville Community Room, 1741 Jasperson Road, Kingsville Arena

/kmj

THE BUSINESS VACANCY REBATE AND REDUCTION PROGRAMS UPDATE
March 2018

Programs Update

As announced in the *2016 Ontario Budget*, municipalities have broad flexibility to modify the business vacancy rebate and reduction programs to meet local circumstances, while considering the impact of such changes on the business community. The Province has also encouraged municipalities to engage with their local business community when considering program changes.

Since 2017, 46 upper- and single-tier municipalities have submitted a request for changes to the vacancy programs, provided details of the proposed changes and a council resolution. Program changes requested ranged from modifying eligibility criteria, to the phase-out and/or elimination of the programs.

- These municipalities represent two-thirds of all business properties in Ontario.
- Regulatory amendments were implemented for 28 municipalities that submitted program changes in 2017.
- 18 municipalities have requested changes since the start of 2018 (as of March 1).
- Additional municipalities have expressed interest in changes but have not yet submitted a formal request.

The first deadline for municipalities to submit a notification to the Minister for changes effective for 2018 and future years was March 1, 2018. The next deadline is scheduled for August 1, 2018.

The tables below provide a summary of all municipal changes submitted to the Minister of Finance for consideration by March 1, 2018. For more information on specific municipal consultations or program changes, please contact the local municipality.

VACANT UNIT REBATE

TABLE 1: MUNICIPALITIES THAT PROPOSE TO PHASE-OUT AND ELIMINATE REBATE

Municipality	2017	2018	2019	2020
City of Brantford				
City of Peterborough				
Municipality of Charlton and Dack				
Prince Edward County				
Town of Parry Sound				
Town of Thessalon				
Village of Burk's Falls				
City of Toronto*				
Town of Espanola				
Town of Prescott				
City of Barrie				
City of Guelph				
City of Kawartha Lakes*				
City of Orillia				
City of Ottawa*				
City of St. Thomas				
District Municipality of Muskoka				
Elgin County				
Essex County				
Municipality of Dysart et al				
Municipality of Oliver Paipoonge				
Village of Hilton Beach				
York Region				
City of Hamilton				
City of London				
City of Thunder Bay*				
Durham Region				
Haldimand County				
Halton Region				
Norfolk County				
Town of Gananoque				
Township of Nairn and Hyman				
City of Cornwall*				
Plummer Additional Township				
City of Greater Sudbury*				
Huron County				
Municipality of Chatham-Kent				
Peel Region*				
Town of St. Marys				

Phase-out	
Eliminate	

*Municipalities that proposed to modify the program prior to eliminating. For additional details, please see Table 4

TABLE 2: MUNICIPALITIES MODIFYING ELIGIBILITY AND MAINTAINING REBATE

MUNICIPALITY
Town of Fort Frances
City of Brockville
City of Windsor
City of Sault Ste. Marie
Oxford County
Town of Smiths Falls
Wellington County: <ul style="list-style-type: none"> • Town of Erin • Town of Minto • North Wellington

TABLE 3: HOW MUNICIPALITIES WILL PHASE-OUT REBATE

MUNICIPALITY	DESCRIPTION
Town of Espanola	<ul style="list-style-type: none"> • Reduce commercial and industrial rebate to 15% in 2017
Town of Prescott	<ul style="list-style-type: none"> • Reduce commercial and industrial rebate to 15% in 2017
City of Hamilton	<ul style="list-style-type: none"> • Reduce commercial and industrial rebate to 15% in 2018
City of London	<ul style="list-style-type: none"> • Reduce commercial and industrial rebate to 15% in 2018
Durham Region	<ul style="list-style-type: none"> • Reduce commercial rebate to 15% and industrial to 17.5% in 2018
Haldimand County	<ul style="list-style-type: none"> • Eliminate rebate for industrial in 2018 • Reduce commercial rebate to 15% in 2018
Halton Region	<ul style="list-style-type: none"> • Reduce commercial rebate to 15% and industrial to 20% in 2018
Norfolk County	<ul style="list-style-type: none"> • Reduce commercial and industrial rebate to 16.5% in 2018
Town of Gananoque	<ul style="list-style-type: none"> • Reduce commercial rebate to 15% and industrial to 17.5% in 2018
Huron County	<ul style="list-style-type: none"> • Reduce commercial and industrial rebate to 20% in 2018 and 10% in 2019
Municipality of Chatham-Kent	<ul style="list-style-type: none"> • Reduce commercial and industrial rebate to 20% in 2018 and 10% in 2019
Plummer Additional Township	<ul style="list-style-type: none"> • Reduce rebate to 30% for industrial properties in 2017, 20% in 2018 and 10% in 2019 for commercial and industrial properties
Town of St. Marys	<ul style="list-style-type: none"> • Reduce commercial and industrial rebate to 20% in 2018 and 10% in 2019
Township of Nairn and Hyman	<ul style="list-style-type: none"> • Reduce commercial and industrial rebate to 15% in 2018

TABLE 4: MUNICIPALITIES THAT PROPOSE TO MODIFY ELIGIBILITY AND PHASE-OUT REBATE

MUNICIPALITY	DESCRIPTION
City of Kawartha Lakes	<ul style="list-style-type: none"> For 2017, include the following eligibility criteria: <ol style="list-style-type: none"> The vacant building, or portion of, is not less than 1,000 contiguous square feet Adherence to the City's Property Standards By-law Establish an administration fee for the application A building, structure or portion of building would not be eligible for a rebate where the rebate percentage of 0.00% applies for a taxation year Ineligible if labour disruption was in progress Ineligible if there is property standards order against property Delay interest requirement for 120 days after regulatory authority is received Eliminate program in 2018
City of Ottawa	<ul style="list-style-type: none"> Reduce commercial and industrial rebate to 15% in 2017 For 2017, also include the following eligibility criteria: <ol style="list-style-type: none"> The vacant building, or portion of, is not less than 1,000 contiguous square feet Vacant portion was not used and was separated from any portion that was used Vacant portion supports an occupancy permit Vacant portion is capable of being leased Vacancy must be greater than or equal to 90 days Ineligible if not in compliance with property standards by-law Ineligible if labour disruption was in progress Ineligible if property standards order remains outstanding No interest to accrue until 60 days after MPAC's determination of value Ineligible if denied a request to inspect property Ineligible if false information provided Due date to be last day of March One application per year Eliminate program in 2018
City of Toronto	<ul style="list-style-type: none"> Reduce commercial rebate to 15% effective July 1, 2017 to June 30, 2018. To include a deadline date of February 28, 2018 for receipt of applications for vacancies occurring in 2017, and a deadline date of September 28, 2018 for receipt of applications for vacancies occurring in 2018 Eliminate commercial and industrial rebate effective July 1, 2018
City of Thunder Bay	<ul style="list-style-type: none"> Reduce commercial and industrial rebate to 15% in 2018 Modify eligibility in 2018 to exclude: <ol style="list-style-type: none"> Storage units and storage tanks Buildings/structures or parts thereof that are not capable of being leased for immediate occupation because it was undergoing or in need of repairs or renovations or was unfit for

	<p>occupation</p> <p>3. Buildings/structures or parts thereof that are not available for lease</p> <ul style="list-style-type: none"> • Eliminate program in 2019
City of Cornwall	<ul style="list-style-type: none"> • Reduce commercial and industrial rebate to 25% in 2017, 20% in 2018 and 10% in 2019 • To include in the eligibility guidelines beginning in 2017: <ol style="list-style-type: none"> 1. The vacant portion of the building was not used and was separated by permanent or semi-permanent physical barriers from any portion of the building that was used 2. The vacant portion of the building or structure supports an occupancy permit 3. The vacant portion of the building or structure is capable of being leased and is available for lease (may be determined by Cornwall Fire Services and/or Cornwall Property Standards personnel) 4. The vacancy must be equal to or greater than 90 consecutive days within the calendar year 5. The property be ineligible if during the vacancy period the property is not in compliance with any by-law administered by the City of Cornwall, including those under the direction of Property Standards and Fire Services 6. The property be ineligible if a strike, lockout or other labour disruption was in progress throughout the vacancy period 7. The property be ineligible if a property standards order remains outstanding on the last day to submit an application for the vacancy rebate 8. The property be ineligible if the nature of the business is seasonal 9. No interest shall begin to accrue until 90 days after the City receives the determination of the value of the eligible property from MPAC 10. The property be ineligible if a request to inspect the property for vacancy is not granted within 30 days of the initial request 11. The property be ineligible if false or inaccurate information is provided in the application 12. That the due date be the last day of February of the following taxation year • Eliminate program in 2020
City of Greater Sudbury	<ul style="list-style-type: none"> • Reduce rebate on commercial to 20% in 2018 and 10% in 2019 • Reduce rebate on industrial to 23% in 2018 and 12% in 2019 • Modify eligibility in 2018 to exclude: <ol style="list-style-type: none"> 1. Buildings with restricted access 2. Buildings not available for lease • Eliminate rebate for large industrial properties in 2018 • Eliminate rebate for commercial and industrial properties in 2020
Peel Region	<ul style="list-style-type: none"> • Reduce commercial and industrial rebate to 20% in 2018 and to 10% in 2019

	<ul style="list-style-type: none"> In 2017, modify following eligibility criteria: <ol style="list-style-type: none"> An eligible vacant unit must not include any non-permanent structures and not be used for any form of storage Not eligible if a rebate was provided in the last 3 consecutive years Storage units, hotels, fuel storage tanks, gravel pits, a business closed due to labour disruption and fixturing period are not eligible Supporting documentation must be received within 30 days of Notice for Applications with incomplete information Eliminate program in 2020
--	---

TABLE 5: MUNICIPALITIES THAT PROPOSE CHANGES AND WILL MAINTAIN REBATE

MUNICIPALITY	DESCRIPTION
Town of Fort Frances	<ul style="list-style-type: none"> Reduce industrial rebate to 30% in 2017
City of Brockville	<ul style="list-style-type: none"> Beginning in 2017: <ol style="list-style-type: none"> Limit rebate to a period not to exceed two (2) calendar years The rebate amount is to be 100% of the current allowable amount in Year One and 50% of the current allowable amount in Year Two All current unit vacancies that have made historical applications for the entirety of both 2016 and 2017 taxation years will not be allowed to apply in the 2018 tax year or beyond until an occupancy has occurred and confirmed by permit or other means
City of Sault Ste. Marie	<ul style="list-style-type: none"> For 2017: <ol style="list-style-type: none"> Limit eligibility period to 3 years in a 10 year cycle for other commercial properties Temporary uses will not impact eligibility Eliminate rebate for industrial and shopping centre in 2017
City of Windsor	<ul style="list-style-type: none"> Beginning in 2017: <ol style="list-style-type: none"> Restrict the rebate as it relates to individual annual applications within the Downtown Business Improvement Area for main street, ground level commercial properties (non-office towers) <ol style="list-style-type: none"> In Year One, the rebate amount is to be 100% of the current allowable amount In Year Two, 50% of the current allowable amount In Year Three, 0%
Oxford County	<ul style="list-style-type: none"> Modify eligibility starting in 2017: <ol style="list-style-type: none"> Any property that has benefitted from the program for five years, whether consecutive or not, will be eliminated from future eligibility
Town of Smiths Falls	<ul style="list-style-type: none"> To include in the eligibility guidelines beginning in 2017: <ol style="list-style-type: none"> The vacant portion of the building or structure is capable of being leased and is available for lease (advertised for lease and proof that applicant is actively trying to lease the property)

	<ol style="list-style-type: none"> 2. The building or portion must be vacant for at least 90 consecutive days to be eligible 3. The building or portion must be vacant for at least 90 consecutive days within the calendar year 4. The property shall be ineligible if during the vacancy period the property is not in compliance with Town's Property Standards By-law, Zoning By-law, the building Code Act/Regulations, or the Fire Protection and Prevention Act/Regulations or Site Plan Control By-law (if applicable) 5. The property shall be ineligible if a property standards order remains outstanding on the last day to submit an application for the vacancy rebate 6. No interest to accrue until 90 days after MPAC's determination of value 7. The property be ineligible if a request to inspect the property for vacancy is not granted within 30 days of the initial request 8. The property will be ineligible if a property re-assessment has been granted by MPAC or the ARB within the last two assessment cycles 9. The property be ineligible if false or inaccurate information is provided in the application 10. That the due date be the last day of February of the following taxation year 11. Only one application/per property/per year may be submitted to a total maximum of 3 years for commercial properties and 5 years for industrial properties 12. The vacant portion of the building was not used for any purpose, and was separated by permanent or semi-permanent physical barriers from any portion of the building that was used
Wellington County: Town of Erin	<ul style="list-style-type: none"> • Modify eligibility: <ol style="list-style-type: none"> 1. If the Town has made a grant or loan in respect of a property located in a Community Improvement Plan Area, the property would not be eligible for a rebate
Wellington County: Town of Minto North Wellington	<ul style="list-style-type: none"> • Modify eligibility: <ol style="list-style-type: none"> 1. Must be located within the Community Improvement Plan boundaries and eligible for such municipal incentives as signage façade and structural grants 2. Two year maximum rebate time limit 3. Must be capable of being leased for immediate occupation 4. Pop-Up Stores and other temporary uses do not affect eligibility 5. Must be vacant for 90 consecutive days 6. If active repairs or renovations are proven the property would be eligible 7. Seasonal businesses do not qualify 8. The property must be advertised for lease or for sale 9. Must apply each year and be inspected 10. All arrears for property taxes, water and sewer billings and other municipal charges must be paid

VACANT AND EXCESS LAND SUBCLASSES

TABLE 6: MUNICIPALITIES THAT PROPOSE TO PHASE-OUT AND ELIMINATE DISCOUNT

Municipality	2018	2019	2020	2021
City of Greater Sudbury				
City of St. Thomas				
Elgin County				
Town of Thessalon				
Village of Hilton Beach				
Town of Espanola				
Municipality of Oliver Paipoonge				
Township of Nairn and Hyman				
Durham Region				
Town of St. Marys				
Haldimand County				

Phase-out	
Eliminate	

TABLE 7: HOW MUNICIPALITIES WILL PHASE-OUT DISCOUNT

MUNICIPALITY	DESCRIPTION
Town of Espanola	<ul style="list-style-type: none"> Reduce commercial and industrial discounts to 15% in 2017
Durham Region	<ul style="list-style-type: none"> Reduce commercial discount to 20% in 2018 and 10% in 2019 Reduce industrial discount to 23.33% in 2018 and 11.67% in 2019
Town of St. Marys	<ul style="list-style-type: none"> Reduce commercial and industrial discounts to 20% in 2018 and to 10% in 2019
Haldimand County	<ul style="list-style-type: none"> Reduce commercial discount to 22.5% in 2018, 15% in 2019 and 7.5% in 2020 Reduce industrial discount to 26.25% in 2018, 17.5% in 2019 and 8.75% in 2020

Ministry of Finance
Cannabis Retail
Implementation Project
375 University Avenue
7th Floor
Toronto ON M5G 2J5
Tel (416) 325-1593
Fax (416) 314-9836

Ministère des Finances
Projet de la mise en œuvre de la
vente au détail du cannabis
375, avenue University
7^e étage
Toronto ON M5G 2J5
Tél (416) 325-1593
Fax (416) 314-9836



FIN6985MC-2017-25

Roger Auger
Clerk, Manager of Legal and Legislative Services
Town of Essex
rauger@essex.ca

Dear Mr. Auger:

Thank you for your letter to the Honourable Charles Sousa and for conveying your town's interest in hosting an Ontario Cannabis Store (OCS).

In preparation for the federal legalization of cannabis, Ontario passed legislation in December 2017 to govern the lawful use and retail distribution of recreational cannabis within the province.

In Ontario, recreational cannabis will be sold exclusively through the Ontario Cannabis Retail Corporation, operating as the OCS, a crown corporation with a subsidiary relationship to the Liquor Control Board of Ontario (LCBO). Ontario's approach includes an online channel that would have at a minimum the same safeguards that the LCBO has for online alcohol retailing, and up to 150 stand-alone cannabis stores by the end of 2020, starting with about 40 stores by summer 2018, and rising to 80 by July 2019.

Municipalities were identified for an initial retail store in order to achieve geographic distribution of stores across all regions of the province, and to help reduce the presence of illegal stores currently operating in the province. After stores are opened as part of the initial roll out, additional stores will be opened on an ongoing basis.

Thank you again for writing. Please do not hesitate to reach out should you have further questions.

Sincerely,

Original Signed By

Nicole Stewart
Executive Lead



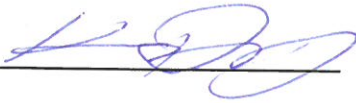
RESOLUTION NO.: 2018/29

DATE: March 7, 2018

CARRIED: ✓

DEFEATED: _____

MOVED BY:



DIVISION LIST

FOR

AGAINST

Councillor Constable

Councillor Dixon

Councillor Gregory

Councillor Malott

Mayor Robinson

SECONDED BY:



THAT the Council for the Corporation of the Municipality of McDougall supports the letter from the Town of Essex requesting that when school boards make decisions to close schools, that they offer the building to the local municipality for a dollar;

AND FURTHER that copies of this resolution be forwarded to the Association of Municipalities of Ontario (AMO), and to the Rural Ontario Municipal Association (ROMA).


MAYOR



The following Recommendation, passed at the Municipal Services (General Governance/ Finance/PP&P/Human Resources) Committee Meeting held Monday, March 26, 2018, was ratified at the Regular Meeting of the Council of The Corporation of the Township of Rideau Lakes held Tuesday, April 3, 2018.

RECOMMENDATION #45-2018

Moved By: Councillor Lavoie
Seconded By: Councillor Hoogenboom

To pass a Resolution that;

WHEREAS Committee received a copy of the Town of Essex Resolution R18-01-13 requesting that when school boards make decisions to close schools, that they have to offer the building to the local municipality for a dollar;

NOW THEREFORE the Municipal Services Committee Recommends that Council support the Town of Essex Resolution.

Carried:

Signed: Ronald E. Holman, Mayor

Certified to be a true copy
of the original

Date: April 4, 2018

Signature: *ME Lavoie*

Title: *Clerk, The Corporation of the
Township of Rideau Lakes*



*La Corporation de la Municipalité de / The Corporation of the Municipality of
ST. CHARLES*

C.P. / Box 70, 2 King Street East St.-Charles ON
Tel: 705-867-2032 Fax: 705-867-5789

P0M 2W0
www.stcharlesontario.ca

SENT ELECTRONICALLY BY E-MAIL TO rauger@essex.ca

Monday, March 26th, 2018

Town of Essex
c/o Robert Auger, L.L.B.
Clerk, Legal and Legislative Services
33 Talbot Street South
Essex, Ontario
N8M 1A8

**RE: RESOLUTION TO SUPPORT TOWN OF ESSEX – OFFERING SCHOOL PROPERTIES
TO MUNICIPALITIES**

Dear Mr. Auger,

At its Regular Meeting held on March 21st, 2018, Council for the Municipality of St.-Charles passed the enclosed resolution, which is self-explanatory.

Please feel free to communicate with our office should you require anything further.

Respectfully,

Jérôme Courchesne
Clerk
Municipality of St.-Charles

Encl.

c.c. Association of Municipalities of Ontario (AMO)
Rural Ontario Municipal Association (ROMA)
MPP Temiskaming-Cochrane
MP Nickel Belt

THE MUNICIPALITY OF ST.-CHARLES RESOLUTION

Date: 21 Mar 2018

No: 2018-83

Moved By: Moved by: Councillor Belanger
Seconded by: Councillor Lemieux

RESOLUTION:

WHEREAS Council for the Corporation of the Municipality of St.-Charles has received resolution R18-01-013 from the Town of Essex, attached hereto, with respect to offering school properties to municipalities;

THEREFORE BE IT RESOLVED THAT Council for the Corporation of the Municipality of St.-Charles supports the Town of Essex's resolution R18-01-013, that when school boards make decisions to close schools, that they have to offer the building to the local municipality for a dollar; and

BE IT FURTHER RESOLVED THAT a copy of this resolution be sent to the Town of Essex, Association of Municipalities of Ontario (AMO), Rural Ontario Municipal Association (ROMA), MPP for Temiskaming-Cochrane and MP for Nickel Belt.

Recorded Vote Requested by:

	Yea	Nay
Lemieux	_____	_____
Lafleur	_____	_____
Loftus	_____	_____
Belanger	_____	_____
Schoppmann	_____	_____


MAYOR

Deferred _____ Tabled _____ Lost _____ Carried ☒

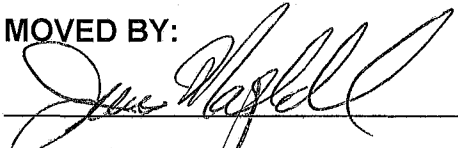
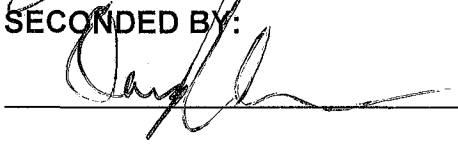
Declaration of Pecuniary Interest:

Disclosed his/her/their interest(s), vacated he/her/their seat(s), abstained from discussion and did not vote



**THE CORPORATION OF THE TOWN OF PARRY SOUND
RESOLUTION IN COUNCIL**

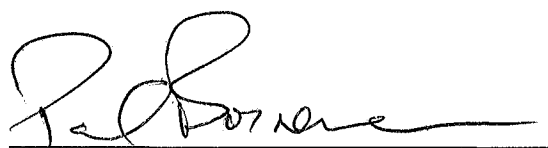
NO. 2018 – 043

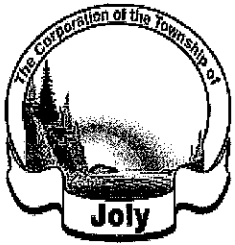
DIVISION LIST	YES	NO	DATE: April 3, 2018
Councillor P. BORNEMAN	_____	_____	MOVED BY: 
Councillor B. HORNE	_____	_____	
Councillor B. KEITH	_____	_____	SECONDED BY: 
Councillor J. MARSHALL	_____	_____	
Councillor D. McCANN	_____	_____	
Councillor K. SAULNIER	_____	_____	
Mayor J. McGARVEY	_____	_____	
CARRIED: <u>✓</u>	DEFEATED: _____		Postponed to: _____

Whereas Parry Sound Council received correspondence from the City of Hamilton endorsing the Town of Essex's Resolution to allow closed schools to be offered to municipalities for \$1.00;

Therefore, Be It Resolved that Council for the Town of Parry Sound does hereby endorse the Town of Essex's resolution, attached as Schedule "A"; and

Further, that a copy of this resolution be sent to the Town of Essex, the City of Hamilton, West Parry Sound Municipalities, Norm Miller, M.P.P., Ontario Small Urban Municipalities (OSUM), Federation of Northern Municipalities (FONOM) and the Association of Municipalities of Ontario (AMO).


Deputy Mayor Paul Borneman



THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF JOLY

COUNCIL RESOLUTION # 2018 – 032

March 13, 2018

MOVED BY:

SECONDED BY:

Therefore be it resolved that the Council for the Township of Joly hereby have reviewed the correspondence and resolution R18-01-013 as received from the Town of Essex requesting that when school boards make a decision to close schools, that they have to offer the building to the local municipality for a dollar.

And further be it resolved the Council for the Township of Joly supports this resolution.

Carried: ☒

Mayor, Bruce Baker

Defeated: ☐

Recorded Vote:	Yea	Nay
Bruce Baker	<input type="checkbox"/>	<input type="checkbox"/>
Betty Barnes	<input type="checkbox"/>	<input type="checkbox"/>
Budd Brown	<input type="checkbox"/>	<input type="checkbox"/>
Brian McCabe	<input type="checkbox"/>	<input type="checkbox"/>
Chris Nicholson	<input type="checkbox"/>	<input type="checkbox"/>



TOWNSHIP OF ENNISKILLEN
4465 Rokeby Line
RR# 1, Petrolia, Ontario N0N 1R0
Phone (519) 882-2490 Fax (519) 882-3335

Duncan McTavish,
Administrator-Clerk/Treasurer
Mike Cumming,
Road Superintendent

March 28 2018

Robert Auger
Clerk
Town of Essex,
33 Talbot Street
Essex, ON N8M 1A8

Dear Sir,

Re: Offering School Property to Municipalities

Please note that the Council of the Township of Enniskillen at its regular meeting of March 27 2018 endorsed the resolution of the Town of Essex that closed schools be offered to the local municipality for a dollar.

Yours truly,


Duncan McTavish
Clerk



April 9, 2018

Via email only

Dear Robert Auger

Re: Resolution 2018.04.27

Please be advised that Council of Loyalist Township, at its meeting held on Monday, March 26, 2018 passed the following resolution:

“that Town of Essex Resolution offering school property to municipalities be received and supported.”

On behalf of Council, thank you for your consideration of this request. Should you have any questions, please do not hesitate to contact this office.

Regards,

Debbie Chapman, AMCT
Township Clerk
dachapman@loyalist.ca
613 386 7351 Ext. 121



THE CORPORATION OF

THE TOWNSHIP OF McNAB/BRAESIDE

2508 RUSSETT DRIVE, R.R. 2, ARNPRIOR, ONTARIO K7S 3G8

March 26, 2018

Town of Essex
33 Talbot Street South
Essex, Ontario
N8M 1A8



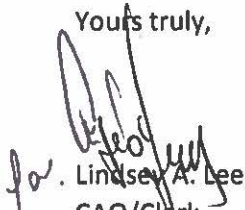
Dear Mr. Auger, L.L.B.

RE: Offering School Property to Municipalities

This is to advise you that on March 6, 2018, at the Regular Meeting of Council of the Corporation of the Township of McNab/Braeside the attached Resolution regarding Offering School Property to Municipalities was enacted and passed.

If you have any questions, please contact me at llee@mcnabbraeside.com or 613-623-5756 ext. 222.

Yours truly,


Lindsey A. Lee
CAO/Clerk
LAL/mc
Encl.



Regular Council Meeting Resolution Form

Date: March 6, 2018

No: RESOLUTION - 84-2018

Moved by Mayor Peckett

Disposition: CARRIED.

Seconded by Councillor Brum

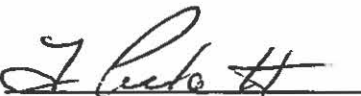
Item No: 9.1

Description: Request for Support #1

1. Town of Essex - Offering School Property to Municipalities

RESOLUTION:

THAT Council support the Town of Essex in their request that when school boards make decisions to close schools, that they have to offer the building to the local municipality for a dollar.

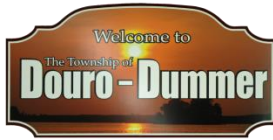

MAYOR

Recorded Vote Requested by:

Declaration of Pecuniary Interest:

	Yea	Nay
T. Peckett	_____	_____
B. Armsden	_____	_____
H. Lang	_____	_____
M. MacKenzie	_____	_____
S. Brum	_____	_____

Disclosed his/her/their interest(s), vacated he/her/their seat(s),
abstained from discussion and did not vote



Township of Douro-Dummer

894 South Street
PO Box 92
Warsaw ON K0L 3A0

www.dourodummer.on.ca

Clerk's Department

Martina Chait-Hartwig

Deputy Clerk

Ph 705-652-8392 Ext. 210

F 705-652-5044

martinac@dourodummer.on.ca

April 6, 2018

Sent Via Email Only

Robert Auger,
Town of Essex
33 Talbot Street South
Essex, Ontario, N8M 1A8

Dear Mr. Auger:

Re: User Pay Childcare Services at AMO and FCM Conferences

At the regular meeting of the Council of the Township of Douro-Dummer held on April 3, 2018, Council received your letter dated March 12, 2018, regarding the request to have user pay childcare services at the Association of Ontario Municipalities conference and the Federation of Municipalities Conference. In response Council has passed the following Resolution:

Resolution Number 134-2018

Moved by: Deputy Mayor Moher

Seconded by: Councillor Johnston

That the Resolution from the Town of Essex, dated March 12, 2018, requesting User Pay Childcare Services at Association of Municipalities of Ontario (AMO) and Federation of Canadian Municipality (FCM) Conferences, be received and supported.

Carried

If there is anything further that you require, please do not hesitate to contact me.

Yours truly,

Martina Chait-Hartwig

Martina Chait-Hartwig
Deputy Clerk
martinac@dourodummer.on.ca
705-652-8392 Ext. 210

Ext. 2242

E-mail: sgreatrix@orangeville.ca

March 12, 2018

Mr. Robert Auger
Clerk, Legal and Legislative Services
Town of Essex

Sent by Email: rauger@essex.ca
cc : lmoroz@essex.ca

Dear Mr. Auger,

Thank you for providing us with a copy of the Town of Essex resolution with respect to User Pay Childcare Services at AMO and FCM Conferences.

The Town of Orangeville has a policy that only resolutions from municipalities within the County of Dufferin, the Association of Municipalities of Ontario, and the Federation of Canadian Municipalities are placed on the Council agenda. It is suggested that other resolutions be referred to the appropriate Federal or Provincial Association for disposition.

A copy of your resolution will be forwarded to members of Orangeville Council for their information.

Yours truly,

Susan Greatrix
Clerk



COUNCIL RESOLUTION

#4

Res: 2018- 0604

Wednesday March 28th, 2018

Moved by:

Seconded by:

Fleck
Mike Hunt

THAT the Council of the Municipality of Dutton Dunwich supports Resolution #R18-03-096, of the Town of Essex, that the Association of Municipalities of Ontario (AMO) and the Federation of Canadian Municipalities (FCM) be requested to offer user pay childcare services at conferences during conference hours; and

THAT this resolution be forwarded to the Town of Essex.

<u>Recorded Vote</u>	<u>Yeas</u>	<u>Nays</u>
-----------------------------	--------------------	--------------------

I. Fleck	___	___
----------	-----	-----

D. McKillop	___	___
-------------	-----	-----

M. Hentz	___	___
----------	-----	-----

B. Purcell	___	___
------------	-----	-----

C. McWilliam - Mayor	___	___
----------------------	-----	-----

Carried:

C. McWilliam

Mayor

Defeated:

Mayor

March 21, 2018

Association of Municipalities of Ontario (AMO)
200 University Avenue, Suite 801
Toronto, Ontario M5H 3C6

Federation of Canadian Municipalities (FCM)
24 Clarence Street
Ottawa, Ontario K1N 5P3


Re: User Pay Childcare Services at AMO and FCM Conferences

At its meeting held the 21st day of March, 2018, Peterborough County Council passed the following resolution:

"Be it resolved that County Council supports the Town of Essex's resolution dated March 5, 2018 requesting the Association of Municipalities of Ontario (AMO) and the Federation of Canadian Municipalities (FCM) to offer user pay childcare services at conferences during conference hours."

Thank you for your consideration on this matter.

Yours truly,



Lynn Fawn, Deputy Clerk
County of Peterborough
Telephone Ext. 2102
Email: lfawn@ptbocounty.ca

c: T. Speck, CAO County of Peterborough
R. Auger, Clerk, Town of Essex



MUNICIPALITY OF MARMORA AND LAKE
P.O. Box 459, 12 Bursthall Street, Marmora, ON, K0K 2M0
PH. (613)472-2629 FAX (613)472-5330
www.marmoraandlake.ca

Clerk, Legal and Legislative Services
Town of Essex
33 Talbot Street South
Essex, ON
N8M 1A8

April 4, 2018

Re: Letter of Resolution, User Pay Childcare Services at AMO and FCM Conferences

At its Regular Meeting of Council on April 3, 2018 Council of the Corporation of the Municipality of Marmora and Lake passed the following motion:

MOTION2018APR03-87

Moved by: L. Bracken

Seconded by: T. Clemens

That Council receive the correspondence as Information and support the resolution of the Town of Essex for User Pay Childcare Services at AMO and FCM Conferences.

Carried

Yours truly,

Tonia Bennett, CMO, Dipl. M.A.
Municipal Clerk



Municipality of Northern Bruce Peninsula

56 Lindsay Road 5, R.R. #2, Lion's Head, ON N0H 1W0
Telephone: (519) 793-3522 • Fax: (519) 793-3823
www.northbrucepeninsula.ca

March 28, 2018



Town of Essex
33 Talbot Street South
Essex, Ontario, N8M 1A8

Att: Robert Auger, L.L.B., Clerk, Legal and Legislative Services

Dear Mr. Auger:


Re: User Pay Childcare Services at AMO and FCM Conferences

The resolution received by the Town of Essex (attached), was reviewed by the Council of the Municipality of Northern Bruce Peninsula on March 26, 2018, relating to the above noted item. At this meeting, resolution # 09-12-2018 was carried and adopted by Council:

"THAT Council supports the resolution received by the Town of Essex, requesting that the Association of Municipalities of Ontario (AMO) and the Federation of Canadian Municipalities (FCM) offer user pay childcare services at conferences during conference hours."

The above is being provided for your information.

Yours truly,


Mary Lynn Standen
Municipal Clerk

Encl.

cc. FCM
AMO



Corporate Services Department

Clerk's Office

CITY of STRATFORD
City Hall, P.O. Box 818
Stratford ON N5A 6W1

519-271-0250 Ext. 237
Fax: 519-273-5041
TTY: 519-271-5241
www.stratfordcanada.ca

April 9, 2018

Via e-mail:
rauger@essex.ca

Town of Essex
c/o Robert Auger, Clerk
33 Talbot Street South
Essex, ON N8M 1A8

Dear Mr. Auger:

Re: Resolution - User Pay Childcare Services at AMO and FCM Conferences

We acknowledge receipt of your correspondence dated March 12, 2018 regarding the above-mentioned matters.

The said correspondence was provided to Stratford City Council for their information as part of the March 26, 2018 Council meeting Consent Agenda (CA-2018-043).

City Council took no action at this time. If they decide to take action in the future, we will advise.

Yours sincerely,

Joan Thomson
City Clerk

/ja



Benefits of the Federal Gas Tax Fund | 2014-2016

The federal Gas Tax Fund

is a permanent, predictable
and stable source of funding for
municipal infrastructure.

Local investment is helping to

*grow our economy, improve
the environment and
build stronger communities.*



Executive Summary

The federal Gas Tax Fund is a permanent, predictable and stable source of funding for municipal infrastructure. AMO administers the Fund to 443 municipalities in Ontario, all except the City of Toronto.

Between April 2014 and December 2016, municipal governments completed over 2,000 projects with the support of the federal Gas Tax Fund. Completed projects were worth a combined \$2.7 billion; over \$1.3 billion was financed by the Fund.

Infrastructure projects supported by the federal Gas Tax Fund delivered economic, environmental and community benefits across Ontario. Over 9,000 lane-km of local roads were rehabilitated or reconstructed – enough to drive from Kenora to Cornwall and back twice. LED streetlight installations and building upgrades saved enough energy to power over 2,400 houses for a year. Investments in recreation facilities encouraged an additional 1,200 residents to get active in fitness programs.

Capacity-building projects supported by the Fund helped drive advancements in asset management across the province. Almost all municipalities now have an asset management plan, and municipalities expanded their asset management plans substantially between 2014 and 2016, more than doubling the variety of assets covered. Comprehensive asset management plans are crucial to identify, plan, and manage investment requirements.

Asset management plans indicate that municipalities are using the federal Gas Tax Fund to replace aging infrastructure – tackling an infrastructure backlog in the billions. Municipal investment in infrastructure has also continued at full strength since the Fund was introduced in 2005.

The predictability of the federal Gas Tax Fund for every municipal government provides the confidence that each needs to plan for the future. Communities are using the Fund to build up reserves and to finance long-term debt incurred for large projects. Strategic use of both tools is essential to managing municipal infrastructure sustainably. Through the federal Gas Tax Fund, municipalities are effectively leveraging federal investments in municipal infrastructure, and delivering local solutions to broader challenges, including national objectives.

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Introduction

The federal Gas Tax Fund

The federal Gas Tax Fund is a permanent, predictable and stable source of funding for municipal infrastructure. The Fund transferred \$6.2 billion in federal funding to Canadian municipalities between 2014 and 2016; Ontario’s share was over \$2.2 billion.

Ontario’s share is distributed to municipalities on a per capita basis. Municipalities may invest their allocations as they see fit to address local priorities – provided that the investment is used to construct, enhance or renew eligible infrastructure or improve long-term planning and asset management practices. The Ontario model recognizes that municipalities are a duly elected, accountable and transparent order of government.

Local investments advance national objectives by boosting productivity and economic growth, promoting a cleaner environment and strengthening communities. Eligible investment categories are listed below.

Productivity and Economic Growth	Clean Environment	Strong Cities and Communities
Broadband Connectivity	Brownfield Redevelopment	Capacity Building
Local and Regional Airports	Community Energy Systems	Culture
Local Roads and Bridges	Drinking Water	Disaster Mitigation
Public Transit	Solid Waste	Recreation
Short-Line Rail	Wastewater	Sport
Short-Sea Shipping		Tourism

Benefits of the federal Gas Tax Fund

The federal Gas Tax Fund benefits families and businesses across Ontario. Smooth, safe roads connect people and economies, new bike lanes open opportunities for exercise and active transportation, energy-efficient upgrades reduce greenhouse gas emissions and improve air quality, and expanded public transit networks connect commuters to jobs across the community.

The benefits of the federal Gas Tax Fund extend beyond the impact of individual projects. The Fund provides a steady stream of funding that facilitates long-term planning and narrows the infrastructure gap, encourages effective asset management, and builds federal-municipal partnerships by promoting collaboration and coordination.

The scope of this report

This report summarizes benefits of the federal Gas Tax Fund generated between April 1, 2014 and December 31, 2016.¹ The pages that follow will show how the Fund is:

- **Generating economic, environmental and community benefits** – by supporting investment in infrastructure servicing local priorities;
- **Driving progress in asset management** – by funding the development and continual improvement of municipal asset management systems;
- **Narrowing the infrastructure gap** – by incrementally contributing to the pool of funds available to maintain a state of good repair across the province;
- **Facilitating long-term municipal planning** – by providing a reliable revenue stream that municipalities can depend on when budgeting for the future; and
- **Helping municipal governments connect with residents** – by allocating resources to assist with communications and outreach.

Supplementary information – including methods, definitions and in-depth analyses – is available in the Appendix to this report.



Township of Enniskillen, Tile Yard Road Reconstruction



Top: City of Hamilton, New Low Floor Transit Buses
Bottom: City of St Thomas, Replacement of Pinafore Park Comfort Station

Summary of the Investment

Municipalities completed over 2,000 projects

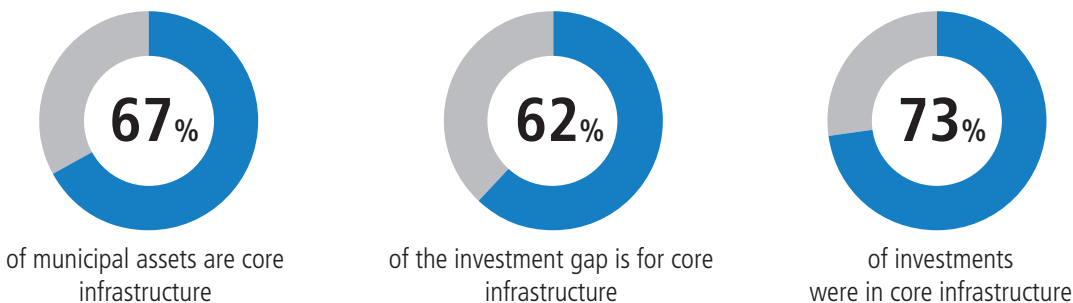
Ontario's municipalities (excluding Toronto) completed over 2,000 projects with the support of the federal Gas Tax Fund between April 1, 2014 and December 31, 2016. These projects were worth a combined \$2.7 billion. Over \$1.3 billion was financed by the Fund.²

Much of this investment was made in core infrastructure.³ Drinking water, roads and bridges, and wastewater accounted for 73% of the investment. The table below shows how municipalities allocated the Fund across eligible investment categories.⁴

Eligible Investment Category	Projects Completed	Federal Gas Tax Funds Invested	Total Project Costs	Funding Leveraged
Broadband Connectivity	1	\$16,886	\$21,886	\$0.30
Brownfield Redevelopment	1	\$1,160,000	\$2,577,972	\$1.22
Capacity Building	102	\$19,706,629	\$42,163,032	\$1.14
Community Energy Systems	135	\$59,235,329	\$179,136,681	\$2.02
Culture	3	\$390,878	\$772,440	\$0.98
Disaster Mitigation	2	\$204,673	\$241,028	\$0.18
Drinking Water	90	\$41,139,980	\$97,656,954	\$1.37
Local Roads and Bridges	1,439	\$854,948,619	\$1,635,663,351	\$0.91
Public Transit	71	\$236,896,031	\$369,764,005	\$0.56
Recreation	36	\$5,947,658	\$9,350,041	\$0.57
Solid Waste	37	\$31,878,619	\$107,834,317	\$2.38
Sports	2	\$940,770	\$6,496,579	\$5.91
Tourism	3	\$25,630	\$43,470	\$0.70
Wastewater	136	\$70,865,435	\$208,046,314	\$1.94
Total	2,058	\$1,323,357,136	\$2,659,768,069	\$1.01

Investments mirrored local priorities

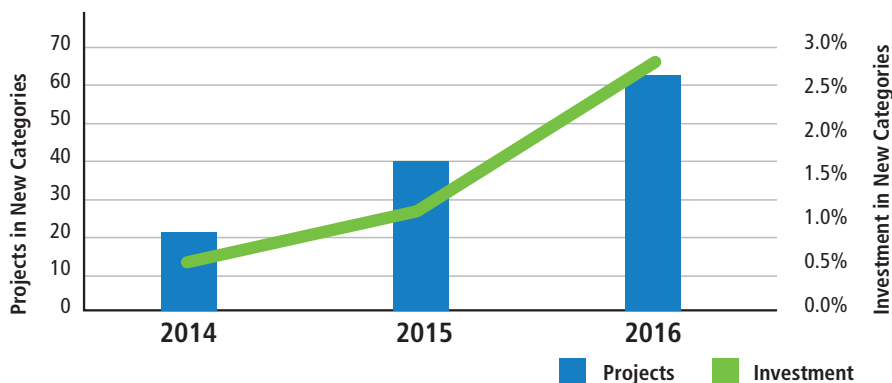
The emphasis on core infrastructure reflects municipal priorities. Core infrastructure comprises the bulk of Ontario’s municipal assets⁵ – and of Ontario’s infrastructure investment gap.⁶ Municipalities also own the majority of Canada’s core infrastructure,⁷ and citizens look to municipal governments to maintain the critical services that core infrastructure provides.



Nevertheless, municipalities invested the federal Gas Tax Fund to meet their diverse needs. Over half of municipalities investing in multiple projects also invested in multiple categories. Nearly a third of municipalities receiving \$500,000 or more annually from the Fund invested in three or more categories.

Municipalities increasingly invested in new categories

Investment in eligible project categories introduced in 2014 remained low throughout the 2014-2016 period, but picked up over time.⁸ Investment in new categories is likely to increase as new federal infrastructure funding allows municipalities to redirect the Fund to other priorities.



Economic, Environmental and Community Benefits

Benefits were quantified with output and outcome indicators

Federal Gas Tax Fund investments helped municipalities boost productivity and economic growth, promote a cleaner environment and strengthen communities. Economic, environmental and community benefits generated by infrastructure projects are summarized below.⁹

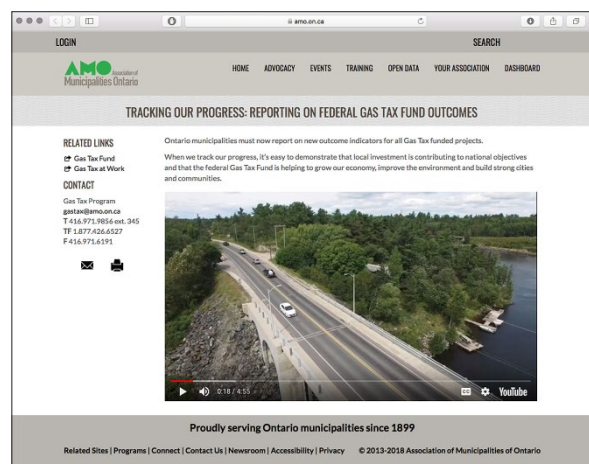
Some benefits are easy to measure. An investment in public transit, for example, may involve the purchase of a bus or the construction of a transit station. These tangible benefits are directly produced by the investment and are called outputs.

Other benefits are difficult to measure. That new bus may encourage residents to take public transit – reducing greenhouse gas emissions and improving air quality – and connect employers with residents looking for work – boosting incomes and strengthening businesses. These intangible benefits are typically indirect consequences of the investment and are called outcomes.

AMO, in consultation with municipalities and with the approval of the Fund's Oversight Committee, developed a series of output and outcome indicators to measure the benefits of each infrastructure investment. Outputs and outcomes are described in the sections below and are tabulated in the Appendix to this report.¹⁰ Several sessions on outcome reporting – the what, why and how – took place with municipalities throughout the province in 2016 and 2017.

Additionally, [a video was prepared in late 2016 to highlight the importance of outcome reporting](#). When we track our progress, it is easy to demonstrate that local investment is contributing to national objectives and that the federal Gas Tax Fund in Ontario is helping to grow our economy, improve the environment and build strong communities.

Municipalities began reporting benefits generated by federal Gas Tax investments under these new indicators in the 2016 reporting year. Details are captured in Part 1 of AMO's [2016 Federal Gas Tax Annual Report](#). Municipalities now report benefits annually.





BROADBAND CONNECTIVITY

Broadband connectivity projects expanded Internet access

Broadband connections provide rapid, 24/7 access to the Internet – and all the economic and social benefits that come with it. Nearly all Ontarians have access to broadband Internet in some form – but only 88% have access to broadband speeds meeting national targets.¹¹ Broadband Internet access is particularly limited in rural communities.¹²

Rural communities are therefore using federal funding to expand broadband access. The federal Gas Tax Fund helped municipalities expand access to 284 households between 2014 and 2016.

284 
more households with landline access to
broadband speeds of 10 Mbps or higher.




BROWNFIELD REDEVELOPMENT

Brownfield redevelopment projects created safe spaces to live and play

Brownfield redevelopment projects clear contaminants and create space to live and play. Estimates of the number and extent of brownfield sites across Ontario vary, but brownfield redevelopment has been critical to rebuilding communities across Ontario.

Investment in brownfield sites revitalizes neighbourhoods, reduces urban sprawl, and removes hazardous contaminants. These changes boost tax revenues and attract new businesses, cut commuting times and greenhouse gas emissions, and improve the quality of our water and air.¹³ Federal Gas Tax Fund investments helped redevelop brownfield sites large enough to accommodate eight soccer fields between 2014 and 2016.

19 
different types of contaminants removed or reduced
to safe exposure levels; six hectares of brownfield
sites remediated, decontaminated or redeveloped.



Community energy system investments cut energy consumption

Municipalities used the federal Gas Tax Fund to help cut annual electricity consumption by 21 GWh between 2014 and 2016 – enough to power over 2,400 houses for a year.¹⁴ This reduction decreases Ontario's annual greenhouse gas emissions by approximately 840 metric tonnes of CO₂ equivalents,¹⁵ helping communities create a better future for children and families.



Wawa's LED Streetlight Retrofit Project

Located at the gateway of the Boreal Forest, the Northern Ontario community of Wawa is investing in reducing its energy use and greenhouse gas emissions. In 2015, Wawa invested \$213,000 from the federal Gas Tax Fund into an LED streetlight retrofit project. The municipality replaced 426 existing streetlight fixtures with new LED streetlight cobra fixtures that use less power and last longer. Wawa's investment has reduced annual energy use more than 50% from 277,008 kWh to just 136,813 kWh.

CO₂ **840** metric tonnes of CO₂
equivalents cut from Ontario's greenhouse gas
emissions; 21 GWh decrease in annual energy
consumption (equivalent to 2,400 houses/year).



Cultural infrastructure investments encouraged community engagement

Cultural facilities are shared spaces where we can learn, connect, and grow together. These facilities include the museums that commemorate our common past and foster a sense of belonging, the galleries that promote local talent and encourage creative expression, and the libraries that offer opportunities to explore new interests and develop new skills.

These facilities strengthen our communities. Investments in cultural infrastructure help boost volunteerism and civic engagement, improve residents' health and quality of life, and draw people together. Cultural infrastructure projects completed with the support of the federal Gas Tax Fund between 2014 and 2016 increased the frequency of cultural events and helped more residents engage with their communities.



Guelph's Civic Museum Exterior Enhancement

The City of Guelph's Civic Museum is home to a collection of more than 40,000 artifacts that bring Guelph's history to life. The City worked to improve the museum's exterior finishes, including hardscaped areas for public gatherings, new plantings and other features to accent the building's heritage façade. A landscaped terrace was designed to accommodate a statue, donated by Guelph citizens, in honour of Lt. Col. John McCrae and the 100th anniversary of his poem "In Flanders Fields." Guelph invested \$350,000 from the federal Gas Tax Fund into the project with a total cost of \$696,320.

The exterior enhancement resulted in an impressive new green space right in the core of the City and has increased the profile of a beautiful heritage building. The museum is a source of civic pride, encouraging residents and visitors to take part in local cultural activities and contributing to a 250% increase in the number of cultural events in the downtown core.

149
more residents participating
in cultural activities.



Disaster mitigation projects protected our communities

Natural disasters and extreme weather events are becoming more common – and more expensive.¹⁶ Municipal staff are typically the first to respond to disasters, and municipal budgets are increasingly pressured by the costs associated with them.

Resilient infrastructure – including green infrastructure to absorb excess stormwater, seawalls and breakwaters to protect shorelines, and other structures – is critical to reduce the risk and impact of natural disasters. Federal Gas Tax Fund investments helped restore critical infrastructure protecting a combined area large enough to accommodate nearly 20 soccer fields between 2014 and 2016.



Brockville's Hardy Park Shoreline Restoration

The City of Brockville's Hardy Park overlooks the St. Lawrence River and connects with the Brock Trail System. The park includes a public boat ramp, a fully accessible children's playground, volleyball courts and beautiful trails. While the park is a popular spot and plays host to many local events, the concrete between the beams supporting the seawall had significantly eroded. As a result, a substantial portion of the seawall was missing. In 2015, the City invested \$190,000 from the federal Gas Tax Fund in a shoreline restoration project to replace the concrete wall with steel pillings. This work helped to protect the shoreline and the boardwalk structure, reducing the risk of damage to the area from flooding and ensuring that residents can continue to enjoy the shoreline for years to come.

 **2** disaster mitigation projects
resulted in 14 fewer hectares of land at risk of
damage from catastrophes.



Drinking water system investments delivered safer water

Part of keeping our communities healthy is ensuring that local water systems are safe and reliable. The vast majority of Ontario's municipal water systems have consistently met provincial water quality standards over the past decade¹⁷ – but as our infrastructure ages, watermain breaks and other service disruptions become more likely.

Municipalities invested the federal Gas Tax Fund in the rehabilitation or replacement of 65 km of water pipe between 2014 and 2016, helping cut the frequency of watermain breaks and improve service to thousands of families. Additional investments in water treatment reduced the number of adverse water quality incidents and boil water advisories across the province.



South River's Johnston Drive Water Main Expansion

The Village of South River invested \$164,000 from the federal Gas Tax Fund to install 230 metres of watermain along Johnston Drive. This investment increases the supply of water into a local subdivision of 75 homes and decreases the risk of pressure loss so that residents can continue to rely on the local water supply.



88 fewer watermain breaks

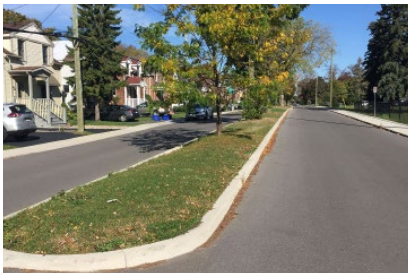
each year; 23,010 residents with access to new, rehabilitated or replaced water distribution pipes.



Local road and bridge projects kept local economies moving

Ontario's municipalities are responsible for over 140,000 km of roads and more than 15,000 bridges and large culverts.¹⁸ Businesses rely on these roads and bridges to move goods from production centres in local communities to markets around the world, while tourists and seasonal residents depend on them to access vacation spots and second homes across the province.

Most of Ontario's bridges were built almost 50 years ago,¹⁹ and roads and bridges comprise the bulk of the municipalities' infrastructure lifecycle requirements.²⁰ The federal Gas Tax Fund has been critical to keep local roads and bridges in a state of good repair; municipalities repaired or replaced 9,677 lane-km of roads between 2014 and 2016 – enough to drive from Kenora to Cornwall and back twice.²¹



Kingston's Reconstruction of Yonge St. and Ellerbeck St.

Poor road conditions can lead to increased traffic and decreased efficiency, hampering the ability of residents to get where they need to go quickly and safely.

The City of Kingston is a medium-sized city, home to Queen's University and many historic 19th-century buildings. In 2015 and 2016, the City embarked on a major reconstruction project to improve two residential streets, Yonge Street and Ellerbeck Street, located near downtown Kingston. Work included a full reconstruction of 1.4 km of road, full sewer replacement with separated storm and sanitary sewers, and new sidewalks. Transit stops were also replaced and upgraded for increased resident accessibility. This major project resulted in significantly improved road conditions and better drainage.

The \$6.2 million project benefited from an almost \$5.6 million investment from the federal Gas Tax Fund and gave more than 400 residents access to new, repaired, rehabilitated or replaced roads.



2,189,084 Ontario residents

now have access to new, repaired, rehabilitated or replaced roads;
809,739 Ontario residents have improved access to highways to
neighbouring municipalities; 928,052 Ontario residents have access
to new, repaired, rehabilitated or replaced bridges.



Timmins' Reconstruction of MacLean Drive and Essa Street

Municipal roads and bridges are a lifeline that bind communities and economies together, especially in rural and northern areas of the province. The City of Timmins, a growing community in Northeastern Ontario, invested \$2.3 million from the federal Gas Tax Fund into the reconstruction of 1.68 km of major local roads. In addition to road resurfacing, the project included the installation of new sanitary sewers, 741 metres of watermain, 434 metres of storm sewer, new concrete sidewalks and curbs, giving 6,600 residents access to new, repaired, rehabilitated or replaced roads.



Tay Township's Rehabilitation of Duck Bay Bridge

Originally constructed in 1927, the Duck Bay Bridge has joined the north and south parts of Tay Township for more than 90 years. In 2014 and 2015 the Township completed a full bridge reconstruction marking an end to almost 30 years of weight restrictions on the vital local roadway. In 1987, weight restrictions on the bridge forced the Township to divert all large vehicles, including buses, municipal emergency and maintenance vehicles onto Highway 400 to access the northern parts of the community. The total project cost was almost \$1.9 million with \$517,151 coming from the federal Gas Tax Fund. Work included removal of the original bridge, rehabilitation of the abutments, and installation of a new truss bridge. The bridge opened to all traffic in December 2015.



Leamington's Trail Expansion

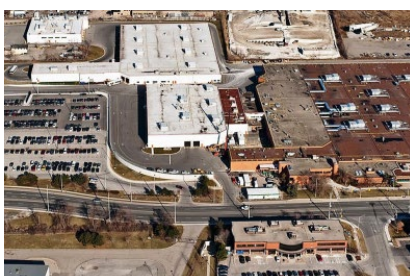
Investing in active transportation gives people more opportunities to walk or cycle in their communities. The Municipality of Leamington invested \$266,075 from the Federal Gas Tax Fund to construct a new walking trail that connects the local trail network to the County Wide Active Trail System. This 3.1 km extension gives users a safe and active alternative to travel between local municipalities in Essex County. This translates to 30,000 residents now having access to new, repaired, rehabilitated or replaced hiking and walking trails. Work included the construction of a new asphalt/granular trail complete with drainage catch basins, benches and trees. A trail was also constructed to connect to the Leamington Hospice to the existing trail.



Public transit projects connected our communities

Local public transit systems connect communities and economies. Investments in public transit help take cars off the street – reducing congestion and cutting the costs that it imposes – and help residents access jobs and services across the municipality.

Commuters are increasingly choosing to take public transit to and from work.²² But public transit users endure longer commutes than drivers²³ and generally report a lower level of satisfaction with their commute.²⁴ Municipalities – particularly Ottawa, Mississauga, York Region, and Brampton – have responded by investing heavily in public transit between 2014 and 2016, putting more vehicles on local roads and improving the accessibility of transit services.



Mississauga's Transit Facility Construction

Mississauga is Canada's sixth largest and fastest growing major city with a population of 729,000 residents. Its transit system, MiWay, is the third largest municipal transit system in Ontario operating a total of 87 routes with a fleet of more than 460 accessible buses. To manage its growing fleet of vehicles, Mississauga invested more than \$85 million from the federal Gas Tax Fund to renovate and expand its Central Parkway Transit Campus. The Campus storage capacity increased from 270 buses to 390. The accessible facility also houses a body shop to keep the fleet in good repair.



Ottawa's Double Decker Buses

Ottawa operates Ontario's second largest transit system with an average weekday ridership of 320,000.²⁵ The City invested more than \$38 million from the federal Gas Tax Fund into a \$73 million purchase of 81 new double decker buses. 66 of the new buses replaced 158 older buses that were becoming costly to maintain. Double decker buses expand transit capacity by carrying more customers than any other bus, reducing the cost to operate by half compared to a standard bus, and without taking up more space on the road.



21% decrease in average age of transit fleet

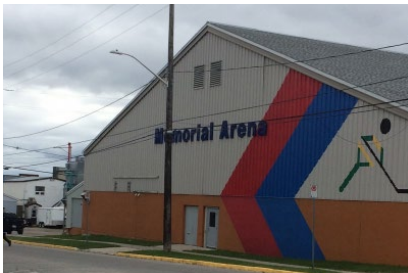
8% increase in regular service passenger trips;

883 transit vehicles with accessibility or service upgrades.



Recreational infrastructure investments encouraged exercise

Parks, recreation facilities and open spaces provide opportunities for relaxation and exercise – boosting residents' health and wellbeing, reducing the risk of crime, and encouraging participation in the community. Municipalities used the federal Gas Tax Fund to enhance arenas, playgrounds, and outdoor recreation facilities across the province between 2014 and 2016, improving the services available to 652,321 residents and encouraging over 1,200 people to make greater use of recreation facilities.



Sioux Lookout's Recreation Centre Renovations

In 2015 the Municipality of Sioux Lookout invested \$354,000 from the federal Gas Tax Fund to reconstruct the roof and complete general repairs and renovations at its municipal fitness centre. The fitness centre is more than just a place to exercise – it is a community gathering hub for 29 Far North communities. Keeping the centre in good condition is crucial to the community's ability to continue hosting special events and sports tournaments. 5,300 residents will benefit from this investment in recreation infrastructure. In addition, renovations to the fitness centre led to a 29% increase in visitors to the community.



17,993

more visitors to Ontario communities that invested in recreation infrastructure; 652,321 residents will benefit from the investment in recreational infrastructure.



Solid waste system investments kept our communities clean

Ontario's municipalities manage waste for more than five million households. Municipalities collect, process, market and dispose of nearly 4.4 million tonnes of material each year – and divert an additional 2 million tonnes.²⁶ To help do this work, municipal governments are investing federal Gas Tax funds in advanced waste management systems. Between 2014 and 2016, municipal investments of the federal Gas Tax Fund extended diversion programs to over 3,000 households and increased the collection of solid waste by over 30,000 tonnes.



Seguin's Redevelopment of the Stanley House Transfer Station

The Township of Seguin is using the federal Gas Tax Fund to improve local waste management. In 2016 the Township invested \$230,000 from the federal Gas Tax Fund to redevelop the Stanley House Transfer Station. Simply, a waste transfer station is a processing site for waste disposal. The Stanley House Station now has two compaction units for recycling streams and a full-size Transtor, a special machine to transfer hazardous waste. The investment has led to an 11% increase (from 2,556.13 tonnes to 2,831.31 tonnes) in the total waste collected each year.



25,516 new blue or green bins

18 new, expanded or rehabilitated solid waste management facilities; 3,193 more households participating in recycling and organics collection.



Sport infrastructure projects promoted fitness

Participation in sports helps residents meet physical activity recommendations and manage stress – but affordability concerns and limited access have driven participation rates down in the past two decades.²⁷ Federal Gas Tax Fund investment helped increase the availability of sports facilities between 2014 and 2016, encouraging an additional 2,706 residents to get involved in local sports programs.



Port Hope's Jack Burger Sports Complex Revitalization

The Jack Burger Sports Complex houses a 25 metre pool, therapy pool and whirlpool, providing access to swim programs for people of all ages. The Municipality demolished the pool portion of the building and rebuilt it with new energy systems and a brand new pool, including a new pool viewing area, change rooms, the addition of a family accessible change room and a community room and mezzanine space. Improvements were also made to increase accessibility. The total project cost more than \$6.4 million with \$931,000 coming from the federal Gas Tax Fund. This major revitalization project gives the community access to a new, modern facility, driving a 20% increase in visitors to the community per year, 22% increase in registered users of the Sports Complex each year, and a 60% increase in the number of sporting events held annually.



2,706

more registered users of local sports/recreation facilities.



Tourism infrastructure projects attracted visitors to our communities

Tourists visiting Ontario's communities contributed over \$30 billion to local economies in 2015, boosting municipal revenues and supporting local businesses.²⁸ Investments of the federal Gas Tax Fund helped attract an additional 4,000 visitors to local municipalities between 2014 and 2016, supporting over 100 local businesses.



North Frontenac's Scenic Route Rest Stop

The Township of North Frontenac is a small community located in the heart of eastern Ontario's "cottage country." Its natural beauty makes it a popular destination for scenic drives through all four seasons and thousands of seasonal residents and tourists visit the Township each year. In 2016 North Frontenac invested \$13,284 from the federal Gas Tax Fund into its Scenic Route Rest Stop Project. Work included installation of an information board, a recreational staging area and parking for people using the local trails, accessible picnic tables and an accessible outhouse. The \$30,539 project can be tied to a 43% increase in tourism as it offers visitors a comfortable spot to stop and enjoy the scenery.

 **4,000** more visitors
to Ontario communities each year; 122 businesses
positively impacted by investment in tourism
infrastructure.




Wastewater system investments kept things flowing

Up-to-date sanitary and storm sewer systems help keep our communities safe and healthy by carrying wastewater to treatment plants and protecting against sewer backups. Municipalities installed 23 km of sanitary and storm sewers between 2014 and 2016 and upgraded or replaced an additional 50 km, cutting the number of annual sewer backups and servicing more residents.



Tecumseh's Sanitary Sewer Extension

The Town of Tecumseh invested \$634,000 from the federal Gas Tax Fund into an almost \$3 million sanitary sewer expansion project, including a full road reconstruction and replacement of existing storm sewers and water mains. The Burke-Outer-Moro Sanitary Sewer was extended to provide sanitary sewer service to 24 industrial lots. Many of these businesses were relying on failing septic sewage systems to collect wastewater. Modern, up-to-date infrastructure provide local businesses with the foundation they need to grow and succeed.

 **93 fewer sanitary sewer backups**
each year; 4,909 more residents serviced
by stormwater/sanitary infrastructure.

Progress in Municipal Asset Management

The Fund is driving advances in municipal asset management

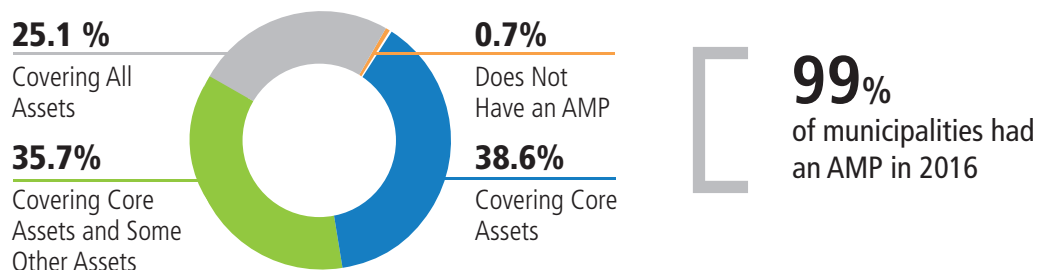
Most municipalities had (or were working on) an asset management plan (AMP) in 2014,²⁹ largely to meet provincial infrastructure funding requirements,³⁰ but these plans varied in scope and comprehensiveness.³¹ The [Administrative Agreement on the Federal Gas Tax Fund](#) required municipalities to implement an AMP meeting requirements set out in Ontario's [Building Together: Guide for Municipal Asset Management Plans](#) by December 31, 2016. Municipalities were additionally required to demonstrate the use of AMPs to prioritize infrastructure investments.

AMO delivered a series of capacity-building initiatives between 2014 and 2016 to help municipalities meet this target. This included online courses for councillors and a council-member toolkit, workshops at the annual AMO conference, and annual symposia on asset management in cooperation with the Municipal Finance Officers' Association.

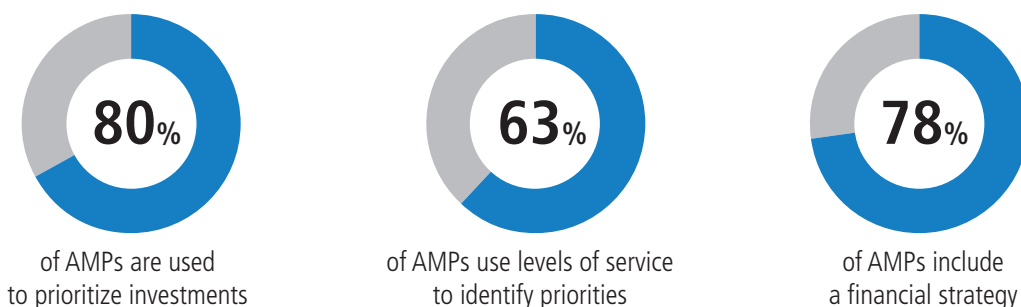
An asset management plan is a roadmap to a municipality's future. AMO produced a [video](#) with over 1,000 views that provided a journey, across 14 different municipalities, to highlight the value of asset management planning and requirements under the federal Gas Tax Fund in Ontario.

AMO asked municipalities to complete questionnaires describing their asset management systems in the 2013 and 2016 reporting years to monitor progress. The 2013 questionnaire was used to establish a baseline for asset management; the 2016 questionnaire was developed in consultation with AMO's Asset Management Outcomes Working Group to assess progress.³² Questionnaires were completed online as described in the Appendix.

By December 31, 2016, all but three municipalities reported that they had an AMP. AMPs generally covered more than the core infrastructure assets recommended in Ontario's [Building Together](#) – but not all assets.³³ The three municipalities that did not have a plan committed to developing one in 2017.



Most municipalities also reported that their AMPs were used to prioritize investments. Analyses of levels of service detailed in AMPs generally helped identify these priorities. Most AMPs additionally described financial strategies to guide implementation of the plan.



The majority of municipalities reported that they used historical costs to calculate the replacement cost of tangible capital assets in their AMPs; however, municipalities have reported to AMO that they are increasingly moving towards using engineering estimates to determine replacement cost.

Municipalities have similarly indicated that they are moving toward using engineering estimates to assign condition ratings to assets with 37% currently using this method. However, 63% of municipalities continue to rely on age or visual inspections to assign condition ratings. Research commissioned by AMO has previously shown that age-based condition ratings underestimate the condition of assets.³⁴ The main constraint to moving towards engineering assessment and inspection has been resources.

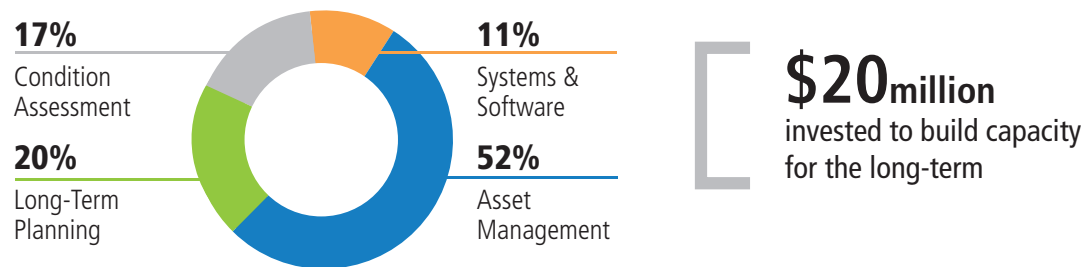
AMO commissioned an independent analysis of municipal AMPs to better understand how these documents evolved between 2013 and 2016.³⁵ The analysis involved a comparison of AMPs prepared by the end of 2013 to AMPs prepared by the end of 2016 across a sample of 35 municipalities.³⁶ The scope of each plan, the condition of assets described within them, and the infrastructure investment gap faced by each municipality were assessed.

The results of the analysis suggest that municipalities are making the most of opportunities to improve asset management systems and replace aging infrastructure. AMPs typically covered core infrastructure in 2013, but covered several additional types of infrastructure by 2016; the average number of asset classes in AMPs jumped from four in 2013 to nine in 2016.³⁷ The infrastructure backlog – i.e., the cost required to replace infrastructure that had exceeded its useful life – fell by 12% for core infrastructure.³⁸

AMO is collecting AMPs to better understand the details of their scope and content in preparation for full implementation of Ontario's new regulation on asset management, [O. Reg. 588/17](#). Accurate and robust AMPs are necessary to identify, plan for, and sustainably manage both near and long-term investment needs.

Capacity-building investments enhanced asset management systems

Municipalities invested \$20 million from the federal Gas Tax Fund in 102 capacity-building initiatives worth \$42 million between 2014 and 2016. Funds were used to assess the condition of infrastructure, develop asset management systems and refine long-term plans – driving impressive advances in asset management across the sector to optimize infrastructure investment decisions.



Investments in condition assessments, systems and software are really investments in asset management. Systems and software are crucial to organize information about assets and project future investment needs. Condition assessments are crucial to understand the state of infrastructure – and the investments required to keep them in a state of good repair.³⁹



A CCTV camera is used to capture images of Cambridge's storm sewers.



Cambridge's Sanitary Sewer Condition Assessment CCTV

Cambridge invested \$461,965 from the federal Gas Tax Fund into closed-circuit television inspection of storm sewers – a truly innovative way to manage local infrastructure. Images captured from the CCTV cameras allow staff to identify problems that need attention now and provide more information about the sewer's remaining service life. The City is using this information to plan for the future, including determining what infrastructure needs to be replaced and what type of preventive programs should be put in place now.

Cornwall's 2016 Building Condition Assessment

In 2016, the City of Cornwall invested \$150,000 from the federal Gas Tax Fund into a professional assessment of local infrastructure. 95 municipal buildings and 202 fleet assets were assessed and rolled into a 10-year asset management plan. Municipal governments have a lot of infrastructure to manage and must have a plan in place to guide this work. By investing in asset management now, Cornwall is helping to ensure that future generations will have the up-to-date infrastructure that they need to thrive.

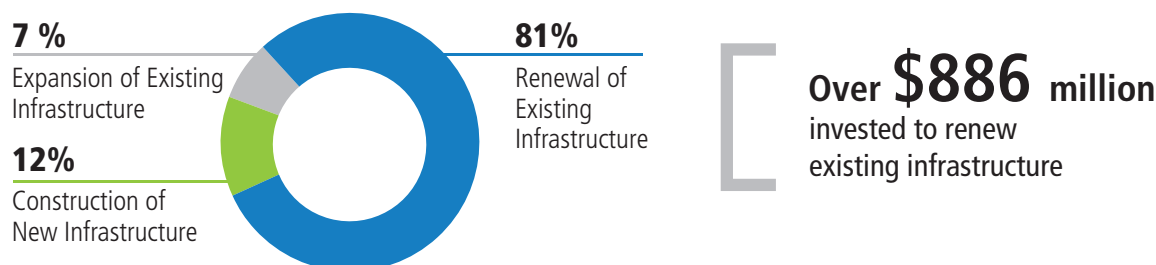
The Infrastructure Investment Gap

A gap separates investment needs from investment capacity

Ontario's municipalities faced an estimated \$6 billion annual infrastructure investment gap in 2008.⁴⁰ This gap reflected the unfunded investment required to replace infrastructure that had exceeded its intended life, meet annual lifecycle costs, and accommodate growth.⁴¹

Progress made since 2008 is difficult to assess. Municipal infrastructure investment picked up in the past decade⁴² and has consistently outpaced amortization⁴³ – but the percentage of municipal assets that are amortized has continued to rise year after year.⁴⁴

These trends suggest that municipalities have focused on constructing or enhancing – rather than replacing – infrastructure. In contrast, municipalities have primarily used the federal Gas Tax Fund to renew existing infrastructure.⁴⁵



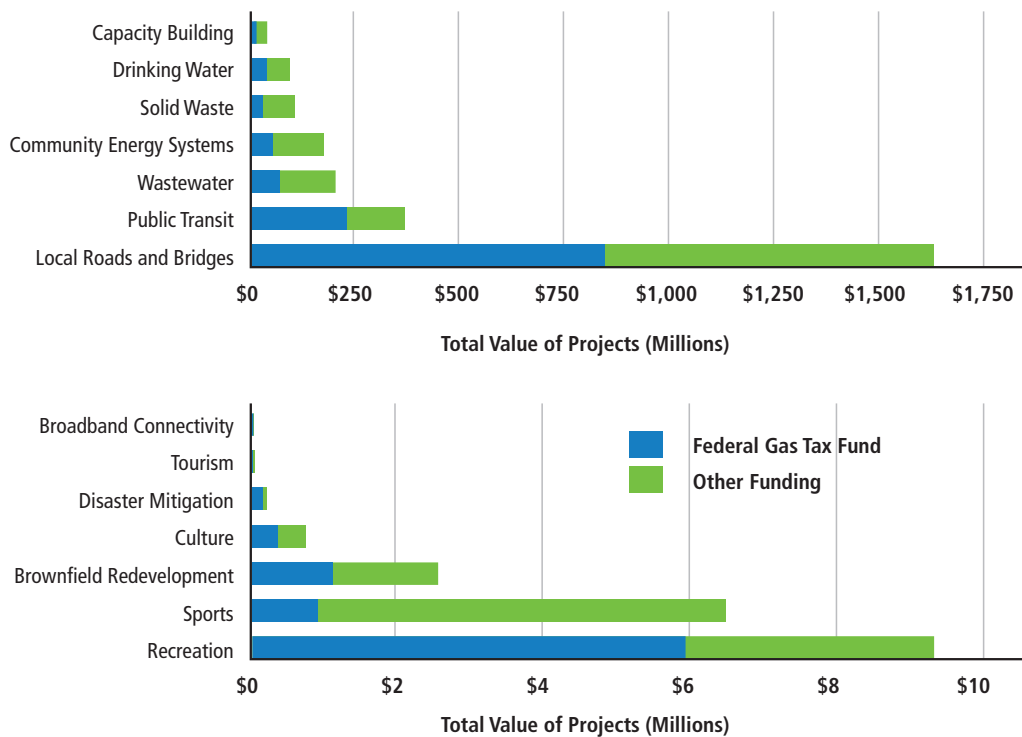
Asset management plans also indicate that some municipalities are replacing aging assets. In a sample of 35 municipalities from across Ontario, the investment required to replace roads, bridges, culverts, and water and wastewater assets fell 12% between 2013 and 2016.⁴⁶ Despite this progress, rising lifecycle costs driven by aging infrastructure pushed the infrastructure investment gap higher for core infrastructure.⁴⁷

AMO called for a 1% increase to the HST in 2017 to help municipalities address the infrastructure investment gap. A 1% HST increase – dedicated principally to municipal infrastructure – would generate an estimated \$2.5 billion and could be equitably distributed to alleviate fiscal pressures on all communities. Visit thelocalshare.ca to learn more.



The Fund is narrowing the gap

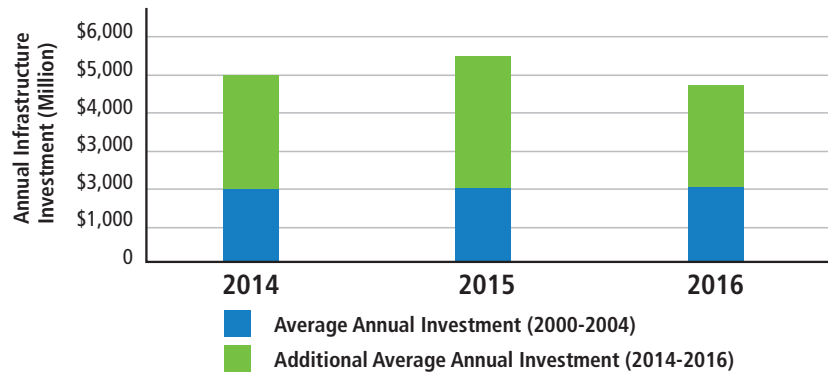
The Federal Gas Tax fund is helping municipalities narrow the gap. Municipalities invested \$1.01 from other sources for every \$1.00 drawn from the Fund to complete projects worth over \$2.6 billion between 2014 and 2016. The Fund accounted for approximately 7.5% of the investment in roads, transit, solid waste, water and wastewater between 2014 and 2016.⁴⁸



Some of this leveraging can be credited to the Fund's incrementality requirement. The federal Gas Tax Fund is intended to complement, without replacing or displacing, existing funding for municipal infrastructure. Municipalities cannot use federal Gas Tax funds to reduce municipal taxes or offset municipal infrastructure investments.⁴⁹

This incrementality requirement means that federal Gas Tax Fund investments must stretch above and beyond municipalities' investments from other sources.⁵⁰ To get a more accurate picture of this, one needs to look at the total municipal expenditures in infrastructure and sources of revenue.

Municipalities demonstrated incrementality between 2014 and 2016 by consistently investing more in local infrastructure than they did prior to the creation of the Fund. Municipalities invested their allocations from the federal Gas Tax Fund incrementally across the entire sector – regardless of region, population size, or population growth rate.⁵¹



But not all municipalities were able to individually demonstrate incrementality. Several municipalities invested less between 2014 and 2016 than they did during the base period, primarily due to demographic change and the fiscal challenges that accompany it.⁵² AMO will monitor this situation as it unfolds, but incrementality is measured over the life of the Fund (i.e., from 2014 to 2023), and some year-to-year variation is expected.



Top: City of Guelph, Civic Museum Exterior Enhancement
 Bottom left: Township of Centre Wellington, Colborne Street Reconstruction
 Bottom right: City of Belleville, Solar Panel System

Top: City of Guelph, Improvements to Lyon's Park
 Middle: City of Ottawa, OC Transpo Double Decker Buses
 Bottom: City of Mississauga, Storm Sewer Trunk Repair

Long-Term Municipal Planning

The Fund facilitates long-term planning

Communities are using the federal Gas Tax Fund to drive their asset management systems forward and are leveraging the reliable revenue that it provides to top up investments in aging infrastructure. These are benefits in themselves; asset management helps municipalities identify future infrastructure needs, and steady funding helps finance them. The broader benefit is the ability to plan for the long term – to establish a vision for the community and the quality of life that it provides, and to plot a financially sustainable path to get there.

The path will look different in different places. While effective asset management is invariably essential to achieve financial sustainability, it is best considered in the context of a broader fiscal strategy that considers the unique circumstances and objectives of the community.

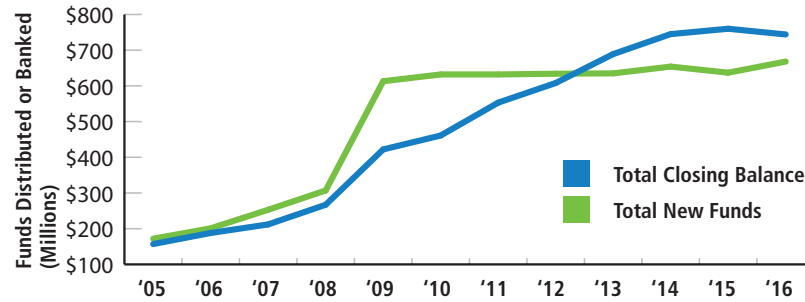
AMO, in partnership with staff from York Region, has investigated the steps required to put Ontario's municipalities on a financially sustainable path.⁵³ The research explores the key demographic and economic features that define the fiscal context of our local communities and identifies a few essential elements of financial sustainability – the strategic use of debt and reserves, for example.

AMO does not ask municipalities about their use of debt and reserves directly. Patterns of investment and other project information nevertheless suggests that municipalities are using the Fund to gradually build up reserves and finance debt to build better communities.

Municipalities are gradually building reserves

Municipalities generally bank a portion of the allocation that they receive from the federal Gas Tax Fund to meet future needs. Only 27% of municipalities invested nearly all of the Gas Tax funds in the year in which they were received between 2014 and 2016; the remaining 73% banked some portion of their allocation. About 13% of municipalities banked nearly all funds received in any given year.

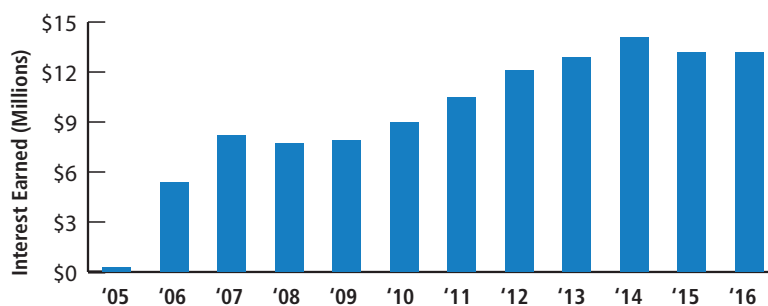
The total quantity of funds banked rose from 2005 to 2015 and appears to have stabilized. Banked funds exceeded annual allocations in 2012.



Most municipalities built up a pool of banked funds gradually and may be using these funds to complement other reserves. Municipalities have generally built up their reserves and reserve funds in recent years,⁵⁴ and effective reserve management is essential to manage year-to-year variations in investment needs and revenues. About 36% of municipalities dipped into their banked funds to finance projects in 2016.

Other municipalities appear to be saving up for larger projects. Municipalities that consistently banked their annual allocations tended to be small and declining – with correspondingly smaller allocations from the federal Gas Tax Fund. Approximately 4% of municipalities alternated between investing nearly all of their allocation and banking nearly all of their allocation year to year, which may reflect that these municipalities were saving up for larger projects.

Municipalities are required to bank funds in interest-earning accounts. Annual interest earnings peaked in 2014 at \$14,153,345, but have been relatively stable since 2012, mimicking the trend in the quantity of banked funds. Municipalities earned \$40.7 million between 2014 and 2016.



Some municipalities use the Fund to pay off long-term debt

Strategic use of long-term debt can promote intergenerational equity and allow growth to pay for growth. Of the 1,956 infrastructure projects completed between 2014 and 2016, 62 were financed for over a year after the completion of construction. An additional 57 projects completed construction between 2014 and 2016, but were financed into the future. Some of these 57 projects will not complete financing until 2028; the combined value of these projects is \$160 million.

Communications and Outreach

Sharing our story and measuring its impact

The Government of Canada, AMO and municipal governments work together to share information about federal Gas Tax investment in Ontario. These efforts give Ontarians access to up-to-date information about the local benefits of federal investment. Communications efforts are guided by a Joint Communications Approach, which is updated annually and sets out roles and responsibilities, objectives, tactics and methods to measure success.

Videos illustrate local investments

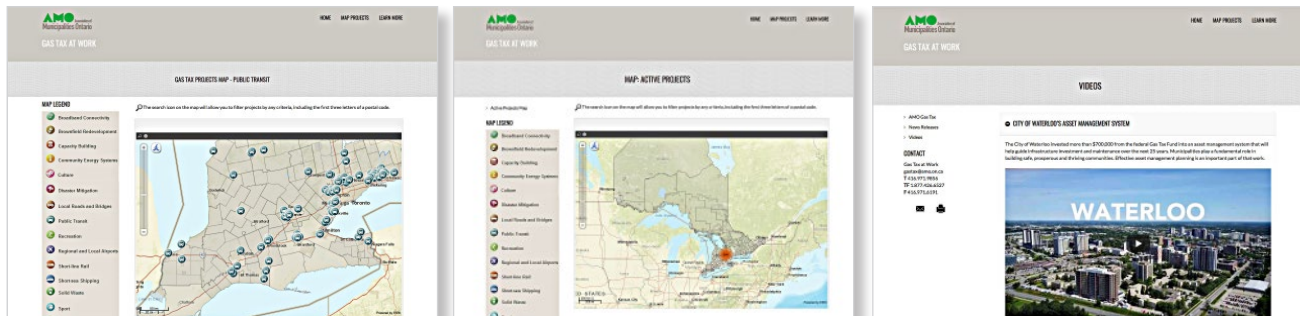
AMO works with Ontario municipalities to produce videos that highlight the Gas Tax Fund's impact on people and communities. With more than 4,200 total views, AMO's [12 videos](#) feature 24 Ontario municipalities:

- | | | |
|------------------|----------------------|-------------------|
| • Kenora | • Timmins | • St. Marys |
| • Dryden | • Temiskaming Shores | • Gananoque |
| • Ignace | • Pembroke | • Dorion |
| • Thunder Bay | • North Bay | • Kincardine |
| • Nipigon | • Ottawa | • St. Thomas |
| • Kapuskasing | • Hawkesbury | • Waterloo |
| • Iroquois Falls | • Prescott | • Kitchener |
| • Kirkland Lake | • Goderich | • North Frontenac |



Projects are mapped online

AMO's dedicated federal Gas Tax Fund website, www.gastaxatwork.ca, includes an interactive map of Ontario that allows people to search for projects across the province. The map is a unique tool that makes it simple to find out exactly where the Fund is invested.



Information is shared on social media

AMO uses a dedicated Twitter account, [@GasTaxinOntario](https://twitter.com/GasTaxinOntario), to share information about the Fund and engage with others, including Infrastructure Canada, Members of Parliament and local elected officials. Sharing content through social media is a simple and effective way to promote the Fund's benefits. The account currently has almost 980 followers.⁵⁵

2014

@GasTaxinOntario: Newly elected mayor/councillor? Learn more about the federal Gas Tax Fund at work in Ontario <http://bit.ly/1wGrf3a> #infrastructure

@GasTaxinOntario: New facilities make Oak Ridges @MyRichmondHill town's jewel <http://www.yorkregion.com/news-story/4766677-new-facilities-make-oak-ridgestown-s-jewel/> ... via @yorkregion #onmuni #federalGTF

@GasTaxinOntario: The new Gas Tax Agreement will bring an estimated \$8.1 billion to #onmuni over the next 10 years. Learn more: <http://bit.ly/1kLMYrj>

2015

@GasTaxinOntario: RT: @INFC_eng: #CDNmuni can now invest in short-line rail under renewed federal Gas Tax Fund thanks to #GoC. More info <http://infcc.gc.ca/05bd> #federalGTF

@GasTaxinOntario: Municipalities need an asset management plan in place by the end of 2016. Learn more: <http://bit.ly/1RR5SVv> #onmuni #federalGTF

2016



@GasTaxinOntario: This will soon be a tennis court in St Thomas. As of 2014, #federalGTF can be invested into local recreation infrastructure.



@GasTaxinOntario: Smooth Rock Falls has won an AMO Gas Tax Award for investment in the Reg Lamy Cultural Centre -#AMOCONF16



@GasTaxinOntario: We're in @citymississauga this morning to celebrate #federalGTF investment in local transit

News releases and media events highlight local projects

While Canadians are increasingly turning to digital and social platforms for information, traditional news releases and media events still play an important role in sharing the benefits of the federal Gas Tax Fund.

Between 2014 and 2016, Ontario's municipal governments completed a total of 35 news releases and/or media events resulting in positive local media coverage across the province.

2014



Penetanguishene upgrades Maria Street sewer, road

– *Midland Mirror*, August 7, 2014

PENETANGUISHENE – If you live in Penetanguishene, the sewer system running underneath your street could be as old as “Leave It to Beaver.”

The town is working to update its storm and sanitary sewers built in the 1950s and people living on Maria Street are the latest beneficiaries.

Filling up on gas tax fund

– *Brantford Expositor*, June 26, 2014

Efforts to improve Shellard Lane are well underway. The reconstruction of Shellard from Colborne Street West to about a kilometre west of Conklin Road began in May.

Seven Adjala-Tosorontio road projects completed

– *Alliston Herald*, November 25, 2014

ADJALA-TOSORONTIO - The federal government is helping to pave the way for a smoother ride in Adjala-Tosorontio. Recently, the township marked the completion of seven road improvement projects that received federal gas tax funding. A total of 6.5 kilometres of road was repaved. The stretches of road include Concession Road 3 Tosorontio, Main Street Lisle, Mulmur-Tosorontio Townline.

2015

Gas Tax funds fuel public transit renewal in Brampton

– *Brampton Guardian*, January 16, 2015

BRAMPTON – Even as federal tax coffers take a hit from falling gas prices, Canada's finance minister made a stop in Brampton this morning to highlight the local transit projects that have been fueled by those taxes.

Federal Gas Tax Fund Helping under Bay Infrastructure Projects

– *NetNewsLedger*, February 26, 2015

THUNDER BAY – NEWS – “Our Government is pleased to provide under Bay with exible infrastructure funding that allows the city to support a multitude of projects.



Gas tax funding aids area communities

– *North Bay Nugget*, April 10, 2015

Area municipalities welcomed their share Friday of \$4.3 million in federal gas tax funding for the Nipissing region. The annual funding, which was announced by NipissingTimiskaming MP Jay Aspin, will be divvied up among 11 municipalities on a per capital basis. North Bay is getting the lion's share of \$3.1 million.

2016

Guelph to receive millions in gas tax funds

– *CTV Kitchener*, July 25, 2016

GUELPH – The City of Guelph is being given almost \$7.4 million in Gas Tax Funds from the federal government. The money is part of an allocation for municipal infrastructure. In total, communities around the province will be getting over \$779 million dollars to improve transit and water systems, as well as build roads and other local infrastructure projects. Guelph will be receiving \$340,000 more than in years past.

Federal Gas Tax Fuels Local Road Improvements

– *Sault Online*, August 12, 2016

Perhaps in ten years when we're all driving electric cars the Federal government will have to revise their gas tax, but for now, it means over \$4.5 million to Sault Ste. Marie. That's what MP Terry Sheehan announced today at City Hall. The much needed money has pretty much been a guarantee to the City's bottom line over the years.

Municipalities receive first payment of 2016 gas tax

– *Brampton Guardian*, January 16, 2015

BRAMPTON – Even as federal tax coffers take a hit from falling gas prices, Canada's finance minister made a stop in Brampton today.

Appendix

Notes on the Text

- ¹ This report fulfils AMO's commitment set out in the Administrative Agreement on the Federal Gas Tax Fund to provide an Outcomes Report to the Government of Canada by March 31, 2018. Consistent with the terms of the Agreement, AMO does not comment on outcomes achieved by the City of Toronto.

For ease of reading, the April 1, 2014 to December 31, 2016 reporting period is referred to as a 2014 to 2016 reporting period in the text of this report.

- ² The 2,058 projects described in this report do not include the 108 infrastructure projects excluded from the analyses for reasons detailed in the methods section of this appendix.

The federal Gas Tax Fund has supported 7,391 infrastructure and capacity-building projects in Ontario since its inception in 2005. Projects were valued at a combined \$14.3 billion; \$5.0 billion was financed by the Fund.

Between 2014 and 2016, municipalities invested \$1.8 billion from the Fund in 2,682 projects worth \$8.0 billion. See AMO's annual reports on the use of the Fund at www.amo.on.ca for more information.

Note that projects are considered to be completed when both construction and financing are complete. Projects are considered to be in progress between the end of construction and the end of financing.

- ³ Ontario narrowly defines core infrastructure for the purposes of the [Ontario Community Infrastructure Fund](#) and [O. Reg. 588/17](#) to include roads, bridges, culverts, water assets, wastewater assets, and stormwater assets – i.e., investments eligible under the Local Roads and Bridges, Drinking Water, and Wastewater categories of the federal Gas Tax Fund.

Canada has adopted a broader definition to measure core infrastructure stock and investment that additionally encompasses public transit infrastructure, cultural facilities, and sports and recreation facilities – i.e., investments eligible under the Public Transit, Culture, Sports, and Recreation categories of the Fund. See definitions in the [report](#) of the Standing Committee on Transport, Infrastructure and Communities and [2015 Budget](#).

Ontario's definition is the one used here. Note that estimates of core infrastructure stock and investment produced by Statistics Canada and Infrastructure Canada must therefore be interpreted with care when comparing to Ontario's investment of the Fund.

- ⁴ Municipalities did not complete any projects under the Regional and Local Airports, Short-Line Rail, or Short-Sea Shipping categories in the April 1, 2014 to December 31, 2016 period covered in this report.

- ⁵ Core infrastructure comprised an estimated:
- 76% of assets in Ontario's municipal asset management plans (AMPs) in 2016 – based on Public Sector Digest's review of 60 AMPs completed in 2016 and the replacement cost of assets reported therein; and
 - 67% of tangible capital assets owned by Ontario's municipalities in 2016 – based on [Financial Information Returns](#) (FIRs) submitted to the province by all municipalities except Toronto in 2016 and the closing net book value of tangible capital assets reported therein.

Municipalities are pursuing initiatives to better understand the condition and value of their assets with the aid of the federal Gas Tax Fund. These efforts will provide a clearer picture of the state and scope of municipal assets – and will help municipalities target their investments accordingly. Learn more in the [asset management](#) section of this report.

- ⁶ Core infrastructure comprised 80% of the \$60 billion [infrastructure investment gap](#) estimated in the [Provincial-Municipal Fiscal and Service Delivery Review](#) (PMFSDR) in 2008. This gap reflected the unfunded investment required to replace infrastructure that had exceeded its intended life, meet annual lifecycle costs, and accommodate growth. The estimate includes investment requirements for core infrastructure, public transit, solid waste, and conservation areas – but not for other municipal services.

In its call for a [local share](#) of HST revenues, AMO estimated that investment requirements for arenas, libraries and recreation facilities would add \$7.5 billion to the \$60 billion infrastructure investment gap over ten years. Social housing requirements were estimated at an additional \$9.5 billion (\$1.5 billion to repair existing housing and \$8 billion to expand the stock of housing), for a total infrastructure investment gap of \$77 billion over ten years.

Core infrastructure comprises 62% of this total investment gap.

- ⁷ Municipalities owned an estimated 56.8% of roads, bridges, culverts, and assets providing water, wastewater, stormwater, public transit, cultural, recreational and sport services in 2013. See the June 2015 [report](#) of the Standing Committee on Transport, Infrastructure and Communities.

- ⁸ Eligible investment categories introduced in 2014 are:

- Broadband Connectivity
- Brownfield Redevelopment
- Culture
- Disaster Mitigation
- Recreation
- Regional and Local Airports
- Short-line Rail
- Short-sea Shipping
- Sports
- Tourism

These categories accounted for a mere 1.6% of total investment from the federal Gas Tax Fund throughout the 2014-2016 period – but grew from 0.5% in 2014 to 2.8% in 2016.

- ⁹ Benefits generated by the 1,956 infrastructure projects that wrapped up between April 1, 2014 and December 31, 2016 are summarized in this section. Benefits generated by investments in capacity-building initiatives are discussed in the [asset management](#) section of this report.

- ¹⁰ Output and outcome indicators that were not reported by any municipalities in the reporting period are not shown.

- ¹¹ Table 5.3.16 of the CRTC's [Communications Monitoring Report 2017](#) indicates that:

- 99% of Ontario households had access to broadband Internet services offering speeds of at least 1.5 Mbps in 2016; but only
- 88% had access to speeds of 50 Mbps or higher.

The CRTC set a target in 2016 to provide all Canadians with access to broadband Internet with speeds of 50 Mbps or higher; see [Telecom Regulatory Policy CRTC 2016-496](#).

- ¹² Table 5.3.15 of the CRTC's [Communications Monitoring Report 2017](#) indicates that:

- 93% of rural Canadian households had access to broadband Internet services offering speeds of at least 1.5 Mbps in 2016; but only
- 41% had access to speeds of 50 Mbps or higher.

- ¹³ These benefits – and others – are summarized in the first chapter of the National Round Table on the Environment and the Economy's [Cleaning up the Past, Building the Future](#).

- ¹⁴ Statistics Canada's [energy data](#) indicates that Ontario's households annually consumed an average 31.2 GJ (8,667 kWh) of electricity in 2015. Note that this value is lower than the Ontario Energy Board's [estimate](#) of 9,000 kWh/year for 2014.

- ¹⁵ Environment Canada's [greenhouse gas emissions data](#) indicate that Ontario emitted 40 grams of CO₂ equivalents per kWh in 2015 – or 40 metric tonnes per GWh (not including emissions associated with transmission losses and other unaccounted for electricity).
- ¹⁶ The Insurance Bureau of Canada's [Facts 2017](#) indicates that catastrophic losses (i.e., insured losses of \$25 million or more resulting from a disaster) reached a peak of \$5 billion in 2016 and have been on the rise since at least 1983. This reflects both the increasing frequency and increasing magnitude of catastrophic losses.
- ¹⁷ The [2016-2017 report](#) of Ontario's Chief Drinking Water Inspector indicates that municipal residential drinking water systems have increasingly met full compliance requirements during annual inspections throughout the 2005-06 to 2016-17 period. The percentage of drinking water tests meeting provincial standards remained above 99.5% over this period, and Ontario's [drinking water quality and enforcement data](#) indicates that adverse water quality incidents reported by municipal residential systems fell from 1,954 to 1,362 from 2014-15 to 2016-17.
- ¹⁸ The Steering Committee of the Provincial-Municipal Roads and Bridges Review [estimated](#) that municipalities were responsible for over 140,000 km of roads and 15,000 bridges and large culverts in 2012.
- These values are broadly in line with the estimates of road ownership reported by municipalities in the 2016 [FIR](#). Municipalities reported that they were responsible for 296,294 lane-km of paved and unpaved roads in 2016, equivalent to 148,147 km of two-lane roads. Municipalities are not required to report the number of bridges and culverts owned in the FIR, but are encouraged to report the area of these structures; municipalities reported that they were responsible for 7,785,430 m² of bridges and culverts.
- ¹⁹ 55% of the 15,000 bridges and culverts examined in the 2012 report of the [Provincial-Municipal Roads and Bridges Review](#) were built before 1970. PSD's analysis of 60 municipalities' asset management plans suggests that little has changed in the six years since the publication of that report; bridges and culverts were, on average, the oldest assets described in municipal asset management plans. Across the 60 municipalities, nearly 50% of bridges and culverts were 50 years of age or older.
- ²⁰ \$2.7 billion of the \$5.3 billion life cycle investment estimated in the [Provincial-Municipal Fiscal and Service Delivery Review](#) are for roads and bridges.
- ²¹ Assuming a driving distance of 2,028 km from municipality to municipality.
- ²² [Census data](#) indicates commuters across Canada are increasingly choosing public transit to get to and from work. The share of commuters using public transit rose from 10.1% in 1996 to 12.4% in 2016; in Ontario, 14.6% of commuters mainly used public transit in 2016. This trend is also replicated in ridership statistics compiled by urban transit operators across Canada, which indicates that ridership rose from 105.9 million passenger trips in 2003 to 138.8 million in 2016 ([CANSIM table 408-0004](#)).
- Smart Commute's [survey](#) of commuters in the Greater Toronto and Hamilton Area suggests that public transit users are drawn to the public transit primarily because it is affordable and convenient.
- ²³ [Census data](#) indicates that the average public transit commute in Canada lasted 45 minutes in 2016. In contrast, the average driver was able to reach home or work in 24 minutes.
- ²⁴ In a [survey](#) of commuters in the Greater Toronto and Hamilton Area, for example, Smart Commute found that 53% of public transit users were satisfied with their commute. In contrast, 78% of drivers and 93% of cyclists were satisfied with their commute.

- ²⁵ OC Transpo [reported](#) an average weekday ridership of 320,000 in 2016.
- ²⁶ See AMO's page on [Waste Diversion in Ontario](#).
- ²⁷ 90% of Canadian parents surveyed for the [2015 Vital Signs report](#) agreed that organized sports were too expensive, and results of the [General Social Survey](#) suggest that access to sporting activities is a limiting factor in rural and mid-sized communities.
- ²⁸ Tourism receipts [contributed](#) an estimated \$32 billion in spending and \$1.2 billion to municipal coffers in 2015.
- ²⁹ AMO asked all municipalities except Toronto to complete a questionnaire to describe the state of their AMPs by the end of 2013. Of the 435 municipalities that responded to the questionnaire, all but six indicated that they either had a plan (61%) or were working on one (37%).
- ³⁰ As part of Ontario's [Municipal Infrastructure Strategy](#), municipalities were required to prioritize their infrastructure needs with an asset management plan to qualify for provincial infrastructure funding in 2012. This requirement stimulated the development of municipal asset management plans across the province. The Ministry of Economic Development, Employment & Infrastructure [estimated](#) that 164 municipalities had an asset management plan prior to 2012 – and that this number rose to 426 by 2014.
- ³¹ Details around service levels and financing strategies were particularly variable among municipal asset management plans in 2014 according to the Ministry of Economic Development, Employment & Infrastructure's [presentation](#) at the 2015 Asset Management Symposium.
- ³² AMO's Asset Management Outcomes Working Group included representatives from municipalities of all types and sizes throughout the province, the federal and provincial government and several membership-based organizations active in the field.
- ³³ Municipalities were asked to indicate whether, as of December 31, 2016, they:
- Had an AMP including all core infrastructure assets;
 - Had an AMP including some other assets in addition to core infrastructure assets;
 - Had an AMP including all infrastructure assets; or
 - Did not have an AMP.
- For the purposes of this question, core assets were defined as described in note 3.
- ³⁴ An [analysis](#) of 93 municipal AMPs prepared for AMO by Public Sector Digest in 2015 found that assets were generally in better condition than age would suggest.
- ³⁵ The analysis was completed by Public Sector Digest, an organization involved in the development of asset management plans and software. Public Sector Digest had previously prepared a similar [report](#) for AMO in 2015 describing the state of 93 municipal AMPs in 2013. A full report on this new analysis will be released in the spring of 2018.
- ³⁶ The analysis also involved a review of 60 municipal AMPs prepared in 2016. These 60 municipal AMPs include the 35 discussed in the text of this report.
- This second component of the analysis is referenced where applicable in the report, but is not described in detail in the asset management section; though the comparison of AMPs prepared in 2013 to those prepared in 2016 speaks to the municipal sector's progress in asset management, the review of AMPs prepared in 2016 does not.

³⁷ The 35 municipalities' AMPs covered an average of four asset classes in 2013 – but nine in 2016.

³⁸ The investment required to replace assets that had reached the end of their useful lives:

- Dropped 30% between 2013 and 2016 for roads; and
- Dropped 20% between 2013 and 2016 for bridges and culverts; but
- Increased 30% between 2013 and 2016 for water and wastewater assets.

The net impact was a 12% reduction in the investment required to replace roads, bridges, culverts, water and wastewater assets that had exceeded their useful lives.

³⁹ In a 2015 [report](#) describing the state of 93 municipal AMPs in 2013, Public Sector Digest found that infrastructure was generally in better condition than age would suggest – at least for roads and bridges. In their subsequent analysis of 60 municipalities' 2016 AMPs, Public Sector Digest found that condition assessments were common for facilities, roads, bridges and culverts – but rare for other types of infrastructure.

⁴⁰ Models prepared by the Government of Ontario for the [Provincial-Municipal Fiscal and Service Delivery Review](#) estimated that municipalities would require nearly \$6 billion a year for ten years to meet unfunded investment requirements. Unfunded investment requirements included in the estimate were those for roads and bridges, water and wastewater, stormwater, transit, conservation authorities, and solid waste management. Requirements for libraries, arenas, parks, and other public facilities were not included.

⁴¹ In its call for a [local share](#) of HST revenues, AMO estimated that investment requirements for arenas, libraries and recreation facilities would add \$7.5 billion to the \$60 billion infrastructure investment gap over ten years. Social housing requirements were estimated at an additional \$9.5 billion, for a total infrastructure investment gap of \$77 billion over ten years.

⁴² [FIR data](#) indicates that municipal capital expenditures averaged \$6.1 billion annually between 2000 and 2008 and \$9.3 billion between 2009 and 2016.

Note that capital expenditures were reported on a cash basis prior to 2009 and on an accrual basis thereafter. Data for 2009 do not include expenditures on construction-in-progress. See the methods section of this appendix for calculation details.

⁴³ [FIR data](#) indicates that additions and betterments averaged \$9.5 billion between 2009 and 2016. Annual amortization expenses averaged \$4.6 billion over the same period.

⁴⁴ [FIR data](#) indicates that 38.5% of municipal tangible capital assets were amortized in 2009, but 40.7% were amortized in 2016. See the methods section of this appendix for calculation details.

⁴⁵ AMO did not ask municipalities to identify the nature of infrastructure investments – i.e., as new construction, expansion, or renewal – prior to 2014. Of the 1,956 infrastructure projects described in the [investment summary](#) of this report, 282 do not have this information. These 282 projects account for \$97.5 million (7.4%) of the total infrastructure investment in projects completed between April 1, 2014 and December 31, 2016.

⁴⁶ The [asset management](#) section of this report describes the analysis in more detail.

⁴⁷ In its study of 35 municipalities' asset management plans, Public Sector Digest found that the total infrastructure investment gap for roads, bridges, culverts, water and wastewater assets across the sample was \$644 per household in 2016. This estimate included investment requirements to replace deteriorated infrastructure and meet lifecycle needs, but not costs required to plan for growth.

In contrast, models prepared by the Government of Ontario estimated that municipalities required an additional \$1,203 per household to fill the

infrastructure investment gap in its [Provincial-Municipal Fiscal and Service Delivery Review](#). Ontario's estimate also included investment requirements to replace deteriorated infrastructure and meet lifecycle needs for roads, bridges, culverts, water and wastewater assets – but additionally accounted for growth requirements and included transit, solid waste, and conservation area assets.

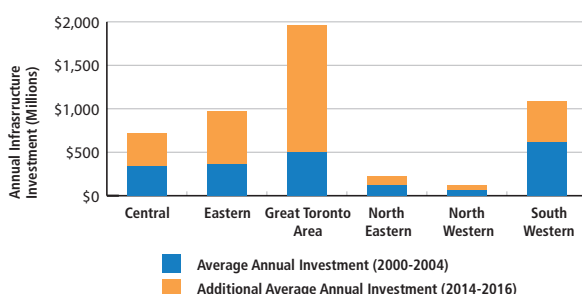
Removing growth requirements for all assets and all requirements for transit, solid waste, and conservation area assets reduces the gap by 46% to \$649 per household – in line with Public Sector Digest's estimate, and suggesting that despite increased infrastructure investment since 2008, municipalities are struggling to maintain their assets in a good state of repair.

⁴⁸ [FIR data](#) indicates that \$775.5 million of the \$10,264.6 million invested in roads, transit, solid waste, water and wastewater was financed by the federal Gas Tax Fund.

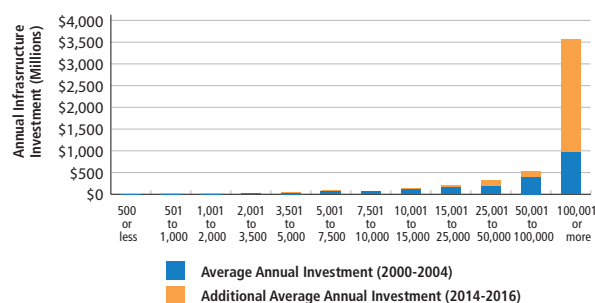
⁴⁹ This incrementality requirement is established by clause 4, Annex B of the [Administrative Agreement on the Federal Gas Tax Fund](#).

⁵⁰ AMO monitors incrementality by comparing annual municipal investments in infrastructure since 2014 – in aggregate, across the entire sector, and individually for each municipality – to those in the five-year period prior to the development of the federal Gas Tax Fund (i.e., 2000 to 2004). See the methods section of this appendix for more information.

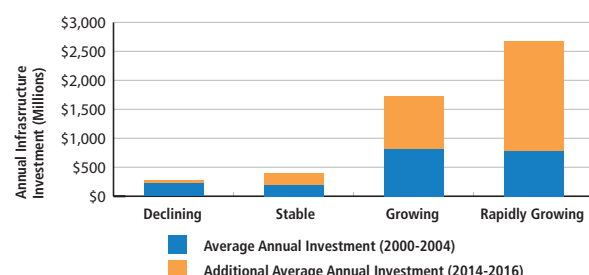
⁵¹ Municipalities in all regions of the province, on average, invested more in infrastructure after 2014 than they had prior to the development of the federal Gas Tax Fund.



This was also true across municipalities of different size.



And municipalities experiencing different rates of growth.



⁵² 65 municipalities consistently invested less between 2014 and 2016 than they did during base period. In 36% of cases, this was likely due to demographic change – either population decline and the subsequent reduction in fiscal capacity, or population growth and the sudden influx of development charges (which are subtracted from municipalities' annual investment estimates as described in the methods section below).

⁵³ Bill Hughes spoke at length on the research at AMO's Annual Conference in 2016. A [video](#) of his presentation is available on YouTube.

⁵⁴ [FIR data](#) indicates that reserves have increased in size since 2009.

⁵⁵ 978 followers as of March 29, 2018.

Methods

This report combines:

- **Information describing the use of the federal Gas Tax Fund** – reported by municipalities to AMO as described below;
- **Responses to AMO's asset management questionnaires** – submitted by municipalities as described below;
- **Research describing the state of asset management in Ontario** – compiled by Public Sector Digest (PSD) for AMO;
- **Research describing the financial sustainability of Ontario's municipalities** – compiled by York Region for AMO;
- **Municipal financial data** – reported by municipalities to the province using the Financial Information Return (FIR); and
- **Other information sources** – where referenced in the text and in notes on the text in this Appendix.

Information describing use of the federal Gas Tax Fund includes:

- **Investments of the federal Gas Tax Fund** – i.e., project expenditures (and other project details), which were reported annually;
- **Benefits generated by investments of the Fund** – i.e., output and outcome indicators, developed and reported as described below;
- **Transfers of the Fund to or from another municipality** – which required approval by by-law (for transfers to another entity) and were reported annually;
- **Interest earned on banked funds** – which was reported annually; and
- **Revenues generated by the disposal of assets previously financed by the Fund** – which were reported annually.

Information describing the use of the Fund and responses to asset management questionnaires were submitted online using AMO's [Gas Tax Reporting Module](#) (RM).

Investment data [summarized](#) in this report pertains to the 2,058 projects that ended between April 1, 2014 and December 31, 2016 (both inclusive). Projects were deemed to have ended if both construction and financing had been completed. Investment data was reviewed and audited in accordance with the risk-based approach described on [AMO's website](#).

An additional 108 projects that ended within the reporting period are not included. These projects were excluded because either the date of construction or financing changed after data was aggregated for this report, or errors or inconsistencies were detected while reviewing output and outcome data for aggregation.

[Economic, environmental and community benefits](#) generated by infrastructure investments were reported using output and outcome indicators. Indicators were developed by AMO in consultation with municipalities and with the approval of the Fund's Oversight Committee.

Municipalities were required to report, for each project that ended in a reporting year, any applicable output indicators and at least one outcome indicator. Indicators were reported in a pre/post format where appropriate. Information summarized in this report describes the change from pre to post.

Verification functions in the RM minimized data entry errors while reporting indicators. Reported amounts were nevertheless reviewed prior to aggregation to ensure that reported results appeared reasonable.

[Asset management questionnaire responses](#) described in this report were compiled from municipalities' responses to asset management questionnaires distributed in 2013 and 2016 reporting years. Questionnaires were prepared in coordination with AMO's Asset Management Outcomes Working Group. The Working Group included representatives from municipalities of all types and sizes throughout the province, the federal and provincial government and several membership-based organizations active in the field.

Outputs Produced by Infrastructure Investments

Community Energy System Outputs:

Promoting a Cleaner Environment	Total Benefit	Projects Completed
Number of new LED street lights installed	26,721	32
Number of new or upgraded high-efficiency equipment in municipal buildings	3,378	52
Total area of existing municipal buildings with energy retrofits (sq m)	227,014	37

Culture Outputs:

Strengthening Cities and Communities	Total Benefit	Projects Completed
Number of new, renovated or upgraded museums, heritage sites or buildings	2	2
Number of new or renovated monuments and sculptures	2	2

Drinking Water Outputs:

Promoting a Cleaner Environment	Total Benefit	Projects Completed
Length of new watermain (km)	5	10
Length of repaired, rehabilitated or replaced watermain (km)	65	50

Local Roads and Bridges – Local Road Outputs:

Boosting Productivity and Economic Growth	Total Benefit	Projects Completed
Length of new paved roads (lane km)	510	122
Length of new unpaved roads (lane km)	56	8
Length of repaired, rehabilitated or replaced paved roads (lane km)	8,125	927
Length of repaired or rehabilitated unpaved roads (lane km)	1,552	114

Local Roads and Bridges – Bridge and Culvert Outputs:

Boosting Productivity and Economic Growth	Total Benefit	Projects Completed
Number of new bridges or culverts	29	11
Number of repaired, rehabilitated or replaced bridges or culverts	394	189
Surface area of new bridges or culverts (sq m)	1,453	11
Surface area of repaired, rehabilitated or replaced bridges or culverts (sq m)	70,698	172

Local Roads and Bridges – Active Transport Outputs:

Boosting Productivity and Economic Growth	Total Benefit	Projects Completed
Length of new trails and bike lanes (km)	74	27
Length of repaired or rehabilitated trails and bike lanes (km)	9	7
Length of new sidewalks (km)	16	27
Length of repaired, rehabilitated or replaced sidewalks (km)	61	40

Public Transit Outputs:

Boosting Productivity and Economic Growth	Total Benefit	Projects Completed
Number of new transit vehicles	47	8
Number of rehabilitated, refurbished or replaced transit vehicles	605	26

Recreation Outputs:

Strengthening Cities and Communities	Total Benefit	Projects Completed
Number of new, repaired, renovated, rehabilitated or upgraded arenas, swimming pools or community centres	27	18
Number of new, repaired, renovated, rehabilitated or upgraded fields, courts, or playgrounds	26	9
Number of new, repaired, renovated, rehabilitated or upgraded picnic shelters and comfort stations	12	6

Solid Waste Outputs:

Promoting a Cleaner Environment	Total Benefit	Projects Completed
Number of new blue or green bins	25,516	11
Number of new, expanded or rehabilitated solid waste management facilities	19	19

Wastewater Outputs:

Promoting a Cleaner Environment	Total Benefit	Projects Completed
Length of new sanitary or stormwater sewers (km)	23	38
Length of repaired, rehabilitated or replaced sanitary or stormwater sewers (km)	50	73

Outcomes Delivered by Infrastructure Investments

Broadband Connectivity Outcomes:

Boosting Productivity and Economic Growth	Total Benefit	Projects Completed
Increase in number of households with landline access to broadband speeds of 10 Mbps or higher	284	1

Brownfield Redevelopment Outcomes:

Promoting a Cleaner Environment	Total Benefit	Projects Completed
Number of different types of contaminants removed or reduced to safe exposure levels	19	1
Total area of brownfield sites within municipal boundaries that were remediated, decontaminated or redeveloped (ha)	6	1

Community Energy System Outcomes:

Promoting a Cleaner Environment	Total Benefit	Projects Completed
Decrease in annual energy consumption (GWh)	21	99
Average percentage decrease in annual greenhouse gas emissions (%)	38	13
Decrease in annual volume of fossil fuels consumed (ML)	424	24

Culture Outcomes:

Strengthening Cities and Communities	Total Benefit	Projects Completed
Increase in annual number of cultural events	3	2
Number of businesses positively affected by the investment	17	3
Increase in number of residents participating in cultural activities	149	1

Disaster Mitigation Outcomes:

Strengthening Cities and Communities	Total Benefit	Projects Completed
Decrease in area of properties at risk of damage from natural catastrophes (ha)	14	2

Drinking Water Outcomes:

Promoting a Cleaner Environment	Total Benefit	Projects Completed
Reduction in annual number of adverse water quality test results	13	6
Reduction in annual number of watermain breaks	88	23
Reduction in boil water advisories	4	1
Increase in number of residents with access to new, rehabilitated or replaced water distribution pipes	23,010	44
Volume of drinking water treated to a higher standard after the investment (ML)	877,872	11

Local Roads and Bridges – Local Road Outcomes:

Boosting Productivity and Economic Growth	Total Benefit	Projects Completed
Increase in length of paved roads rated as good and above (lane km)	6,841	846
Increase in length of unpaved roads rated as good and above (lane km)	1,365	118
Average percent increase in average vehicle traffic speed during peak hours (%)	31	115
Number of residents with access to new, repaired, rehabilitated or replaced roads	2,189,084	438
Number of residents with improved access to highways or neighbouring municipalities	809,739	239

Local Roads and Bridges – Bridge and Culvert Outcomes:

Boosting Productivity and Economic Growth	Total Benefit	Projects Completed
Number of residents with access to new, repaired, rehabilitated or replaced bridges	928,053	83
Increase in the surface area of bridges or culverts where the condition of the primary component is rated as good and above (sq m)	41,338	165

Local Roads and Bridges – Active Transport Outcomes:

Boosting Productivity and Economic Growth	Total Benefit	Projects Completed
Number of residents with access to new, repaired, rehabilitated or replaced bike lanes, sidewalks, hiking and walking trails, and/or pedestrian bridges	1,129,344	77

Public Transit Outcomes:

Boosting Productivity and Economic Growth	Total Benefit	Projects Completed
Average increase in regular service passenger trips (%)	8	11
Percent decrease in average age of fleet (%)	21	9
Increase in number of accessible transit vehicles	103	6
Number of transit vehicles with accessibility or service upgrades/enhancements	883	9
Number of new or existing transit facilities with accessibility or service upgrades/enhancements	270	23

Recreation Outcomes:

Strengthening Cities and Communities	Total Benefit	Projects Completed
Increase in annual number of visitors to the community	17,993	10
Number of businesses positively affected by the investment in recreational infrastructure	414	11
Increase in number of registered users in a year	1,209	7
Number of residents who will benefit from the investment in recreational infrastructure	652,321	28

Solid Waste Outcomes:

Promoting a Cleaner Environment	Total Benefit	Projects Completed
Increase in tonnage of solid waste collected (t)	33,912	8
Increase in number of households participating in recycling and organics collection	3,193	4

Sports Outcomes:

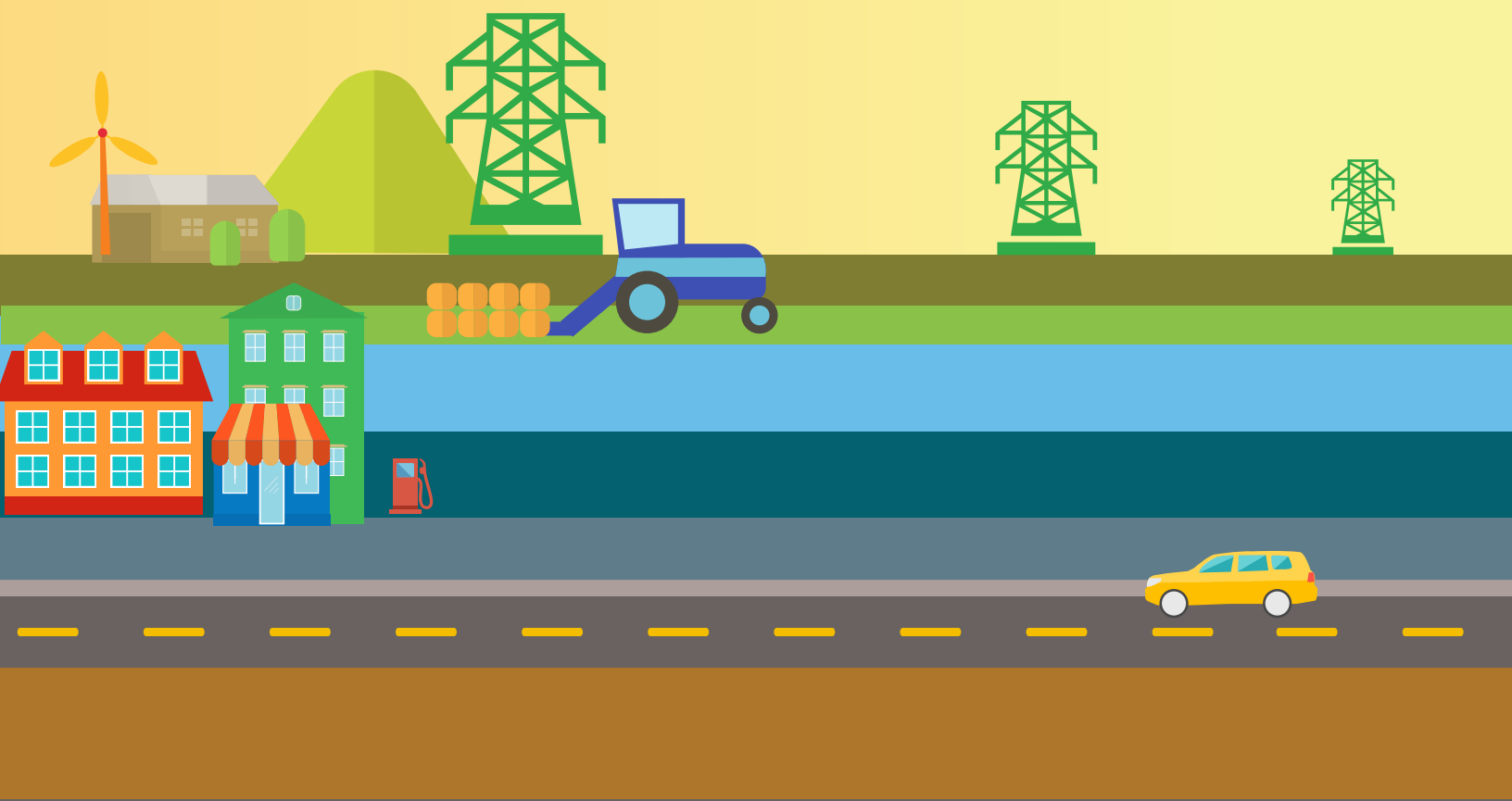
Strengthening Cities and Communities	Total Benefit	Projects Completed
Increase in number of registered users in a year	2,706	1
Increase in sporting events held annually	3	1
Increase in availability of the facility (hours per year)	486	2

Tourism Outcomes:

Strengthening Cities and Communities	Total Benefit	Projects Completed
Increase in annual number of visitors to the community	4,000	2
Number of businesses positively affected by the investment	122	3

Wastewater Outcomes:

Promoting a Cleaner Environment	Total Benefit	Projects Completed
Reduction in annual number of sanitary sewer backups	93	28
Increase in total number of residents serviced by stormwater/sanitary infrastructure	4,909	44



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www.GasTaxAtWork.ca

www.infrastructure.gc.ca



Ministry of Citizenship
and Immigration

Minister

6th Floor
400 University Avenue
Toronto ON M7A 2R9

Tel.: (416) 325-6200
Fax: (416) 325-6195

Ministère des Affaires civiques et
de l'Immigration

Ministre

6^e étage
400, avenue University
Toronto ON M7A 2R9

Tél.: (416) 325-6200
Téléc.: (416) 325-6195



APR 06 2018

Dear Friends,

Every year since 1993, the Government of Ontario has presented the **Lincoln M. Alexander Award** to honour up to three young Ontarians who have demonstrated exemplary leadership in contributing to the elimination of racial discrimination in Ontario.

Today, I am writing to encourage you to submit a nomination for a young person whom you believe to be deserving of recognition for the **Lincoln M. Alexander Award**. Recipients will be recognized at a special ceremony and receive a cash prize of \$5,000 and a framed certificate. The nominations can be submitted under the following two categories:

- Community
- Student

To submit a nomination for this award:

1. Visit ontario.ca/honoursandawards.
2. Select the **Inclusion** category.
3. Click on **Lincoln M. Alexander Award**.
4. Download the PDF form.
5. Read the eligibility criteria and instructions carefully.
6. Fill out the form and submit it **no later than May 31, 2018**. Instructions for submitting your nomination package can be found on the website.

If you have any questions, please call 416-314-7526, toll free 1-877-832-8622 or TTY 416-327-2391, or email ontariohonoursandawards@ontario.ca.

Thank you for your support of this important recognition program.

Sincerely,

A handwritten signature in black ink, appearing to read "Laura Albanese".

Laura Albanese
Minister

For Immediate Release

April 11, 2018

Erie St. Clair LHIN Opens New Clinic

WALLACEBURG – Some patients with the Erie St. Clair Local Health Integration Network (ESC LHIN) are now able to get care closer to home with the opening of a nursing clinic in Wallaceburg.

The nursing clinic is located in the ambulatory care area on the first floor of the Chatham-Kent Health Alliance's (CKHA) Wallaceburg site, and provides services including IV treatments and wound care. It is important to note this is not a walk-in clinic and is specifically for ESC LHIN home and community care patients with scheduled appointments.

VON is providing and managing operations of the clinic, and is a LHIN contracted service provider with a strong, long-standing reputation for delivering exceptional nursing care at home and in the community. VON also services similar clinics across the province.

In 2016-17, the ESC LHIN served 39,474 home and community care patients. Of that, 5,484 patients were seen in LHIN-operated clinics in either Chatham, Windsor, or Sarnia.

The Wallaceburg clinic serves ESC LHIN patients in North Kent and South Lambton, meaning some patients who have been travelling to the Chatham clinic for treatment will be able to get care closer to home in Wallaceburg.

CKHA will continue to co-use the clinic area for its own ambulatory patients.

QUOTES

"The Erie St. Clair LHIN is always looking at ways to enhance care for patients across our region. We now have the opportunity to provide care closer to home for some of our existing, and future, home and community care patients in the Wallaceburg area. Working together with the Chatham-Kent Health Alliance and VON, we are promoting stronger relationships throughout the health system while making home and community care services more accessible in a setting that patients are comfortable and familiar with."

Ralph Ganter, CEO, Erie St. Clair Local Health Integration Network (LHIN)

"CKHA is very excited to partner with the Erie St. Clair LHIN at our Wallaceburg site. The collaboration between Chatham-Kent Health Alliance and Erie St. Clair LHIN provides tremendous benefit to our patients and their families who otherwise need to travel for these services. CKHA's mission is to serve the health care needs of our community and the Wallaceburg site has the space and opportunity to partner with other health service providers to streamline services for patients. This comprehensive vision for the Wallaceburg site makes sense now and in the future."

Lori Marshall, President & CEO, Chatham-Kent Health Alliance (CKHA)

"Operating the clinic is a natural extension of in-home nursing visit practice, with a strong focus on ensuring that patients are able to access services close to home. We value the opportunity to work with the Erie St. Clair LHIN and CKHA to deliver services in this new location."

Andrew Ward, Regional Executive Director, VON South-West Region

LEARN MORE

Read more about Erie St. Clair LHIN at www.eriestclairthin.on.ca

Read more about Erie St. Clair LHIN Home & Community Care at www.healthcareathome.ca/eriestclair

– 30 –

For more information, please contact Shannon Sasseville, Director of Communications, Public Affairs, and Community Engagement at 1-866-231-5446 ext. 3225 or at shannon.sasseville@lhins.on.ca

Essex Accessibility Advisory Committee

Meeting Minutes

The Essex Accessibility Advisory Committee meets in session this 1st day of February, 2018.

This meeting is called to order at 9:00 AM

1. Roll Call

Present: Lisa Wallace, Chair
Richard Kokovai, Vice Chair
Earl Brownell
Darlene Edwards
Geraldine Dozois
Julia Welch
Councillor Sherry Bondy
Doug Sweet, Director of Community Services
Jeffrey Morrison, Director, Corporate Services
Lynn Moroz, Secretary

Also Present: Jacqueline St. Louis, Student S.S. Worker Gerontology Program
Anne Marie Grant

Regrets: Jim Slikboer-Boose
Rob McLean
Claudette Gauthier

2. Declarations of Conflict of Interest

There were no conflicts of interest.

3. Adoption of Published Agenda

a) Thursday, February 1, 2018 Essex Accessibility Advisory Committee Agenda

Moved by Earl Brownell

Seconded by Julia Welch

(EAAC18-02-01) That the Essex Accessibility Advisory Committee Agenda for Thursday, February 1, 2018 be received with the additions of:

- The issue of snow covered parking accessible parking spots without vertical signage in parking lots
- Further information on the Tactile Vision quote
- Mobi mat

Carried

4. Adoption of Minutes

a) Thursday, November 30, 2017 Essex Accessibility Advisory Committee

Minutes

Moved by Geraldine Dozois

Seconded by Darlene Edwards

(EAAC18-02-02) That the Essex Accessibility Advisory Committee Meeting Minutes of November 30, 2017 be adopted as present.

Carried

5. Public Presentations

Councillor Bondy introduced Anne Marie Grant to the Committee. Anne Marie has experience in fundraising and is willing to assist the Committee with fundraising for the mobi mat. Before discussing fund raising Doug Sweet, Director of Community Services was asked to provide information on the mobi mat.

Mr. Sweet distributed a handout on the mobi mat which the Committee had recommended for Colchester Beach. Mr. Sweet had met with the distributor on site and been given a preliminary estimate of \$11,000 in U.S. funds (approximately \$15,000 Canadian). Mr. Sweet gave a description of how the mat would be situated and advised the Committee that the next step would be the fundraising. He noted that there was no preparation needed to lay the mat except grooming which is already part of caring for the beach.

Anne Marie advised the Committee that this initiative was a great opportunity for businesses to get noticed and show case their community involvement. It was an opportunity for businesses to bring their names to the forefront and encouraged the Committee that this project was doable.

Councillor Bondy told the Committee that they could do some degrees of sponsorship. An A1 Community Fund Raiser where proceeds from a meal

purchased at A1 on a Monday night would be donated to the project was a good way for the whole Committee to be involved in the fund raising. Julia Welch told the Committee that she had been involved in a fundraiser where they had rented the ice and then charged the people to skate during the time they had rented the ice and made \$3,000.

Councillor Bondy suggested that if anyone had any ideas for fundraising they should forward the information to her. She also wondered if Council might be able to purchase the mat and allow the Committee to pay it back as they had in some other initiatives. She thought it would be great to have the mobi mat available when the ramp is put in. Mr. Morrison noted that he would need Council's instruction to do that. He informed the Committee that it could be arranged for donors to be provided with charitable donation receipts through the Town for this project.

Mr. Sweet advised that the monies in the budget for the ramp going down to the beach was dependant on grants, approval by Council and other funding. He said realistically the ramp would not be built until late fall.

Moved by Richard Kokovai

Seconded by Geraldine Dozois

(EAAC18-02-03) That Council direct Administration to work with the Committee to explore fundraising for the mobi mat at Colchester Beach.

Carried

It was decided that everyone on the sub committee should submit a suggestion to Lisa by February 16th and that whoever makes the suggestion should look into the practicality of it and make the preliminary contact for it. Following the February 16th deadline the sub committee could meet and develop a plan.

The Committee also would like to find out the price of a chair and perhaps they would provide the funding for that as well.

6. Unfinished Business

a) Accessible Events Checklist

The booklets on how to make events accessible are to be given to the SERTS Committee for distribution to people planning events in the Town of Essex.

Essex Accessibility Advisory Committee Minutes – February 1, 2018

Doug also will give the information to the Marketing Manager to put on the events page on the Town's website. He said many people visit that page just to look at options that the Town has to offer, but don't necessarily book anything with the Town. This would help to reach more people with how to make events more accessible.

b.) Accessible Checklist

The Accessible Checklist will be given to the Fire Department for distribution when Fire Inspections are done on the businesses and also to Nelson Silveira for businesses and Alex Denonville for the Town's website. We can't enforce but we can suggest.

7. Correspondence

- a) Site Plan Control Application SPC-01-18
1170 County Road 13
Colchester South, Ward 3

Moved by Lisa Wallace

Seconded by Darlene Edwards

(EAAC18-02-04) That the Committee reviewed Site Plan Control Application SPC-01-18 for 110 County Road 13, Colchester South, Ward 3 and has no comment to this application.

Carried

8. New Business

a) Beyond Disability Rehabilitation Network Survey

Lisa advised the Committee that this survey is being distributed to the public for input. She suggested that the Committee send it out to others who maybe interested as they are looking for feedback.

b) Windsor Essex Pride Fest – Community Engagement Session

Lisa advised the Committee she had attended the Community Engagement Session put on by the Windsor Essex Pride Fest as they are trying to put on events in the different communities in the County. They were also asking what space was available in the different municipalities Doug suggested that they

contact the Directors of Community Services in the municipalities and they could provide that information. Council Bondy advised that the libraries are always looking for partnerships and have rooms available during library hours. She also thought the parkettes were great places for events in the good weather.

c) Tactile Vision Quote

Mr. Sweet advised the Committee that he had gotten the quote from Tactile Vision on a fire escape map for the Essex Twinpad Arena. He told the Committee that he had been surprised to find out that it was not a map that they made, but a book. He was given a \$1800.00 quote for three Braille books.

Councillor Bondy that it was worth investigating what one or even two books might cost. Mr. Sweet reminded the Committee that they had not used their budget for the past couple of years and suggested that if they wished to pay for it they could use that. Mr. Morrison advised he was in process of doing report to Council for those accounts and would include the Accessibility Committee's.

Lisa is going to email her contact with the blind institute and see if these books had any value.

d) Caralink Windsor Essex

Julia advised the Committee that Caralink Windsor Essex had received funding through a grant to provide accessible transportation for those who require it with a nominal fee. Councillor Bondy suggested for contact Kelly Stacke at Community Services to find out if this same service is available here through the Essex Community Services.

e) Accessible Parking Spots in a Private Parking Lots

The Secretary advised the Committee that Councillor Voakes wished to bring to the Committee's attention a problem that he had noticed. In one of the private parking lots an accessible parking space did not have a vertical sign to indicate it was there and the snow was covering the identification on the asphalt. It was noted that there was a mural on the wall that may make the hanging of an accessible parking spot on the wall not possible. It was also

noted that there was probably other places where this was happening and if the Committee noticed these we shouldn't ignore it.

Moved by Councillor Bondy

Seconded by Richard Kokovai

(EAAC18-02-05) That a letter be sent to the business identifying the problem and suggest that a vertical accessible sign be provided.

Carried

Moved by Richard Kokovai

Seconded by Darlene Edwards

(EAAC18-02-06) That Site Plan Control require an accessible parking template on the asphalt and a vertical accessible parking sign in accessible parking spots.

Carried

8. Adjournment

Moved by Darlene Edwards

Seconded by Geraldine Dozois

(EAAC18-02-07) That this meeting adjourn at 10:05 AM

Carried

Lisa Wallace, Chair

Lynn Moroz, Secretary



**ESSEX CENTRE B.I.A.
REGULAR BOARD MEETING MINUTES**
Tuesday, February 13, 2018

1. CALL TO ORDER

Present

Sylene Argent, Chair
Ann Pittao, Vice-Chair
Liz Semperger, Secretary
Pauline Gemmell
Shelly Hodare
Liz Engert

2. Declarations of Conflict of Interest

None

3. Adoption of Published Agenda

Motion to Accept by Shelly Hodare
Seconded by Liz Semperger
B.I.A. 18-02-01
All in Favour-Carried

4. Adoption of Minutes

Motion to Accept by Liz Semperger
Seconded by Ann Pittao
B.I.A. 18-02-02
All in Favour-Carried

DEPUTATIONS

None

CORRESPONDENCE

None

TREASURER'S REPORT

Motion to defer the Treasurer's Report to next meeting by Ann Pittao

Seconded by Shelly Hodare

B.I.A. 18-02-03

All in Favour-Carried

COMMITTEE REPORTS

A. Special Events

Car show discussion—different Saturday than the Fun Fest, different event all together, comicon, buskers, dog show

Motion to accept Joe Garon's verbal report by Shelly Hodare

Seconded by Ann Pittao

B.I.A. 18-02-04

All in Favour-Carried

Policy regarding outside vendors at BIA sponsored events to be looked into.

B. Member Services

The E\$\$ex Centre Downtown Dollar\$ program has closed.

Motion to defer the report until the next meeting by Shelly Hodare

Seconded by Pauline Gemmell

B.I.A. 18-02-05

All in Favour-Carried

C. Beautification

List of projects to be determined.

Motion to provide sponsorship to Bill Gay for the Essex Train Show in the amount of \$500 by Ann Pittao

Seconded by Pauline Gemmell

B.I.A. 18-02-06

All in Favour-Carried

Motion to Accept Committee Reports by Liz Semperger

Seconded by Pauline Gemmell

B.I.A. 18-02-07
All in Favour-Carried

NEW BUSINESS and UPDATE

The Annual General Meeting is scheduled for 6pm Tuesday, March 13 in the Barnett Board Room.

Motion to order food from Gyros and More for the AGM by Ann Pittao
Seconded by Pauline Gemmell

B.I.A. 18-02-08
All in Favour-Carried

DISCUSSIONS

Next Meeting Tuesday, February 13, 2018 at 5:30pm at Essex Arena in the Barnett Room.

ADJOURNMENT

Motion to Adjourn by Shelly Hodare
Seconded by Ann Pittao

B.I.A. 18-02-09
All in Favour-Carried.

COMMITTEE OF COUNCIL
Regular Co-An Park Committee – MINUTES

MEETING OF March 14,, 2018

The regular meeting for the Co-An Park Committee was held Wednesday March 14, 2018 at 5:30 PM at the McGregor Knights of Columbus Hall at 9560 Walker Rd. McGregor, Ontario. The Vice-Chairman James Meloche to call the meeting to order and welcome members and guests.

1. Roll Call

Jim Meloche, Town of Essex, Vice Chairman

Jonathan Little, Town of Essex

Murray Sellars, Town of Amherstburg

Leo Meloche, Councilor, Town of Amherstburg

Chris Drew, Town of Amherstburg

Joanne Bissonnette, Recording Secretary and Treasurer

Regrets

Tina McAgy, Town of Essex, Chairman

Richard Meloche, Deputy Mayor, Town of Essex

Delegates

Tricia Meloche – Concession Proposal

2. Meeting Called to Order

Jim Meloche, Vice-Chairman of the Co-An Park Committee called the meeting to order

3. Declarations of Conflict of Interest

No conflict of Interest was declared

4. Adoption of Published Agenda

a) March 14, 2018 Regular Co-An Park Committee Meeting Agenda

Moved by Chris Drew

Seconded by Murray Sellars

(CAP-2018-03-06) That the published agenda for March 14, 2018 Regular Co-An Park Committee meeting is adopted as presented. Carried

5. Minutes

a) January 16, 2018 Co-An Park Committee Regular Meeting Minutes

Moved by Leo Meloche

Seconded by Murray Sellars

(CAP-2018-03-07) That the minutes of the Regular Meeting for the Co-An Park held January 16, 2018 be adopted as presented. Carried

6. Costing Report

i) Costing report at March 12, 2018 was noted as received

7. Old Business

i) Concession Stand

Advertisements went out in the Harrow Free Press, Essex Free Press and it was confirmed with the River Town Times but they overlooked and did not publish, they apologized and offered free ad but timing did not work. Chris Drew had verbally spoke to (2) two different parties; Lynne Clarke from Joyful Lynn Catering and Maria's Restaurant, they were given the RFP's and additional time but they did not submit any proposals.

ii) Delegate - Tricia Meloche submitted a written proposal to lease the Concession for the 2018 season; Tricia had concerns regarding:

a) Food Rights at the park

b) Pepsi fountain machine, Tricia would like to return and bring in a vending machine

covered thru her insurance.

c) Tricia would like permission to bring in a temporary ATM for larger events

Motion by Chris Drew

Moved by Leo Meloche

(CAP-2018-03-08) That the Tenant be allowed to bring in a temporary ATM at their own expense for larger events. Carried

Motion by Jonathan Little

Moved by Chris Drew

(CAP-2018-03-09) That the following be added to Page 5, second paragraph of the Lease Agreement between Co-An Park and Tricia Meloche; "If additional Food Vendors are requested, a fee of \$200 per vendor per day will be charged to the event convener, vendors must have their own power supply; in addition this fee charged to vendors will be payable 60% to Tenant and remaining 40% to the Co-An Park. Also, Tenant agrees that should additional Food vendors are requested by event; Co-An will charge and collect fees in accordance with established rate and Tenant will receive appropriate share". Carried

Motion by Leo Meloche

Moved by Jonathan Little

(CAP-2018-03-10) That the Co-An Park accept Tricia Meloche's proposal to Lease the Concession Stand for Trial season 2018. Carried

8. New Business

i) Sue Leclair of the Windsor Essex Cancer Music Jamboree requests the Co-An pay the rental fee from the food profits. Co-An committee discussed and feel since the park no longer has food rights the Co-An Park cannot meet their request and advise the Jamboree to possibly approach

the new Tenant.

ii) Chaps and Spurs; would like to book August dates in 2019, committee invites event organizer to present a proposal at a future meeting.

iii) Mug Run

Food rights have changed this season and if additional food vendors are requested they should remit \$200 per vendor pre day plus park rental fees would still apply.

iv) Internet for Co-An Park business; \$79.95 monthly fee plus taxes

Motion by Leo Meloche

Moved by Jonathan Little

(CAP-2018-03-11) That the Co-An park absorb full cost of internet for the home based serviced internet for the Co-An park secretary. Carried

v) Weight Box for Kioti Tractor

Motion by Leo Meloche

Moved by Jonathan Little

(CAP-2018-03-12) That the Co-An Park purchase a Weight Box valued at \$400 or less for the Kioti Tractor. Carried

vi) Trailer 3 ft x 6 ft for Small Lawn Tractor

Motion by Leo Meloche

Moved by Jonathan Little

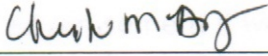
(CAP-2018-03-13) That the Co-An Park purchase a 3'x6' trailer for the Small Lawn Tractor valued at \$465 plus applicable tax. Carried

10. Adjournment

Motion by Leo Meloche

Moved by Chris Drew

(CAP-2018-03-14) That the Regular meeting for the Co-An Park for March 14, 2018 be adjourned
at 7:30 pm. Carried



Christine McAgy – Chairman



Joanne Bissonnette - Secretary Treasurer

CO-AN Park - Costing Report March 12, 2018

REVENUE	2018 Actual	Proposed 2018	Variance
Operating Line			
4030 Town of Amherstburg	\$ 17,500	17,500	-
4020 Town of Essex	\$ 17,500	17,500	-
Attorney General - Peggy Owens	\$ -	-	-
2654 Town of Amherstburg - Capital	\$ -	-	-
2654 Town of Essex - Capital	\$ -	-	-
		-	-
		-	-
1060 RBC Balance @ Year End 12/31/17	\$ 11,007	1,642	(9,365)
	\$ 46,007	36,642	(9,365)
User Fees & Services			
4460 Minister of Finance	\$ -	-	-
4425 Banner Advertising	\$ -	-	-
Food Rights Sold	\$ -	925	925
4450 Donations	\$ -	-	-
4040 User fees / Baseball	\$ -	7,500	7,500
4205 Events -Family Reunions/Organizations	\$ -	3,000	3,000
4200 Events - Jack n Jills	\$ 1,200	3,200	2,000
4430 Insurance - Town of Essex Rider	\$ -	550	550
4201 Events - Heater	\$ -	-	-
4240 Rubber Base Revenue	\$ -	850	850
4230 Set Up Fees	\$ -	2,500	2,500
4040 User Fees / Soccer	\$ -	2,250	2,250
4040 User Fees / Tennis	\$ -	-	-
4420 Appreciation Day/Komedy Korner	\$ -	8,500	8,500
4210 Events - Baseball Tournaments	\$ 700	2,375	1,675
	\$ 1,900	31,650	29,750
Concession Stand			
4220 Pop stand	\$ -	-	-
	\$ -	-	-

Total Revenue - Operating Funds	\$ 47,907	68,292	20,385
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EXPENDITURES

Contracted Services	2018 Actual	Proposed 2017 Budget	Varriance
5720 Park Maintenance Wage	\$ -	25,000	25,000
5784 Office Wage	\$ 3,450	13,600	10,150
	\$ 3,450	38,600	35,150
Concession Stand -Supplies & wages			
5755 Pop Stand - repairs, maintenance	\$ -	750	750
	\$ -	750	750

Materials, Supplies & Services

	2018 Actual	Proposed 2017 Budget	Variance
5615 Advertising	\$ 115	-	(115)
5620 Bank fees	\$ 39	155	116
5630 Baseball Diamonds - supplies	\$ -	1,000	1,000
5625 Building Maintenance - supplies/repairs	\$ -	1,700	1,700
5645 Co-An Appreciation Day/Komedy Korner	\$ -	6,000	6,000
5730 Equipment Vehicle - Fuel & repair	\$ -	1,200	1,200
2654 Capital spent thru Operating line	\$ -	-	-
5890 Waste Collection fees	\$ -	1,175	1,175
5680 Grounds, parking lot, landscape	\$ -	500	500
5685 Insurance - Town of Essex Rider	\$ -	575	575
5695 Janitorial supplies	\$ -	1,500	1,500
5700 Office supplies	\$ 697	1,600	903
5781 Sanitation	\$ -	-	-
4200 Security deposits reimbursed	\$ -	1,500	1,500
5630 Soccer field - supplies	\$ -	750	750
5790 Utilites	\$ 2,030	10,000	7,970
5900 Capital Asset Expenditures	\$ -	-	-
	\$ 2,881	27,655	24,774

Total Operating Expenses	\$ 6,331	67,005	60,674
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Net Total - Revenue less Expenses	\$ 41,576	1,287	(40,289)
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Break Down of RBC Account

Capital held @RBC for Enclosure	\$ 5,742
Fundraising/ held @ RBC	\$ 1,003
Rubber Base held @ RBC	\$ 2,930
Operating Funds balance - Held @ RBC Dec 31, 2017	\$ 31,901
Total held at RBC @Mar 12, 2018	\$ 41,576

Investments & Other Income**Capital Grants**

	Revenue
Town of Amherstburg - 2018 Reserve	15,000
Town of Essex - 2018 Reserve	15,000
Town of Amherstburg - 2017 Reserve	1,761
Town of Essex - 2017 Reserve	1,761
Total Reserve Funds	33,522

COMMITTEE OF COUNCIL

Regular Co-An Park Committee – Minutes

MEETING OF April 2, 2018

The regular meeting for the Co-An Park Committee was held Wednesday April 2, 2018 at

5:00 PM at the Co-An Park located at 11071 11th Conc. Rd. McGregor, Ontario. The

Chairman Tina McAgy called the meeting to order and welcomed members .

1. **Roll Call**

Tina McAgy, Town of Essex, Chairman

Jim Meloche, Town of Essex, Vice Chairman

Jonathan Little, Town of Essex

Richard Meloche, Deputy Mayor, Town of Essex

Murray Sellars, Town of Amherstburg

Leo Meloche, Councilor, Town of Amherstburg

Joanne Bissonnette, Recording Secretary and Treasurer

Regrets

Chris Drew, Town of Amherstburg

2. **Meeting Called to Order**

Tina McAgy, Chairman of the Co-An Park Committee called the meeting to order

3. **Declarations of Conflict of Interest**

Jim Meloche declared conflict of interest with business regarding the Concession stand, items

7 (i), 7(ii), 7(iii) and Item 8 (i) and will excuse himself and leave the meeting at that time

4. **Adoption of Published Agenda**

a) April 2, 2018 Regular Co-An Park Committee Meeting Agenda

Moved by Leo Meloche

Seconded by Murray Sellars

(CAP-2018-04-15) That the published agenda for April 2, 2018 Regular Co-An Park Committee meeting is adopted as presented. Carried

5. Minutes

a) March 14, 2018 Co-An Park Committee Regular Meeting Minutes

Moved by Leo Meloche

Seconded by Murray Sellars

(CAP-2018-04-16) That the minutes of the Regular Meeting for the Co-An Park held March 14, 2018 are adopted as presented. Carried

6. Old Business

Jim Meloche declared a conflict of interest and left the meeting at 5:50 pm

i)

Motion by Jonathan Little

Moved by Murray Sellars

(CAP-2018-04-16) That we reconsider the Motion (CAP-2018-03-08) "That the Tenant is allowed to bring in a temporary ATM at their own expense for larger events". Carried

ii)

Motion by Jonathan Little

Moved by Leo Meloche

(CAP-2018-04-17) - That we reconsider the Motion (CAP-2018-03-09) "That the following be added to Page 5, second paragraph of the Lease Agreement between Co-An Park and Tricia Meloche; "If additional Food Vendors are requested, a fee of \$200 per vendor per day will be charged to the event convener, vendors must have their own power supply; in addition this fee

charged to vendors will be payable 60% to Tenant and remaining 40% to the Co-An Park. Also, Tenant agrees that should additional Food vendors are requested by event; Co-An will charge and collect fees in accordance with established rate and Tenant will receive appropriate share".

Carried

iii)

Motion by Jonathan Little

Moved by Leo Meloche

(CAP-2018-04-18) - That we reconsider the Motion CAP-2018-03-10) "That the Co-An Park accept Tricia Meloche's proposal to Lease the Concession Stand for Trial season 2018." Carried

iv)

Motion by Leo Meloche

Moved by Jonathan Little

(CAP-2018-04-19) That the Operator of the Concession stand will be allowed to bring in an ATM at their own expense. Carried

v)

Motion by Jonathan Little

Moved by Murray Sellars

(CAP-2018-04-20) That the Co-An Park Committee accept Tricia Meloche's proposal to Lease the Concession Stand for Initial term subject to her agreeing to the terms of the lease. Carried

vi)

Motion by Leo Meloche

Moved by Richard Meloche

(CAP-2018-04-21) That the Mug Run be added to the excluded events section, page 5 of the 2018 Concession Lease Agreement. Jonathan Little abstained. Carried

vii)

Motion by Leo Meloche

Moved by Jonathan Little

(CAP-2018-04-22) That the Co-An Committee transfer remaining concession food and concession supplies to the tenant. Carried

8. New Business

i) Mug Run have requested to run their event the same as last season and would like to buy food rights at \$1.50 per person,

Motion by Murray Sellars

Moved by Jonathan Little

(CAP-2018-04-23) That we accept the Mug Run's request and allow them Food Rights for their 2018 event, remitting \$1.50 per person in attendance. Carried

ii) Purple Martin Committee request permission to install Purple Martin bird house at the Co-An, we designate area and they will install and maintain

Motion by Leo Meloche

Moved by Murray Sellars

(CAP-2018-04-24) That we approve one (1) Purple Martin bird house at a mutually agreed location at their committee's expense and up keep. Carried

iii) Discussion took place regarding the Komedie fund raiser for park improvements slated for June 23, 2018 at the Knights of Columbus Hall;

- a) Dinner menu to be confirmed; doors open 6:30 / Dinner 7pm / Show 8:30 pm
- b) Two tickets for purchase; (1) show only, and (2) Dinner and show price to be determined
- c) Hire bar staff, Co-An Bar
- d) Raffle prize discussed

iv) Discussion took place regarding Co-An Appreciation Day; 40th Anniversary slated for July 28, 2018;

- a) Co-Ed tournament to be convened by Jim Meloche, he will get Umpires
- b) Contact Jim Bullard, would be available to barbecue steaks
- c) Bar will be taken care of by Richard Meloche
- d) Tina and Joanne will organize dinner
- e) Tree dedication; compile a list of potential candidates
- f) Book a DJ from noon on
- g) Tina and Joanne to look into children games, possibly tug of war between towns, fire department exhibits or water barrel fights

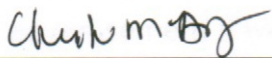
10. Adjournment

Motion by Leo Meloche

Moved by Murray Sellars

(CAP-2018-04-25) That the Co-An Regular meeting for April 2, 2018 be adjourned at 6:30 pm

Carried



Christine McAgy – Chairman



Joanne Bissonnette - Secretary Treasurer

The Corporation of the Town of Essex
Minutes of Regular Committee of Adjustment Meeting
Tuesday March 20, 2018

A regular meeting of the Town of Essex Committee of Adjustment was held on March 20, 2018 at 4:00 PM in the Small Council Chambers of the Municipal Building at 33 Talbot Street South, Essex, Ontario.

1. Roll Call

Members Present: Councillor Sherry Bondy
Councillor Larry Snively
Joe latonna
Also Present: Rita Jabbour, Assistant Planner
Sarah Girard, Planning Assistant

Members of Public in Attendance: See sign-in sheet attached hereto

Rita Jabbour, Assistant Planner, opens the meeting. She states that a member must be elected to preside over the meeting, as both the Chair and Vice Chair are absent.

(COA-2018-03-05) That Joe latonna be elected to chair the meeting.

Moved by Councillor Snively

Seconded by Councillor Bondy

"Carried"

2. Declarations of Conflict of Interest

None

3. Adoption of Minutes

Moved by Councillor Snively

Seconded by Councillor Bondy

(COA-2018-03-06) That the minutes of the February 6, 2018 Committee of Adjustment meeting be adopted as circulated.

"Carried"

4. Adoption of Published Agenda

Moved by Councillor Snively

Seconded by Councillor Bondy

(COA-2018-03-07) That the published agenda for the March 20, 2018 meeting of the Committee of Adjustment be adopted as circulated.

"Carried"

5. Applications

The following applications were heard:

a) A-02-18– James and Susan Ulian– 71 Sullivan Street (Colchester South, Ward 3)

A-02-18

An application for minor variance has been received by the Town of Essex Committee of Adjustment for the lands at 71 Sullivan Street, in Colchester South, Ward 3. The applicants are proposing to construct a 30.95 square metre (333.19 square foot) accessory structure. As a result of the proposal, the minimum setback for the easterly side lot line will be reduced by 0.6 metres (2 feet) to 0.6 metres (2 feet). The minimum side lot line setback from accessory structures on properties within the Residential District 1.1 (R1.1) 1.2 metres (4 feet) under the Town of Essex Zoning Bylaw, Bylaw 1037.

Rita Jabbour, Assistant Planner, wrote:

Official Plan Designation: “Lakeshore Residential”

Zoning: Residential District 1.1 (R1.1) –Low density housing on urban lots

An application for minor variance has been submitted for the lands located at 71 Sullivan Street in the former township of Colchester South. The subject property is designated “Lakeshore Residential” under the Town’s Official Plan and zoned Residential District 1.1 (R1.1) for low density housing on urban lots under the Town of Essex Zoning Bylaw, Bylaw 1037.

The applicants are proposing to construct a 30.95 square metre (333.19 square foot) second free standing accessory structure to the east of the property. As a result of the proposal, the minimum setback from the easterly side lot line will be reduced by 0.6 metres (2 feet) to 0.6 metres (2 feet). The minimum side lot line setback from accessory structures on properties within the R1.1 zoning district is 1.2 metres (4 feet). As such, the applicants are requesting this variance for a 0.6 metre (2 foot) relief in the setback from the easterly side lot line.

As per section 9.8 of the Town of Essex Official Plan, when reviewing applications for minor variance to the Zoning Bylaw, the Committee of Adjustment should be satisfied that:

- a) The general intent of this Plan and the Zoning Bylaw are maintained. An accessory structure is permitted within the R1.1 zoning district. The combination of all accessory structures on the property will not exceed 92 square metres (1000 square feet);
- b) The variance(s) is minor and desirable for the appropriate use of the land;
- c) The variance is compatible with the established character of the neighbourhood, traffic and parking patterns;
- d) The variance deals with circumstances particular to the site and development.

The distance between the two accessory structures is proposed to be 1.8 metres (6 feet), the minimum setback requirement between an accessory structure and any other building located on the same lot under section 10.3 of Bylaw 1037.

As this is a waterfront property, the accessory structure will be located in the front yard. Planning has consulted with Emergency Medical Services (EMS) and the Fire department to determine if the proposed space between the two structures is sufficient should they require access to the main dwelling.

EMS states that access is possible but that the limited space between the structures could pose some issues with access and egress and safety concerns for staff, depending on weather conditions. Fire has no objections.

Should this application be successful, the east wall of the proposed structure must be constructed as a fire rated wall with no windows or openings, as per comments received by the building department.

As a result of the giving of public notice, no phone calls or written correspondence have been received from members of the public, other departments and agencies notified as of Thursday March 15, 2018.

Actions:

To be determined by the Committee.

Additional comments resulting from circulation.

Corinne Chiasson, Resource Planner, Essex Region Conservation Authority (ERCA), wrote:

"The following is provided for your information and consideration as a result of our review of Application for Minor Variance A-02-18. The applicants are proposing to construct a new 30.95 square metre accessory structure and are requesting a reduction in the side yard setback provision from the required 1.2 metres to 0.6 metres.

NATURAL HAZARD POLICIES OF THE PPS, 2014

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

A review of our files indicates that ERCA Permit Approval No. 990-17 was issued to James and Susan Ulian, for the construction of a new accessory building at 71 Sullivan Street. This

approval was issued November 29, 2017 and will remain valid until November 2018. This Minor Variance application satisfies the natural hazard policies of the PPS, and Section 28 of the Conservation Authorities Act, therefore we have no objections to this application.

WATER RESOURCES MANAGEMENT

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

NATURAL HERITAGE POLICIES OF THE PPS, 2014

The subject property is not within or adjacent to any natural heritage feature that may meet the criteria for significance under the Provincial Policy Statement (PPS 2014). Based on our review, we have no objection to the application with respect to natural heritage policies.

FINAL RECOMMENDATION

We have no objections to this Minor Variance."

Discussions:

Rita Jabbour, Assistant Planner, explains the nature of the application.

She explains that the proposed structure will be the second accessory structure on the property. She states that the distance between the two structures will be 1.8 metres (6 feet), the minimum distance required between two structures.

She explains that Planning has contacted Emergency Medical Services (EMS) and the Fire department to determine if they had any concerns. She states that EMS believes access is possible but that the limited space between the structures could pose some issues with access and egress and safety concerns for staff, depending on weather conditions. Fire has no objections.

James Ulian, the applicants, asks which wall has to be fire rated.

Rita explains that it would need to be the east wall because the distance between the structure and the easterly side lot line is going to be less than 1.2 metres (4 feet).

Moved by Councillor Snively

Seconded by Councillor Bondy

(COA-2018-03-08) That application A-02-18 be granted.

"Carried"

Reasons:

The Committee of Adjustment is of the opinion that the four (4) tests for minor variances under Section 45(1) of the Planning Act have been satisfied.

Susan Ulian, the applicant, asks when the building permit can be retained.

Rita states that there is a 20 day appeal period that needs to be observed first. She explains that a building permit can be obtained once the appeal period lapses.

b) B-02-18 and A-03-18– Bruce, Ron and Lyle Hall– 2716 County Road 12 (Colchester North, Ward 2)

B-02-18

A consent application has been received by the Town of Essex Committee of Adjustment for the lands at 2716 County Road 12 in the former Township of Colchester North, Ward 2. The applicants are proposing to sever a + 0.32 hectare (± 0.8 acre) parcel from the existing +38.56 hectare (± 96.4 acre) lot. The retained parcel is proposed to have an area of +38 hectares (± 95 acres). The applicants are proposing this consent for the purpose of a lot addition. The severed lot is proposed to be merged with the property directly to the West and known municipally as 2720 County Road 12.

A-03-18

An application for minor variance has been received by the Town of Essex Committee of Adjustment for the lands at 2716 County Road 12, in the former Township of Colchester North, Ward 2. As a result of a proposed severance, the lot area for the retained parcel will decrease in size from +38.56 hectares (± 96.4 acres) to +38.24 hectares (+95.6 acres). The required minimum lot area for properties within the General Agricultural district (A1.1) under the Town of Essex Zoning By-Law 1037 is 40 hectares (100 acres) or as existing. Thus, variances are being sought to accommodate the reduction in total lot area for the retained parcel.

Rita Jabbour, Assistant Planner, wrote:

“Official Plan Designation: Agricultural

Zoning: Agricultural District 1.1 (A1.1) –General agriculture and farm production support activities

Applications for consent and minor variance have been submitted for the lands located at 2716 County Road 12 in the former township of Colchester North. The subject property is designated “Agricultural” under the Town’s Official Plan and zoned Agricultural District 1.1 (A1.1) for general agriculture and farm production support activities under the Town of Essex Zoning Bylaw, Bylaw 1037.

The applicants are proposing to sever a +0.32 hectare (+0.8 acre) parcel from the existing +38.56 hectare (+96.4 hectare) lot for the purposes of lot addition. The severed lot is uncultivated, grassed and contains an area of natural heritage feature. The severed lot is proposed to be merged with the property directly to the West, known municipally as 2720 County Road 12 and owned by Bruce and Elizabeth Hall.

The minimum lot area required for lots zoned A1.1 under the Town of Essex Zoning Bylaw 1037 is the lesser of 40 hectares (100 acres) or the existing lot size. As a result of the proposed severance, the lot area for the retained parcel will be reduced by +0.32 hectares, therefore requiring a variance.

As per section 9.8 of the Town of Essex Official Plan, when reviewing applications for minor variance to the Zoning Bylaw, the Committee of Adjustment should be satisfied that:

- a) The general intent of this Plan and the Zoning Bylaw are maintained;
- b) The variance(s) is minor and desirable for the appropriate use of the land;
- c) The variance is compatible with the established character of the neighbourhood, traffic and parking patterns;
- d) The variance deals with circumstances particular to the site and development.

As a result of the giving of public notice, no phone calls or written correspondence have been received from members of the public, other departments and agencies notified as of Thursday March 15, 2018.

Actions:

1. Should the Committee choose to approve this application, approval should be subject to satisfying the following conditions:

- a) That at the time the conveyance is prepared for certification, three hard copies and one digital copy in a format compatible with AutoCAD 2000 of a reference plan prepared by an Ontario Land Surveyor, which has been numbered, dated, signed and registered, must be submitted to the Town;
- b) That the appropriate documents for the conveyance be prepared in triplicate (three copies) and suitable for registration. All copies shall have original signatures and one copy will remain as a record with the Town;
- c) That at the time the conveyance is presented for certification, a tax certificate from the Treasurer of the Town or evidence showing all taxes for the current year have been paid in full to the date of consent approval, as well as any and all arrears owing on the total parcel, shall be submitted to the Town;
- d) That an apportionment of assessment pursuant to Section 65 of The Drainage Act, R.S.O. 1990, and amendments thereto, be provided to the satisfaction of the Drainage Superintendent for the Town of Essex, if deemed necessary by the Town;
- e) That the severed parcel be consolidated with the lands owned by Bruce and Elizabeth Hall (municipal address 2720 County Road 12). In accordance with Subsection 3 of Section 50 of the Planning Act, the applicant shall submit to the Secretary-Treasurer satisfactory evidence that the transferee of the severed portion of the property and the owner of the abutting property are identical, together with an undertaking from the applicant's solicitor to consolidate the severed portion and the abutting into one parcel. Within thirty days of the issuance of the certificate of consent to sever, the applicant shall provide evidence to the Secretary-Treasurer that an application to consolidate parcels has been filed with the Land Registry Office.

f) That all of the above conditions be fulfilled on or before March 20, 2019.

2. That, prior to the granting of this consent, the requested variance should be granted by the Committee of Adjustment to accommodate the reduction in minimum lot area for the retained parcel.”

Additional comments resulting from circulation.

Corinne Chiasson, Resource Planner, Essex Region Conservation Authority (ERCA), wrote:

The following is provided for your information and consideration as a result of our review of Application for Consent B-02-18, and Minor Variance A-03-18. The applicants are requesting to sever a 0.32 ha parcel from 2716 County Rd 12 and add it to the property identified as 2720 County Rd 12, as a lot addition. As a result, relief is required to recognize the reduction in the minimum farm lot size requirement.

NATURAL HAZARD POLICIES OF THE PPS, 2014

The most southern portion of the above noted lands is subject to our Development, Interference with Wetlands and Alteration to Shorelines and Watercourses Regulations under the Conservation Authorities Act, (Ontario Regulation No. 158/06). This portion of the subject parcel falls within the regulated area of John's Creek. The property owner would be required to obtain a Permit and/or Clearance from the Essex Region Conservation Authority prior to any construction or site alteration (specifically any works within the vicinity of the regulated drain, such as the installation of a culvert or drainage outlet) or other activities affected by the regulations.

WATER RESOURCES MANAGEMENT

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

NATURAL HERITAGE POLICIES OF THE PPS 2014

Based on this application being for a severance for a lot addition only, where a small portion of land will be added to the neighbouring site, and where there is no change in land use associated, it is our opinion that the natural heritage policies of PPS would not apply in this case. Based on our review, we have no objection to the application with respect to natural heritage policies of the PPS.

FINAL RECOMMENDATION

We have no objections to these Consent and Minor Variance applications.”

William J. King, Manager of Planning Services, County of Essex, wrote:

"Please be advised that the County has reviewed the aforementioned applications and the comments provided are engineering related only. These applications have not been reviewed from a planning perspective. The subject lands have frontage on County Road No. 12. The Applicant will be required to comply with the following County Road regulations:

County By-Law Number 248t - A By-Law to Provide for the Protection of Highways and to Provide for the Installation of Entrance Ways.

County By-Law Number 2480 - A By-Law of the Corporation of the County of Essex to Regulate the Location of Buildings and Structures on Land Adjacent to County Roads.

The minimum setback for any proposed structures on this property must be 85 feet from the centre of the original ROW of County Road 12. Permits are necessary for any changes to existing entrances and structures, or the construction of new entrances or structures.

We are requesting a copy of the Decision of the aforementioned applications. Should these applications be approved we are requesting a copy of the revised survey plan of the subject lands to update our mapping records. Thank you for your assistance and cooperation in this matter."

Discussions:

Rita Jabbour, Assistant Planner, explains the nature of the application.

She states that the applicants have requested deferral of the application until further notice.

Joe Iatonna, Chair, asks if there is anyone in the audience who wishes to speak on the applications.

(COA-2018-03-09) That consent and minor variance application B-03-18 and A-03-18 be deferred.

Moved by Councillor Bondy

Seconded by Councillor Snively

"Carried"

C) B-03-18 and A-04-18– Bruce, Ron and Lyle Hall– 2716 County Road 12 (Colchester North, Ward 2)

B-03-18

A consent application has been received by the Town of Essex Committee of Adjustment for the lands at 2716 County Road 12 in the former Township of Colchester North, Ward 2. The applicants are proposing to sever a + 1.36 hectare (± 3.4 acre) parcel from the existing +38.56 hectare (± 96.4 acre) lot. The retained parcel is proposed to have an area of +37.2 hectares (± 93 acres). The applicants are proposing this consent as a result of farm consolidation. An easement to provide access to the dwelling at 2720 County Road 12 by way of the existing driveway is also being requested.

A-04-18

An application for minor variance has been received by the Town of Essex Committee of Adjustment for the lands at 2716 County Road 12, in the former Township of Colchester North, Ward 2. As a result of a proposed severance, the lot area for the retained and severed parcel will decrease in size from +38.56 hectares (± 96.4 acres) to +37.2 hectares and +1.36 hectares (± 93 acres and +3.4 acres), respectively. The total lot width for the severed parcel will be reduced to +46 metres (+151.8 feet). The required minimum lot area for properties within the General Agricultural district (A1.1) under the Town of Essex Zoning By-Law 1037 is 40 hectares (100 acres) or as existing. The required minimum width for lots in the General Agricultural district (A1.1) under the Town of Essex Zoning By-Law 1037 is 60 metres (200 feet) or as existing. Thus, variances are being sought to accommodate the reduction in total lot area for the retained and severed parcels and a reduction in lot width for the severed parcel.

Rita Jabbour, Assistant Planner, wrote:

“Official Plan Designation: Agricultural

Zoning: Agricultural District 1.1 (A1.1) –general agricultural and farm production support activities

Applications for consent and minor variance have been submitted for the lands located at 2917 County Road 12 in the former township of Colchester North. The subject property is designated “Agricultural” under the Town’s Official Plan and zoned Agricultural District 1.1 (A1.1) for general agriculture and farm production support activities under the Town of Essex Zoning Bylaw, Bylaw 1037.

The applicants are proposing to sever a +1.36 hectare (+3.4 acre) parcel from the existing +38.56 hectare (+96.4 acre) lot. The severed parcel will be occupied by the existing single detached dwelling, two outbuildings and accompanying infrastructure (i.e. septic system, driveway and well). Access to the severed lot will be by way of County Road 12.

The retained lot is proposed to have an area of +37.2 hectares (+93 acres) and will continue to be used for agricultural purposes. Access to the retained lot is by way of County Road 12. The applicants plan on constructing a new bridge to access the retained farm parcel.

The applicants are proposing this consent due to the house being surplus to their needs. In addition to the subject parcel, the applicants own 20 hectares (49.6 acres) of agricultural land just east of 2727 County Road 12. The Provincial Policy Statement (PPS) states that a surplus dwelling, namely a dwelling that is acquired as part of farm land acquisition, may be severed and sold, with the stipulation that no new dwelling will be permitted on the retained farm parcel.

The minimum lot area required for lots zoned A1.1 under Bylaw 1037 is the lesser of 40 hectares (100 acres) or as existing. The required minimum width for lots in the General Agricultural District 1.1 (A1.1) under the Town of Essex Zoning Bylaw 1037 is 60 metres (200 feet) or as existing. As a result of the proposed severance, the lot area for the retained and severed parcel will decrease in size from +38.56 hectares to 37.2 hectares and 1.36 hectares,

respectively. The total width for the severed parcel will be reduced to +46 metres (+151.8 feet).

As per section 9.8 of the Town of Essex Official Plan, when reviewing applications for minor variance to the Zoning Bylaw, the Committee of Adjustment should be satisfied that:

- a) The general intent of this Plan and the Zoning Bylaw are maintained;
- b) The variance(s) is minor and desirable for the appropriate use of the land;
- c) The variance is compatible with the established character of the neighbourhood, traffic and parking patterns;
- d) The variance deals with circumstances particular to the site and development.

The existing driveway serving the subject parcel is currently used for access to the properties at 2720 and 2712 County Road 12. As such, the applicants are requesting an easement to provide access to the dwelling at 2720 County Road 12 by way of the existing driveway for a period in excess of 21 years. The easement would extend the entire length and width of the exiting driveway. A new driveway is being proposed for the property at 2712 County Road 12. As a result of the giving of public notice, one objection has been received from a Mrs. Marie Hall, the secondary owner of the property at 2712 County Road 12. Mrs. Hall is objecting to the severance application because the subject property shares infrastructure with the property at 2712 County Road 12, namely, the well and the access area.

The Manager of Environmental Services has confirmed that the subject parcel, 2716 County Road 12, and 2712 have existing water service connections along their County Road 12 frontage. However, the well is still actively used by both properties. No reciprocal agreement/easement exists for the shared use of these services and the Committee cannot force conditions on a property that is not the subject of this consent application (2712 County Road 12).

No further objections or comments were received from members of the public or agencies as of Thursday March 15, 2018.

Actions:

1. Should the Committee choose to approve this application, approval should be subject to satisfying the following conditions:

- a) That at the time the conveyance is prepared for certification, three hard copies and one digital copy in a format compatible with AutoCAD 2000 of a reference plan prepared by an Ontario Land Surveyor, which has been numbered, dated, signed and registered, must be submitted to the Town;
- b) That the appropriate documents for the conveyance be prepared in triplicate (three copies) and suitable for registration. All copies shall have original signatures and one copy will remain as a record with the Town;
- c) That at the time the conveyance is presented for certification, a tax certificate from the Treasurer of the Town or evidence showing all taxes for the current year have been paid in full to the date of consent approval, as well as any and all arrears owing on the total parcel, shall be submitted to the Town;

- d) That an apportionment of assessment pursuant to Section 65 of The Drainage Act, R.S.O. 1990, and amendments thereto, be provided to the satisfaction of the Drainage Superintendent for the Town of Essex, if deemed necessary by the Town;
- e) That a septic test report be completed and filed with the municipality by a Certified Septic System Installer confirming that the septic system meets Part 8 of the Ontario Building Code (OBC) regulations prior to the stamping of the Deeds and/or the issuance of the certificate;
- f) That the appropriate documents for the easement be prepared and be suitable for registration. A copy will remain with the Town;
- g) That the applicant pay the applicable water buy in fee if necessary;
- h) That all of the above conditions be fulfilled on or before March 20, 2019.

2. That, prior to the granting of this consent, the requested variance should be granted by the Committee of Adjustment to accommodate the reduction in minimum lot area for the retained parcel."

Additional Comments Resulting from Circulation:

Corinne Chiasson, Resource Planner, Essex Region Conservation Authority (ERCA), wrote:

"The following is provided for your information and consideration as a result of our review of Application for Consent B-03-18, Application for Minor Variance A-04-18. The applicants are requesting to sever a residential dwelling that is surplus to the needs of the farming operation, and establish an access easement between the properties identified as 2716, and 2720 County Rd 12. Relief is also being requested to recognize the reduction in the resulting farm lot size.

NATURAL HAZARD POLICIES OF THE PPS, 2014

The most southern portion of the above noted lands is subject to our Development, Interference with Wetlands and Alteration to Shorelines and Watercourses Regulations under the Conservation Authorities Act, (Ontario Regulation No. 158/06). This portion of the subject parcel falls within the regulated area of John's Creek. The property owner would be required to obtain a Permit and/or Clearance from the Essex Region Conservation Authority prior to any construction or site alteration (specifically any works within the vicinity of the regulated drain, such as the installation of a culvert or drainage outlet) or other activities affected by the regulations.

WATER RESOURCES MANAGEMENT

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

NATURAL HERITAGE POLICIES OF THE PPS 2014

The subject property is not within or adjacent to any natural heritage feature that may meet the criteria for significance under the Provincial Policy Statement (PPS 2014). Based on our review, we have no objection to the application with respect to natural heritage policies.

FINAL RECOMMENDATION

We have no objections to this Consent or Minor Variance applications."

William J. King, Manager of Planning Services, County of Essex, wrote:

"Please be advised that the County has reviewed the aforementioned applications and the comments provided are engineering related only. These applications have not been reviewed from a planning perspective. The subject lands have frontage on County Road No. 12. The Applicant will be required to comply with the following County Road regulations:

County By-Law Number 248t - A By-Law to Provide for the Protection of Highways and to Provide for the Installation of Entrance Ways.

County By-Law Number 2480 - A By-Law of the Corporation of the County of Essex to Regulate the Location of Buildings and Structures on Land Adjacent to County Roads.

The minimum setback for any proposed structures on this property must be 85 feet from the centre of the original ROW of County Road 12. Permits are necessary for any changes to existing entrances and structures, or the construction of new entrances or structures.

We are requesting a copy of the Decision of the aforementioned applications. Should these applications be approved we are requesting a copy of the revised survey plan of the subject lands to update our mapping records. Thank you for your assistance and cooperation in this matter."

Discussions:

Rita Jabbour, Assistant Planner, explains the nature of the application.

She states that she received a letter of opposition to the severance from the owners at 2712 County Road 12. She explains that the residents at the abutting lot are opposing the severance because the proposed lot contains the driveway and water well serving their property.

She states that the applicants are requesting the application for consent and minor variance be deferred until issues with services can be mitigated.

(COA-2018-03-10) That consent and minor variance applications B-04-18 and A-03-18 be deferred.

Moved by Councillor Snively

Seconded by Councillor Bondy

"Carried"

c) B-04-18– Susie L. Gagnon– 3449 North Malden Road (Colchester North, Ward 2)

B-04-18

An application for a Certificate of Validation under Section 57 of the Planning Act, R.S.O 1990, c.P. 13, has been received by the Town of Essex Committee of Adjustment for the property at 3449 North Malden Road in Colchester North, Ward 2.

It has come to light that there has been an error on title of this property as a Planning Act Consent was not registered when the lot was created in 1987. Thus, the applicants are requesting a Certificate of Validation to correct the error.

Rita Jabbour, Assistant Planner, wrote:

“Official Plan Designation: Agricultural

Zoning: Agricultural District 1.1 (A1.1) –general agricultural and farm production support activities

An application for Certificate of Validation under Section 57 of the Planning Act, R.S.O 1990, c.P. 13, has been submitted for the property at 3449 North Malden Road in Colchester North. The subject property is designated “Agricultural” under the Town’s Official Plan and zoned Agricultural District 1.1 (A1.1) for general agriculture and farm production support activities under the Town of Essex Zoning Bylaw, Bylaw 1037.

In March of 1987, Alfred Gagnon applied to the Committee of Adjustment for the Township of Colchester North to create the 0.3 hectare (0.75 acre) lot (File No. B-5-87). The property, described as Part 1 on 12R8876, was granted on March 30, 1987. The file contains the decision granting the consent with conditions. The property appears as a separate lot with a separate roll number on the municipal interactive mapping system, however, no Planning Act Consent exists within the file or was affixed to the Transfer/deed. The property was subsequently transferred in 1990.

The applicant’s solicitor has provided Planning with a copy of the Transfer/deed. According to the solicitor, the Land Registry Office has certified that there was no contravention of the Planning Act when it converted the farm and the lot to Land Titles in 2002. Had there been a Planning Act contravention, the lands would not have been converted to Land Titles and remained in the old Registry System. The Registry office could have seen the Consent when the lands were converted but it could have been inadvertently not microfilmed with the Transfer.

The requested certificate of validation will not change any previous approvals but will correct the error on the title of the property.

The criteria for granting a validation order are similar to those for granting a consent by the Committee of Adjustment. However, as the validation order is the procedure that is directly related to a factual circumstance such as this one, the procedure required by Section 57 of the Planning Act for the Committee of Adjustment to grant a validation order should be followed in this case.

The criteria set out in O/Reg 144/95 are:

- (1) Conformity to the Official Plan;
- (2) Conformity to the Zoning By-law;
- (3) The absence of any ministerial order prohibiting the granting of a consent (there are no such orders concerning Essex);
- (4) Conformity to the criteria set out in Section 51(24) of the Planning Act R.S.O. 1990, c.P. 13, for the subdivision of land.

No public notice is required for an application for Certificate of Validation.

Actions:

To be determined by the Committee.”

Additional Comments Resulting from Circulation:

Corinne Chiasson, Resource Planner, Essex Region Conservation Authority (ERCA), wrote:

"The following is provided for your information and consideration as a result of our review of Application for Consent B-04-18. The purpose of the application is for a certification of validation under Section 57 of the Planning Act.

Our office has reviewed the application and has no objection to the Certificate of Validation to be issued."

Discussions:

Rita Jabbour, Assistant Planner, explains the nature of the application.

She explains that no public notice is required for a certificate of validation and there is no option to appeal.

(COA-2018-03-11) That the application for a certificate of validation be granted.

Moved by Councillor Bondy

Seconded by Councillor Snively

"Carried"

d) B-05-18 and A-05-18–Bruce and Theresa Coristine – 3876 3rd Concession (Colchester South, Ward 3)

B-05-18

A consent application has been received by the Town of Essex Committee of Adjustment for the lands at 3876 3rd Concession Road, in the former Township of Colchester South, Ward 3. The applicants are proposing to sever a +3.9 hectare (+9.75 acre) parcel from the existing +13.48 hectare (+33.7 acre) lot. The retained parcel is proposed to have an area of + 5.5 hectares (+13.75 acres). The applicants are proposing this consent for the purpose of lot creation. The applicants are also requesting a conservation easement to maintain the existing area of natural heritage feature.

Note: An application for minor variance has also been received for the subject lands (File Number A-05-18). The public notice for the minor variance application has been included with this notice.

A-05-18

An application for minor variance has been received by the Town of Essex Committee of Adjustment for the lands at 3876 3rd Concession Road, in the former Township of Colchester South, Ward 3. As a result of a proposed severance, the lot area for the severed parcel will decrease in size from +13.48 hectares (±33.7 acres) to +3.9 hectares (+9.75 acres). The required minimum lot area for properties within the Residential District 1.2 (R1.2) under the Town of Essex Zoning By-Law 1037 is 4 hectares (10 acres). Thus, variances are being sought to accommodate the reduction in total lot area for the severed parcel.

Note: An application for consent to sever the subject lands has also been received (File Number B-05-18). The public notice for the consent application has been included with this notice.

Rita Jabbour, Assistant Planner, wrote:

“Official Plan Designation: Estate Residential

Zoning: Residential District 1.2 (R1.2) –Pleasant Valley - estate residential, limited agricultural uses

Applications for consent and minor variance have been submitted for the lands located at 3876 3rd Concession Road in the former township of Colchester South. The subject property is designated “Estate Residential” under the Town’s Official Plan and zoned Residential District 1.2 (R1.2) for estate residential, limited agricultural under the Town of Essex Zoning Bylaw, Bylaw 1037.

The applicants are proposing to sever a +3.9 hectare (+9.75 acre) parcel from the existing +13.48 hectare (+33.7 acre) lot. The retained parcel is proposed to have an area of +5.5 hectares (+13.75 acres). The applicants are proposing this consent for the purpose of residential lot creation.

The minimum lot area required for lots zoned R1.2 is 4 hectares (10 acres). As a result of the proposed severance, the lot area for the severed parcel will be reduced to +3.9 hectares (+9.75 acres).

As per section 9.8 of the Town of Essex Official Plan, when reviewing applications for minor variance to the Zoning Bylaw, the Committee of Adjustment should be satisfied that:

- a) The general intent of this Plan and the Zoning Bylaw are maintained;
- b) The variance(s) is minor and desirable for the appropriate use of the land;
- c) The variance is compatible with the established character of the neighbourhood, traffic and parking patterns;
- d) The variance deals with circumstances particular to the site and development.

The subject parcel contains natural heritage features that are identified as a significant wetland, significant woodland, significant valleyland, significant wildlife habitat under the Provincial Policy Statement (PPS, 2014). In accordance with Town of Essex Official Plan policies regarding lands within the Natural Heritage Overlay, the applicants and their agent have completed and submitted an Environmental Impact Assessment (EIA).

The EIA has been reviewed by staff at the Essex Region Conservation Authority (ERCA). As a result of the recommendation of the EIA, the applicants are also requesting a conservation easement be granted to conserve the area of existing natural heritage and future reforestation areas. ERCA has recommended the same. Due to the proximity of the existing access area to the proposed entrances, a condition to relocate the access area serving the retained lot has been made a condition of the consent.

As a result of the giving of public notice, no phone calls or written correspondence have been received from members of the public, other departments and agencies notified as of Thursday March 15, 2018.

Actions:

1. Should the Committee choose to approve this application, approval should be subject to satisfying the following conditions:

- a) That at the time the conveyance is prepared for certification, three hard copies and one digital copy in a format compatible with AutoCAD 2000 of a reference plan prepared by an Ontario Land Surveyor, which has been numbered, dated, signed and registered, must be submitted to the Town;
- b) That the appropriate documents for the conveyance be prepared in triplicate (three copies) and suitable for registration. All copies shall have original signatures and one copy will remain as a record with the Town;
- c) That at the time the conveyance is presented for certification, a tax certificate from the Treasurer of the Town or evidence showing all taxes for the current year have been paid in full to the date of consent approval, as well as any and all arrears owing on the total parcel, shall be submitted to the Town;
- d) That an apportionment of assessment pursuant to Section 65 of The Drainage Act, R.S.O. 1990, and amendments thereto, be provided to the satisfaction of the Drainage Superintendent for the Town of Essex, if deemed necessary by the Town;
- e) That a Conservation Easement, acceptable to the Town and the Conservation Authority, be registered on Title prohibiting development and site alteration of the natural heritage feature and reforestation area on the subject property (severed and retained lot), except in accordance with the provisions of the easement;
- f) That the applicants pay the applicable park fee in the amount \$1, 250.00 to be charged against the lot created by consent and that the payment be made prior to the stamping of the deeds.
- g) That the existing access area serving the retained parcel be relocated;
- h) That all of the above conditions be fulfilled on or before March 20, 2019.

2. That, prior to the granting of this consent, the requested variance should be granted by the Committee of Adjustment to accommodate the reduction in minimum lot area for the severed parcel."

Additional Comments Resulting from Circulation:

Corinne Chiasson, Resource Planner, Essex Region Conservation Authority (ERCA), wrote:

The following is provided for your information and consideration as a result of our review of Applications for Consent B-05-18, B-06-18, and Minor Variance A-05-18. The applicants are proposing to sever 2 new residential lots from the property identified as 3876 3rd Concession Rd. The applicants will also be undertaking a conservation easement over the

existing natural heritage features and over the proposed future plantation/restoration areas on the subject site.

NATURAL HAZARD POLICIES OF THE PPS, 2014

The above noted lands are subject to our Development, Interference with Wetlands and Alteration to Shorelines and Watercourses Regulations under the Conservation Authorities Act, (Ontario Regulation No. 158/06). The subject parcel falls within the regulated area of the Richmond Drain and portions of the lot are within the hazard lands identified as floodway. The property owner will be required to obtain a Permit and/or Clearance from the Essex Region Conservation Authority prior to any construction or site alteration or other activities affected by the regulations.

We have reviewed this proposal with regard to the natural hazard policies of the PPS, as well as Section 28 of the Conservation Authorities Act and have no objections, because the 2 new lots will be located outside of the floodway hazard zone.

WATER RESOURCES MANAGEMENT

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

NATURAL HERITAGE POLICIES OF THE PPS, 2014

The subject property contains natural heritage features that are identified as a significant wetland (Cedar Creek Wetland Complex (ER 15)), significant woodland, significant valleyland, significant wildlife habitat under the Provincial Policy Statement (PPS, 2014).

Section 2.1.4 of the PPS 2014 states – “Development and site alteration shall not be permitted in “significant wetlands ...” and “significant coastal wetlands.”

Section 2.1.5 of the PPS, 2014 states - Development and site alterations shall not be permitted in significant woodland... and significant valleyland... and significant wildlife habitat...unless it has been demonstrated that there will be no negative impacts on the natural features or on their ecological functions.

Section 2.1.8 of the PPS 2014 states – “Development and site alteration shall not be permitted on adjacent lands to the natural heritage features and areas identified in policies 2.1.4, 2.1.5 and 2.1.6 unless the ecological function of the adjacent lands has been evaluated and it has been demonstrated that there will be no negative impacts on the natural features or on their ecological functions.” The required demonstration of no negative impact, in accordance with the relevant PPS policies outlined above, is most effectively accomplished through the completion of an Environmental Impact Assessment (EIA). However, other options may exist as an adequate demonstration of no negative impact. Our information also indicates that the subject property may support habitat of endangered species and threatened species. As per Section 2.1.7 of the PPS 2014 – “Development and site alteration shall not be permitted in habitat of endangered species and threatened species, except in accordance with provincial and federal requirements.” It is the proponent’s responsibility to exercise due diligence in ensuring that all issues related to the provincial Endangered Species Act and its regulations have been addressed.

Mr. and Mrs. Coristine and their agent Dillon Consulting have submitted an Environmental Impact Assessment (EIA-23-17) to this office for review. ERCA staff have recently completed their review, and provide the following information. We have attached a copy of this review for your convenience.

The EIA was completed in compliance with the provided terms of reference. Upon review of the EIA we are in support of the recommendations listed, and that a conservation easement registered on title over the retained lot and new severed lots will be utilized as a demonstration of no negative impact on the natural heritage features. It is our opinion that the terms detailed in the conservation easement will adequately protect the natural heritage features in perpetuity, as well as the future proposed reforestation areas (labeled on Schedule C). Provided that these applications are subject to full implementation of the EIA recommendations, it is our opinion that these applications will satisfy the natural heritage policies of the PPS.

FINAL RECOMMENDATION

We therefore ask that the following condition of approval be applied to these applications:

That the owners complete the full implementation of all the Environmental Impact Assessment recommendations, and register the Conservation Easement on title over the natural heritage and future reforestation areas (described on Schedule C).

We request a copy of the decision of these applications.”

Discussions:

Rita Jabbour, Assistant Planner, explains the nature of the application.

Resident (Julius Langpeter, 3865 3rd Concession) advises the Committee Members that there is a pond on the subject property that floods due to debris.

He questions if there will be 3 separate driveways for the proposed severed lots.

If this is the case he states that it is unsafe as the road bends in that particular area of the 3rd Concession.

Melanie Muir (Applicants Agent: Dillon Consulting) advises that ERCA requires an E.I.A (Environmental Impact Assessment) which was completed by Dillon Consulting.

Melanie also explains that there will be 3 separate driveways to service the proposed lots and that safety for the residents is a top priority.

Resident (Kevin Swarts, 3859 3rd Concession) suggested to the Committee that a traffic study be completed to ensure safety of the 3 new driveways.

Rita Jabbour explains to the Committee that the O.P.P is circulated for comments and no objections were received with regards to this application.

She states that if the Committee members would like to defer the applications until a later date that can be done but that the traffic impact study cannot be made a condition of the consent.

Councillor Larry Snively stated that he is prepared to move the application(s) forward with the O.P.P. review and comments.

Councillor Snively advised the audience that the application does meet requirements of the Committee of Adjustment and that the members have to accept the application, but a recommendation to have the O.P.P review the traffic on the 3rd Concession be made.

(COA-2018-03-12) That the application(s) B-05-18 & A-05-18 be granted and that a report from the O.P.P advising of any traffic concerns be obtained in the future.

Moved by Councillor Bondy

Seconded by Councillor Snively

“Carried”

e) B-06-18–Bruce and Theresa Coristine – 3876 3rd Concession (Colchester South, Ward 3)

B-06-18

A consent application has been received by the Town of Essex Committee of Adjustment for the lands at 3876 3rd Concession Road, in the former Township of Colchester South, Ward 3. The applicants are proposing to sever a +4 hectare (+10 acre) parcel from the existing +13.48 hectare (+33.7 acre) lot. The retained parcel is proposed to have an area of + 5.5 hectares (+13.75 acres). The applicants are proposing this consent for the purpose of lot creation. The applicants are also requesting a conservation easement to maintain the existing area of natural heritage feature.

Rita Jabbour, Assistant Planner, wrote:

“Official Plan Designation: Estate Residential

Zoning: Residential District 1.2 (R1.2) –Pleasant Valley - estate residential, limited agricultural uses

An application for consent has been submitted for the lands located at 3876 3rd Concession Road in the former township of Colchester South. The subject property is designated “Estate Residential” under the Town’s Official Plan and zoned Residential District 1.2 (R1.2) for estate residential, limited agricultural under the Town of Essex Zoning Bylaw, Bylaw 1037.

The applicants are proposing to sever a +4 hectare (+10 acre) parcel from the existing +13.48 hectare (+33.7 acre) lot. The retained parcel is proposed to have an area of +5.5 hectares (+13.75 acres). The applicants are proposing this consent for the purpose of residential lot creation.

The subject parcel contains natural heritage features that are identified as a significant wetland, significant woodland, significant valleyland, significant wildlife habitat under the Provincial Policy Statement (PPS, 2014). In accordance with Town of Essex Official Plan policies regarding lands within the Natural Heritage Overlay, the applicants and their agent have completed and submitted an Environmental Impact Assessment (EIA).

The EIA has been reviewed by staff at the Essex Region Conservation Authority (ERCA). As a result of the recommendation of the EIA, the applicants are also requesting a conservation

easement be granted to conserve the area of existing natural heritage and future reforestation areas. ERCA has recommended the same.

As a result of the giving of public notice, no phone calls or written correspondence have been received from members of the public, other departments and agencies notified as of Thursday March 15, 2018.

Actions:

1. Should the Committee choose to approve this application, approval should be subject to satisfying the following conditions:

- a) That at the time the conveyance is prepared for certification, three hard copies and one digital copy in a format compatible with AutoCAD 2000 of a reference plan prepared by an Ontario Land Surveyor, which has been numbered, dated, signed and registered, must be submitted to the Town;
- b) That the appropriate documents for the conveyance be prepared in triplicate (three copies) and suitable for registration. All copies shall have original signatures and one copy will remain as a record with the Town;
- c) That at the time the conveyance is presented for certification, a tax certificate from the Treasurer of the Town or evidence showing all taxes for the current year have been paid in full to the date of consent approval, as well as any and all arrears owing on the total parcel, shall be submitted to the Town;
- d) That an apportionment of assessment pursuant to Section 65 of The Drainage Act, R.S.O. 1990, and amendments thereto, be provided to the satisfaction of the Drainage Superintendent for the Town of Essex, if deemed necessary by the Town;
- e) That a Conservation Easement, acceptable to the Town and the Conservation Authority, be registered on Title prohibiting development and site alteration of the natural heritage feature and reforestation area on the subject property (severed and retained lot), except in accordance with the provisions of the easement;
- f) That the applicants pay the applicable park fee in the amount \$1, 250.00 to be charged against the lot created by consent and that the payment be made prior to the stamping of the deeds.
- g) That all of the above conditions be fulfilled on or before March 20, 2019."

Additional Comments Resulting from Circulation:

Corinne Chiasson, Resource Planner, Essex Region Conservation Authority (ERCA), wrote:

"The following is provided for your information and consideration as a result of our review of Applications for Consent B-05-18, B-06-18, and Minor Variance A-05-18. The applicants are proposing to sever 2 new residential lots from the property identified as 3876 3rd Concession Rd. The applicants will also be undertaking a conservation easement over the existing natural heritage features and over the proposed future plantation/restoration areas on the subject site.

NATURAL HAZARD POLICIES OF THE PPS, 2014

The above noted lands are subject to our Development, Interference with Wetlands and Alteration to Shorelines and Watercourses Regulations under the Conservation Authorities Act, (Ontario Regulation No. 158/06). The subject parcel falls within the regulated area of the Richmond Drain and portions of the lot are within the hazard lands identified as floodway. The property owner will be required to obtain a Permit **and/or** Clearance from the Essex Region Conservation Authority prior to any construction or site alteration or other activities affected by the regulations.

We have reviewed this proposal with regard to the natural hazard policies of the PPS, as well as Section 28 of the Conservation Authorities Act and have no objections, because the 2 new lots will be located outside of the floodway hazard zone.

WATER RESOURCES MANAGEMENT

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

NATURAL HERITAGE POLICIES OF THE PPS, 2014

The subject property contains natural heritage features that are identified as a significant wetland (Cedar Creek Wetland Complex (ER 15), significant woodland, significant valleyland, significant wildlife habitat under the Provincial Policy Statement (PPS, 2014).

Section 2.1.4 of the PPS 2014 states – “Development and site alteration shall not be permitted in “significant wetlands ...” and “significant coastal wetlands.”

Section 2.1.5 of the PPS, 2014 states - Development and site alterations shall not be permitted in significant woodland... and significant valleyland... and significant wildlife habitat...unless it has been demonstrated that there will be no negative impacts on the natural features or on their ecological functions.

Section 2.1.8 of the PPS 2014 states – “Development and site alteration shall not be permitted on adjacent lands to the natural heritage features and areas identified in policies 2.1.4, 2.1.5 and 2.1.6 unless the ecological function of the adjacent lands has been evaluated and it has been demonstrated that there will be no negative impacts on the natural features or on their ecological functions.” The required demonstration of no negative impact, in accordance with the relevant PPS policies outlined above, is most effectively accomplished through the completion of an Environmental Impact Assessment (EIA). However, other options may exist as an adequate demonstration of no negative impact. Our information also indicates that the subject property may support habitat of endangered species and threatened species. As per Section 2.1.7 of the PPS 2014 – “Development and site alteration shall not be permitted in habitat of endangered species and threatened species, except in accordance with provincial and federal requirements.” It is the proponent’s responsibility to exercise due diligence in ensuring that all issues related to the provincial Endangered Species Act and its regulations have been addressed. Mr. and Mrs. Coristine and their agent Dillon Consulting have submitted an Environmental Impact Assessment (EIA-23-17) to this office for review. ERCA staff have recently

completed their review, and provide the following information. We have attached a copy of this review for your convenience.

The EIA was completed in compliance with the provided terms of reference. Upon review of the EIA we are in support of the recommendations listed, and that a conservation easement registered on title over the retained lot and new severed lots will be utilized as a demonstration of no negative impact on the natural heritage features. It is our opinion that the terms detailed in the conservation easement will adequately protect the natural heritage features in perpetuity, as well as the future proposed reforestation areas (labeled on Schedule C). Provided that these applications are subject to full implementation of the EIA recommendations, it is our opinion that these applications will satisfy the natural heritage policies of the PPS.

FINAL RECOMMENDATION

We therefore ask that the following condition of approval be applied to these applications:

That the owners complete the full implementation of all the Environmental Impact Assessment recommendations, and register the Conservation Easement on title over the natural heritage and future reforestation areas (described on Schedule C).

We request a copy of the decision of these applications.”

Discussions:

Rita Jabbour, Assistant Planner, explains the nature of the application.

(COA-2018-03-13) That the application B-06-18 be granted

Moved by Councillor Bondy

Seconded by Councillor Snively

“Carried”

f) B-07-18 and B-08-18–Michael and Amy Flanagan–155 Given Road (Harrow Centre, Ward 4)

B-07-18 and B-08-18

Consent applications have been received by the Town of Essex Committee of Adjustment for the lands at 155 Given Road, in the Harrow Centre, Ward 4. The applicants are proposing to sever two +2218.84 square metre (+23896 square foot) parcels from the existing +26081 square metre (+280733.55 square foot) lot. The retained parcel is proposed to have an area of +21483.5 square metres (+231246.5 square feet). The applicants are proposing this consent for the purpose of residential lot creation.

Rita Jabbour, Assistant Planner, wrote:

“Official Plan Designation: Residential

Zoning: Holding Zone Residential District 1.1 (HR1.1) – Low density housing on urban lots

Applications for consent have been submitted for the lands located at 155 Given Road in the Harrow Centre. The subject property is designated “Residential” under the Town’s

Official Plan and zoned Holding Zone Residential District 1.1 (HR1.1) for low density housing on urban lots under the Town of Essex Zoning Bylaw, Bylaw 1037. The holding symbol applies to lands where development is to be delayed until such time as specific preconditions have been met. Preconditions might include the provision of adequate infrastructure or the approval of a subdivision plan.

The applicants are proposing to sever two +2218.84 square metre (+23896 square foot) parcels from the existing +26081 square metre (+280733.55 square foot) lot. The applicants are proposing this consent for the purposes of creating new residential lots. The proposed lots will exceed all minimum regulations under the R1.1 zoning regarding lot area and lot width. The retained parcel is proposed to have an area of +21483.5 square metres (+231246.5 square feet) and a lot width of +213.83 metres (+705.6 feet). The existing single detached dwelling, outbuildings and accompanying infrastructure will be contained on the retained lot.

The holding symbol may be removed by further by-law amendment when Council is satisfied that the conditions for the removal have been met. The proposed lots have access to full municipal services including a paved road and municipal sanitary, water and storm water infrastructure. Thus, a future application for removal of the H over the proposed lots, allowing future owners to obtain a building permit, would be supported by administration.

As a result of the giving of public notice, no phone calls or written correspondence have been received from members of the public, other departments and agencies notified as of Thursday March 15, 2018.

Actions:

1. Should the Committee choose to approve this application, approval should be subject to satisfying the following conditions:
 - a) That at the time the conveyance is prepared for certification, three hard copies and one digital copy in a format compatible with AutoCAD 2000 of a reference plan prepared by an Ontario Land Surveyor, which has been numbered, dated, signed and registered, must be submitted to the Town;
 - b) That the appropriate documents for the conveyance be prepared in triplicate (three copies) and suitable for registration. All copies shall have original signatures and one copy will remain as a record with the Town;
 - c) That at the time the conveyance is presented for certification, a tax certificate from the Treasurer of the Town or evidence showing all taxes for the current year have been paid in full to the date of consent approval, as well as any and all arrears owing on the total parcel, shall be submitted to the Town;
 - d) That an apportionment of assessment pursuant to Section 65 of The Drainage Act, R.S.O. 1990, and amendments thereto, be provided to the satisfaction of the Drainage Superintendent for the Town of Essex, if deemed necessary by the Town;

e) That the applicant pay the applicable parkland dedication fee in the amount of \$1,250.00 in accordance with Town of Essex Policy No. 899-11-324 to be charged against each lot created by consent and that the payment be made prior to the stamping of the deeds and/or issuance of the certificate;

f) That all of the above conditions be fulfilled on or before March 20, 2019.”

Additional Comments resulting from circulation:

Corinne Chiasson, Resource Planner, Essex Region Conservation Authority (ERCA), wrote:

“The following is provided for your information and consideration as a result of our review of Application for Consent B-07-18, and B-08-17. The applicants are applying to sever two new residential lots from the property identified as 155 Given Rd.

NATURAL HAZARD POLICIES OF THE PPS, 2014

We have reviewed our floodline mapping for this area and it has been determined this site is not located within a regulated area that is under the jurisdiction of the ERCA (Section 28 of the Conservation Authorities Act). As a result, a permit is not required from ERCA for issues related to Section 28 of the Conservation Authorities Act, Development, Interference with Wetlands and Alteration to Shorelines and Watercourses Regulations under the Conservations Authorities Act, (Ontario Regulation No. 158/06).

WATER RESOURCES MANAGEMENT

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

NATURAL HERITAGE POLICIES OF THE PPS 2014

The subject property is not within or adjacent to any natural heritage feature that may meet the criteria for significance under the Provincial Policy Statement (PPS 2014). Based on our review, we have no objection to the application with respect to natural heritage policies.

FINAL RECOMMENDATION

We have no objections to these Consent applications.”

Discussions:

Rita Jabbour, Assistant Planner, explains the nature of the application.

Peggy Golden, agent for the applicants, states that the applicants would like the depth of the lots reduced to ± 40.9 metres (135 feet) from the originally requested 44.2 metres (145 feet). She explains that the depth originally requested would make the lots too close to the existing barn.

Peggy also requests a consent certificate for the retained parcel.

Resident (James Lamoure, 1325 Snake Lane) asks if the property is setup for future subdivision development.

Rita explains that the subject property is zoned residential as well as agricultural and that the property does have enough room for at least one more lot creation in the residential zoned area.

Resident (Gunter Froese, 309 Walnut St.) states that he believes there are 5 residential lots and questions when the agricultural portion will be rezoned to accommodate lot creation. Chair Joe latonnna states that at this time there are only two lots being created and can only speak to the current applications.

Resident (Barry Mannell, 240 Given) advises the Committee members that there is an Iron Bar and that one of the lots being created is part of Given Road as the Town has paved over it.

Rita states that a reference plan will have to be done to determine the iron bar and stake it out.

Peggy Golden explains that a Site Plan has already been completed for the property in question.

Rita states that she will speak with the Clerks department about acquiring the land that is being used for the road portion.

Resident (Kevin O'Brien, 303 Walnut St.) questions if the property owners are seeking to make a subdivision in the near future.

Peggy advises that the land owners are only seeking these two lot creations at this current time for family members, and advises that if they are to seek another lot creation then a consent and hearing date would then be set.

James Lamoure, asks Peggy Golden how many lots can be severed at one time.

Rita responds that at any one time you can create 4 lots under the residential zoning.

Councillor Snively states to the audience that the agricultural zoned property cannot be zoned residential at this time.

Resident (Salvatrice Nantais, 336 Given Rd) asks the Committee if the lots were built upon would that affect her low laying land.

Councillor Snively advises that the property owners are responsible for their own water shedding.

(COA-2018-03-14) That the application B-07-18 & B-08-18 be granted with a 10 ft. reduction in lot size and that a 3rd consent be obtained for the retained parcel.

Moved by Councillor Bondy

Seconded by Councillor Snively

"Carried"

6. New Business

None

7. Old Business

None

8. Next Meeting Date –April 17, 2018

The next Committee of Adjustment meeting is scheduled to be held at 4:00 PM on Tuesday April 17, 2018, in the Small Council Chambers of the Essex Town Hall, subject to the submission of complete applications for this agenda.

9. Adjournment

Moved by Councillor Snively

(COA-2018-03-15) That the meeting be adjourned at 4:51 pm.

“Carried”

Chair

Secretary-Treasurer/Assistant Planner

Date: March 20 2018

Meeting Time: 4:00pm

Location: 33 Talbot Street South., Essex, Ontario

Full Name (Please Print)	Address (Please Print)	Telephone Number	Email Address (Please Print)
1. Fran McEwen	4881 Concession 4 / Harrow		N/A
2. JULIUS LANG, PETER	RR # 2 3865 Con. 3 Harrow		jandb@fritz.net
3. Melodie Muir	Dillon Consulting Limited.		mmuir@dillon.ca
4. Kevin Swartz	3859 Con. 3. HARROW.		disencl at is PRIMUS. Cc
5. Barry Mannell	240 Gwin Harrow		barry.mannell@gmail.com
6. Susan Finner	309 Walnut St Harrow Ont		P.O. Box 233
7. W. P. MARTIN	297 WALNUT ST, HARROW, ON		hickeybryce@cogeco.net
8. Colleen Sylvester	3444 N. Malden		
9. James Lamour	1325 SWANEY AVE HARROW		
10. KETIA CHILIKIN	303 INGLETON HARROW		d.k.abrien@primus.ca
11. DIANE D'AMICO			
12. JAMES DILLON	71 SULLIVAN HARROW		
13. SALVATORE NANTAS	336 GWINERD HARROW, ON. 519-819-8510		
14. Peggy Golden	Box 279 Harrow N0R1G0		p.golden@goldenlanharrow.ca
15.			
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Personal information that you provide on this sign in sheet is collected pursuant to the Municipal Freedom of Information and Protection of Privacy Act and will be used for the purpose of responding to your request for information regarding the application. Please note that this sign in sheet will appear in the published Committee of Adjustments Meeting Minutes and will also be included in the Council Agenda, both of which become part of the public record and are posted on our municipal website.

The Corporation of the Town of Essex

Regular Communities in Bloom Committee Meeting Minutes

March 27, 2018

A regular meeting of the Communities in Bloom Committee was held on Tuesday, March 27, 2018 at 6:00 PM in the large Meeting Room of the Essex Town Hall, 33 Talbot Street South, Essex, Ontario.

The Chair, Ron Rogers called the meeting to order and welcomed the committee members and administration.

1. Roll Call

Present: Ron Rogers, Chair

 Mary Meloche

 Nicole Hall

 Mary-Ellen Morton

 Brenda Dunn

 Anne Marontate

 Tim O'Hagan

 Deb Scholey

Also Present: Doug Sweet, Director of Community Services

 Janice Aloisio, Recording Secretary

Regrets none

2. Delegation – John Balga and Paul Hamel

- Ontario Purple Martins President Paul Hamel together with society members John Balga and Dennis Shady attended the meeting to speak to the committee regarding the first annual Ontario Martinfest scheduled for Saturday July 7, 2018 from 10:00 AM to 3:00 PM at Colchester Park and beach area;

- Festival is booked and promotional information will be going out shortly;
- Committee was presented with the draft flyer and provided with a description of the proposed event;
- Member John Balga advised of the installation of an additional fourteen unit Martin Condo in the next week or so that he has donated and will be installed down at the Colchester site near the other house installed by the town;
- The President indicated that they would like to have the Communities in Bloom Committee come on board and support this first time event;
- Committee members asked to contact the President with any additional vendor contacts or interested parties any member has;
- Doug Sweet will follow-up with an onsite site meeting closer to the event date;
- Martin President will forward Doug an electronic version of the flyer for circulation to our media and communications department for further promotional and multimedia networking;
- Members of the Ontario Martin Society were thanked for their presentation and left the meeting at 6:25 PM; and
- Committee discussion ensued pertaining to commitment to participation.

Moved by Anne Marontate

Seconded by Mary Meloche

(CIB-2018-03-004) That the committee receive the Ontario Martin Society's report as presented and that the committee support the first annual Ontario Martinfest. "Carried"

3. Declarations of Conflict of Interest

- No declarations received.

4. Adoption of Published Agenda

- a) Tuesday, March 27, 2018 Regular Communities in Bloom Meeting Agenda

Moved by Mary Ellen Morton

Seconded by Tim O'Hagan

(CIB-2018-03-005) That, the March 27, 2018 agenda of the regular Communities in Bloom meeting be adopted as presented. "Carried"

5. Adoption of Minutes

- a) Tuesday, January 23, 2018 Regular Communities in Bloom Committee Meeting minutes.

Moved by Brenda Dunn

Seconded by Nicole Hall

(CIB-2018-03-006) That, the January 23, 2018 minutes of the regular Communities in Bloom meeting be adopted as presented. "Carried"

6. Old Business

- a) Gateway Sign CIB Promotional Signage Design and Mock-up

- Doug advised he has talked with the departments involved and we should have a design by the next agenda for review and recommendations.

- b) Colchester Barrel Replacement Update

- Doug advised that Nathan had attended at Wolfhead and provided pricing for their half barrels;
- Anne advised that approximately twenty-four half barrels need replacement in the Colchester area;
- Doug advised that adequate funds are available in the CIB budget for the replacement of the Colchester barrel request and will provide instructions to the Facilities Manager to proceed in purchasing the half barrels; and

- Recommendations from the committee regarding barrel reinforcements measures, additional holes drilled for drainage and potentially purchasing 'tree pot liners' to increase their life expectancy ensued.

c) May Regular Meeting Date

- Due to the regular council meeting in May being moved to the Tuesday following the Victoria Day holiday which would fall on the committee's regular monthly meeting in May, the committee was asked to consider an alternative date as both the Director and Chair would not be able to attend,
- Discussion ensued; and
- May 29 will be the May regular meeting date.

d) Participation in Harrow Fair Sponsorship for Photo Contest

- Discussion was had by the committee regarding sponsoring the photography category in the annual Harrow Fair;
- Support of the category has increased each year since the committee submitted in 2014 according to the information received from the Harrow Fair event coordinator; and
- Sponsorship in the full amount of ninety dollars (\$90) to be submitted with the category feature selection of "Your Favourite Garden".

Moved by Tim O'Hagan

Seconded by Mary Ellen Morton

(CIB-2018-03-007) That Town staff make necessary arrangements for the committee to participate in sponsoring a photography category in the annual Harrow Fair. "Carried"

e) Scott's Miracle Gro – Best Yard Contest

- Doug has received confirmation that the Committee was chosen for six (6) recipients awards in their Best Yard Contest prize category and we should receive the recipient kits in the coming months;

- Committee members discussed potentially awarding the winners at the annual event in September; and
- Item carried forward to next month's agenda for further discussion;

7. New Business

a) Legacy Tree Planting Day Friday April 20, 2018

- Doug advised that confirmation has been received from the participating schools, that all trees and applicable tags have been purchased, that the Communications Department is currently working on updating the 'speech' to be made by the CIB representative on site at each school, the town ambassadors have been scheduled and that due to the timelines, notification and further details will be transmitted to committee members via email prior to the event with respect to times etcetera.

b) Explore the Shore 2018

- Anne reported that her and Deb as well as the Director of Community Service were in attendance at the recent Explore the Shore 2018 meeting;
- Anne advised that the committee brought forward their hope to see the 'South Pole' initiative as presented to the ACT Committee in 2017 move forward.
- Anne advised that the committee inquired on the participation of the CIB Committee in the July event wherein Doug confirmed the participation for this year with future details to be finalized once the summer student starts.

c) Proclamation –Communities in Bloom Week

- Committee discussion was had regarding the week of May 7, 2018 being designated as Communities in Bloom Week and the CIB proclamation as brought forward.

d) Planters on Parkside in McGregor

- Mary Ellen Morton brought forward that the four (4) planters on Parkside in McGregor will need replacement in 2019; and
- Doug advised he will have parks staff access the requirement further.

8. Next Meeting

- The next regular meeting of the committee is scheduled for April 24, 2018.

9. Adjournment

Moved by Mary Meloche

That the meeting be adjourned at 7:04 PM.

Ron Rogers, Chair

Janice Aloisio, Recording Secretary



Essex Municipal Heritage Committee (EMHC)

Regular Meeting Minutes

Harrow Arena, 243 McAfee Street, Harrow Community Centre – Thursday March 29, 2018 -

5:00 PM

"The EMHC is the resource base for information and knowledge for Council, administration and the community on all matters of heritage"

1. Roll Call

Present: Deputy Mayor Richard Meloche, Chair
Claudette Gauthier, Vice - Chair
Laurie Kowtiuk
Joseph Lucas
Megan Meloche
Phil Pocock
Fred Groves

Also Present: Rita Jabbour, Assistant Planner
Sarah Girard, Planning Assistant

Regrets: Linda Iler

2. Declarations of Conflict of Interest

None.

3. Adoption of Published Agenda

- a) Thursday, March 29, 2018 Regular EMHC Meeting Agenda
Moved by Laurie Kowtiuk
Seconded by Fred Groves
(HC18-03-06) That the published agenda for the March 29, 2018 EMHC meeting, be adopted as presented.
"Carried"

4. Adoption of Minutes

- a) January 25, 2018 EMHC Meeting
Moved by Claudette Gauthier
Seconded by Phil Pocock
(HC18-03-07) That the minutes of the January 25, 2018 Regular EMHC Meeting, be adopted as circulated.

"Carried"

5. Public Presentations

None.

6. Unfinished Business

a) Listing– Ongoing

Rita Jabbour, Assistant Planner, reminds the Committee that they had elected to invite the owners of the property at 400 County Road 13 and 460 County Road 50 West to this meeting to explore the option of listing their property, in response to a recent letter of interest from a former heritage summer student.

She states that the owners appear to be in the audience and that they should be invited to speak.

Malcolm Goselin, 460 County Road 50 West, asks Rita to explain what listing is and provide further information about the contents of the letter of interest.

Rita explains that listing is a cultural planning tool. She explains that a municipality can list a property on its heritage register by Council resolution if it thinks the property might have cultural heritage significance. She states that it provides some protection against demolition as the owner must advise the Council with at least 60 days notice of their intention to demolish. This waiting period will provide the Heritage Committee with some time to investigate whether the property has cultural significance and if the demolition will impact the cultural resource.

She explains that the Council, upon consulting with the Committee, may choose to receive the notice for information purposes or initiate the designation of the property. She states that listing differs from designation in that it only triggers notice when a proposal to demolish is submitted. It does not require notice for any site alteration that wouldn't normally result in demolition.

Deputy Mayor Richard Meloche, Chair, advises the property owners that it is their decision to have the property listed. He explains that the Committee has adopted a transparent approach to listing, advising property owners of their intentions and giving them an opportunity to learn more or object.

Rita explains to the owners of the property at 460 County Road 50 West that the cultural significance of their property is related to the design and architecture. She states that a significant person may have lived here but that more research is required.

Mr. Goselin states that he does not plan on demolishing the house but that he does plan on demolishing the barns as they are in bad shape. He states that some of the barns were built in the 1970s and that he does not believe the property is of any historical interest.

Mr. Goselin asks about the benefits of listing.

Rita explains that the biggest benefit is the preservation of a possible cultural resource to the community. She states that the Town also has a heritage grant program that can assist financially with the rehabilitation of a designated property.

Mr. Goselin asks if there are any restrictions to neighbouring properties.

Rita states that the listing only applies over the subject parcel.

Mr. Goselin asks if there are any federal or provincial funds.

Rita states that there aren't.

Mr. Goselin expresses his concerns with the listing proposal. He states that the property needs significant repairs.

Mrs. Connie Goselin asks if they can wait to list their property.

The Chair advises that it is their decision.

Mr. Goselin asks if the listing would affect any development proposals on the property.

The Chair explains that it would not affect use of the land.

Fred Groves confirms with the owners that they do not want their property listed.

Mr. Goselin states that they do not have intentions to demolish it. He explains that the house was built from bricks from the Kingsville brickyard and from proceeds of the Irish sweepstake.

Rodney Klie from 400 County Road 13 asks if there is an option to not list the other buildings on the property.

Rita explains that all buildings are affected by the listing as it is placed over the entire property.

Mr. Klie states that he has no issue with the listing but wants to do work on the outhouse.

The Chair states that he will need to advise only if demolition is proposed.

Mr. Goselin asks if there are heritage tax breaks.

Rita states that the Committee did entertain that option but that the grant provided more incentive.

The Chair states that he would like to see a tax break for heritage properties in the future.

Mr. Klie states that he would like his property listed.

Rita states that St. Clement's Church at 9567 County Road 11 has also requested their property be listed.

Moved by Fred Groves

Seconded by Megan Meloche

(HC-18-03-08) That the properties at 400 County Road 13 and 9567 County Road 11 be forwarded to Council for listing on the municipal heritage register.

"Carried"

b) Greater Marketing and Public Education about Heritage – Ongoing

The Committee had no events to report.

c) Heritage Designation and Interpretive Plaque Program –Ongoing

Rita states that no plaques have been unveiled in 2018 and that the Committee should begin to think of locations. She explains that the plaques should align with a significant event or historical observance.

She states that 2018 will mark the 100th anniversary of the end of World War 1.

Rita states that the heritage student has worked on plaques for Harrow and the Colchester Reef. She explains that the Harrow plaques were planned to be unveiled before the Walleye Derby in June and the Harrow Agricultural Fair in August.

Rita states that the Committee should explore creating plaque for all Town Centres.

She states that one already exists for Colchester and Harrow will receive one this year.

She states that the Committee should look at Essex and McGregor next year perhaps partnering with Amherstburg on the latter.

Fred Groves states that he likes the WW1 idea.

Rita states that she would like to review cemeteries and places that have association with WW1 veterans.

Deputy Mayor Richard Meloche, Chair, recommends the Cenotaph.

Megan Meloche states that a small plaque commemorating veterans at the Cenotaph would be a possibility and the significance of the war to the community would be a possibility.

d) Heritage Week 2018

Rita thanks the Committee for their assistance with Heritage Week. She states that overall, the event was a success. She presents the Committee with data regarding reach of marketing initiatives and Facebook posts.

She recommends that the Committee commence its marketing of the events in September or October for elementary and high school students. She also recommends that the winners of the Community Heritage Preservation Award be recommended by members of the public.

e) Designation By-law Revisions - Ongoing

f) Section 33(15) of the Ontario Heritage Act– Ongoing

g) 98 Talbot Street South–Ongoing

h) Heritage Property Standards Bylaw–Ongoing

i) Master Plan for Heritage–Ongoing

j) Cultural and Archaeological Mapping –Ongoing

7. Reports from Administration

None.

8. Correspondence

None.

9. New Business

a) PA Day Heritage Programming

Rita advises the Committee that the Community Services department is holding a PA day in Essex Centre on Friday June 8th. She states that she has contacted them regarding incorporating local history in their programming. She explains that they have suggested a heritage walk.

She states that she will work with the department using the heritage walking tour brochure that has already been produced. She states that the typical age of participants is 4-9.

Megan Meloche suggests a focus on the murals too.

Deputy Mayor Richard Meloche states that this could be a trial to determine if it is successful.

Laurie Kowtiuk suggests exploring ECHRS, her designated house or the Train Station.

b) Marsh Collection Presentation

Rita states that she has contacted the Marsh Collection and they are willing to put on a presentation on Thursday May 31st at the McGregor Community Centre. She explains that she has also contacted St. Clements Church in hopes of organizing a tour before the presentation.

Rita suggests that the Committee also work with Amherstburg on promoting the event.

c) HEIRS Guest Speaker

Rita explains that HEIRS has asked that the Committee collaborate with them again in October as they put on Lt. Col. Hardy Wheeler to present on the Essex Kent Regiment of 1812.

Deputy Mayor Richard Meloche, Chair, thinks it is a good idea.

d) Cemeteries

Rita states that the Committee should be reopening its cemeteries file in response to a popular article on the lost cemeteries of Essex County.

She explains that the three cemeteries identified in the article are located in the Town of Essex.

She states that she has and the Essex county black historical society have been working on contacting the owner of the African Methodist Episcopal (AME) Cemetery on County Road 12 but to no avail. She explains that they are still listed as the owners but that it appears to be an abandoned cemetery.

She states that designation can proceed and a letter be sent directly to the Church notifying them of our intentions. She explains that they would still have the right to appeal.

Rita states that St. Marks and Central Grove are also privately owned. She explains that the owners of St Marks Cemetery did not want to pursue designation when it was proposed to them in 2013. She states that Central Grove is located on listed property.

The Committee recommends that Rita contact Elise Harding Davis and invite her to speak on the matter at the next Committee meeting.

Fred Groves states that we need to make the designation and protection of these cemeteries a priority.

e) Colchester Schoolhouse (Committee Member Request)

Rita states that the municipality has no plans for the Schoolhouse in 2018. She explains that funds were used to replace the roof and windows in 2017. She states that administration is currently looking for grants and plans on investing more funds when a repurposing plan is identified.

Fred Groves suggests that the Committee be given an opportunity to see the interior of the Schoolhouse at their meeting in June. He states that the Committee could also provide input on repurposing ideas.

Laurie Kowtiuk suggests liaising with the Arts, Culture and Tourism Committee.

Rita states that she will arrange to have a tour of the Schoolhouse in June and that the Committee could provide input on repurposing at that time.

Adjournment

Moved by Fred Groves

(HC18-03-09) That the meeting be adjourned at 6:45pm.

"Carried"

Next Meeting Date – Thursday April 26, 2018 at 5pm, 33 Talbot Street South, Essex Centre, Large Meeting Room

Chair

Secretary-Treasurer



January 2018 Bank Payments Report

Contents Include

General Account Cheque Register

Pre-Authorized Payments

Payroll



General Account Cheque Register for January 2018

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Amount
44777	ESS045	Essex County Agricultural Hall	January 31, 2018	\$150.00
45043	120001	1206662 Ontario Ltd	January 8, 2018	\$14,932.95
45044	155002	1552843 Ontario Ltd	January 8, 2018	\$1,000.00
45045	AGI001	Acklands-Grainger Inc.	January 8, 2018	\$3,995.68
45046	AGR002	Agris Co-Operative Ltd.	January 8, 2018	\$1,017.32
45047	AIR004	Airvoix Communciations Inc	January 8, 2018	\$1,435.10
45048	AUT001	Auto Barn Parts	January 8, 2018	\$18.16
45049	CAN001	K & S Windsor Salt Ltd	January 8, 2018	\$34,628.23
45050	COL001	Colenutt Signs Limited	January 8, 2018	\$56.50
45051	COR004	Corporate Billing Inc.	January 8, 2018	\$32.07
45052	ELK002	E.L.K. Energy Inc	January 8, 2018	\$1,569.96
45053	ESB001	E.S. Hubbell Highway & Drainag	January 8, 2018	\$3,128.97
45054	ESS012	Essex Equipment Rentals	January 8, 2018	\$149.16
45055	ESS017	Essex Free Press	January 8, 2018	\$991.83
45056	ESS020	Essex Minor Hockey Association	January 8, 2018	\$2,934.00
45057	GIN001	Ginger's House of Flowers	January 8, 2018	\$236.74
45058	GKS001	G&K Services/Department 400004	January 8, 2018	\$72.59
45059	HAL015	Haller Mechanical Contractors	January 8, 2018	\$2,257.65
45060	HER005	Hernandez Sanitation Services	January 8, 2018	\$203.40
45061	HOD003	Hodare, Shelly	January 8, 2018	\$87.00
45062	ING007	Ingratta, Randy	January 8, 2018	\$500.00
45063	JEF001	Jeff Shepley Excavating Ltd.	January 8, 2018	\$2,888.29
45064	LEN002	Len Taylor & Sons Ltd	January 8, 2018	\$3,796.80
45065	LEP009	Lepain, James Dolphis	January 8, 2018	\$750.00
45066	LIF001	Lifesaving Society	January 8, 2018	\$54.80
45067	MIL006	Mill-Am Corporation	January 8, 2018	\$2,886.58
45068	MOT007	Motion Specialties	January 8, 2018	\$8,300.00
45069	OHA001	O'Halloran, Judy	January 8, 2018	\$80.00
45070	ONE010	O'Neil, Michael	January 8, 2018	\$6,145.94
45071	PLA008	Plant Products Inc.	January 8, 2018	\$2,893.64
45072	RIV009	Riverside Elevators	January 8, 2018	\$135.60
45073	ROO002	Rood Engineering	January 8, 2018	\$14,023.30
45074	SCL001	Stantec	January 8, 2018	\$38,301.64
45075	SHE015	Shepley Road Maintenance Ltd	January 8, 2018	\$6,802.60
45076	TUC001	Tucker Electric Ltd	January 8, 2018	\$218.94
45077	TWO001	Two Way Automotive	January 8, 2018	\$677.94
45078	VLO003	Vlodarchyk, Paul	January 8, 2018	\$55.00
45079	WAL024	Walker Aggregates Inc.	January 8, 2018	\$1,043.10
45080	WAT014	Waters, Scott Cameron	January 8, 2018	\$500.00
45081	WAV002	Wave Direct Telecommunications	January 8, 2018	\$1,694.89
45082	WDS001	Windsor Disposal Services Ltd	January 8, 2018	\$675.59
45083	WIL033	Williams, Michael Bruce	January 8, 2018	\$250.00
45084	WOL004	Wolseley Canada Inc	January 8, 2018	\$349.78
45085	WUR001	Wurth Canada Limited	January 8, 2018	\$338.80
45086	XER001	Xerox Canada	January 8, 2018	\$46.40
45087	BRO042	Brown, Shelley (Petty Cash)	January 8, 2018	\$368.00
45088	ONT054	Ontario Municipal Management I	January 8, 2018	\$145.00
45089	CAN032	Canadian Transportation Museum	January 8, 2018	\$5,000.00
45145	AAA001	AAA General Welding & Repair	January 16, 2018	\$444.54
45146	ACC004	Access Doors N More Inc	January 16, 2018	\$519.80
45147	AGR002	Agris Co-Operative Ltd.	January 16, 2018	\$11,446.42
45148	BAR025	Barnett Veterinary Services	January 16, 2018	\$75.00
45149	CAN001	K & S Windsor Salt Ltd	January 16, 2018	\$35,298.88
45150	CAN037	Canadian Diesel Services	January 16, 2018	\$1,481.76
45151	CAR011	Carrier Centers	January 16, 2018	\$165.32
45152	CCD001	Countryside Chrysler-Dodge Ltd	January 16, 2018	\$271.20
45153	CED003	Cedar Signs	January 16, 2018	\$1,257.41
45154	CIN001	Cintas Canada Limited	January 16, 2018	\$410.19
45155	COR004	Corporate Billing Inc.	January 16, 2018	\$150.44
45156	CTY002	County of Essex	January 16, 2018	\$855.63



General Account Cheque Register for January 2018

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Amount
45157	DAR001	Darch Fire	January 16, 2018	\$3,723.35
45158	DEL009	Dell Canada Inc	January 16, 2018	\$245.20
45159	DIS002	Disc'N Dat Audio Video	January 16, 2018	\$158.20
45160	ESS012	Essex Equipment Rentals	January 16, 2018	\$2.98
45161	ESS017	Essex Free Press	January 16, 2018	\$9,669.80
45162	ESS030	Essex Windsor Solid Waste Auth	January 16, 2018	\$61,921.99
45163	FAS002	Fastenal Canada, LTD	January 16, 2018	\$13.66
45164	GKS001	G&K Services/Department 400004	January 16, 2018	\$72.59
45165	GRE003	Greater Essex County District	January 16, 2018	\$6,727.29
45166	GRE004	Greg Bailey Limited	January 16, 2018	\$142.09
45167	HOL001	Holland Cleaning Solutions Ltd	January 16, 2018	\$433.61
45168	JEF001	Jeff Shepley Excavating Ltd.	January 16, 2018	\$27,109.60
45169	JUS001	Just Jeff's Gourmet Express In	January 16, 2018	\$491.55
45170	JUT001	D.H. Jutzi Limited	January 16, 2018	\$192.10
45171	KEL011	Kelcom	January 16, 2018	\$71.18
45172	KEL015	Kelcom - Radio Division	January 16, 2018	\$90.40
45173	KEN002	Ken Lapain & Sons Ltd.	January 16, 2018	\$306.46
45174	MAR083	Martin & Levesque Inc	January 16, 2018	\$1,281.28
45175	MCD001	McDermott, Ron	January 16, 2018	\$272.70
45176	MCT001	McTague Law Firm LLP	January 16, 2018	\$346.58
45177	MUN003	Municipal Finance Officers' As	January 16, 2018	\$355.95
45178	MUN012	Munger Plumbing & Electric	January 16, 2018	\$1,301.29
45179	NEL002	Nella Cutlery (Hamilton) Inc.	January 16, 2018	\$248.60
45180	OCO002	O'Connor, Richard	January 16, 2018	\$500.00
45181	RES002	Resurfice Corp.	January 16, 2018	\$6,036.01
45182	ROO002	Rood Engineering	January 16, 2018	\$2,585.44
45183	SAB001	Sabbe, David	January 16, 2018	\$500.00
45184	SCL001	Stantec	January 16, 2018	\$3,531.84
45185	SEC002	Security One Alarm Systems Ltd	January 16, 2018	\$150.69
45186	SHE005	Wilf Shepley Electrical & Plum	January 16, 2018	\$318.66
45187	SHI009	The Shield Fire and Security	January 16, 2018	\$678.00
45188	SNA002	Snap-on Tools	January 16, 2018	\$293.74
45189	SNI001	Snively, Lawrence	January 16, 2018	\$142.56
45190	SOU033	South Howard Animal Clinic	January 16, 2018	\$450.00
45191	STA007	Stationery & Stuff	January 16, 2018	\$39.18
45192	SUN010	Sunparlour Locksmiths Mobile S	January 16, 2018	\$628.17
45193	TWO001	Two Way Automotive	January 16, 2018	\$58.65
45194	VAL009	Valvoline Express Care	January 16, 2018	\$46.49
45195	VEH001	Vehicle Venture	January 16, 2018	\$302.84
45196	VIK001	Viking Cives Ltd	January 16, 2018	\$146.99
45197	WIN027	Windsor Starter's Powerhouse	January 16, 2018	\$63.28
45198	WOL004	Wolseley Canada Inc	January 16, 2018	\$1,065.59
45199	WUR001	Wurth Canada Limited	January 16, 2018	\$684.80
45200	XER001	Xerox Canada	January 16, 2018	\$150.64
45201	ERI009	Erie North Shore Minor Hockey	January 16, 2018	\$372.00
45202	ESS002	Essex 73's	January 16, 2018	\$2,700.80
45203	HER002	Heritage Essex	January 16, 2018	\$25,500.00
45204	HER005	Hernandez Sanitation Services	January 16, 2018	\$500.00
45205	KEL015	Kelcom - Radio Division	January 16, 2018	\$3,994.55
45206	MAC038	Macklem, Paul Alan	January 16, 2018	\$250.00
45207	MUN017	MISA Ontario	January 16, 2018	\$503.98
45208	ONT010	Ontario Plumbing Inspectors As	January 16, 2018	\$70.00
45209	ROB019	ROBINSON, DOUGLAS	January 16, 2018	\$375.00
45210	SEC002	Security One Alarm Systems Ltd	January 16, 2018	\$406.66
45211	WAV002	Wave Direct Telecommunications	January 16, 2018	\$350.00
45212	AIR001	Air Liquide Canada Inc.	January 19, 2018	\$17.11
45213	ANC002	Anchor Doors & Service Inc	January 19, 2018	\$588.84
45214	BTE001	BT Engineering Inc.	January 19, 2018	\$15,554.60
45215	CAR011	Carrier Centers	January 19, 2018	\$503.04
45216	CAR030	Cardinal Couriers Ltd	January 19, 2018	\$145.05



General Account Cheque Register for January 2018

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Amount
45217	CHO006	Chochi's	January 19, 2018	\$480.90
45218	CLS001	Canadian Linen and Uniform Ser	January 19, 2018	\$823.68
45219	COL001	Colenutt Signs Limited	January 19, 2018	\$101.70
45220	COM030	Commercial Cleaning Services	January 19, 2018	\$6,820.61
45221	COM031	Compression Technology Corpora	January 19, 2018	\$1,147.63
45222	COT006	Cottam Radiator	January 19, 2018	\$1,368.72
45223	COX002	Coxon's Sales and Rentals Ltd.	January 19, 2018	\$197.75
45224	CUL001	Culligan Water	January 19, 2018	\$56.67
45225	CUP001	Canadian Union of Public Emplo	January 19, 2018	\$2,369.46
45226	DIG003	Bart DiGiovanni Construction L	January 19, 2018	\$2,542.50
45227	EMC002	EMCO Corporation	January 19, 2018	\$1,024.95
45228	ESS012	Essex Equipment Rentals	January 19, 2018	\$45.20
45229	ESS017	Essex Free Press	January 19, 2018	\$131.42
45230	GKS001	G&K Services/Department 400004	January 19, 2018	\$340.57
45231	GRE001	Great Lakes Safety Products	January 19, 2018	\$362.49
45232	GRE004	Greg Bailey Limited	January 19, 2018	\$305.09
45233	GYO002	Gyori Farms, Inc	January 19, 2018	\$1,561.65
45234	HAR060	Harrow Animal Hospital	January 19, 2018	\$465.00
45235	HEA002	Heaton Sanitation	January 19, 2018	\$1,243.00
45236	HOL001	Holland Cleaning Solutions Ltd	January 19, 2018	\$153.66
45237	HUR007	Hurricane SMS Inc.	January 19, 2018	\$4,045.40
45238	LEA001	Leamington Equipment Rentals	January 19, 2018	\$587.60
45239	LEN002	Len Taylor & Sons Ltd	January 19, 2018	\$1,449.23
45240	MAR060	Martynse, Bruce	January 19, 2018	\$12.00
45241	MCD001	McDermott, Ron	January 19, 2018	\$588.60
45242	MIN001	Minister of Finance	January 19, 2018	\$278,592.28
45243	MUN012	Munger Plumbing & Electric	January 19, 2018	\$1,216.16
45244	NEL002	Nella Cutlery (Hamilton) Inc.	January 19, 2018	\$169.50
45245	OES001	OES INC	January 19, 2018	\$891.57
45246	OME001	OMERS	January 19, 2018	\$83,136.98
45247	ONT016	Ontario Clean Water Agency	January 19, 2018	\$23,152.41
45248	ONT026	Ontario One Call Ltd	January 19, 2018	\$77.07
45249	PLA008	Plant Products Inc.	January 19, 2018	\$604.82
45250	PUR001	Purolator Inc.	January 19, 2018	\$198.84
45251	RAP001	Rapid Drainage	January 19, 2018	\$1,017.00
45252	RCS001	RC Spencer Associates Inc.	January 19, 2018	\$3,114.85
45253	REG001	Reg Clark Truck Ltd	January 19, 2018	\$61,436.13
45254	SNG001	Stop N Go	January 19, 2018	\$1,014.69
45255	STA007	Stationery & Stuff	January 19, 2018	\$65.95
45256	TEA001	Team Truck Centres	January 19, 2018	\$135,544.12
45257	TOW002	Town of Essex	January 19, 2018	\$860.74
45258	TOW010	Town of Essex	January 19, 2018	\$24,284.92
45259	TRE004	Tremblar Building Supplies	January 19, 2018	\$25.99
45260	VOA002	Voakes, Randy	January 19, 2018	\$1,816.56
45261	WAD001	Waddick Fuels	January 19, 2018	\$1,348.20
45262	WDS001	Windsor Disposal Services Ltd	January 19, 2018	\$13.51
45263	WIN005	WFS Ltd	January 19, 2018	\$241.69
45264	WIN010	Windsor-Essex County Humane So	January 19, 2018	\$175.00
45265	WOL004	Wolseley Canada Inc	January 19, 2018	\$7,155.69
45266	XMA001	Town of Essex Employees Christ	January 19, 2018	\$3,050.00
45267	183943	1839431 Ontario Ltd	January 19, 2018	\$32,837.80
45268	AMC002	AMCTO	January 19, 2018	\$879.14
45269	AOR001	Association of Ontario Road Su	January 19, 2018	\$175.15
45270	CAN001	K & S Windsor Salt Ltd	January 19, 2018	\$20,889.61
45271	CAN037	Canadian Diesel Services	January 19, 2018	\$177.12
45272	CAN043	Canadian Association of Munici	January 19, 2018	\$728.85
45273	CAR011	Carrier Centers	January 19, 2018	\$1.72
45274	COA003	Co-An Park	January 19, 2018	\$17,500.00
45275	COR004	Corporate Billing Inc.	January 19, 2018	\$613.72
45276	GOS006	Goslin, Barry	January 19, 2018	\$250.00



General Account Cheque Register for January 2018

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Amount
45277	GRE005	Green Shield Canada	January 19, 2018	\$46,703.92
45278	HEP001	Hepner, Helgrit	January 19, 2018	\$1,000.00
45279	MAR060	Martynse, Bruce	January 19, 2018	\$24.00
45280	RCA001	RCAP Leasing Inc.	January 19, 2018	\$484.54
45281	REG001	Reg Clark Truck Ltd	January 19, 2018	\$716.36
45282	STA007	Stationery & Stuff	January 19, 2018	\$51.87
45283	SUN002	Sun Life Assurance Company of	January 19, 2018	\$12,978.33
45284	TOW007	Town of Tecumseh	January 19, 2018	\$80.00
45285	TRO011	Trotti, Rino	January 19, 2018	\$1,000.00
45286	WAS004	Waste Connections of Canada In	January 19, 2018	\$961.99
45287	WHI019	White's Wearparts Ltd.	January 19, 2018	\$1,559.40
45288	XER001	Xerox Canada	January 19, 2018	\$46.08
45289	SOU038	South Shore Contracting of Ess	January 19, 2018	\$166,725.33
45290	BRO042	Brown, Shelley (Petty Cash)	January 26, 2018	\$240.40
45291	ACC004	Access Doors N More Inc	January 29, 2018	\$397.76
45292	ANC001	Anchem Sales	January 29, 2018	\$402.62
45293	BEL032	Bell Media Inc.	January 29, 2018	\$1,966.20
45294	BEN001	Beneteau, Denise	January 29, 2018	\$85.32
45295	BLA013	Blackburn Radio Inc.	January 29, 2018	\$1,594.44
45296	CIN001	Cintas Canada Limited	January 29, 2018	\$212.44
45297	COM030	Commercial Cleaning Services	January 29, 2018	\$5,876.00
45298	COM031	Compression Technology Corpora	January 29, 2018	\$7,027.35
45299	COT006	Cottam Radiator	January 29, 2018	\$2,006.43
45300	CTR001	Canadian Tire #172	January 29, 2018	\$697.76
45301	EMC002	EMCO Corporation	January 29, 2018	\$1,844.07
45302	ESS004	Essex Foodland	January 29, 2018	\$171.15
45303	ESS030	Essex Windsor Solid Waste Auth	January 29, 2018	\$52,189.36
45304	HAL015	Haller Mechanical Contractors	January 29, 2018	\$2,656.69
45305	HAR001	The Harrow News & County Print	January 29, 2018	\$749.19
45306	HHH001	Harrow Home Hardware	January 29, 2018	\$1,614.87
45307	HOW003	HOWSON WALTER	January 29, 2018	\$90.40
45308	JAC001	Jack's Auto Service	January 29, 2018	\$1,374.37
45309	JAN003	JaniSafe Inc.	January 29, 2018	\$71.61
45310	KEL001	Kelcom - Windsor Copier Inc.	January 29, 2018	\$63.39
45311	LEN002	Len Taylor & Sons Ltd	January 29, 2018	\$3,604.70
45312	LIF001	Lifesaving Society	January 29, 2018	\$1,063.45
45313	MAL011	Malott, Rick	January 29, 2018	\$363.91
45314	MEL007	Meloche, Richard	January 29, 2018	\$1,191.51
45315	MUN012	Munger Plumbing & Electric	January 29, 2018	\$336.18
45316	ONT016	Ontario Clean Water Agency	January 29, 2018	\$3,960.96
45317	PAR001	Parent, Richard	January 29, 2018	\$146.89
45318	REG001	Reg Clark Truck Ltd	January 29, 2018	\$833.43
45319	SHE005	Wilf Shepley Electrical & Plum	January 29, 2018	\$698.15
45320	SOC001	SOCAN	January 29, 2018	\$252.94
45321	SWA006	Swayze, Robert J.	January 29, 2018	\$2,119.88
45322	TOW002	Town of Essex	January 29, 2018	\$1,735.49
45323	VOL001	E.R. Vollans Ltd.	January 29, 2018	\$4,524.60
45324	WAD001	Waddick Fuels	January 29, 2018	\$185.79
45325	XER001	Xerox Canada	January 29, 2018	\$929.15
45326	1818628	1818628 Ontario Inc.	January 29, 2018	\$500.00
45327	2575094	2575094 Ontario Inc.	January 29, 2018	\$20,837.87
45328	AIR001	Air Liquide Canada Inc.	January 29, 2018	\$187.58
45329	AMO001	Association of Municipalities	January 29, 2018	\$6,484.56
45330	AUT001	Auto Barn Parts	January 29, 2018	\$191.62
45331	BEL017	Bell Canada-Public Access	January 29, 2018	\$56.50
45332	BEZ010	Bezaire, Scott	January 29, 2018	\$3,000.00
45333	CED004	Cedar Manor Farms	January 29, 2018	\$9,702.75
45334	CLS001	Canadian Linen and Uniform Ser	January 29, 2018	\$50.26
45335	COT006	Cottam Radiator	January 29, 2018	\$67.74
45336	CTS001	County Towing Inc.	January 29, 2018	\$307.36



General Account Cheque Register for January 2018

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Amount
45337	EMP006	Empire Business Continuity Con	January 29, 2018	\$531.55
45338	ERC001	Essex Region Conservation Auth	January 29, 2018	\$38,286.50
45339	ERG001	Ergonow Incorporated	January 29, 2018	\$2,971.87
45340	ESS004	Essex Foodland	January 29, 2018	\$8.98
45341	ESS084	Essex County K9 Services	January 29, 2018	\$2,226.33
45342	EVE004	Everbridge, Inc.	January 29, 2018	\$6,264.00
45343	FAM002	Family Services Windsor-Essex	January 29, 2018	\$1,282.50
45344	GIB008	Gibb, Rob	January 29, 2018	\$20.00
45345	GKS001	G&K Services/Department 400004	January 29, 2018	\$79.86
45346	GRA025	Grand & Toy	January 29, 2018	\$80.55
45347	HAL015	Haller Mechanical Contractors	January 29, 2018	\$1,676.13
45348	HAM010	Hamilton, Nathan	January 29, 2018	\$12.00
45349	HAM012	Hammond, Rodney	January 29, 2018	\$100.00
45350	HOW003	HOWSON WALTER	January 29, 2018	\$22.50
45351	JEF004	Jeff Smith's County Chevrolet	January 29, 2018	\$275.32
45352	JEN002	Jenner, Michael	January 29, 2018	\$100.00
45353	KOK003	Kokovai, Richard	January 29, 2018	\$100.00
45354	MAN004	Managed Network System Inc	January 29, 2018	\$203.23
45355	MIN001	Minister of Finance	January 29, 2018	\$4,347.78
45356	MUN008	Municipal Employer Pension Cen	January 29, 2018	\$439.01
45357	OES001	OES INC	January 29, 2018	\$866.71
45358	PRA001	Praxair Canada Inc	January 29, 2018	\$510.57
45359	REN002	Larry Renaud Ford & RV Sales	January 29, 2018	\$69.55
45360	ROG002	Rogers, Ronald	January 29, 2018	\$100.00
45361	ROY001	Royal Canadian Legion Branch 2	January 29, 2018	\$1,000.00
45362	SEC002	Security One Alarm Systems Ltd	January 29, 2018	\$586.40
45363	THI008	Think Wireless Solutions Inc.	January 29, 2018	\$857.39
45364	THY001	Thyssenkrupp Elevator	January 29, 2018	\$813.60
45365	TIE003	Tiefenbach, Mark	January 29, 2018	\$200.00
45366	WIN056	Windsor Body Magazine	January 29, 2018	\$974.06
45367	WIN067	Windsor Window Imaging Inc.	January 29, 2018	\$1,163.90
45368	CTR001	Canadian Tire #172	January 31, 2018	\$55.33
45369	ESS004	Essex Foodland	January 31, 2018	\$29.36
45370	ESS019	Essex Home Hardware	January 31, 2018	\$815.19
EFT000000000096	HAY001	Hayes Brothers Excavating & Tr	January 8, 2018	\$36,840.83
EFT000000000097	JOL001	Jolicoeur, Jason	January 8, 2018	\$42.12
EFT000000000098	BJO001	Bjorkman, Stephen	January 16, 2018	\$720.00
EFT000000000099	MOR009	Morassut, Jake	January 16, 2018	\$12.00
EFT000000000100	BEZ001	Bezaire, Mike	January 16, 2018	\$3,493.30
EFT000000000101	HUN006	Hunter, Donna E	January 16, 2018	\$126.88
EFT000000000102	BEZ001	Bezaire, Mike	January 19, 2018	\$2,791.10
EFT000000000103	ALO001	Aloisio, Janice	January 29, 2018	\$45.19
EFT000000000104	BEZ001	Bezaire, Mike	January 29, 2018	\$7,126.25
EFT000000000105	JOL001	Jolicoeur, Jason	January 29, 2018	\$332.95
EFT000000000106	MOR009	Morassut, Jake	January 29, 2018	\$12.00
Total Cheques				\$1,632,673.14



Preauthorized Payments for January 2018

Date	Vendor	Description	Amount
January 17, 2018	Allstream	Bill Payment	\$62.26
January 17, 2018	Allstream	Bill Payment	\$62.26
January 17, 2018	Allstream	Bill Payment	\$63.90
January 17, 2018	Allstream	Bill Payment	\$115.54
January 18, 2018	Allstream	Bill Payment	\$59.38
January 18, 2018	Allstream	Bill Payment	\$96.89
January 18, 2018	Allstream	Bill Payment	\$251.93
January 22, 2018	Allstream	Bill Payment	\$58.86
January 22, 2018	Allstream	Bill Payment	\$65.85
January 22, 2018	Allstream	Bill Payment	\$108.42
January 22, 2018	Allstream	Bill Payment	\$669.76
January 23, 2018	Allstream	Bill Payment	\$43.43
January 24, 2018	Allstream	Bill Payment	\$58.70
January 24, 2018	Allstream	Bill Payment	\$58.75
January 24, 2018	Allstream	Bill Payment	\$67.74
January 24, 2018	Allstream	Bill Payment	\$70.05
January 30, 2018	Allstream	Bill Payment	\$59.38
January 30, 2018	Allstream	Bill Payment	\$97.24
January 30, 2018	Allstream	Bill Payment	\$251.93
January 15, 2018	BAM Fee	Lease Payment	\$10.00
January 2, 2018	Bell Canada	Bill Payment	\$88.07
January 2, 2018	Bell Canada	Bill Payment	\$93.72
January 2, 2018	Bell Canada	Bill Payment	\$98.31
January 2, 2018	Bell Canada	Bill Payment	\$131.19
January 2, 2018	Bell Canada	Bill Payment	\$200.16
January 12, 2018	Bell Canada	Bill Payment	\$358.74
January 19, 2018	Bell Canada	Bill Payment	\$68.01
January 19, 2018	Bell Canada	Bill Payment	\$134.89
January 23, 2018	Bell Canada	Bill Payment	\$95.77
January 25, 2018	Bell Canada	Bill Payment	\$68.01
January 25, 2018	Bell Canada	Bill Payment	\$88.07
January 25, 2018	Bell Canada	Bill Payment	\$88.07
January 25, 2018	Bell Canada	Bill Payment	\$88.07
January 25, 2018	Bell Canada	Bill Payment	\$88.07
January 25, 2018	Bell Canada	Bill Payment	\$161.63
January 29, 2018	Bell Canada	Bill Payment	\$210.01
January 31, 2018	Bell Canada	Bill Payment	\$110.63
January 31, 2018	Bell Canada	Bill Payment	\$139.45
January 2, 2018	Dell Finance	Lease Payment	\$256.07
January 10, 2018	Dell Finance	Lease Payment	\$127.59
January 22, 2018	Dell Finance	Lease Payment	\$1,394.93
January 16, 2018	ELK Energy	Bill Payment	\$13.91
January 16, 2018	ELK Energy	Bill Payment	\$17.61
January 16, 2018	ELK Energy	Bill Payment	\$17.61
January 16, 2018	ELK Energy	Bill Payment	\$17.87
January 16, 2018	ELK Energy	Bill Payment	\$18.68
January 16, 2018	ELK Energy	Bill Payment	\$19.11
January 16, 2018	ELK Energy	Bill Payment	\$19.11
January 16, 2018	ELK Energy	Bill Payment	\$19.11
January 16, 2018	ELK Energy	Bill Payment	\$19.53
January 16, 2018	ELK Energy	Bill Payment	\$21.74
January 16, 2018	ELK Energy	Bill Payment	\$26.40
January 16, 2018	ELK Energy	Bill Payment	\$27.60
January 16, 2018	ELK Energy	Bill Payment	\$28.93
January 16, 2018	ELK Energy	Bill Payment	\$30.86



Preauthorized Payments for January 2018

Date	Vendor	Description	Amount
January 16, 2018	ELK Energy	Bill Payment	\$35.10
January 16, 2018	ELK Energy	Bill Payment	\$38.60
January 16, 2018	ELK Energy	Bill Payment	\$40.19
January 16, 2018	ELK Energy	Bill Payment	\$45.27
January 16, 2018	ELK Energy	Bill Payment	\$46.20
January 16, 2018	ELK Energy	Bill Payment	\$47.28
January 16, 2018	ELK Energy	Bill Payment	\$53.79
January 16, 2018	ELK Energy	Bill Payment	\$56.47
January 16, 2018	ELK Energy	Bill Payment	\$58.88
January 16, 2018	ELK Energy	Bill Payment	\$60.68
January 16, 2018	ELK Energy	Bill Payment	\$77.96
January 16, 2018	ELK Energy	Bill Payment	\$81.55
January 16, 2018	ELK Energy	Bill Payment	\$107.86
January 16, 2018	ELK Energy	Bill Payment	\$108.72
January 16, 2018	ELK Energy	Bill Payment	\$112.81
January 16, 2018	ELK Energy	Bill Payment	\$112.83
January 16, 2018	ELK Energy	Bill Payment	\$116.30
January 16, 2018	ELK Energy	Bill Payment	\$120.07
January 16, 2018	ELK Energy	Bill Payment	\$126.14
January 16, 2018	ELK Energy	Bill Payment	\$131.91
January 16, 2018	ELK Energy	Bill Payment	\$137.73
January 16, 2018	ELK Energy	Bill Payment	\$143.88
January 16, 2018	ELK Energy	Bill Payment	\$143.88
January 16, 2018	ELK Energy	Bill Payment	\$177.67
January 16, 2018	ELK Energy	Bill Payment	\$189.07
January 16, 2018	ELK Energy	Bill Payment	\$191.70
January 16, 2018	ELK Energy	Bill Payment	\$239.02
January 16, 2018	ELK Energy	Bill Payment	\$338.30
January 16, 2018	ELK Energy	Bill Payment	\$363.43
January 16, 2018	ELK Energy	Bill Payment	\$430.51
January 16, 2018	ELK Energy	Bill Payment	\$499.03
January 16, 2018	ELK Energy	Bill Payment	\$573.07
January 16, 2018	ELK Energy	Bill Payment	\$622.73
January 16, 2018	ELK Energy	Bill Payment	\$732.40
January 16, 2018	ELK Energy	Bill Payment	\$746.12
January 16, 2018	ELK Energy	Bill Payment	\$761.73
January 16, 2018	ELK Energy	Bill Payment	\$950.33
January 16, 2018	ELK Energy	Bill Payment	\$1,226.88
January 16, 2018	ELK Energy	Bill Payment	\$1,623.82
January 16, 2018	ELK Energy	Bill Payment	\$2,149.82
January 16, 2018	ELK Energy	Bill Payment	\$5,330.68
January 16, 2018	ELK Energy	Bill Payment	\$9,227.17
January 16, 2018	ELK Energy	Bill Payment	\$12,476.77
January 16, 2018	ELK Energy	Bill Payment	\$13,259.24
January 16, 2018	ELK Energy	Bill Payment	\$35,886.33
January 22, 2018	Hydro One	Bill Payment	\$4.81
January 16, 2018	Hydro One	Bill Payment	\$12.41
January 22, 2018	Hydro One	Bill Payment	\$12.41
January 22, 2018	Hydro One	Bill Payment	\$12.41
January 22, 2018	Hydro One	Bill Payment	\$12.41
January 22, 2018	Hydro One	Bill Payment	\$12.41
January 22, 2018	Hydro One	Bill Payment	\$12.41
January 22, 2018	Hydro One	Bill Payment	\$12.41
January 22, 2018	Hydro One	Bill Payment	\$13.67
January 22, 2018	Hydro One	Bill Payment	\$13.67



Preauthorized Payments for January 2018

Date	Vendor	Description	Amount
January 22, 2018	Hydro One	Bill Payment	\$13.67
January 22, 2018	Hydro One	Bill Payment	\$13.67
January 22, 2018	Hydro One	Bill Payment	\$13.67
January 22, 2018	Hydro One	Bill Payment	\$13.67
January 22, 2018	Hydro One	Bill Payment	\$14.47
January 22, 2018	Hydro One	Bill Payment	\$14.47
January 22, 2018	Hydro One	Bill Payment	\$14.66
January 22, 2018	Hydro One	Bill Payment	\$19.66
January 17, 2018	Hydro One	Bill Payment	\$24.93
January 8, 2018	Hydro One	Bill Payment	\$25.31
January 15, 2018	Hydro One	Bill Payment	\$30.86
January 15, 2018	Hydro One	Bill Payment	\$30.86
January 17, 2018	Hydro One	Bill Payment	\$30.86
January 15, 2018	Hydro One	Bill Payment	\$32.21
January 22, 2018	Hydro One	Bill Payment	\$32.88
January 8, 2018	Hydro One	Bill Payment	\$33.58
January 17, 2018	Hydro One	Bill Payment	\$34.38
January 8, 2018	Hydro One	Bill Payment	\$34.88
January 2, 2018	Hydro One	Bill Payment	\$36.01
January 24, 2018	Hydro One	Bill Payment	\$37.41
January 29, 2018	Hydro One	Bill Payment	\$43.19
January 22, 2018	Hydro One	Bill Payment	\$50.75
January 17, 2018	Hydro One	Bill Payment	\$61.25
January 16, 2018	Hydro One	Bill Payment	\$66.03
January 8, 2018	Hydro One	Bill Payment	\$69.68
January 24, 2018	Hydro One	Bill Payment	\$83.60
January 24, 2018	Hydro One	Bill Payment	\$98.38
January 24, 2018	Hydro One	Bill Payment	\$99.63
January 29, 2018	Hydro One	Bill Payment	\$109.50
January 29, 2018	Hydro One	Bill Payment	\$111.23
January 8, 2018	Hydro One	Bill Payment	\$128.83
January 24, 2018	Hydro One	Bill Payment	\$131.57
January 3, 2018	Hydro One	Bill Payment	\$142.76
January 8, 2018	Hydro One	Bill Payment	\$143.57
January 8, 2018	Hydro One	Bill Payment	\$147.11
January 24, 2018	Hydro One	Bill Payment	\$151.07
January 8, 2018	Hydro One	Bill Payment	\$263.96
January 8, 2018	Hydro One	Bill Payment	\$324.06
January 8, 2018	Hydro One	Bill Payment	\$367.85
January 8, 2018	Hydro One	Bill Payment	\$426.67
January 22, 2018	Hydro One	Bill Payment	\$439.87
January 8, 2018	Hydro One	Bill Payment	\$466.36
January 24, 2018	Hydro One	Bill Payment	\$471.25
January 15, 2018	Hydro One	Bill Payment	\$501.65
January 8, 2018	Hydro One	Bill Payment	\$625.74
January 16, 2018	Hydro One	Bill Payment	\$657.88
January 8, 2018	Hydro One	Bill Payment	\$1,893.71
January 29, 2018	Hydro One	Bill Payment	\$2,687.42
January 2, 2018	Hydro One	Bill Payment	\$2,981.94
January 9, 2018	Hydro One	Bill Payment	\$5,097.43
January 10, 2018	Hydro One	Bill Payment	\$5,129.53
January 9, 2018	Hydro One	Bill Payment	\$5,697.72
January 10, 2018	Ontario Clean Water	Miscellaneous Payment	\$67,360.39
January 12, 2018	Reliance Comfort	Bill Payment	\$62.15
January 18, 2018	Reliance Comfort	Bill Payment	\$33.90
January 24, 2018	Reliance Comfort	Bill Payment	\$28.70



Preauthorized Payments for January 2018

Date	Vendor	Description	Amount
January 25, 2018	Reliance Comfort	Bill Payment	\$51.30
January 29, 2018	Reliance Comfort	Bill Payment	\$28.70
January 30, 2018	Reliance Comfort	Bill Payment	\$16.95
January 30, 2018	Reliance Comfort	Bill Payment	\$28.70
January 30, 2018	Reliance Comfort	Bill Payment	\$159.10
January 26, 2018	Sepp Superpass	Bill Payment	\$237.05
January 19, 2018	Telus Mobility	Bill Payment	\$2,844.78
January 10, 2018	US Bank	Bill Payment	\$9,361.63
January 2, 2018	Union Gas Limited	Bill Payment	\$65.02
January 2, 2018	Union Gas Limited	Bill Payment	\$158.53
January 2, 2018	Union Gas Limited	Bill Payment	\$316.67
January 2, 2018	Union Gas Limited	Bill Payment	\$368.30
January 2, 2018	Union Gas Limited	Bill Payment	\$442.92
January 2, 2018	Union Gas Limited	Bill Payment	\$584.62
January 2, 2018	Union Gas Limited	Bill Payment	\$1,512.66
January 4, 2018	Union Gas Limited	Bill Payment	\$44.90
January 4, 2018	Union Gas Limited	Bill Payment	\$63.51
January 4, 2018	Union Gas Limited	Bill Payment	\$84.18
January 23, 2018	Union Gas Limited	Bill Payment	\$177.38
January 23, 2018	Union Gas Limited	Bill Payment	\$406.78
January 23, 2018	Union Gas Limited	Bill Payment	\$497.20
January 23, 2018	Union Gas Limited	Bill Payment	\$636.26
January 24, 2018	Union Gas Limited	Bill Payment	\$116.71
January 25, 2018	Union Gas Limited	Bill Payment	\$1,100.88
January 29, 2018	Union Gas Limited	Bill Payment	\$238.79
January 29, 2018	Union Gas Limited	Bill Payment	\$1,809.58
January 29, 2018	Union Gas Limited	Bill Payment	\$4,984.61
January 30, 2018	Union Gas Limited	Bill Payment	\$259.71
January 30, 2018	Union Gas Limited	Bill Payment	\$780.41
January 31, 2018	Union Gas Limited	Bill Payment	\$1,267.09
January 5, 2018	Union Water System	Bill Payment	\$38,398.73
January 19, 2018	Windsor Disposal Services Group	Miscellaneous Payment	\$176.87
January 19, 2018	Windsor Disposal Services Group	Miscellaneous Payment	\$56,141.73
Total Pre-Authorized Payments			\$317,959.91



Payroll for January 2018

Pay Week Ending	Pay Date	Amount
December 30, 2017	January 4, 2018	\$85,515.34
January 6, 2018	January 11, 2018	\$83,648.39
January 13, 2018	January 18, 2018	\$79,853.50
January 20, 2018	January 25, 2018	\$86,795.62
Council Remuneration January	January 31, 2018	\$10,960.54
Total		\$346,773.39



February 2018 Bank Payments Report

Contents Include

General Account Cheque Register

Pre-Authorized Payments

Payroll



General Account Cheque Register for February 2018

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Amount
45371	J4H001	J 4 Holdings Inc.	February 2, 2018	25.00
45372	ABB002	Abbott, Tom	February 2, 2018	36.00
45373	AIR005	Airon Hvac & Control Ltd	February 2, 2018	1,327.75
45374	BAK006	Baker, Glen	February 2, 2018	60.00
45375	BLA011	Black & McDonald Limited	February 2, 2018	474.83
45376	CAN001	K & S Windsor Salt Ltd	February 2, 2018	27,092.55
45377	COL001	Colenutt Signs Limited	February 2, 2018	1,101.75
45378	CTY002	County of Essex	February 2, 2018	224,717.83
45379	DER002	Deroy, Clint	February 2, 2018	36.00
45380	DIE003	Diemer, Al	February 2, 2018	48.00
45381	ELK001	E.L.K. Solutions Inc	February 2, 2018	9,888.44
45382	ERC001	Essex Region Conservation Auth	February 2, 2018	2,760.00
45383	ERG001	Ergonow Incorporated	February 2, 2018	757.09
45384	ESS044	Town of Essex	February 2, 2018	137.30
45385	EXT002	Extendedobed	February 2, 2018	5,832.00
45386	GLO002	Glos Associates Inc.	February 2, 2018	13,305.47
45387	GOR015	Gordon Strategy	February 2, 2018	847.50
45388	GRE003	Greater Essex County District	February 2, 2018	12,622.82
45389	HEN008	HENDERSON RECREATION EQUIPMENT	February 2, 2018	231.65
45390	INT013	International Fabricating & Ma	February 2, 2018	73.45
45391	JAC001	Jack's Auto Service	February 2, 2018	834.87
45392	JAN005	Janisse, Chris	February 2, 2018	48.00
45393	JEF001	Jeff Shepley Excavating Ltd.	February 2, 2018	5,204.21
45394	JEF003	Jeffrey, Ed	February 2, 2018	225.00
45395	JOB003	Jobin Farms Inc.	February 2, 2018	5,650.00
45396	KNI001	Knight, James	February 2, 2018	48.00
45397	LAN010	Landscape Effects Group	February 2, 2018	23,945.83
45398	LIF001	Lifesaving Society	February 2, 2018	188.50
45399	MAR053	Marchand, Shawn	February 2, 2018	24.00
45400	MON001	Monarch Office Supply Inc.	February 2, 2018	1,843.59
45401	MSJ001	M S J Automotive Services Ltd.	February 2, 2018	3,241.70
45402	NEP002	Nepszy, Chris	February 2, 2018	1,153.44
45403	ONT016	Ontario Clean Water Agency	February 2, 2018	9,550.17
45404	ORB001	ORBIT EXCAVATING & SANITATION	February 2, 2018	141.25
45405	QUE001	Questica Inc.	February 2, 2018	1,620.14
45406	QUI003	Quinlan Inc.	February 2, 2018	1,615.90
45407	REA016	Realtax Inc.	February 2, 2018	559.35
45408	REN031	Render Construction Inc.	February 2, 2018	5,763.00
45409	ROT003	Rotary Club of Essex	February 2, 2018	3,990.00
45410	SCL001	Stantec	February 2, 2018	418.60
45411	SHE005	Wilf Shepley Electrical & Plum	February 2, 2018	8,940.56
45412	SOU038	South Shore Contracting of Ess	February 2, 2018	38,481.89
45413	STE023	Sterlmar Equipment	February 2, 2018	871.05
45414	TAC002	TACOMA ENGINEERS	February 2, 2018	5,085.00
45415	TSC002	TSC Stores LP	February 2, 2018	2,186.18
45416	WIN067	Windsor Window Imaging Inc.	February 2, 2018	3,113.15
45417	WOL004	Wolseley Canada Inc	February 2, 2018	40.97
45418	WOR010	Work Authority	February 2, 2018	330.49
45419	XER001	Xerox Canada	February 2, 2018	32.26
45420	AGR002	Agris Co-Operative Ltd.	February 2, 2018	11,810.00
45421	ALL020	Allied Medical	February 2, 2018	1,887.37
45422	ANC002	Anchor Doors & Service Inc	February 2, 2018	6,029.68
45423	ANN001	On-Site/Annex Publishing & Pri	February 2, 2018	54.81
45424	AOR001	Association of Ontario Road Su	February 2, 2018	220.35
45425	AQU001	Aquam Inc	February 2, 2018	701.12
45426	AUT001	Auto Barn Parts	February 2, 2018	99.99
45427	AUX001	Auxilium Group	February 2, 2018	6,780.00
45428	CAN001	K & S Windsor Salt Ltd	February 2, 2018	123,538.03
45429	CAN037	Canadian Diesel Services	February 2, 2018	4,510.64
45430	CAR011	Carrier Centers	February 2, 2018	3,356.55
45431	CCC002	Colonial Coffee Co. Ltd.	February 2, 2018	46.96
45432	CIN001	Cintas Canada Limited	February 2, 2018	270.07
45433	CLS001	Canadian Linen and Uniform Ser	February 2, 2018	155.66
45434	COG001	Cogeco Payment Centre	February 2, 2018	124.19
45435	COL025	Colchester Garden Club	February 2, 2018	990.74
45436	COM016	Communities in Bloom	February 2, 2018	435.75
45437	COP007	Copf, Walter & Mary	February 2, 2018	29,521.00



General Account Cheque Register for February 2018

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Amount
45438	COR004	Corporate Billing Inc.	February 2, 2018	682.94
45439	COW004	Cowlick Studios	February 2, 2018	1,700.00
45440	CUL001	Culligan Water	February 2, 2018	31.58
45441	DEL013	Delta Power Equipment	February 2, 2018	950.47
45442	DGC001	Danval General Construction	February 2, 2018	1,000.00
45443	ERI009	Erie North Shore Minor Hockey	February 2, 2018	564.00
45444	ESB001	E.S. Hubbell Highway & Drainag	February 2, 2018	2,008.55
45445	ESS017	Essex Free Press	February 2, 2018	668.32
45446	ESS044	Town of Essex	February 2, 2018	116.90
45447	EVA001	Evans Utility & Municipal Prod	February 2, 2018	15,530.60
45448	FES001	Festival Tent & Party Rentals	February 2, 2018	2,575.00
45449	FIR002	Fire Marshal's Public Fire Saf	February 2, 2018	100.00
45450	GKS001	G&K Services/Department 400004	February 2, 2018	79.86
45451	GOR005	Gorski Land Holdings Inc.	February 2, 2018	28,738.00
45452	GOR016	Gorski Jr, Thaddeus	February 2, 2018	1,273.00
45453	GRE004	Greg Bailey Limited	February 2, 2018	164.49
45454	HAM010	Hamilton, Nathan	February 2, 2018	12.00
45455	HOL001	Holland Cleaning Solutions Ltd	February 2, 2018	1,005.19
45456	HUR007	Hurricane SMS Inc.	February 2, 2018	5,524.57
45457	HYD001	Hydro One Networks Inc.	February 2, 2018	63.48
45458	INT013	International Fabricating & Ma	February 2, 2018	175.15
45459	J4H001	J 4 Holdings Inc.	February 2, 2018	107.58
45460	JEF001	Jeff Shepley Excavating Ltd.	February 2, 2018	17,099.23
45461	JOJ001	Jo Jacks	February 2, 2018	100.00
45462	JUS001	Just Jeff's Gourmet Express In	February 2, 2018	505.68
45463	KEL014	KELCOM	February 2, 2018	204.52
45464	KEL015	Kelcom - Radio Division	February 2, 2018	3,994.55
45465	KUZ003	Kuzmik, Milan	February 2, 2018	200.00
45466	LEN002	Len Taylor & Sons Ltd	February 2, 2018	3,118.80
45467	LIT012	Little Sweets	February 2, 2018	311.54
45468	MAD004	MADD Canada	February 2, 2018	315.27
45469	MAN004	Managed Network System Inc	February 2, 2018	525.11
45470	MAR094	Marontate, Gerald	February 2, 2018	3,676.00
45471	MCG016	McGregor Garden Club	February 2, 2018	926.94
45472	MED001	Medical Technology (W.B.) Inc.	February 2, 2018	700.58
45473	MED007	Medeiros, Cesar	February 2, 2018	500.00
45474	MER001	Merchants Paper Company	February 2, 2018	385.78
45475	MIL001	Essex Source for Sports	February 2, 2018	2,373.00
45476	MUN012	Munger Plumbing & Electric	February 2, 2018	96.05
45477	MYE002	Myers Truck & Trailer Repair	February 2, 2018	345.78
45478	NEL002	Nella Cutlery (Hamilton) Inc.	February 2, 2018	56.50
45479	NEP002	Nepszy, Chris	February 2, 2018	167.75
45480	ONT016	Ontario Clean Water Agency	February 2, 2018	92,816.62
45481	ONT021	Ontario Municipal Fire Prevent	February 2, 2018	150.00
45482	OXF001	Oxford Dodge Chrysler	February 2, 2018	33,077.99
45483	PNI001	Pniewski, Kathy Marie (Trustee	February 2, 2018	4,036.00
45484	PRA001	Praxair Canada Inc	February 2, 2018	281.11
45485	PUR001	Purolator Inc.	February 2, 2018	39.68
45486	QUI012	Quinn, Dave	February 2, 2018	31.00
45487	RIV009	Riverside Elevators	February 2, 2018	135.60
45488	SDR001	SDR Seating Inc.	February 2, 2018	2,074.96
45489	SOS001	SOS 4 Kids Inc	February 2, 2018	862.49
45490	STA007	Stationery & Stuff	February 2, 2018	476.10
45491	TEA001	Team Truck Centres	February 2, 2018	456.82
45492	TIM010	Tim Hortons	February 2, 2018	75.81
45493	TOU002	Tourism Windsor Essex Pelee Is	February 2, 2018	3,220.50
45494	TOW002	Town of Essex	February 2, 2018	150,959.42
45495	TOW023	Town of Grimsby	February 2, 2018	113.00
45496	VIK001	Viking Cives Ltd	February 2, 2018	2,833.30
45497	WAT007	Water & Ice North America Inc	February 2, 2018	713.04
45498	WOL004	Wolseley Canada Inc	February 2, 2018	1,584.42
45499	WUR001	Wurth Canada Limited	February 2, 2018	256.74
45500	GRE005	Green Shield Canada	February 15, 2018	47,754.09
45501	MIN001	Minister of Finance	February 14, 2018	276,740.00
45502	TOW007	Town of Tecumseh	February 19, 2018	40.00
45503	CAR019	Cardinal Services Group	February 20, 2018	745.07
45504	CTY001	The Corporation of the City of	February 20, 2018	65.28



General Account Cheque Register for February 2018

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Amount
45505	CTY002	County of Essex	February 20, 2018	525.00
45506	CUS003	CUSTOM ELECTRONICS & AUTOMATIO	February 20, 2018	11,599.45
45507	DRO010	Drouillard Farms Ltd.	February 20, 2018	4,439.73
45508	GRE003	Greater Essex County District	February 20, 2018	10,538.47
45509	HIC008	Hicks Morley Hamilton Stewart	February 20, 2018	411.32
45510	LAB018	Dr. Laba-Kaczmarek Medical Gro	February 20, 2018	3,500.00
45511	LIF001	Lifesaving Society	February 20, 2018	18.80
45512	MIN001	Minister of Finance	February 20, 2018	1,667.28
45513	MUN012	Munger Plumbing & Electric	February 20, 2018	321.03
45514	REG001	Reg Clark Truck Ltd	February 20, 2018	12,481.53
45515	SHR001	Shred-it International ULC	February 20, 2018	259.19
45516	SOC001	SOCAN	February 20, 2018	160.46
45517	SUM003	Summit Windsor Floor & Wall	February 20, 2018	1,005.61
45518	TSC002	TSC Stores LP	February 20, 2018	225.98
45519	TWO001	Two Way Automotive	February 20, 2018	8.98
45520	WIN010	Windsor-Essex County Humane So	February 20, 2018	790.00
45521	WIN064	Windsor Historical Society	February 20, 2018	530.00
45522	WOL002	Wolf Hooker Professional Corpo	February 20, 2018	1,569.55
45523	XER001	Xerox Canada	February 20, 2018	18.74
45524	CAS001	CASH	February 22, 2018	593.00
45525	BRO042	Brown, Shelley (Petty Cash)	February 22, 2018	252.95
45526	TOW002	Town of Essex	February 22, 2018	4,776.00
45527	120001	1206662 Ontario Ltd	February 22, 2018	4,008.22
45528	AIR004	Airvoix Communciations Inc	February 22, 2018	1,435.10
45529	AMC002	AMCTO	February 22, 2018	1,090.45
45530	ARN004	Arnel, Richard	February 22, 2018	78.00
45531	AUT001	Auto Barn Parts	February 22, 2018	258.43
45532	CAN065	Canada Lighting & Sign Service	February 22, 2018	339.00
45533	CAR031	Carswell, Sydney	February 22, 2018	70.00
45534	CIM001	CIMCO Refrigeration	February 22, 2018	813.13
45535	COG001	Cogeco Payment Centre	February 22, 2018	369.33
45536	CTS001	County Towing Inc.	February 22, 2018	1,179.11
45537	CTY002	County of Essex	February 22, 2018	8,680.77
45538	CUL001	Culligan Water	February 22, 2018	70.13
45539	CUP001	Canadian Union of Public Emplo	February 22, 2018	3,035.37
45540	DAT002	Data Fix	February 22, 2018	1,695.00
45541	DEL013	Delta Power Equipment	February 22, 2018	205.85
45542	DOM001	Dominion Voting Systems Corpor	February 22, 2018	11,620.92
45543	DOU004	Dougall Avenue Veterinary Hosp	February 22, 2018	450.00
45544	ESB001	E.S. Hubbell Highway & Drainag	February 22, 2018	1,481.92
45545	ESS017	Essex Free Press	February 22, 2018	1,404.46
45546	FEE001	The Feed Store	February 22, 2018	13.45
45547	FRA004	FRAM KEVIN	February 22, 2018	68.00
45548	FRO002	FRONT CONSTRUCTION	February 22, 2018	1,000.00
45549	GRA025	Grand & Toy	February 22, 2018	654.27
45550	GRE003	Greater Essex County District	February 22, 2018	2,688.40
45551	GSE001	GS ENGINEERING CONSULTANTS	February 22, 2018	1,158.25
45552	HAM010	Hamilton, Nathan	February 22, 2018	36.00
45553	HAR052	Harrow Garden Society	February 22, 2018	641.41
45554	HOL001	Holland Cleaning Solutions Ltd	February 22, 2018	481.52
45555	HUC001	Huczel, Cheryl	February 22, 2018	500.00
45556	JAC001	Jack's Auto Service	February 22, 2018	1,056.74
45557	KEL011	Kelcom	February 22, 2018	204.52
45558	KLI003	Klie, Rodney	February 22, 2018	12.00
45559	LAF018	Laforet, Mary Jane	February 22, 2018	200.00
45560	MAR028	MARCOVECCHIO CONSTRUCTION	February 22, 2018	1,000.00
45561	MAR060	Martynse, Bruce	February 22, 2018	12.00
45562	MAR070	Marks Supply Inc	February 22, 2018	551.89
45563	MAT022	Matte, Eileen	February 22, 2018	200.00
45564	MEL040	Meloche, Margret	February 22, 2018	40.00
45565	MIL038	Milot, Isabelle	February 22, 2018	400.00
45566	MIN001	Minister of Finance	February 22, 2018	1,696.32
45567	NEL002	Nella Cutlery (Hamilton) Inc.	February 22, 2018	113.00
45568	OEC001	OE Canada Inc.	February 22, 2018	429.40
45569	OES001	OES INC	February 22, 2018	891.57
45570	OLS002	Olsen, John	February 22, 2018	270.00
45571	OME001	OMERS	February 22, 2018	106,788.92



General Account Cheque Register for February 2018

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Amount
45572	OMF001	OMFPOA Chapter 8	February 22, 2018	525.00
45573	ORB001	ORBIT EXCAVATING & SANITATION	February 22, 2018	282.50
45574	PAR001	Parent, Richard	February 22, 2018	12.00
45575	PBS001	PBS Business Systems	February 22, 2018	733.37
45576	PIL002	Pillon, Jason	February 22, 2018	68.00
45577	PYR001	Pyramid Traffic Inc.	February 22, 2018	678.00
45578	RCA001	RCAP Leasing Inc.	February 22, 2018	84.12
45579	REA016	Realtax Inc.	February 22, 2018	42,883.50
45580	REG001	Reg Clark Truck Ltd	February 22, 2018	1,993.78
45581	REN034	Renaud, Gary Michael	February 22, 2018	4,125.00
45582	ROS002	Ross, David	February 22, 2018	169.49
45583	SCH009	Schinkel, Ben Edward	February 22, 2018	500.00
45584	SCL001	Stantec	February 22, 2018	7,122.86
45585	SEL002	Sellick Equipment	February 22, 2018	1,500.00
45586	SNI001	Snively, Lawrence	February 22, 2018	93.50
45587	SUN002	Sun Life Assurance Company of	February 22, 2018	12,771.56
45588	TOU002	Tourism Windsor Essex Pelee Is	February 22, 2018	1,000.00
45589	TOW002	Town of Essex	February 22, 2018	114,154.48
45590	VAG002	Vagi, Sharon	February 22, 2018	1,265.00
45591	WIE001	Wiesenthal, Jonathon	February 22, 2018	500.00
45592	WIN010	Windsor-Essex County Humane So	February 22, 2018	300.00
45593	XER001	Xerox Canada	February 22, 2018	1,131.92
45594	XMA001	Town of Essex Employees Christ	February 22, 2018	8,100.00
45595	183943	1839431 Ontario Ltd	February 22, 2018	29,803.75
45596	LAS009	LASSALINE, ROBERT	February 22, 2018	891.57
45597	ANC002	Anchor Doors & Service Inc	February 28, 2018	1,614.32
45598	CLS001	Canadian Linen and Uniform Ser	February 28, 2018	194.26
45599	CTY002	County of Essex	February 28, 2018	515.18
45600	ELE008	Electrx Ltd	February 28, 2018	220.35
45601	ELK001	E.L.K. Solutions Inc	February 28, 2018	5,589.01
45602	HOL001	Holland Cleaning Solutions Ltd	February 28, 2018	678.00
45603	WOL002	Wolf Hooker Professional Corpo	February 28, 2018	2,585.63
45604	WOL004	Wolseley Canada Inc	February 28, 2018	116.96
45605	171001	1710690 Ontario Limited	February 28, 2018	20,772.00
45606	ACC004	Access Doors N More Inc	February 28, 2018	186.62
45607	AIR001	Air Liquide Canada Inc.	February 28, 2018	18.16
45608	ALL023	Allegra	February 28, 2018	5,350.55
45609	ALL024	Allied Fire and Safety	February 28, 2018	187.52
45610	AMC002	AMCTO	February 28, 2018	2,330.63
45611	ANC002	Anchor Doors & Service Inc	February 28, 2018	1,550.30
45612	AUT001	Auto Barn Parts	February 28, 2018	29.36
45613	BEL017	Bell Canada-Public Access	February 28, 2018	56.50
45614	BRI021	Brimner, Murray	February 28, 2018	200.00
45615	BRO042	Brown, Shelley (Petty Cash)	February 28, 2018	414.00
45616	CAN037	Canadian Diesel Services	February 28, 2018	4,428.63
45617	CAR019	Cardinal Services Group	February 28, 2018	308.60
45618	CCC002	Colonial Coffee Co. Ltd.	February 28, 2018	46.96
45619	CIM001	CIMCO Refrigeration	February 28, 2018	4,019.38
45620	COG001	Cogeco Payment Centre	February 28, 2018	503.38
45621	CUL001	Culligan Water	February 28, 2018	56.67
45622	CUS003	CUSTOM ELECTRONICS & AUTOMATIO	February 28, 2018	254.25
45623	DIG003	Bart DiGiovanni Construction L	February 28, 2018	1,356.00
45624	ERI010	Erie Veterinary Hospital	February 28, 2018	75.00
45625	ESS012	Essex Equipment Rentals	February 28, 2018	84.75
45626	ESS017	Essex Free Press	February 28, 2018	334.16
45627	ESS019	Essex Home Hardware	February 28, 2018	1,332.80
45628	ESS030	Essex Windsor Solid Waste Auth	February 28, 2018	20,490.46
45629	ESS096	Essex Law Association	February 28, 2018	125.00
45630	EVA001	Evans Utility & Municipal Prod	February 28, 2018	2,304.52
45631	FAS002	Fastenal Canada, LTD	February 28, 2018	133.97
45632	GFL001	GFL Environmental Inc.	February 28, 2018	38.02
45633	GKS001	G&K Services/Department 400004	February 28, 2018	79.86
45634	GOR015	Gordon Strategy	February 28, 2018	1,525.50
45635	HAR060	Harrow Animal Hospital	February 28, 2018	345.00
45636	HFS001	HARROW FEED STORE LTD	February 28, 2018	48.59
45637	HHH001	Harrow Home Hardware	February 28, 2018	1,440.61
45638	HOL001	Holland Cleaning Solutions Ltd	February 28, 2018	1,187.50



General Account Cheque Register for February 2018

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Amount
45639	HUC001	Huczel, Cheryl	February 28, 2018	500.00
45640	HYD001	Hydro One Networks Inc.	February 28, 2018	95.02
45641	JAC001	Jack's Auto Service	February 28, 2018	798.05
45642	KEL001	Kelcom - Windsor Copier Inc.	February 28, 2018	140.69
45643	KEN002	Ken Lapain & Sons Ltd.	February 28, 2018	1,205.33
45644	LEN002	Len Taylor & Sons Ltd	February 28, 2018	2,599.00
45645	LIF001	Lifesaving Society	February 28, 2018	163.05
45646	MAR070	Marks Supply Inc	February 28, 2018	773.56
45647	MAR083	Martin & Levesque Inc	February 28, 2018	88.03
45648	MCL021	McLean, Kyle	February 28, 2018	158.19
45649	MIC006	Michelin North America (Canada	February 28, 2018	754.16
45650	MIL001	Essex Source for Sports	February 28, 2018	22.60
45651	MON001	Monarch Office Supply Inc.	February 28, 2018	6,149.01
45652	MUN012	Munger Plumbing & Electric	February 28, 2018	1,356.52
45653	NEL002	Nella Cutlery (Hamilton) Inc.	February 28, 2018	271.20
45654	ONT016	Ontario Clean Water Agency	February 28, 2018	21,836.80
45655	ONT026	Ontario One Call Ltd	February 28, 2018	236.99
45656	OXF001	Oxford Dodge Chrysler	February 28, 2018	62,070.04
45657	QUE001	Questica Inc.	February 28, 2018	12,578.35
45658	REA016	Realtax Inc.	February 28, 2018	2,384.30
45659	REN002	Larry Renaud Ford & RV Sales	February 28, 2018	2,311.08
45660	SHE050	Shearer Parnega LLP	February 28, 2018	12,154.21
45661	STA007	Stationery & Stuff	February 28, 2018	32.97
45662	TUC001	Tucker Electric Ltd	February 28, 2018	1,928.02
45663	TWO001	Two Way Automotive	February 28, 2018	88.81
45664	VEH001	Vehicle Venture	February 28, 2018	2,146.90
45665	WAL024	Walker Aggregates Inc.	February 28, 2018	1,435.42
45666	WAR001	D. Warkentin Distributing Ltd	February 28, 2018	140.69
45667	WAS004	Waste Connections of Canada In	February 28, 2018	961.57
45668	WIN074	Windsor Home Tour Inc.	February 28, 2018	84.85
45669	WOL004	Wolseley Canada Inc	February 28, 2018	700.64
EFT000000000107	MOO007	Moore, Scott	February 2, 2018	48.00
EFT000000000108	HUN006	Hunter, Donna E	February 2, 2018	180.00
EFT000000000109	NEW005	Newton, Sarah	February 2, 2018	70.03
EFT000000000110	BEZ001	Bezaire, Mike	February 14, 2018	570.65
EFT000000000111	BEZ001	Bezaire, Mike	February 14, 2018	5,692.45
EFT000000000112	BON026	Bondy, Sherry	February 20, 2018	124.20
EFT000000000113	CRO007	Crozier Enterprises Ltd	February 20, 2018	29,999.80
EFT000000000114	ALO001	Aloisio, Janice	February 22, 2018	39.60
EFT000000000115	BON026	Bondy, Sherry	February 22, 2018	75.90
EFT000000000116	BRO041	Brown, Shelley	February 22, 2018	26.40
EFT000000000117	JOL001	Jolicoeur, Jason	February 22, 2018	113.19
EFT000000000118	MOR025	Morrison, Jeffrey	February 22, 2018	25.30
EFT000000000119	BEZ001	Bezaire, Mike	February 27, 2018	3,559.68
EFT000000000120	MOR025	Morrison, Jeffrey	February 28, 2018	121.66
Total Cheques				\$ 2,040,786.27



Preauthorized Payments for February 2018

Date	Vendor	Description	Amount
February 20, 2018	Allstream	Bill Payment	\$62.26
February 20, 2018	Allstream	Bill Payment	\$62.26
February 20, 2018	Allstream	Bill Payment	\$63.90
February 20, 2018	Allstream	Bill Payment	\$115.57
February 21, 2018	Allstream	Bill Payment	\$60.96
February 21, 2018	Allstream	Bill Payment	\$68.08
February 21, 2018	Allstream	Bill Payment	\$110.68
February 21, 2018	Allstream	Bill Payment	\$167.59
February 23, 2018	Allstream	Bill Payment	\$43.27
February 26, 2018	Allstream	Bill Payment	\$60.96
February 26, 2018	Allstream	Bill Payment	\$60.96
February 26, 2018	Allstream	Bill Payment	\$70.00
February 26, 2018	Allstream	Bill Payment	\$71.81
February 15, 2018	BAM Fee	Lease Payment	\$10.00
February 1, 2018	Bell Canada	Bill Payment	\$88.07
February 1, 2018	Bell Canada	Bill Payment	\$93.72
February 1, 2018	Bell Canada	Bill Payment	\$200.16
February 12, 2018	Bell Canada	Bill Payment	\$393.33
February 20, 2018	Bell Canada	Bill Payment	\$68.01
February 20, 2018	Bell Canada	Bill Payment	\$134.89
February 23, 2018	Bell Canada	Bill Payment	\$95.77
February 26, 2018	Bell Canada	Bill Payment	\$68.01
February 26, 2018	Bell Canada	Bill Payment	\$88.07
February 26, 2018	Bell Canada	Bill Payment	\$88.07
February 26, 2018	Bell Canada	Bill Payment	\$88.07
February 26, 2018	Bell Canada	Bill Payment	\$88.07
February 26, 2018	Bell Canada	Bill Payment	\$161.63
February 27, 2018	Bell Canada	Bill Payment	\$210.01
February 28, 2018	Bell Canada	Bill Payment	\$110.63
February 28, 2018	Bell Canada	Bill Payment	\$139.45
February 12, 2018	Dell Finance	Lease Payment	\$2,062.40
February 15, 2018	Dell Finance	Lease Payment	\$240.67
February 27, 2018	Dell Finance	Lease Payment	\$87.21
February 16, 2018	ELK Energy	Bill Payment	\$12.95
February 16, 2018	ELK Energy	Bill Payment	\$17.61
February 16, 2018	ELK Energy	Bill Payment	\$17.61
February 16, 2018	ELK Energy	Bill Payment	\$17.61
February 16, 2018	ELK Energy	Bill Payment	\$19.11
February 16, 2018	ELK Energy	Bill Payment	\$19.13
February 16, 2018	ELK Energy	Bill Payment	\$20.21
February 16, 2018	ELK Energy	Bill Payment	\$20.68
February 16, 2018	ELK Energy	Bill Payment	\$21.72
February 16, 2018	ELK Energy	Bill Payment	\$22.36
February 16, 2018	ELK Energy	Bill Payment	\$24.81
February 16, 2018	ELK Energy	Bill Payment	\$26.37
February 16, 2018	ELK Energy	Bill Payment	\$26.75
February 16, 2018	ELK Energy	Bill Payment	\$27.52
February 16, 2018	ELK Energy	Bill Payment	\$27.60
February 16, 2018	ELK Energy	Bill Payment	\$30.08
February 16, 2018	ELK Energy	Bill Payment	\$31.15
February 16, 2018	ELK Energy	Bill Payment	\$34.29
February 16, 2018	ELK Energy	Bill Payment	\$38.61
February 16, 2018	ELK Energy	Bill Payment	\$38.65
February 16, 2018	ELK Energy	Bill Payment	\$44.29
February 16, 2018	ELK Energy	Bill Payment	\$46.89
February 16, 2018	ELK Energy	Bill Payment	\$49.50
February 16, 2018	ELK Energy	Bill Payment	\$55.16
February 16, 2018	ELK Energy	Bill Payment	\$56.21
February 16, 2018	ELK Energy	Bill Payment	\$56.40



Preauthorized Payments for February 2018

Date	Vendor	Description	Amount
February 16, 2018	ELK Energy	Bill Payment	\$96.87
February 16, 2018	ELK Energy	Bill Payment	\$98.11
February 16, 2018	ELK Energy	Bill Payment	\$100.99
February 16, 2018	ELK Energy	Bill Payment	\$109.45
February 16, 2018	ELK Energy	Bill Payment	\$124.85
February 16, 2018	ELK Energy	Bill Payment	\$124.85
February 16, 2018	ELK Energy	Bill Payment	\$131.46
February 16, 2018	ELK Energy	Bill Payment	\$141.62
February 16, 2018	ELK Energy	Bill Payment	\$212.24
February 16, 2018	ELK Energy	Bill Payment	\$213.33
February 16, 2018	ELK Energy	Bill Payment	\$214.24
February 16, 2018	ELK Energy	Bill Payment	\$234.32
February 16, 2018	ELK Energy	Bill Payment	\$373.74
February 16, 2018	ELK Energy	Bill Payment	\$383.15
February 16, 2018	ELK Energy	Bill Payment	\$452.07
February 16, 2018	ELK Energy	Bill Payment	\$568.00
February 16, 2018	ELK Energy	Bill Payment	\$618.46
February 16, 2018	ELK Energy	Bill Payment	\$654.45
February 16, 2018	ELK Energy	Bill Payment	\$877.16
February 16, 2018	ELK Energy	Bill Payment	\$1,109.33
February 16, 2018	ELK Energy	Bill Payment	\$1,145.88
February 16, 2018	ELK Energy	Bill Payment	\$2,140.87
February 16, 2018	ELK Energy	Bill Payment	\$5,010.89
February 16, 2018	ELK Energy	Bill Payment	\$7,839.16
February 16, 2018	ELK Energy	Bill Payment	\$9,216.09
February 16, 2018	ELK Energy	Bill Payment	\$11,728.05
February 16, 2018	ELK Energy	Bill Payment	\$26,368.24
February 26, 2018	Essex Power	Bill Payment	\$153.63
February 26, 2018	Essex Power	Bill Payment	\$425.08
February 5, 2018	Hydro One	Bill Payment	\$113.91
February 7, 2018	Hydro One	Bill Payment	\$23.95
February 7, 2018	Hydro One	Bill Payment	\$31.47
February 7, 2018	Hydro One	Bill Payment	\$32.62
February 7, 2018	Hydro One	Bill Payment	\$64.17
February 7, 2018	Hydro One	Bill Payment	\$117.78
February 7, 2018	Hydro One	Bill Payment	\$130.40
February 7, 2018	Hydro One	Bill Payment	\$131.14
February 7, 2018	Hydro One	Bill Payment	\$134.37
February 7, 2018	Hydro One	Bill Payment	\$233.82
February 7, 2018	Hydro One	Bill Payment	\$240.48
February 7, 2018	Hydro One	Bill Payment	\$295.06
February 7, 2018	Hydro One	Bill Payment	\$334.70
February 7, 2018	Hydro One	Bill Payment	\$424.02
February 7, 2018	Hydro One	Bill Payment	\$568.35
February 7, 2018	Hydro One	Bill Payment	\$1,719.62
February 12, 2018	Hydro One	Bill Payment	\$5.12
February 12, 2018	Hydro One	Bill Payment	\$68.75
February 12, 2018	Hydro One	Bill Payment	\$482.50
February 12, 2018	Hydro One	Bill Payment	\$3,594.44
February 12, 2018	Hydro One	Bill Payment	\$5,866.87
February 20, 2018	Hydro One	Bill Payment	\$4.75
February 20, 2018	Hydro One	Bill Payment	\$12.31
February 20, 2018	Hydro One	Bill Payment	\$12.31
February 20, 2018	Hydro One	Bill Payment	\$12.31
February 20, 2018	Hydro One	Bill Payment	\$12.31
February 20, 2018	Hydro One	Bill Payment	\$12.31
February 20, 2018	Hydro One	Bill Payment	\$12.31
February 20, 2018	Hydro One	Bill Payment	\$12.33
February 20, 2018	Hydro One	Bill Payment	\$12.48



Preauthorized Payments for February 2018

Date	Vendor	Description	Amount
February 20, 2018	Hydro One	Bill Payment	\$13.58
February 20, 2018	Hydro One	Bill Payment	\$13.58
February 20, 2018	Hydro One	Bill Payment	\$13.58
February 20, 2018	Hydro One	Bill Payment	\$13.58
February 20, 2018	Hydro One	Bill Payment	\$13.58
February 20, 2018	Hydro One	Bill Payment	\$14.38
February 20, 2018	Hydro One	Bill Payment	\$14.38
February 20, 2018	Hydro One	Bill Payment	\$14.57
February 20, 2018	Hydro One	Bill Payment	\$19.56
February 20, 2018	Hydro One	Bill Payment	\$24.79
February 20, 2018	Hydro One	Bill Payment	\$30.75
February 20, 2018	Hydro One	Bill Payment	\$30.79
February 20, 2018	Hydro One	Bill Payment	\$30.79
February 20, 2018	Hydro One	Bill Payment	\$31.04
February 20, 2018	Hydro One	Bill Payment	\$32.74
February 20, 2018	Hydro One	Bill Payment	\$33.62
February 20, 2018	Hydro One	Bill Payment	\$36.98
February 20, 2018	Hydro One	Bill Payment	\$38.11
February 20, 2018	Hydro One	Bill Payment	\$42.77
February 20, 2018	Hydro One	Bill Payment	\$43.36
February 20, 2018	Hydro One	Bill Payment	\$55.42
February 20, 2018	Hydro One	Bill Payment	\$674.95
February 20, 2018	Hydro One	Bill Payment	\$676.38
February 20, 2018	Hydro One	Bill Payment	\$780.74
February 20, 2018	Hydro One	Bill Payment	\$6,702.65
February 26, 2018	Hydro One	Bill Payment	\$36.64
February 26, 2018	Hydro One	Bill Payment	\$38.38
February 26, 2018	Hydro One	Bill Payment	\$40.21
February 26, 2018	Hydro One	Bill Payment	\$45.92
February 26, 2018	Hydro One	Bill Payment	\$97.93
February 26, 2018	Hydro One	Bill Payment	\$103.54
February 26, 2018	Hydro One	Bill Payment	\$111.50
February 26, 2018	Hydro One	Bill Payment	\$132.86
February 26, 2018	Hydro One	Bill Payment	\$426.89
February 26, 2018	Hydro One	Bill Payment	\$3,138.94
February 12, 2018	Ontario Clean Water	Miscellaneous Payment	\$67,360.39
February 20, 2018	Reliance Comfort	Bill Payment	\$33.90
February 22, 2018	Reliance Comfort	Bill Payment	\$28.70
February 23, 2018	Reliance Comfort	Bill Payment	\$51.30
February 27, 2018	Reliance Comfort	Bill Payment	\$16.95
February 27, 2018	Reliance Comfort	Bill Payment	\$28.70
February 27, 2018	Reliance Comfort	Bill Payment	\$28.70
February 27, 2018	Reliance Comfort	Bill Payment	\$159.10
February 26, 2018	Sepp Superpass	Bill Payment	\$491.03
February 16, 2018	Telus Mobility	Bill Payment	\$2,841.95
February 9, 2018	US Bank	Bill Payment	\$26,223.10
February 1, 2018	Union Gas Limited	Bill Payment	\$1,778.72
February 5, 2018	Union Gas Limited	Bill Payment	\$128.10
February 5, 2018	Union Gas Limited	Bill Payment	\$324.84
February 5, 2018	Union Gas Limited	Bill Payment	\$706.63
February 5, 2018	Union Gas Limited	Bill Payment	\$849.16
February 5, 2018	Union Gas Limited	Bill Payment	\$1,175.24
February 5, 2018	Union Gas Limited	Bill Payment	\$2,358.77
February 7, 2018	Union Gas Limited	Bill Payment	\$35.26
February 7, 2018	Union Gas Limited	Bill Payment	\$44.03
February 7, 2018	Union Gas Limited	Bill Payment	\$200.26
February 21, 2018	Union Gas Limited	Bill Payment	\$307.57
February 21, 2018	Union Gas Limited	Bill Payment	\$555.75
February 21, 2018	Union Gas Limited	Bill Payment	\$652.36
February 21, 2018	Union Gas Limited	Bill Payment	\$805.40



Preauthorized Payments for February 2018

Date	Vendor	Description	Amount
February 22, 2018	Union Gas Limited	Bill Payment	\$166.64
February 26, 2018	Union Gas Limited	Bill Payment	\$225.62
February 26, 2018	Union Gas Limited	Bill Payment	\$879.42
February 26, 2018	Union Gas Limited	Bill Payment	\$1,654.08
February 26, 2018	Union Gas Limited	Bill Payment	\$4,572.50
February 28, 2018	Union Gas Limited	Bill Payment	\$243.70
February 28, 2018	Union Gas Limited	Bill Payment	\$681.91
February 2, 2018	Union Water System	Bill Payment	\$39,191.01
February 22, 2018	Windsor Disposal Services Group	Miscellaneous Payment	\$178.13
February 22, 2018	Windsor Disposal Services Group	Miscellaneous Payment	\$55,814.03
Total Pre-Authorized Payments			\$316,426.49



Payroll for February 2018

Pay Week Ending	Pay Date	Amount
January 27, 2018	February 1, 2018	\$80,154.70
February 3, 2018	February 8, 2018	\$75,921.97
February 10, 2018	February 15, 2018	\$85,319.97
February 17, 2018	February 22, 2018	\$78,766.00
Council Remuneration February	February 22, 2018	\$10,538.53
Total		\$330,701.17

No advanced correspondence available for discussion.

The Corporation of the Town of Essex

By-Law Number 1691

Being a By-Law to Amend By-Law Number 1037

The Comprehensive Zoning By-Law for the Town of Essex

Whereas By-law Number 1037 is the Town's Comprehensive Zoning By-law regulating the use of lands and the character, location and use of buildings and structures within the Town of Essex;

And whereas the Council of the Corporation of the Town of Essex deems it expedient and in the best interest of proper planning to amend By-law Number 1037;

Now therefore the Corporation of the Town of Essex enacts as follows:

1. That subsection 1, of Section 28, of By-law 1037, is hereby amended by adding the following paragraph:

"38. For the lands comprising part of lot 57, Registered Plan 181, municipal address 106 Talbot Road North, the following uses are additional permitted uses:

 - a) One or more of the following automobile detailing services;
 - i. Interior cleaning, upholstery shampooing,
 - ii. Manual washing and waxing (not including coin-operated or automatic car wash, unless otherwise permitted by this by-law);
 - iii. Minor cosmetic repairs;
 - b) The construction and repair of electrical products, signs and other media advertising structures;
 - c) The manufacture and repair of ceramics, jewellery, cutlery and other small metal products; and,
 - d) Welding shop for the welding of small products "ZDM 3"
2. That Zoning District Map number 3 be amended accordingly
3. This bylaw shall come into force and take effect on the date of its passing thereof by Council.

Read a first and second time and provisionally adopted on April 3, 2018.

Mayor

Clerk

Read a third time and finally passed on April 16, 2018

Mayor

Clerk

Schedule A

Description of Zoning Bylaw Amendment for 106 Talbot Road North

Amendments to Zoning By-law 1037 will be considered for the property at 106 Talbot Street North.

A location map is attached. The property is currently occupied by two commercial buildings at the front and a residential component. Access to the property is by way of Talbot Street North. A 12x220 foot registered right of way also exists over the property located directly to the east, known municipally as 102 Talbot Street North, in favour of the subject property for the purpose of access.

The lands are currently zoned Commercial District 2.2 (C2.2) for general commercial uses, under the Town of Essex Zoning Bylaw, Bylaw 1037 and under the “Essex Town Centre” designation in the Town’s Official Plan. A 1000 square foot commercial building with attached workshop exists at the rear of the property. The workshop is located away from the residential component and is suitable for automobile detailing and light industrial uses that are non-noise and odour producing.

The purpose of this application is to rezone the rear 1000 square foot commercial component with attached workshop for the following uses:

- a) One or more of the following automobile detailing services:
 - i. Interior cleaning, upholstery shampooing,
 - ii. Manual washing and waxing (not including coin-operated or automatic car wash, unless otherwise permitted by this by-law);
 - iii. Minor cosmetic repairs;
- b) The construction and repair of electrical products, signs and other media advertising structures;
- c) The manufacture and repair of ceramics, jewellery, cutlery and other small metal products;
- d) The repair of musical instruments; and,
- e) Welding shop for the welding of small metal products.

Limited parking is available for cars waiting to be serviced along the front of the commercial component to be rezoned. Customer parking is available along Talbot Street North and at various municipal parking lots located within the Essex Centre. No tenant parking will be affected by the proposal.

Schedule B – Key Map



The Corporation of the Town of Essex

By-Law Number 1695

**Being a by-law for the declaration of surplus
lands by The Corporation of the Town of
Essex**

Whereas Council of The Corporation of the Town of Essex did pass By-Law Number 855, being a by-law to establish policies for the sale of disposition of surplus lands, on November 7, 2007;

And whereas the Town has or may have an interest in the land known as Part of Tawasentha Park on Registered Plan 1171 , designated as Part 2 on Plan 12R-16862, Town of Essex, County of Essex and such interest in this land was hereby presented to Council to be declared as surplus on April 3, 2018;

Now therefore be it resolved that the Council of The Corporation of the Town of Essex enacts as follows:

1. That the Town's interest in the land known as Part of Tawasentha Park on Registered Plan 1171, designated as Part 2 on 12R-16862 is hereby declared to be surplus to municipal needs and may therefore be released or disposed of by way of private disposition or conveyance to the abutting owner in accordance with the provisions of By-Law Number 855; and
2. That this By-Law shall come into full force upon the final passing thereof at the April 16, 2018 regular meeting of Council.

Read a first and a second time and provisionally adopted on April 3, 2018.

Mayor

Clerk

Read a third time and finally passed on April 16, 2018.

Mayor

Clerk

The Corporation of the Town of Essex

By-Law Number 1696

Being a by-law to confirm the proceedings of the April 3, 2018 Regular Meeting of Council of The Corporation of the Town of Essex

Whereas pursuant to Section 5(1) of The Municipal Act, 2001, S.O. 2001, c.25 as amended, the powers of a municipality shall be exercised by its Council;

And whereas pursuant to Section 5(3) of The Municipal Act, 2001, S.O. 2001, c.25 as amended, a municipal power, including a municipality's capacity, rights, powers and privileges under Section 8 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

And whereas it is deemed expedient that a by-law be passed to authorize the execution of Agreements and other documents and that the proceedings of the Council of The Corporation of the Town of Essex at its meetings be confirmed and adopted by by-law.

Now therefore be it resolved that the Council of The Corporation of the Town of Essex enacts as follows:

1. That the actions of the Council of The Corporation of the Town of Essex in respect of all recommendations in reports and minutes of committees, all motions and resolutions and all other actions passed and taken by the Council of The Corporation of the Town of Essex, documents and transactions entered into during the April 3, 2018 meeting of Council, are hereby adopted and confirmed as if the same were expressly contained in this by-law.
2. That the Mayor and proper officials of The Corporation of the Town of Essex are hereby authorized and directed to do all the things necessary to give effect to the actions of the Council of The Corporation of the Town of Essex during the said April 3, 2018 meeting referred to in paragraph 1 of this by-law.
3. That the Mayor and the Clerk are hereby authorized and directed to execute all documents necessary to the actions taken by this Council as described in Section 1 of this by-law and to affix the Corporate Seal of The Corporation of the Town of Essex to all documents referred to in said paragraph 1.

Read a first and a second time and provisionally adopted on April 3, 2018.

Mayor

Clerk

Read a third time and finally passed on April 19, 2018.

Mayor

Clerk

The Corporation of the Town of Essex
By-Law Number 1699
Being a by-law to provide for the indemnification of a
Member of Council of the Town of Essex against loss
or liability incurred while acting in the capacity as a
Member of Council.

WHEREAS Section 279 (1) of the Municipal Act, S.O. 2001, as amended, (the "Act") authorizes Council to pass by-laws to insure and protect employees, former employees, members of Council and former members of Council against risks that may involve pecuniary loss or liability, including the payment of damages or costs awarded against them, incurred by them as a result of any action or other proceeding arising out of their actions or omissions done or made by them in their respective capacities, the payment of any sum required in connection with the settlement of such action or other proceeding, and for the cost of defending them in such action or proceeding, subject to the limitations set out in that section of the Act.

AND WHEREAS Section 283 (2) of the Act provides that a municipality may only pay the expenses of the Members of its Council or of a local board of the municipality and of the officers and employees of the municipality or local board if the expenses are of those persons in their capacity as Members, officers or employees and if the expenses are actually incurred, or the expenses are, in lieu of the expenses actually incurred, a reasonable estimate in the opinion of the Council or local board, of the actual expenses that would be incurred;

AND WHEREAS Council deems it desirable to indemnify its Members, members of local boards and employees against certain pecuniary loss or liability which may arise in their capacity as, or in the course of performing their duties as Members, members of local boards and employees of the Corporation of the Town of Essex

AND WHEREAS Council deems it desirable to indemnify Council Member Randy Voakes for his legal fees (in the amount of \$12,289.91, inclusive of taxes) incurred by Council Member Voakes in responding to a Notice of Application brought by an Elector and made to a Judge of the Superior Court of Justice of Ontario, which Application asked the Court for a determination of the question as to whether Council Member Voakes contravened the Municipal Conflict of Interest Act, R.S.O. 1990, c.M.50 as amended.

Now therefore be it resolved that the Council of The Corporation of the Town of Essex enacts

as follows:

1. That the Corporation of the Town of Essex indemnify Council Member Randy Voakes for his legal fees (in the amount of \$12,289.91, inclusive of taxes) incurred by Council Member Voakes in responding to a Notice of Application brought by an Elector as made to a Judge of the Superior Court of Justice of Ontario, which application asked for a determination of the question as to whether Council Member Voakes contravened the Municipal Conflict of Interest Act, R.S.O. 1990, c.M.50 as amended.
2. This By-Law comes into full force and effect upon the final passage thereof.

Read a first, a second and a third time and finally passed this 16th day of April, 2018.

Mayor

Clerk

The Corporation of the Town of Essex

By-Law Number 1700

Being a by-law to confirm the proceedings of the April 16, 2018 Regular Meeting of Council of The Corporation of the Town of Essex

Whereas pursuant to Section 5(1) of The Municipal Act, 2001, S.O. 2001, c.25 as amended, the powers of a municipality shall be exercised by its Council;

And whereas pursuant to Section 5(3) of The Municipal Act, 2001, S.O. 2001, c.25 as amended, a municipal power, including a municipality's capacity, rights, powers and privileges under Section 8 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

And whereas it is deemed expedient that a by-law be passed to authorize the execution of Agreements and other documents and that the proceedings of the Council of The Corporation of the Town of Essex at its meetings be confirmed and adopted by by-law.

Now therefore be it resolved that the Council of The Corporation of the Town of Essex enacts as follows:

1. That the actions of the Council of The Corporation of the Town of Essex in respect of all recommendations in reports and minutes of committees, all motions and resolutions and all other actions passed and taken by the Council of The Corporation of the Town of Essex, documents and transactions entered into during the April 16, 2018 meeting of Council, are hereby adopted and confirmed as if the same were expressly contained in this by-law.
2. That the Mayor and proper officials of The Corporation of the Town of Essex are hereby authorized and directed to do all the things necessary to give effect to the actions of the Council of The Corporation of the Town of Essex during the said April 16, 2018 meeting referred to in paragraph 1 of this by-law.
3. That the Mayor and the Clerk are hereby authorized and directed to execute all documents necessary to the actions taken by this Council as described in Section 1 of this by-law and to affix the Corporate Seal of The Corporation of the Town of Essex to all documents referred to in said paragraph 1.

Read a first and a second time and provisionally adopted on April 16, 2018.

Mayor

Clerk

Read a third time and finally passed on May 7, 2018.

Mayor

Clerk