



The Corporation of the Municipality of Leamington

Meeting of Municipal Council

Agenda

Monday, May 2, 2016

Commencing at 6:00 PM

Leamington Council Chambers

Special Closed Meeting of Council to be held at 5:45 PM in the Ante Room

(A) Call to Order:

(B) National Anthem:

(C) Disclosures of Pecuniary Interest:

(D) Approval of Council Minutes:

Minutes of the Council Meeting (including Public Meeting for Zoning By-law Amendment and Public Meeting for Proposed Road Closure) held April 11, 2016
Pages 4 to 18

Minutes of the Council Meeting held April 18, 2016
Pages 19 to 26

(E) Business Arising Out of the Minutes:

(F) Public Meetings/Court of Revision:

1. Court of Revision:

Please refer to the Court of Revision Agenda

(G) Reports of Staff and Delegations:

1. Delegation, South Shore Health Care, request endorsement of grant application for the Safer and Vital Communities Grant.
 - Roberta Jarecsni, Board Chair, South Shore Health Care
2. Report DR-08-16 dated April 7, 2016 regarding South Dales Drain, Section 76, Updated Assessment Schedule
Pages 27 to 29
3. Report DR-13-16 dated April 7, 2016 regarding Labatte-Mastronardi Drain, Section 65, Change in Assessment to Roll Numbers 590-06800, 590-06850 and 590-06901 (Engineer's Report as prepared by Crozier Baird Engineering Ltd. dated February 16, 2016, listed as Additions available on the Agendas, Meetings and Minutes Municipal website page)
Pages 30 to 32
4. Report REC-09-16 dated April 21, 2016 regarding Technical Review of the Water Supply to the Leamington Municipal Marina
Pages 33 to 34
5. Report PLA-13-16 dated April 13, 2016 regarding Application for Site Plan Control Approval, Proposed Greenhouse Expansion, Phase 2A, Vine Fresh Acres Ltd., 420 Essex Road 14, Roll No. (800-05000)
Pages 35 to 38
6. Report LWS-04-16 dated April 12, 2016 regarding Leamington Water System Improvements, 2016 Tender Results
Pages 39 to 42
7. Report ES-03-16 dated April 20, 2016 regarding Lower and Upper Screw Pump Bearing Replacement
Pages 43 to 45
8. Report ES-04-16 dated April 14, 2016 regarding Leamington PCC Energy Study Funding Contract
Pages 46 to 47
9. Report ES-05-16 dated April 21, 2016 regarding Pump Station Communication Upgrades
Pages 48 to 50
10. Report ENG-06-16 dated April 14, 2016 regarding Tender Results, Sherk Street Resurfacing (Seacliff to Oak)
Pages 51 to 52
11. Report CAO-6-16 dated April 27, 2016 regarding Appoint Treasurer and a Deputy Treasurer
Pages 53 to 54

(H) **Matters for Approval:**

Minutes of the Leamington Municipal Heritage Advisory Committee meeting held
February 24, 2016
Pages 55 to 56

(I) **Other Matters for Consideration:**

None

(J) **Report on Closed Session:**

Clerk to provide report on closed session

(K) **Consideration of By-laws:**

By-Law 11-16 being a by-law to provide for the construction of a new bridge over the Lebo Creek Drain, 7th Concession Road Branch, in Part Lot 6, Concession 6 in the Municipality of Leamington in the County of Essex

By-Law 12-16 being a by-law to provide for the construction of a new bridge over the Lundy Drain, in Part Lot 7, Concession 9 in the Municipality of Leamington in the County of Essex

By-Law 17-16 being a by-law to provide for the construction of a bridge over the John Leslie Drain, in Part Lot 15, Concession 6 in the Municipality of Leamington in the County of Essex

By-law 28-16 being a by-law to amend By-law 4-16, a by-law to appoint Chief Building Official, Building Inspectors and Municipal Law Enforcement Officers for the Municipality of Leamington

By-law 29-16 being a by-law to confirm the proceedings of the Council of The Municipality of Leamington at its meetings held April 14 and May 2, 2016

(L) **Notices of Motion:**

None

(M) **Open Session:**

(N) **Statement of Members:** non-debatable

(O) **Adjournment:**

The Corporation of the Municipality of Leamington

Minutes of the Council Meeting

Held Monday, April 11, 2016 at 6:00 PM

In Leamington Council Chambers

Members Present: Mayor John Paterson
Deputy Mayor Hilda MacDonald
Councillors: Bill Dunn, John Hammond, John Jacobs,
Larry Verbeke, Tim Wilkinson

Staff Present: Chief Administrative Officer Peter Neufeld
Director of Legal and Legislative Services Ruth Orton
Clerk/Manager of Legislative Services Brenda Percy
Director of Infrastructure Services Rob Sharon
Director of Community & Development Services Tracey Pillon-Abbs
Director of Finance & Business Services Ramona Nordemann
Manager of Fire Services/Fire Chief Chuck Parsons
Manager of Environmental Services Shannon Belleau
Manager of Engineering Services Allan Botham
Manager of Planning Services Danielle Truax
Economic Development Officer Jeanine Lassaline-Berglund
Council Services Assistant Mary Ann Manley

The Mayor called the meeting to order at 6:00 PM.

Disclosures of Pecuniary Interest:

None noted.

Approval of Council Minutes:

No. C-100-16

Moved by: Councillor Hammond
Seconded by: Councillor Dunn

That the Minutes of the Council Meeting (including Court of Revision, Public Meeting for Drainage and Public Meeting for Consent and ZBA) held April 4, 2016 be approved.

Carried

No. C-101-16

Moved by: Councillor Verbeke
Seconded by: Councillor Wilkinson

That the Minutes of the Special Closed Meeting of Council held April 4, 2016 be approved.

Carried

Business Arising Out of the Minutes:

None noted.

Public Meetings:

1. Public Meeting, Consent and Zoning By-law Amendment ZBA #126 and ZBA #129:

See attached minutes.

No. C-102-16

Moved by: Deputy Mayor MacDonald
Seconded by: Councillor Jacobs

That the provisional approval of Consent Application B/04/16 to add 592.3 m² (6375.46 sq. ft) from the greenhouse farm at 907 Talbot Road East to the residential lot at 911 Talbot Road East be supported by Council subject to the conditions listed in "Schedule A";

And that Zoning By-law Amendment Application ZBA #126 to change the zone of the severed lands from A2 to A5, be approved by Council;

And that if no concerns are raised at the public meeting that amending By-law #13-16 be approved. (PLA-07-16)

Carried

No. C-103-16

Moved by: Councillor Jacobs
Seconded by: Councillor Wilkinson

That the provisional approval of Consent Application B/06/16 to create a 0.52 ha (1.29 ac) residential lot for a dwelling deemed surplus to the owners farming operation at 2402 Mersea Road 7 be supported by Council subject to the conditions listed in "Schedule A";

And that Zoning By-law Amendment Application ZBA #129 to change the zone of the severed lot (680-01400) from A2 to A5-53, be approved by Council;

And that if no concerns are raised at the public meeting that amending By-law #16-16 be approved. (PLA-09-16)

Carried

2. Public Meeting, Proposed Road Closure of Princess Street between Mill Street and Settrington Street

See attached minutes.

No. C-104-16

Moved by: Deputy Mayor MacDonald
Seconded by: Councillor Wilkinson

That Council initiate the process to close Princess Street between Mill Street and Settrington Street;

That Council authorize the entering into the necessary agreements with the owners of 33 Princess in a form consistent with the contents of this report and acceptable to the Municipal Solicitor;

And that the Mayor and Clerk be authorized to execute the agreements. (IS-06-16)

Carried

Reports of Staff and Delegations:

1. Delegation, South Shore Health Care, Introduction of Concept of a Rural Center of Addictions

Roberta Jarecsni, Volunteer with South Shore Health Centre utilized a Powerpoint presentation to introduce the South Shore Health Care, a rural center of addictions in Leamington.

In response to a question from Council, Ms. Jarecsni said that education does not seem be a factor in drug addictions. In her experience addiction strikes people who have a

genetic predisposition as well a set of life experiences. It might be more prevalent with poverty and lack of education. Ms. Jaresni stressed the need for support in this area.

There was an extensive Council discussion regarding addiction and the need of support for residents in the area.

2. Report PLA-11-16 dated March 31, 2016 regarding Application for Site Plan Approval, Proposed Greenhouse Addition, Phase 5, 132 Elliott Street (North Property), Cervini Farms (1993) Inc., Roll No. (650-00200)

Manager of Planning Services, Danielle Truax presented the report.

No. C-105-16

Moved by: Councillor Jacobs
Seconded by: Councillor Hammond

That the site plan for the proposed greenhouse addition, Phase 5, located at 132 Elliott Street (Cervini Farms (1993) Inc.) be approved;

And that the Mayor and Clerk be authorized to execute the site plan agreement.
(Report PLA-11-16)

Carried

3. Report PLA-12-16 dated March 31, 2016 regarding Application for Site Plan Control Approval, 1329672 Ontario Ltd. (East Side Acres) Greenhouse Expansion, Phase 5, 116 Mersea Road 19 (500-00500)

Manager of Planning Services, Danielle Truax presented the report.

No. C-106-16

Moved by: Councillor Hammond
Seconded by: Councillor Dunn

That the site plan for Phase 5 of the proposed greenhouse expansion located at 116 Mersea Road 19 (1329672 Ontario Ltd.) be approved;

And further, that the Mayor and Clerk be authorized to execute the site plan agreement, including the terms and conditions for water capacity.
(Report PLA-12-16)

Carried

4. Report FD-01-16 dated March 29, 2016 regarding Open Air Burning Update

Manager of Fire Services/Fire Chief Chuck Parsons presented the report.

In response to a question from Council, Chuck Parsons confirmed that burn barrels are illegal in Ontario and the Leamington Fire Department will address and educate as they see burn barrels in the community.

No. C-107-16

Moved by: Councillor Verbeke

Seconded by: Councillor Dunn

That Report FD-01-16 dated March 29, 2016 being the Open Air Burning Update be received for information.

Carried

5. Report FD-03-16 dated March 29, 2016 regarding Emergency Mass Notification System

Manager of Fire Services/Fire Chief, Chuck Parsons presented the report.

In response to a question from Council, Chuck Parsons said this notification system could be used for Water Boil Advisories, flood advisories, smoke advisories and to contact emergency staff.

In response to a question from Council, Fire Chief Parson stated there was a website portal that residents could access to update their contact information.

No. C-108-16

Moved by: Councillor Hammond

Seconded by: Councillor Dunn

That the purchase of the Everbridge Mass Notification System for \$600.00 U.S.D. set up fee and \$8000.00 U.S.D. charged to 10-5-0520-7066 Emergency Management Expense, which was not previously budgeted be approved;

And that the mayor and clerk be authorized to enter into any agreement that may be required. (Report FD-03-16)

Carried

6. Report LWS-02-16 dated March 30, 2016 regarding Union Water Supply System Annual Report for 2015, Union Water Supply System Summary Report for 2015, Leamington Distribution System Annual Report for 2015, and Wheatley Drinking Water System Annual Report for 2015

Manager of Environmental Services, Shannon Belleau presented the report.

No. C-109-16

Moved by: Councillor Jacobs

Seconded by: Councillor Dunn

That Council receive the Union Water Supply System Annual Report for 2015 for information;

And that Council receive the Union Water Supply System Summary Report for 2015 for information;

And that Council receive the Leamington Water Distribution System Annual Report for 2015 for information;

And that Council receive the Wheatley Drinking Water System Annual Report for 2015 for information;

And further that the reports be placed on the Municipality's website and also be made available for public inspection at the Municipal Clerk's office, during normal business hours. (Report LWS-02-16)

Carried

7. Report REC-03-16 dated March 8, 2016 Leamington Marina Security Services Contract 2016-2017

Director of Community & Development Services, Tracey Pillon-Abbs presented the report.

No. C-110-16

Moved by: Deputy Mayor MacDonald

Seconded by: Councillor Wilkinson

That Neptune Security Services, 6-2400 Dundas Street West, Suite 539, Mississauga, ON L5K 2R8 be awarded the tender to provide security services at the Leamington Marina for the 2016-2017 seasons in the amount of \$45,201 (not including HST) and be charged to the Marina Operating Budget (account #10-5-0672-7955-002030-007400). (REC-03-16)

Carried

Matters for Approval:

None.

Other Matters for Consideration:

None.

Report on Closed Session:

None.

Consideration of By-laws:

No. C-111-16

Moved by: Councillor Dunn
Seconded by: Councillor Jacobs

That By-laws 13-16, 16-16, 25-16 and 26-16 be read a first, second and third time and finally enacted.

Carried

By-law 13-16 being a by-law to amend the Comprehensive Zoning By-law No. 890-09 for the Municipality of Leamington, which pertains to the subject lands ZBA #126, 907 Talbot Road East

By-law 16-16 being a by-law to amend the Comprehensive Zoning By-law No. 890-09 for the Municipality of Leamington, which pertains to the subject lands, ZBA #129, 2402 Mersea Road 7

By-law 25-16, being a by-law to appoint Municipal Law Enforcement Officers for the purpose of Enforcing Dog Registration Compliance for the Municipality of Leamington

By-law 26-16 being a by-law to confirm the proceedings of the Council of The Municipality of Leamington at its meetings held April 11, 2016

Notices of Motion:

None.

Open Session of Council and Administration:

Mayor Paterson reported that on Wednesday, April 6, 2016, along with members of Council, he attended the grand opening of Erie Shores Campus of Hospice.

Mayor Paterson reported that on Thursday, April 7, 2016 along with the Economic Development Officer, he met with the Windsor Essex Economic Development Corporation (WEEDC) and discussed potential agricultural sector opportunities.

Mayor Paterson reported that on Friday, April 8, 2016 he, along with his wife Betty, represented Leamington at the 26th Annual Wine and Food Fundraising Gala at St. Clair College.

Mayor Paterson reported that on Saturday, April 9, 2016 along with the Deputy Mayor and Economic Development Officer, he met with an urbanist to discuss concerns in the Municipality.

Councillor Wilkinson extended an invitation to the South Essex Arts Association Annual Meeting to be held on Tuesday, April 12, 2016 at 6:30 PM at the Leamington Arts Centre. Guest speakers will be John and Michele Law from the Kingsville Folk Music Festival.

Chief Administrative Officer, Peter Neufeld provided Council with information on the Strategic Plan in preparation for the open meeting to be held on Thursday, April 14, 2016 in the Council Chambers.

Statement of Members: non-debatable

None noted.

Adjournment:

No. C-112-16

Moved by: Councillor Jacobs
Seconded by: Councillor Wilkinson

That the meeting adjourn at 8:33 PM.

Carried

John Paterson, Mayor

Brenda M. Percy, Clerk

The Corporation of the Municipality of Leamington

Public Meeting Minutes, Zoning By-Law Amendment

Monday, April 11, 2016 at 6:05 PM

Leamington Council Chambers

Members Present: Mayor John Paterson
Deputy Mayor Hilda MacDonald
Councillors: Bill Dunn, John Hammond, John Jacobs,
Larry Verbeke, Tim Wilkinson

Staff Present: Chief Administrative Officer Peter Neufeld
Director of Legal and Legislative Services Ruth Orton
Clerk/Manager of Legislative Services Brenda Percy
Director of Infrastructure Services Rob Sharon
Director of Community & Development Services Tracey Pillon-Abbs
Director of Finance & Business Services Ramona Nordemann
Manager of Fire Services/Fire Chief Chuck Parsons
Manager of Environmental Services Shannon Belleau
Manager of Engineering Services Allan Botham
Manager of Planning Services Danielle Truax
Economic Development Officer Jeanine Lassaline-Berglund
Council Services Assistant Mary Ann Manley

Mayor Paterson called the meeting to order at 6:03 PM.

1. Consent Application B/04/16 and Zoning By-law Amendment ZBA #126 for 907 Talbot Road East

Manager of Planning Services, Danielle Truax provided background information on Consent Application B/04/16 and ZBA #126 for 907 Talbot Road East. Ms. Truax noted that comments were received from the County of Essex and Lower Thames Valley Conservation Authority and neither agency had any concerns.

In response to a question from Council, Ms. Truax said the transfer of the one (1) square foot parcel to the Municipality breaks the previous severance and guarantees the two properties will merge on title. Also, the lawyer prepares the necessary deed to transfer the land back to the property owner.

Mayor Paterson asked if there was anyone present wishing to speak to the matter. No one responded.

Moved by: Deputy Mayor MacDonald
Seconded by: Councillor Jacobs

That the provisional approval of Consent Application B/04/16 to add 592.3 m² (6375.46 sq. ft) from the greenhouse farm at 907 Talbot Road East to the residential lot at 911 Talbot Road East be supported by Council subject to the conditions listed in "Schedule A";

And that Zoning By-law Amendment Application ZBA #126 to change the zone of the severed lands from A2 to A5, be approved by Council;

And that if no concerns are raised at the Public Meeting that amending By-law #13-16 be approved. (PLA-07-16)

Carried

2. Consent Application B/06/16 and Zoning By-law ZBA # 129 for 2402 Mersea Road 7

Manager of Planning Services, Danielle Truax provided background information on Consent Application B/06/16 and ZBA #129 for 2402 Mersea Road 7. Ms. Truax noted that comments were received from Lower Thames Valley Conservation Authority and the agency had no concerns.

Dennis Driedger, 2010 Mersea Road 7, was present to answer questions.

Mayor Paterson asked if there was anyone present wishing to speak to the matter. No one responded.

Moved by: Councillor Jacobs
Seconded by: Councillor Wilkinson

That the provisional approval of Consent Application B/06/16 to create a 0.52 ha (1.29 ac) residential lot for a dwelling deemed surplus to the owners farming operation at 2402 Mersea Road 7 be supported by Council subject to the conditions listed in "Schedule A";

And that Zoning By-law Amendment Application ZBA #129 to change the zone of the severed lot (680-01400) from A2 to A5-53, be approved by Council;

And that if no concerns are raised at the public meeting that amending By-law #16-16 be approved. (PLA-09-16)

Carried

Adjournment:

The meeting adjourned at 614 PM.

John Paterson, Mayor

Brenda M. Percy, Clerk

Minutes approved at Council Meeting held
May 2, 2016 Resolution C-XX-16,
Confirmation By-law XX-16

The Corporation of the Municipality of Leamington

Public Meeting Minutes, Proposed Road Closure

Monday, April 11, 2016 at 6:05 PM

In Leamington Council Chambers

Members Present: Mayor John Paterson
Deputy Mayor Hilda MacDonald
Councillors: Bill Dunn, John Hammond, John Jacobs,
Larry Verbeke, Tim Wilkinson

Staff Present: Chief Administrative Officer Peter Neufeld
Director of Legal and Legislative Services Ruth Orton
Clerk/Manager of Legislative Services Brenda Percy
Director of Infrastructure Services Rob Sharon
Director of Community & Development Services Tracey Pillon-Abbs
Director of Finance & Business Services Ramona Nordemann
Manager of Fire Services/Fire Chief Chuck Parsons
Manager of Environmental Services Shannon Belleau
Manager of Engineering Services Allan Botham
Manager of Planning Services Danielle Truax
Economic Development Officer Jeanine Lassaline-Berglund
Council Services Assistant Mary Ann Manley

Mayor Paterson called the meeting to order at 6:15 PM.

1. Proposed Road Closure, Princess Street between Mill Street and Settrington Street

Director of Infrastructure Services, Robert Sharon provided background information on the proposed closure of Princess Street between Mill and Settrington. Mr. Sharon advised that should Council support the recommendations, that a by-law would be required to be passed to close the portion of the Street. Mr. Sharon said that while it was not required by statute, Administration elected to hold this meeting to allow the public to speak before Council.

Mr. Sharon advised that John Tofflemire of R C Spencer and Associates, was available to answer specific questions regarding the Traffic Impact Study. He also noted that Carl and Anthony Grossi, representatives of the investors of 33 Princess Street were present to provide information on the parkette and building concept for Central 33.

Mayor Paterson invited Mr. Grossi to address Council. Carl Grossi stated the building was purchased with a vision to revitalize the Uptown core and to create some excitement. Mr. Grossi said research and studies were undertaken on the best concept to bring to this area. Mr. Grossi presented a short 3-D animation video which showed the concept of the proposed construction.

Mayor Paterson invited those in the audience wishing to speak to the matter to approach Council.

Rae Anne Scratch, resident on Princess Street, advised that she is concerned with possible backlogs to accessing Erie Street from the adjoining side streets. Ms. Scratch said she has accessibility concerns in regards to transporting seniors and those with disabilities.

In response to a question from Council, Mr. Sharon reported that there are accessible parking and drop off areas incorporated into the design of the green space and parking lot. As well, a designated transit stop will be located in the area.

In response to a question from Council, Ms. Scratch stated she was not representing South Essex Community Council (SECC). Ms. Scratch noted that her concerns are with loading and un-loading of passengers and being able to keep to a tight schedule. She also felt there would be an increased distance to the entrance and therefore creation of an additional barrier for those utilizing walkers, etc.

Harold and Helen Rempel, owners of the Poole Automotive property, said the proposed closure would only benefit the owners of 33 Princess. Mr. Rempel questioned who would pay for the costs of changing the location of the parking lot entrance and drain on his property. Mr. Sharon replied the Municipality has budgeted for the necessary changes to his property.

Mr. Rempel asked that the work be done in a timely fashion to be the least disruptive to his tenants and their clients.

In response to a question from Council, Mr. Tofflemire said the report suggests a four way stop at the Settrington and Princess Street intersection. Mr. Tofflemire said it will be an improvement to the current situation.

Mr. Rempel said he is not opposed to the proposed closure but was concerned with the resulting costs.

In response to a question from Council, Ms. Scratch said because of the current direction of Settrington Street, passengers would have to be unload onto the road rather than on the sidewalk which would not be a favourable situation.

Dr. Pierre Obeid, 45 Princess Street, noted he was not a tenant of Mr. Rempel but owned his dental practice. Dr. Obeid questioned why the Municipality is proposing a change at this time. Dr. Obeid said he was also concerned with how the closure will affect snow removal and sidewalk clearing. Dr. Obeid said he was concerned with the tax payer bearing the costs for the changes to Mr. Rempel's parking lot. Dr. Obeid asked if property values would be affected by the proposed street closure. He stated he was not contacted directly regarding this proposed closure.

Mayor Paterson replied that Council is looking for ways to improve the livability of the Uptown core. The vision is to increase bicycle and pedestrian traffic. Mayor Paterson

advised that property values are determined by the Municipal Property Assessment Corporation (MPAC).

Mr. Tofflemire said he attempted to contact Dr. Obeid but was not successful. It was Mr. Tofflemire's opinion that the proposed closure would not affect Dr. Obeid's property.

Mayor Paterson stated the Municipality is forcing the changes to Mr. Rempel's property and therefore will pay for the related costs.

It was Dr. Obeid's opinion that the process could have been handled with more respect to the concerns of neighbouring business owners.

Nat Milano, 46 Erie Street South, commended Mr. Grossi and investors on their project. Mr. Milano asked if there would be any additional parking on Mill Street. Mr. Sharon said there are no current plans to add parking spaces; however, the Municipality will monitor the parking situation and address issues as they arise.

Mr. Milano asked who would maintain the green space. Mr. Sharon responded the property owners will be responsible for the maintenance of the green space noting an agreement will be registered on title.

Mr. Neufeld said he would welcome the issue of not enough parking in the Uptown and address the problem if it occurs.

Joe Di Pietro, 320 Erie Street North, asked if the property would be donated to Mr. Grossi. Mr. Sharon responded the Municipality will retain ownership of the street and there will be an easement for the parkette.

Ms. Scratch said she supported the project. She asked Council to consider a small area in the front of building for unloading and loading of passengers.

In response to a question from Council, Mr. Sharon said there is a public meeting for the study of one-way streets (Chestnut/Fox, Victoria/Wigle). Mr. Neufeld noted the traffic study for the one-way streets was not related to tonight's meeting.

In response to a question from Council, Mr. Tofflemire advised the Public Information Centre on the one way streets will be held on Tuesday, April 19, 2016 from 4:00 to 7:00 PM at the Leamington Municipal Building. It was Mr. Tofflemire's opinion that there is not a measurable traffic issue one way or another.

Councillor Jacobs asked if there was another way to accommodate those with disabilities. Mr. Grossi said the proposed changes will be an improvement to the existing situation as there will be a drop off area on Mill Street that will accommodate the passenger side of the vehicle.

In response to a question from Council, Mr. Tofflemire said there will about 12 parking spaces lost as a result of the changes.

In response to a concern from Council, Mr. Tofflemire said the existing traffic volume will likely decrease in the future. A motorist may take the route once and the next time they will adjust their route to avoid the area if it is an inconvenience.

Deputy Mayor MacDonald said she was offended by comments that suggested Council was playing favourites to one developer. Deputy Mayor MacDonald said Council wanted to improve the quality of life in Leamington and was pleased to have someone invest a large amount of money to revitalize the Uptown area.

Councillor Wilkinson said he agreed with the Deputy Mayor's comments. He said the changes would give the Uptown a campus like feeling and supports Council's message that Leamington is open for business.

Councillor Jacobs asked about possible traffic congestion. Mr. Tofflemire responded that he did not study the traffic impact of the development of the building.

Mayor Paterson provided his comments on the acceptance of change. It was his opinion that moving back to two-way traffic would be calming to those current one-way streets. Mayor Paterson said the Municipality is encouraging this type of investment in the Uptown area.

Moved by: Deputy Mayor MacDonald
Seconded by: Councillor Wilkinson

That Council initiate the process to close Princess Street between Mill Street and Settrington Street;

That Council authorize the entering into the necessary agreements with the owners of 33 Princess in a form consistent with the contents of this report and acceptable to the Municipal Solicitor;

And that the Mayor and Clerk be authorized to execute the agreements. (IS-06-16)

Carried

Adjournment:

The meeting adjourned at 7:20 PM.

John Paterson, Mayor

Brenda M. Percy, Clerk

Minutes approved at Council Meeting held
May 2, 2016 Resolution C-XX-16,
Confirmation By-law XX-16

The Corporation of the Municipality of Leamington

Minutes of the Council Meeting

Held Monday, April 18, 2016 at 6:00 PM

In Leamington Council Chambers

Members Present: Mayor John Paterson
Deputy Mayor Hilda MacDonald
Councillors: John Hammond, John Jacobs, Larry Verbeke,
Tim Wilkinson

Members Absent: Councillor Bill Dunn

Staff Present: Chief Administrative Officer Peter Neufeld
Director of Legal and Legislative Services Ruth Orton
Clerk/Manager of Legislative Services Brenda Percy
Director of Infrastructure Services Rob Sharon
Director of Community & Development Services Tracey Pillon-Abbs
Director of Finance & Business Services Ramona Nordemann
Manager of Public Works Ken Brown
Economic Development Officer Jeanine Lassaline-Berglund
Legal Assistant Jennifer Bavetta

The Mayor called the meeting to order at 6:00 PM.

Disclosures of Pecuniary Interest:

None noted.

Approval of Council Minutes:

None.

Business Arising Out of the Minutes:

None noted.

Public Meetings:

None.

Reports of Staff and Delegations:

1. Delegation, Leamington Chamber of Commerce, Presentation of Final Report of the Community Labour Market and Study Recommendations

General Manager of the Leamington District Chamber of Commerce Wendy Parsons introduced Labour Market Specialist Denise Ghanam to present findings to Council.

Ms. Ghanam provided a PowerPoint presentation to Council. She explained a Delphi Survey was conducted to build community consensus on future growth expectations for Leamington, noting there were widespread opinions on the topic. She further explained while there is good job data for Leamington, there is no GDP (Gross Domestic Product) data for Leamington. Ms. Ghanam stated a fairly significant increase in employment between now and 2020 is expected.

Ms. Ghanam informed Council that employers may not be able to fill the positions identified as being in demand due to training gaps, an aging population, slow population growth and lower rates of post-secondary education. In order to meet the demands, Ms. Ghanam recommended the creation of a Leamington Labour Force Working Group, development of local customer service training, a Greenhouse Centre of Excellence feasibility study, community based access to leadership training, employer recruitment and retention support, support and development for entrepreneurship and regional transportation development.

With respect to the Greenhouse Centre of Excellence feasibility study, Ms. Ghanam noted one local greenhouse owner has volunteered a piece of property and another has volunteered to erect a building. She further noted it does not matter who takes the lead on the project as long as someone steps up to do so. In order to obtain senior government funding for such a project, it may make a difference if a local employer is involved. Ms. Ghanam noted the Municipality's Economic Development Officer has had preliminary discussions with post-secondary educators to gauge interest.

In response to an inquiry from Council, Ms. Ghanam explained the "living wage" is different from community to community and has benefits such as better employee retention.

With respect to entrepreneurship support, Ms. Ghanam explained there are staff from the Windsor Essex Economic Development Commission (WEEDC) who are responsible for providing such support. She further explained a program for high school students is being developed to introduce entrepreneurship skills in the five key employment areas. Students will take tours of local businesses and employers from each sector will provide them with information on how to start a business in the industry as well as provide information on how to fill key career roles in those sectors.

In response to an inquiry from Council regarding regional transportation, Ms. Ghanam noted she is aware of two groups trying to establish regional transportation. One is a not-for-profit organization and the other is Workforce Windsor Essex who is developing an analysis for the need for such.

Ms. Ghanam confirmed at present some employers are having a difficult time filling employment needs, however they are managing. In the future, it is expected there will be more pressure to fill vacancies and there is a need to do something now in order to address that issue and prevent hampering growth of employers.

Mayor Paterson thanked Ms. Ghanam and the Chamber for completing the study, noting the Municipality is already addressing a number of the recommendations.

Ms. Ghanam thanked the members of the Steering Committee: Dave Campbell, Wayne Wharram, Dave Dick, Jeanine Lassaline-Berglund and Wendy Parsons for their assistance.

2. Report REC-07-16 dated March 29, 2016 regarding Leamington Triathlon Weekend

Director of Community and Development Services Tracey Pillon-Abbs presented the report.

In response to an inquiry from Council, Race Coordinator Dave Campbell explained in 2015 high school students canvassed the race area to notify residents of the road closures in order to gain volunteer hours. He further explained a notice will be displayed in the Pro Shop at Erie Shores Golf and Country Club and a notice will be included in the local newspaper advising residents of the road closures.

Mr. Campbell noted many people in the area enjoy running and many are successful at the sport.

No. C-113-16

Moved by: Councillor Hammond

Seconded by: Councillor Wilkinson

That the following road closures from 9:00am to 12:00pm on Saturday June 12, 2016 be approved:

- i. Alternating lane closure Oak Street West and Oak Street East from Nicholas Street to Sherk Street to allow one way traffic to access businesses;
- ii. Partial closure of Nicholas Street - Northbound traffic only; Ellison Avenue - Westbound traffic only

That further, the following road closure from 8:00am to 10:00am on Sunday June 12, 2016 be approved:

- iv. Full closure of Robson Road, from Erie Street South to Cherry Lane;
- v. Partial closure of Erie Street from Promenade to Seacliff Drive;
- vi. Partial closure of Seacliff Drive - Eastbound traffic only to Cherry Lane.

That further, the Leamington Triathlon Weekend be exempt from the 2016 Tariffs of Fees bylaw as it relates to fees associated with renting the LKRC Pool (in-kind value \$300) and use of the steel special event fencing (in-kind value \$350) and the Municipal Parking Lot (Erie Street Promenade Plaza);

That further, the Leamington Triathlon Weekend Organizing Committee submits a certificate of insurance for \$5 million dollars and with the Corporation of the Municipality of Leamington named as additional insured;

That further, the balance charge of \$3,301.55 to purchase the cadence metres be charged to Kinsmen Complex Reserve (40-3-0220-0258-00220);

That further, Council provides a letter of acceptance to the Leamington Triathlon Weekend Committee for funding commitment commencing January 1, 2017 to December 31, 2018 to fund future projects at the LKRC. (REC/07/16)

Carried

3. Report PW-05-16 dated April 1, 2016 regarding Temporary Road Closure: Ride for Dad

Manager of Public Works Ken Brown presented the report.

In response to an inquiry from Council, Committee Representative Dave Campbell confirmed the owner of the trailer park was advised of the event and noted the closure will not reach the trailer park entrance. He further confirmed the residents that will be affected have been notified. Mr. Campbell explained the closure will be set up in a way that a fire truck will be able to navigate the closure area.

Mr. Campbell informed Council there will be a tent and portable washrooms for the patrons and that Freddy's has obtained an extension to their liquor licence. He further noted representatives from the Hogs to Hospice event will be in attendance to assist with parking bikes and handing out pamphlets.

No. C-114-16

Moved by: Councillor Jacobs
Seconded by: Councillor Wilkinson

That the request for the temporary closure of a portion of Mersea Road C on Sunday, May 29th, 2016, between 11am to 4pm for the staging of the Ride for Dad event be approved;

That the Public Works Department be authorized to provide in-kind assistance with the setup and dismantling of the road closure and delivery of the required fencing and garbage receptacles, at an estimated cost of \$400 to be charged to the Public Works Special Events account;

And that the Ride for Dad Organizing Committee be required to provide proof of liability insurance in the amount of \$5 Million, to the satisfaction of the Municipal Solicitor, with the Municipality of Leamington named as additional insured. (Report PW-05-16)

Carried

4. Report REC 08-16 dated April 13, 2016 Windsor-Essex Catholic District School Board regarding Cardinal Carter School Soccer and Hockey Skills Academy

Director of Community and Development Services Tracey Pillon-Abbs presented the report. The Director explained students in grades seven through twelve will be at the Leamington Kinsmen Recreation Complex in the morning and return to Cardinal Carter at lunch time.

In response to an inquiry from Council, Ms. Pillon-Abbs confirmed that after negotiations with the School Board, a final report will be presented to Council that outlines the conditions of the proposed agreement for Council approval.

No. C-115-16

Moved by:

Seconded by: Councillor Hammond

That Council supports the proposed Soccer and Hockey Skills Academy at the Leamington Kinsmen Recreation Complex;

That the Chief Administrative Officer and the Director of Community and Development Services be authorized to negotiate with the Windsor-Essex Catholic District School Board to accommodate a Soccer and Hockey Skills Academy at the Leamington Kinsmen Recreation Complex;

And that Administration report back to Council for approval of the final agreement.
(REC-08-16)

Carried

5. Report PW-03-16 dated March 31, 2016 regarding Purchase of Diesel Cab and Chassis

Manager of Public Works, Ken Brown presented the report, noting two tenders were received. He further noted there will be additional costs incurred when a tender is issued for the required attachments.

In response to an inquiry from Council, Mr. Brown confirmed most of the add-in equipment pieces are interchangeable with other vehicles. For example, the slide-in salter is compatible with vehicles with similar sized boxes.

No. C-116-16

Moved by: Councillor Jacobs

Seconded by: Councillor Wilkinson

That the purchase of one (1) 2016 Freightliner 108SD diesel cab and chassis in the amount of \$131,300 (plus HST) from Team Truck Centres, Kitchener ON, less the trade in of \$18,000, charged to capital account number 10-7-0630-8040-263030 be approved. (Report PW-03-16)

Carried

6. Report PW-04-16 dated March 31, 2016 regarding Tender Award, Turf Maintenance Contract for Various Municipal Properties

Manager of Public Works Ken Brown presented the report, noting two tenders were submitted. Mr. Brown further noted KnM Yard Care has been completing the work for the last three terms, or nine years.

No. C-117-16

Moved by: Councillor Verbeke
Seconded by: Deputy Mayor MacDonald

That the 2016-2018 turf maintenance contract, in the amount of \$80,756 plus HST for the 2016 season, be awarded to KnM Yard Care, 541 Highway 77, Leamington, Ontario;

And that years two and three of the contract reflect an annual price increase of 3 percent per year;

And that the Mayor and Clerk be authorized to execute the contract. (Report PW-04-16)

Carried

7. Report IS-07-16 dated April 4, 2016 regarding Canada 150 Community Infrastructure Program (CIP 150), Expansion of Seaciff Park Waterfront Trail and Beach Front

Director of Infrastructure Services, Rob Sharon presented the report, explaining the Municipality was recently notified a resolution stating Council's authorization to enter into the funding agreement was required.

No. C-118-16

Moved by: Deputy Mayor MacDonald
Seconded by: Councillor Hammond

That the Municipality of Leamington enter into a contribution agreement with Her Majesty the Queen in Right of Canada, as represented by the Minister responsible for Federal Economic Development Agency for Southern Ontario, to provide 50% funding, up to \$125,000, toward the total eligible costs of the Expansion of Seaciff Park Waterfront Trail and Beach Front;

And that the Mayor and Clerk be authorized to execute the agreement. (Report IS-07-16)

Carried

Matters for Approval:

No. C-119-16

Moved by: Councillor Verbeke
Seconded by: Deputy Mayor MacDonald

That the Minutes of the Mayor's Youth Advisory Committee meeting held February 9, 2016 be approved.

Carried

Other Matters for Consideration:

None.

Report on Closed Session:

None.

Consideration of By-laws:

No. C-120-16

Moved by: Councillor Wilkinson
Seconded by: Deputy Mayor MacDonald

That By-law 27-16 being a by-law to confirm the proceedings of the Council of The Municipality of Leamington at its meetings held April 18, 2016 be read a first, second and third time and finally enacted.

Carried

Notices of Motion:

None.

Open Session of Council and Administration:

Councillor Jacobs inquired when the bike racks will be installed in the uptown. Director of Infrastructure Services confirmed they will be installed in the near future.

Councillor Jacobs noted there are a number of large potholes on Erie Street South, south of Seacliff Drive that require attention.

Councillor Verbeke stated he was pleased the streetlights on Longfield Lane are now operational, noting the residents are pleased.

Councillor Hammond reminded those in attendance the Leamington District Chamber of Commerce annual golf tournament will be held on May 18th, 2016, noting the event is limited to 100 golfers.

Director of Legal and Legislative Services Ruth Orton advised that the Commissionaires will commence door-to-door canvassing for dog registration enforcement on April 19th and will be doing so until the end of May.

Mayor Paterson stated he was pleased Council supports community events such as the Ride for Dad and the Triathlon weekend. He noted such events generate a great deal of revenue for the area in relation to the low in kind costs absorbed by the Municipality.

Statement of Members: non-debatable

Mayor Paterson noted on April 17th six members of Council joined 484 other residents in participating in the Southern Footprints Walk/Run for Juvenile Diabetes at Point Pelee National Park.

Mayor Paterson noted he attended the Leamington District Memorial Hospital Volunteer's Luncheon on April 13th. He noted there was a great turnout and thanked all of the volunteers for the valuable work they do.

Adjournment:

No. C-121-16

Moved by: Councillor Hammond

Seconded by: Councillor Wilkinson

That the meeting adjourn at 7:13 PM.

Carried

John Paterson, Mayor

Brenda M. Percy, Clerk

Minutes approved at Council Meeting held
May 2, 2016, Resolution C-XX-16,
Confirmation By-law XX-16



Report

To: Mayor and Members of Council

From: Lu-Ann Marentette, Drainage Superintendent

Date: April 7, 2016

Re: South Dales Drain - Section 76 - Updated Assessment Schedule

Recommendation:

It is recommended that:

1. N.J. Peralta Engineering be appointed to prepare a report on the South Dales Drain, pursuant to Section 76 of the Drainage Act to update the existing assessment schedule; and
2. That all costs for the project be charged to Account # 10-7-0680-7680-967000-200085 (Report DR-08-16);

Background:

A request for maintenance on the South Dales Drain was received in 2013. The request is for brushing of banks from the Leamington municipal boundary, then upstream to Mersea Road 8.

Comments:

A lengthy review of the drain files concluded that the South Dales Drain was last updated under an engineer's report on July 8th, 1910. Although this report is over 100 years old there is no need for a new plan or profile since no major changes have occurred within the watershed. Therefore, the Drainage Superintendent can work with the specification of the 1910 report.

However, a number of severances have occurred, and the severances were either not fairly apportioned, or not apportioned at all. Therefore, a new assessment schedule is required prior to completing this maintenance work.


Financial Impact:

Administration have included this project in the 2016 budget.

This project is cost shared with all landowners affected by the drain and the roads within the watershed.

Respectfully submitted,

Peter Neufeld,
CAO

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Lu-Ann Marentette
Drainage Superintendent

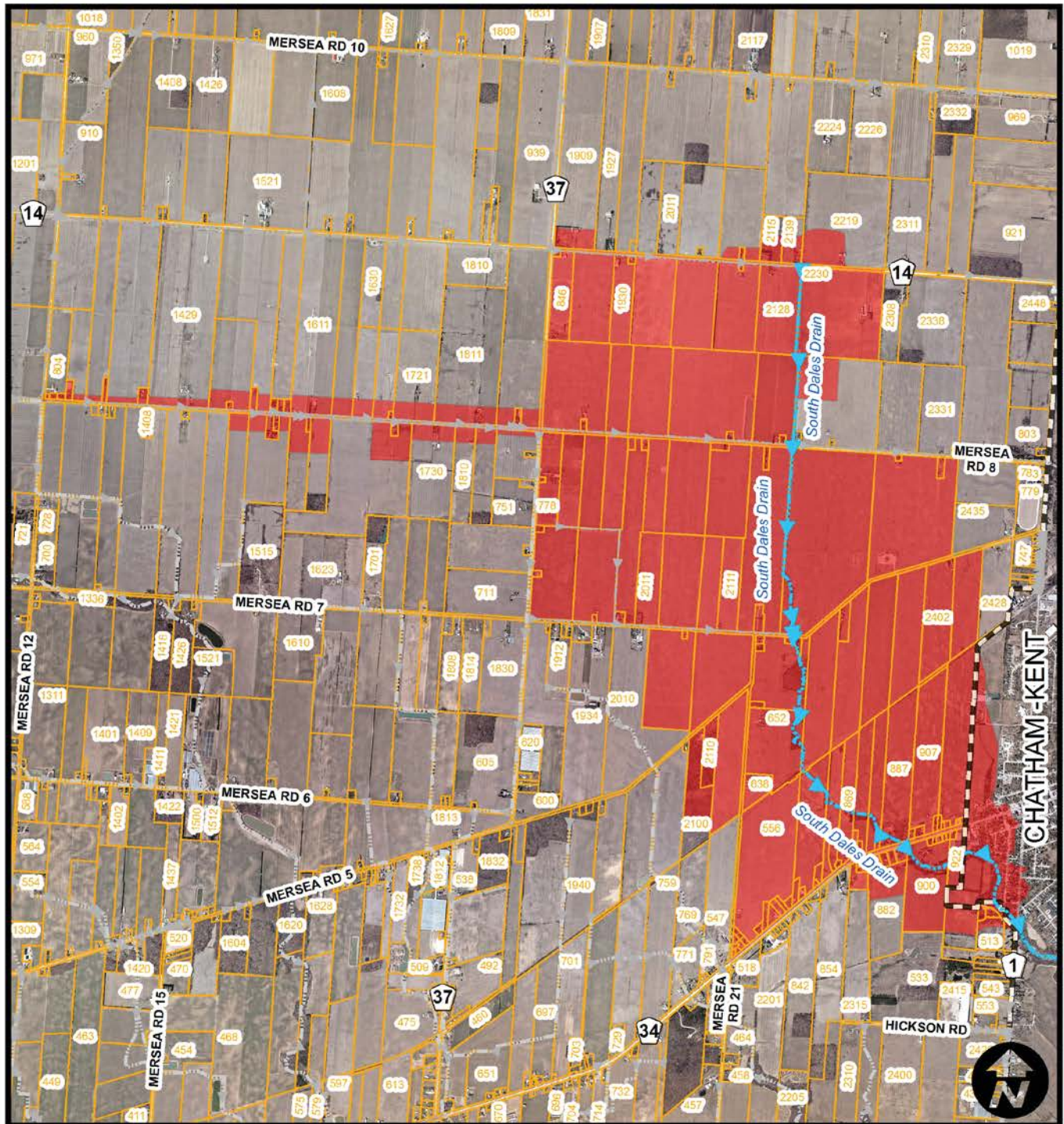
Allan Botham P.Eng
Manager of Engineering

Robert Sharon CMO
Director of
Infrastructure Services

/LB

Attachments: key map

File: T:\Community Services\Community Services\Community Services Council Reports\2016 Reports\Drainage\DR-8-16 South Dales Drain - updated Assessment Schedule\word\DR-08-16 South Dales Dr Updated Sched.doc



Legend

-  South Dales Drain
-  Municipal Drains
-  Chatham Kent Boundary
-  Parcel Lines
-  South Dales Drainage Area

*2015 Aerial Photography


Title:

DR-8-16 South Dales Drain



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Scale: 1:38,800

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Prepared For: Drainage Dept.

Date: Apr.7, 2016

Prepared By: GIS Services

File No: DR-8-16

Notes:

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Report

To: Mayor and Members of Council

From: Lu-Ann Marentette, Drainage Superintendent

Date: April 7, 2016

Re: Labatte-Mastronardi Drain Section 65 - Changes in Assessment to Roll Numbers 590-06800, 590-06850 and 590-06901

Recommendation:

It is recommended that:

1. The Engineer's Report prepared by Crozier Baird Engineers dated February 16, 2016, for a change in assessment to the Labatte-Mastronardi Drain, pursuant to the provisions of Section 65(3) and 65(4), of the Drainage Act be adopted; and
2. That all cost associated with this project including the engineering fees be charged to account #10-7-0680-7680-943500-200083 and charged to New Castle Farms, et al. (DR-13-16)

Background:

In 2007, New Castle Farms and West Pointe Greenhouses had previously constructed greenhouses on lands 590-06800, 590-06850 and 590-06901 (please refer to attached map).

At that time a condition of their approval was that they could not take their water to the existing outlet of the E.J. Stockwell Drain. This drain is already overburdened.

Part of the approval with storm water management was that their system be pumped and taken to the Labatte-Mastronardi Drain. During a recent review it was determined that the required changes had not taken place.

The Municipality is still holding securities from their 2007 site plan agreement to complete these works.

Comments:

Crozier Baird Engineers has completed the review of the Labatte-Mastronardi Drain.

The affected area and total assessment values were reviewed and it was determined that the current assessment schedule required apportioning for the new drainage area from 5.579 hectares to 26.66 hectares.

Following Council's adoption of the subject report, the Manager of Engineering Services will advise the owner to redirect their water from the E.J. Stockwell Drain to the Labatte-Mastronardi Drain within 60 days, and that the existing connection to the E.J. Stockwell Drain be blocked and inspected by the Drainage Superintendent.

Financial Impact:

This project will be posted to account # 10-7-0680-7680-943500-200083 Labatte-Mastronardi Drain Section 65 for New Castle, et al. All costs associated with this project would be assessed to roll numbers 590-06800, 590-06850 and 590-06901.

There is no cost to the Municipality for this project, and there is no adjustment to the Municipality's share of future maintenance.

Respectfully submitted,

Peter
Neufeld, CAO

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Lu-Ann Marentette
Drainage Superintendent

Allan Botham P.Eng
Manager of Engineering

Robert Sharon CMO
Director of Services
Infrastructure Services

/LB

Attachments: 1. Key map
2. engineer's report dated Feb 16/16 Crozier Baird under separate cover

File: T:\Community Services\Community Services\Community Services Council Reports\2016 Reports\Drainage\DR-13-16 - Labatte MAstronardi - Sect 65\word\DR-13-16 Labatte Mastronardi Sect 65.doc



Legend

-  Labatte-Mastronardi Drain
-  Municipal Drains
-  Parcel Lines

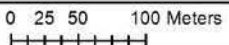
*2015 Aerial Photography

Title:

DR-13-16 Labatte-Mastronardi Drain



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Scale: 1:5,000 

Prepared For: Drainage Dept. Date: Apr 12, 2016

Prepared By: GIS Services File No: DR-13-16

Notes:

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Report

To: Mayor and Members of Council

From: Tracey Pillon-Abbs, Dir. Community and Development Services

Date: April 21, 2016

Re: Technical Review of the Water Supply to the Leamington Municipal Marina

Recommendation:

It is recommended that:

1. Council approve a technical review of the water supply to the Leamington Municipal Marina funded from marina reserves GL 10-5-0672-9020-400262; and
2. That any repairs recommended from the technical review be brought back to Council for consideration (REC-09-16).

Background:

The Leamington Municipal Marina first opened in August of 1985 in partnership with the federal Government Small Craft Harbours to service both seasonal boaters as well as to provide a destination marina for transient boaters, which in turn would have a beneficial economic spin off for the community.

Over the years, numerous repairs and upgrades have been added to the Marina, such as new docks, power & water pedestals, privacy gates, patio, etc.

In September of 2014 an underground water leak was detected at the end of the season. Various locates were conducted and it was identified that the leak was from the main line servicing docks to the south of the marina affecting Piers A/B and C/D however the exact location could not be pin pointed. In consultation with our municipal water authorities and service contractor it was recommended to cap the south water service and install a temporary line which would service three Piers. Marina staff would in turn monitor supply and demand based on occupancy levels for 2015. Due to the abnormal weather in the

following spring water volumes were not known until June when it was identified that current volumes would not be able to keep pace with the demand required.

During the 2016 budget deliberations it was recommended that a 2" line be run to the E/F pier isolating it from A/B & C/D. Recent repairs have been completed and volumes have not changed. Currently 20% of occupants will have access to water should they need the service at the same time and the majority of boaters will be unable to have access to water for the 2016 season. For Council's information additional leak testing measures were completed and nothing has been found.

Comments:

The water supply issue should be addressed immediately as the Municipality has opened a new season at the Leamington Municipal Marina and boaters are arriving early due to the warmer weather. Water services have advised that there are no other short term repairs that can be undertaken to enhance the system.

Administration is requesting that Council consider the approval of \$10,000 to have an engineering firm examine the water demand and recommend a complete system design or redesign right from the main water service. Administration will then manage any repairs through the technical review.

If approved, the technical review would commence immediately.

Financial Impact:

The technical review of the water supply to the Leamington Municipal Marina will be funded from marina reserves GL 10-5-0672-9020-400262.

Any repairs recommended from the technical review will brought back to Council for consideration.

Respectfully submitted,

Ronan P. Oliver

Ronan Oliver
Marina Supervisor

Tracey Pilon-
Abbs, Director of
Community &
Development
Services

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Tracey Pilon-Abbs,
Director of Community
& Development Services
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Tracey Pilon-Abbs
Director of Community &
Development Services

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Peter Neufeld, CAO

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Attachments: (none)

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Report

To: Mayor and Members of Council

From: Denise McGregor, Planning Technician

Date: April 13, 2016

Re: Application for Site Plan Control Approval
Proposed Greenhouse Expansion - Phase 2A
Vine Fresh Acres Ltd. - 420 Essex Road 14
Roll No. (800-05000)

Recommendation:

It is recommended that:

1. The site plan for the proposed greenhouse expansion, Phase 2A, located at 420 Essex Road 14 (Vine Fresh Acres Ltd.) be approved; and
2. That the Mayor and Clerk be authorized to execute the site plan agreement. (Report PLA-13-16)

Background:

Staff received an application for site plan control approval from the owner of property located at 420 Essex Road 14 to construct 4.5 acres (1.836 ha) of greenhouses, an expansion to the service building and a hot water storage tank as Phase 2A of this development. The property is subject to a site plan agreement approved in August, 2014 for the construction of Phase 1, including 12.6 acres (5.1 ha) of greenhouses, as well as the permitted service buildings. The Municipality is holding sufficient securities to ensure completion according to the approved site servicing plans. This approval is for Phase 2A only and any additional phases would require further review and approval.

Comments:

The subject property is described as North Part Lot 4, Concession 8 (see inserted key map) and is approximately 49.75 acres (20.1 ha) in size. The property is located on the south side of Essex Road 14, west of the municipal trail and is surrounded by agricultural and residential uses.



Key Map Showing Location of 420 Essex Road 14

The property is zoned A1, Agricultural General Zone, on Map 13 of the Municipality of Leamington Zoning By-law No. 890-09. The property is designated Agricultural on Schedule A-1 in the Official Plan approved February 5, 2008.

The site plan dated March 8, 2016, prepared by N. J. Peralta Engineering Ltd. meets all provisions of Zoning By-law No. 890-09, as amended, as well as the Development Standards Manual and is being recommended by Administration.

On February 18, 2016, Water Services received recommendations from Stantec Engineering for this development. The owner must install a rate of flow control valve to regulate inflow and must maintain sufficient on-site water storage based on the size and nature of the operation.

The development will be subject to the standard site plan agreement which contains provisions that provide for matters such as securities, cash-in-lieu of parkland, payment of development charges, and issuance of building permits all in accordance with the development policies approved by the Municipal Council.

Financial Impact:

There is no financial impact to the municipality.

Respectfully submitted,

Denise

McGregor,

AMCT

Denise McGregor,
Planning Technician

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Denise McGregor, AMCT
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Danielle Truax,
Manager of
Planning
Services

Danielle Truax,
Manager of Planning Services

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Tracey Pillon-Abbs,
Director of Community
& Development
Services

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Tracey Pillon-Abbs,
Director of Community and Development Services

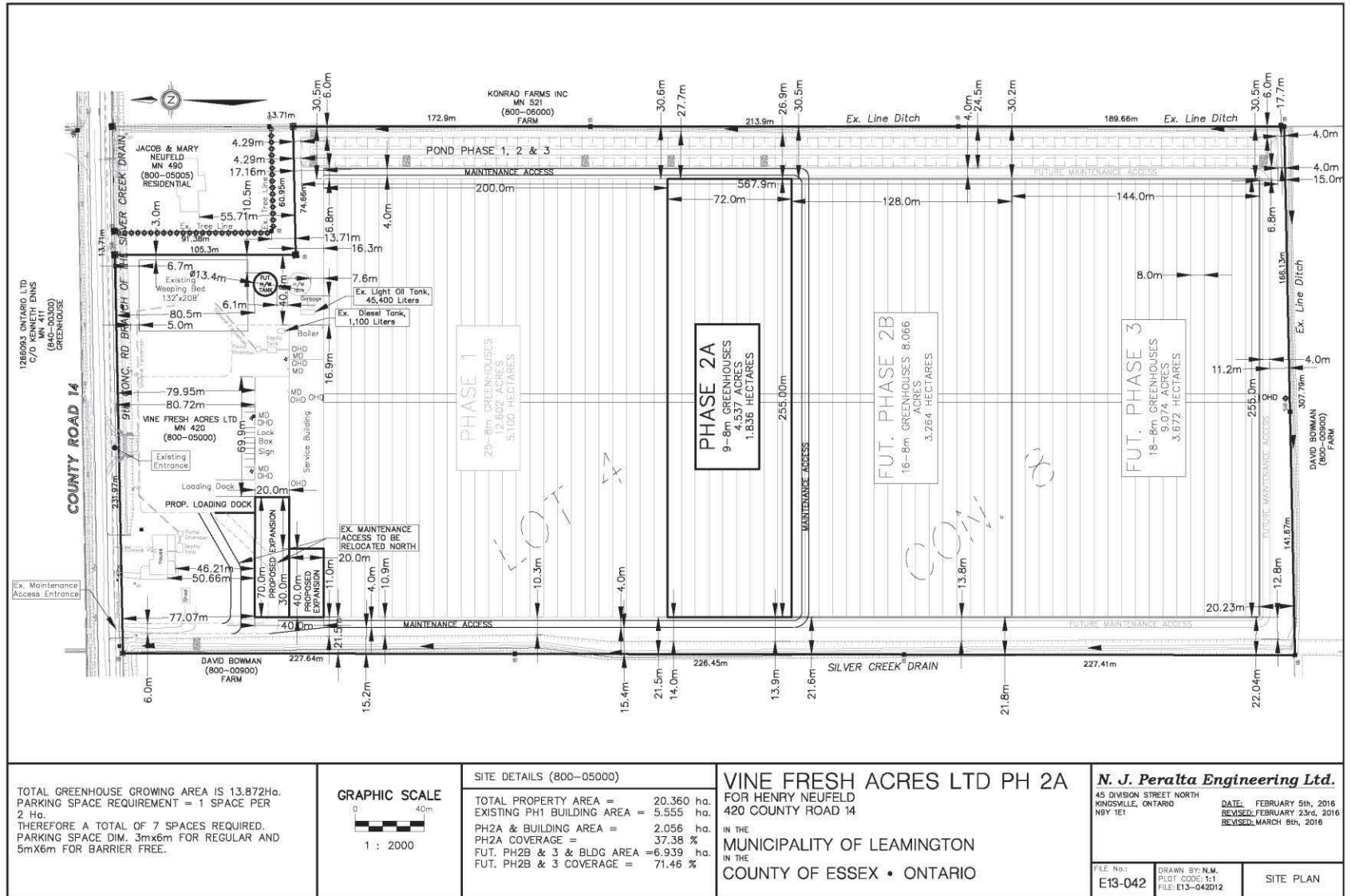
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Peter
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Attachments: Site Plan dated March 8, 2016

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Report

To: Mayor and Members of Council

From: Shannon Belleau, Manager of Environmental Services

Date: April 12, 2016

Re: Leamington Water System Improvements - 2016 Tender Results

Recommendation:

It is recommended that:

1. The contract for Morgan Avenue, Georgia Avenue and Chestnut Street be awarded to the lowest tender of Nevan Construction Inc. in the amount of \$569,925 excluding HST; and
2. The services of N.J. Peralta Engineering Ltd. for contract administration and supervision services be retained, in accordance with the proposal from N.J. Peralta Engineering Ltd., dated December 4, 2015, in an amount not to exceed \$54,800 excluding HST. (Report LWS-04-16)

Background:

The Morgan Avenue, Georgia Avenue and Chestnut Street project is approved in the 2016 Water Division capital budget as part of the water system replacement program. The project will be replacing old cast water mains that are beyond their expected useful life. The project also includes resurfacing Georgia Avenue which is approved in the 2016 Engineering Division capital budget. The work will take place as shown on the attached map.

Comments:

A summary of the tenders received is presented below.

| | |
|--|-------------------------|
| Nevan Construction Inc. 950 Seacliff Drive Kingsville, ON N9Y 2K9 | \$569,925 Excluding HST |
| SLR Contracting Group Inc. 6260 Westar Drive Windsor, ON N9J 3W3 | \$629,800 Excluding HST |
| Sherway Contracting (Windsor) Ltd. 5390 Outer Drive Windsor, ON N9A 6J3 | \$667,813 Excluding HST |
| J & J Lepera Infrastructures Inc. 4405 Seventh Concession Rd Windsor, ON N9A 6J3 | \$730,230 Excluding HST |

N.J. Peralta Engineering Ltd. has reviewed the tenders and has confirmed the accuracy of all tenders and adjusted an error (not impacting the tender order) found in the J & J Lepera tender. The consultant recommends that the contract for this project be awarded to the lowest tender of Nevan Construction Inc. in the amount of \$569,925 excluding HST.

Nevan Construction Inc. has worked for the Municipality in the past and has performed well.

Financial Impact:

The Morgan, Georgia and Chestnut project is to be funded from two capital accounts: Water and Engineering. Details of the approved 2016 Capital Budgets and the recommended low bid prices are provided below.


| Account | 2016 Capital Budget (incl. net HST) | Contract Price (excl. HST) | Contract Admin/ Supervision/ Engineering (excl. HST) | Total Cost (incl. net HST) | Variance (incl. net HST) |
|-------------------|-------------------------------------|----------------------------|--|----------------------------|--------------------------|
| Water | \$570,000 | \$484,000 | \$46,580 | \$539,918 | \$30,082 |
| Engineering Roads | \$100,000 | \$85,925 | \$8,220 | \$95,802 | \$4,198 |
| TOTAL: | \$670,000 | \$569,925 | \$54,800 | \$635,720 | 34,280 |

The contract price includes a \$50,000 contingency which has been divided between the Water and Engineering budgets based on the percentage of the project value for the respective department. The contract administration, supervision and engineering budget was divided between the two capital budgets in the same manner.

The funding for this project was projected to be direct from 2016 Water and Engineering Revenues. Assuming all contingency is used there will be a surplus in the Water Capital budget of \$30,082 and in the Engineering Capital budget of \$4,198.

Respectfully submitted,

Peter Neufeld,
CAO



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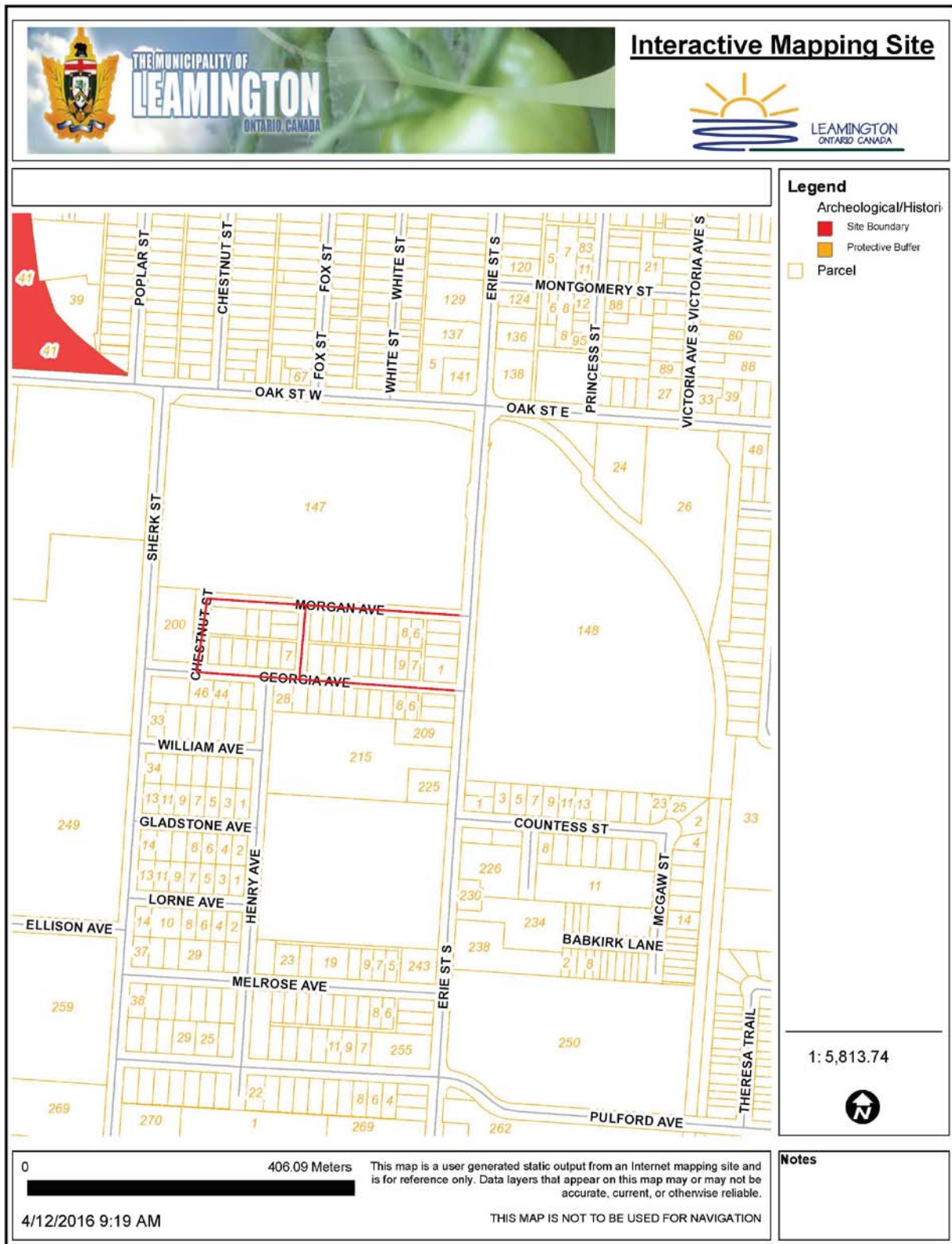
Shannon Belleau, P.Eng.
Manager of Environmental Services

Robert Sharon, CMO
Director of Infrastructure Services

:sb

Attachments: Key Map of Leamington Water System Improvement Area

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Key Map of Leamington Water System Improvement Area



Report

To: Mayor and Members of Council

From: Shannon Belleau, Manager of Environmental Services

Date: April 20, 2016

Re: Lower and Upper Screw Pump Bearing Replacement

Recommendation:

It is recommended that:

1. Administration be authorized to issue a purchase order to Spaans Babcock in an amount of \$23,100 excluding HST, to be charged to capital account 20-7-0660-8130-303360-400010, to provide and install three ECO-23 lower bearings for the Leamington PCC upper screw pumps and install one reassembled upper bearing for the Leamington PCC upper screw pumps; and
2. Administration be authorized to issue a purchase order to Spaans Babcock in an amount of \$63,450 excluding HST, to be charged to capital account 20-7-0660-8130-303360-400011, to provide and install three LGB-35 upper bearings for the Leamington PCC lower screw pumps. (Report ES-03-16)

Background:

The Leamington PCC lower and upper pumping stations are both equipped with four Archimedes screw pumps. The lower pumping station lifts raw sewage to an intermediate level for screening and grit removal and the upper pumping station lifts the screened sewage to the hydraulic level required for gravity flow of sewage through the PCC. Three of the screw pumps in each station were manufactured by Spaans Babcock and installed in 2001 with the new Headworks facility, while the final screw pump in each station was recently installed and commissioned in 2015.

The bearings for these screw pumps would normally be expected to have a life of approximately 10 years. The lower bearings on the lower screw pumps were replaced by Spaans Babcock as part of a capital project in 2008 and the one of the upper bearings on the upper screw pumps was replaced in 2015 following equipment failure.

Comments:

The six bearings to be replaced as part of the 2016 Capital works, as well as the six original screw pumps were all manufactured by Spaans Babcock. Spaans Babcock is familiar with the PCC, based on previous capital project involvement, and is well known for their expertise in the wastewater industry.

The lower bearings to be installed on the upper screw pumps are ECO-23 “greased for life” sealed taper roller bearings that require no lubrication and have an expected life in excess of 100,000 hours. The upper bearings to be installed on the lower screw pumps are LGB-35 pedestal mounted bearings that also have an expected life of 100,000 hours.

In addition to purchasing and installing the six bearings described above, the PCC also requires installation of one upper bearing on the upper screw pumps that was reassembled following the equipment failure in 2015. Following this installation there will only be one additional upper bearing on the upper screw pumps that will require replacement in the future.

Administration requested a quotation for the bearing replacement and installation from Spaans Babcock, on the basis described above. The request to single source the capital project to Spaans Babcock has been reviewed with the Chief Administrative Officer, who has authorized a variation from the purchasing policy for this project. The manufacturer indicated that there will be a cost savings of approximately \$8,000, to completing both projects concurrently.

Financial Impact:

The bearing replacement project is to be funded from two separate accounts within the PCC 2016 Capital Budget. A summary of the approved budgets and estimated costs is provided below:

| Account | Description | 2016 Capital Budget (incl. net HST) | Spaans Babcock Quotations (incl. net HST) |
|------------------------------|--------------------------------------|--|--|
| 20-7-0660-8130-303360-400010 | Lower Bearings for Upper Screw Pumps | \$50,000 | \$23,100 |
| 20-7-0660-8130-303360-400011 | Upper Bearings for Lower Screw Pumps | \$110,000 | \$63,450 |

Additional costs to this project will include disposal of the old bearings, rental equipment and isolation and cleaning of the screw pumps and forebays. These costs are expected to be less than \$15,000 in total and will be managed by Administration.

Based on the quotations provided by Spaans Babcock and the additional costs to be borne by the project as summarized above, Administration projects a surplus in both PCC Capital Budget accounts identified for the bearing replacement projects.

Respectfully submitted,

Peter Neufeld, CAO

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Shannon Belleau, P.Eng.
Manager of Environmental Services

Robert Sharon, CMO
Director of Infrastructure Services

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Attachments: None

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Report

To: Mayor and Members of Council

From: Shannon Belleau, Manager of Environmental Services

Date: April 14, 2016

Re: Leamington PCC Energy Study Funding Contract

Recommendation:

It is recommended that:

1. The Mayor and Clerk be authorized to enter into the necessary agreements with Environmental & Power Solutions Inc. and Essex Powerlines Corporation for a detailed engineering study on energy efficiency at the Leamington Pollution Control Centre. (Report ES-04-16)

Background:

The operation of the Leamington Pollution Control Centre (LPCC) results in the significant consumption of electricity. From a cost perspective, the 2016 electricity budget for the LPCC is \$600,000. Despite a decrease in usage since 2014, electricity costs continue to rise and any effort to decrease consumption is beneficial to the LPCC.

The “Save on Energy” grant program offered by the Independent Electricity System Operator (IESO) has a Process and Systems Program grant designed to promote energy efficiencies within complex systems and processes. The program has funding for two types of projects related to energy efficiency: the first is a grant for a detailed engineering study (DES) for a facility and the second is a grant to cover a portion of capital costs associated with the recommendations from the DES, if implemented.

Comments:

The Municipality of Leamington was recently approved for 100% funding for the DES. The study will examine energy and cost savings associated with pump and blower efficiencies, chemical addition, dissolved oxygen profiling and ultraviolet disinfection system capacities. The equipment and processes will be assessed to identify low cost and easily implemented strategies to improve/minimize energy use without jeopardizing MOECC regulatory criteria.

The DES report will provide Administration with a listing of proposed capital improvement projects, prioritized by considering the estimated cost, impacts on PCC operations, forecasted payback periods, timeline and availability of additional incentive grants. Approval for funding the study does not commit the Municipality to pursue any capital construction.

Financial Impact:

The cost of the study is \$50,000 excluding HST and will be performed by Environmental & Power Solutions Inc. of Waterloo, Ontario. The study costs will be charged to GL account #20-5-0660-7950-002040-002403 for Professional Services - Studies. Environmental & Power Solutions Inc. has extensive experience in the energy sector and have led the completion of numerous detailed engineering studies for municipal wastewater treatment plants in Ontario since its inception.

Essex Powerlines Corporation, the Local Distribution Company (LDC), has approved 100% reimbursement of these costs. Once the Municipality is satisfied with the final report and the LDC has confirmed approval of the final study, Environmental & Power Solutions Inc. will be paid for their works by the Municipality. The LDC will then reimburse the Municipality upon submission of proof of payment. The revenue will be recorded in GL account #20-4-0660-2100-001400 for Provincial Grants.

The project expense and project reimbursement are not included in the 2016 budget given timing of grant approvals. There will not be a net budget impact since 100% of the project is reimbursable.

Respectfully submitted,

Peter Neufeld,
CAO



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Shannon Belleau, P.Eng.
Manager of Environmental Services

Robert Sharon, CMO
Director of Infrastructure Services

:sb

Attachments: None

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Report

To: Mayor and Members of Council

From: Shannon Belleau, Manager of Environmental Services

Date: April 21, 2016

Re: Pump Station Communication Upgrades

Recommendation:

It is recommended that:

1. Administration be authorized to issue a purchase order to Onyx Engineering Ltd. (Onyx) in an amount of \$25,000 excluding HST, to be charged to the PCC Reserves account for communication upgrades for the pump stations servicing the PCC; and
2. Administration be authorized to provide a letter of endorsement and a copy of a press release for the Multi-Tech Systems Inc. Smart Remote Monitoring technology that will be employed as part of the project, contingent on the successful installation and operation of the hardware. (Report ES-05-16)

Background:

The Leamington Pollution Control Centre (LPCC) is currently serviced by thirteen pump stations, with an additional four stations planned to come online with the Pelee Bevel Sanitary Sewer construction project in 2016/2017. Eleven of the existing pump stations have either Bell Canada or Allstream Inc. circuit systems in place to communicate pump failures and/or high level alarms resulting from heavy rainfall or power outages to the PCC Supervisory Control and Data Acquisition (SCADA) system and to Security One. Of those eleven stations, eight have data acquisition capabilities. The remaining two stations currently have no communication system established.

The lack of communication between the remaining pump stations can be troublesome for operations and there is a need to establish data communications to allow PCC operators to monitor flows, pump run-time, pump station well levels along with other relevant pump station information. Administration has also experienced delayed response time from both Bell and Allstream in the event of communication failures. In some instances, it has taken multiple days for either company to respond and restore communications to the pump

station, which results in a PCC operator having to physically visit the pump station site multiple times throughout the day.

Comments:

Administration carried funds in the 2016 budget to begin upgrading the pump stations for remote data acquisition across a cellular network rather than the traditional Bell/Allstream circuit system. Administration's plan was to upgrade 1-3 pump stations each year, beginning with the stations that currently have no communications.

Administration met with Onyx to discuss upgrading three stations under the 2016 budget. During the meeting, Onyx and their subsidiary, M2M, brought forward an opportunity to complete the pump station upgrades as a pilot project. The pilot project would allow the Municipality to upgrade all thirteen stations for remote data acquisition across a cellular network concurrently. The pilot opportunity will give PCC improved pump station monitoring capabilities through enhanced communications and data trending abilities.

The Smart Remote Monitoring technology for the pilot project is to be provided by Multi-Tech Systems Inc. (Multi-Tech), a US-based company that designs, develops and manufactures communication equipment to connect physical assets to business processes. Multi-Tech has extensive experience in the communications industry and is offering a savings on their technology, of 50%, for the pilot project, in return of a letter of endorsement and press release on the system that is installed for the Municipality. The issuance of a letter of endorsement and press release would be contingent on the successful installation and operation of the equipment.

Moving towards cellular network communication versus the existing Bell/Allstream circuit system will provide the PCC with improved customer service response time in the event of an equipment failure, as well as a cost savings for the monthly data service fees.

Financial Impact:

The cost of the project is \$25,000 excluding HST and will be performed by Onyx Engineering Ltd. Onyx will be partnering with M2M and Multi-Tech Systems Inc. for the hardware and cellular network data packages. The request to single source the pump station upgrades to Onyx Engineering Ltd. has been reviewed with the Chief Administrative Officer, who has authorized a variation from the purchasing policy for this project.

If the Municipality were to choose to forego the pilot study at this time and proceed with upgrading three pump stations annually, the expected cost over the next 4-5 years would total approximately \$43,000 or \$3,300 per station, excluding HST and any inflation in fees. In addition to an estimated savings of \$18,000 for the hardware and installation cost, there will be additional savings in the monthly service fees for the cellular network. The PCC currently incurs approximately \$6,000 in annual service fees from Bell/Allstream related to pump station communications. The cellular network service fees are much lower and estimated to be \$1,600 annually (\$10/month/station), resulting in an annual savings of approximately \$4,400. Considering only the monthly service fees, the return on investment for this project will be approximately 5 years.

The pump station upgrades were not initially planned to occur in the same calendar year and therefore the total expense was not included in the 2016 budget. Administration proposes to fund the project using the PCC Capital Reserves account. The PCC Reserve account balance is estimated to be \$5,981,547 at the end of the 2016 calendar year. Utilizing \$25,000 from the PCC Reserve account will not have a significant impact on the balance and will still allow for funding of future PCC Capital projects from this account.

Respectfully submitted,

Peter Neufeld,
CAO



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Shannon Belleau, P.Eng.
Manager of Environmental Services

Robert Sharon, CMO
Director of Infrastructure Services

:sb

Attachments: None

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Report

To: Mayor and Members of Council

From: Alexander N. Del Brocco, C.E.T., Engineering Project Manager

Date: Thursday April 14, 2016

Re: Tender Results - Sherk Street Resurfacing (Seacliff to Oak)

Recommendation:

It is recommended that:

1. The 2016 Asphalt Program be awarded to The Mill-AM Corporation, 2199 Blackacre Drive, Unit 700, Oldcastle, Ontario, N0R 1L0 in the amount of \$967,880 plus HST, and charged to account 10-7-0620-8050-302110-600027. (ENG-06-16)

Background:

The 2016 Asphalt Program includes the milling and paving of Sherk Street from Oak Street to Seacliff Drive West.

On Tuesday, April, 12, 2016 two tenders were received for the 2016 asphalt Program 2015 Asphalt Program.

| Contractor | Amount (Excl. Taxes) |
|---------------------|-------------------------|
| Mill-AM Corporation | \$ 967,880 |
| Coco Paving | \$ 1,047,432 |

No errors were found during the tender check

Comments:

The Mill-AM Corporation has worked for the Municipality in the past and has performed well.

Construction will take approximately three weeks to complete, and must be complete by June 24, 2016.

Financial Impact:

The budget for 2016 Asphalt Program \$985,000 and is funded as follows:

| Funding Source | Amount |
|------------------------------|-------------------|
| Net from Revenue | \$ 35,000 |
| OCIF Formula Based Funding | \$ 368,135 |
| Federal Gas Tax | \$ 581,865 |
| Total | \$ 985,000 |
| Low tender including net HST | \$ 984,915 |
| Variance | \$ 85 |

The low tender amount from Mill-AM is \$984,915 (including Net HST).

Respectfully submitted,

Alexander N. Del Brocco, C.E.T.
Engineering Project Manager

Peter Neufeld, CAO
CAO

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Allan Botham, P.Eng.
Manager of Engineering Services

Robert Sharon, CMO
Director of Infrastructure Services

/AND

Attachments: (none)

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Reports\Engineering\ENG 06-16 2016 Mill and Pave Tender Results\ENG 06-16 Tender Results - Sherk
Street Resurfacing.doc



Report

To: Mayor and Members of Council

From: Peter Neufeld, Chief Administrative Officer

Date: April 27, 2016

Re: Appoint Treasurer and a Deputy Treasurer

Recommendation:

It is recommended that:

1. Ginny Campbell be appointed the acting Treasurer with all authority bestowed upon that position by the Municipal Act, 2001; and
2. David DelCiancio be appointed as a Deputy Treasurer. (Report CAO-6-16)

Background:

The Director of Finance and Business Services resigned on April 26, 2016. She was also appointed as the Treasurer of the Municipality.

Comments:

Section 286 of the Municipal Act requires that the municipality appoint a Treasurer. The Treasurer has many statutory duties to fulfill. It is recommended that Ginny Campbell, the Manager of Accounting Services, be appointed Treasurer until the position is filled on a more permanent basis.

To allow the Finance and Business Services department to provide continuous service to the municipality, and until a more permanent Director of Finance and Business Services is hired, David DelCiancio, the current Manager of Information Technology will be acting as the Director of Finance and Business Services. In order to ensure that a sufficient number of signing authorities are available to execute the relevant financial and banking documents, it is recommended that Mr. DelCiancio also be appointed as a Deputy Treasurer until the position of Director of Finance and Business Services is permanently filled.


By virtue of these recommended appointments, the Municipality would have five people authorized to sign banking transactions. At least two of the authorized signing officers are required to sign each document. The other signing officers are the Mayor, the Deputy-Mayor, the CAO (by virtue of being appointed as a Deputy Treasurer).

Financial Impact:

None.

Respectfully submitted,

Peter Neufeld,
CAO

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Peter Neufeld
Chief Administrative Officer

Attachments: None.

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**Leamington Municipal Heritage Advisory Committee
LMHAC**

Minutes

Wednesday, February 24, 2016

Ante Room, 111 Erie Street North, Leamington

Members Present: Maria Kouhang
Mark Stevenson
Tony Duncan
Scott Holland
Chris Chopcik
Lee Ann Settrington - Chair

Regrets Only: Bill Dunn, away on municipal business

Staff Present: Manager of Planning Services Danielle Truax

Call to Order:

Minutes:

The Committee reviewed and received the minutes of the November 25, 2016 meeting of the Leamington Municipal Heritage Advisory Committee.

Business Arising from Minutes: **None**

Reference Materials: **None**

New Business:

1. Request for Heritage Designation Research -43 John Street

Committee Member Kouhang detailed her discussion with the current owner of 43 John St. who would be interested in receiving more information regarding the tools under the Ontario Heritage Act. It was noted Ms. Sherman has documentation regarding a number of homes on John St.

D. Truax to forward letter acknowledging interest, confirming property is on the heritage listing and providing information regarding what that means. The Committee will begin researching as time allows.

2. Gregory Building Update

D. Truax noted Manager of Community Services is preparing a Request for Proposals for the Gregory Building. She agreed to circulate draft to Committee for input on the cultural and built significance of the building.

The current condition of the building was noted, including that a wooden storm window had been removed. It was suggested that the Building Facilities Supervisor seek out the input of the Committee when removing or repairing

certain features on the building. D. Truax to forward to Director of Community and Development Services.

3. 2015 Annual Report

The Committee reviewed the draft report to be presented to the Council on April 4th. D. Truax noted that it is anticipated a second report will accompany this report providing Council with details regarding the success of the Public Open Houses, and seeking the adoption of the Heritage Registry and Listing.

4. 2016 LMHAC Budget & Projects

2016 budget was approved and included student wages, conference attendance expenses and misc. expenses relating to the research of properties.

The Committee noted the following projects of interest for 2016:

- i. Re-evaluation and designation of 13 Russell
- ii. Research and designation of 65 Seacliff West
- iii. Become familiar with necessary steps to research property
- iv. Publish heritage related material on Municipal Social Media in co-operation with Communications Officer. It was suggested that the committee aim to provide one building related item and perhaps 3 heritage related items per month.
- v. Public Municipal Heritage Website
- vi. Establish relationship with Historical Society

5. Registry Records

Committee Member Holland offered to bring copies of information obtained from Registry Office to help other members recognize what information is available at registry office.

Adjournment:

That the meeting adjourned at 4:00 PM

Carried

The next LMHAC Committee meeting date is Wednesday, **March 23, 2016** at 3:00 PM.

/cd

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