



# The Corporation of the Municipality of Leamington

## Meeting of Municipal Council

### Agenda

Monday, April 28, 2014

Commencing at 6:00 PM

In Leamington Council Chambers

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

(A) **Call to Order:**

(B) **National Anthem:**

(C) **Prayer:**

(D) **Disclosures of Pecuniary Interest:**

(E) **Adoption of Council Minutes:**

1. Minutes of the Council Meeting (including the Court of Revision regarding the 1<sup>st</sup> Concession Road Drain East and the Erie View Road Drain and Upper Portion of the East Branch of the Pettapiece Drain New Petition Drain) held April 14, 2014.  
Pages 3 to 13
2. Minutes of the Special Meeting of Council held April 22, 2014.  
Pages 14 to 16

(F) **Business Arising Out of the Minutes:**

(G) **Public Meetings/Court of Revision:**

1. Court of Revision:
  - Erie View Road Drain and Upper Portion of the East Branch of the Pettapiece Drain New Petition Drain

**(H) Reports of Staff and Delegations:**

1. Report PLA 15/14 dated April 9, 2014 regarding Revised Provincial Policy Statement (PPS) 2014  
Pages 17 to 24
2. Report CL/18/14 dated April 22, 2014 regarding Proposed Agreement regarding Union Water Supply System Participation in the Growing Smart Water Communities Collaborative Study  
Pages 25 to 32
3. Report CAO 05/14 dated April 10, 2014 regarding Strategic Plan Update  
Pages 33 to 36

**(I) Matters for Approval:**

1. Minutes of the Mayor's Youth Advisory Committee Meeting held March 26, 2014.  
Page 37

**(J) Other Matters for Consideration: None.**

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

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

By-law 386-14 being a by-law to confirm the proceedings of the Council of The Municipality of Leamington at its meeting held April 28, 2014

**(M) Notices of Motion:**

**(N) Open Session:**

**(O) Announcement of Upcoming Meetings/Events:**

**Tuesday, April 29, 2014**

- Leamington Committee of Adjustment Meeting, 5:00 PM, Council Chambers

**Monday, May 5, 2014**

- Council Meeting, 6:00 PM, Council Chambers

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

**(Q) Adjournment:**

JB

# **The Corporation of the Municipality of Leamington**

## **Minutes of Council Meeting**

**Held Monday, April 14, 2014 at 6:00 PM**

**In Leamington Council Chambers**

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**Members Present:** Deputy Mayor Wright  
Councillors: Atkin, Chopchik, Jacobs, MacDonald, Verbeke

**Members Absent:** Mayor Paterson

**Staff Present:** Chief Administrative Officer Bill Marck  
Director of Corporate Services Brian Sweet  
Director of Community Services Robert Sharon  
Director of Development Services Tracey Pillon-Abbs  
Manager of Engineering Services Allan Botham  
Manager of Public Works Ken Brown  
Manager of Culture and Recreation Services Amanda Smith  
Manager of Planning Services Danielle Truax  
Drainage Superintendent Lu-Ann Barreto  
Council Services Assistant Mary Ann Manley

### **Disclosures of Pecuniary Interest:**

None

### **Adoption of Council Minutes:**

#### **No. C-131-14**

Moved by: Councillor Verbeke  
Seconded by: Councillor MacDonald

Minutes of the Council Meeting (including the Court of Revision regarding Dick Pumping System, request for abandonment; the Wilkinson-Shilson Drain, relocation of a portion of the drain; and a New Access for Pomas Farms Inc.) held April 7, 2014 be adopted.

**Carried**

#### **No. C-132-14**

Moved by: Councillor Jacobs  
Seconded by: Councillor Chopchik

Minutes of the Special Closed Meeting of Council held April 7, be adopted.

**Carried**

## **Business Arising Out of the Minutes:**

Reconsideration of resolution C-77-14 enacted at the Council meeting held March 3, 2014 which reads as follows:

### **“No. C-112-14**

Moved by: Councillor MacDonald  
Seconded by: Councillor Jacobs

Reconsideration of Resolution C-77-14 enacted at the Council meeting held March 3, 2014 which reads as follows be reconsidered at the meeting of Council to be held April 14, 2014:

That correspondence from the Essex Windsor Solid Waste Authority dated January 20, 2014 regarding request for Council support in favour of mandatory recycling in municipal buildings and at special events be received.

**Carried”**

### **No. C-133-14**

Moved by: Councillor Jacobs  
Seconded by: Councillor MacDonald

That correspondence from the Essex Windsor Solid Waste Authority dated January 20, 2014 regarding request for Council support in favour of mandatory recycling in municipal buildings and at special events be supported.

**Carried**

## **Public Meetings/Court of Revision:**

### **1. Public Meeting for Drainage:**

A copy of the minutes is attached.

- 1st Concession Road Drain East

### **No. C-134-14**

Moved by: Councillor MacDonald  
Seconded by: Councillor Atkin

That the Schedule of Assessment as revised on March 19, 2014 and presented at the Court of Revision on April 14, 2014, for an updated maintenance schedule of assessment for the 1<sup>st</sup> Concession Road Drain East in accordance with By-law 377-14 in the Municipality of Leamington, in the County of Essex, be confirmed.

**Carried**

- Erie View Road Drain and Upper Portion of the East Branch of the Pettapiece Drain New Petition Drain

**No. C-135-14**

Moved by: Councillor Verbeke

Seconded by: Councillor Atkin

The Engineer be requested to make the appropriate changes to the Erie View Drain Report and Schedule of Assessment dated March 5, 2014, to vary the assessment on the Tyhurst and Newland Flowers property as described at the Court of Revision dated April 14, 2014;

And That the amended Schedule of Assessment presented at the Court of Revision on April 14, 2014 for a new petition drain for the Erie View Road Drain and the Upper Portion of the East Branch of the Pettapiece Drain, in accordance with By-law 375-14, in the Municipality of Leamington, in the County of Essex, be received and be forwarded to all affected landowners;

And that the Court of Revision be adjourned until April 28<sup>th</sup>, 2014 to address the said amended Schedule of Assessment.

**Carried**

**Reports of Staff and Delegations:**

**1. Report Report PW 01/14 dated April 2, 2014 regarding Chestnut Park Playground Rebuild (Giver Program)**

Manager of Public Works, Ken Brown, presented the report noting a local resident, Karen Driedger, was the community champion for this project.

**No. C-136-14**

Moved by: Councillor Jacobs

Seconded by: Councillor MacDonald

That the Municipality of Leamington enter into an agreement with Sinking Ship (Giver III) Productions Inc. to rebuild the playground at Chestnut Park;

And that the Municipality of Leamington contribute \$5,000 to be funded from the Parks Reserve account # 40-3-0220-0264-000220. (Report PW/01/14)

**Carried**

**2. Report PLA 12/14 dated March 28, 2014 regarding Zoning By-law Amendment, ZBA# 89 Henry DiCiocco and David DiCiocco, 1019 Mersea Road 2, DiCiocco Farms Incorporated and DiCiocco Farms Eastside Inc., 310 Talbot Road East**

Manager of Planning Services, Danielle Truax, summarized the report.

Chris Todorovski, Agent and Henry DiCiocco, Owner, were present to answer questions from Council.

In response to a Council inquiry, Ms. Truax said the open space recreational matter would be dealt with during the site plan agreement process.

**No. C-137-14**

Moved by: Councillor Verbeke  
Seconded by: Councillor Jacobs

That Zoning By-law Amendment Application ZBA#89 310 Talbot Road (H. DiCiocco, D. DiCiocco, DiCiocco Farms Incorporated & DiCiocco Farms Eastside Inc.) to change the zone of the severed lands from the Agricultural Hobby Farm Zone (A3) to the Agricultural General Zone (A1-6) was reviewed and deemed to be complete pursuant to the requirements of the Planning Act (PLA/12/14);

And that Administration be directed to schedule the required Public Meeting;

And that if no concerns are raised at the public meeting the Clerk be directed to forward the amending by-law to Council for its consideration (PLA/12/14).

**Carried**

**3. Report PLA 13/14 dated March 26, 2014 regarding Notice of Application for Approval of Waste Disposal Site Amendment to ECA No. 4259-7X7K3U 1200 Mersea Road 1, Seacliff Energy Ltd.**

Manager of Planning Services, Danielle Truax, presented the report noting the nature of the Seacliff Energy operation will not change as a result of the proposed amendment.

Roger Tiessen, President, advised Seacliff Energy is requesting an amendment to the Environmental Compliance Approval to include source separated organics (food waste and compost) to the list of approved organics for their anaerobic digester. In reply to a question from Council, Mr. Tiessen stated the 20% increase in waste allows larger trucks to remove the accumulated waste and will ultimately reduce truck traffic.

In response to a question from Council, Ms. Truax noted the municipality is a commenting agency and will forward comments to the Ministry of the Environment (MOE). However, Ms. Truax contacted the Province to ask about a recourse action for residents and was unable to gain a clear understanding of the process.

Council expressed their concern that a public meeting will not be entertained by the province.

Mr. Sweet noted that if the MOE schedules a public meeting the Manager of Planning Services will be present and have access to the comments presented.

Council would like it emphasized to the MOE that a public meeting should be held.

Joe Isley, Mersea Road 1, wanted to give Seacliff Energy credit for their diligence in trying to be a good neighbour. However, Mr. Isley had several concerns with Seacliff Energy's applicant for an amendment to their operations.

Mr. Isley stated the fertilizer land applicator is a large machine which creates dust and throws up stones onto the lawns as it travels down the road. Mr. Isley asked who would be putting down the calcium for dust control and replacing the stones.

Mr. Isley noted the importance of Sturgeon Creek as a wetland and asked if the MOE does not take responsibility for its protection will the Municipality?

Mr. Isley also expressed his concerns with the large trucks speeding through the Gore Hill school zone and the lack of police presence in the area.

Council encouraged Mr. Isley to forward his concerns to the MOE in writing.

Councillor Jacobs told Mr. Isley he will bring his concerns regarding speeding in the school zone to the attention of the Leamington Police Services Board Meeting. Council advised Mr. Isley the Police Services Board Meetings are public and times are posted on the municipal website.

Deputy Mayor Wright thanked Mr. Isley for his presentation.

**No. C-138-14**

Moved by: Councillor Verbeke  
Seconded by: Councillor MacDonald

That Council direct staff to provide the comments contained in PLA/13/14, including the request for a public meeting, to the Environmental Approvals Branch, Ministry of the Environment in consideration of the Application for Approval of Waste Disposal Site Amendment to ECA No. 4259-7X7K3U MOE Reference No. 1143-9FSGS for Seacliff Energy Ltd. at 1200 Mersea Road 1. (PLA/13/14).

**Carried**

**4. Report REC 11/14 dated February 25, 2014 regarding Essex Power Corporation, Youth in Community Fund**

Manager of Culture and Recreation Services, Amanda Smith, presented the report.

**No. C-139-14**

Moved by: Councillor Jacobs  
Seconded by: Councillor Verbeke

That the Municipality of Leamington enter into an agreement with Essex Power Corporation regarding the Youth in Community fund for \$10,000;

And that the funds be allocated to the Complex Sundry Revenue account (10-4-0670-3999-001600-001999). (REC/11/14)

**Carried**

**Matters for Approval:**

None

**Other Matters for Consideration:**

None

**Report on Closed Session:**

None

**Consideration of By-laws:**

**No. C-140-14**

Moved by: Councillor Atkin  
Seconded by: Councillor Chopchik

That the following by-law be read a first, second and third time and finally enacted:

By-law 383-14 being a by-law to confirm the proceedings of the Council of The Municipality of Leamington at its meeting held April 14, 2014.

**Carried**

**Notices of Motion:**

Deputy Mayor Wright read the Notice of Motion dated April 3, 2014 regarding Communities in Bloom.

Deputy Mayor Wright stated he attended a session on Communities in Bloom during the Ontario Small Urban Municipalities (OSUM). As a result he approached the Leamington Horticultural Society to see if they were interested in spear heading the program. Deputy Mayor Wright was of the opinion the Communities in Bloom (CIB) program would bring the urban and rural areas together and increase pride in the community. Deputy Mayor Wright listed several positive outcomes of the CIB program. Deputy Mayor Wright stressed the importance of the entire community becoming involved.

Council discussion occurred on the amount of staff time involved with running the CIB program.

Deputy Mayor Wright distributed correspondence from the Uptown Leamington BIA dated April 14, 2014 in support of the CIB program. Correspondence was also received from Paul Bunnnett-Jones dated April 13, 2014 in support of the CIB program.

Ken Clark, President of the Leamington Horticultural Society, stated the Society has been active in the Municipality for over 50 years. Mr. Clark expressed the Society's support of the Communities in Bloom program and their readiness to lead the program



and establish a committee of volunteers. He requested a member of Council be appointed to the Leamington Horticultural Society's Communities in Bloom Committee.

Bill Sherk, member of the Leamington Horticultural Society and co-founder of Replant our Streets expressed his support of the CIB program.

Beth Smith, Leamington Kiwanis Club representative, advised the Club is prepared to have a member sit on the committee for the CIB program.

Greg Rice, Realty House Realtor, felt the CIB initiative would give the citizens of Leamington something positive on which to focus their attention. Mr. Rice noted there were things everyone could do that did not cost money for example, picking up garbage or keeping their property tidy. Mr. Rice stated small steps are how great things are achieved. Mr. Rice was in support of this program.

Deputy Mayor Wright thanked the delegates for their presentation.

**No. C-141-14**

Moved by: Deputy Mayor Wright  
Seconded by: Councillor Verbeke

Whereas Communities in Bloom is a Canadian non-profit organization that, through a competition, encourages community pride, environmental responsibility and heritage conservation, as well as overall beautification and tidiness;

And Whereas the Leamington Horticultural Society has volunteered to champion this program in 2014 and will form a Communities in Bloom Committee;

Be it resolved that on the basis of the leadership of the Leamington Horticultural Society that The Corporation of the Municipality of Leamington participate in the 2014 Communities in Bloom program on the basis of the representations made by the Leamington Horticultural Society;

And that administration be directed to complete and submit the registration form and registration fee of \$750.00 plus HST;

And that the registration fee be charged to Council Services Sundry Account 10-5-0910-7090-002030-002999 as amended.

**Carried**

**No. C-142-14**

Moved by: Councillor Atkin  
Seconded by: Councillor Verbeke

That Deputy Mayor Wright be appointed to represent the Municipality on the Leamington Horticultural Society's Communities in Bloom Committee.

**Carried**

**Open Session** of Council and Administration:

The Director of Corporate Services described the Municipality's new plate denial program advising there would be an ad in the local paper advising residents of the need to pay their delinquent parking tickets prior to the end of April 2014. Mr. Sweet stated the Municipality of Leamington will be submitting all unpaid parking fines to the Defaulted Fine Control Centre (Ministry of the Attorney General) on May 1st, 2014.

After May 1st, 2014, any person who has unpaid parking fines will have to pay those fines plus added administrative fees before they will be allowed to renew or purchase vehicle licence plates

**Statement of Members:** non-debatable

Councillor MacDonald reminded Council of the Union Water meeting is scheduled to commence at 8:30 AM and encouraged all members to attend.

Deputy Mayor Wright thanked Council for their indulgence regarding the Communities in Bloom discussion and was appreciative the Municipality would be moving forward in a positive way.

**Adjournment:**

**No. C-143-14**

Moved by: Councillor Jacobs  
Seconded by: Councillor Verbeke

That the meeting adjourn at 7:54 PM

**Carried**

John Paterson, Mayor

Brian Sweet, Clerk

Minutes approved at Council Meeting held  
\_\_\_\_\_, 2014, Resolution C-\_\_\_\_-14,  
Confirmation By-law \_\_\_\_-14

# **The Corporation of the Municipality of Leamington**

## **Minutes of Drainage Court of Revision**

**Monday, April 14, 2014 at 6:06 PM**

### **In the Council Chambers**

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**Members Present:** Deputy Mayor Wright, Chair  
Councillors Atkin, Chopchik, MacDonald, Verbeke

**Others Present:** Councillor Jacobs

**Staff Present:** Chief Administrative Officer Bill Marck  
Director of Corporate Services Brian Sweet  
Director of Community Services Robert Sharon  
Director of Development Services Tracey Pillon-Abbs  
Manager of Engineering Services Allan Botham  
Manager of Public Works Ken Brown  
Manager of Culture and Recreation Services Amanda Smith  
Manager of Planning Services Danielle Truax  
Drainage Superintendent Lu-Ann Barreto  
Council Services Assistant Mary Ann Manley

#### **Disclosures of Pecuniary Interest:**

None

#### **Opening Court of Revision:**

Moved by: Councillor Verbeke  
Seconded by: Councillor Atkin

That the Court of Revision to provide for an updated maintenance schedule of assessment for the 1<sup>st</sup> Concession Road Drain East in accordance with By-law 377-14, and a new petition drain for the Erie View Road Drain and Upper Portion of the Pettapiece Drain in accordance with By-law 375-14, in the Municipality of Leamington, in the County of Essex, be opened.

**Carried**

**Items for Consideration:**

1. 1st Concession Road Drain East:

Deputy Mayor Wright asked if there was anyone in the audience wishing to speak regarding this public meeting.

Tom Dick, Mersea Road 1, wanted confirmation that the 1<sup>st</sup> Concession Road drain would be cleaned this year. The Drainage Superintendent confirmed the project was included in the 2014 budget and would commence July 1<sup>st</sup>, 2014 or as soon as the fish are done spawning. Deputy Mayor Wright advised Council will consider the adoption of the 2014 Operating and Capital budget on April 22, 2014.

Gerard Rood, Rood Engineering Inc., was present to answer questions from Council..

Moved by: Councillor MacDonald

Seconded by: Councillor Atkin

That the Schedule of Assessment as revised on March 19, 2014 and presented at the Court of Revision on April 14, 2014, for an updated maintenance schedule of assessment for the 1<sup>st</sup> Concession Road Drain East in accordance with By-law 377-14 in the Municipality of Leamington, in the County of Essex, be confirmed.

**Carried**

2. Erie View Road Drain and Upper Portion of the Pettapiece Drain:

The Drainage Superintendent summarized the background information on the drain and introduced Tom Marenette, Dillon Engineering, to further describe changes to the schedule of assessment. Mr. Marenette stated the Tyhurst property contained some bush lot which is charge at ½ the rate as per normal engineering practice which resulted in approximately a \$200 reduction. This reduction also applied to the Newland property. Robert Molliconi, Dillon Engineering was also present to answer questions from Council.

Deputy Mayor Wright asked if there was anyone in the audience wishing to speak regarding this public meeting. No one responded.

In response to a question from Council, Chief Administrative Officer, Bill Marck replied all the concerns of Mr. and Mrs. Tyhurst have been addressed in an email. Council requested a verbal response be provided to the Tyhursts. Mr. Marck confirmed staff will telephone the Tyhursts and provide a verbal response to their concerns.

In response to an enquiry from Council, Mr. Marentette said after the revised schedule of assessment is circulated to all affected landowners, other properties could appeal the decision.

Moved by: Councillor Verbeke  
Seconded by: Councillor Atkin

The Engineer be requested to make the appropriate changes to the Erie View Drain Report and Schedule of Assessment dated March 5, 2014, to vary the assessment on the Tyhurst and Newland Flowers property as described at the Court of Revision dated April 14, 2014;

And That the amended Schedule of Assessment presented at the Court of Revision on April 14, 2014 for a new petition drain for the Erie View Road Drain and the Upper Portion of the East Branch of the Pettapiece Drain, in accordance with By-law 375-14, in the Municipality of Leamington, in the County of Essex, be received and be forwarded to all affected landowners;

And that the Court of Revision for Erie View Road Drain be adjourned until April 28<sup>th</sup>, 2014 to address the said amended Schedule of Assessment.

**Carried**

**Closing Court of Revision:**

Moved by: Councillor Verbeke  
Seconded by: Councillor MacDonald

That the Court of Revision to provide for an updated maintenance schedule of assessment for the 1st Concession Road Drain East in accordance with By-law 377-14, in the Municipality of Leamington, in the County of Essex, be closed.

**Carried**

**Adjournment:**

Meeting adjourned at 6:16 p.m.

Minutes approved at Council Meeting held  
\_\_\_\_\_, 2014, Resolution C--14,  
Confirmation By-law \_\_\_\_-14

# **The Corporation of the Municipality of Leamington**

## **Minutes of Special Council Meeting**

### **Consideration of 2014 Budget**

**Held Tuesday, April 22, 2014 at 12:00 PM NOON  
In Leamington Council Chambers**

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**Members Present:** Mayor Paterson  
Deputy Mayor Wright  
Councillors: Atkin, Jacobs, MacDonald and Verbeke

**Members Absent:** Councillor Chopchik

**Staff Present:** Chief Administrative Officer Bill Marck  
Director of Corporate Services Brian Sweet  
Director of Community Services Robert Sharon  
Director of Development Services Tracey Pillon-Abbs  
Manager of Public Works Ken Brown  
Manager of Building Services Bechara Daher  
Records Co-ordinator Lucy Jackson

#### **Disclosures of Pecuniary Interest:**

None.

#### **Reports of Staff and Delegations:**

##### **Report FIN 14-04-01 dated April 16, 2014 regarding Final Adoption of 2014 Operating and Capital Budgets**

Chief Administrative Officer, Bill Marck, provided an overview of the report, noting that budget deliberations resulted in a total decrease of \$55,260.00 to the draft 2014 budget.

The Chief Administrative Officer explained the 2014 budget reflects a home assessed at \$150,000 would realize a reduction of \$7 in the rural (general) rate and a \$7 increase in the urban rate. The estimated full tax rate (school board, county and municipal rates) result in an estimated reduction on a home assessed at \$150,000 of \$8.00 or 0.34% to the general (rural) rate and \$1 or .04% to the urban rate.

The Chief Administrative Officer noted this is the fourth consecutive year in which the Municipality has kept the general rate increases to less than 1 percent.

He noted the Director of Finance & Business Services will be preparing pie charts (Schedule C) later in the week that illustrate where tax dollars are spent by function.

Councillor Atkin noted the County budget continues to reflect substantial increases. He requested that, as County Council representatives, the Mayor and Deputy Mayor do their best to address this issue.

The Mayor responded the budget increases are mainly due to the provisions of joint services provided by the County (such as EMS), which could be reduced by increased financial assistance from the Province.

The Deputy Major commented that in addition to a lack of funding from the Province, there have also been changes in population shifts, which have contributed to the increases.

Councillor Jacobs inquired about the CVA (current value assessment) amount which has remained constant at \$150,000. The Chief Administrative Officer responded that Leamington's CVA is the lowest in Essex County.

**No. S-35-14**

Moved by: Councillor Jacobs  
Seconded by: Councillor MacDonald

That the Final 2014 Operating and Capital Budgets be adopted (FIN 14/04/01).

**Carried**

**Consideration of By-laws:**

**No. S-36-14**

Moved by: Councillor Verbeke  
Seconded by: Councillor Jacobs

That the following by-law be read a first, second and third time and finally enacted:

By-law 385-14 being a by-law to adopt the budget estimates and levy taxes for the year 2014.

**Carried**

**Adjournment:**

**No. S-37-14**

Moved by: Councillor Verbeke

Seconded by: Councillor Atkin

That the meeting adjourn at 12:10 PM

**Carried**

John Paterson, Mayor

Brian Sweet, Clerk

Minutes approved at Council Meeting held  
April 28, 2014, Resolution C-XXX-14,  
Confirmation By-law XXX-14



## Report

**To:** Mayor and Members of Council  
**From:** Danielle Truax, Manager of Planning Services  
**Date:** April 9, 2014  
**Re:** Revised Provincial Policy Statement (PPS) 2014

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### **Aim:**

To provide Council with information regarding the implementation of the revised Provincial Policy Statement (PPS) 2014 which will come into force on April 30, 2014.

### **Background:**

The Provincial Policy Statement (PPS) is a policy document issued by the Province under the authority Section 3 of the Planning Act. The PPS provides direction on all matters of provincial interest including the protection of resources, the development of healthy communities; the provision of economic opportunities and the protection of public health and safety. When dealing with land use and planning matters Councils are required to make decisions that are consistent with the direction provided in the PPS.

The Ministry of Municipal Affairs and Housing (MMAH), in conjunction with other Ministries, commenced a five-year review of the PPS in 2010. The review process included public and municipal consultation for the purpose of receiving comments regarding policy areas that should be reassessed. Council received Planning Report PLA 34/10 and directed that the comments provided within the report be submitted to MMAH as part of the municipal consultation.

MMAH completed their review of the correspondence received during the consultation process and in September 2012, a draft PPS was presented for review. The revisions were intended to build upon the existing policy framework and to provide stronger, clearer direction to support the goals of the PPS. The Province identified the following key areas where revisions were required:

- Better integrate economic, social and environmental considerations;
- Respond to rural and northern challenges;
- Clarify policies direction of policies to better support local implementation; &
- Provide direction for new emerging issues. Planning Report PLA 36/12 presented the draft 2014 PPS to Council advising of the opportunity to provide any further comments to MMAH.

The new PPS 2014 was released by MMAH in February and will come into effect on April 30, 2014.

## Discussion:

The PPS continues to be structured based on three main policy sections:

- Building Strong Health Communities
- Wise Use and Management of Resources
- Protecting Public Health and Safety

MMAH states, “the policies of the PPS 2014 have been grouped into five goals for land use planning in Ontario. Each goal helps to support sustainable economic development and active communities in a healthy environment across the province.”

Revisions to the PPS focus on five key land use goals:

- Bolstering the Economy and Employment
- Responding to Northern and Rural Communities
- Protecting the Environment and Managing Resources
- Promoting Healthy and Active Communities
- Promoting Coordination and Integration, and Supporting Implementation

Overall, the planning approach of the PPS remains the same, the revisions to the document provide clarification and enhancements to the existing policies which will be of assistance to municipalities as they implement them at a local level, typically through an Official Plan and other planning documents. A general summary of the enhancements and clarifications included in the revised PPS 2014 has been attached to the report in chart format as Table 1.0.

## Implementation - Decisions of Council

The *Planning Act* requires that land use planning decisions “shall be consistent” with the policy statements in effect at the time the decision is made. There are no transitional rules in the PPS 2014 or *Planning Act*, that provide for decisions to be made based on the policies that were in effect when an application was made. All decisions made after April 30, 2014 must be consistent with the policies of PPS 2014 in place at the time of the decision. Administration does not anticipate that consideration of any pending applications by Council will be negatively impacted by the revisions to PPS 2014.

## Implementation - 5-year Official Plan Review

The majority of the revisions to the PPS will be implemented through the policies contained within the Leamington Official Plan. The *Planning Act* requires that a municipality must revise an approved Official Plan (OP) no less than every five years to ensure that it has regards for matters of Provincial interest, is consistent with the policy statements and does not conflict with any provincial plans. The 5-year review of the Official Plan for the Municipality of Leamington is to be undertaken in 2014 and has been listed as a special project for consideration under the 2014 Budget.

The standards within the PPS are minimum standards and the municipality may go beyond these to address local matters that are of importance. In addition to the existing policies of the PPS, the following revisions and enhancements that may be of particular significance to Leamington when making land use decisions or when reviewing the OP policies:

#### Building Strong Healthy Communities

- Areas for intensification can be established based on local conditions (servicing, access to transit, recreation)
  - **Areas for Intensification** - The PPS sets out that intensification should be directed to areas which will achieve an efficient use of existing infrastructure, that are within identified settlement areas, and are appropriate based on local conditions, for example, areas with appropriate municipal services, in proximity to public open space, the presence of transit systems or within walking distance to various commercial services. These local conditions can easily be identified as part of the 5-year update of the Leamington Official Plan to provide guidance to the development committee where investments in this type of development can be supported.
  - **Affordable Housing** - The PPS establishes that the Municipality is responsible for ensuring that there is an appropriate range and mix of housing within a community. The Planning Act was revised to require local Official Plans to establish policies to permit second units within residential dwellings. PPS 2014 now requires that Official Plans set out intensification targets. The County OP has established a minimum target of 15% of new affordable residential units per municipality. Policies for monitoring and evaluating whether the targets are being met within the Municipality of Leamington can be established with the 5-year review of the OP.
- Community design to encourage active transportation and transit
- Lifecycle and assessment management principles applied to community and infrastructure design
- Land use patterns which support energy conservation, energy planning and efficient use of infrastructure
- Protecting employment lands and lands for planned goods movement facilities & transportation corridors

#### Wise Use & Management of Resources - Agriculture

- The establishment of on-farm uses, agri-tourism uses and agriculture related uses which serve a broader community can be permitted in agricultural area
  - **Non-Farm Uses** - Within the PPS, Agricultural uses, Agricultural related uses, agri-tourism and on-farm diversified uses have been better defined and have include clarification on the criteria used to permit uses within prime agricultural areas. A focus on the Leamington OP review will be to identify and promote the economic opportunities that support the unique agricultural industry within Leamington.
- The recognition of uses which promote rural economies & agricultural viability
- The importance of local food sources and agricultural products

- Minimum farm lot size, criteria for surplus dwellings and barns continue to be established within upper and lower tier OP's
  - **Surplus Dwelling Lots** - Surplus dwelling lots continued to be a permitted lot creation in the agricultural area. The criteria to allow lots for surplus dwellings is typically established within local official plans of upper and lower tier municipalities. The County of Essex Official Plan has clarified that farm acquisition and consolidation can mean both farm operations that operate on separate and abutting parcels. The local OP currently contains provisions that require a farmer to own a newly acquired farm for a period of one year. Surplus dwelling lots can be considered for dwellings on farms that both abut a current operation of a farmer or are stand-alone farms that are in addition to other farm holdings of a farmer.
  - **Minimum Farm Lot Size** - Lot creation for agricultural purposes is permitted under the revised PPS; the PPS does not establish the minimum farm lot size. MMAH has recommended that the minimum farm lot size be increased for Leamington. This item was addressed as part of the County OP including the establishment of policies that require the County undertake a Farm Lot Size Study. The minimum lot farm lot size for Leamington is 10.0 ha (24.7 acres) and the intent to maintain during the County study should be carried forward during the 5-year review of the Leamington OP.
  - **Barns** - Where barns are permitted and what the appropriate size is on a residential lot in the agricultural area is not a provincial matter. The municipality has established this policy within the OP to ensure compliance with MDS, discourage inappropriate home occupations on residential sized lots and to ensure that the scale of the building is appropriate for the lot. The PPS 2014 does not address structures on agricultural lands.
  - **Conflicting PPS Policies** - The revised PPS provides direction on how to consider the policies when there appears to be conflicting interest within policies area, for example natural heritage versus agriculture. The document directs that you cannot read the policies in isolation and the all relevant policies must be applied to each situation. When considering the policies, we need to look closely at the language used, for example, the use of "shall", "are prohibited", "encouraged", "promoted" each imply different implementation for land use decisions. Some policies are directives, while other policies imply that there is discretion to be applied.
- Speciality Crops still afforded highest level of protection
  - **Speciality Crops** - As part of recent OP reviews, Municipalities within the Province have created their own policies with guidance from the Province to identify and create supportive policies in accordance with the PPS. It is anticipated that discussion regarding necessary policies will occur with the review of the OP and in consultation with the County as they proceed with the Farm Lot Size Study.

### Wise Use & Management of Resources - Natural Heritage

- The establishment of natural heritage systems is required in Southwestern Ontario
  - **ERNHS** - The concept of natural heritage systems has been identified for this region of Ontario and defined. The PPS recognizes the importance of natural linkages to provide connectivity which support natural processes and biodiversity; this concept has been established in ERCA's Natural Heritage Systems Strategy (2013) and has been implemented in the County of Essex Official Plan. The presence of lands that form part of identified natural heritage linkages must be acknowledged when considering development applications.
- The consideration of the importance of connectivity and biodiversity
- The consideration of Great Lakes issues and agreements

### Wise Use & Management of Resources - Cultural Heritage and Archaeology

- The recognition of Aboriginal interests within community

### Protecting Public Health and Safety - Natural Hazards

- The consideration of impacts of climate change that increase risk in areas of natural hazards (shorelines, streams, rivers, inland lake systems)
  - **Southeast Leamington** - The provision dealing with safe egress and ingress to property during times of flooding, erosion and emergencies that directly affects areas of Southeast Leamington was not revised. These lands are regulated by Essex Region Conservation (ERCA) and require permits and clearances to allow for development and site alteration. ERCA policies are applied to satisfy the provisions of safe access to property.

### Recommendation:

THAT the information regarding the revised Provincial Policy Statement (PPS) 2014 be received.

(Report PLA/15/14)

Respectfully submitted,

**Danielle Truax,**

**Manager of  
Planning**

**Services**

Danielle Truax

Manager of Planning Services

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Tracey Pillon-  
Abbs, Director  
of  
Development  
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Tracey Pillon-Abbs

Director of Development Services

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**William J.  
Marck**

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Table 1.0 General Summary of Enhancements and Clarifications to PPS 2014

<b>Section 1.0 Building Strong Healthy Communities</b>	
	New Policies, Enhancements & Clarifications to PPS
<b>Managing Land Use</b>  <b>LAND USE GOAL:</b> Sustain healthy liveable and safe communities	<ul style="list-style-type: none"> <li>• Conserve Biodiversity</li> <li>• Consider Climate Change</li> <li>• Support Active Transportation</li> <li>• Plan &amp; Design for all ages</li> <li>• Second units</li> <li>• Intensification within settlement areas</li> <li>• Economic importance of Rural Areas</li> </ul>
<b>Coordination</b>  <b>LAND USE GOAL:</b> A coordinated integrated comprehensive approach should be used when dealing with planning matters	<ul style="list-style-type: none"> <li>• Economic development strategies</li> <li>• Infrastructure to include electricity generation facilities, multimodal transportation systems</li> <li>• Great Lakes</li> </ul>
<b>Employment</b>  <b>LAND USE GOAL:</b> Promote economic development & competitiveness	<ul style="list-style-type: none"> <li>• Encourage compact mixed use development</li> <li>• Protect employment areas</li> <li>• Plan infrastructure to provide for current &amp; future needs</li> </ul>
<b>Housing</b>  <b>LAND USE GOAL:</b> Provide an appropriate range and mix of housing types and densities	<ul style="list-style-type: none"> <li>• Second units</li> <li>• Active Transportation</li> </ul>
<b>Public Spaces, Recreation, Parks, Trails &amp; Open Space</b>  <b>LAND USE GOAL:</b> Promote healthy active communities	<ul style="list-style-type: none"> <li>• Foster social interaction</li> <li>• Provide linkages</li> <li>• Facilitate Active Transportation</li> <li>• Minimize negative impacts on protected areas, conservation areas and parks</li> </ul>
<b>Infrastructure</b>  <b>LAND USE GOAL:</b> Provide in a co-ordinated, efficient and cost effective manner that considers climate change	<ul style="list-style-type: none"> <li>• Asset Management</li> <li>• Promotion of sustainable &amp; green infrastructure</li> <li>• Long term protection of major facilities &amp; corridors</li> <li>• Access to transit and active transportation</li> <li>• Planning for energy supply; renewable energy; alternative energy</li> </ul>
<b>Long Term Economic Prosperity</b>  <b>LAND USE GOAL:</b> Long term economic prosperity should be supported	<ul style="list-style-type: none"> <li>• Economic development</li> <li>• community investment readiness</li> <li>• sense of place through built form&amp; cultural planning</li> <li>• Support the movement of goods and people</li> <li>• Support local food and agri-business</li> <li>• Promote energy conservation</li> </ul>

<b>Energy Conservation, Air Quality &amp; Climate Change</b>  <b>LAND USE GOAL:</b> Support energy conservation & efficiency, improved air quality, reduced greenhouse gas emissions and climate change adaptation	<ul style="list-style-type: none"> <li>• Active Transportation</li> <li>• Climate Change</li> <li>• Energy efficient design</li> <li>• Maximize opportunities for renewable energy</li> <li>• Maximize vegetation with settlement areas</li> </ul>
<b>Section 2.0 Wise Use &amp; Management of Resources</b>	
	New Policies, Enhancements & Clarifications to PPS
<b>Natural Heritage</b>  <b>LAND USE GOAL:</b> Shall be protected for the long term	<ul style="list-style-type: none"> <li>• Natural Heritage Systems</li> <li>• Connectivity maintained, restored, &amp; improved</li> <li>• Recognition Great Lake Issues and Agreements</li> </ul>
<b>Water</b>  <b>LAND USE GOAL:</b> Shall be protected, improved & restored	<ul style="list-style-type: none"> <li>• Recognize cumulative impacts of development</li> <li>• Maintain linkages</li> <li>• Consider lake capacity</li> </ul>
<b>Agriculture</b>  <b>LAND USE GOAL:</b> Shall be protected	<ul style="list-style-type: none"> <li>• Non-farm uses <ul style="list-style-type: none"> <li>○ On-Farm Diversified Uses</li> <li>○ Agricultural related uses</li> <li>○ Agri-tourism Uses</li> </ul> </li> </ul>
<b>Minerals &amp; Petroleum</b>  <b>LAND USE GOAL:</b> Shall be protected	<ul style="list-style-type: none"> <li>• Resources to be identified</li> <li>• Establishment of criteria for development on adjacent lands</li> </ul>
<b>Minerals Aggregate Resources</b>  <b>LAND USE GOAL:</b> Shall be protected & identified	<ul style="list-style-type: none"> <li>• Mineral Aggregate resource conservation</li> <li>• Accessory aggregate recycling facilities</li> <li>• Establishment of criteria for development on adjacent lands</li> </ul>
<b>Cultural Heritage &amp; Archaeology</b>  <b>LAND USE GOAL:</b> Significant resources shall be conserved	<ul style="list-style-type: none"> <li>• Prohibitive language "NOT" permitted</li> <li>• Archaeological management plans</li> <li>• Cultural plans</li> <li>• Aboriginal Communities</li> </ul>
<b>Section 3.0 Protecting Public Health &amp; Safety</b>	
	New Policies, Enhancements & Clarifications to PPS
<b>Natural Hazards</b>  <b>LAND USE GOAL:</b> Development to be directed away from	<ul style="list-style-type: none"> <li>• Flooding Hazards</li> <li>• Climate Change</li> <li>• Institutional and Emergency Services not permitted</li> <li>• Wildfire Risks</li> </ul>
<b>Human-Made Hazards</b>  <b>LAND USE GOAL:</b> Rehabilitation or mitigation	<ul style="list-style-type: none"> <li>• Land and water contamination</li> <li>• Sites to be Assessed and remediated</li> </ul>

Section 4.0 Implementation and Interpretation	
	New Policies, Enhancements & Clarifications to PPS
	<ul style="list-style-type: none"> <li>• In effect April 30,2014</li> <li>• Recognize Aboriginal and Treaty Rights</li> <li>• Recognize Ontario Human Rights Code &amp; Canadian Charter of Freedoms</li> <li>• Evaluation may be required to determine significance of Natural Heritage features</li> <li>• Zoning By-law and Development Permits to be up to date</li> <li>• Other Acts apply to decisions for Planning Act applications</li> <li>• Consideration of agreements related to the Great Lakes</li> </ul>



## Report

**To:** Mayor and Members of Council  
**From:** Brian Sweet, Director of Corporate Services  
**Date:** April 22, 2014  
**Re:** Proposed Agreement Re: Union Water Supply System Participation in the Growing Smart Water Communities Collaborative Study

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### Aim:

To report upon a proposed agreement between the Union Water Supply System (UWSS) and its member municipalities to provide for the exchange of information on water usage necessary for completion of the Growing Smart Water Communities Collaborative Study.

### Background:

UWSS is participating with the University of Windsor and two engineering firms in a study which, when complete, will allow the UWSS to more accurately evaluate water allocation applications for large water users and more accurately plan for future facility expansions. Attached to this report is a copy of the report that Rodney Bouchard, the manager of UWSS, provided to the UWSS joint board of management explaining the project.

In order for the project to proceed the member municipalities have to provide UWSS with information about water usage by some of Leamington's water customers. Some of this information is personal information and is protected by the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA). However, the provisions of MFIPPA also permits Leamington to release personal information to UWSS for research purposes provided UWSS agrees to comply with the provisions of MFIPPA to protect the confidentiality of the personal information.

Therefore a proposed agreement has been drafted between UWSS and its member municipalities to ensure that procedures are in place that will restrict the use of all information provided by the municipality to the said project and protect the confidentiality of the information.

### Comments:

The proposed agreement originally forwarded by UWSS has been revised by the solicitor for Kingsville and reviewed by the solicitor for Leamington and both solicitors are satisfied that the revised agreement adequately protects the confidentiality of the information and ensures the municipalities comply with MFIPPA.

## Financial Impact:

While there is no direct financial impact resulting from this agreement, the UWSS project is estimated to cost approximately three hundred and fifty thousand dollars. UWSS will be contributing ninety thousand dollars and the balance of the funding will be through other sources as described in the report attached.

## Recommendation:


That the proposed agreement as described in Report CL/17/14 between UWSS and its member municipalities to provide for the exchange of information on water usage be approved.

Respectfully submitted,

**Brian Sweet, Director of  
Corporate Services**

Brian R. Sweet  
Director of Corporate Services

William  
J. Marck



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UW/27/13

TO: CHAIR AND MEMBERS OF THE UNION WATER  
SUPPLY SYSTEM JOINT BOARD OF MANAGEMENT

FROM: RODNEY BOUCHARD, UNION WATER MANAGER

DATE: SEPTEMBER 18, 2013

RE: UWSS SMART WATER COLLABORATIVE PROJECT

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**AIM:**

The goal of this report is to seek endorsement from the Board for UWSS participation in the Growing Smart Water Communities collaborative study.

**BACKGROUND:**

The UWSS Manager has been seeking opportunities to obtain funding from federal, provincial and institutional entities to undertake studies and procure equipment that would enable the collection of real-time water demand/usage data from large UWSS system water users, such as greenhouses and processing/manufacturing facilities. The collection of such data would enable UWSS to accomplish the following:

- Evaluate and establish daily, weekly, monthly, seasonal, and annual water demand and usage for large system water users; this would also allow for indirect calculation of water demand and usage from residential and smaller commercial users.
- Populate the existing UWSS hydrodynamic water model with updated water demand/usage values that are more representative than the existing water demand values currently used in the hydrodynamic water model;
- Testing of the updated hydrodynamic water model for various water demand scenarios as identified by local municipal water departments that are within the UWSS service area;
- Evaluate and develop updated water demand values for use in water allocation applications by large water users, such as greenhouse operators; this would entail the refinement of the water allocation application form to reflect the actual water demand needs by applicants for proposed new infrastructure or expansions to existing infrastructure.
- Revise the draft UWSS Capacity Master Plan based on updated water demand values for residential, commercial, industrial, and greenhouse sectors. This would allow for more precise identification of required upgrades to UWSS water treatment plant, distribution and storage system to accommodate future growth projections.

Over the summer months of 2013, the UWSS Manager has been working with the Director of ENTelligence Research at the University of Windsor's Lumley Centre for Engineering Innovation (University of Windsor) to identify funding opportunities to undertake a project that would enable the collection of the real time UWSS water demand/usage data and accomplish the aforementioned goals. After lengthy discussions and a number of meetings, a draft workplan for

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Re: UWSS Smart Water Collaborative Project

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a collaborative project with good potential for federal/provincial funding, has been formulated. Details regarding this proposed collaborative project are presented below in the Discussion section of this report.

#### **DISCUSSION:**

A draft workplan has been developed for the proposed collaborative project. A copy of the draft work plan titled Growing Smart Water Communities is attached to this report. As indicated in the draft work plan, the proposed project is a collaboration between the following entities:

- Union Water Supply System
- University of Windsor's Lurnley Center for Engineering Innovation
- Crozier Baird Engineering of Leamington, Ontario
- BDK Engineering, Inc. of Chatham, Ontario

The University of Windsor is identified as the project lead and is the primary author of the draft workplan.

The purpose of the proposed project is to develop for the UWSS a comprehensive planning and operations model of its water distribution network in order to most efficiently provide for its current and future customers. The primary focus of the proposed project will be on the Greenhouse industry and associated water demand. It should be noted that other large UWSS system water users, such as processing facilities and industrial "customers" will also be factored into the project but to a lesser extent.

The proposed project will be completed in Phases and will include the following:

#### **Phase 1:      Assessment of current Distribution Network.**

The primary goal of this phase of the project is to develop an up to date reconciliation of demand/supply allocations for large water users such as greenhouses. This phase will include the following activities:

- Installation of smart metering equipment at facilities of invited/selected large water users;
- Reconciliation of High-Level Greenhouse Demand/Supply Allocation;
- Detailed Greenhouse (and other selected large users) Demand Profiling which will include smart metering installations;
- Hydrodynamic Model Evaluation and Validation

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Re: UWSS Smart Water Collaborative Project

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#### Phase 2: Predictive Modeling.

The goal of this phase is to utilize the updated hydrodynamic model to undertake predictive modeling scenarios for various projected growth (residential, greenhouse, etc.) predictions and for various weather scenarios that would affect water demand/usage. Predictive modeling will be beneficial for budget development and fiscal planning for UWSS. This Phase would also include a Smart Water Microgrid Feasibility Study

#### **Stakeholders**

The UWSS Manager identified that this proposed project would include the local municipalities of Kingsville, Learnington, Essex and Lakeshore, specifically the local water departments as stakeholders. It is noted that the refined UWSS hydrodynamic model would be available to local municipal water department for use in water distribution system operation and planning purposes.

On July 16, 2013, a meeting was held with the UWSS, University of Windsor, Crozier Baird, BDK Engineering and water department managers from the municipalities of Kingsville, Learnington and Essex. Staff from the municipality of Lakeshore were not able to attend but were provided information on the project via email. The purpose of the meeting was to inform local municipal water department managers of the proposed project and to seek support for the project.

The UWSS Manager is aware that local municipalities are proposing to implement or currently operating various types of “smart” metering for water users. This proposed project does not seek to duplicate any efforts being undertaken by local municipalities. It is anticipated that this project would work in conjunction and/or build upon smart metering infrastructure being implemented by local UWSS municipalities and that smart metering data would be shared if possible.

#### **Project Budget and Funding**

The proposed “Growing Smart Water Communities” project is anticipated to be a 3-year project with a total estimated budget of \$350,000 cash and \$50,000 as in-kind.

#### Cash Budget Breakdown

The following is a high level breakdown of the proposed \$350,000 cash portion of the project:

- Smart Metering Equipment: \$150,000
- Data Collection and Evaluation: \$175,000
- Software Licensing: \$ 10,000
- Travel/Expenses: \$ 15,000



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Re: UWSS Smart Water Collaborative Project

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### Funding Sources

It is anticipated that funding for the project would be provided by the following project collaborators:

- UWSS: \$90k cash
- Crozier-Baird Engineering: \$5k cash
- BDK Engineering, Inc.: \$5k cash
- Government Sourced Grants: \$250k cash

In-kind support for the project would be provided by Crozier -Baird (\$5k equivalent), BDK Engineering (\$5k equivalent) and from UWSS with anticipated support from local UWSS municipal water departments (\$40k equivalent).

The cash funds from UWSS, Crozier-Baird and Engineering would be provided to and managed by the University of Windsor. This funding would be used by the University of Windsor project manager as the “seed funding” needed to secure funding from government funded programs, specifically Ontario Centres of Excellence (OCE) and Natural Sciences and Engineering Council of Canada (NSERC). Other sources of government funding such as the Federation of Canadian Municipalities’ (FCM) Green Building Fun will also be sought.

### **Project Schedule and Government Sourced Funding Application Timelines**

It is anticipated that the project would commence immediately upon endorsement by the UWSS Board at the September 25<sup>th</sup>, 2013 UWSS board meeting. The U of Windsor project manager would request letters of support, with defined contributions delineated, from the project partners within 1 week of approval. The letters of support will enable U of Windsor to complete their Internal Grant Processing Form, which allows the Project Manager to utilize U of Windsor resources for the project. Such letters of support are also needed for U of Windsor to be able to establish a Research Funding Account for this project. It is to be noted that the research funding account is needed to receive any government source funding for this project. All costs associated with the project will be funded through this account. It is anticipated that these activities will be completed by October 4<sup>th</sup>, 2013. At this point, the project will be officially started.

The official setup and start of the project will enable the U of Windsor project manager to submit application for the following government sourced funds

- **OCE - VIP Program:** The Ontario Centers of Excellence (OCE) Voucher for Innovation and Productivity (OCE - VIP) helps eligible companies and entities commercialize, increase productivity and access all types of innovations through projects with Ontario publicly funded academic research institutions. The VIP program is a smaller grant fund (up to \$20,000) that can be accessed and turned around quickly. This program is open with no set application closing dates. It is anticipated that an OCE-VIP grant application would be submitted immediately upon official project setup.

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Re: UWSS Smart Water Collaborative Project

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- **OCE - C2C Program:** The Ontario Centres of Excellence (OCE) Collaborate to Commercialize (C2C) Program helps companies and entities commercialize all types of innovation by supporting partnerships between Ontario's industry and academic institutions. OCE funding for C2C eligible projects a maximum of \$250,000. It is to be noted that proposals/applications for the next round of C2C funding are due by October 31<sup>st</sup>, 2013. As such, an application would be prepared by the U of Windsor Project Manager for submittal prior to the deadline . Decisions on grant funding are typically provided 3-5 months after submittal of application.
- **NSERC - CRD Program:** Natural Sciences and Engineering Council of Canada (NSERC) Collaborative Research and Development (CRD) Grants are intended to give companies with Canada based operations access to the unique knowledge, expertise, and educational resources available at Canadian academic institutions and to provide students with the technical skills train needed by industry. CRD grants can exceed \$200,000 for specific projects. The application period for CRD funds is open anytime. Decisions on grant funding are typically provided 3-5 months after submittal of application. An application for NSERC funding would be submitted upon receiving a decision on OCE-C2C grant funding application. This would allow for revision of the NSERC CRD application, if needed, based on the OCE-C2C funding decision.

It should be noted that the larger portions of the proposed project (equipment purchases and installation) would be kicked off upon receipt of OCE C2C grant funding. It is anticipated that OCE C2C grant funding decision would be received by March 1<sup>st</sup>, 2014 based on an application submittal date of October 31<sup>st</sup>, 2013.

## UWSS FINANCIAL IMPLICATIONS

In order for the project to proceed, UWSS needs to provide a letter of support to the University of Windsor that defines a UWSS contribution of \$90,000 cash and \$40,000 for in-kind support over the project duration of 3-years. For the 2013 fiscal year, UWSS would need to commit \$45,000 in cash to meet the necessary eligibility criteria for government sourced grants for a project of this scope. The UWSS Manager anticipates that these funds could be re-allocated from the following approved 2013 Operational Studies and Program budget items:

2013 Operational Study/Program	2013 Approved Budget	Available Budget Remaining	Amount to be Re-allocated to Growing Smart Water Communities Project
Hydraulic Modeling Contract	\$20,000	\$20,000	\$20,000
UWSS System Pressure Monitoring	\$17,500	\$17,500	\$17,500
Water Quality Investigations	\$30,000	\$13,750	\$7,500
Total:			\$45,000

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Re: UWSS Smart Water Collaborative Project

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It should be noted that the 2013 Approved Operations Studies and Program listed above, especially the Hydraulic Monitoring Contract and UWSS System Pressure Monitoring programs are similar to the work that is being proposed through the Growing Smart Water Communities Project.

The remaining \$45,000 that would be allocated to the proposed project would be funded through the 2014 and 2015 Operational Studies and Programs Budgets.

It is to be noted that the Smart metering equipment and associated technology purchased as part of the proposed project will be donated by the University of Windsor to the UWSS upon completion of the project.

### **RECOMMENDATION**

The UWSS Manager provides the following recommendations to the UWSS Board:

- That the UWSS Board endorses the "Growing Smart Water Communities" Collaborative Project for which the UWSS is a major partner;
- That the UWSS Board authorizes the UWSS Manager to provide a letter of support to the University of Windsor that delineates a cash contribution of \$90,000 and in-kind contribution of \$40,000 over a 3-year period for the "Growing Smart Water Communities" Collaborative Project;
- That the UWSS Board authorizes the re-allocation of \$45,000 in funds from the 2013 Approved UWSS Operational Studies and Programs titled "Hydraulic Modeling Contract" (\$20,000), "UWSS System Pressure Monitoring" (\$17,500), and "Water Quality Investigations" (\$7,500) to fund the "Growing Smart Water Communities" Collaborative Project for the 2013 Fiscal Year;
- That UWSS Board authorizes the UWSS Manager to disburse \$45,000 in cash funds to the University of Windsor for the 2013 initiation of the "Growing Smart Water Communities" Collaborative Project;
- That the UWSS Board commits \$45,000 in total funding from the 2014 and 2015 UWSS Operational Studies and Programs budget to meet the UWSS' funding support commitment for the "Growing Smart Water Communities" Collaborative Project

Respectfully submitted,



Rodney Bouchard, P.Geo., Manager  
Union Water Supply System Joint Board of Management



## Report

**To:** Mayor and Members of Council  
**From:** William J. Marck, Chief Administrative Officer  
**Date:** April 10, 2014  
**Re:** Strategic Plan Update

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### **Aim:**

To update Council on progress made with respect to the Municipality's strategic plan.

### **Background:**

In March 2011, Council attended a strategic planning session and subsequently on May 9, 2011 enacted the strategic plan that would be used as a guide for the Municipality for the next four years.

It should be noted that in January 2013, Council revisited its strategic plan for the reason that four of the seven Councillors were new to Council in March 2011. The new members of Council felt that they had gained some experience and a better understanding of municipal operations and therefore it would be wise to revisit the strategic plan.

At the end of the January 2013 session, the priorities were confirmed as follows:

- (1) Complete the financial plan
- (2) Develop a succession plan to attract and retain quality employees
- (3) Continue promotion of the Community Improvement Plan (CIP)
- (4) Continue the sewer separation plan
- (5) Raise the profile of Leamington
- (6) Develop strategies/policies to facilitate balanced growth/assessment
- (7) Actively pursue senior government funding

The one strategy noted above (6) was added in the January 2013 session as Leamington was aware that the Municipality's current value assessment (CVA) was eroding. In order to bolster assessment (and thus reduce tax impacts), it will be necessary to develop a plan to attract/retain industrial and commercial ventures and urge growth in single family homes.

## **Comments:**

A number of the strategic priorities and action plans have been implemented. There are some plans that will continue to be part of our staff work plans and will be pursued as resources permit.

## **Completion of the Financial Plan**

An analysis of water rate study to comply with the municipal drinking water license was completed in 2010. It should be noted that with the recent announcement of the Heinz closure, the Municipality may have to revisit water and sewage rates. This would be dependent on the amount of water and sewage generated by anyone processing from the H. J. Heinz plant.

In 2013, the Municipality purchased the appropriate software and populated the asset management program and developed an Asset Management Plan (AMP) which was subsequently adopted by Council.

The AMP contains information on municipal infrastructure and will provide administration and Council with a good understanding of future requirements to maintain and replace municipal infrastructure.

The Municipality will now have to complete an asset condition audit because knowing the actual condition of the assets owned by the Corporation will assist Council in prioritizing asset renewal. The AMP includes consideration of road networks, bridges and culverts, water network, PCC, and sewer network and information on age and condition. The second phase of the AMP will add other municipal assets such as facilities to provide a more comprehensive plan for asset renewal demands.

The information contained in the AMP will be used in the Corporations long term financial plans and to support applications to senior levels of government for funding assistance.

## **Sewer Separation Program**

As part of its strategies, the Municipality will continue with its sewer separation program. Recently, a new storm water collection system was installed on Foster Avenue and sewers were separated in the Armstrong/Johnson area. The Municipality is completing an environmental assessment to allow for a sanitary sewage collection system to be installed on Bevel Line and Point Pelee Drive.

Administration is presently reviewing its long range sewer system forecast and the criteria used to establish the order sewers are separated.

## **Identify Mechanisms to Raise the Profile of Leamington**

Last year, the Municipality launched its new internet site and social media tools. The Municipal information is now kept current through the internet pages and the use of social media. Council agendas are posted for public review, and the Municipality now issues press releases on matters of Municipal interest.

The Municipality has further made application to the Rural Economic Development (RED) program for funding to design a new slogan, tag lines, signage design and marketing campaign. A decision in regard to the application is pending.

The majority of municipal staff has now taken their first course on customer training.

### **Succession Plan to Attract and Retain Employees**

A few years ago, Council adopted the succession planning policies as they relate to the Corporation. Administration was awaiting the completion of the organizational review so implementation of the succession plan would fit the new organizational structure. Reports with recommendations outlining training requirements and number of staff enrolled in the succession plan stream should be ready for Council by mid-summer. For information purposes, those enrolled in the succession plan will have their progress monitored as part of their yearly performance review.

### **Implementation of the Community Improvement Program for Uptown**

The plan is in its third year, and there has been some uptake; however, not to the extent that was expected. In 2013, 15 properties were approved for projects in the amount of \$74,000. In 2014, along with regular CIP eligible programs, the Municipality will be landscaping the Mill Street lot, installing directional parking signs and “no bicycles on sidewalk” signage.

### **Pursue senior Government Funding**

Leamington continues to make application for funding and recently was successful in receiving \$450,000 pursuant to the Small Rural & Northern Municipal Infrastructure Fund to replace a bridge. A multi use trail expansion between Talbot West and Hazelton is being constructed for \$300,000 of which \$150,000 was from a grant from the Communities Infrastructure Improvement Fund. Funding was also approved for the development of a trail from County Road 18 to County Road 8 pursuant to the TransCanada Trail Initiative (\$680,000 from Trans Canada Trail, \$129,000 from County of Essex).

Mayor Paterson has presented briefs to various ministers at both the provincial and federal levels on matters related to funding for southeast Leamington dyke improvements; to Bevel Line and Point Pelee Drive sewer installation; to making suggestions of minor amendments to the Municipal Act to allow some flexibility for municipalities on how they manage municipal taxes for new companies who wish to locate in a community. The Mayor also meets with the MP and MPP regularly to discuss matters of importance to Leamington.

### **Balance Growth and Assessment**

With the departure of the Economic Development Officer (EDO), this is one area that has to be pursued further when a new EDO is hired. Council has identified the need to attract and retain businesses that will increase the municipal assessment base.

The Municipality will need to develop strategies on how it is going to retain and attract new businesses to Leamington. Action plans will need to address how to market Leamington, which markets to target i.e. health care, and how to service employment lands. With the recent announcement that the Heinz plant will be closing this June, resources have focused on working with companies to fill the void left by the plant closure.

Leamington is also making a concentrated effort to have our development community better understand Corporate policies and practices to encourage growth in the housing industry, Council has approved a Development Charges deferral program. Council has also hosted one workshop with the development community, developed newsletters and has scheduled a further meeting this year with the development community to receive input on the draft development manual.

### **Financial Impact:**

A number of the projects that have been or will be undertaken to address Leamington's strategic plan are outlined in the budget documents and or staff reports. Some work is undertaken based on partnerships with senior levels of government, some using local improvement regulations.

### **Conclusion:**

A municipal strategic plan sets the direction of the Corporation, and is used as a guide when developing work plans and budgets, and establishing priorities for the community. It is important we continue to pursue strategic planning to ensure the Corporation moves forward with action plans which will benefit the economic wellbeing, and growth of Leamington.

### **Recommendation:**

That the report in regard to a Strategic Plan Update be received (CAO 05/14).

Respectfully submitted,

**William J. Marck**  
Digitally signed by William J. Marck  
DN: cn=William J. Marck,  
o=Municipality of Leamington,  
ou=Chief Administrative Officer,  
email=bmarck@leamington.ca, c=CA  
Reason: I am approving this document  
Date: 2014.04.24 10:54:06 -04'00'

William J. Marck  
Chief Administrative Officer

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# **The Corporation of the Municipality of Leamington**

## **Minutes of Mayor's Youth Advisory Committee Meeting**

**Held March 26, 2014 at 7:00 PM**

**West End Meeting Room - Municipal Hall**

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**Present:** Robert Barnier, Kelsey Augustine, Kiara Clement, Scott Wigfield, Jami Leigh Chrcek, Kaitlyn Gee, Erin Reid, Dominique Osmon, Mayor John Paterson, Councillor Larry Verbeke, OPP Constable Kevin O'Neil, Brenda Fischer.

**Absent:** Mary Catherine Crowshaw, Peter Gallagher

1. **Pizza Supper:** MYAC were treated to pizza by the Windsor Drug Strategy organization who were present to do a presentation. Thanks to Joel Furlotte.
2. **Windsor Drug Strategy** - Joel Furlotte handed out a pamphlet regarding Alcohol and Drug Treatment options, including a list of more than 20 available agencies who provide services and assistance to young people in the Windsor Essex region who might be looking for help. Youth need to share with other youth that there is help available. Joel also shared results from the Windsor Essex Drug Strategy implementation group who conducted a Survey of youth in July 2011 to get feedback from the MYAC and compare findings.
3. **Community projects:** plans are underway for the LDSS Specialist High Skills Major Students to create window displays in several Uptown Leamington Businesses. The students had lots of ideas for store front displays: Spring and Birding Season; and in empty/ or vacant storefronts - to create generic displays, eg: Drug Awareness, MADD, Farming Scene, Drinking/Texting Awareness, etc. Brenda has contacted several storefront building owners to see if they are interested.  
Suggestion: to have the window displays judged by a panel of Council appointed members, and then provide a pizza party for the team of students who win.
4. **Dessert** - Brenda provided Ice Cream Bars to the group

**Adjourned:** The meeting adjourned at 8:30 PM

**Next Meeting:** Wednesday, April 23, 2014 at 7:00 PM, Municipal Office

/BF