



The Corporation of the Municipality of Leamington

Meeting of Municipal Council

Agenda

Monday, March 17, 2014

Commencing at 6:00 PM

In Leamington Council Chambers

(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 held March 10, 2014
Pages 4 to 10

(F) Business Arising Out of the Minutes:

(G) Public Meetings/Court of Revision:

1. Public Meeting for Drainage:
 - Erie View Road Drain and Upper Portion of the East Branch of the Pettapiece Drain New Petition Drain
 - 1st Concession Road Drain East, New Maintenance Schedule

(H) Reports of Staff and Delegations:

1. Fundraiser, Aubri's Angels
 - Amy Omstead, Organizer

2. Report CAO 04/14 dated March 3, 2014 regarding Level of Service, Ontario Provincial Police, Leamington Detachment
Pages 11 to 20
 - Tim Nyhoff, Staff Sergeant, Administrative Support Manager, Essex County O.P.P. Detachment
3. Request to amend Leamington's Dog By-law 668-06
Pages 21 to 22
 - Mary Ann Malott, Kingsville Resident
 - Monica Reynolds, Leamington Resident
 - Melissa Lamb, Leamington Resident
 - Melanie Coulter, Executive Director, Windsor Essex County Humane Society
 - Larry Wood, Kingsville Leamington Animal Control Officer
4. Report DR 8/14 dated January 20, 2014 regarding Appointment of Drainage Commissioners and Annual Meeting Report
Pages 23 to 38
5. Report PLA 11/14 dated March 10, 2014 regarding Leamington Uptown Commercial District Community Improvement Plan (CIP) 2014 Budget Request, 14 Mill Street East (110-12400)
Pages 39 to 41
6. Report PLA 10/14 dated March 12, 2014 regarding "Unwilling Host" to Industrial Wind Turbine Projects Request for a Resolution
Pages 42 to 45
7. Report CAO 03/14 dated February 13, 2014 regarding Venue Rental Policy for Photo Sessions
Pages 46 to 47

(I) Matters for Approval:

1. Minutes of the Mayor's Youth Advisory Committee held February 19, 2014
Pages 48 to 49

(J) Other Matters for Consideration: None

(K) Report on Closed Session: None

(L) Consideration of By-laws:

By-law 373-14 being a By-law to appoint Commissioners and establish annual fees for the better maintenance of various Municipal Drainage Schemes throughout the Municipality of Leamington.

By-law 375-14 being a by-law to provide for the Erie View Road Drain and the Upper Portion of the East Branch of the Pettapiece Drain, a New Petition Drain in the Municipality of Leamington in the County of Essex (1st and 2nd Reading)

By-law 377-14 being a by-law to provide for an updated maintenance schedule of assessment for the 1st Concession Road Drain East in the Municipality of Leamington in the County of Essex (1st and 2nd Reading)

By-law 379-14 being a by-law to confirm the proceedings of the Council of The Municipality of Leamington at its meeting held March 17, 2014

(M) **Notices of Motion:** None

(N) **Open Session:**

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

Tuesday, March 18, 2014

- Economic Development Meeting, 6:00 PM, West End Boardroom

Wednesday, March 19, 2014

- Union Water, 9:00 AM, Kingsville Arena Community Room
- Essex County Council, 7:00 PM, County Council Chambers

Tuesday, March 25, 2014

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

Wednesday, March 26, 2014

- Leamington Police Services Board, 8:30 AM, West End Boardroom
- Leamington Municipal Heritage Advisory Committee, 3:00 PM, Ante Room
- Mayor's Youth Advisory Committee, 7:00 PM, West End Boardroom

Wednesday, April 2, 2014

- Essex County Council, 7:00 PM, County Council Chambers

Monday, April 7, 2014

- Council Meeting, 6:00 PM, Council Chambers
- Court of Revision for Drainage, 6:05 PM, Council Chambers

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

(Q) **Adjournment:**

The Corporation of the Municipality of Leamington

Minutes of Council Meeting

Held Monday, March 10, 2014 at 6:00 PM

In Leamington Council Chambers

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

Members Absent: Councillor Verbeke

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 Culture and Recreation Services Amanda Smith
Project Engineer Joseph Dattilo
Council Services Assistant Mary Ann Manley

Disclosures of Pecuniary Interest:

Councillor Atkin disclosed an interest in Report CL/13/14 and with respect to Confirmation By-law 378-14 as he is a member of the Leamington's Lion's Club. Councillor Atkin did not participate in the discussion or vote on the report or the confirmation by-law.

Adoption of Council Minutes:

No. C-83-14

Moved by: Councillor Chopchik
Seconded by: Councillor MacDonald

That Minutes of the Council Meeting (including Zoning Public Meeting for Zoning By-law Amendment #85 for 523 and 525 Mersea Road 3, Zoning By-law Amendment #86 for 468 and 474 Seacliff Drive West, Zoning By-law Amendment #87 for 229 County Road 14, and Zoning By-law Amendment #88 for 2308 Deer Run Road, and Drainage Public Meeting for Dick Pumping System Abandonment; Wilkinson-Shilson Drain Relocation of a portion of the drain and Reid drain, West branch; and Bridge for Pomas Farms Inc.) held March 3, 2014 be adopted.

Carried

Business Arising Out of the Minutes:

None

Public Meetings/Court of Revision:

None

Reports of Staff and Delegations:

1. Essex Region Conservation Authority, 2013 Annual Report, 2014 Draft Budget and Leamington Initiatives

General Manager/Secretary-Treasurer, Richard Wyma, highlighted the achievements of 2013 and provided an overview of the 2014 draft budget, and goals and objectives of the Essex Region Conservation Authority. Mr. Wyma provided a DVD presentation. Joe Bachetti, Chair of the Board was also present.

Council acknowledged the work undertaken by Mr. Wyma and the staff at ERCA.

In response to several questions from Council, Mr. Wyma commented that ERCA continues to work with several government agencies, municipalities and private citizens on the international Detroit Watershed lands initiative which is a volunteer collaboration to improve this region's fragile lands. Also, Mr. Wyma explained the ERCA tree warranty program. He said ERCA investigates the tree plantings for success rates noting the utilization of local genetic tree stock has improved the success rate. Mr. Wyma affirmed ERCA does lobby the province to change policies that are not appropriate for this area, using the Hurricane Hazel policies as an example.

Council noted there will be a rain garden planted in Seacliff Park sometime in June 2014.

Mr. Bachetti thanked Leamington for its support of the ERCA board.

2. Go Blue for Autism, a campaign to raise autism awareness and correspondence dated February 24, 2014

Paula LaSala-Filangeri and Ann Obeid-Diab thanked Council for their support of the 2013 "Go Blue for Autism" campaign. They were at Council to further promote autism awareness and introduce the 2014 campaign.

No. C-84-14

Moved by: Deputy Mayor Wright
Seconded by: Councillor Chopchik

That Municipal staff work with the local Autism Awareness group to Light Up Leamington Blue for World Autism Awareness Day on April 2, 2014 and for the Autism Awareness Month of April.

Carried

3. Report ENG 08/14 dated February 20, 2014 regarding Small, Rural, Northern Municipal Infrastructure Funding, Bridge No. 3 Reconstruction

Project Engineer, Joseph Dattilo, presented the report noting construction would take place from July to August 2014.

In response to a Council question; Mr. Dattilo is recommending a full closure of Mersea Road 11 during the reconstruction of the bridge as it is a low traffic road. The closure dates will be advertised and detour routes posted.

No. C-85-14

Moved by: Deputy Mayor Wright
Seconded by: Councillor MacDonald

That the Municipality of Leamington enter into a contribution agreement with Her Majesty The Queen In Right of Ontario, as represented by the Minister of Rural Affairs to provide 90% funding, up to \$450,000, toward the total eligible costs of the Bridge No. 3 reconstruction project;

And that \$500,000 be approved as a first charge to the 2014 Engineering Capital budget for the reconstruction of Bridge No. 3 to be funded \$450,000 from the SRNMIF grant and \$50,000 from the Federal Gas Tax Reserve fund.
(Report ENG/08/14)

Carried

4. Report REC 03/14 dated January 15, 2014 regarding Great Lakes Cruising Club Rendezvous 2014

Manager of Culture and Recreation, Amanda Smith, summarized the report noting the summer rendezvous is the single biggest event held by the Great Lakes Cruising Club. Ms. Smith said a summer student on an internship will study the impact on the local economy by the hosting of the rendezvous.

There was discussion on further tour ideas such as wineries, farmer's market, shuttle service, highline mushrooms and Point Pelee National Park. Ms. Smith will forward the recommendations to the steering committee.

No. C-86-14

Moved by: Deputy Mayor Wright
Seconded by: Councillor Chopchik

That the request for funding to host the 2014 GLCC Rendezvous at the Leamington Municipal Harbour from July 12 to July 16, 2014 in an amount not to exceed \$4,700, be approved;

And that the expenses be charged to account #10-5-0672-7926-002030.
(REC/03/14)

Carried

5. Report CL/13/14 dated February 12, 2014 regarding Voluntary Toll Road Request, Canadian National Institute for the Blind

Director of Corporate Services, Brian Sweet, presented the report.

No. C-87-14

Moved by: Councillor Jacobs
Seconded by: Councillor MacDonald

That the application of the Canadian National Institute for the Blind (CNIB) to hold a "Volunteer Toll Road" charity event be approved pursuant to Section 3 of the Safe Streets Act, 1999 subject to the following conditions:

1. All volunteers approaching cars are properly identified and wearing safety vests.
2. Volunteers must only approach cars that are stopped at red lights and not enter the travelled portion of the roadway until traffic has stopped.
3. Prior to the event there should be advertising to let the public know the details of the "volunteer toll road" and that all donations are going to the CNIB.
4. Volunteers approaching drivers must be polite, well identified and not be persistent if no donation is forthcoming.
5. Volunteers should offer all drivers approached with information on the CNIB. The driver's can display the information on their dashboard so the driver will not be approached again by the volunteers.
6. The applicant agrees to indemnify and safe harmless the municipality from all claims resulting from the event and provide a policy of liability insurance in the amount of Five Million Dollars (\$5,000,000.00) designating the municipality as a named additional insured.

And that the event be approved to be held on Saturday, May 3rd, 2014 between the hours of 8:30 AM and 12:30 PM at the intersection of Erie Street South and Pulford Avenue. (Report CL/13/14)

Carried

Matters for Approval:

No. C-88-14

Moved by: Deputy Mayor Wright
Seconded by: Councillor Chopchik

That the minutes of the Economic Development Committee held February 18, 2014 be approved.

Carried

No. C-89-14

Moved by: Deputy Mayor Wright
Seconded by: Councillor Chopchik

That the minutes of the Leamington Municipal Heritage Advisory Committee held February 26, 2014 be approved.

Carried

No. C-90-14

Moved by: Councillor Jacobs
Seconded by: Councillor MacDonald

That the minutes of the Kingsville Leamington Municipal Animal Control Advisory Committee held March 5, 2014 be approved.

Carried

Other Matters for Consideration:

1. **Correspondence from Minister Linda Jeffrey, Municipal Affairs and Housing received March 5, 2014 regarding funding for long term social and affordable housing**

No. C-91-14

Moved by: Deputy Mayor Wright
Seconded by: Councillor Atkin

That correspondence from Minister Linda Jeffrey, Municipal Affairs and Housing received March 5, 2014 regarding the federal government partnership with the Provinces and Territories in funding long term social and affordable housing be supported;

And that correspondence be forwarded to the Minister of Employment and Social Development and Minister for Multiculturalism.

Carried

2. **Correspondence from Association of Municipalities of Ontario received March 4, 2014 regarding Legislature Supports Motion on Municipal Liability Reform**

No. C-92-14

Moved by: Deputy Mayor Wright
Seconded by: Councillor MacDonald

That correspondence received from the Association of Municipalities of Ontario received March 4, 2014 regarding "Legislature Supports Motion on Municipal Liability Reform" be supported;

And that correspondence be forwarded to the provincial government.

Carried

Report on Closed Session:

None

Consideration of By-laws:

No. C-93-14

Moved by: Jacobs
Seconded by: MacDonald

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

By-law 367-14 being a by-law to amend Schedule I, Development Services, Building and Planning of By-law 319-13, being a by-law to provide for a tariff of fees to be charged in 2014 by the Municipality of Leamington

Carried

No. C-94-14

Moved by: Councillor Jacobs
Seconded by: Deputy Mayor Wright

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

By-law 378-14 being a by-law to confirm the proceedings of the Council of The Municipality of Leamington at its meeting held March 10, 2014

Carried

Notices of Motion:

None

Open Session of Council and Administration:

Deputy Mayor Wright would like to Leamington to adopt a “no idling policy” for the municipality’s vehicle fleet similar to the policy the City of Windsor adopted. Director of Community Services, Rob Sharon will draft a staff report for Council consideration.

Mayor Paterson attended the Mid-America Food Processors Association conference from March 4th to 6th, 2014. He was impressed with the labs where they not only teach students how to conduct experiments on food items they also provide product research and development for food processing companies as well as market research. The Mayor felt the same scenario could be located in Leamington in a continuing education setting. Deputy Mayor Wright requested the Mayor forward him his notes and contacts on this matter and the Deputy Mayor will have further discussion with St. Clair College about the idea.

On Wednesday morning the Mayor brought greetings to the conference from Council and the Municipality and briefly discussed the reasons Leamington and the Windsor Essex Economic Development Committee (WEEDC) were in attendance. Members of WEEDC worked to develop business contacts and a list of food processors interested in visiting the area to look at possible investment opportunities.

Statement of Members: non-debatable

Deputy Mayor Wright announced a prime rib dinner was being held at St. John the Evangelist Anglican Church on Thursday, March 20th, 2014 at 6:00 p.m. Tickets are \$25.00 each.

Adjournment:

No. C-95-14

Moved by: Councillor MacDonald
Seconded by: Councillor Jacobs

That the meeting adjourn at 7:16 p.m.

Carried

John Paterson, Mayor

Brian Sweet, Clerk

Minutes approved at Council Meeting held
_____, 2014, Resolution C-____-14,
Confirmation By-law ____-14

Report

To: Mayor and Members of Council
From: William J. Marck, Chief Administrative Officer
Date: March 3, 2014
Re: Level of Service - Ontario Provincial Police - Leamington Detachment

Aim:

To receive direction as it relates to the level of service and hours of operation for the Ontario Provincial Police (OPP), Leamington detachment.

Background:

As part of the discussions with respect to transitioning from a municipal police service to a contract for service with the Ontario Provincial Police, a number of matters were considered by the previous Council.

Two issues that concerned Council were whether the police station remains open 24 hours a day, 7 days a week (24/7), as it did under municipal police services model, and that civilian employees that were employed by the Leamington Police Services retain their jobs if the service went to OPP, to the extent possible.

As a result of the police review, Council made the decision that for the first five years of the contract with the OPP (expires December 31, 2015) the Leamington detachment would remain open 24 hours a day, 7 days a week. In order to provide 24/7 service the contract for service with the OPP contains a cost centre to staff the detachment with 10 Administrative Clerks.

By correspondence dated April 10, 2013, the OPP advised the costs to pay 4.5 Civilian Data Entry (CDE) Clerks salary (who were administration clerks under Leamington Police Service) would be borne by the Province based on their restructuring and expansion of the use of those resources under the OPP service model. As a result, Leamington's invoices for police services were reduced accordingly effective April 1, 2013. Leamington was paying \$546,619 (\$528,409 net of estimated Provincial Services Usage (PSU) credit) per month for policing and it was estimated the amount would be adjusted to \$528,407 (\$502,571 net of estimated PSU) per month.

The correspondence reflects the OPP “will not be proposing the contract be amended at this time”. The correspondence goes on to note “the CDE costs and resources are under review as part of the restructuring project and as such, municipal costs may be subject to further revisions in the future”.

Comments:

By letter dated February 20, 2014, the OPP advised the Municipality they have reviewed their processes as they relate to the CDE positions and it would be more efficient for them to centralize the CDE function for southwestern Ontario.

Staff at the Leamington detachment who have been reassigned to a CDE position, will remain at the Leamington detachment; however, through attrition the positions will eventually be shifted to a central location. The OPP advised the contract language for 4.5 CDE Clerks will not allow for those positions to undertake reception duties or the duties of an Administrative Clerk.

Effective April 1, 2014, the 5.5 Administrative Clerks would provide counter support at the Leamington Police Station Monday through Friday 8:00 a.m. to 4:00 p.m.

If Council wishes to continue to have the police station open 24/7 after April 1, 2014, then the 4.5 CDE Clerk positions would have to be reclassified to Administrative Clerks and the costs associated with the salary of the Administrative Clerks would be added back into the cost for service with the OPP (2014 estimated at \$339,320).

For information purposes, Leamington is the only OPP detachment in Ontario that is open 24/7. The previous Council indicated it would revisit the level of service prior to the expiration of the contract (December 2015).

The following is provided for Council information:

- 1) Previously, when the station was open 24/7, it was open 24/7 because the Police Services provided dispatch services to the Leamington Police Service and Leamington Fire Service. As a result, those attending the police station during non-business hours were met by a civilian (dispatcher) and if they required police assistance, the civilian would dispatch a police vehicle to the station. Presently, the same arrangements are in place, whereas those attending the police station after hours would be greeted by an OPP civilian who would contact OPP dispatch who would dispatch a vehicle to the station.

If Council were to agree to use the OPP model whereas the building is closed during non-business hours, there is a phone outside the station that the public can use which has a direct line to dispatch who in turn would dispatch a vehicle to the station.

- 2) With respect to civilian jobs, the number of staff working at the police station would remain the same however; through attrition those 4.5 CDE positions would be moved to a centralized location which would support all detachments in Southwestern Ontario. At this time, there is no loss of employment or a need for the existing CDE staff to relocate.

Financial Impact:

The original 2013 OPP cost estimates included salary and benefits for 10 civilian staff at \$1,122,290. The adjusted 2013 OPP cost estimates included salary and benefits for 5.49 civilian staff at \$809,002, for an annual estimated cost reduction of \$313,288 based on 4.51 civilian staff positions being realigned.

Per their letter of February 20, 2014, OPP have advised that should Council decide to have the Leamington detachment open 24/7 after April 1, 2014, the fee for service with the OPP would be increased an estimated \$339,320 per year. This adjustment is equal to the cost reduction of \$313,288 in 2013, escalated at 8.3% to derive the 2014 cost estimate.

Conclusion:

One of the options considered by Council during the police review process was to reduce police costs by using the standard OPP model whereas, the police station would be open during regular business hours Monday to Friday 8:00 a.m. to 4:00 p.m. However, the Council of the day wanted the same level of service that was provided by Leamington Police and the decision was made to have the detachment remain open 24/7. It was agreed the matter of hours of service would be revisited prior to the contract expiring. In order to achieve efficiencies in its processing, the OPP will be centralizing the CDE function, and the CDE duties at local detachments will be phased out.

The OPP have a contractual requirement to provide 24/7 service at the Leamington detachment, however in order to do that after April 1, 2014, the 4.5 CDE's must be reclassified to administration clerks and the cost for the administrative clerks added back to the budget for contracting police services.

The OPP decided to implement a change in their administrative processes during the current contract term. As noted above, the OPP are obligated to continue to provide 24/7 service under the current contract if Council decides to enforce that obligation, which would then require the municipality to pay the costs to have 10 civilian staff. Alternatively, Council could opt to accept the reduction in the cost for service by standardizing the business hours of the detachment to Monday to Friday 8 a.m. to 4 p.m.

This matter was reviewed with OPP staff who advised that after-hour's traffic at the detachment is minimal. Further, the requests received after hours are for services that can be provided during regular business hours and can only be processed by those administrative staff working during regular hours. The ability to speak with a police officer is always available to the public, whether the station is open or closed.

Report CAO 04/14 - Level of Service - Leamington Ontario Provincial Police

In summary, there are savings to the Corporation in having the OPP offices open Monday to Friday 8 a.m. to 4 p.m., with minimal reduction in the level of service. Further the public still has the ability to speak with a police officer regardless of the time of day.


Recommendation:

That the Ontario Provincial Police contract for police service be amended to reflect Leamington would be responsible to pay for the services of 5.5 Administrative Clerks at the detachment;

And that effective April 1, 2014 the business hours of operation for the Ontario Provincial Police - Leamington detachment be Monday through Friday 8:00 a.m. to 4:00 p.m. as per the OPP model.

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: 2014.03.13 11:51:05 -04'00'

William J. Marck
Chief Administrative Officer

kms

File: T:\CAO\CAO 2014\2014 Reports\CAO 04-14-Level of Service-OPP.doc

**Ontario
Provincial
Police**

**Police
provinciale
de l'Ontario**



Municipal Policing Bureau
Bureau des services policiers des municipalités
777 Memorial Ave. 777, ave Memorial
Orillia ON L3V 7V3 Orillia (ON) L3V 7V3
Tel: (705) 329-6200 Fax: (705) 330-4191

File: 460 20
Reference: W-6066

April 10, 2013

CAO
Municipality of Leamington
111 Erie Street North
Leamington ON N8H 2Z9

Dear Sir/Madam:

Re: 2013 Policing Costs Reduction – Ontario Provincial Police (OPP)

The OPP is pleased to announce that effective April 1, 2013 municipal contract costs relative to existing detachment Civilian Data Entry (CDE) operations will be eliminated. The OPP CDE function is undergoing a restructuring and expansion resulting in a broader application of the service across the Province. We have analyzed the costs of current detachment CDE operations and reviewed the costs identified in contract terms in order to determine the cost reduction effective April 1, 2013. We will not be preparing contract amending agreements at this time, however, future cost reconciliations and estimates will account for the change in CDE cost allocation. Please note CDE costs and resources are under review as part of the restructuring project as such municipal costs may be subject to further revisions in the future.

Please find attached an annualized 2013 estimated OPP policing cost summary for the Municipality of Leamington. This Estimate reflects annual contract costs with the removal of all charges related to civilian data entry operations in the Essex County detachment. The costs associated with the civilian staff performing CDE functions (salary, benefits and other direct operating expenses) either specifically identified in contract terms or deemed to be allocated to the municipality have been removed. Please see the notes included in the attached annualized Estimate for further clarification.

CDE costs will be charged for the period January 1 to March 31, 2013, based on the estimate previously provided to the municipality. The Ministry of Community Safety and Correctional Services will forward an invoice in April based on the attached estimate. The monthly billing amount for the remainder of the year will be one-twelfth of the attached Estimate, \$502,571.00.

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Municipality of Leamington

If you have any questions regarding this estimate, please contact Audrey Sage, Financial Analyst, in Orillia, at (705) 329-6228.

Yours truly,



R.A. (Rick) Philbin, Superintendent
Bureau Commander
Municipal Policing Bureau

Attachments

c: Chair, Leamington Police Services Board

cc: Regional Commander, Western Region
Detachment Commander, Essex County Detachment

O.P.P. COSTING SUMMARY**MUNICIPALITY OF LEAMINGTON****REVISÉ/Annualized Estimated Roll-Up Cost****Estimated Policing Costs for the period****January 01, 2013 to December 31, 2013****EFFECTIVE AS OF APRIL 1, 2013**

Updated to 2012 Formula

**REVISÉ
REMOVAL OF
CIVILIAN DATA ENTRY
CLERK****Salaries and Benefits**

Uniform Members	(Note 1)	Positions	\$	
Inspector		0.21	27,242	
Staff Sergeant		0.73	80,750	
Sergeant		6.00	588,558	
Constables		32.00	2,791,680	
Total Uniform Salaries				3,488,230
Overtime				249,191
Contractual Payout (Vacation & Statutory Holidays)				132,553
Shift Premiums				25,764
Benefits (24.9% of Salaries; 2% of Overtime)				873,553
Total Uniform Salaries & Benefits				4,769,291
Civilian Members		Positions	\$	
Detachment Administrative Clerk	(Note 1)		304,360	
Communication Operators			203,267	
Prisoner Guards / Expenses			53,776	
Office Automation Support Salaries & Benefits			13,785	
Telephone Support Salaries & Benefits			4,673	
Operation Support Salaries & Benefits			152,139	
Total Civilian Salaries	(Note 1)			731,999
Benefits (25.3% of Salaries; 19.7% Part-Time)				77,003
Total Civilian Salaries & Benefits				809,002
OSS Pay and Benefit Charge				-
Total Salaries & Benefits				5,578,293

Other Direct Operating Expenses

Communication Centre		10,047
Operational Support		32,593
RHQ Municipal Support		76,128
Vehicle Usage		331,355
Telephone	(Note 2)	47,818
Office Supplies & Equipment		17,445
Accommodation		-
Uniform & Equipment	(Note 3)	45,443
Cleaning Contract		-
Mobile Radio Equipment Repairs & Maintenance	(Note 3)	30,607
Auxiliary Officers Per Diem		-
Office Automation - Uniform	(Note 4)	59,928
Office Automation - Civilian	(Note 5)	9,048
Total Other Direct Operating Expenses		660,410
OSS ODOE Fee		-

2013 Total Estimated Actual Gross Policing Costs	6,238,704
Provincial Services Usage	(207,853)

TOTAL ESTIMATED POLICING COST	\$ 6,030,851
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O.P.P. COSTING SUMMARY -
Estimated Policing Costs for the period
January 01, 2013 to December 31, 2013

MUNICIPALITY OF LEAMINGTON

Notes:

- 1) The estimated policing cost for 2013 based on the Uniform and Civilian 2013 Salary schedules under the 2011 -2014 Compensation Framework Agreement. This estimate is effective April 1, 2013 and has a reduction of 4.17 Detachment Administration Clerk FTEs as these FTEs are responsible for Civilian Data Entry duties. Civilian Salaries and Office Automation have been adjusted accordingly, please note the municipality will be responsible for these costs for the period January 01 - March 13, 2013 (90 days).
- 2) Vehicle Usage includes an additional Crime Unit Vehicle at an annual cost of \$9,788.
- 3) Accommodation and Cleaning Contract are not calculated as the municipality owned buildings.
- 4) Effective January 1, 2011, the \$300 per Auxiliary Officer will not be charged to the Municipalities.
- 5) Office Automation - Uniform costs are calculated at \$1,316 per uniformed member plus one (1) additional computer for the Staff Sergeant at \$2,503 and three (3) additional laptop computers calculated at \$2,060 per computer.
- 6) Office Automation- Civilian effective April 1, 2013, 4.51 computers at an annual charge of \$1,648 have been pro-rated for the period January 01 to March 31, 2013 (90 Days). After April 1, 2013 there will be no charge for these 4.51 computers under Office Automation - Civilian relating to RMS Data entry duties.

Ontario
Provincial
Police

Police
provinciale
de l'Ontario



ESSEX COUNTY DETACHMENT

1219 Hicks Road,
Lakeshore, Ont.

P.O. Box 910, Essex, Ont.
N8M 2Y2

Telephone: (519) 723-2493
Fax: (519) 723-2133

February 20th 2014

File: 1150

Mr. William J. Marck
Chief Administrative Officer
The Corporation of the Town of Leamington
111 Erie Street North,
Leamington, Ontario. N8H 2Z9

Impact of the Detachment's Civilian Personnel Reduction

The original municipal policing contract with the Corporation of the Town of Leamington and the Ontario Provincial Police included a total of ten Civilian Detachment Administration Clerks. The majority of these individuals were tasked with staffing the Leamington Detachment reception area, on a twenty-four hour/seven days a week basis.

Their duties expanded to include the responsibility of completing civilian data entry activities and the Leamington Detachment subsequently housed the overall Essex County Detachment's Civilian Data Entry (CDE) Unit.

During 2013, the CDE initiative underwent a restructuring process and expanded to encompass the overall OPP, converting to a Provincial initiative. The costs attributable to CDE functions were then removed from all the OPP's municipal contracts, effective April 1st 2013.

As a result of a work load analysis, a total of four and one half Civilian Detachment Administration Clerks were removed from the cost of Corporation of the Town of Leamington's annual municipal contract.

Specifically this amounted to a reduction of \$312,592.80 annually - based on the 2013 salary and benefits rates.

- Civilian Detachment Administration Clerk annual salary (2013 rate)
\$55,439 + 25.3% (benefits).

This is an overview of the OPP's efforts to actively search for efficiencies and convey these savings directly to the municipalities.

"Putting Our Community First"

On April 1st 2014, the identified personnel will be exclusively tasked with CDE activities. Based on established labour distinctions and potential wage variances, they will be unavailable for Leamington Detachment reception duties. As a result, the Essex County Detachment Command Staff is formally requesting that Leamington Council consider and communicate their desire to exercise one of the two following options.

Option #1:

Without the availability of these four and one half Civilian Detachment Administration Clerks, the front counter of the Leamington Detachment can no longer be staffed on a twenty-four hour/seven days a week basis.

On weekends, holidays and after 4:00pm and before 8:00am on weekdays, outside telephone service is available at the detachment. This will immediately link anyone needing police assistance with the Communications Centre. An officer will then be contacted to address the needs of the general public. This is the standard operating procedure at OPP Detachments.

Option #2:

If twenty-four hour/seven day a week staffing of the front counter remains the desire of the municipality, a formal request to return these four and one half Civilian Detachment Administration Clerks to the Corporation of the Town of Leamington's annual municipal policing costs will need to be made.

As noted, April 1st 2014 is the date on which these Civilian Detachment Administration Clerks are scheduled to convert to Provincial staffing responsibility. The timely decision of Leamington Council will be appreciated.

Please communicate your decision through the Essex County Detachment Command Staff at your earliest opportunity.

Thank you,

S/Sgt. Tim Nyheff

Essex County O.P.P. Detachment
Administrative Support Manager

"Putting Our Community First"

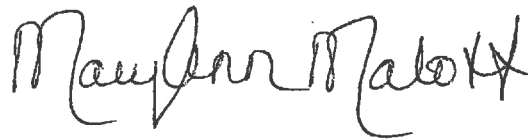
To Whom It May Concern,

I, Mary Ann Malott, resident of Kingsville am requesting that we raise the bar when it comes to animal welfare. Like Essex Township put in place a new by law to restricting chaining/tethering, which includes the following four significant changes:

1. A ban on tethering or chaining an animal for more than 12 hours a day
2. A ban on driving with a dog loose in the back of an open pick up truck
3. A ban on leaving an animal in a car when the temperature is too hot or too cold
4. New provisions on Animal Welfare standards for pet owners, including:
 - Anti-dumping provisions under which the owner of a vehicle used to abandon an animal in the municipality can be charged

I believe Kingsville needs to have a change in mindset in the care and responsibility of animals. We need to be proactive and strive to be a pet friendly community. This consolidated bylaw will help to ensure that animals are treated humanely and kept safely sheltered in clean and sanitary conditions. This will help to give both the town's animal control officers as well as law enforcement officers more tools to work with. The town of Kingsville needs to take such positive steps to make Kingsville a better community for animals.

Thank you,

A handwritten signature in black ink, reading "Mary Ann Malott". The signature is written in a cursive, flowing style with a large initial 'M' and a long, sweeping tail.

Mary Ann Malott

Here are some interesting statistics:

1. A 1994 study authored by two CDC (Centers for Disease Control and Prevention) physicians found that chained dogs were 2.8 times more likely to attack than dogs who were not tethered
2. Of 50 children aged 1 or older who were killed by dogs in the U.S. from 1979 to 1988, 28 percent had “wandered to close to a chained dog”. Nearly 30 percent of the 38 children aged 1 to 9 killed by dogs in the U.S. between 1989 and 1994 died after “wandering too close to a chained dog”
3. Nevada, Texas, Virginia, Connecticut, and California all have statewide laws regulating chaining. Those include cast rural areas – this isn’t an urban issue
4. The city of Laurinburg, North Carolina (which on its web site calls itself an “agricultural community”) passed a tethering restriction. They had found that 51 percent of their dog bites were from dogs who were confined on chains or who had been chained and broken loose. They have indicated that they encourage on other cities and counties to do the same

Even the U.S. Department of Agriculture states, “Continuous confinement of dogs by tether is inhumane”.

Report

To: Mayor and Members of Council
From: Lu-Ann Barreto, Drainage Superintendent
Date: January 20, 2014
Re: Appointment of Drainage Commissioners and Annual Meeting Report

Aim:

To provide Council with information regarding annual meetings of various municipal drainage schemes, and to enact a by-law and appoint Commissioners to establish annual fees for the better maintenance of various municipal drainage schemes.

Background:

Pursuant to provisions of *The Drainage Act* R.S.O. 1990, Chapter D.17, Section 95, and for better maintenance and repair of drainage works by embanking, pumping or other mechanical operations, the Council of the Municipality initiating the drainage works may, by By-law:

- (a) Appoint one or more Commissioners with power to;
 - (i) Enter into any and all necessary contracts for the purchase of fuel, erection or repairs of buildings and purchase and repair of machinery;
 - (ii) Do all other things necessary for successfully operating the drainage works and for keeping the embankment thereof in repair as may be set forth in the appointment bylaw.
- (b) Provide for defraying the annual cost of maintaining and operating the drainage works by way of assessment upon the lands and roads in any way liable for assessment.

Pursuant to Subsection 2 of Section 95, the fees or other remuneration of a Commissioner shall form part of the cost of the maintenance and repair of the drainage works.

Therefore, the reason for an Annual Drainage Scheme meeting is to consider matters relative to the Drainage Scheme itself, pursuant to the provisions of *The Drainage Act*. Any matter that appears in the minutes of the Drainage Scheme is a recommendation to Council for confirmation and/or action.

A Council may or may not appoint local drainage Commissioners to oversee the operation of any or a particular drainage scheme. Historically, Council looked forward to the recommendations from the individual drainage schemes and appreciated the constructive input that usually aids in initiating and completing necessary projects.

Copies of the minutes of the annual meetings held by all large drainage schemes which have a Commissioner(s) appointed to operate the pumping system are attached to this report for Council's information. This includes:

Drainage Scheme	Commissioner	Paid Annually & Charged to Scheme
East Marsh	John Landschoot	\$ 500.00
Lloyd	John Tatomir	\$ 500.00
Marentette	Jim Tatomir	\$ 500.00
Wahl	Tom Dick	\$ 500.00
West Marsh	Tom Dick, Richard Lassaline	\$1,000.00
West Part B & C	Jim Belluz	\$ 500.00
Total:		\$3,500.00

Issues and/or comments were raised and noted in the attached minutes.

Following is a list of the smaller electric pumps:

Drainage Scheme	Commissioner	Charged to Scheme
Beach & Kay	Bailey Inc.	\$ 500.00
Cotterie Park	Bailey Inc.	\$ 500.00
Dick	Bailey Inc.	\$ 500.00
Elmdale	Bailey Inc.	\$ 500.00
Lakeshore	Bailey Inc.	\$ 500.00
Total:		\$2,500.00

If work on the pump is required other than regular maintenance the mechanic will require permission from the Drainage Superintendent prior to any work proceeding.

The hourly rate has not changed for the pump operators and will remain at \$18.00 per hour.

In summary, the following people are under the supervision of the Drainage Superintendent and have been recommended as pump operators/commissioners for 2014:

East Marsh	John Landschoot	Bill Enns	John Drake	Mike Landschoot		
Lloyd	John Tatomir	Scott Kerr	Barry Bihun			
Marentette	Jim Tatomir	John J. Tatomir				
Wahl	Tom Dick					
West Marsh	Tom Dick	Richard Lassaline	Pat Impens	Steve Derbyshire	Kevin Derbyshire	Peter Neufeld
West Part B & C	Jim Belluz	Harold Enns	Louis Marentette			

All commissioners and pumpers will be required to read and sign off on the pumpers health and safety handbook as part of their training.

Staff note at this time that the fall arrest systems for each pump station have been installed. The Drainage Superintendent will allow for Fall Arrest Training and the purchase of the harness systems in the 2014 Drainage Maintenance Budget.

Financial Impact:

These charges form part of the Drain Maintenance Budget for Municipal Drains. The Municipality pays the full cost of maintenance as incurred. The landowners, road share (municipality) and other third parties are then charged their apportioned share that will be invoiced and the share apportioned to the Road Authority in the same manner as all other drain maintenance projects.

Staff note at this time that insurance for the pump operators/commissioners and the pump structures and equipment will be reviewed in 2014. The Commissioners have questioned the cost of insurance premiums and deductibles and have asked for a review.

The attached minutes address some concerns expressed by Commissioners and some of those items will be included in the Drainage Budget for Council's consideration.

Recommendation:

That the 2013 Annual Meeting minutes of the various drainage schemes be received;

And that the Commissioners be appointed as follows, subject to signing of the Health and Safety Handbook;

Drainage Scheme	Commissioner	Paid Annually & Charged to Scheme
Beach & Kay	Bailey Inc.	\$ 500.00
Cotterie Park	Bailey Inc.	\$ 500.00
Dick	Bailey Inc.	\$ 500.00
East Marsh	John Landschoot	\$ 500.00
Elmdale	Bailey Inc.	\$ 500.00
Lakeshore	Bailey Inc.	\$ 500.00
Lloyd	John Tatomir	\$ 500.00
Marentette	Jim Tatomir	\$ 500.00
Wahl	Tom Dick	\$ 500.00
West Marsh	Tom Dick Richard Lassaline	\$500.00 x 2 = \$1,000.00
West Part B & C	Jim Belluz	\$ 500.00
	Total:	\$6,000.00

And further, that Council consider By-law 373-14 to appoint Commissioners and establish annual fees for the various Municipal Drainage Schemes. (DR 8-14)

Respectfully submitted,

**William
J. Marck**

Digitally signed by William J. Marck
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o=Municipality of Leamington,
ou=Chief Administrative Officer,
email=wmack@leamington.ca,
c=CA
Reason: I am approving this
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Lu-Ann Barreto
Drainage Superintendent

Allan Botham, P.Eng.
Manager of Engineering
Services

Robert Sharon
Director of Community
Services

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Municipality of Leamington

**West Part B & C Blind Line Drainage Scheme Annual Meeting Minutes
Held Thursday, November 28, 2013 Commencing at 3:00 PM
in the Ante Room**

Present: Harold Enns, Don Hicks, Jim Belluz, Louis Marentette

Staff Present: Lu-Ann Barreto, Drainage Superintendent
Lindsay Dean, Engineering Assistant

Adoption of Minutes:

Moved by: Jim Belluz
Seconded by: Don Hicks

That the minutes of the West Part B & C Blind Line Drainage Scheme meeting held December 6, 2012 be approved.

Carried

Review of 2013 Expenditures:

Moved by: Jim Belluz
Seconded by: Harold Enns

That the 2013 West Part B & C Blind Line Drainage Scheme expenditures be received.

Carried

Election of 2014 Commissioner:

Jim Belluz offered to be commissioner since Don Hicks resigned. He wanted to thank Don Hicks for all his work for the scheme. Jim Belluz offered for Harold Enns to be commissioner, but wanted whoever was commissioner to take charge and be the main pumper. It was decided that Jim Belluz would be the commissioner and Harold Enns would be a back up as well as Louis Marentette.

Moved by: Harold Enns
Seconded by: Don Hicks

That Jim Belluz be appointed as Commissioner for the West Part B & C Blind Line Drainage Scheme for 2014.

Carried

Health & Safety:

Lu-Ann Barreto explained that rather than completing health and safety training online, they are being provided with a handbook that they would have to read and sign off on. A fall arrest training session will be held at the West Marsh Pump House.

Budget Requirements for 2014:

Jim Belluz said that since the drainage area changed and added all the residences, the pump has become unable to keep up when the electricity is out. The scheme needs a diesel or natural gas back up system. Lu-Ann Barreto will discuss with Joseph Dattilo to see if his sewer project could help fix the problem. She also indicated that a new staircase and discharge pipe would be worked on next year. Jim Belluz suggested that a new pump be purchased within 2-4 years and wait on replacing the discharge pipe. The pump currently cannot keep up with the expanded drainage area. It was determined that all items for 2014 works be removed and that a new pump be engineered now and installed in 2 years.

Other Matters:

Jim Belluz said that Rempel cleaned in front of the screen, but there was no where to dump so he was going to dump it on his property and pay him for it. He was never paid.

Moved by: Don Hicks

Seconded by: Louis Marentette

That the meeting adjourn at 3:25 p.m.

Carried

/ld

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Municipality of Leamington
West Marsh Drainage Scheme Annual Meeting Minutes
Held Thursday, November 28, 2013 Commencing at 2:30 PM
in the Ante Room

Present: Sydor Platsko, Jim Belluz, Paul Tiessen, Tom Dick, Richard Lassaline, Louis Marentette

Staff Present: Lu-Ann Barreto, Drainage Superintendent
Lindsay Dean, Engineering Assistant

Adoption of Minutes:

Moved by: Tom Dick
Seconded by: Jim Belluz

That the minutes of the West Marsh Drainage Scheme meeting held December 6, 2012 be approved.

Carried

Review of 2013 Expenditures:

Jim Belluz indicated that the expenses were \$25,000 last year and this year it is up \$10,000. He asked that the Rempel invoice be reviewed and that the Municipality monitors contractor invoices more carefully.

Moved by: Jim Belluz
Seconded by: Tom Dick

That the 2013 expenditures for the West Marsh Drainage Scheme be received.

Carried

Election of 2014 Commissioners:

Discussion ensued in regard to complaints amongst pumpers and commissioners. Richard Lassaline agreed to remain as commissioner along with Tom Dick.

Moved by: Sydor Platsko
Seconded by: Paul Tiessen

That Tom Dick be appointed Commissioner for the West Marsh Drainage Scheme for 2014.

Carried

Moved by: Sydor Platsko

Seconded by: Paul Tiessen

That Richard Lassaline be appointed Commissioner for the West Marsh Drainage Scheme for 2014.

Carried

It was discussed that timesheets will be paid within 30 days of being received and that they should be handed in at the end of every month.

Health & Safety:

Lu-Ann Barreto explained that rather than completing health and safety training online, they are being provided with a handbook that they would have to read and sign off on. Fall arrest training will be conducted this year at the West Marsh Pumping Scheme.

Budget Requirements for 2014:

In 2014 the leak on the discharge pipe would be examined. Jim Belluz thinks the pipe is likely okay, but the connection needs to be tightened. It was suggested that the Municipality budget to replace the engine on the south end rather than investing any money in repairs. Jim suggested staying away from a turbocharge engine.

Other Matters:

The issues with security were raised and some ideas were suggested including sensor lights or fencing. Jim Belluz suggested contacting the police every time there was an issue. Lu-Ann Barreto indicated there wasn't anything she could do about the property line concern. Jim Belluz would like the mailboxes removed that are on the West Marsh property. Lu-Ann Barreto let everyone know there was tampering done with the fuel tanks and rocks thrown in front of the intake. She changed the locks on the pumphouse, but didn't know if the group wanted to put up a chain link fence. Jim Belluz suggested getting a screen around the property.

Moved by: Louis Marentette

Seconded by: Sydor Platsko

That the meeting adjourn at 3:00 p.m.

Carried

/ld

Municipality of Leamington
Wahl Drainage Scheme Annual Meeting Minutes
Held Wednesday, November 27, 2013 Commencing at 3:00 PM
in the Council Chambers

Present: Tom Dick, John Landschoot

Staff Present: Lu-Ann Barreto, Drainage Superintendent
Lindsay Dean, Engineering Assistant

Adoption of Minutes:

Moved by: John Landschoot

Seconded by: Tom Dick

That the minutes of the Wahl Drainage Scheme meeting held December 5, 2012
be approved.

Carried

Review of 2013 Expenditures:

Lu-Ann Barreto expects that Shilson will be out shortly to clean the ditch.

Moved by: Tom Dick

Seconded by: John Landschoot

That the 2013 expenditures for the Wahl Drainage Scheme be received.

Carried

Election of 2014 Commissioner:

Moved by: John Landschoot

That Tom Dick be appointed Commissioner for the Wahl Drainage Scheme for
2014.

Carried

Health & Safety:

Lu-Ann Barreto explained that rather than completing health and safety training online,
they are being provided with a handbook that they would have to read and signed off on.

Budget Requirements for 2014:

There are currently no works planned for 2014. The 1st Concession Road Drain East will be cleaned next year. The schedule of assessment in the current engineer's report needs to be amended since it was created before the Wahl Drainage Scheme was created.

Moved by: John Landschoot

Seconded by: Tom Dick

That the meeting adjourn at 3:25 p.m.

Carried

/ld

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Municipality of Leamington
Marentette Marsh Drainage Scheme Annual Meeting Minutes
Held Wednesday, November 27, 2013 Commencing at 2:00 PM
in the Council Chambers

Present: John Tatomir Sr., Mildred Tatomir, Jim Tatomir

Staff Present: Lu-Ann Barreto, Drainage Superintendent
Lindsay Dean, Engineering Assistant

Adoption of Minutes:

Moved by: Mildred Tatomir

Seconded by: Jim Tatomir

That the minutes of the Marentette Marsh Drainage Scheme's annual meeting held December 5, 2012 be approved.

Carried

Review of 2013 Expenditures:

Lu-Ann Barreto advised that the pump installation was completed.

Moved by: Mildred Tatomir

Seconded by: Jim Tatomir

That the 2013 expenditures for the Marentette Marsh Drainage Scheme be received.

Carried

Election of 2014 Commissioner:

Moved by: Mildred Tatomir **Seconded by:** John Tatomir Jr.

That Jim Tatomir be appointed as Commissioner for the Marentette Marsh Drainage Scheme for 2014.

Carried

PUMP OPERATORS:

John James Tatomir Jr. and Jim Tatomir as a back up.

Health & Safety:

Lu-Ann Barreto explained that rather than completing health and safety training online, they are being provided with a handbook that they would have to read and sign off on. Fall arrest training will be completed next year at the West Marsh Drainage Scheme.

General Maintenance of Pump House:

John Tatomir explained that maintenance at the pump house was good.

Budget Requirements for 2014

In 2014 the staircase/catwalk will be finished, the ditch cleaned and a day to night light sensor installed.

Other Matters:

It was mentioned there were no Rempel invoices in the expenses. Lindsay Dean will look into where the expenses were charged to.

Moved by: Jim Tatomir

Seconded by: John Tatomir

That the meeting adjourned at 2:15 p.m.

Carried

/ld

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Municipality of Leamington
East Marsh Drainage Scheme Annual Meeting Minutes
Held Wednesday, November 27, 2013 Commencing at 2:30 PM
in the Council Chambers

Present: John Landschoot, Bill Enns, Len Driedger, Tom Dick

Staff Present: Lu-Ann Barreto, Drainage Superintendent
Lindsay Dean, Engineering Assistant

Adoption of Minutes:

Moved by: John Landschoot

Seconded by: Bill Enns

That the minutes of the East Marsh Drainage Scheme meeting held December 5, 2012 be approved.

Carried

Review of 2013 Expenditures:

Lu-Ann Barreto advised that the ditch cleaning of the south branch was done this year and leveling may occur by year end, weather pending. However, those expenses are not shown in the expense report. Tom Dick wondered why a large number of air filters were purchased. It was decided that John Landschoot, as the commissioner, would make all purchases other than a mechanic working on the pump. The fall arrest cable should be installed this year. The gear head for the new pump was just delivered and the new pump is to be delivered next week.

Moved by: Tom Dick

Seconded by: John Landschoot

That the 2013 expenditures for the East Marsh Drainage Scheme be received.

Carried

Election of 2014 Commissioner:

Moved by: Bill Enns

Seconded by: Tom Dick

That John Landschoot be appointed Commissioner for the East Marsh Drainage Scheme for 2014.

Carried

Pumpers:

Bill Enns
John Drake
Mike Landschoot

Health & Safety:

Lu-Ann Barreto explained that rather than completing health and safety training online as they had in the past, they would need to read the handbook provided and attend the fall arrest training. The fall arrest training will be completed in 2014 at the West Marsh pump for all commissioners and pumpers to attend.

Budget Requirements for 2014:

Finish leveling the dirt from the drain maintenance project, replacement of the 24" pump structure and assess the condition of the 24" pump.

Tom Dick wondered if the old pump could be kept once it is pulled. The group asked where the pump would be stored. It was determined that Bailey Machining will pull parts off the old pump to be reused.

Other Matters:

Len Driedger advised that the Hillman Drain is not draining properly. Lu-Ann Barreto indicated that she will flush and camera the drain next year and clean the ditch. John Landschoot asked that his culvert also be replaced at that time.

Moved by: John Landschoot
Seconded by: Tom Dick

That the meeting adjourn at 3:10 p.m.

Carried

/ld

Municipality of Leamington

Lloyd Drainage Scheme Annual Meeting Minutes

**Held Wednesday, November 27, 2013 Commencing at 1 :30 PM
in the Council Chambers**

Present: John Tatomir Sr., Mildred Tatomir, Jim Tatomir, Diane Bartel, Scott Kerr, Barry Bihun, Pilar Silveira, Connie Zaccagnini, Bill Enns, Pauline Kniaziew

Staff Present: Lu-Ann Barreto, Drainage Superintendent
Lindsay Dean, Engineering Assistant

Adoption of Minutes:

Moved by: Barry Bihun

Seconded: Connie Zaccagnini

That the minutes for the Lloyd Drainage Scheme's annual meeting held December 5, 2012 be approved.

Carried

Review of 2013 Expenditures:

Lu-Ann Barreto advised everyone that there were 2 abnormally high hydro bills. The hydro bills are normally between \$800 - \$1,000, however, there was a bill for \$8,000 and \$10,000. Hydro One has been contacted to look into the matter.

Pilar Silveira advised that there are many people out in that area late at night and is the reason she requested a street light. This will be forwarded to the Engineering Technologist.

Moved by: Jim Tatomir

Seconded by: Barry Bihun

That the 2013 expenditures for the Lloyd Drainage Scheme be received.

Carried

Election of 2014 Commissioner:

Moved by: Jim Tatomir

Seconded by: Barry Bihun

That John Tatomir be appointed Commissioner for the Lloyd Drainage Scheme for 2014.

Carried

Pump Operators:

Barry Bihun and Scott Kerr to remain as pumpers.

Health & Safety:

Lu-Ann Barreto explained that rather than completing health and safety training online, they will be provided a handbook they have to read and sign off on. They will also be receiving fall arrest training at the West Marsh pump station next year. Timesheets for pumping will be paid within 30 days of being received.

General Maintenance of Pump House:

The commissioner and pumpers advised they have been keeping up with maintenance in the book.

Budget Requirements for 2014:

Lu-Ann Barreto advised that she would like an hour meter installed on the diesel engine. This would help with knowing when the oil needed to be changed. Lu-Ann Barreto explained that a new pump house building is required and she is working on getting an idea on price to put in the budget. She is thinking of getting a frame structure to keep on the existing concrete, which would cost roughly \$20,000 - \$24,000. Nothing in the building would be insulated except a small office and the door layouts would remain the same. Lu-Ann Barreto will be removing the hydro meter on the diesel pump once the hydro issue is resolved. Barry Bihun asked if a timer could be put on the electric float for hydro savings to avoid peak hours. John Tatomir advised that the engine was going through a lot of oil. The pumpers didn't think there was an issue.

Moved by: Diane Bartel

Seconded by: Jim Tatomir

That the meeting adjourn at 1:45 p.m.

Carried

/ld

Report

To: Mayor and Members of Council
From: Danielle Truax, Manager of Planning Services
Date: March 10, 2014
Re: Leamington Uptown Commercial District
Community Improvement Plan (CIP) 2014 Budget Request
14 Mill Street East (110-12400)

Aim:

To request the approval of a Renovation Grant under the Community Improvement Plan as a first charge to the 2014 Planning Services Budget for the Community Improvement Plan.

Background:

On August 13, 2012, Council approved the Leamington Uptown Commercial District Community Improvement Plan (CIP). An action plan outlined the funding available under each grant program and municipal initiative starting from 2012 and ending in 2016.

The 2014 Budget will include requests for the following funding as specified within the action plan:

1. Building Exterior and Facade Improvement Grant \$90,000.00
2. Renovation Grant \$90,000.00
3. Residential Development Charge Grant \$36,000.00
4. Municipal Fees Grant \$20,000.00
5. Sidewalk Cafe Grant \$12,000.00
6. Business Relocation and Expansion Grant \$28,000.00
7. Mun. Parking Lot Landscaping Initiative \$40,000.00
8. Mun. Business Signage, Property Standards and Bike Management Program \$5000

Based on the action plan, the amount to be included in the CIP budget for Council's consideration in 2014 is \$321,000.00.

Proposal:

The intent of the Renovation Grant program is to provide a financial incentive that encourages the upgrading, rehabilitation and redevelopment of commercial, mixed use and residential buildings. These upgrades also improve safety by bringing them into compliance with current Ontario Building Code requirements. This program will also encourage the conversion of second floor storage to residential units, and retrofitting for energy efficiency.

The Municipality will provide a one-time grant of 25% of the costs of the renovations to a maximum of \$15,000 per property within the Uptown Community Improvement Project Area. The minimum grant amount is \$1,250, meaning that the minimum project cost eligible for a grant is \$5,000. The annual limit for grants issued under the Renovation Grant program is \$90,000.

The owner of 14 Mill Street East has approached the municipality for a grant under the CIP Renovation Grant Program. The proposed works that qualify under the program include the installation of flooring ramps and railings to the gaming floor, the installation of a new energy efficient cooling system, the installation of accessible counters, the installation of accessible entry doors (rear) and the upgrade and installation to the kitchen fire suppression system.

As part of the Charitable Bingo and Gaming Revitalization Initiative of the Ontario Lottery and Gaming Corporation (OLG), electronic bingo is being offered on electronic terminals with touch screens in selected facilities. This initiative has been brought forward “to invigorate the traditional bingo experience, with the objective of generating more money for thousands of local charities” by attracting new players and creating a new experience. In May, Council supported the following resolution to allow for the use of electronic gaming made by Chances Bingo facility at 14 Mill Street East.

No. C-182-13

That the request by the Sun Parlour Charities Association that the Municipality of Leamington support the implementation of an electronic format for bingo events at Chances Bingo Hall, 14 Mill Street East, be approved:

And that the Municipality enter into a Charitable Gaming Centre Municipality Agreement with Ontario Lottery and Gaming to hold Electronic Bingo at Chance Bingo Hall, in accordance with information provided in Report CL/13/13;

And that the Mayor and Clerk be authorized to execute the said agreement.
(Report CL/13/13).

The owner of 14 Mill Street must be in a position to allow OLG access to the property to install the in floor wiring for the gaming system on April 10, 2014. The building requires a number of upgrades prior to OLG work date. The owners are in the process of submitting a complete CIP application, including the necessary quotes for work that qualifies for funding under the Renovation Grant Program.

At this time, the municipality has not accepted any other applications under the Renovation Grant Program for consideration in 2014. The owner indicates that they will also be making an application for improvements to the facade of the building under the CIP program.

Financial Impact:

In accordance with the CIP Action Plan, \$321,000.00 is to be made available in 2014 for approved projects subject to Council's consideration. The maximum amount to be committed for projects approved under the Renovation Grant Program in 2014 is \$90,000.00. It is anticipated that the timing for the consideration and final approval of the 2014 Municipal Budget will not accommodate the established timeline under the OLG contract.

The grant will be charged to 2014 Special Projects Account # 10-5-0400-7928-002030-002141 to a maximum amount of \$15,000.00 and will be accounted for as funds committed under the 2014 CIP programs.

A separate Planning report will be presented to Council to provide a 2013 yearend update. The update will outline the total funds committed under the CIP programs, including information regarding uncommitted amounts.

Conclusion:

Administration recommends that Council support a first charge to the 2014 budget for an amount up to the maximum \$15,000.00 available per property under the Renovation Grant Program.

The approval is being requested to allow the necessary works for the conversion of the facility to meet the established timeline under the OLG contract.

Recommendation:

That an allotment of up to \$15,000.00 in funds from the Commercial District Community Improvement Plan (CIP) Renovation Grant Program be approved as a first charge to the 2014 budget;

(PLA/11/14).

Respectfully submitted,

Danielle Truax,
Manager of
Planning Services

Digitally signed by Danielle
Truax, Manager of Planning
Services
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Manager of Planning Services,
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email=dtruax@leamington.ca
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Date: 2014.03.12 09:52:51
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Danielle Truax
Manager of Planning Services

William J.
Marck

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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: 2014.03.13 13:33:47 -04'00'

Tracey Pillon-Abbs
Director of Development Services

:dt

Report

To: Mayor and Members of Council

From: Tracey Pillon-Abbs, Director of Development Services

Date: March 12, 2014

Re: 'Unwilling Host' to Industrial Wind Turbine Projects
Request for a Resolution

Aim:

To provide Council with information regarding the option of becoming an 'unwilling host' to industrial wind turbine (IWT) projects.

Background:

In December 2008 the Province brought forward a proposed legislation entitled *The Green Energy and Green Economy Act (GEGEA)*. This was an Act *Granting Priority to Renewable Energy Sources to Manage Global Climate Change, Protect the Environment and Streamline Project Approvals*. The Act repealed the *Energy Conservation Leadership Act, 2006* and the *Energy Efficiency Act* and amends other statutes (ie *Planning Act, Ontario Building Code*).

The purpose of the GEGEA was to:

- 1) enhance economic activity by creating a world leading "clean energy industry",
- 2) to ease the ability for renewable energy projects to come on line and
- 3) to reduce the adverse impact on the environment by introducing various renewable energy projects.

After the GEGEA received Royal Assent in 2009, there were three postings on the Environmental Registry (EBR) relating to proposed regulations and included:

1. **Ministry of Energy:** May 12, 2009 Posting No. 010-6455. This posting identified that roof or wall mounted solar photo voltaic, solar thermal water/air and ground source heat pumps would be exempt from local legal barriers that prevent or restrict their use.
2. **Ministry of the Environment:** June 9, 2009 Posting No. 010-6516. This posting contains proposed content for the Renewable Energy Approval regulation under the Environmental Protection Act.
3. **Ministry of Natural Resources:** June 9, 2009 Posting No. 010-6708. This posting contains proposed approval and permitting requirements document for renewable energy projects on Crown land.

Council submitted comment on above three postings in July 2009 (PLA/40/09). Comments included concerns regarding municipal involvement as a commenting agency, the projects that are exempt from local municipal control, heritage assessment, archeological assessment, setbacks from natural features, noise setbacks, etc.

The GEGEA regulations were approved and have now become law as of September 2009.

Prior to the GEGEA law, there were two approval processes for renewable energy facilities (solar, wind, biomass, etc). The first process was the approval by local government under the *Planning Act* and the second involved applications under the *Environmental Assessment Act*.

The Municipality of Leamington was preparing to develop the framework to help facilitate the approval process for renewable energy facilities. As part of the County of Essex Official Plan Housekeeping Amendment (OPA) #1, Jones Consulting was hired to prepare policies to be considered when determining the appropriateness of renewable energy facilities and potential land use conflicts. It was the intent that OPA #1 would have been in compliance with the County of Essex newly approved Official Plan policies for renewable energy facilities (ie Management Area 1).

The next step for Council would have been to do a Zoning By-law Housekeeping Amendment to develop regulations (setbacks, height, etc) for renewable energy facilities.

The *Planning Act* was a very effective tool for the responsible siting of renewable energy facilities. However, the local planning approval process was often criticized as being too political, depending on a particular stakeholder's point of view.

Now, renewable energy facilities are subject only to the new GEGEA. The GEGEA was enacted to streamline the approvals for defined renewable energy facilities by consolidating the processes associated with the *Environmental Assessment Act* and *Planning Act* into a single Renewable Energy Approval (REA) issued under the *Environmental Protection Act* at the provincial level.

Administration noted that it would report back to Council if any new information is provided.

Comments:

Review and consideration for changes to the *Green Energy Act* at the provincial level are on-going.

Bill 39 (Ensuring Affordable Energy Act, 2013) which was proposed to limit provincial wind development, eliminate the feed-in-tariff program and give municipalities a greater voice in planning renewable energy projects was defeated in the legislature (April 2013).

The federal government is currently completing a medical study on health effects from wind development which is planned for completion in 2014.

Over 80 rural municipalities to date have passed resolutions requesting an immediate moratorium be placed on industrial wind turbine projects until such time as the study is completed, peer reviewed and recommendations implemented.

Premier Wynne had noted from her speech from the throne that only willing hosts would be considered for gas or wind plants, and this has resulted in a number of municipalities enacting resolutions that they are not willing hosts.

There are currently no proposed industrial wind turbine projects in the rural area of the Municipality of Leamington. Previously, there was a proposal to install wind turbines in Pigeon Bay; however the property is outside of Leamington's municipal boundaries and the water lots are controlled by the Ministry of Natural Resources. If Council would like to become an unwilling host, the following resolution can be sent to the province and AMO:

***"WHEREAS** the Premier of Ontario has recently conveyed the Government's desire to limit Industrial Wind Turbine (IWT) Projects to communities that are willing hosts;*

***AND WHEREAS** Council for the Municipality of Leamington has received a clear message from its residents that they are not willing to host to IWTs in the Municipality of Leamington;*

***AND WHEREAS** Council for the Municipality of Leamington has taken a consistent position on the issue of IWTs;*

***NOW THEREFORE BE IT RESOLVED THAT** the Council for the Municipality of Leamington applauds the position taken by the Premier and the Government;*

***AND THAT** based on the consistent position of Council for the Municipality of Leamington and the input received from the community regarding IWTs, the Province of Ontario and specifically the Ministry of Environment be now advised that the Municipality of Leamington is not a "willing host" for IWTs;*

***AND THAT** this resolution be circulated to Premier Kathleen Wynne, as well as to the Minister of Environment, Minister of Energy, Minister of Rural Affairs and to all Ontario municipalities for their support and endorsement."*

Recommendation:

That the report regarding information on the option of becoming an 'unwilling host' to industrial wind turbine projects be received (PLA-10-14).

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: 2014.03.13 13:32:41 -0400

Tracey Pillon-Abbs
Director of Development Services

/tpa

Report

To: Mayor and Members of Council
From: William J. Marck, Chief Administrative Officer
Date: February 13, 2014
Re: Venue Rental Policy for Photo Sessions

Aim:

To recommend a venue rental policy be established for rental of the Gallery at the Leamington Municipal Building for the purpose of photo sessions.

Background:

In April of 2011, the Leamington Municipal Building opened at 111 Erie Street North. The building offers a unique location for photography due to its contemporary architecture and living wall. The living wall is a vertical arrangement of plants that offers a beautiful landscape for photographs.

Originally, people getting married at the municipal building would use the living wall as a backdrop for wedding pictures after the ceremony. However, word has spread about this location and the municipality is now receiving requests from the public who want to use the facility outside of regular office hours to take photographs for weddings, engagements, family photos, etc.

Comments:

The Municipal Building is unique whereas it has a living wall and use of the facility avoids issues caused by inclement weather.

The Municipal Building is a public facility and like other facilities i.e. rental of rooms at the Leamington Kinsmen Recreation Complex, picnic shelters etc., it could provide a service to the public and generate revenue for the Corporation.

The City of Windsor owns venues such as Willistead Manor and the Art Gallery of Windsor which can be rented for the purpose of photo sessions. Both venues are very popular with multiple, one to two hour photo session bookings every weekend during summer months. Willistead Manor charges a fee of \$180 (plus HST) for a one-hour session inside the Manor. The Art Gallery of Windsor charges \$225 (plus HST) per two-hour session.

If Council determines to implement this service, it is recommended an appropriate fee would be \$200 (plus HST) per two-hour session.

Report CAO 03/14 - Facility Rental Policy - Photo Sessions

Currently, the municipality has contract employees that perform civil marriage ceremonies after hours and on week-ends. For non-wedding events, those contract employees would be used to open the facility, remain during the photo session and ensure the building is secure when the session is complete. Of the \$200 rental fee, \$75 would be paid to the contract employees overseeing the session. Municipal administration would be responsible for all bookings and arrangements for contract employees.

All patrons would be subject to venue rental terms and conditions.

There is presently a \$325 fee for civil ceremonies which occur outside of regular office hours. Therefore, it is recommended the venue rental fee not be applied to civil ceremonies performed at the municipal building.

This arrangement can be reviewed after one year to determine if the municipality should continue to offer this venue rental service to the public.

Financial Impact:

A venue rental fee of \$200 (plus HST) would be charged for a two-hour rental of the gallery.

With respect to cancellations, it is recommended 50% of the venue rental fee be retained in the case of a cancellation after the session has been confirmed. The venue rental cancellation fee could then be applied to a future rental, provided it takes place in the same calendar year as the original booking.

Recommendation:

That the Municipality establish a venue rental policy for rental of the Gallery at the Leamington Municipal Building for the purpose of photo sessions as outlined in Report CAO/03/14;

And that for 2014, a fee of \$200 (plus HST) be established for a two-hour rental of the Gallery at the Leamington Municipal Building for the purpose of photo sessions;

And that "Schedule J" of the Fees By-law 319-13 be amended accordingly.

Respectfully submitted,

William J. Marck

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o=Municipality of Leamington,
ou=Chief Administrative Officer,
email=bmarck@leamington.ca, c=CA
Reason: I am approving this document
Date: 2014.03.13 11:44:53 -04'00'

William J. Marck
Chief Administrative Officer

Kms

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The Corporation of the Municipality of Leamington

Minutes of Mayor's Youth Advisory Committee Meeting

Held February 19, 2014 at 7:00 PM

West End Meeting Room - Municipal Hall

Present: Robert Barnier, Kelsey Augustine, Kiara Clement, Scott Wigfield, Jami Liegh Chrcek, Kaitlyn Gee, Councillor Larry Verbeke, OPP Constable Kevin O'Neil, Brenda Fischer.

Absent: Mayor John Paterson, Erin Reid, Dominique Osmon, Mary Catherine Crowshaw, Peter Gallagher

1. **Recap of Council Meeting:** MYAC shared their thoughts about the experience of attending & presenting at the Council Meeting on Monday, February 10, 2014. They were excited to be introduced and meet Mayor and Council in Municipal Chambers.
2. **Community projects:** students to achieve their 40 community service hours
Suggestions to contact:
Brenda has contacted Secondary School Department Heads and Leamington Uptown Business Improvement with a proposal for BIA Window Displays. Both parties are very interested in partnering on this type of project. The students had lots of ideas for store front displays.
Current businesses could offer product to have the students create an attractive Marketing Display for the upcoming Spring/Birding/Easter season in the uptown display windows.
Empty/ or vacant storefronts could have a generic display set-up. Eg: Drug Awareness, MADD, Farming Scene, Drinking/Texting Awareness, etc.
Brenda has pulled together Business Directories from the Municipal Office to make contact with storefront building owners to see if they are interested. Councillor Verbeke offered assistance in making contact with the building owners.
We are having our next planning meeting on Friday, March 14th from 11:00 am to 12:00pm at the Complex, when the students will work more on the logistics of how to implement this program.
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. It's a way of creating a friendly/competitive rivalry between the schools in their Business departments, similar as experienced in sporting competitions.

3. **Volunteers :** several MYAC students helped at the Friday, January 31st Basketball game at Sherk Complex Gym between the Windsor Express and Leamington All stars. And several volunteered for the Saturday, February 22nd NHL Oldtimers Hockey Challenge vs. Leamington Police Association wearing their bright MYAC Green T-shirts.
4. **Free Skate:** the MYAC will host a Free Skate again for Leamington area students on Friday, March 14th during the March Break Holiday. 1-3pm Unico Arena. All MYAC are invited to attend so peers and feeder students know about the work of the MYAC.
5. **Windsor -Essex Community Drug Strategy:** will attend the March 26th meeting to discuss planning a youth engagement night to hear the voices of the youth and gain insight and strategies on how to best prevent the use of illicit drugs and other substances in our Leamington community.

Adjourned: The meeting adjourned at 7:50 PM

Next Meeting: Wednesday, March 26, 2014 at 7:00 PM, Municipal Office

/BF