



## Regular Council Meeting Agenda

January 20, 2020, 6:00 pm

Essex Civic Centre

360 Fairview Avenue West

Essex, Ontario

Accessible formats or communication supports are available upon request. Please contact the Clerk's Office at [clerks@essex.ca](mailto:clerks@essex.ca) or 519-776-7336 extension 1100 or 1101.

Pages

1. Call to Order

2. Closed Meeting Report

3. Declarations of Conflict of Interest

4. Adoption of Published Agenda

4.1 Regular Council Meeting Agenda for January 20, 2020

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** the published agenda for the January 20, 2020 Regular Council Meeting, be adopted as presented / amended.

5. Adoption of Minutes

5.1 Regular Council Meeting Minutes for December 16, 2019

1

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** the minutes of the Regular Council Meeting held December 16, 2019 be adopted as circulated.

5.2 Special Council Meeting Minutes for November 4, 2019

12

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** the minutes of the Special Council Meeting held November 4, 2019 for the purpose of the Town's Economic Development Officer, Nelson Silveira to provide a presentation to Council regarding the Town of Essex's Streetscape Projects in Essex and Harrow Centres, be adopted as circulated.

6. Public Presentations

6.1 Bernard Gorski

14

RE: Site Specific Sign By-Law Amendment - CREW Winery, 108 County Road 50 East, Harrow

6.1.1 Planning Report 2020-01

RE: Sign By-Law Amendment for 108 County Road 50 East

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** the presentation by Mr. Bernard Gorski asking that Council consider approving a Site Specific By-Law Amendment for a sign at CREW Winery, 108 County Road 50 East, Harrow, be received; and

**That** Planning Report 2020-01 entitled "Sign By-Law Amendment for 108 County Road 50 East", dated January 20, 2020, prepared by Rita Jabbour, Manager, Planning Services, be received; and

**That** the application from Mr. Bernard Gorski for a site specific by-law amendment at 108 County Road 50 East, to retain the existing pole sign structure with an electronic media component, be denied.

**6.2 Anderdon Public School Eco Team**

39

Grade 8 Eco Students from Anderson Public School - Addisyn Walker and Darragh Aston and Mrs. Jodi Nolin, Eco Teacher

RE: Consideration of a Town Wide Ban on Single Use Plastics

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** the presentation by Addisyn Walker, Darragh Aston, Grade 8 Eco Students from Anderdon Public School and Mrs. Jodi Nolin, Eco Teacher, asking Essex Council to consider a town wide ban on single use plastics, be (received/received and supported);

**7. Unfinished Business**

**8. Reports from Administration**

**8.1 Building Department Report 2019-12**

44

RE: December 2019 Building Report

- Development Overview 2019

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** the Building Department Report 2019-12, entitled "December 2019 Building Report and Development Overview 2019", providing Council with an update on building activity within the Town of Essex for the month of December, be received.

**8.2 Finance and Business Services Report 2020-01**

49

2020 Water and Sanitary Sewer Rates

- Schedule A - Water and Sanitary Sewer Charges for the Year 2020
- By-Law 1876  
Being a by-law to establish Water and Sanitary Sewer Rates and Charges

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** Finance and Business Services Report 2020-01, entitled "2020 Water and Sanitary Sewer Rates", dated January 20, 2020, prepared by Jeffrey Morrison, Director, Corporate Services, be received and approved; and

**That** By-Law 1876 being a by-law to establish Water and Sanitary Sewer Rates and Charges, be read a first, a second and a third time and finally passed on January 20, 2020.

**8.3 Chief Administrative Officer Verbal Report 57**

RE: OPP Contract

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** the verbal report by Chief Administrative Officer, Chris Nepszy on the OPP Contract, be received.

**8.4 Planning Report 2020-02 58**

RE: Community Improvement Plan (CIP) Update

- By-Law 1877  
Being a by-law to amend By-Law 1143, being a by-law to adopt a Downtown Community Improvement Plan for Downtown Harrow Centre
- By-Law 1878  
Being a by-law to amend By-Law 1314, being a by-law to adopt a Community Improvement Plan for Part of Essex Centre
- By-Law 1879  
Being a by-law to amend By-Law 1612, being a by-law to adopt a Community Improvement Plan for Part of Colchester Centre

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** Planning Report 2020-02 entitled "Community Improvement Plan (CIP) Update, prepared by Rita Jabbour, Manager, Planning Services, dated January 20, 2020, be received; and

**That** By-Law 1877, being a by-law to amend By-Law 1143 being a by-law to adopt a Downtown Community Improvement Plan for Downtown Harrow Centre, be read a first and a second time and provisionally adopted on January 20, 2020;

**That** By-Law 1878, being a by-law to amend By-Law 1314 being a by-law to adopt a Community Improvement Plan for Part of Essex Centre, be read a first and a second time and provisionally adopted on January 20, 2020; and

**That** By-Law 1879, being a by-law to amend By-Law 1612 being a by-law to adopt a Community Improvement Plan for Part of Colchester Centre, be read a first and a second time and provisionally adopted on January 20, 2020.

**9. Reports from Youth Members**

**10. County Council Update**

11. Correspondence

11.1 Correspondence to be received

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

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

11.1.1	Recognition of Academic Achievement	74
	Amy Fournier and Michael Woodiwiss - completion of the Third Course Program in Municipal Tax Administration	
11.1.2	Ministry of Children, Community and Social Services	76
	RE: Ontario's Poverty Reduction Strategy	
	Correspondence dated December 16, 2019 advising that an online survey will be posted in January 2020 in an effort to receive ideas and feedback from the public to help identify solutions to reduce poverty in Ontario.	
11.1.3	Ministry of Natural Resources and Forestry	80
	RE: Town of Essex's concerns about Shoreline Protection and Phragmites.	
	Correspondence from the Ministry of Natural Resources and Forestry, Minister John Yakabuski, providing a follow-up from the meeting at the 2019 Association of Municipalities of Ontario Conference.	
11.1.4	Town of Amherstburg	82
	RE: Tiny House By-Law	
	Copy of correspondence from the Town of Amherstburg to the Association of Municipalities of Ontario (AMO), dated December 18, 2019 advising of a request for a Tiny House By-Law in the Town of Amherstburg.	
11.1.5	Annual Drinking Water Reports	83
	2018-2019 Chief Drinking Water Inspector Annual Report - <a href="https://www.ontario.ca/page/2018-2019-chief-drinking-water-inspector-annual-report">https://www.ontario.ca/page/2018-2019-chief-drinking-water-inspector-annual-report</a>	
	Minister's Annual Report on Drinking Water 2019 - <a href="https://www.ontario.ca/page/ministers-annual-report-drinking-water-2019">https://www.ontario.ca/page/ministers-annual-report-drinking-water-2019</a>	
	Correspondence advising that the annual reports are available for viewing on the Ministry of the Environment, Conservation and Parks website	
11.1.6	Union Water Supply System	84
	RE: Joint Board of Management Minutes - November 20, 2019	
11.1.7	Essex Region Conservation Authority (ERCA)	89

11.1.8	Windsor-Essex County Environment Committee (WECEC) Agenda - January 23, 2020	142
11.1.9	Union Water Supply System Agenda - January 15, 2020	167
11.1.10	Ontario Provincial Police (OPP) Municipal Policing Bureau News Bulletin  RE: Second Issue, dated January 2020	185
11.1.11	Town of Deep River  RE: Premiers to Develop Nuclear Reactor Technology  Correspondence, dated January 8, 2020 supporting the Premiers of Ontario, Saskatchewan and New Brunswick's intention to work together on the development of small modular reactors to help their province reduce carbon emissions and address the challenges of climate change.	186
11.1.12	City of Woodstock  RE: Ban of Single-Use Plastic Handled Shopping Bags Resolution  Correspondence, dated December 18, 2019 supporting a harmonized ban of single-use plastic shopping bags across the Province of Ontario.	188
11.2	<b>Correspondence to be considered for receipt and support</b>	
11.2.1	Resignation from the Essex Accessibility Committee  RE: Resignation from Earl Brownell  Moved by _____ Seconded by _____ <b>That</b> the resignation from Earl Brownell from the Essex Accessibility Committee, effective January 8, 2020, be received with regret; and  <b>That</b> a letter of thanks be sent to Mr. Brownell for his time spent of the Committee, and that Schedule "A" to By-Law 1777, be updated accordingly.	189
12.	<b>Committee Meeting Minutes</b>	
12.1	<b>Finance Committee - October 7, 2019</b>	190
12.2	<b>Essex Accessibility Advisory Committee - December 5, 2019</b> <ul style="list-style-type: none"><li>(EAAC19-12-039) <b>Recommendation to Council</b> to support the Town investigating, purchasing, installing and utilizing software to enable real time transcription or closed captioning of the regular council meetings to better accommodate those in attendance with hearing impairment or challenges.</li></ul>	193

12.3	Arts, Culture, and Tourism Committee - December 11, 2019	200
12.4	Committee of Adjustment Meeting - November 19, 2019	204
12.5	Essex Police Services Board - December 12, 2019	211
12.6	Arts, Culture and Tourism Committee - January 8, 2020	214
13.	<b>Financial</b>	
13.1	<b>October Bank Payments</b>	218
	Moved by _____	
	Seconded by _____	
	<b>That</b> the October 2019 Bank Payments Report, including the October cheque register, cheque number 50384 to cheque number 50590 inclusive in the amount of \$1,808,223.96, the Preauthorized Payments for October in the amount of \$345,637.71 and Payroll for October in the amount of \$486,088.70, be ratified as submitted.	
13.2	<b>November Bank Payments</b>	229
	Moved by _____	
	Seconded by _____	
	<b>That</b> the November 2019 Bank Payments Report, including the November cheque register, cheque number 50591 to cheque number 50782 inclusive in the amount of \$1,906,247.70, the Preauthorized Payments for November 2019 in the amount of \$418,342.88, and the Payroll for November 2019 in the amount of \$396,320.06, be ratified as submitted.	
14.	<b>New Business</b>	
15.	<b>Notices of Motion</b>	
15.1	<b>The following Notice of Motion will be presented at the February 3, 2020 Regular Council Meeting for Council's consideration:</b>	
15.1.1	Mayor Snively	240
	RE: Canada's National Anthem at Regular Council Meeting	
	That Canada's National Anthem "O Canada", be played at the commencement of each Regular Council Meeting for the Town of Essex.	
16.	<b>Reports and Announcements from Council Members</b>	
17.	<b>By-Laws</b>	
17.1	<b>By-Laws that require a third and final reading</b>	
17.1.1	By-Law 1871	241
	Being a by-law to provide for the Shepley Drain: Replacement Bridges for Elwood Defour and Garry and Bonny Quick	
	Moved by _____	
	Seconded by _____	
	<b>That</b> By-Law 1871 being a by-law to provide for the Shepley	

Drain: Replacement Bridges for Elwood Defour and Garry and Bonny Quick, be read a third time and finally passed on January 20, 2020.

17.1.2      By-Law 1875      244

Being a by-law to confirm the proceedings of the December 16, 2019 Regular Meeting of the Council of The Corporation of the Town of Essex

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** By-Law 1875 being a by-law to confirm the proceedings of the December 16, 2019 Regular Meeting of The Corporation of the Town of Essex, be read a third time and finally adopted January 20, 2019.

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

17.2.1      By-Law 1880      246

Being a by-law to provide for an interim tax levy and to provide for the payment of taxes and to provide for penalty and interest

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** By-Law 1880 being a by-law to provide for an interim tax levy and to provide for the payment of taxes and to provide for penalty and interest, be read a first, a second and a third time and finally passed on January 20, 2020.

17.3      **By-Laws that require a first and second reading**

17.3.1      By-Law 1882      248

Being a by-law to confirm the proceedings of the January 20, 2020 Regular Meeting of the Council of The Corporation of the Town of Essex

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** By-Law 1882 being a by-law to confirm the proceedings of the January 20, 2020 Regular Meeting of the Council of The Corporation of the Town of Essex, be read a first and a second time and provisionally adopted on January 20, 2020.

18.      **Adjournment**

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

That the meeting be adjourned at [TIME].

19.      **Future Meetings**

19.1      **Monday, February 3, 2020 - 6:00 - 9:00 PM - Regular Council Meeting**

Location: County of Essex Council Chambers, 360 Fairview Avenue West, Essex

19.2      **Monday, February 10, 2020 - 5:00 - 7:00 PM - Special Council Meeting**

2020 Council Roundtable Meeting

Location: Municipal Building, Large Meeting Room, 33 Talbot Street  
South, Essex

**19.3 Thursday, February 13, 2020 - 6:00 - 8:00 PM - Special Council Meeting**

Zoning By-Law Amendment (ZBA-01-20) V/L on Gosfield Townline,  
Ward 1

Location: Shaheen Room, Essex Sports Complex, 60 Fairview Avenue  
West, Essex

**19.4 Tuesday, February 18, 2020 - 6:00 - 9:00 PM - Regular Council Meeting**

Location: County of Essex Council Chambers, 360 Fairview Avenue  
West, Essex



**The Corporation of the Town of Essex**  
**Regular Council Meeting Minutes**

December 16, 2019, 6:05 pm  
Essex Civic Centre  
360 Fairview Avenue West  
Essex, Ontario

Present: Mayor Larry Snively  
Deputy Mayor Richard Meloche  
Ward 1 Councillor Joe Garon  
Ward 1 Councillor Morley Bowman  
Ward 2 Councillor Kim Verbeek  
Ward 3 Councillor Steve Bjorkman  
Ward 3 Councillor Chris Vander Doelen  
Ward 4 Councillor Sherry Bondy

Also Present: Chris Nepszy, Chief Administrative Officer  
Doug Sweet, Director, Community Services/Deputy CAO  
Jeffrey Morrison, Director, Corporate Services/Treasurer  
Lori Chadwick, Director, Development Services  
Robert Auger, Town Solicitor, Legal and Legislative Services/Clerk  
Shelley Brown, Deputy Clerk, Legal and Legislative Services  
Lynn Moroz, Administrative Assistant  
  
Cameron Soucie, Youth Council Member  
Ehva Hoffman, Youth Council Member

**1. Call to Order**

**2. Closed Meeting Report**

The Clerk reported that earlier in the evening Council by motion moved into Closed Session as permitted under Section 239 of the Municipal Act. As a result of the Closed Session the Clerk reported the following:

- a) Council adopted the December 9, 2019 Closed Personnel Committee Meeting Minutes as presented and gave direction on a related personnel matter;
- b) Council received an update concerning a possible disposition of municipal property; and
- c) Council deliberated and gave direction concerning a committee or board member matter.

**3. Declarations of Conflict of Interest**

There were no conflicts of interest.

**4. Adoption of Published Agenda**

**4.1 Regular Council Meeting Agenda for December 16, 2019**

Moved By Deputy Mayor Meloche  
Seconded By Councillor Verbeek

**(R19-12-498) That** the published agenda for the December 16, 2019 Regular Council Meeting be adopted as amended with the addition of a letter of resignation from Councillor Bondy as Item 11.2.3 and a request from Councillor Vander Doelen that Council consider allowing Lonnie Kady of Hometown Family Pharmacy and Sergio Braga of Naples Pizza to make a presentation to Council when the time is appropriate.

**Carried**

**5. Adoption of Minutes**

**5.1 Regular Council Meeting Minutes for December 2, 2019**

Moved By Councillor Bowman  
Seconded By Councillor Garon

**(R19-12-499) That** the minutes of the Regular Council Meeting held December 2, 2019, be adopted as circulated.

**Carried**

**6. Public Presentations**

Moved By Councillor Vander Doelen  
Seconded By Deputy Mayor Meloche

**(R19-12-500) That** Lonnie Kady of Hometown Family Pharmacy and Sergio Braga of Naples Pizzeria, Harrow be permitted to address Council as a Public Presentation under Agenda Item 6.2.

**Carried**

**6.1 Essex Region Conservation Authority**

Kevin Money, Director of Conservation Services and Kris Ives, Curator  
RE: John R. Park Homestead Centre

Kevin Money, Director of Conservation Services and Kris Ives, Curator approached Council to advise them of the proposed Heritage Centre to be built at the John R. Park Homestead Centre and to request Council's consideration in providing funding to assist in the construction of the Centre. The power point presentation they provided gave the history of John R. Park Homestead and information on the proposed centre which they plan to use as a tourism hub in partnership with Tourism Windsor Essex Pelee Island with trained staff that are able to promote the area attractions, festivals, restaurants, wineries, stores and more. This accessible centre will also be used to host large groups that visit the John R. Park Homestead during inclement weather and useful for the school groups that visit. They are requesting funding from the Town of Essex to assist in the cost of constructing this centre.

Moved By Councillor Bondy  
Seconded By Councillor Bjorkman

**(R19-12-501) That** the PowerPoint presentation regarding the proposed John R. Park Homestead Heritage Centre given by Kevin Money, Director of Conservation Services and Kris Ives, Curator of the Essex Region Conservation Authority, together with the letter of request, letters of support and request for financial support to assist with the construction of the Heritage Centre be received and that administration look at different funding mechanisms as part of the Town's budget process in order to determine the feasibility of financial assistance for this project.

**Carried**

**6.2 Lonnie Kady, Hometown Family Pharmacy and Sergio Braga, Naples Pizza, Harrow**

Lonnie Kady of Hometown Family Pharmacy and Sergio Braga of Naples Pizza presented at Council in order to express thanks from the Harrow Business Community for an incredible year. They felt there was a positive momentum with a lot of businesses opening and more coming in 2020 and wanted to congratulate Council on a successful year.

**7. Unfinished Business**

**8. Reports from Administration**

**8.1 Legal and Legislative Services-2019-31**

RE: Court of Revision for Shepley Drain: Bridge Replacements for Elwood Defour and Garry and Bonny Quick (Part of Lots 6 and 7, Gore Concession) Geographic Township of Colchester South, Town of Essex, County of Essex

Moved By Councillor Bowman  
Seconded By Deputy Mayor Meloche

**(R19-12-502) That** Legal and Legislative Services Report 2019-31, entitled "Court of Revision for Shepley Drain: Bridge Replacements for Elwood Defour and Garry and Bonny Quick", dated December 16, 2019, prepared by Robert W. Auger, Town Solicitor/Clerk be received; and

**That** the following three (3) members of the Drainage Board: Dan Boudreau, Percy Dufour and Luke Martin be appointed to sit as members of the Court of Revision to be convened for the Shepley Drain: Replacement Bridges for Elwood Defour and Garry and Bonny Quick, Geographic Township of Colchester South, Project REI2018D024, be scheduled for 5:00pm on January 15, 2019 in the Town of Essex, Council Chambers, 33 Talbot Street South, Essex; and

**That** By-law 1871 being a by-law to provide for the Shepley Drain: Replacement Bridges for Elwood Defour and Garry and Bonny Quick, be read a first and second time and be provisionally adopted on December 16, 2019.

**Carried**

**8.2 Chief Administrative Officer Verbal Report**

RE: 2020 Town of Essex Proposed Budget

Chris Nepszy, Chief Administrative Officer reported that on December 9th the first budget meeting was held in which Administration provided an overview of both the operating and capital budget. In order to continue discussion prior to the next budget meeting, Administration had brought it forward for Council's discussion at this Council meeting. Mr. Nepszy noted that the combined budget of \$62,000,000 consists of approximately \$43,000,000 in operating, and \$18,500,000 in capital. It includes a 0% increase in the mill rate, and \$230,000 in an assessment increase, which will be used to offset the debt portion of the Harrow Streetscape. Over \$700,000 in operating surplus is to be carried into the proposed 2020 capital, and \$200,000 is to fund the waiver of development charges, and absorb the decrease of almost \$150,000 in the amount of OMPF Funding that the Town receives yearly. Mr. Nepszy also advised that there are two legacy projects in the capital program, the Harrow Streetscape and the Fire Hall in Ward 2. He then encouraged Council to ask questions of Administration in order to have a clear understanding of the budget.

Moved By Councillor Bowman  
Seconded By Councillor Garon

**(R19-12-503) That** Chief Administrative Officer Chris Nepszy's Verbal Report on the 2020 Town of Essex Proposed Budget be received.

**Carried**

### **8.3 Drainage Report 2019-06**

RE: Appointment of an engineer to prepare a report under Section 78 of the Drainage Act to replace an existing access culvert over the South Townline Drain to serve the agricultural lands of Richard Dubniac

Moved By Councillor Vander Doelen  
Seconded By Deputy Mayor Meloche

**(R19-12-504) That** Drainage Report 2019-06 entitled "Appointment of an Engineer to Prepare a Report to Replace an Existing Access Culvert (Richard Dubniac)", dated December 16, 2019, prepared by Norm Nussio, Manager, Operations and Drainage be received; and

**That** Council appoint engineering firm Rood Engineering Incorporated to develop a report replacing an existing culvert over the South Townline Drain to serve the agricultural lands of Richard Dubniac.

**Carried**

### **8.4 Planning Report 2019-58**

RE: 2019 Community Improvement Plan (CIP) Annual Update

Moved By Councillor Verbeek  
Seconded By Councillor Vander Doelen

**(R19-12-505) That** Planning Report 2019-58, entitled "2019 Community Improvement Plan (CIP) Annual Update", dated December 16, 2019, prepared by Rita Jabbour, Manager, Planning Services be received; and

**That** the Economic Development Officer, or the Manager of Planning Services in his or her absence, be delegated authority for the administration of the Harrow, Essex Centre and Colchester and County

Road 50 CIP, and the execution of agreements on applications submitted under the individual Programs; and

**That** Council direct Administration to prepare a by-law to amend the Community Improvement Project Area and Implementation Strategy for the Essex Centre CIP; and

**That** Council direct Administration to prepare a by-law for the Implementation Strategy of the Harrow CIP and Colchester and County Road 50 CIP.

**Carried**

## **8.5 Planning Report 2019-60**

RE: M. Skipper Request for By-law Repeal

Moved By Deputy Mayor Meloche

Seconded By Councillor Bowman

**(R19-12-506) That** Planning Report 2019-60, entitled "M. Skipper Request for By-Law Repeal", dated December 16, 2019, prepared by Jeff Watson, Planner be received; and

**That** Council support Administration's report that By-laws 430 and 1449 are now redundant site plan control by-laws for the properties located at 186-190 Talbot Street South; and

**That** By-law 1873 being a by-law to repeal By-laws 430 and 1449 be read a first, second and third time and finally passed on December 16, 2019.

**Carried**

## **8.6 Finance and Business Services Report 2019-07**

RE: Revised Schedules to By-Laws 1186, 1331 and 1850

Moved By Councillor Verbeek

Seconded By Councillor Vander Doelen

**(R19-12-507) That** Corporate Services Report 2019-07 entitled "Revised Schedules to By-Laws 1186, 1331 and 1850", dated December 16, 2019, prepared by Jeffrey R. Morrison, Director, Corporate Services be received; and

**That** the following three schedules be revised effective January 1, 2020:

1. Schedule "C" to By-Law Number 1186, being a by-law respecting the maintenance, management, regulation and control of any cemetery owned by The Corporation of the Town of Essex,
2. Schedule "A" to By-Law Number 1331, being a by-law to establish a schedule of miscellaneous fees and charges, and
3. Schedule "B-1" and "B-2" to By-Law Number 1850, being a by-law for the imposition of Development Charges.

**Carried**

## **8.7 Planning Report 2019-61**

RE: Site Plan Control Approval 1627015 Ontario Limited, W. Mills, Agent  
337 Maidstone Avenue East

Moved By Councillor Bjorkman  
Seconded By Councillor Vander Doelen

**(R19-12-508) That** Planning Report 2019-61 entitled "1627015 Ontario Limited Site Plan Control Approval", dated December 16, 2019, prepared by Jeff Watson, Planner be received; and

**That** By-law 1874, regarding site plan approval for 1627015 Ontario Limited for the development of a bus repair facility at 337 Maidstone Avenue East, be read a first, second and third time and finally passed on December 16, 2019.

**Carried**

## **8.8 Director of Development Services Verbal Report**

RE: Year-end Municipal-wide Development Update

Lori Chadwick, Director of Development Services presented a power point presentation to provide Council with information on the status of development in the Town of Essex.

Moved By Councillor Bjorkman  
Seconded By Councillor Bowman

**(R19-12-509) That** the Year-end Municipal-wide Development Update dated December 16, 2019, prepared and presented by Lori Chadwick, Director, Development Services be received.

**Carried**

## **9. Reports from Youth Members**

Youth Council Member Ehva Hoffman reported that she had participated in two events, the McGregor Community Christmas Social in which she had prepared crafts for the children and the McGregor Squirettes of Mary Annual Turkey Dinner, both were a great success.

Youth Council Member Cameron Soucie wished to thank Councillor Verbeek for allowing him to help with the McGregor Community Christmas Social, he advised that it had been a great event and had enjoyed participating in it.

Moved By Councillor Bjorkman  
Seconded By Councillor Vander Doelen

**(R19-12-510) That** the reports made by Youth Council Members Ehva Hoffman and Cameron Soucie be received.

**Carried**

## **10. County Council Update**

## **11. Correspondence**

### **11.1 Correspondence to be received**

Moved By Councillor Bowman  
Seconded By Councillor Bjorkman

**(R19-12-511) That** correspondence listed in Agenda Item 11.1 be received and, where indicated, to further share such information with the community using suitable methods of communication.

**Carried**

11.1.1 Ontario's Special Advisor On Flooding to the Government

RE: Independent Review 2019 Flood Events in Ontario

11.1.2 Municipality of Hasting Highlands

RE: Joint and Several Liability Consultation - Town of Springwater Support

11.1.3 Ontario Good Roads Association

RE: Childcare Services at the Ontario Good Roads Association Conference

**11.2 Correspondence to be considered for receipt and support**

11.2.1 St. Paul's Anglican Church Handicap Parking Space

Moved By Councillor Bowman  
Seconded By Councillor Bjorkman

**(R19-12-512) That** correspondence from St. Paul's Anglican Church dated November 29, 2019 requesting a designated accessible parking space be installed at the entrance of the church on St. Paul Street be received and forwarded to Administration for review/report; and

**That** if the request for an accessible parking space be supported, that By-law 223 being a By-law to provide for Accessible Parking be amended accordingly to reflect the addition.

**Carried**

11.2.2 Town of Amherstburg

Re: Municipal Modernization Program  
Shared Services

Moved By Councillor Bjorkman  
Seconded By Councillor Bowman

**(R19-12-513) That** correspondence from the Town of Amherstburg, dated November 29, 2019 advising that a resolution was passed directing Administration to engage the professional services of a third party consultant, in accordance with the program eligibility requirements, to undertake a municipal service delivery review to address opportunities to achieve cost savings and efficiencies for the Town of Amherstburg and opportunities for shared services with regional municipalities; and that the Mayor send correspondence to the regional Mayors seeking participation in the shared services review in a future Municipal Modernization Program be received and supported; and

**That** a letter of support be sent to Mayor DiCarlo of the Town of Amherstburg advising of the Town of Essex's desire to participate in such an initiative.

**Carried**

11.2.3 Councillor Sherry Bondy

RE: Resignation from the E.L.K. Energy Board

Councillor Bondy declared a conflict of interest as the correspondence involved her and did not participate in the discussion or the vote.

Moved By Councillor Bjorkman  
Seconded By Deputy Mayor Meloche

**(R19-12-514) That** the correspondence from Councillor Sherry Bondy, dated December 16, 2019 advising of her wish to resign from her position on the ELK Energy Board be received and accepted.

**Carried**

11.2.3.1 Appointment to the ELK Energy Board

RE: Councillor Vander Doelen Appointment to the ELK Energy Board

Councillor Vander Doelen declared a conflict of interest regarding his proposed appointment to the ELK Energy Board and did not participate in the discussion or in the voting.

Moved By Councillor Bjorkman  
Seconded By Councillor Bowman

**(R19-12-515) That** Councillor Vander Doelen be appointed to the ELK Energy Board as a board member for the term ending November 14, 2022.

Councillor Bondy requested a recorded vote.

<b>Recorded</b>	<b>Support</b>	<b>Opposed</b>
Councillor Bondy		X
Councillor Bowman	X	
Mayor Snively	X	
Deputy Mayor Meloche	X	
Councillor Garon	X	
Councillor Verbeek	X	
Councillor Bjorkman	X	
	6	1

With a recorded vote of six (6) in support and one (1) opposed the motion

**Carried**

**12. Committee Meeting Minutes**

Moved By Deputy Mayor Meloche  
Seconded By Councillor Bowman

**(R19-12-516)** That the minutes listed in Item 12, together with any recommendations noted therein, be received, approved and adopted as circulated.

**Carried**

**12.1 Court of Revision: South Malden Road Bridge for Kendrick**

October 7, 2019

**12.2 Court of Revision: Batten Drain and Philip Ferris Drain**

November 18, 2019

**12.3 Drainage Board: Shepley Drain: Replacement Bridges for Defour and Quick**

November 12, 2019

**12.4 Essex Municipal Heritage Committee**

November 13, 2019

**13. Financial**

**14. New Business**

**15. Notices of Motion**

**16. Reports and Announcements from Council Members**

Each of the Council members were provided an opportunity to discuss the latest news, upcoming events, and activities in the municipality.

**17. By-Laws**

**17.1 By-Laws that require a third and final reading**

**17.1.1 By-Law 1872**

Being a by-law to confirm the proceedings of the December 2, 2019, Regular Meeting of Council of The Corporation of the Town of Essex

Moved By Councillor Bowman

Seconded By Deputy Mayor Meloche

**(R19-12-517)** That By-Law 1872, being a by-law to confirm the proceedings of the December 2, 2019, Regular Meeting of Council of The Corporation of the Town of Essex, be read a third time and finally passed on December 16, 2019.

**Carried**

**17.1.2 By-Law 1859**

Being a by-law to provide for the Thompson Drain: New Bridge for Cindy Brockman, Part of Lot 32, N.M.R. Concession, Geographic Twp. of Colchester North, Project REI2019D005, Town of Essex, County of Essex

Moved By Councillor Verbeek

Seconded By Councillor Garon

**(R19-12-518) That** By-Law 1859 being a by-law to provide for Thompson Drain: New Bridge for Cindy Brockman, Part of Lot 32, N.M.R. Concession, Geographic Township of Colchester North, Project REI2019D005, Town of Essex, County of Essex be read a third time and finally passed on December 16, 2019

**Carried**

#### 17.1.3 By-Law 1860

Being a by-law to provide for Batten Drain: Replacement Bridge for Abram Harms Holdings, Inc. Part of Lot 27, N.M.R. Concession, Geographic Township of Colchester North, Project REI2019D024, Town of Essex, County of Essex

Moved By Councillor Vander Doelen

Seconded By Councillor Bowman

**(R19-12-519) That** By-Law 1860 being a by-law to provide for the Batten Drain: Replacement Bridge for Abram Harms Holdings, Inc., Part of Lot 27, N.M.R. Concession, Geographic Township of Colchester North, Project REI2019D024, Town of Essex, County of Essex be read a third time and finally passed on December 16, 2019.

**Carried**

#### 17.1.4 By-Law 1861

Being a by-law to provide for the Philip Ferris Drain: Drain Diversion for Atlas Tube Inc., Geographic Township of Colchester South, Project REI2019D007, Town of Essex, County of Essex

Moved By Councillor Bjorkman

Seconded By Councillor Garon

**(R19-12-520) That** By-Law 1861 being a by-law to provide for Philip Ferris Drain: Drain Diversion for Atlas Tube Inc., Geographic Township of Colchester South, Project REI2019D007, Town of Essex, County of Essex be read a third time and finally passed on December 16, 2019.

**Carried**

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

### **17.3 By-Laws that require a first and second reading**

#### 17.3.1 By-Law 1875

Being a by-law to confirm the proceedings of the December 16, 2019 Regular Meeting of Council of the Corporation of the Town of Essex.

Moved By Councillor Bjorkman

Seconded By Councillor Verbeek

**(R19-12-521) That** By-law 1875 being a by-law to confirm the proceedings of the December 16, 2019 Regular Meeting of The Corporation of the Town of Essex be read a first and second time and provisionally adopted December 16, 2019.

**Carried**

18.    **Adjournment**

Moved By Councillor Vander Doelen  
Seconded By Deputy Mayor Meloche

**(R19-12-522) That** the meeting be adjourned at 7:59 PM.

**Carried**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk



## **Special Council Meeting Minutes**

Monday, November 4, 2019 5:00 PM

County of Essex, Committee Room C

360 Fairview Avenue West, Essex, Ontario

### **1. Roll Call**

Present:

Mayor Larry Snively

Deputy Mayor Richard Meloche

Ward 1 Councillor Joe Garon

Ward 1 Councillor Morley Bowman

Ward 2 Kim Verbeek

Ward 3 Councillor Chris Vander Doelen

Ward 3 Councillor Steve Bjorkman

Ward 4 Councillor Sherry Bondy

Also Present:

Chris Nepszy Chief Administrative Officer

Doug Sweet, Director, Community Services/Deputy CAO

Jeffrey Morrison, Director, Corporate Services/Treasurer

Lori Chadwick, Director, Development Services

Robert Auger, Town Solicitor, Legal and Legislative

Services/Clerk

Shelley Brown, Deputy Clerk, Legal and Legislative Services

### **2. Declarations of Conflict of Interest**

No declaration was made.

### **3. Adoption of Published Agenda**

Special Council Meeting Agenda

Moved by Councillor Vander Doelen

Seconded by Councillor Bowman

**(SP19-11-001) That** the published agenda for the November 4, 2019 Special Council Meeting be adopted as presented.

### **4. Reports from Administration**

Streetscape Projects

Nelson Silveria, Economic Development Officer provided a presentation to council regarding the Town of Essex Streetscape Projects in Essex and Harrow Centre. Mr. Silveria provided an overview of the plans, the expected project budget and expected timelines.

Moved by Councillor Garon

Seconded by Councillor Vander Doelen

**(SP19-11-002) That** the presentation entitled “Streetscape Projects”, presented by Nelson Silveria, Economic Development Officer, be received; and

Moved by Councillor Garon

Seconded by Councillor Vander Doelen

**(SP19-11-003) That** administration prepare a Report to Council outlining a detailed funding model and timeline for both Essex Centre and Harrow Centre Streetscape Projects.

## **5. Public Presentations**

Moved by Councillor Bjorkman

Seconded by Councillor Verbeek

**(SP19-11-004) That** delegations be received from the floor.

Bill Baker, Harrow Chamber of Commerce

Mr. Baker stated that, on behalf of the Harrow Chamber of Commerce, he is in full support of the development.

Mike Jagatic, 1476 Border Crescent, Tecumseh

Mr. Jaqatic stated that understands that it is an increase in costing to residents however it is a long-term project with a long amortization and is a once in a lifetime project.

## **6. Adjournment**

Moved by

Seconded by

**(SP19-11-005) That** the meeting be adjourned at 5:45.



## Delegation Request Form

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

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

Name: BERNARD GORSKI

Date of Request: Jan 20, 2020

Are you representing a group? Yes ☐ No ☒

Name of group (if applicable): \_\_\_\_\_

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

SITE-SPECIFIC BY-LAW amendment
for SIGN By-law at CREW
WINERY, 108 County Rd 50E HARRO

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

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

RITA JABBOUR
KEVIN CARTER
JEFF WATSON

RECEIVED

DEC 19 2019

If this is a property matter, are you an owner? Yes ☒ No ☐ N/A ☐  
Have you appeared before Council in the past regarding this issue? Yes ☐ No ☒

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

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

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

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

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

Do you have any additional special needs for your presentation? Yes ☐ No ☒  
If yes, please describe your special needs:


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

108 ~~RD~~ COUNTY Rd 50 E. HARROW NOR1G0

Your phone numbers: Home \_\_\_\_\_  
Work 519 738 9800  
Cell 519 981 4571

Your email address: bgorski@colchesterridge.com

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

1.	BERNARD GORSKI 101 POPLAR BLUFF HARROW, NOR 1G0 519 981 4571
2.	NANCY GORSKI 101 POPLAR BLUFF HARROW, ONT NOR 1G0 519-984-1499
3.	

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

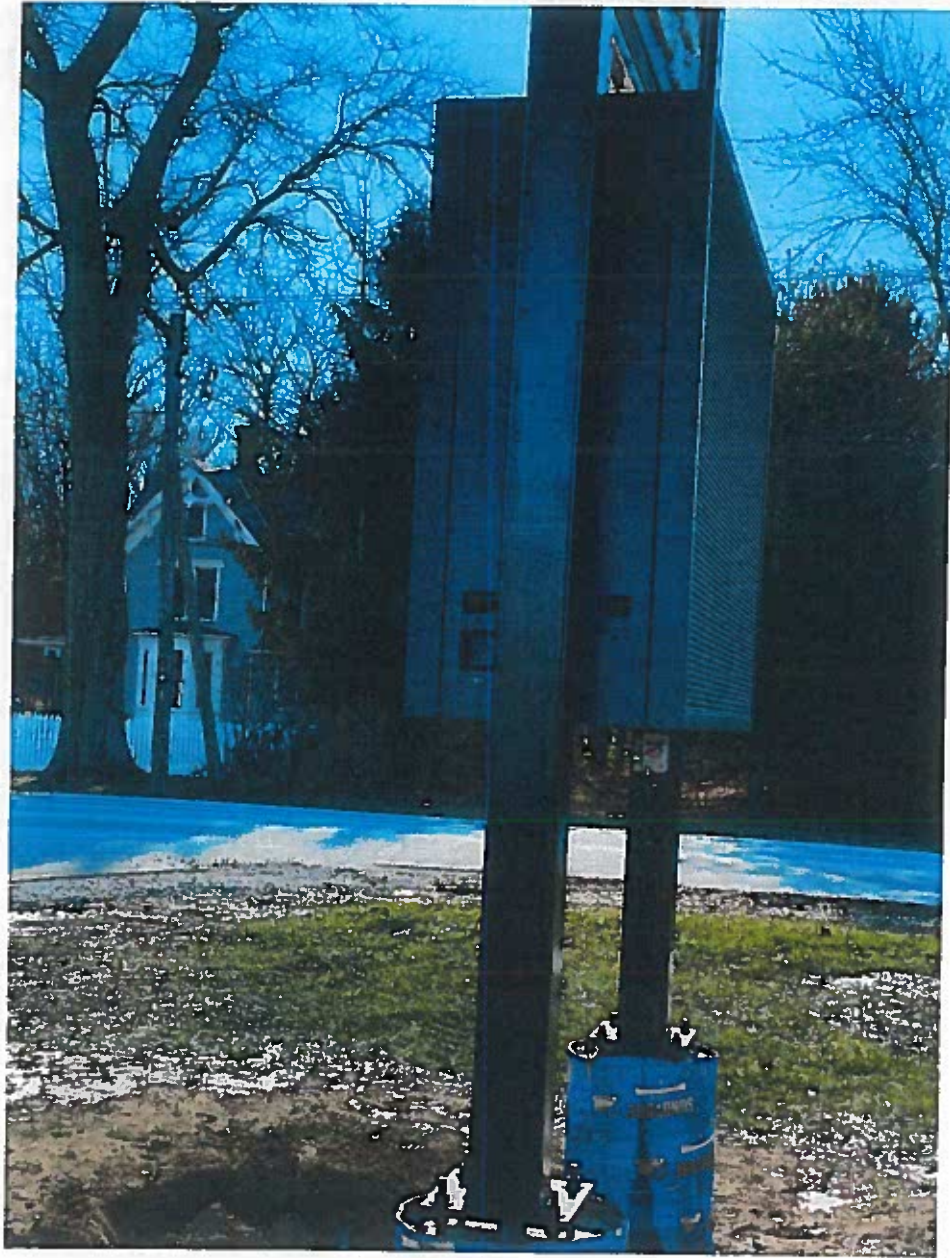
**Please remit this form and copies of material being presented to:**

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





FACING SOUTH WEST



FACING SOUTH EAST

CREW

*Colchester Ridge  
Estate Winery*

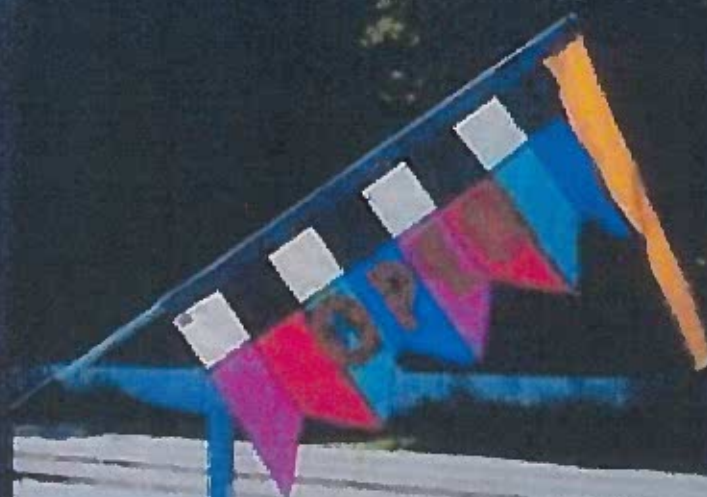
HOW MERLOT  
CAN U GO

2 FOR 30

CREW

*Colchester Ridge  
Estate Winery*

THIS IS  
A SIGN  
U NEED WINE



108

T: 519.738.9800  
F: 519.978.1904

*Colchester Ridge Estate Winery*

108 County Road 50 E  
P.O. Box 609 Harrow, Ontario  
N0R 1G0

[www.colchesterridge.com](http://www.colchesterridge.com)

December 18, 2019

To The Clerk for Town Of Essex

Re: Request for approval of our proposed sign by site-specific by-law amendment.

Colchester Ridge Estate Winery (CREW) is requesting Council for the Town of Essex to consider approval of our proposed sign by site-specific by-law amendment. Along with our application we are giving you a letter with reasons why our request should be considered, a drawing of the sign and it's location and a check of \$500.00 for a processing fee.

Kind Regards



Bernard Gorski  
Colchester Ridge Estate Winery Inc.



---

T: 519.738.9800  
F: 519.978.1904

*Colchester Ridge Estate Winery*

108 County Road 50 E  
P.O. Box 609 Harrow, Ontario  
N0R 1G0

[www.colchesterridge.com](http://www.colchesterridge.com)

December 18, 2019

Town of Essex

Re: Application to use our new sign at Colchester Ridge Estate Winery.

Colchester Ridge Estate Winery has enjoyed conducting business in the municipality since 2004 which is governed by the Town of Essex. We are proud to be part of this blossoming industry in our area and the town's tourism goals and strategic plan. Over the past year, we constructed a new Winery Retail Store and Event Space, a project totalling approximately \$3 million, which will not only expand and grow our business, but also contribute to the local economy and create new jobs and tax revenue.

The Town of Essex has been very supportive with this building project. I qualified and received grants for the project to aid in my intention of increasing business by attracting many new customers.

Our new facility, along with our marketed events and activities, will bring many new people to our area and enhance the tourism economy. 50 percent of EPIC Wine Country Visitors stay overnight, and of all our visitors, 62 percent dine locally, 37 percent shop, and 32 percent stay in a local hotel or B&B. 85 percent would return to the area again. (Innovative Research Group, 2014-2015)

In order to earn these new and repeat visitors, we must make the public aware of all the activities at our event center. We believe that the growth of this area would be hindered by enforcing signage laws that limit our ability to attract tourists that are unfamiliar with the area from the road. Electronic media signs are important for progress and success along a tourism route that is heavily supported by the County of Essex, TWEPI and other local municipalities.

Please also consider the environmental benefit. Printing and mass mail creates waste and expands the carbon footprint which is bad for the environment. LED is very energy efficient; the energy cost will be much less than printing costs of advertising. Our younger clientele is especially aware of this impact, with trends showing that more are turning from print maps to road signage and digital media. Print map usage in our area decreased from 30% to 14% from 2014-2015. (Innovative Research Group, 2014-2015). The same surveys show that people rely on road signs more than maps.



T: 519.738.9800  
F: 519.978.1904

*Colchester Ridge Estate Winery*

108 County Road 50 E  
P.O. Box 609 Harrow, Ontario  
N0R 1G0

[www.colchesterridge.com](http://www.colchesterridge.com)

I had a sign in the same location for 15 years and we replaced it with a sign that was the exact same size in the same location. The major differences are that the new sign has a steel frame instead of a wood frame and there is the LED media sign replacing letter board sign. The Logo on the top portion was moved from the wood frame to the steel frame posts.

We are eager to come to an agreement that satisfies the town, it's residents, our neighbours, and Colchester Ridge Estate Winery (CREW). I understand that we are in an agricultural area, but the taxes are currently assessed as commercial property.

We understand that the sign has very little effect on our goals after 10 PM or before 8 AM. We would like to use our sign between the hours of 8 AM and 10 PM. We will install a timer that will facilitate this.

We very much appreciate your time and consideration.

Kind Regards,



Bernard Gorski

Owner, Colchester Ridge Estate Winery





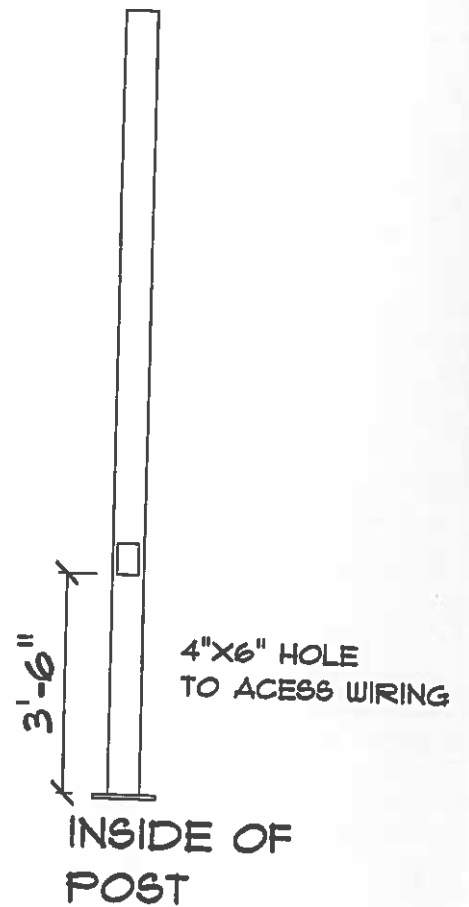
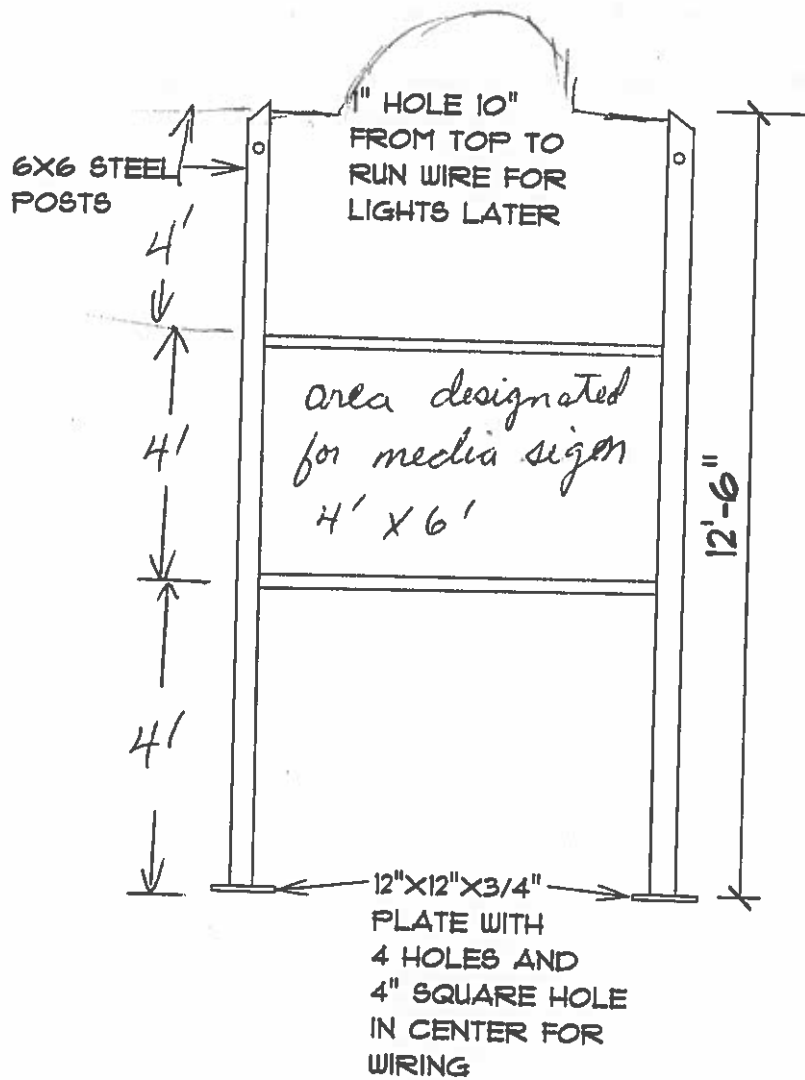
## BARRIER CURB

[illegible]

### UTILITY TRENCH - LANDSCAPED

It is stated in this Act that the Secretary of Defense shall submit to the President a report on the status of the Department of Defense's efforts to develop and maintain a system of defense intelligence. The report shall include information on the status of the Department's efforts to develop and maintain a system of defense intelligence, and on the status of the Department's efforts to develop and maintain a system of defense intelligence.

## CATCHBASIN SUBDRAIN





## Report to Council

Department: Development Services  
Division: Planning  
Date: January 20, 2020  
Prepared by: Rita Jabbour, Manager, Planning Services  
Report Number: Planning-2020-01  
Subject: Sign By-law Amendment for 108 County Road 50 East  
Number of Pages: 14

### Recommendation(s)

**That** "Planning-2020-01" entitled "Sign By-law Amendment for 108 County Road 50 East" prepared by "Rita Jabbour, Manager, Planning Services" dated "January 20, 2020" be received, and

**That** the application for a site specific sign bylaw amendment, submitted by Mr. Bernard Gorski of 108 County Road 50 East, to retain the existing pole sign structure with electronic media component, be denied.

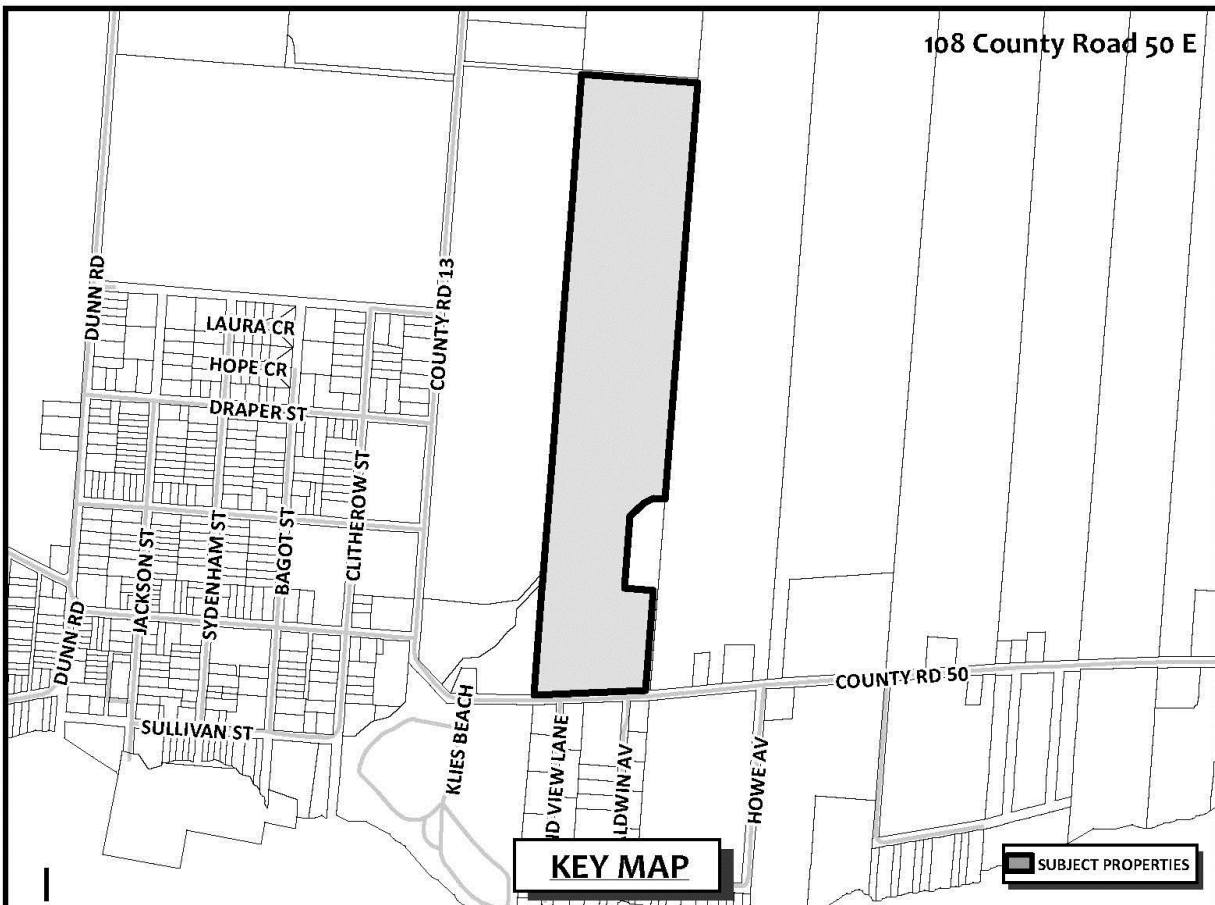
### Purpose

For a non-residential use in an agricultural district, Town of Essex Sign By-law, By-law 1350, does not permit an electronic media sign or an on-site ground sign having a height which is greater than 2.0 metres. Any amendment to By-law 1350 for special regulations that differ from one or more of the provisions of the by-law for a sign that is not permitted must be submitted to the Town for approval by Council.

## Background and Discussion

An application for a site specific amendment to Bylaw-1350, being a By-law regulating the erection of signs in the Town of Essex, was submitted by Mr. Bernard Gorski of the Colchester Ridge Estate Winery (CREW) for the property located at 108 County Road 50 East for the retention of the existing pole sign structure with electronic media component.

The subject property is located on the north side of County Road 50 just east of the Colchester Hamlet:



The subject property is zoned Agricultural District 1.1 (A1.1) for general agriculture and farm production support activities under Town of Essex Zoning Bylaw, Bylaw 1037. The subject property is currently occupied by a vineyard, winery and a newly constructed winery retail store and event space. (A winery in combination with a vineyard is a permitted use under the A1.1 zoning district). Residential development exists to the south of the subject property.

To compliment the new winery retail store and event space, the applicant constructed a new sign structure to replace a previous sign structure constructed in 2005 when Bylaw 355, the preceding sign bylaw, was in effect. The new sign structure is supported by two (2) 6x6 steel posts; an existing logo that was moved from the previous sign structure; and, an LED electronic media sign which occupies 2.2 square metres. The new sign structure is located in the same area as the previous sign and is setback a distance of 72 feet from the centre of County Road 50.



Figure 1. New sign structure with steel posts, logo and electronic media component



Figure 2. Previous sign structure with wood posts, logo and letter board

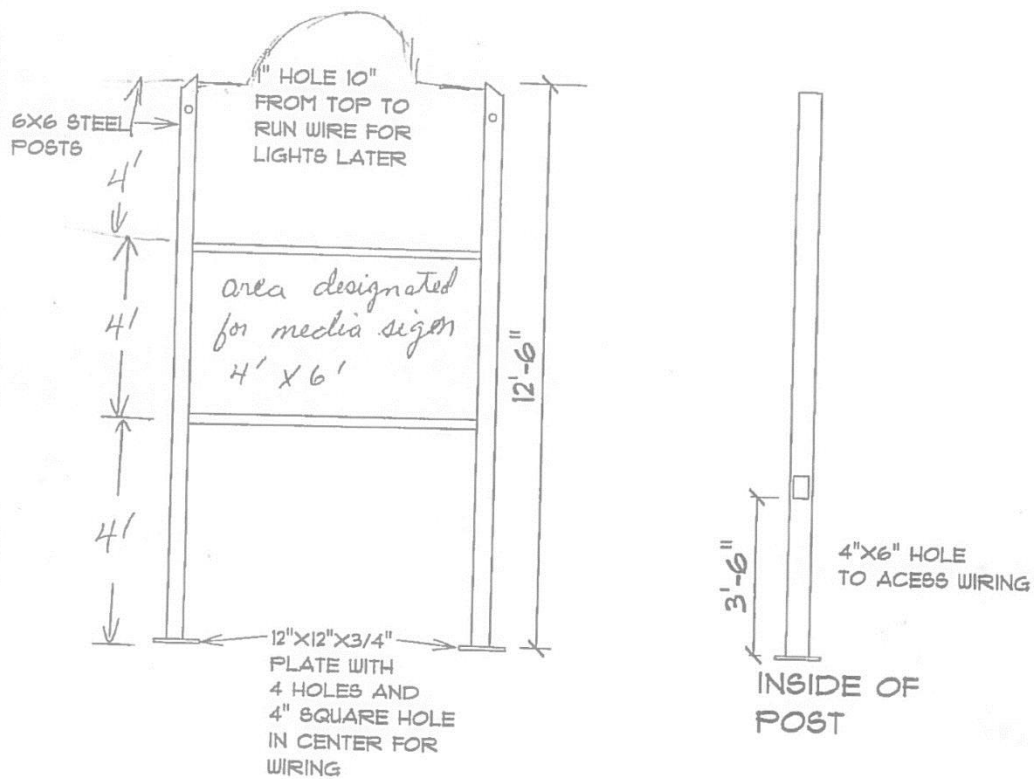


Figure 3. Measurement of new sign structure as submitted by applicant

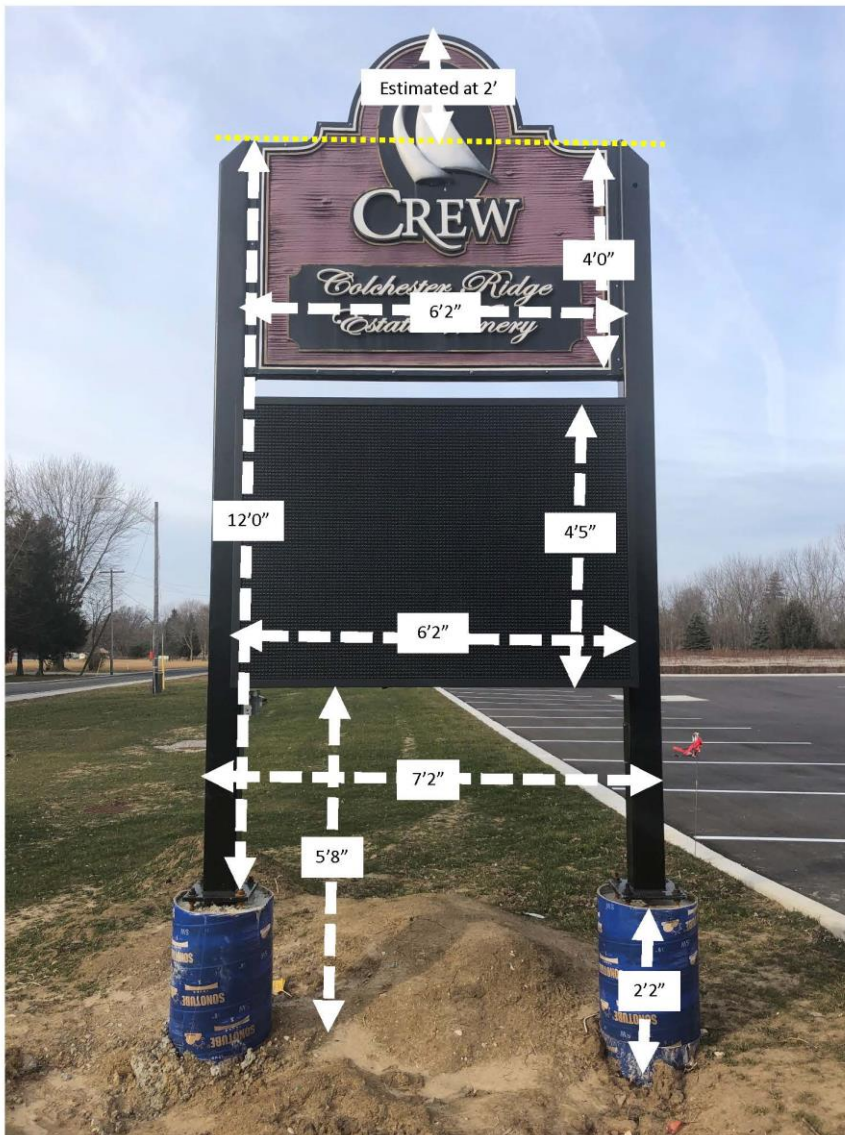


Figure 4. Measurements of new sign structure as submitted by Town of Essex Building Division

Special Regulations for Signs in Agricultural Districts under Bylaw 1350

In accordance with section 1.4 (1) of Bylaw 1350, no person shall, within the limits of the Corporation of the Town of Essex, place, erect, alter or replace a sign, whether a temporary sign or a permanent sign, except as permitted by the Bylaw and in conformity with the applicable provisions of the Ontario Building Code, as the same may be amended from time to time, and such other applicable legislation.

No sign permit from the Town of Essex or County of Essex was obtained for the construction of the new sign structure in 2019. No record of construction permit exists for the erection of the sign structure in 2005, either. (Note: Bylaw 355 did not include specific regulations for signs in agricultural zones). The applicant states that he was not aware of the necessity for a sign permit as he viewed it as being a replacement sign. (Note: the executed site plan agreement for the new retail and event facility indicated that a sign permit was required).

The sign structure erected at the subject property falls within the definition of a pole sign. Pole signs are free-standing signs permanently affixed to the ground by a pole or poles, with or without decorative cladding, and have a sign height of **more than 2.0 metres** above the ground. Pole signs are only permitted in Commercial, Institutional and Manufacturing districts under Bylaw 1350. Height regulations are dependent on the property frontage, and only 50 percent of the sign face area may be an electronic media sign.

For a non-residential use in an agricultural district, such as a winery, By-law 1350 only permits one (1) on-site *ground sign* with a **maximum height of 2.0 metres**. An *electronic media sign*, defined as a sign or part of a sign, exclusive of a flashing sign, comprising a video monitor or an electronic display for the display of images, words and or numbers in an animated format used exclusively for the purpose of conveying a message, is **not** permitted in the agricultural district under Bylaw 1350. Rather, a maximum of 70 percent of the sign face area may be a changeable copy sign, which is defined as individual letters, numbers and symbols that can be physically mounted on a display panel to convey a message (Note: the provision for the changeable copy sign face area in agricultural districts is greater than in commercial districts, which has a 50% limit).

An application for an amendment to this by-law for special regulations that differ from one or more of the provisions of this by-law or for a sign that is not permitted may be submitted to the Town for approval by Council. The application must be accompanied by an explanation as to why the applicable provisions of the by-law cannot be met.

In constructing the new sign structure, more specifically, the electronic media component, the applicant considered the economic and environmental benefit of an electronic media sign. In his application, Mr. Gorski argues that electronic media signs are important for progress and success along a tourism route that is heavily supported by the County of Essex, TWEPI and other local municipalities. He believes that the growth of this area would be hindered by enforcing signage laws that limit his ability to attract tourists that are unfamiliar with the area from the road.

In Commercial, Institutional and Manufacturing districts, there is a concentration of land uses so variety in sign types serve the purpose of distinguishing one business from another. In agricultural districts, there is a more limited range of uses, predominantly low key farm activities, and they are sparsely located. As such, businesses do not have to compete for attention using signage as one means to do so. To date, the wineries have used low key business signage more in keeping with the land use types around them. This is reflected within the sign by-law.



Figure 3. Ground sign at Coopers Hawk Winery



Figure 4. Ground Sign at Oxley Estate Winery



Figure 5. Ground Sign at Erie Shore Vineyard

#### County of Essex Sign Regulations

Mr. Kristoffer Balallo, Engineering Technician for the County of Essex, has had an opportunity to review the sign structure at 108 County Road 50 East. He states that the sign meets County of Essex standards for height and location. Electronic media signs are permitted by the County. They however must have a minimum display duration (frame) of 180 seconds and a transition between frames of not more than (one) 1 second. They cannot include any flashing or animation of any kind. The County of Essex does not have a sign bylaw but rather utilizes a Best Management Practice Manual as a guide. These instructions are to be used in conjunction with all municipal bylaws.

## Recommendation

County Road 50 has become an important tourist destination within the Town of Essex with its burgeoning wine and agri-tourism industry. However, County Road 50 still maintains a large rural residential component. Prior to the submission of this application, administration received two (2) correspondences from a neighbouring resident who expressed concerns with the sign. The resident described the sign as a nuisance as it illuminates their front lawn and bedroom. (Note: The concerned resident has been notified of this application by way of email and invited to appear as a delegation on the matter.)

Managing responsible and viable growth while preserving and enhancing the unique rural and small town character of the community is an identified goal under the Town of Essex Corporate Strategic Plan. Bylaw 1350 does not establish special regulations for signage along County Road 50 which would take into consideration the area's unique mix of land uses (agricultural, commercial, residential).

An electronic media sign is incompatible with residential land uses to the south of the subject property without specific regulations that have regard to hours of operation for the sign and lumens levels. Electronic media signs in agricultural districts for commercial uses such as wineries and breweries commonly located in agricultural areas, should only be permitted following a general amendment to Bylaw 1350 with special regard to the uniqueness of County Road 50, and not on a site specific basis.

The applicant is eager to come to an agreement that mitigates any impact from the sign on his neighbours, while meeting the goals of his business. In order to maintain the objectives of Bylaw 1350, however, administration is recommending that the application for sign bylaw amendment as submitted by Mr. Gorski of 108 County Road 50 East, to retain the existing pole sign structure with electronic media component, be denied.

## Financial Impact

None.

## Consultations

Kevin Carter, Manager, Building Services/Chief Building Official

Jeff Watson, Planner

Jake Morassut, By-Law Enforcement Officer

Kristoffer Balallo, Engineering Technician, County of Essex

## Link to Strategic Priorities

- ☐ Manage, invest and plan for sustainable municipal infrastructure which meets current and future needs of the municipality and its citizens.
- ☐ Create a safe, friendly and inclusive community which encourages healthy, active living for people of all ages and abilities.
- ☐ Provide a fiscal stewardship and value for tax dollars to ensure long-term financial health to the municipality.
- ☒ Manage responsible and viable growth while preserving and enhancing the unique rural and small town character of the community.
- ☐ Improve the experiences of individuals, as both citizens and customers, in their interactions with the Town of Essex.

# Delegation Request Form

This form must be completed and submitted to the Clerk of the Town of Essex by all persons wishing to address Council at a scheduled meeting of Council. Delegation requests must be submitted by 2:00 p.m. on the Tuesday prior to the scheduled meeting.

Any person who wishes to appear before Council as a Delegation on a matter that relates specifically to a matter contained in the Regular Council Meeting Agenda shall submit a Delegation Request Form no later than 4:30 PM on the Friday immediately preceding the date of the Regular Council Meeting. The Clerk shall have the sole authority to determine if the subject matter does in fact relate specifically to a matter contained in the Regular Council Meeting Agenda for purposes of allowing or denying the Delegation and the Clerk will introduce such Delegation Request Form(s) at the time of adopting the Published Agenda.

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

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

**Name \***

Addisyn Walker, Darragh Aston (grade 8 eco students from Anderdon PS) and Mrs. Jodi Nolin (Eco Teacher)

**Date of Request \***

2/3/2020

**Are you representing a group? \***

☒ Yes

☐ No

**Name of Group (if applicable)**

Anderdon Public School Eco Team

**Provide details on the issue(s) you wish to present to Council and any actions you will be asking Council to take. \***

Hello Mayor and Members of Council,

Our names are Addisyn Walker and Darragh Aston. We are grade 8 students from Anderdon PS. We would like to present to Essex Town Council to consider a town wide ban on single use plastics. We would actually like to see the elimination of single use plastics in all of Essex County, the province and the country. We have done research that focuses on the impact of single-use plastics on the environment. Due to the negative impact of single-use plastics, we must ban them immediately. Our presentation (talk and power-point) explains how re-usable items are more cost effective, animals are being harmed by single use plastics and their break down in the eco systems, the negative impact of plastics on humans and how many places have already banned plastic products. We have already presented to GECDSB (Greater Essex County District School Board), Kingsville and Amherstburg Town Councils. The councils all received the message positively and have agreed to ban them at council and/or conduct feasibility studies on banning single use plastics town/board wide. Thank you for the opportunity! Mrs. Nolin our Eco teacher would also like to attend in support of us.

**Have you consulted with Town staff on this issue? \***

☐ Yes

☒ No

**If you've consulted with Town staff, please provide the names of staff members you've talked to and the details of those discussions.**

**If this is a property matter, are you an owner?**

☐ Yes

☐ No

☒ Not applicable

**Have you appeared before Council in the past regarding this issue? \***

☐ Yes

☒ No

**If you've appeared before Council in the past on this issue, please tell us the year in which you appeared.**

**Will you have written or printed materials to distribute? If so, please submit 12 copies of printed materials to the Clerk before the meeting. \***

☐ Yes

☒ No

**Will you be delivering an electronic presentation that requires access to a computer and software? If so, please submit your presentation on CD, DVD or flash drive by noon on the Friday before the Council meeting. \***

☒ Yes

☐ No

**Please describe any special needs you may have for your presentation.**

Laptop and projector to show Power-point slide show.

**Your Address or Group Contact Address (full mailing address including postal code) \***

Anderdon Public School  
3170 Middle Side Road  
Amherstburg Ontario  
N9V 2Y9

**Your Phone Numbers**

**Home**

Use format 519-  
776-7336

**Work**

519-736-2592

**Cell**

226-346-7202

**Email Address**

Jodi.nolin@publicboard.ca

**Name and address of all representatives attending, including their positions \***

We stated the school address above. The students live in Amherstburg. Mrs. Nolin lives in Kingsville. The cell number is Mrs. Nolin's cell. The work number is the school number. Thanks

# Thank you!

Thank you for completing the Delegation Request Form.

The Clerk's Office will contact you in the near future to review your request.

**Robert Auger, LL.B.**  
**Manager of Legislative Services and Clerk**  
**Town of Essex**  
**33 Talbot Street South, Essex, Ontario N8M 1A8**  
**519-776-7336, extension 1132**

Report Number: Building 2019-12  
Date: Jan 2, 2020  
Subject: December 2019 Building Report

Number of Permits and Construction Value

Permit Type	Permits Issued	Prior Months	Year Total	Cancelled Permits	Monthly Construction Value	Prior Months Construction Value	Less Cancelled Construction Values	Jan - Dec 2019 Construction Values	Jan - Dec 2018 Construction Values
Single Family Residence								\$ -	\$ -
Ward 1	2	37	39		\$ 2,276,000.00	\$ 17,707,250.00	\$ -	\$ 19,983,250.00	\$ 14,713,000.00
Ward 2	0	7	7		\$ -	\$ 3,941,000.00	\$ -	\$ 3,941,000.00	\$ 3,090,000.00
Ward 3	1	16	17		\$ 1,446,200.00	\$ 7,990,975.00	\$ -	\$ 9,437,175.00	\$ 4,570,950.00
Ward 4	8	0	8		\$ 3,124,800.00	\$ -	\$ -	\$ 3,124,800.00	\$ -
Multiple Residential	0	1	1		\$ -	\$ 14,000,000.00	\$ -	\$ 14,000,000.00	\$ -
Addition/Sunrooms	0	21	21		\$ -	\$ 2,457,000.00	\$ -	\$ 2,457,000.00	\$ 2,863,000.00
Garages/Carports	0	33	33		\$ -	\$ 1,747,500.00	\$ -	\$ 1,747,500.00	\$ 1,027,500.00
Decks/Porches	0	24	24		\$ -	\$ 275,350.00	\$ -	\$ 275,350.00	\$ 200,500.00
Fences/Pool	0	66	66		\$ -	\$ 1,079,600.00	\$ -	\$ 1,079,600.00	\$ 721,400.00
Demolition	0	10	10		\$ -	\$ 192,000.00	\$ -	\$ 192,000.00	\$ 110,750.00
House Raising	0	7	7		\$ -	\$ 245,000.00	\$ -	\$ 245,000.00	\$ 406,510.00
Pole Barns	2	31	33		\$ 122,000.00	\$ 2,697,700.00	\$ -	\$ 2,819,700.00	\$ 1,273,464.00
Commercial/Industrial	0	3	3		\$ -	\$ 2,700,000.00	\$ -	\$ 2,700,000.00	\$ 2,144,000.00
Miscellaneous	0	32	32		\$ -	\$ 671,200.00	\$ -	\$ 671,200.00	\$ 892,950.00
Shed	1	18	19		\$ 10,000.00	\$ 231,000.00	\$ -	\$ 241,000.00	\$ 103,200.00
Roof	0	13	13		\$ -	\$ 236,000.00	\$ -	\$ 236,000.00	\$ 332,500.00
Septic System	0	10	10		\$ -	\$ 340,000.00	\$ -	\$ 340,000.00	\$ 359,200.00
Sign	1	14	15		\$ 500.00	\$ 92,800.00	\$ -	\$ 93,300.00	\$ 96,900.00
Green Houses/Winery	0	0	0		\$ -	\$ -	\$ -	\$ -	\$ 25,000.00
Renovations	1	22	23		\$ 5,000.00	\$ 583,500.00	\$ -	\$ 588,500.00	\$ 1,046,900.00
Additions/Renovation-Commercial/Industrial/Inst	0	19	19		\$ -	\$ 2,005,000.00	\$ -	\$ 2,005,000.00	\$ 3,008,700.00
Plumbing only	0	0	0		\$ -	\$ -	\$ -	\$ -	\$ 100,000.00
Demolition Out Buildings	0	3	3		\$ -	\$ 8,000.00	\$ -	\$ 8,000.00	\$ -
Total Permits/Construction Value	16	387	403	0	\$ 6,984,500.00	\$ 59,200,875.00	\$ -	\$ 66,185,375.00	\$ 37,086,424.00

Permit Fee Totals

Permit Fees	
Monthly Total	\$ 37,440.40
Yearly Total	\$ 436,600.19
Previous Year Total	\$ 412,717.55

Monthly Building Permit Totals

Permit Categories	January	February	March	April	May	June	July	August	September	October	November	December	Total	Cancelled Permits	Year Total
Single Family Residence															
Ward 1	2	0	1	5	8	3	4	7	2	0	5	2	39		39
Ward 2	1	0	1	1	0	1	1	0	0	1	1	0	7		7
Ward 3	1	0	1	1	2	3	1	2	1	3	1	1	17		17
Ward 4	0	0	0	0	0	0	0	0	0	0	0	8	8		8
Multiple Residential	0	0	0	0	0	0	0	0	1	0	0	0	1		1
Addition/Sunrooms	1	0	3	0	1	3	2	6	1	3	1	0	21		21
Garages/Carports	0	0	3	3	4	1	0	10	4	7	1	0	33		33
Decks/Porches	0	0	0	0	5	10	0	2	3	1	3	0	24		24
Fences/Pools	0	2	1	10	10	10	5	18	6	9	0	0	71		71
Demolition	2	0	0	2	1	3	1	0	0	0	1	0	10		10
House Raising	0	0	1	0	1	5	0	0	0	0	0	0	7		7
Pole Barns	1	3	0	0	3	3	4	2	6	8	1	2	33		33
Commercial/Industrial	0	0	0	1	1	0	0	1	0	0	0	0	3		3
Miscellaneous	0	2	0	5	8	5	1	6	1	3	1	0	32		32
Shed	0	0	0	2	1	3	1	4	4	2	1	1	19		19
Roof	0	0	1	1	0	3	2	1	3	2	0	0	13		13
Septic System	0	0	0	0	0	1	1	1	4	3	0	0	10		10
Sign	0	3	2	1	0	0	0	4	3	0	1	1	15		15
Green Houses/Winery	0	0	0	0	0	0	0	0	0	0	0	0	0		0
Renovations	3	0	2	1	1	1	0	8	2	1	3	1	23		23
Additions/Renovation-Commercial/Industrial/Institutional	0	1	0	0	6	1	5	0	2	2	2	0	19		19
Plumbing only	0	0	0	0	0	0	0	0	0	0	0	0	0		0
Demolition Out Buildings	0	0	0	0	0	1	1	1	0	0	0	0	3		3
Total	11	11	16	33	52	57	29	73	43	45	22	16	408	0	408

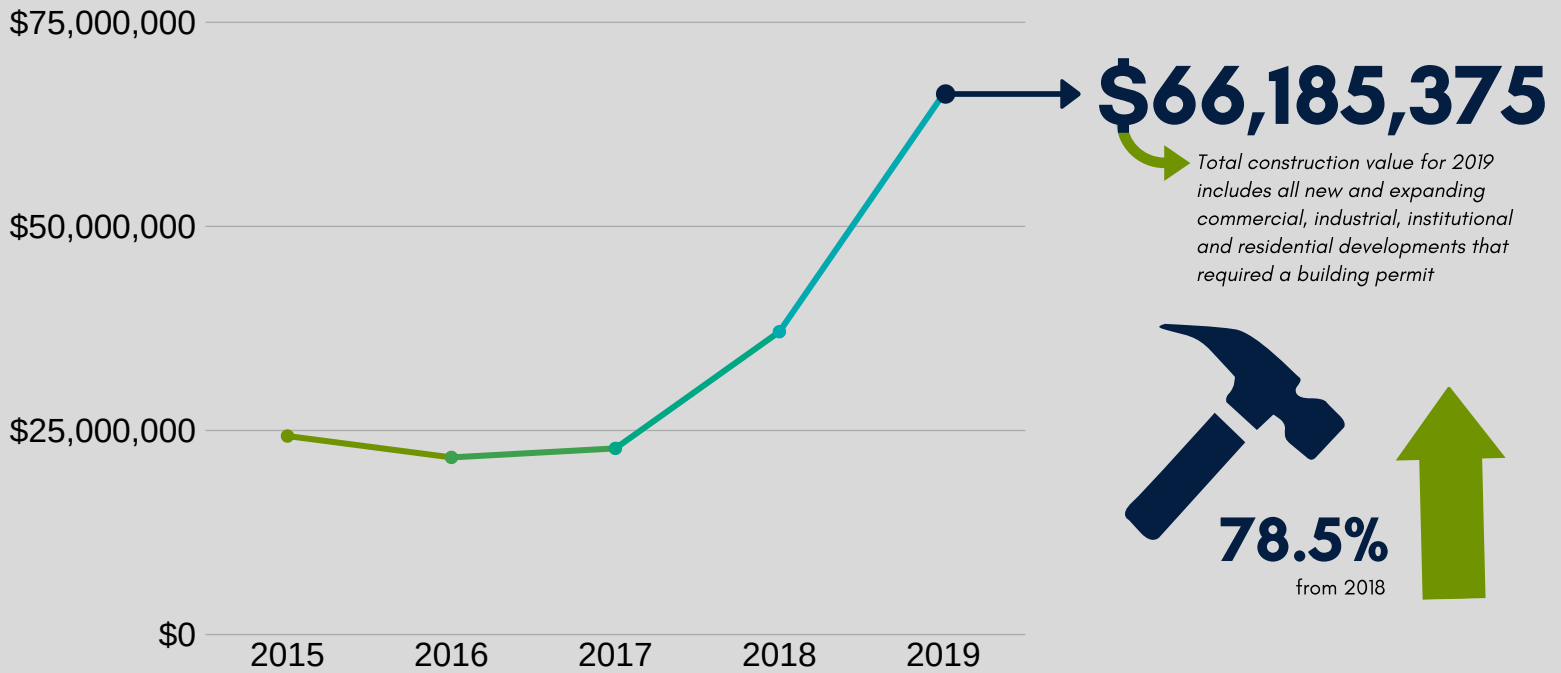
Monthly Permit Fee Totals

Permit Categories														Cancelled	
	January	February	March	April	May	June	July	August	September	October	November	December	Total	Permits	Year Total
Single Family Residence	\$ 12,940.15	\$ -	\$ 10,459.50	\$ 23,486.95	\$ 27,026.10	\$ 31,294.55	\$ 18,966.50	\$ 24,255.90	\$ 10,174.90	\$ 12,075.42	\$ 20,918.05	\$ 29,333.80	\$ 220,931.82	\$ -	\$ 220,931.82
Single Family Residence-Plumbing	\$ 2,400.00	\$ -	\$ 1,800.00	\$ 4,200.00	\$ 6,000.00	\$ 4,200.00	\$ 3,600.00	\$ 5,400.00	\$ 1,800.00	\$ 2,400.00	\$ 4,200.00	\$ 6,600.00	\$ 42,600.00	\$ -	\$ 42,600.00
Single Family Residence-Septic	\$ 700.00	\$ -	\$ 1,400.00	\$ 1,400.00	\$ -	\$ 2,100.00	\$ -	\$ 2,100.00	\$ -	\$ 700.00	\$ 1,400.00	\$ 700.00	\$ 10,500.00	\$ -	\$ 10,500.00
Multiple Residential	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 64,297.00	\$ -	\$ -	\$ -	\$ 64,297.00	\$ -	\$ 64,297.00
Additions/Sunrooms	\$ 1,230.00	\$ -	\$ 1,224.00	\$ -	\$ 1,395.00	\$ 2,068.20	\$ 1,335.00	\$ 6,327.20	\$ 1,650.00	\$ 712.80	\$ 892.50	\$ -	\$ 16,834.70	\$ -	\$ 16,834.70
Garages/Carports	\$ -	\$ -	\$ 588.50	\$ 1,683.00	\$ 1,458.00	\$ 294.00	\$ -	\$ 1,571.00	\$ 4,098.30	\$ 2,632.00	\$ 144.00	\$ -	\$ 12,468.80	\$ -	\$ 12,468.80
Decks/Porches	\$ -	\$ -	\$ -	\$ -	\$ 500.00	\$ 900.00	\$ -	\$ 200.00	\$ 300.00	\$ 100.00	\$ 672.00	\$ -	\$ 2,672.00	\$ -	\$ 2,672.00
Fences/Pool	\$ -	\$ 120.00	\$ 60.00	\$ 780.00	\$ 560.00	\$ 660.00	\$ 420.00	\$ 1,080.00	\$ 360.00	\$ 540.00	\$ -	\$ -	\$ 4,580.00	\$ -	\$ 4,580.00
Demolition	\$ 200.00	\$ -	\$ -	\$ 200.00	\$ -	\$ 1,050.00	\$ 100.00	\$ -	\$ -	\$ -	\$ 329.50	\$ -	\$ 1,879.50	\$ -	\$ 1,879.50
House Raising	\$ -	\$ -	\$ 400.00	\$ -	\$ 750.00	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,650.00	\$ -	\$ 1,650.00
Pole Barns	\$ 600.00	\$ 711.80	\$ -	\$ -	\$ 2,200.00	\$ 957.50	\$ 1,481.60	\$ 2,214.40	\$ 2,308.00	\$ 2,511.50	\$ 480.00	\$ 581.60	\$ 14,046.40	\$ -	\$ 14,046.40
Commercial/Industrial	\$ -	\$ -	\$ -	\$ 1,670.00	\$ 4,092.90	\$ -	\$ -	\$ 4,960.00	\$ -	\$ -	\$ -	\$ -	\$ 10,722.90	\$ -	\$ 10,722.90
Miscellaneous	\$ -	\$ 286.00	\$ -	\$ 290.00	\$ 1,700.00	\$ 600.00	\$ 100.00	\$ 900.00	\$ 100.00	\$ 2,321.28	\$ 100.00	\$ -	\$ 6,397.28	\$ -	\$ 6,397.28
Shed	\$ -	\$ -	\$ -	\$ 200.00	\$ 100.00	\$ 300.00	\$ 100.00	\$ 400.00	\$ 400.00	\$ 350.00	\$ 160.00	\$ 100.00	\$ 2,110.00	\$ -	\$ 2,110.00
Roof	\$ -	\$ -	\$ 200.00	\$ 300.00	\$ -	\$ 700.00	\$ 280.00	\$ 100.00	\$ 500.00	\$ 200.00	\$ -	\$ -	\$ 2,280.00	\$ -	\$ 2,280.00
Septic System	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 700.00	\$ 700.00	\$ 700.00	\$ 2,800.00	\$ 1,750.00	\$ -	\$ -	\$ 6,650.00	\$ -	\$ 6,650.00
Sign	\$ -	\$ 300.00	\$ 200.00	\$ 100.00	\$ -	\$ -	\$ -	\$ 175.00	\$ 75.00	\$ -	\$ 25.00	\$ 25.00	\$ 900.00	\$ -	\$ 900.00
Green Houses/Winery	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Renovations	\$ 890.00	\$ -	\$ 1,014.80	\$ 160.00	\$ 100.00	\$ 100.00	\$ -	\$ 1,419.38	\$ 485.85	\$ 100.00	\$ 800.00	\$ 100.00	\$ 5,170.03	\$ -	\$ 5,170.03
Additions/Renovation-Commercial/Industrial/Institutional	\$ -	\$ 250.00	\$ -	\$ -	\$ 3,058.00	\$ 100.00	\$ 3,690.00	\$ -	\$ 300.00	\$ 430.60	\$ 1,781.16	\$ -	\$ 9,609.76	\$ -	\$ 9,609.76
Plumbing only	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Demolition Out Buildings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100.00	\$ 100.00	\$ 100.00	\$ -	\$ -	\$ -	\$ -	\$ 300.00	\$ -	\$ 300.00
Total	\$ 18,960.15	\$ 1,667.80	\$ 17,346.80	\$ 34,469.95	\$ 48,940.00	\$ 46,624.25	\$ 30,873.10	\$ 51,902.88	\$ 89,649.05	\$ 26,823.60	\$ 31,902.21	\$ 37,440.40	\$ 436,600.19	\$ -	\$ 436,600.19

Monthly Construction Value Total

Permit Categories	January	February	March	April	May	June	July	August	September	October	November	December	Total	Cancelled Permits	Year Total
Single Family Residence															
Ward 1	\$ 800,000.00	\$ -	\$ 550,000.00	\$ 2,325,250.00	\$ 3,285,000.00	\$ 1,660,000.00	\$ 1,555,000.00	\$ 4,030,000.00	\$ 1,050,000.00	\$ -	\$ 2,452,000.00	\$ 2,276,000.00	\$ 19,983,250.00	\$ -	\$ 19,983,250.00
Ward 2	\$ 400,000.00	\$ -	\$ 590,000.00	\$ 596,000.00	\$ -	\$ 450,000.00	\$ 630,000.00	\$ -	\$ -	\$ 625,000.00	\$ 650,000.00	\$ -	\$ 3,941,000.00	\$ -	\$ 3,941,000.00
Ward 3	\$ 450,000.00	\$ -	\$ 400,000.00	\$ 735,975.00	\$ 415,000.00	\$ 2,300,000.00	\$ 300,000.00	\$ 760,000.00	\$ 600,000.00	\$ 1,430,000.00	\$ 600,000.00	\$ 1,446,200.00	\$ 9,437,175.00	\$ -	\$ 9,437,175.00
Ward 4	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,124,800.00	\$ 3,124,800.00	\$ -	\$ 3,124,800.00
Multiple Residential	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,000,000.00	\$ -	\$ -	\$ -	\$ 14,000,000.00	\$ -	\$ 14,000,000.00
Additions/Sunrooms	\$ 150,000.00	\$ -	\$ 225,000.00	\$ -	\$ 155,000.00	\$ 335,000.00	\$ 75,000.00	\$ 1,025,000.00	\$ 200,000.00	\$ 92,000.00	\$ 200,000.00	\$ -	\$ 2,457,000.00	\$ -	\$ 2,457,000.00
Garages/Carports	\$ -	\$ -	\$ 100,000.00	\$ 222,500.00	\$ 161,000.00	\$ 28,000.00	\$ -	\$ 265,000.00	\$ 513,000.00	\$ 428,000.00	\$ 30,000.00	\$ -	\$ 1,747,500.00	\$ -	\$ 1,747,500.00
Decks/Porches	\$ -	\$ -	\$ -	\$ -	\$ 40,350.00	\$ 85,000.00	\$ -	\$ 15,000.00	\$ 45,000.00	\$ 25,000.00	\$ 65,000.00	\$ -	\$ 275,350.00	\$ -	\$ 275,350.00
Fences/Pool	\$ -	\$ 36,000.00	\$ 2,000.00	\$ 162,500.00	\$ 95,000.00	\$ 153,000.00	\$ 86,000.00	\$ 380,000.00	\$ 44,100.00	\$ 121,000.00	\$ -	\$ -	\$ 1,079,600.00	\$ -	\$ 1,079,600.00
Demolition	\$ 10,000.00	\$ -	\$ -	\$ 25,000.00	\$ -	\$ 95,000.00	\$ 10,000.00	\$ -	\$ -	\$ -	\$ 52,000.00	\$ -	\$ 192,000.00	\$ -	\$ 192,000.00
House Raising	\$ -	\$ -	\$ 45,000.00	\$ -	\$ 75,000.00	\$ 125,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 245,000.00	\$ -	\$ 245,000.00
Pole Barns	\$ 40,000.00	\$ 133,000.00	\$ -	\$ -	\$ 320,000.00	\$ 192,000.00	\$ 213,200.00	\$ 584,000.00	\$ 573,000.00	\$ 582,500.00	\$ 60,000.00	\$ 122,000.00	\$ 2,819,700.00	\$ -	\$ 2,819,700.00
Commercial/Industrial	\$ -	\$ -	\$ -	\$ 1,160,000.00	\$ 640,000.00	\$ -	\$ -	\$ 900,000.00	\$ -	\$ -	\$ -	\$ -	\$ 2,700,000.00	\$ -	\$ 2,700,000.00
Miscellaneous	\$ -	\$ 28,600.00	\$ -	\$ 385,600.00	\$ 117,500.00	\$ 27,000.00	\$ 1,000.00	\$ 64,000.00	\$ 1,000.00	\$ 46,000.00	\$ 500.00	\$ -	\$ 671,200.00	\$ -	\$ 671,200.00
Shed	\$ -	\$ -	\$ -	\$ 15,000.00	\$ 7,000.00	\$ 25,000.00	\$ 10,000.00	\$ 30,000.00	\$ 45,000.00	\$ 50,000.00	\$ 49,000.00	\$ 10,000.00	\$ 241,000.00	\$ -	\$ 241,000.00
Roof	\$ -	\$ -	\$ 20,000.00	\$ 30,000.00	\$ -	\$ 66,000.00	\$ 30,000.00	\$ 20,000.00	\$ 50,000.00	\$ 20,000.00	\$ -	\$ -	\$ 236,000.00	\$ -	\$ 236,000.00
Septic System	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000.00	\$ 35,000.00	\$ 40,000.00	\$ 140,000.00	\$ 95,000.00	\$ -	\$ -	\$ 340,000.00	\$ -	\$ 340,000.00
Sign	\$ -	\$ 63,000.00	\$ 13,500.00	\$ 10,000.00	\$ -	\$ -	\$ -	\$ 5,500.00	\$ 300.00	\$ -	\$ 500.00	\$ 500.00	\$ 93,300.00	\$ -	\$ 93,300.00
Green Houses/Winery	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Renovations	\$ 60,000.00	\$ -	\$ 130,000.00	\$ 4,500.00	\$ 10,000.00	\$ 25,000.00	\$ -	\$ 205,000.00	\$ 57,000.00	\$ 12,000.00	\$ 80,000.00	\$ 5,000.00	\$ 588,500.00	\$ -	\$ 588,500.00
Additions/Renovation-Commercial/Industrial/Institutional	\$ -	\$ 25,000.00	\$ -	\$ -	\$ 218,000.00	\$ 200,000.00	\$ 1,030,000.00	\$ -	\$ 20,000.00	\$ 147,000.00	\$ 365,000.00	\$ -	\$ 2,005,000.00	\$ -	\$ 2,005,000.00
Plumbing only	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Demolition Out Buildings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000.00	\$ 1,000.00	\$ 2,000.00	\$ -	\$ -	\$ -	\$ -	\$ 8,000.00	\$ -	\$ 8,000.00
Total	\$ 1,910,000.00	\$ 285,600.00	\$ 2,075,500.00	\$ 5,672,325.00	\$ 5,538,850.00	\$ 5,801,000.00	\$ 3,976,200.00	\$ 8,325,500.00	\$ 17,338,400.00	\$ 3,673,500.00	\$ 4,604,000.00	\$ 6,984,500.00	\$ 66,185,375.00	\$ -	\$ 66,185,375.00

### Total Construction Value

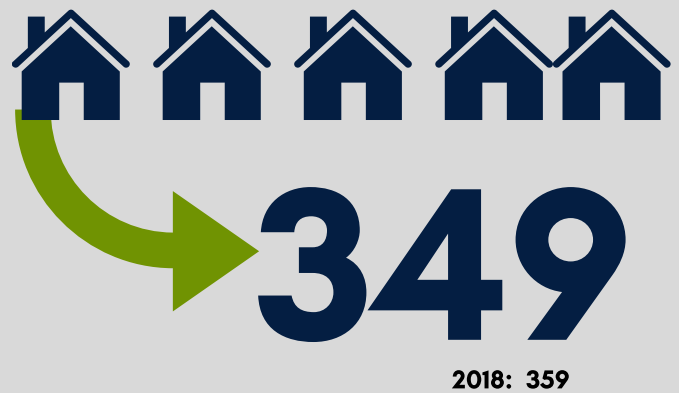


### Real Estate

#### Average Sale Price 2019



#### Total Single Family Dwellings sold in 2019



Ward 1&2: **212 Homes Sold**

Ward 3&4: **137 Homes Sold**

#### Average Sale Price 2018

Ward 1 & 2 = \$289,050

Ward 3 & 4 = \$290,828



## Report to Council

Department: Corporate Services  
Division: Finance and Business Services  
Date: January 20, 2020  
Prepared by: Jeffrey R. Morrison, CPA, CGA  
Director, Corporate Services  
Report Number: Finance and Business Services-2020-01  
Subject: 2020 Water and Sanitary Sewer Rates  
Number of Pages: 7, Including By-Law

### Recommendation(s)

**That** "Finance and Business Services Report 2020-06" entitled "2020 Water and Sanitary Sewer Rates" prepared by "Jeffrey R. Morrison" dated "January 20, 2020" be received, and

**That** "By-Law Number 1876 being a By-Law to establish Water and Sanitary Sewer Rates and Charges receive a first, second and third reading".

### Purpose

A By-Law to establish or change rates and charges must be adopted by Council.

### Background and Discussion

In October, 2015, Watson & Associates Economists Ltd. completed a water and wastewater study that determined the rates for 2016 to 2025. The by-law which set the rates for 2019 expires on December 31, 2019, therefore a new by-law to establish the 2020 rates is required.

Schedule “A” to this report provides a comparison by ward, of the impacts of the 2020 rates compared to the 2019 rates. As noted in this schedule water rates will result in an increase in annual water charges of 1% in all wards in 2020, while increases in annual sanitary sewer charges will vary by ward—2% for Ward 1, 3% for Ward 3 and 2% for Ward 4. Combined water and sanitary sewer charges will increase 2% in Ward 1 or \$16.07 per annum, and 2% in Wards 3 and 4 for an annual increase of \$21.96 in Ward 3 and \$16.32 in Ward 4. Sanitary sewer charges are not applicable to Ward 2.

By-Law Number 1876, being a by-law to establish water and sanitary sewer rates and charges is attached for purposes of receiving first, second and third reading. The schedules attached to this by-law include the rates as determined in the Watson & Associates study. The Water Turn on and Turn-off Charge as well as the Deposit for new water and sanitary sewer accounts has been adjusted by the Consumer Price Index – All Items – Ontario as in prior years.

## **Financial Impact**

Increases in water and sanitary sewer rates have the effect of offsetting increases in expenses resulting from increases in the Consumer Price Index and providing for the required lifecycle reserves.

## **Consultations**

## **Link to Strategic Priorities**

- ☒ Manage, invest and plan for sustainable municipal infrastructure which meets current and future needs of the municipality and its citizens.
- ☐ Create a safe, friendly and inclusive community which encourages healthy, active living for people of all ages and abilities.
- ☒ Provide a fiscal stewardship and value for tax dollars to ensure long-term financial health to the municipality.
- ☐ Manage responsible and viable growth while preserving and enhancing the unique rural and small town character of the community.
- ☐ Improve the experiences of individuals, as both citizens and customers, in their interactions with the Town of Essex.

## Report Approval Details

Document Title:	2020 Water and Sanitary Sewer Rates - Finance and Business Services-2020-06.docx
Attachments:	<ul style="list-style-type: none"><li>- Schedule A to Report Water and Sewer Rate Comparison 2020 to 2019.pdf</li><li>- By-Law No 1876.pdf</li><li>- Schedules A and B to By-Law 1876.pdf</li></ul>
Final Approval Date:	Jan 8, 2020

This report and all of its attachments were approved and signed as outlined below:

A handwritten signature in black ink, appearing to read "Chris Nepszy".

**Chris Nepszy, Chief Administrative Officer - Jan 8, 2020 - 11:28 AM**

Description of Charge	Ward 1 - 2019	Ward 1 - 2020	Ward 1 - Increase	Ward 2 - 2019	Ward 2 - 2020	Ward 2 - Increase	Ward 3 - 2019	Ward 3 - 2020	Ward 3 - Increase	Ward 4 - 2019	Ward 4 - 2020	Ward 4 - Increase
<b>Schedule "A" to Corporate Services Report 2020-001</b>												
<b>Town of Essex</b>												
<b>Water &amp; Sanitary Sewer Charges</b>												
<b>For the Year 2020(with comparative figures for 2019)</b>												
<b>Water</b>												
Base Charge per Year	\$ 233.88	\$ 236.28	\$ 2.40	\$ 233.88	\$ 236.28	\$ 2.40	\$ 233.88	\$ 236.28	\$ 2.40	\$ 233.88	\$ 236.28	\$ 2.40
Consumption per Year	\$ 250.25	\$ 253.75	\$ 3.50	\$ 250.25	\$ 253.75	\$ 3.50	\$ 241.50	\$ 244.50	\$ 3.00	\$ 241.50	\$ 244.50	\$ 3.00
Total Water per Year	\$ 484.13	\$ 490.03	\$ 5.90	\$ 484.13	\$ 490.03	\$ 5.90	\$ 475.38	\$ 480.78	\$ 5.40	\$ 475.38	\$ 480.78	\$ 5.40
Percentage Increase			1%			1%			1%			1%
<b>Sanitary Sewer</b>												
Base Charge per Year	\$ 243.24	\$ 248.16	\$ 4.92	Note 1	Note 1	Note 1	\$ 252.96	\$ 260.52	\$ 7.56	\$ 243.24	\$ 248.16	\$ 4.92
Consumption per Year	\$ 246.75	\$ 252.00	\$ 5.25	Note 1	Note 1	Note 1	\$ 321.00	\$ 330.00	\$ 9.00	\$ 283.50	\$ 289.50	\$ 6.00
Total Sanitary Sewer per Year	\$ 489.99	\$ 500.16	\$ 10.17	Note 1	Note 1	Note 1	\$ 573.96	\$ 590.52	\$ 16.56	\$ 526.74	\$ 537.66	\$ 10.92
Percentage Increase			2%			Note 1			3%			2%
Total Water and Sanitary Sewer per Year	\$ 974.12	\$ 990.19	\$ 16.07	Note 1	Note 1	Note 1	\$ 1,049.34	\$ 1,071.30	\$ 21.96	\$ 1,002.12	\$ 1,018.44	\$ 16.32
Percentage Increase			2%						2%			2%
Total Water and Sanitary Sewer per Day	\$ 2.67	\$ 2.71	\$ 0.04	Note 1	Note 1	Note 1	\$ 2.87	\$ 2.94	\$ 0.06	\$ 2.75	\$ 2.79	\$ 0.04
Total Water per Day	\$ 1.33	\$ 1.34	\$ 0.02	\$ 1.33	\$ 1.34	\$ 0.02	\$ 1.30	\$ 1.32	\$ 0.02	\$ 1.30	\$ 1.32	\$ 0.02
Water - Monthly Base Charge	\$ 19.49	\$ 19.69	\$ 0.20	\$ 19.49	\$ 19.69	\$ 0.20	\$ 19.49	\$ 19.69	\$ 0.20	\$ 19.49	\$ 19.69	\$ 0.20
Water - Consumption Charge per m <sup>3</sup>	\$ 1.43	\$ 1.45	\$ 0.02	\$ 1.43	\$ 1.45	\$ 0.02	\$ 1.61	\$ 1.63	\$ 0.02	\$ 1.61	\$ 1.63	\$ 0.02
Sanitary Sewer - Monthly Base Charge	\$ 20.27	\$ 20.68	\$ 0.41	Note 1	Note 1	Note 1	\$ 21.08	\$ 21.71	\$ 0.63	\$ 20.27	\$ 20.68	\$ 0.41
Sanitary Sewer - Consumption Charge per m <sup>3</sup>	\$ 1.41	\$ 1.44	\$ 0.03	Note 1	Note 1	Note 1	\$ 2.14	\$ 2.20	\$ 0.06	\$ 1.89	\$ 1.93	\$ 0.04
Average consumption by Ward	175	175		175	175		150	150		150	150	
Note 1 - Sanitary Sewer rates are not applicable to Ward 2												

## **The Corporation of the Town of Essex**

### **By-Law Number 1876**

#### **Being a By-law to Establish Water and Sanitary Sewer Rates and Charges**

Whereas pursuant to Section 391(1) of the Municipal Act, 2001 and amendments thereto a municipality may pass By-Laws imposing fees or charges on persons in certain instances as outlined in a) to c) below—

- a) for services or activities provided or done by or on behalf of it;
- b) for costs payable by it for services or activities provided or done by or on behalf of any other municipality or local board; and
- c) for use of its property including property under its control.

And whereas the Council of the Town of Essex did retain the services of Watson & Associates Economists Ltd. in 2015 to undertake a study to determine the cost of providing water and sanitary sewer services;

And whereas at a Special Meeting held on November 10, 2015, the Council of the Town of Essex did approve the base charges and consumption charges for water and sanitary sewer as provided in the Town of Essex Water and Wastewater Study dated October 30, 2015, prepared by Watson & Associates Economists Ltd., by Resolution Number SP15-11-087;

And whereas the Council of the Town of Essex deems it desirable and expedient to pass a By-Law to impose upon owners or occupants of lands who use the water system, a water rate and charge;

And whereas the Council of the Town of Essex deems it desirable and expedient to pass a By-Law to impose upon owners or occupants of lands who use the sanitary sewer system, a sanitary sewer rate and charge.

Now therefore the Council of The Corporation of the Town of Essex hereby enacts as follows:

1. A water rate and charge is hereby imposed upon the owners or occupants of lands which are supplied with water service, and each user shall be charged a water rate and charge as set out in the attached Schedule "A";
2. A sanitary sewer rate and charge is hereby imposed upon the owners or occupants of lands which are supplied with sanitary sewer service, and each

user shall be charged a sanitary sewer rate and charge as set out in the attached Schedule "B";

- 3. The monthly base charge as set out in the attached Schedule "A" and Schedule "B" shall be imposed upon the owners or occupants of lands which are supplied with water and sanitary sewer service regardless of whether the water service is turned on or off;
- 4. A deposit will be imposed upon tenants occupying lands which are supplied with water or sanitary services for the first time as set out in the attached Schedules "A" and "B"; and
- 5. The said water and sanitary sewer rates and charges described in Schedule "A" and Schedule "B" attached hereto shall become effective for water and sanitary sewer services provided on and after January 1, 2020.
- 6. Any costs incurred to collect charges for water and sanitary sewers that are in arrears shall be added to the amounts deemed owing.

**Read a first, second, and third time and adopted on January 20, 2020.**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

<b>Schedule "A" to By-Law Number 1876</b>	
<b>Water Rates and Charges Effective January 1, 2020</b>	
Description of Water Charge and Ward in which Charge Applies	Amount of Charges
Monthly Base Charge:	
Ward 1	\$ 19.69
Ward 2	\$ 19.69
Ward 3	\$ 19.69
Ward 4	\$ 19.69
Charge per Cubic Metre of Water Consumed:	
Ward 1	\$ 1.45
Ward 2	\$ 1.45
Ward 3	\$ 1.63
Ward 4	\$ 1.63
Water Turn on and Turn-Off Charge <sup>1</sup>	\$ 83.83
Deposit - New Water Accounts (Tenants) <sup>1</sup>	\$ 111.85
<sup>1</sup> Deposits and Turn on/off charge increased by Consumer Price Index - All Items - Ontario, September 2019 of 1.9%	

<b>Schedule "B" to By-Law Number 1876</b>	
<b>Sanitary Sewer Rates and Charges Effective January 1, 2020</b>	
Description of Sanitary Sewer Charge and Ward in which Charge Applies	Amount of Charges
Monthly Base Charge	
Ward 1	\$ 20.68
Ward 2	Not applicable
Ward 3	\$ 21.71
Ward 4	\$ 20.68
Charge per Cubic Metre of Water Consumed:	
Ward 1	\$ 1.44
Ward 2	Not applicable
Ward 3	\$ 2.20
Ward 4	\$ 1.93
Deposit - New Sanitary Sewer Accounts (Tenants) <sup>1</sup>	\$ 111.85
<sup>1</sup> Deposits increased by Consumer Price Index - All Items - Ontario, September 2019 of 1.9%	

No advanced correspondence available for discussion.



## Report to Council

Department: Development Services

Division: Planning

Date: January 20, 2020

Prepared by: Rita Jabbour, Manager, Planning Services

Report Number: Planning-2020-02

Subject: Community Improvement Plan (CIP) Update

Number of Pages: [Click here to enter Number of Pages including attachments](#)

### Recommendation(s)

**That** Planning-2020-02 entitled "Community Improvement Plan (CIP) Update" prepared by Rita Jabbour, Manager, Planning Services dated January 20, 2020 be received, and

**That** Council adopt Bylaw 1877, being a bylaw to amend Bylaw 1143 (A Bylaw to Adopt a Downtown Community Improvement Plan for Downtown Harrow Centre), and

**That** Council adopt Bylaw 1878, being a bylaw to amend Bylaw 1314 (A Bylaw to Adopt a Community Improvement Plan for Part of Essex Centre), and

**That** Council adopt Bylaw 1879, being a bylaw to amend Bylaw 1612 (A Bylaw to Adopt a Community Improvement Plan for Part of Colchester Centre).

### Purpose

Any substantive changes to the Community Improvement Plan (CIP) project area boundaries or the introduction of new programs require an amendment to the Plan by by-law.

## Background and Discussion

A Community Improvement Plan (CIP) provides municipal funding incentives to property owners within a defined geographical area ("Community Improvement Project Area" or "CIPA"). To date, the Town of Essex has adopted a CIP for Harrow (2012), Essex Centre (2014), and Colchester and County Road 50 (2018).

In accordance with section 6.0 "Monitoring and Assessment" of the Harrow, Essex Centre and Colchester and County Road 50 CIP Implementation Strategy, Staff conducted a review of the individual CIP programs and reported to Council on the effectiveness of the programs and whether modifications to a program or the future level of funding are necessary at their regular meeting of Council on Monday December 16, 2019. Planning report Planning-2019-58 also provided an annual recommendation on the merits of continuation, expansion or cessation of the CIPs and their programs.

### Proposed Changes to the Community Improvement Plan (CIP) Programs

Planning proposed a number of changes to the Harrow, Essex Centre and Colchester Community Improvement Plan and its individual grant programs. A summary of the changes are attached to this report. The following, however, are notable revisions:

- Delegation of approval authority on CIP applications from Planning to the Economic Development Officer (EDO);
- Harrow and Essex Centre implementation period amended to expire at the end of 2021 to assist with financing the debt related to implementing the Harrow and Essex Centre streetscape projects;
- The cessation of the Parks Levy Equivalent Grant Program;
- The extension of the CIP project area for the Essex Centre;
- The removal of employment generation as a qualifier for the tax increment grant; and,

- The removal of the affordability qualifier for the allocation of funds under the Conversion Grant Program to assist with the creation of new rental dwelling units.

Following consultation with Council, an amendment was made to the terms of the Demolition Grant which would permit issuance of the grant without an executed development agreement if the demolition would result in the fulfillment of an outstanding work order.

Bylaws 1877, 1878 and 1879 amend the individual bylaws adopting the Harrow, Essex Centre and Colchester and County Road 50 Community Improvement Plans (CIP) to incorporate the changes noted above.

## Financial Impact

None.

## Consultations

### Link to Strategic Priorities

- ☐ Manage, invest and plan for sustainable municipal infrastructure which meets current and future needs of the municipality and its citizens.
- ☐ Create a safe, friendly and inclusive community which encourages healthy, active living for people of all ages and abilities.
- ☐ Provide a fiscal stewardship and value for tax dollars to ensure long-term financial health to the municipality.
- ☒ Manage responsible and viable growth while preserving and enhancing the unique rural and small town character of the community.
- ☐ Improve the experiences of individuals, as both citizens and customers, in their interactions with the Town of Essex.

**THE CORPORATION OF THE TOWN OF ESSEX**  
**BY-LAW NUMBER 1877**  
**BEING A BY-LAW TO AMEND BYLAW 1143 BEING A BY-LAW TO**  
**ADOPT A DOWNTOWN COMMUNITY IMPROVEMENT PLAN FOR**  
**DOWNTOWN HARROW CENTRE**

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

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

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

**AND WHEREAS** the Council of the Town of Essex has deemed it appropriate to designate the downtown area of Harrow, within the Town of Essex in the Province of Ontario as a Community Improvement Project Area for the purposes of establishing the Downtown Harrow Community Improvement Plan (DHCIP) respecting the redevelopment, revitalization, prosperity and beautification of the community of Harrow, and further to establish the necessary policies, guidelines and instructions to implement the DHCIP, all in accordance with Section 28(2) of the *Planning Act R.S.O. 1990, c. P. 13*;

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

**AND WHEREAS** the Council of the Corporation of the Town of Essex deems it expedient and in the best interests of the Town to hereby amend By-law 1143 with the following amendments to Schedule B “Downtown Harrow Community Improvement Plan Implementation Strategy” of By-law 1143;

1. The following definitions are added to subsection 2.1:

**Alley** means a highway, having a maximum width of less than 7 metres (23 feet), providing a means of access to a lot.

**Combined Use Building** refers to a building having, as a main uses, both a dwelling unit(s) and a non-residential use(s).

**Dwelling** means a building or structure or part of a building or structure that is occupied, in whole or in part, for the purposes of human habitation, but does not include a hotel, motel or mobile home.

**Highway** means all roads dedicated for public use.

**Public Parking Area** refers to a free standing parking area available to the public or a shared parking area in which public and private use is available.

2. The following definitions are deleted from subsection 2.1:

**Facade Improvements** means any repairs or rehabilitation of the building façade(s) as approved by the Town, including for example: the repairing, repainting or cleaning for the facade; restoration of facade masonry, brickwork or wood and metal cladding; replacing of cornices, eaves, parapets and other architectural features; repair and replacement of windows; entranceway modifications for improved accessibility; redesign of the store front; removal of inappropriate signage and installation of appropriate new signage; restoration of the original facade appearance; replacement or repair of canopies and awnings; installation of exterior lighting.

**New affordable residential rental unit** means a new multiple dwelling unit incorporated into a non-residential portion of a commercial building to provide affordable residential housing accommodation within the project area. Affordable is defined as a dwelling unit having a monthly all-inclusive rental rate of \$1000 or less or such other level established by Council on an individual application basis.

3. "Planning Staff" is hereby referred to as "Development Services Staff" under subsection 4.1
4. The following requirement is hereby eliminated under subsection 4.1:
  - a. Requirement to pre-consult with the Ministry of Municipal Affairs and Housing when any substantive changes to the project area boundaries, or the introduction of new programs, is proposed.
5. Section 5.0 is hereby amended to delegate approval authority for the execution of an Agreement from Town Planner to the Economic Development Officer or Manager of Planning Services in his or her absence
6. Subsection 5.2.1 "Development Permit Fee Grant Program" is hereby amended to only allow granting of the Development Permit Fee Grant when in combination with an executed development agreement

- 7. Subsection 5.2.3 “Tax Increment Grant Program” is hereby amended to eliminate the generation of employment as a qualifier from the provisions of the grant
- 8. The following grant program is hereby eliminated under subsection 5.2.4:
  - a. Parks Levy Equivalent Grant Program
- 9. The Façade Improvement Grant under subsection 5.2.5 is hereby amended to include the following:
  - a. Only allow funds for the removal of inappropriate or out dated signage and installation of a new sign structure when used in combination with any façade improvement works eligible under the Façade Improvement Grant;
  - b. Limit the eligibility for the Mini Façade Improvement Grant to only those works that are \$2000 or less; and
  - c. make eligible side and rear façade improvements that face and abut an alley or highway or public parking area
- 10. The Outdoor Café, Patio and Commercial Outdoor Space Grant Program under subsection 5.2.6 is hereby amended to include the following:
  - a. Funds for the addition of a new accessible entrances to and from the designated outdoor area, new identification and directional signage and facilities or structures or parking of bicycles only when in combination with hardscaping and landscaping works that define, shelter, delineate or otherwise enhance the outdoor space
- 11. Subsection 5.2.7 is hereby amended to remove the affordability qualifier for the following grants:
  - a. the Conversion Grant Program
  - b. the Rehabilitation Grant Program
- 12. the Demolition Grant Program is hereby amended to include provisions for complete demolitions only when accompanied by an executed development agreement unless the demolition would result in the fulfillment of a work order.
- 13. Section 6.0 is hereby amended to state that the Plan implementation period will be until 2021.

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

**Read a first and second time and provisionally adopted this 21<sup>st</sup> day of January, 2020.**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

**Read a third time and finally passed this 3<sup>rd</sup> day of February, 2020.**

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Mayor

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Clerk

**THE CORPORATION OF THE TOWN OF ESSEX**  
**BY-LAW NUMBER 1878**  
**BEING A BY-LAW TO AMEND BY-LAW 1314 BEING A BY-LAW**  
**TO ADOPT A DOWNTOWN COMMUNITY PLAN FOR PART OF**  
**ESSEX CENTRE**

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

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

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

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

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

**And WHEREAS** the Council of the Corporation of the Town of Essex deems it expedient and in the best interests of the Town to hereby amend By-law 1143 as follows;

**And WHEREAS** the Council of the Corporation of the Town of Essex deems it expedient and in the best interests of the Town to hereby amend By-law 1314 as follows;

That the boundaries of the Essex Centre Community Improvement Plan Project Area are hereby revised as shown in Schedule A attached hereto and are hereby declared to be part of bylaw

1314, and that the following be added to Schedule A “Essex Centre Community Improvement Plan Implementation Strategy” of By-law 1314:

1. The following definitions be added to subsection 2.1:

**Alley** means a highway, having a maximum width of less than 7 metres (23 feet), providing a means of access to a lot.

**Combined Use Building** refers to a building having, as a main uses, both a dwelling unit(s) and a non-residential use(s).

**Dwelling** means a building or structure or part of a building or structure that is occupied, in whole or in part, for the purposes of human habitation, but does not include a hotel, motel or mobile home.

**Highway** means all roads dedicated for public use.

**Public Parking Area** refers to a free standing parking area available to the public or a shared parking area in which public and private use is available.

2. The following definitions are deleted from subsection 2.1:

**Facade Improvements** means any repairs or rehabilitation of the building façade(s) as approved by the Town, including for example: the repairing, repainting or cleaning for the facade; restoration of facade masonry, brickwork or wood and metal cladding; replacing of cornices, eaves, parapets and other architectural features; repair and replacement of windows; entranceway modifications for improved accessibility; redesign of the store front; removal of inappropriate signage and installation of appropriate new signage; restoration of the original facade appearance; replacement or repair of canopies and awnings; installation of exterior lighting.

**New affordable residential rental unit** means a new multiple dwelling unit incorporated into a non-residential portion of a commercial building to provide affordable residential housing accommodation within the project area. Affordable is defined as a dwelling unit having a monthly all-inclusive rental rate of \$1000 or less or such other level established by Council on an individual application basis.

3. “Planning Staff” is hereby referred to as “Development Services Staff” under subsection 4.1
4. The following requirement is hereby eliminated under subsection 4.1:
  - a. Requirement to pre-consult with the Ministry of Municipal Affairs and Housing when any substantive changes to the project area boundaries, or the introduction of new programs, is proposed.
5. Section 5.0 is hereby amended to delegate approval authority for the execution of an Agreement from Town Planner to the Economic Development Officer or Manager of Planning Services in his or her absence

6. Subsection 5.2.1 “Development Permit Fee Grant Program” is hereby amended to only allow granting of the Development Permit Fee Grant when in combination with an executed development agreement
7. Subsection 5.2.3 “Tax Increment Grant Program” is hereby amended to eliminate the generation of employment as a qualifier from the provisions of the grant
8. The following grant program is hereby eliminated under subsection 5.2.4:
  - a. Parks Levy Equivalent Grant Program
9. The Façade Improvement Grant under subsection 5.2.5 is hereby amended to include the following:
  - a. Only allow funds for the removal of inappropriate or out dated signage and installation of a new sign structure when used in combination with any façade improvement works eligible under the Façade Improvement Grant;
  - b. Limit the eligibility for the Mini Façade Improvement Grant to only those works that are \$2000 or less; and
  - c. make eligible side and rear façade improvements that face and abut an alley or highway or public parking area
10. The Outdoor Café, Patio and Commercial Outdoor Space Grant Program under subsection 5.2.6 is hereby amended to include the following:
  - a. Funds for the addition of a new accessible entrances to and from the designated outdoor area, new identification and directional signage and facilities or structures or parking of bicycles only when in combination with hardscaping and landscaping works that define, shelter, delineate or otherwise enhance the outdoor space
11. Subsection 5.2.7 is hereby amended to remove the affordability qualifier for the following grants:
  - a. the Conversion Grant Program
  - b. the Rehabilitation Grant Program
12. the Demolition Grant Program is hereby amended to include provisions for complete demolitions only when accompanied by an executed development agreement unless the demolition would result in the fulfillment of a work order.
13. Section 6.0 is hereby amended to state that the Plan implementation period will be until 2021.

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

**Read a first and second time and provisionally adopted this 21<sup>st</sup> day of January, 2020.**

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Mayor

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Clerk

**Read a third time and finally passed this 3<sup>rd</sup> day of February, 2020.**

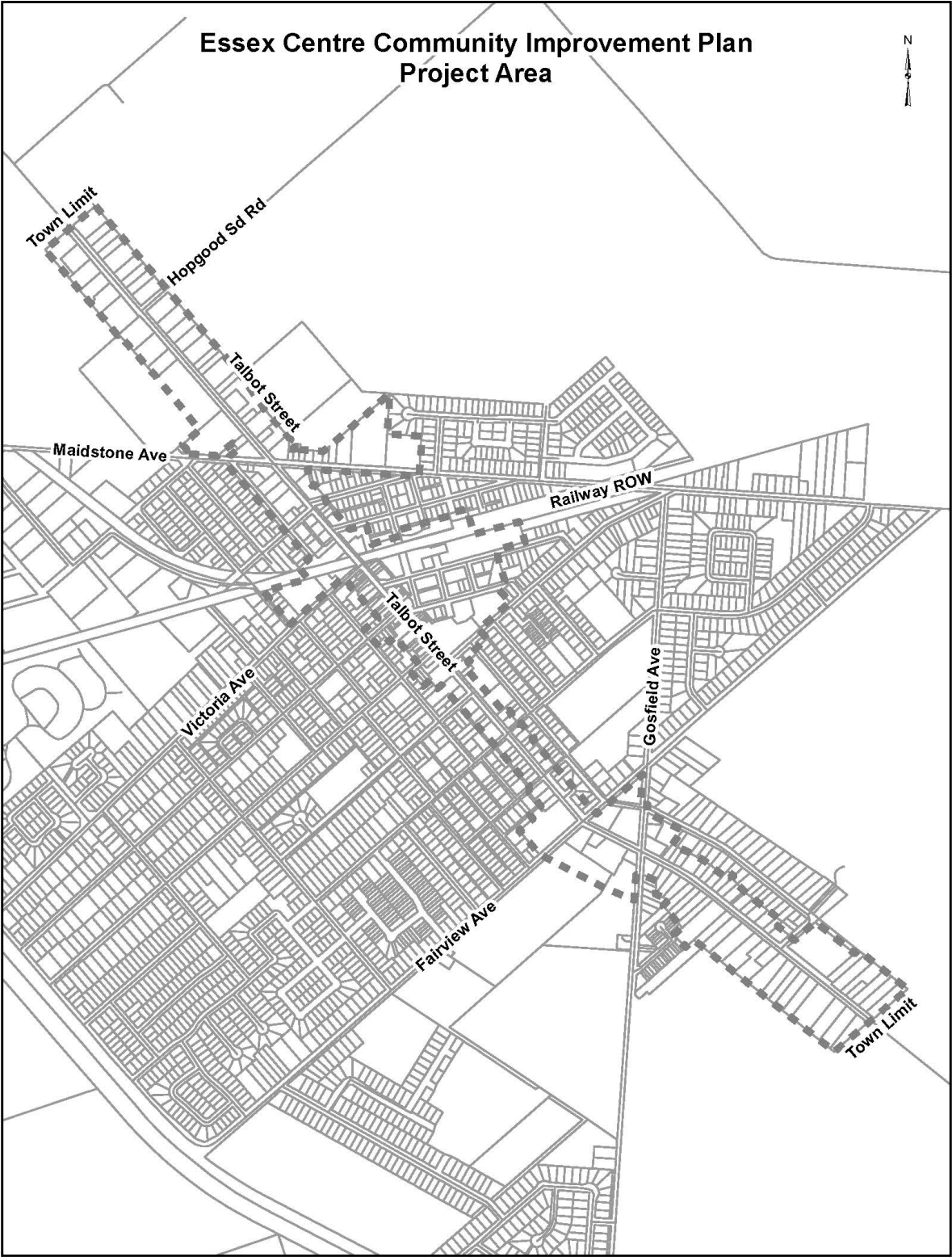
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Mayor

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Clerk

Schedule A to By-law Number 1878



**THE CORPORATION OF THE TOWN OF ESSEX**  
**BY-LAW NUMBER 1879**  
**BEING A BY-LAW TO AMEND BY-LAW 1612 BEING A BY-LAW**  
**TO ADOPT A COMMUNITY IMPROVEMENT PLAN FOR PART OF**  
**COLCHESTER CENTRE**

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

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

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

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

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

**And WHEREAS** the Council of the Corporation of the Town of Essex deems it expedient and in the best interests of the Town to hereby amend By-law 1612 with the following amendments to Schedule A "Colchester Community Improvement Plan Implementation Strategy" of By-law 1612;

1. The following definitions are added under subsection 2.1:

**Alley** means a highway, having a maximum width of less than 7 metres (23 feet), providing a means of access to a lot.

**Combined Use Building** refers to a building having, as a main uses, both a dwelling unit(s) and a non-residential use(s).

**Dwelling** means a building or structure or part of a building or structure that is occupied, in whole or in part, for the purposes of human habitation, but does not include a hotel, motel or mobile home.

**Highway** means all roads dedicated for public use.

**Public Parking Area** refers to a free standing parking area available to the public or a shared parking area in which public and private use is available.

2. The following definitions are deleted from subsection 2.1:

**Facade Improvements** means any repairs or rehabilitation of the building façade(s) as approved by the Town, including for example: the repairing, repainting or cleaning for the facade; restoration of facade masonry, brickwork or wood and metal cladding; replacing of cornices, eaves, parapets and other architectural features; repair and replacement of windows; entranceway modifications for improved accessibility; redesign of the store front; removal of inappropriate signage and installation of appropriate new signage; restoration of the original facade appearance; replacement or repair of canopies and awnings; installation of exterior lighting.

**New affordable residential rental unit** means a new multiple dwelling unit incorporated into a non-residential portion of a commercial building to provide affordable residential housing accommodation within the project area. Affordable is defined as a dwelling unit having a monthly all-inclusive rental rate of \$1000 or less or such other level established by Council on an individual application basis.

3. "Planning Staff" is hereby referred to as "Development Services Staff" under subsection 4.1
4. The following requirement is hereby eliminated under subsection 4.1:
  - a. Requirement to pre-consult with the Ministry of Municipal Affairs and Housing when any substantive changes to the project area boundaries, or the introduction of new programs, is proposed.
5. Section 5.0 is hereby amended to delegate approval authority for the execution of an Agreement from Town Planner to the Economic Development Officer or Manager of Planning Services in his or her absence
6. Subsection 5.2.1 "Development Permit Fee Grant Program" is hereby amended to only allow granting of the Development Permit Fee Grant when in combination with an executed development agreement

- 7. Subsection 5.2.3 “Tax Increment Grant Program” is hereby amended to eliminate the generation of employment as a qualifier from the provisions of the grant
- 8. The following grant program is hereby eliminated under subsection 5.2.4:
  - a. Parks Levy Equivalent Grant Program
- 9. The Façade Improvement Grant under subsection 5.2.5 is hereby amended to include the following:
  - a. Only allow funds for the removal of inappropriate or out dated signage and installation of a new sign structure when used in combination with any façade improvement works eligible under the Façade Improvement Grant;
  - b. Limit the eligibility for the Mini Façade Improvement Grant to only those works that are \$2000 or less; and
  - c. make eligible side and rear façade improvements that face and abut an alley or highway or public parking area
- 10. The Outdoor Café, Patio and Commercial Outdoor Space Grant Program under subsection 5.2.6 is hereby amended to include the following:
  - a. Funds for the addition of a new accessible entrances to and from the designated outdoor area, new identification and directional signage and facilities or structures or parking of bicycles only when in combination with hardscaping and landscaping works that define, shelter, delineate or otherwise enhance the outdoor space
- 11. Subsection 5.2.7 is hereby amended to remove the affordability qualifier for the following grants:
  - a. the Conversion Grant Program
  - b. the Rehabilitation Grant Program
- 12. the Demolition Grant Program is hereby amended to include provisions for complete demolitions only when accompanied by an executed development agreement unless the demolition would result in the fulfillment of a work order.
- 13. Section 6.0 is hereby amended to state that the Plan implementation period will be until 2021.

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

**Read a first and second time and provisionally adopted this 21<sup>st</sup> day of January, 2020.**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

**Read a third time and finally passed this 3<sup>rd</sup> day of February, 2020.**

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Mayor

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Clerk

# Seneca

*The Faculty of Continuing Education hereby awards this Recognition of Achievement to*

*Amy L. Fournier*

*in witness of completing a*

*3 Course*

*program of study in*

*Municipal Tax Administration*

*through the Faculty of Continuing Education,  
Seneca College of Applied Arts and Technology  
Toronto, Ontario,  
CANADA*

*August, 2019*

*Date*

  
*Dean, Faculty of Continuing Education*

# Seneca

*The Faculty of Continuing Education hereby awards this Recognition of Achievement to*

*Michaele Woodiwiss*

*in witness of completing a*

*3 Course*

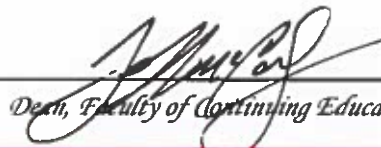
*program of study in*

*Municipal Tax Administration*

*through the Faculty of Continuing Education,  
Seneca College of Applied Arts and Technology  
Toronto, Ontario,  
CANADA*

*August, 2019*

*Date*

  
*Dean, Faculty of Continuing Education*

**Ministry of Children,  
Community and Social  
Services**

Minister's Office

438 University Avenue  
7<sup>th</sup> Floor  
Toronto, Ontario  
M7A 1N3

Tel.: (416) 325-5225  
Fax: (416) 325-5240

**Ministère des Services à  
l'enfance et des Services  
sociaux et communautaires**

Bureau du Ministre

438, avenue University  
7<sup>e</sup> étage  
Toronto, Ontario  
M7A 1N3

Tél. : (416) 325-5225  
Télec. : (416) 325-5240



127-2019-9359

December 16, 2019

Dear Municipal Partner:

I am writing to let you know that the Ministry of Children, Community and Social Services, in collaboration with other ministries across government, is currently assessing Ontario's Poverty Reduction Strategy and is launching consultations to inform the development of a new five-year strategy, in accordance with the Poverty Reduction Act, 2009.

Our government believes that the people of Ontario are the province's greatest asset, and when they succeed, our economy and province succeed. However, we know that one in seven Ontario residents live in poverty.

Empowering people and supporting them during challenging times is a priority for our government. We also know that we cannot do this work alone. We are committed to listening and working with individuals, communities, organizations, businesses, Indigenous partners and all levels of government. It is our shared responsibility to create the conditions for success. To do so, we need organizations across the province to share their ideas and feedback about how we can work together to tackle poverty.

Our goal is to drive progress and identify solutions to reduce poverty. To inform our new Poverty Reduction Strategy, we will be asking Ontario residents how we can encourage job creation and connect people to employment opportunities; provide people with the right supports and services; and lower the cost of living and make life more affordable.

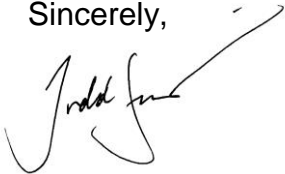
An online survey will be posted in January 2020 for a period of approximately 60 days. I hope that you will respond to the survey and encourage members of your community, including those who have experience living in poverty, to participate. We will share more information about the survey in the new year.

.../cont'd

We are also accepting written submissions and any recommendations for the next strategy as well as feedback on the previous 2014–19 Poverty Reduction Strategy, by e-mail at [prso@ontario.ca](mailto:prso@ontario.ca) or by mail at Poverty Reduction Strategy, 3rd Floor, 315 Front Street West, Toronto ON, M7A 0B8. If there are any questions on how identifying information included with a submission will be used, please contact: Manager, Strategic Policy Unit, MCCSS by e-mail at [prso@ontario.ca](mailto:prso@ontario.ca) or by telephone at (647) 308-9963.

I look forward to hearing from you.

Sincerely,

A handwritten signature in black ink, appearing to read 'Todd Smith', with a long, sweeping horizontal stroke extending to the right.

Todd Smith  
Minister

**Ministry of Children,  
Community and Social  
Services**

Minister's Office

438 University Avenue  
7<sup>th</sup> Floor  
Toronto (Ontario)  
M7A 1N3

Tel.: (416) 325-5225  
Fax: 416 325-5240

**Ministère des Services à  
l'enfance et des Services  
sociaux et communautaires**

Bureau du ministre

438, avenue University  
7<sup>e</sup> étage  
Toronto (Ontario)  
M7A 1N3

Tél. : 416 325-5225  
Télec. : 416 325-5240



127-2019-9359

Le 16 décembre 2019

Madame, Monsieur,

Je vous écris pour vous informer que le ministère des Services à l'enfance et des Services sociaux et communautaires s'emploie actuellement, en collaboration avec d'autres ministères du gouvernement, à évaluer la Stratégie ontarienne de réduction de la pauvreté et entame des consultations en vue de l'élaboration d'une nouvelle stratégie quinquennale, conformément à la *Loi de 2009 sur la réduction de la pauvreté*.

Le gouvernement estime que les Ontariennes et les Ontariens sont les principaux atouts de la province et que c'est leur réussite qui garantit le dynamisme de l'économie et l'essor de l'Ontario. Cependant, nous savons que, dans la province, une personne sur sept vit dans la pauvreté.

Le gouvernement s'est fixé comme priorité d'aider les gens à prendre leur avenir en main et à traverser les périodes difficiles. Or, nous ne pouvons pas accomplir ce travail seuls. Nous avons à cœur d'écouter les particuliers, les communautés, les organismes, les entreprises, les partenaires autochtones et tous les ordres de gouvernement, et de travailler à leurs côtés. Il est de notre responsabilité commune de créer les conditions propices à la réussite. À cette fin, nous avons besoin que les organisations de toute la province nous transmettent leurs idées et leurs commentaires sur les moyens d'œuvrer ensemble à la lutte contre la pauvreté.

Notre objectif est d'accélérer les progrès et de trouver des solutions destinées à réduire la pauvreté. En vue de la nouvelle Stratégie de réduction de la pauvreté, nous solliciterons l'avis de la population ontarienne sur les façons d'encourager la création d'emplois, de permettre aux gens de trouver un emploi, de fournir des soutiens et des services appropriés, d'abaisser le coût de la vie et de rendre le quotidien plus abordable.

.../suite

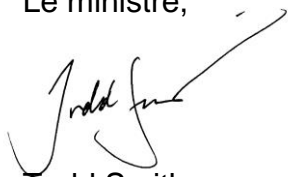
Nous publierons un sondage en ligne en janvier 2020 pendant environ 60 jours. J'espère que vous répondrez à ce sondage et que vous encouragerez les membres de votre communauté, y compris les personnes en situation de pauvreté, à y participer. Nous vous communiquerons de plus amples renseignements sur le sondage en début d'année prochaine.

Nous invitons également les intervenants à nous adresser des observations écrites, à nous faire part de leurs recommandations sur la prochaine stratégie et à nous transmettre leurs commentaires au sujet de la précédente Stratégie de réduction de la pauvreté (2014-2019), soit en nous envoyant un courriel à l'adresse [prso@ontario.ca](mailto:prso@ontario.ca), soit en nous écrivant par courrier postal à l'adresse suivante : Stratégie de réduction de la pauvreté, 315, rue Front Ouest, 3<sup>e</sup> étage, Toronto (Ontario) M7A 0B8. Si vous avez des questions relatives à l'utilisation des renseignements identificatoires figurant dans les observations qui nous sont transmises, veuillez communiquer avec la chef, Unité des politiques stratégiques, MSESC, par courriel à l'adresse [prso@ontario.ca](mailto:prso@ontario.ca) ou par téléphone au 647 308-9963.

Je me réjouis à l'idée d'échanger avec vous plus en détail.

Je vous prie d'agréer, Madame, Monsieur, mes salutations les plus cordiales.

Le ministre,



Todd Smith

Ministry of Natural  
Resources and Forestry

Office of the Minister

Room 6630, Whitney Block  
99 Wellesley Street West  
Toronto ON M7A 1W3  
Tel: 416-314-2301

Ministère des Richesses  
naturelles et des Forêts

Bureau du ministre

Édifice Whitney, bureau 6630  
99, rue Wellesley Ouest  
Toronto (Ontario) M7A 1W3  
Tél.: 416-314-2301



354-2019-1622

DEC 12 2019

His Worship Larry Snively, Mayor  
Mr. Morley Bowman, Councillor  
Mr. Chris Vander Doelen, Councillor  
Ms. Kim Verbeek, Councillor  
Town of Essex  
33 Talbot Street South  
Essex ON N8M 1A8

Dear Mayor Snively and Colleagues:

Thank you for meeting with my Parliamentary Assistant Mike Harris at the 2019 Association of Municipalities of Ontario Conference. Mr. Harris has passed along the details of your meeting, and your delegation's concerns about shoreline protection and phragmites. I understand that these matters are of great concern to your community and would like to provide you with some information.

Flooding is a serious problem that is becoming increasingly common as Ontario experiences more frequent extreme weather events. Ontario's government is putting people first by taking swift action to address concerns from those affected by flooding. Our number one priority is the safety of the public and protection of our communities. We want to help Ontarians protect what matters most by improving flood resources and increasing awareness about flood risks.

I understand that you have requested funding for shoreline protection related to high lake levels and erosion. The Disaster Recovery Assistance program is administered by the Ministry of Municipal Affairs and Housing. You can find more information at: [www.ontario.ca/page/guidelines-apply-municipal-disaster-recovery-assistance-mdra](http://www.ontario.ca/page/guidelines-apply-municipal-disaster-recovery-assistance-mdra).

Regarding your concerns about phragmites, my ministry recognizes the importance of the prevention and control of invasive species. This invasive plant poses a threat to our natural resources, biodiversity and our economy.

As Mr. Harris mentioned, we are working with partners on a pilot project using an overwater herbicide to restore Long Point and Rondeau coastal wetlands from the effects of phragmites. Since 2016, my ministry has obtained emergency registrations from Health Canada's Pest Management Regulatory Agency (PMRA) for the use of Roundup Custom for Aquatic and Terrestrial Use Liquid Herbicide. Over this period, approximately 1,200 hectares have been treated within the Long Point Region.

Early results have been very promising. A comprehensive monitoring program led by the University of Waterloo has demonstrated no negative environmental effects from the treatment, and large-scale successful control of this invasive plant is being observed.

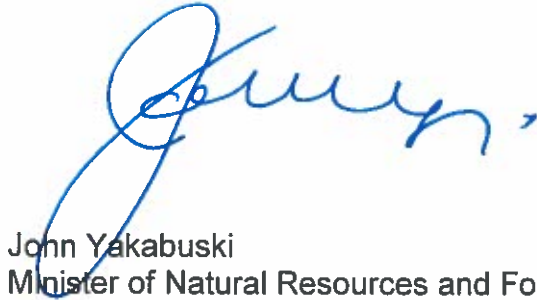
The active ingredient in the herbicide is glyphosate. It is registered by the Environmental Protection Agency for use in the United States and has been used in many areas, including Michigan, to control phragmites. It is also known in the United States under the alternative brand names of Aquamaster Herbicide and Roundup Aquamaster Herbicide.

My ministry has played a leadership role in this pilot project to help support understanding of this tool in the management of phragmites. Environmental monitoring information has been shared with PMRA and the Ministry of the Environment, Conservation and Parks as the regulatory agencies responsible for the registration and use of pesticides in Canada and Ontario. It is hoped that this information will help support registration of an herbicide product in the future.

If you have further questions about this pilot project, please contact Terese McIntosh, Manager, Biodiversity Section, Natural Resources Conservation Policy Branch, at (705) 313-1083 or [terese.mcintosh@ontario.ca](mailto:terese.mcintosh@ontario.ca).

I look forward to working together into the future.

Sincerely,



John Yakabuski  
Minister of Natural Resources and Forestry

c: Terese McIntosh





# The Corporation of The Town of Amherstburg

December 18, 2019

VIA EMAIL

Association of Municipalities of Ontario (AMO)  
200 University Ave.  
Suite 801  
Toronto, ON  
M5H-3C6

**Re: Request for Tiny House By-law in the Town of Amherstburg**

At its meeting of October 28<sup>th</sup>, 2019, Amherstburg Town Council received a presentation from The Raybots Robotics Team, Stella Maris Elementary School, and passed the following:

***“That a letter of support for tiny homes BE SENT to all Ontario Municipalities and the Association of Municipalities of Ontario (AMO).”***

**Motion Carried**

Regards,

Tammy Fowkes  
Deputy Clerk  
[tfowkes@amherstburg.ca](mailto:tfowkes@amherstburg.ca)

**From:** "Water, Drinking (MECP)" <[Drinking.Water@ontario.ca](mailto:Drinking.Water@ontario.ca)>

**Date:** December 20, 2019 at 3:31:21 PM EST

**To:** "[rauger@essex.ca](mailto:rauger@essex.ca)" <[rauger@essex.ca](mailto:rauger@essex.ca)>

**Subject:** 2018-2019 Chief Drinking Water Inspector Annual Report and Minister's Annual Report on Drinking Water 2019 now available

Ontario's government is taking action to protect the province's drinking water and water resources as part of its draft Made-in-Ontario Environment Plan to keep Ontarians safe and pass on a cleaner environment to future generations.

Today, the Ministry of the Environment, Conservation and Parks released the [Minister's Annual Report on Drinking Water 2019](#) and the [2018-2019 Chief Drinking Water Inspector Annual Report](#).

The Minister's Annual Report on Drinking Water 2019 showcases the work Ontario is doing to protect our drinking water and water resources. The Chief Drinking Water Inspector's Annual Report provides an overview of the ministry's progress during 2018-19 and includes in-depth information on the performance of Ontario's drinking water systems and licensed and eligible laboratories.

The reports showcase the province's strong monitoring, reporting and enforcement activities and programs and how these actions help ensure Ontario's drinking water is among the best protected in the world.

This includes reporting on the tests results for lead in drinking water. Ontario's Chief Medical Officer of Health has not received any reports of lead toxicity in Ontario children that have been linked primarily to drinking water in the last 10 years. At the same time, blood lead levels of Canadians have also declined by over 70 per cent in the past 40 years due to ongoing actions to reduce lead exposure from all sources.

Visit Ontario's Data Catalogue to see the supporting [Drinking Water Quality and Enforcement](#) data. For more information on the drinking water quality and enforcement data, please call the drinking water help line at 1-866-793-2588 between the hours of 9 a.m. to 5 p.m. from Monday to Friday or email [waterforms@ontario.ca](mailto:waterforms@ontario.ca).



# JOINT BOARD OF MANAGEMENT

Wednesday, November 20, 2019

9:00 AM

Unico Community Room,  
37 Beech Street  
Kingsville

## MINUTES

**Members Present:** Mayor MacDonald (Chair); Deputy Mayor Verbeke, Councillors Dunn, Hammond, Jacobs, Wilkinson - Leamington  
Mayor Nelson Santos (Vice-Chair); Deputy Mayor Queen, Councillors DeYong, Gaffan (alternate), Patterson - Kingsville  
Councillor VanderDoelen - Essex  
Councillor Walstedt - Lakeshore

**Members Absent:** Councillor Neufeld - Kingsville

**Staff Present:** Andy Graf - Essex  
Kevin Girard - Lakeshore  
Shannon Belleau - Leamington

**OCWA Staff Present:** Susan Budden, Dave Jubenville  
Dale Dillen, Ken Penney

**Call to Order:** 9:03 am

**Disclosures of Pecuniary Interest:** none

**Adoption of Board Minutes:**

**No. UW-50-19**

**Moved by:** Councillor Walstedt

**Seconded by:** Councillor Dunn

That Minutes of the UWSS Joint Board of Management meeting of October 16, 2019 be received.

Carried

**Business Arising Out of the Minutes:**

There was none.

---

**Report UW/31/19 dated, 2019 re: Status Update of the UWSS Operations & Maintenance Activities and Capital Works to November 15, 2019**

The Manager reviews his report with board members. The Manager explains that there is a lot of construction activity at the Ruthven WTP at the moment and this the reason behind the change of location for the November meeting. He further explains that regular maintenance is always ongoing with the OCWA staff.

The Low Lift has been isolated, drained, cleaned and inspected and no issues were observed. The Cottam Booster Station (CBS) was inspected by Watech Services on November 13<sup>th</sup> and 14<sup>th</sup>. This was a live wet dive and based on their inspection all appeared to be in order. No cracks were observed and the Manager is just awaiting a final report. Also in regard to the CBS the site inspection took place with the engineer and the contractor. A few bare spots of grass cover was observed, however, those will be re-seeded in the Spring. The Manager reminds members of the board of the two (2) year warranty on this project.

During regular inspection a waste water pump was identified as being very corroded. OCWA staff proceeded to scrape and remove the corrosion, then Denso wrap the piping which should keep the piping in its existing condition.

Clarifier #3 mixer motor variable frequency drive repairs were completed during the past month and this clarifier is now back in service. Filters #2 and #4 gate valves have been received, however, OCWA staff will install in coordination with the CO2 system.

The Manager reminds members of the ongoing SCADA project. He confirms that another Factory Accepted Test (FAT) will take place later in the week at the engineer's office in Etobicoke. This FAT will look at aspects of the LL and part of the WTP. He indicates that the project is moving slightly slower than anticipated, but the team is identifying a lot of things that has not been known about the system. He does expect the new system to be installed by February.

The Manager provides an update on the CO2 pH Adjustment Project. He notes there has been a slight delay with some of the installation due to the weather, but notes things are still moving well. He states that the scrubber and the tonners have been installed, however they are waiting on new racks, which should arrive soon. He feels that this system will be commissioned sometime in December.

The Manager explains to Board members of the secondary disinfection review being conducted by Associated Engineering (AE). He explains that a workshop had taken place and since that time the Manager has received the final report. This report has been delivered to municipal colleagues and he expects to have a meeting with this working group sometime during the week of December 5<sup>th</sup>. This meeting will discuss and identify the method to move ahead for permanent secondary disinfection. That Board asked why AE was chosen for this project and whether they had experience in this area of consideration. The Manager explains that AE is very familiar with UWSS and have done a number of studies for larger cities.

The Manager confirms that flows are still up quite a bit over last year and the four year average and doesn't expect that trend to change. He will monitor closely.

**No. UW-51-19**

Moved by: Deputy Mayor Verbeke

Seconded by: Councillor Jacobs

That report UW/31/19 dated November 15, 2019 re: Status Update of the UWSS Operations & Maintenance Activities and Capital Works to November 15, 2019 is received.

Carried (UW/31/19)

**Verbal presentation of the preliminary 2020 Union Water Supply System Joint Board of Management Budget and Six Year Capital Plan**

The Manager explains to members of the Board that the presentation today is for information purposes, allows time for review and allows member to ask questions prior to his seeking approval of the 2020 Budget at the December meeting. He provides members with a Memo Package for review.

He also explains that all his figures will be migrating over to the use of metric, rather than imperial. The new SCADA system will be in metric as well and this will make things easier, however, imperial will be in brackets for the time being.

The Manager uses a 1% increase in flows, which is the first time, in perhaps eight (8) or nine (9) years that an increase has been used. The projected revenues are expected to be approximately \$11 million. He reminds members that the new Operations and Maintenance contract with OCWA took place on July 1<sup>st</sup> of this year, this includes new staffing and an agreement with Air Liquide, so OCWA budget increased slightly for the second half of 2019.

He explains that the debt service loan to Sun Life Financial will be completed in 2026, which will free up monies. He anticipates approximately \$3.1 million surplus being transferred to reserves and a budget of \$5 million taken from reserves, with a net deficit from the reserves of \$1.9 million.

The Manager is proposing a rate increase of 4%, which is keeping in line with the Financial Plan from Watson & Associates. The Financial Plan was presented to the Board and approved earlier this year and the increase will allow for the comprehensive budget to continue to move forward. He reminds members of the Board that this increase is scheduled to take place over the next several years, to help cover the projects coming up in the six (6) year plan.

Municipal Staff member, present in the audience, asks if the restructuring takes place, will this potentially change the rates. The Manager indicates that for the coming year it will not change the 4% rate increase, but beyond that restructuring could potentially mean a lower rate, as the UWSS would have the ability to take on debt/grants.

The Manager moves on to the Capital Program explaining that a lot of the invoices for the bigger projects for 2019 have not yet been received, but should be by the on the year. He explains that some projects have been moved over to the 2020 year. He explains all of the “Studies/Programs” that will be happening in the next year, such as water modeling, Lake Erie HAB program, study regarding potential Reservoir #3, and study regarding back up power generation.

The Manager then reviews the bigger capital items that will be required in 2020 such as: Filters #2 and #4 are leaking, HL pump #7, SCADA (finish up project), new security system, Dissolved Air Filtration (DAF) and the Kingsville Water Tower rehabilitation. The Manager briefly explains each item, while members of the Board ask questions of each potential project.

The Manager then reviews the Budget Summary which includes, debts, revenues and expenditures. He notes that the UWSS is in good shape with monies in the bank earning revenue.

The Board asks if perhaps the capital program is a bit aggressive and wonders if staff can keep up with the workload. The Manager explains that some of the projects have taken a little longer than expected, and he intends to spread some projects over two (2) years.

The Manager asks the members of the Board to review the memo provided and email him any questions they may have. He will then be seeking approval of the 2020 Budget at the December Board meeting.

**No. UW-52-19**

Moved by: Councillor Dunn

Seconded by: Councillor DeYong

That the verbal presentation and memo is received for information.

Carried

**Report UW/32/19 dated November 15, 2019 re: Payments from October 11<sup>th</sup> to November 1<sup>st</sup>, 2019**

**No. UW-53-19**

Moved by: Councillor Patterson

Seconded by: Deputy Mayor Queen

That report UW/32/19 dated November 15, 2019 re: Payments from October 11<sup>th</sup> to November 1<sup>st</sup>, 2019 is received.

Carried (UW/32/19)

## **New Business**

The Manager shows the members of the Board the drawing for the potential Administration Area expansion predesign, which is included in the Six (6) Year Capital Plan. He explains the need for an elevator at the facility to meet accessibility requirements, and the potential to use this opportunity to create more space for administration as well. The plans include a new board room, office space and improved parking as well.

Adjournment:

### **No. UW-54-19**

Moved by: Councillor Patterson

Seconded by: Councillor Dunn

That the meeting adjourn at 10:15

Carried

**Date of Next Meeting:** Wednesday, December 18, 2019, at the Unico Community Centre, 37 Beech Street, Kingsville.

/kmj

**From:** "Nicole Kupnicki" <[NKupnicki@erca.org](mailto:NKupnicki@erca.org)>

**Cc:** "Richard Wyma" <[RWyma@erca.org](mailto:RWyma@erca.org)>, "Shelley McMullen" <[SMcMullen@erca.org](mailto:SMcMullen@erca.org)>

**Subject:** Essex Region Conservation Authority (ERCA) 2020 Draft Budget - 30 Day Notice

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Good Day All:

Please find attached a letter from Mr. Richard Wyma, General Manager/Secretary-Treasurer and Ms. Shelley McMullen, Director of Finance and Corporate Services regarding the 2020 Draft Budget for the Essex Region Conservation Authority (ERCA).

Ontario Regulation 139/96 (as amended by O.R. 231/97) requires that affected municipal partners receive a minimum a 30-day notice for which a meeting where a weighted and recorded vote will be taken. The weighted vote will take place on Thursday, February 13, 2020 at the regular meeting of the ERCA Board of Directors.

Should you have any questions regarding this 2020 draft budget, please feel free to contact Mr. Richard Wyma, [rwyma@erca.org](mailto:rwyma@erca.org) or by phone 519-776-5209 ext. 353.

Thank you,

NICOLE KUPNICKI, (H)BA, B.Ed, CHRL

Executive Assistant

Essex Region Conservation Authority

360 Fairview Avenue West, Suite 311 • Essex, Ontario • N8M 1Y6

P. 519-776-5209 x 354 • F. 519-776-8688

[nkupnicki@erca.org](mailto:nkupnicki@erca.org) • [www.essexregionconservation.ca](http://www.essexregionconservation.ca)



admin@erca.org

P.519.776.5209

F.519.776.8688

360 Fairview Avenue West  
Suite 311, Essex, ON N8M 1Y6

January 3, 2020

## **RE: ESSEX REGION CONSERVATION AUTHORITY 2020 DRAFT BUDGET: 30 DAY NOTICE TO MEMBER MUNICIPALITIES**

At our December 12, 2019 meeting, the Essex Region Conservation Authority Board of Directors approved our Draft 2020 Budget for distribution to municipalities; and provide notice that a weighted vote will be held at the Board of Directors meeting on February 13, 2020. Ontario Regulation 139/96 (as amended by O.R. 231/97) requires that affected municipal partners receive a minimum a 30-day notice for which a meeting where a weighted and recorded vote will be taken. The Regulation also requires that the notice be accompanied by the financial information used to determine that levy.

As described in the Draft 2020 Budget (attached), the budget totals \$10,576,317 and includes a total levy contribution from member municipalities of approximately \$3,386,667. This levy totals \$10.49 for every person in our watershed, based on data compiled by MPAC and the Ministry of Natural Resources and Forestry, though the actual cost per household of \$250,000 decreased by \$0.12 to \$19.57.

ERCA was able to reduce the projected impact of the budget with confirmed funding related to the Windsor Essex Climate Change Collaborative (WEC3) and the development of a Regional Municipal Energy Plan, continued support from the province for the John R. Park Homestead Community Museum Operating Grant and confirmed funding related to Source Water Protection, Detroit River Canadian Cleanup, and watershed research that will partially offset permanent staff and associated shared costs.

We believe the 2020 Budget strives to strike a balance between meeting the sustainability needs of our region, while continuing to recognize the fiscal realities of our municipal partners. The expertise that ERCA provides is a cost effective way to manage regional environmental priorities. Uniquely, we provide a significant cash return on investment in addition to the programs and services we provide municipalities. ERCA continues to rank in the top 10 of all Conservation Authorities for the programs and services we provide our region, yet our combined levies fund less than 40% of our operations, placing ERCA in the bottom five of all Conservation Authorities and well below the provincial average.

Should you have any questions regarding our budget, please do not hesitate to contact me. I will also look forward to presenting our 2019 Annual Report to each municipality in the New Year.

Thank you,

Richard J.H. Wyma  
General Manager/Secretary-Treasurer

Shelley McMullen  
Director, Finance and Corporate Services

Attachments: Report BD44/19 – ERCA Draft 2020 Budget



## Essex Region Conservation Authority Board of Directors BD44/19

From: Richard J.H. Wyma, General Manager/Secretary-Treasurer  
Shelley McMullen, Director, Finance and Corporate Services

Date: December 6, 2019

Subject: 2020 DRAFT Budget

Strategic Action: All

Recommendation: THAT the 2020 Draft Budget be approved by the Board of Directors for review by and input from member municipalities; and further,

THAT the 2020 Draft Budget be forwarded to Municipalities for consideration and input as part of the process of formal approval; and further,

THAT notice be given that, in accordance with the *Conservation Authorities Act*, there will be a weighted vote on the 2020 Draft Budget at the Board of Directors Meeting on February 13, 2020.

### Summary

- The 2020 Budget totals \$10,576,317, which includes a total levy contribution of \$3,386,667. This represents an increase of \$148,000, or \$0.49 per person (\$10.00 to \$10.49 per person) though the actual cost per household (\$250,000) decreased by \$0.12 to \$19.57.
- A robust suite of high priority projects and programs to protect and restore the natural environment of the region will be undertaken. These include programs to increase habitat and forest cover, maintain and expand conservation areas and trails, aid our member municipalities in protecting people and infrastructure from the dangers of flooding and erosion particularly in the era of a changing climate, and to provide meaningful education and engagement opportunities for our residents.
- The proposed levy increase amount is primarily a result of the decrease in provincial transfer payments relating to the Flood Forecasting program (\$98,000) and costs associated with human resources. However, no new FTEs are included in this budget and some staffing positions will remain unfilled due to consideration of municipal budgets and respective pressures.
- ERCA was able to minimize levy increase with confirmed funding related to the Windsor Essex Climate Change Collaborative (WEC3) and the development of a County Municipal Energy Plan, continued support from the province for the JRPH Community Museum Operating Grant and confirmed funding related to Source Water Protection, DRCC and watershed research that will partially offset permanent

staff and associated support and shared costs and reallocations from Land Acquisition as approved by the Finance and Audit Advisory Board.

- ERCA's Annual Revenues for programs and services ranks consistently in the top 10 of all 36 Conservation Authorities. At the same time, ERCA's operational levy funds less than 40% of its operations, placing ERCA in the bottom five of all Conservation Authorities, and well below the provincial average (approx. 50%).
- The expertise that ERCA provides is a cost effective way to manage regional environmental priorities. Uniquely, ERCA provides a significant cash return on investment in addition to the programs and services we provide municipalities.

## Discussion

Each year, administration undertakes a comprehensive review of its programs and most pressing needs associated with annual budgets. These issues, challenges and opportunities were reported to the Board in September 2019 (BD23/18). At the time, due to uncertainties with provincial funding, Administration projected an operating deficit of between \$375,000 and \$560,000.

Since September, ERCA has confirmed continued provincial support for the Source Water Protection Program, Detroit River Canadian Cleanup, the Kingsville Leamington Nutrient Study, and the JRPH Community Museum Operating Grant. These are projected revenues into 2020, however there remains concerns regarding long term funding of these initiatives.

While the budget is represented as 'balanced', it was effected through a proposed levy increase of \$148,000 (primarily a result of the decrease in provincial transfer payments relating to the Flood Forecasting program (\$98,000) and costs associated with human resources) and reallocation of CW~GS land securement funding of almost \$69,000. The total operating deficit for 2020, before proposed levy increases and levy reallocations was reduced from a projected \$315,000 as identified in the 2020 Budget Pressures Report to ~\$217,000, significantly lower than the potential projected high of \$560,000.

To offset this deficit, and in attempting to strike an efficient balance between meeting the sustainability needs of our region and address our pressing organizational challenges to meet program delivery standards the ERCA Finance and Audit Advisory Board (FAAB) and Administration recommended an increase in levy of \$148,000, which brings total levy from \$3,238,667 to \$3,386,667. This is an increase of \$0.49 per person, though the actual cost per household (\$250,000) decreased by \$0.12 to \$19.57.

The remaining projected operating deficit of ~\$69,000 was addressed through a redirection of land securement funding as recommended by Administration and the FAAB. The CW-GS levy directed to land securement will be reduced from \$589,600 to \$420,780, inclusive of the \$69,000 as noted above plus \$50,000 will be directed to the insurance reserve (depleted due to wind storm damage deductibles) and \$50,000 to the

infrastructure reserve in anticipation of higher than expected HBCA workshop replacement costs.

Contributions and repayments to reserves will be \$324,250 and transfers from reserves are estimated to be \$803,500 for a projected net reduction of \$479,250 in reserve funds. Transfers to reserves include: infrastructure (\$250,000), replenishment of insurance reserve (\$50,000) and multi-year pledge payments from ERCF (\$14,250).

The 2020 Draft Budget continues to include a broad array of programs to: increase habitat and forest cover; maintain and expand conservation areas and trails; assist our member municipalities in protecting people and infrastructure from the dangers of flooding and erosion; lead the development of a Regional Climate Change Strategy and the Place for Life Policies; and provide meaningful education and engagement opportunities for our residents.

However, as funding programs change and evolve with changes in government priorities, and as new interests seek funding, it is harder to support key programs with external support – programs that are funded by levy in other conservation authorities. In addition, while this builds a strong case for support, it is only enough to maintain the 'status quo'. It is not enough to improve the health of our watersheds, keep beaches open more, deal with phosphorous and blue-green algae in our lakes, provide open spaces and trails that are accessible for people to use, connect and restore forests, wetlands and habitats. These are essential for sustainable communities to build resilience to climate change, and importantly, attracting and retaining the talent this region desires.

Administration is recommending approval of a draft 2020 Budget in the total of \$10,576,317, which includes a total levy contribution of \$3,386,667. This represents an increase of \$148,000, or \$0.49 per person (\$10.00 to \$10.49 per person) based on watershed population and Current Value Assessment data provided by the Ministry of Natural Resources and Forestry; and including information as determined by the Municipal Property Assessment Corporation (MPAC).

Once approved, the draft 2020 Budget will be circulated to member municipalities for approval, and a weighted vote will be undertaken in February.



Approved By:

A handwritten signature in black ink, appearing to read "Richard J.H. Wyma".

Richard J.H. Wyma, CSLA  
General Manager/Secretary Treasurer

### Attachments:

- 2020 Draft Essex Region Conservation Authority Budget



## EXECUTIVE SUMMARY

- The 2020 Budget totals \$10,576,317, which includes a total levy contribution of \$3,386,667. This represents an increase of \$148,000, or \$0.49 per person (\$10.00 to \$10.49 per person) though the actual cost per household (\$250,000) decreased by \$0.12 to \$19.57 .
- The proposed levy increase amount is primarily a result of the decrease in provincial transfer payments relating to the Flood Forecasting program (\$98,000) and costs associated with human resources. However, no new FTEs are included in this budget and some staffing positions will remain unfilled due to consideration of municipal budgets and respective pressures.
- ERCA was able to minimize levy increase with confirmed funding related to the Windsor Essex Climate Change Collaborative (WEC3) and the development of a County Municipal Energy Plan, continued support from the province for the JRPH Community Museum Operating Grant and confirmed funding related to Source Water Protection, DRCC and watershed research that will partially offset permanent staff and associated support and shared costs.
- ERCA's Finance and Audit Advisory Board recommended a reallocation of \$168,820 from Land Securement to offset deficit, a redirection of \$50,000 to the insurance reserve which was depleted due to wind storm damages in 2019, and \$50,000 to the infrastructure reserve in anticipation of higher than expected HBCA Workshop replacement costs. If these funds are not required in 2020, they will remain in the Land Securement reserve.
- In 2020, ERCA will continue to deliver programs to increase habitat and forest cover, maintain and expand conservation areas and trails, assist our member municipalities in protecting people and infrastructure from the dangers of flooding and erosion, lead the development of a Regional Climate Change Strategy and Regional Municipal Energy Plan, the Place for Life Policies, and provide meaningful education and engagement opportunities for our residents.
- ERCA's Annual Revenues for programs and services ranks consistently in the top 10 of all 36 Conservation Authorities. At the same time, ERCA's operational levy funds less than 40% of its operations, placing ERCA in the bottom five of all Conservation Authorities, and well below the provincial average (approx. 50%).



## ERCA At-A-Glance

### ABOUT ERCA

ERCA is a local watershed management agency, incorporated under the *Conservation Authorities Act* (1946). Since our establishment in 1973, we have been dedicated to protecting, restoring, and managing the natural resources of the Essex Region. Today, as one of 36 conservation authorities in Ontario, ERCA is committed to the core founding principles of the *Conservation Authorities Act*: watershed jurisdiction, local decision-making, and funding partnerships.

ERCA works with residents and communities, our nine member municipalities, senior levels of government, and agencies to increase natural area coverage through tree planting and habitat restoration, improve water quality across our watersheds and our Great Lakes, protect people and property from flooding and erosion, and further our understanding of the environment through science and education. Our goal is a sustainable future which improves our local environment and helps create an enhanced community identity we can all be proud of, and a more vibrant economy that can set this region ahead of others - one where people will want to live, work, play, and invest in.

ERCA is governed by a 19-member Board of Directors appointed within a four-year cycle by its 9 Member Municipalities. The Board's Chair and Vice-Chair are elected for two year terms, alternating between City of Windsor, and the municipalities outside the City of Windsor.

## OUR REGION

The Essex Region is an 1,841 square kilometre area of land that spans nine municipalities, including the City of Windsor, Township of Pelee Island, and the Towns of Amherstburg, Essex, Kingsville, Lakeshore, LaSalle, Leamington and Tecumseh. It is the southern-most part of the Carolinian Life Zone and contains some of Canada's most significant natural areas. Unlike most other Conservation Authorities, which generally focus on one large watershed, our region includes the watersheds of the Detroit River, Lake St. Clair, and western basin of Lake Erie. It is surrounded by almost 300km of Great Lakes shorelines, the largest freshwater system in the world. The region is blessed with a climate and geography that supports a rich agricultural and industrial tradition that has supported growth in our region. But, there are also significant challenges.

- Our landscape has been intensively developed. In 200 years, we've drained more than 95% of our wetlands, lost almost all of our tall grass prairie and cleared more than 90% of our forests. What's left is disconnected and fragmented. Few parts of Canada have been as extensively developed as Essex Region.
- Our Great Lakes watersheds are impacted by invasive species, nutrients, phosphorous and blue green algae. The water quality of our rivers and streams is degraded, which impacts aquatic wildlife, increases drinking water treatment costs, and negatively impacts recreational use such as swimming and boating.
- Changing and unpredictable climate patterns are causing significant flooding, impacting our shorelines, and creating erosion problems. And the frequency of these types of rainfall events are expected to increase.
- While the Windsor-Essex region is identified as a high growth area, our low lying landscape, flat topography and soils create unique development challenges. Planning for growth and resilient communities and climate change will require different strategies and a more integrated approach.

## OUR STRATEGIC DIRECTION

Defined by our mandate under the Conservation Authorities Act (1946), ERCA delivers a number of programs and services to municipalities and residents. Our Strategic Direction is set out in ERCA's 2016-2025 Strategic Plan: Sustaining the Place for Life, which provides the basis for our decision-making and



The **Place for Life** reinforces that all elements of a place are interconnected – our community, its environmental health, healthy lifestyles for our citizens and our economy. Life recognizes our living, thriving and sustainable natural systems. Life refers to the people of our community – their health and protection and our shared heritage. We embrace this place and make it our home. For life.

We **envision** Essex Region as a sustainable, resilient and vibrant place with healthy and thriving watersheds, Great Lakes and a green culture.

Our **mission** is to improve our environment to enrich our lives.

priorities over the decade in five key areas:

1. **The climate will continue to change.** Efforts to slow climate change must continue, but we need to help our partners prepare to adapt to its impacts.
2. **The Great Lakes are our most significant natural resource.** Our 2017 Watershed Report Card identified failing grades for surface water quality in virtually every watershed. More must be done to protect and improve water quality.
3. **Our habitats are among the most significant in Canada.** We have planted more than 6 million trees and achieved 8.5% natural area coverage. But more action is needed to reach our 12% target.
4. **Our urban areas will continue to grow and expand.** ERCA will need to continue to work with all partners to plan sustainable communities that reduce urban sprawl, are walkable, have a healthy food supply and incorporate green infrastructure.
5. **ERCA is a sustainable, resilient and valued agency.** Since 1973, ERCA has been striving to achieve a state of sustainability for the Essex Region. It is also important to consider the sustainability of ERCA as an organization

## BUDGET CONSIDERATIONS

The Essex Region has seen first-hand the challenging and costly impacts of climate change, growth, loss of wetlands and habitats, pollution, impaired Great Lakes water quality, and many other stressors on our environment.

The health of our rivers and streams are poor, and our Great Lakes are enormously disrupted. The Leamington tributaries have been identified as Priority Watersheds under the Great Lakes Water Quality Agreement due to high levels of phosphorous, which is the leading cause of microcystins and harmful algal blooms in the western basin of Lake Erie. We are facing heightened challenges related to climate change and unpredictable weather patterns and severe storms that test our stormwater infrastructure resulting in both urban and overland flooding and, combined with record high water levels, have greatly impacted our shorelines and municipal infrastructure and require additional monitoring and flood advisories. Invasive species such as Phragmites threaten our wetlands and drainage systems, reduce biodiversity and habitats, and the overall health of our watersheds. New threats, such as Oak Wilt, have the potential to significantly damage our natural areas. These issues are integrated, and with greater urgency, a regional, coordinated effort is required.

Conservation Authorities are recognized for their efforts to address these challenges through integrated watershed planning and management. The recently updated *Conservation Authorities Act* changes the way conservation authorities deliver programs and services, but continues to recognize that Conservation Authorities' objects remain conservation, restoration, development and management of natural resources, which we do on a watershed basis. The 2018 Lake Erie Action Plan lays out 125 actions that includes opportunities for conservation authorities and other partners in the delivery of actions associated with reductions in phosphorous. The recently released Provincial Environment Plan: Preserving and Protecting our Environment for Future Generations commits to continue to work with Conservation Authorities on many different initiatives in order to help ensure the health of our lakes, rivers and greenspaces, protect important sources of drinking water and commits support for the important role of conservation authorities in protecting people and property from flooding and other natural hazards, and conserving natural resources.

## BUDGET PRESSURES

The Draft 2020 Budget considers and responds to these challenges and reflects key priorities in the 2016-2025 Strategic Plan: Sustaining the Place for Life. While ERCA has been recognized as a leader in leveraging local funding to deliver key programs, changes in government and funding program priorities, increased competition for limited funding, and narrowing of program scope makes this increasingly challenging.

### Legislative and Regulatory Change

Changes to Legislation and Regulation: Bill 108, the More Homes, More Choices Act, 2019 introduced changes to how Conservation Authorities structure their programs. Though the legislation did not change the objects of an Authority, which remain “to provide, in the area over which it has jurisdiction, programs and services designed to further the conservation, restoration, development and management of natural resources other than gas, oil, coal and minerals”, ERCA will work with other Conservation Authorities, Conservation Ontario, Municipalities and the Province on the regulations that will define the activities to be delivered as part of Provincially Mandatory Programs and Services (Risk of natural hazards, conservation and management of CA owned or controlled lands, drinking water source protection, and other programs or services as prescribed by regulation), and those Municipal and Conservation Authority led programs which are to be delivered through Agreements with municipalities. Once regulations are drafted, the legislation provides for a Transition period for conservation authorities and their member municipalities to restructure budgets to fully reflect provincial and municipal program delivery, develop agreements with municipalities and work through any other details. Until then, ERCA will continue delivering the important activities needed to address the issues in our region.

### Provincial Transfer Payments

ERCA delivers its delegated Flood Protection and Source Water Protection programs through provincial transfer payments. In 2019, provincial support for flood protection was reduced by 50% and there was uncertainties regarding funding for Source Water Protection. These programs have been identified as mandatory programs, which raises some uncertainty regarding future provincial support.

## Provincial Special Grants

ERCA receives provincial Special Grants to deliver provincial programs, including the Detroit River Canadian Cleanup (provincial funding is matched with federal funding for ERCA to coordinate the Detroit River Remedial Action Plan), projects under the Canada Ontario Agreement to monitor phosphorous in priority watersheds through the Kingsville Leamington Nutrient Study, and support for agricultural stewardship programs to help achieve targeted reductions of 40% in Lake Erie. ERCA also receives support from the Province through the Community Museum Operating Grant for the John R. Park Homestead. These provincial special grant programs were supported in 2019 and are confirmed for at least part of 2020, though future support continues to be a concern.

## Landowner Incentives

Recent cuts to funding for restoration, tree-planting, and wetland and prairie restoration which ERCA received and directed to landowner incentive programs, will likely impact future restoration of the region's natural areas, in the absence of increased funding from other partners including the federal government. In addition to losses of provincial support for projects, the federal government funding for some aspects of our farm stewardship programs has diminished significantly. As a result, many of the farm related services such as the creation of buffer strips to improve water quality may be eliminated.

## Overreliance on External Funding

Improving water quality and overall watershed health is critical to our region and requires support for positions that undertake the research, monitoring, and partnerships; and for managing and maintaining data information systems. The information collected and gathered is relevant to watershed management, and contributes to evidence-based decision-making.

However, ERCA is distinctly different from its municipal partners and other Conservation Authorities in how it has historically financed these programs, and its board-approved mandate. Unlike municipal operations, levy funding supports less than 40% of ERCA's operations and programs, with the other 60% funded through various Provincial grants, including the Drinking Source Water Protection program and the Section 39 Operating Grant and Federal grants are all identified as concerns.

This overreliance on external funding means these programs, which are core to improving and maintaining the health, safety and sustainability of our region are almost entirely funded through external grants. This also means that these programs, while producing beneficial outcomes, apply to areas where funding is available, not necessarily in those areas with greatest need or greatest priority. At the same time, reductions or eliminations in funding as identified above mean key initiatives are no longer supported or significantly reduced. While Administration continuously seeks additional resources through external funds, stable financial support is crucial in developing knowledge, so that the region's environmental problems can be addressed.

## Capacity to Act and Respond.

ERCA, not unlike municipalities and other agencies, is facing numerous capacity pressures including: increased landowner/stakeholder interaction in a number of departments; increased volume of development and planning applications; compliance-based reporting and monitoring; increased visitation to conservation areas, and outreach and stewardship.

In addition, because of ERCA's expertise and knowledge of watersheds and hydrological conditions, municipalities are requesting that ERCA participate in, or coordinate resource studies, master drainage plans, Environmental Assessments, and other operational initiatives. ERCA's technical knowledge of our watersheds and the complex legislative and regulatory environment is both valued and necessary to ensure development is sustainable, responsible, and proactively addresses and anticipates issues. ERCA's involvement on these initiatives is primarily with municipalities, and as such, there is limited cost recovery mechanisms to support staff. As the focus of our corporate approach continues to shift to a more proactive planning process, additional staff capacity will be required in municipal plan input and review.

The 2020 Draft Budget addresses cuts to provincial supports that funded this capacity and has not provided for any additional capacity to review and issue permits and respond to planning applications, address ongoing compliance and best-practice initiatives relating to H&S, MFIPPA and general administration, HR, Finance & IT/IS. The lack of capacity will continue to place demands on watershed management staff, and administrative and support staff

## Fixed Cost Increases

The current Collective Agreement with CUPE Local 3784 expires on December 31, 2019. ERCA will be negotiating a new Collective Agreement with its employees and has identified pressures associated with benefit premiums that will need to be negotiated along with salary increases and other proposals. In addition, upward movement on the grid for eligible positions is estimated to be more than \$130,000 in 2020. In 2019, ERCA did not fill vacant positions in Conservation Services and Corporate Services, which will remain unfilled in 2020. Other than those positions, ERCA also anticipates a full complement of program staff. ERCA must also fund fixed costs associated with leasing office space within the County of Essex Civic Centre, and costs for taxes, utilities and services at Conservation Areas. Because of ERCA's revenue structure, it is expected that only a portion of those increases will be levy-driven (ranging from 50%-70%), with the remainder absorbed in grant-funded special projects.

## Corporate Recoveries

Special grants and third-party fee for service projects reduce the levy burden, as wages for permanent staff and corporate administration are often allowable expenses in the agreement or contract. When these revenues are reduced, a funding gap is created. High levels of special grants and fee for service contracts in recent years, have been a primary driver of the Authority's positive financial results.



## FINANCIAL SUMMARY

While the budget is represented as 'balanced', it was effected through a proposed levy increase of \$148,000 and reallocation of CW~GS land securement funding of almost \$69,000. The total operating deficit for 2020, before proposed levy increases and levy reallocations was ~\$217,000, significantly lower than \$315,000, as initially identified as the potential deficit in the 2020 budget pressures report. The \$100k reduction was achieved through the addition of:

- expected 3rd party funding relating to the regional climate change collaborative;
- continuation of the JRPH Community Museum Operating transfer payment; and
- anticipated government grants related to Source Water Protection, DRCC and watershed research that will partially offset permanent staff and associated support and shared costs.

**As recommended by the ERCA Finance and Audit Advisory Board (FAAB) and Administration, the increase in proposed levy is \$148,000 from \$3,238,667 to \$3,386,667. This is an increase of \$0.49 per person, though the actual cost per household (\$250,000) decreased by \$0.12 to \$19.57.**

The proposed levy increase amount is primarily a result of the decrease in provincial transfer payments relating to the Flood Forecasting program (\$98,000) and costs associated with human resources. However, no new FTEs are included in this budget and some staffing positions will remain unfilled due to consideration of municipal budgets and respective pressures.

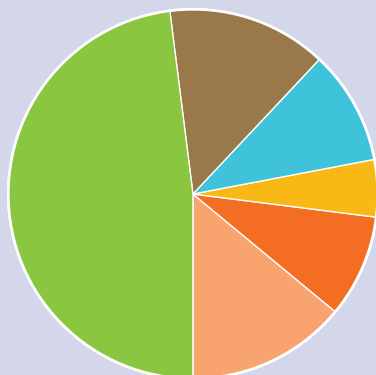
The remaining projected operating deficit of ~\$69,000 was addressed through a redirection of land securement funding as recommended by Administration and the FAAB. The CW-GS levy directed to land securement will be reduced from \$589,600 to \$420,780, inclusive of the \$69,000 as noted above plus \$50,000 will be directed to the insurance reserve (depleted due to wind storm damage deductibles) and \$50,000 to the infrastructure reserve in anticipation of higher than expected HBCA workshop replacement costs.

Contributions and repayments to reserves will be \$324,250 and transfers from reserves are estimated to be \$803,500 for a projected net reduction of \$479,250 in reserve funds. Transfers to reserves include: infrastructure (\$250,000), replenishment of insurance reserve (\$50,000) and multi-year pledge payments from ERCF (\$14,250).

2020 Draft Municipal Levy Allocation									
	CVA %		GENERAL LEVY		CW~GS LEVY		TOTAL LEVY		CHANGE
	2020	2019	2020 DRAFT	2019 APPROVED	2020 DRAFT	2019 APPROVED	2020 DRAFT	2019 APPROVED	\$ %
Amherstburg	5.95%	5.91%	\$138,948	\$129,412	\$62,437	\$62,084	\$201,386	\$191,496	\$9,890 5.2%
Essex	4.79%	4.82%	\$111,810	\$105,388	\$50,243	\$50,559	\$162,052	\$155,947	\$6,105 3.9%
Kingsville	6.15%	6.17%	\$143,820	\$134,969	\$64,626	\$64,750	\$208,446	\$199,719	\$8,727 4.4%
Lakeshore	9.45%	9.32%	\$220,816	\$203,945	\$99,225	\$97,841	\$320,041	\$301,786	\$18,255 6.0%
LaSalle	8.68%	8.46%	\$202,898	\$185,257	\$91,174	\$88,876	\$294,072	\$274,133	\$19,939 7.3%
Leamington	5.95%	5.92%	\$139,055	\$129,532	\$62,486	\$62,142	\$201,541	\$191,674	\$9,867 5.1%
Peleee Island	0.29%	0.29%	\$6,774	\$6,356	\$3,044	\$3,049	\$9,817	\$9,406	\$412 4.4%
Tecumseh	8.34%	8.38%	\$194,990	\$183,506	\$87,620	\$88,036	\$282,610	\$271,541	\$11,069 4.1%
Windsor	50.39%	50.73%	\$1,177,557	\$1,110,303	\$529,145	\$532,661	\$1,706,701	\$1,642,964	\$63,737 3.9%
<b>Totals</b>	<b>100%</b>	<b>100%</b>	<b>\$2,336,667</b>	<b>\$2,188,667</b>	<b>\$1,050,000</b>	<b>\$1,050,000</b>	<b>\$3,386,667</b>	<b>\$3,238,667</b>	<b>\$148,000 4.6%</b>

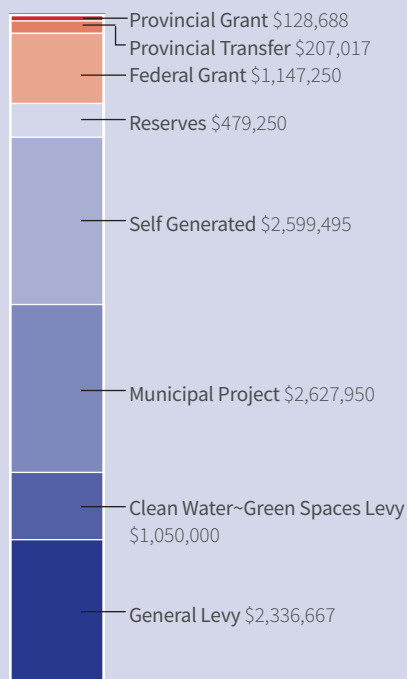


**2020 ERCA BUDGET:  
\$10,576,317**

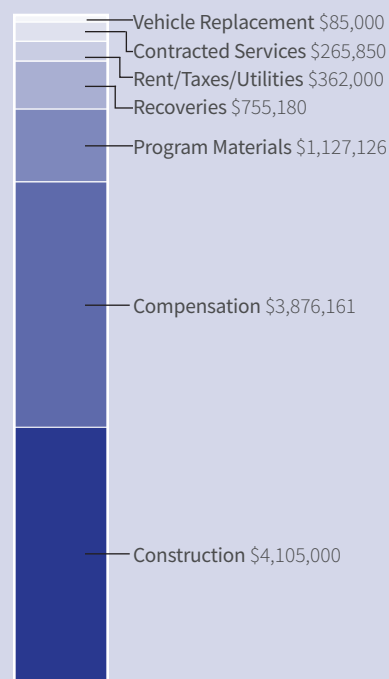


- Conservation Services \$5,106,848
- Watershed Management \$1,456,585
- Watershed Research \$1,071,050
- Community Outreach \$511,300
- Corporate Services \$978,534
- Capital \$1,452,000

**TOTAL REVENUES:  
\$10,576,317**



**TOTAL EXPENDITURES:  
\$10,576,317**



**WHERE DOES YOUR \$10.49 GO?**



## KEY ASSUMPTIONS

- That fee-for-service revenues relating to Watershed Management Services will stabilize at 2019 levels;
- That revenues of \$546,000 for development applications and surveying fees will continue;
- That the revenues that were impacted by storms/floods will return to pre-2019 levels (hunting/camping/farm leases);
- That grants will be available to support the new climate change regional initiative (~\$46,000);
- The Provincial Section 39 Flood Forecasting & Warning program transfer payment will be maintained/capped at \$104,417
- That the Drinking Water Source Protection activities will be funded at 100% of projected program costs (~\$96,000)
- That municipal transfer payments of \$2.5M will be contributed for the Peche Island project
- That significant watershed science and research grants will be approved (\$473,000)
- That provincial transfer payments for DRCC activities will continue to October 2020
- That revenues for the new JRPH Heritage Centre will begin in 2021 and construction will somewhat impact 2020 revenues.
- That CW~GS restoration revenues will continue to be impacted by loss of provincial special grant programs for tree planting and wetlands but 2020 operations will be funded with remaining deferred revenues but expected to be depleted in 2021.
- That fee-for-service work for invasive species removal at Spring Garden will be negligible for 2020.

## SUSTAINING THE PLACE FOR LIFE

As an integrated watershed management agency, our business is built on programs and services that support our region's ecological, social, and economic health.

ERCA employs 38 full-time and long-term contract staff across numerous professional fields, supported by shorter term and seasonal staff, led by a six person management team with over 100 years of experience and knowledge of the Essex Region.

Our watershed management and conservation services programs have recognized experts in water resources and watershed engineering, watershed planning, forestry, biologists, ecologists, agronomists, water quality scientist, and experts in conservation, restoration and natural resource management.

Our education and outreach team includes professional staff who are trained in delivering formal curriculum-based education programs to children, and youth; and in delivering programs and events to engage citizens of all ages in making a meaningful and lasting connection with Lake Erie, Lake St. Clair and Detroit River watersheds.

These teams are championed and supported internally by an equally broad range of experts delivering strategic leadership and essential services including human resource management, financial planning and management, geographic information systems and information technology, corporate communications, public and media relations, graphic design, event planning and marketing.

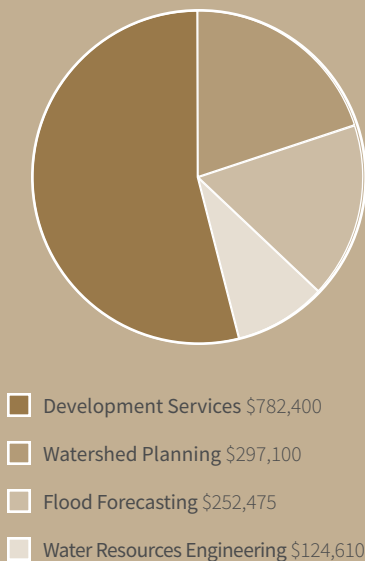
While we have a long and accomplished history as expert practitioners, we don't do it alone. We are continually establishing and reaffirming partnerships at every level, and within all of our communities to support our vision and mission, which we deliver through five Service Areas:

- Watershed Management Services
- Conservation Services
- Watershed Research Services
- Community Outreach Services
- Corporate Services

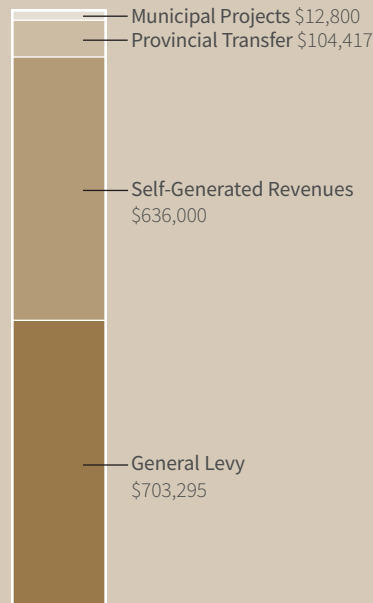


## 2020 Budget Summary

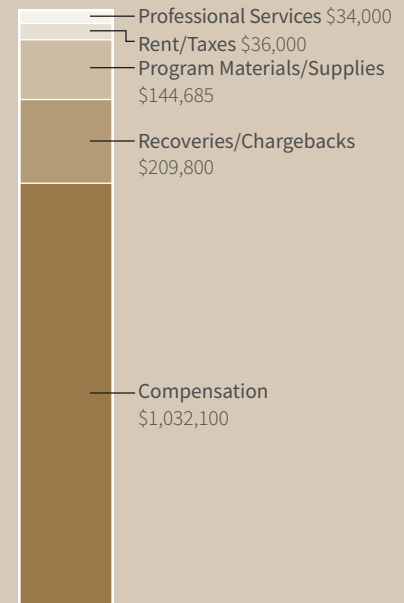
### WATERSHED MANAGEMENT SERVICES



### PROGRAM REVENUES: \$1,456,512



### PROGRAM EXPENSES: \$1,456,585



Watershed Management Services ensures that development in the Region progresses in a sustainable manner, is directed away from natural hazards, protects natural heritage features, and protects our water resources.

We are working towards a planning first principle which ensures that planning permissions are in place before we consider any approvals under the Conservation Authorities Act.

Watershed Management Services are delivered through four programs:

- Watershed Planning
- Development Services
- Water Resources Engineering
- Flood Management

## WATERSHED PLANNING

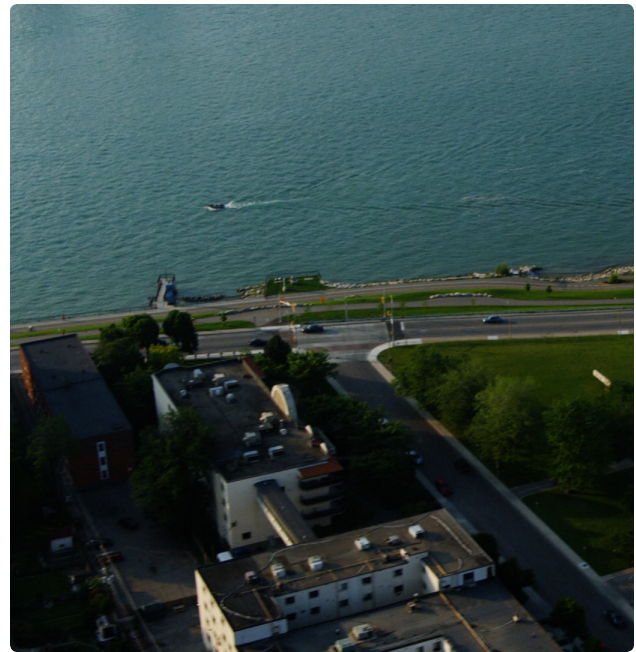
ERCA assists municipalities in watershed planning to meet Planning Act/Provincial Policy Statement responsibilities by identifying natural hazard and natural heritage features and providing policy support and advice related to natural heritage systems, development and stormwater servicing, water quality and natural resource planning concerns.

### 2019 Achievements

- Over 900 planning applications were submitted to ERCA under the *Planning Act* (Zoning By-Law amendments, minor variances, consents, etc.). ERCA's review assists landowners and municipalities in reducing risks associated with flooding and erosion and protecting natural heritage, and ensures best practices for sustainable communities are being incorporated in planning and development.
- ERCA staff reviewed 13 Official Plans and secondary plans to ensure local planning decisions address ERCA provincial delegated authority responsibilities relative to natural hazards and to continue to advise local municipalities on natural heritage matters.
- ERCA responses to Province of Environmental Registry of Ontario policy consultations including the Made-in-Ontario Environment Plan, 10-Year Review of Endangered Species Act, Bill 66 (Restoring Ontario's Competitiveness Act, 2018), Conservation Authority permitting, and programs and services under Bill 108 (More Homes, More Choice Act, 2019), updates to the Canada Ontario Agreement, and changes to the Provincial Policy Statement among others.

### 2020 Actions

- Undertake consultations and finalize ERCA's Place for Life Policies related to plan review and permitting processes in the region, and integrate related policies associated with other ERCA programs and services and to ensure consistency with recent changes to the Conservation Authorities Act (2017, 2019) and current provincial direction and best practices.
- Negotiate Memorandum of Understanding for Planning Services with municipalities to provide clarity around ERCA's involvement in plan input and review of planning applications under the Planning Act as an agency with provincially delegated responsibility for the natural hazards; as a municipal technical advisor; as a public body and as a landowner.



### 2020 Pressures

- Uncertainty around legislative amendments and provincial review of conservation authority permitting processes and how that will impact delivery
- Capacity to become fully engaged in Municipal Official Plan processes to ensure natural hazards/heritage reflected in long-range planning while continuing to support operational planning and applications with same capacity
- Challenges with taking a proactive approach to planning to address urban growth, climate change, environmental degradation and the relationships between growth and resilience.

## DEVELOPMENT SERVICES

ERCA administers the Development, Interference with Wetlands and Alteration to Shorelines and Watercourses Regulation, approved by the Minister of Natural Resources and Forestry and known as Ontario Regulation 158/06, as amended. The Regulation allows ERCA to control development within hazardous lands through a permitting process. These lands could be unsafe for development because of naturally occurring processes associated with flooding, erosion, unstable soils, dynamic beaches, unstable slopes or in areas where conservation of lands could be impacted by development. Our goal is to reduce risk to life, prevent damage to property, and reduce social disruptions resulting from natural hazards.

## 2019 Achievements

- Received and issued more than 1,300 permits, including over 300 for shoreline maintenance as a result of record high water levels in Lake St. Clair and Lake Erie. This is an increase of over 750 applications from 2015.
- Responded to over 1,300 Miscellaneous Development (MD) inquiries related to a questions about property matters, or from prospective purchasers with questions concerning a potential property purchase.
- Implemented new Client Centric service standards for high growth area Conservation Authorities and reaffirmed ERCAs Client Services Standards Policy to align with Conservation Ontario Client Services Standards guidelines.
- ERCA consistently meets and reports annually on Ministry service level standards of a 20-day turnaround for permit reviews and will update its reporting standards to also reflect new, more timely, Conservation Ontario standards and processes.

## 2020 Actions

- Undertake a 3rd party Fee Analysis for planning and development services including consultation engagement and with municipalities, Windsor Heavy Construction Association and the Windsor Construction Association, and Windsor Essex Economic Development Corporation in review and recommendations for program delivery
- Continue to improve excellence in client services by seeking ways to reduce review timelines in keeping with Conservation Ontario Client Services Standards guidelines.
- ERCA anticipates permit numbers to remain high as a result of sustained damages to existing protection systems through 4 years of increasingly high water levels and storm events.

## 2020 Pressures

- Increasing growth and development in the region.
- Increased demand on compliance staff as it relates to legal action
- Development services review operates at a 65-70% cost recovery basis. Currently, ERCA does not charge fees for miscellaneous development inquiries, making higher or full cost recovery difficult to achieve.

## WATER RESOURCES ENGINEERING

Managing the risks associated with the natural hazards of flooding and erosion is one of the primary roles of conservation authorities under the *Conservation Authorities Act*. We fulfill this role through the delivery of multiple natural resource management programs and services, including flood plain management and mapping, water and erosion control infrastructure planning, and stormwater management.

## 2019 Achievements

- Finalized Stormwater Management Guidelines with municipalities to ensure a consistent set of standards for managing stormwater designs and submissions.
- Reviewed with municipalities the status of current WECl projects (Lakeshore and Windsor) and pursued potential opportunities for future funding of WECl projects with municipalities (Amherstburg and Essex)

## 2020 Actions

- Coordinate regional Hazard Mapping Scoping and Prioritization program with Municipalities, City of Windsor and County of Essex
- Assist in the development of Shoreline Management Plans in Lakeshore, Leamington and continue to lead the Little River Hazard Mapping study at the request of the City of Windsor
- Work with partners to develop short- and long-term plans to address the existing and expected impacts to our region as a result of current and future water levels, flood and erosion hazards, and climate change.
- Explore opportunities to build Green Infrastructure Design Guidelines into Regional Stormwater Management Guidelines.
- Work with Kingsville to ensure Greenhouse policies and greenhouse developments address stormwater and drainage as part of the overall municipal drainage scheme and watershe.

## 2020 Pressures

- Increasing growth and development in the region.
- Increasing involvement and leadership of special studies with limited capacity

## FLOOD MANAGEMENT

We recognize that protection of life and property from flooding and erosion hazards is dependent on natural system protection, restoration and remediation; and that development and redevelopment should contribute to the prevention, elimination, and reduction in risk from flooding, erosion, and slope instability. We follow the five pillars of flood management: prevention, mitigation, preparedness, response and recovery.

### 2019 Achievements

- ERCA hosted four High Water Information Workshops in Lakeshore, Windsor, Kingsville and LaSalle, to raise awareness of impacts of high water to 1,500 attendees
- Monitored 30 Climate Stations, including 18 within the City of Windsor. ERCA staff initiated discussions with Lakeshore and Essex regarding siting and integrating 6 additional stations.
- Met with Provincial Flood Advisor, and participated in SW Ontario Regional CAOs meetings regarding flood management, flood protection and emergency response. Flood Advisor's report includes recommendation that ERCA and Lower Thames Valley CA work with Windsor-Essex municipalities, Chatham-Kent, Province and Federal Government to develop a short- and long-term plan to address flooding and shoreline/infrastructure issues in Lake Erie/Lake St. Clair/Detroit River.

### 2020 Actions

- Implement upgrades and expansions to the Essex Region Watershed Monitoring network including ERCA and municipal Climate Stations to assist in providing flood response, monitoring and reporting
- Further refinement of the ERCA Flood Contingency Plan to include additional flood forecasting stations and additional weather and lake level sources.
- Mentor junior staff on systems operations and train on advisory roles

### 2020 Pressures

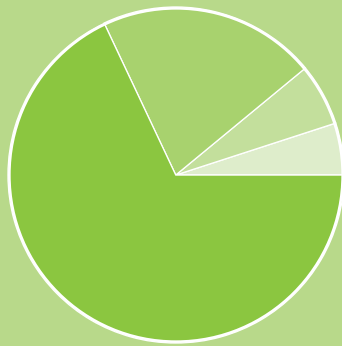
- All-time Record High Water Levels for Lake Erie and Lake St. Clair (and Detroit River). As a result of high water levels, since the beginning of 2019, Essex Region was under Watershed Condition (48 days)/ Flood Watch (147 days) or Flood Warning (25 days) more than days with no warning in effect. Extreme weather events increases pressure on staff and resources. This is expected to continue in 2020.
- Change in winter weather patterns means more rains/less snow, likely to continue with more early to mid-winter floods, loss of ice cover, and erosion.
- Provincial funding for ERCA's Section 39 Eligible Natural Hazard Management Grant (flooding and erosion programs), which has been \$202,000 since the mid 1990s, was reduced to \$104,000 in 2019. Despite CA appeals to not reduce or eliminate any further transfer payments, continued funding is uncertain.





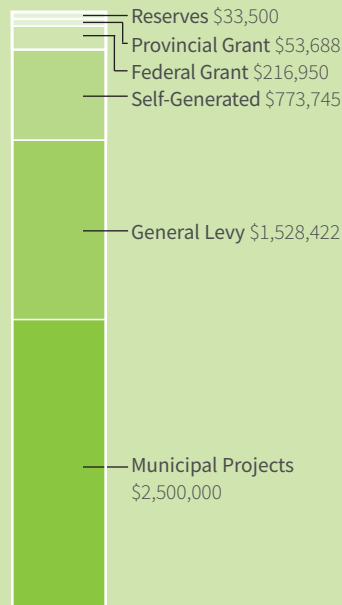
## 2020 Budget Summary

### CONSERVATION SERVICES

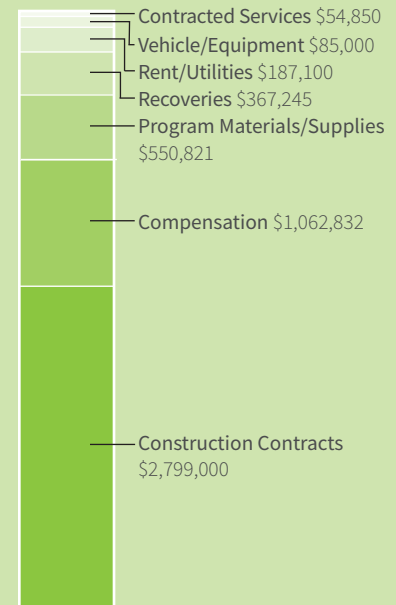


CW~GS Restoration	\$3,449,820
Public Conservation Areas	\$1,053,611
Holiday Beach CA	\$296,150
John R. Park Homestead	\$286,267

### PROGRAM REVENUES: \$5,106,305



### PROGRAM EXPENSES: \$5,106,848



The goals of ERCA's Conservation Services programs are to protect, restore, and manage natural heritage areas and systems within ERCA's watersheds. We do this through management of a system of Conservation lands, strategic and leveraged investment in land securement, and by identifying and implementing restoration projects.

Conservation Services are delivered through three programs:

- Public Conservation Areas
- Management of Natural Spaces
- Clean Water~Green Spaces Restoration

## PUBLIC CONSERVATION AREAS

Since 1974, ERCA has been acquiring lands to ensure the protection and conservation of their significant natural and cultural heritage features. Our Conservation Areas ensure that valuable greenspace is protected and that recreational opportunities are provided in safe, well maintained natural settings so that our watershed residents can enjoy a high quality of life and build greater awareness and appreciation for the landscapes around them.

These goals, as well as support for regional trails and trail networks, were originally identified in ERCA's first program and policy recommendations for the same reasons as today. By allowing for the enjoyment of our properties, we generate grass roots support for environmental protection and cultural appreciation. As a result, many of our properties serve two functions - protection and recreation.

### 2019 Achievements

- Responded to high water and clean up after severe storm events at Holiday Beach that additionally required closure of Tremblay Beach CA, and areas within HBCA, HMCA and ERCA's Greenways. This included the removal of over 500 hazardous trees.
- Holiday Beach (30,000), John R. Park Homestead (18,000) and Hillman Marsh (8,000) visitors enjoyed the kinds of outdoor natural and cultural experiences known to contribute to community-wide health and well-being
- \$432,000 investment in Conservation Areas resulted in new boardwalks and road resurfacing at Holiday Beach Conservation Area as well as the Enbridge Natural Playground and the University of Windsor Alumni Association Outdoor Classroom
- Undertook shoreline engineering study to identify options to protect the historic John R. Park Homestead buildings.

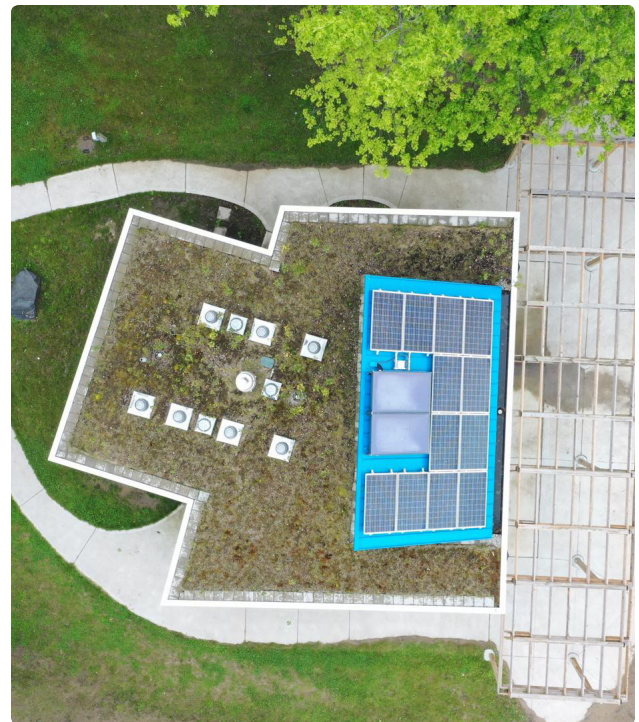
### 2020 Actions

- Construct new pedestrian bridge over a municipal drain on the Cypher Systems Group Greenway to improve trail safety and not impact aquatic habitat.
- Complete road, parking lot, and facilities improvements at Holiday Beach and develop and build a new single track cycling facility at Holiday Beach (with Amherstburg Community Foundation)

- Finalize design and construct new Heritage Centre and shoreline protection to protect the historic buildings at the John R. Park Homestead
- Continue to replace entrance signs and directional signs leading to our Conservation Areas and explore opportunities for new or leveraged investment in capital facilities and infrastructure

### 2020 Pressures

- New ERCF supported investment in Greenways along with increased visitation and use of conservation areas but available funds to support trail and conservation area operations has not kept pace
- Funding to maintain infrastructure to the levels recommended in Tangible Capital Asset Management Plan and infrastructure replacement reserve funds and consider new capital investment and programming to meet changes in visitor use and expectations.
- Unexpected costs related to increasingly unpredictable storm events and high water levels that are having significant financial implications related to clean up from storm and erosion damage (over \$50,000 in 2019), and revenue losses due to flooded campgrounds and temporary closure of Conservation Areas
- Managing risk at CAs in light of increasing liability and costs to maintain lands



## MANAGEMENT OF NATURAL SPACES

The Essex Region supports a higher diversity of plant and animal species than any other region in Canada, and sustains one of the highest concentrations of globally rare species in an area with some of the lowest percentage of natural cover in Canada. Our Conservation Areas are managed to protect this natural heritage, preserve human and cultural heritage, and support active and healthy living, outdoor education, and increase awareness and appreciation of our natural and cultural heritage.

### 2019 Achievements

- Completion of the Collavino Wetland controlled water wetland project
- Finalized the Peche Island permitting processes with regulatory agencies
- Initiated the Cedar Creek Management plan
- Continued control of invasive species at Spring Garden Natural Area

### 2020 Actions

- Complete management plans for Cedar Creek and John R. Park Homestead
- Facilitate the donation of the Collavino wetland to ERCA and the initiation of a management plan to allow the public to enjoy this site
- Initiate the construction of the Peche Island erosion protection and fish habitat project with partners (City of Windsor, SwimDrinkFish, Environment Canada)
- Continue to explore opportunities for new or leveraged investment in natural resource management
- Complete the Peche Island Habitat/Shoreline, and Canard River wetland projects

### 2020 Pressures

- Invasive species continue to threaten our natural spaces and the work we do to restore our natural spaces. The cost to control invasive species such as Phragmites continues to grow
- ERCA has limited resources to undertake compliance of our regulations in natural areas to deal with issues such as poaching
- Erosion of our natural coastlines continues to deplete unique habitat and species
- Detroit River AOC funding is uncertain after 2020

## CLEAN WATER~GREEN SPACES RESTORATION

Of all the Great Lakes, the western basin of Lake Erie is exposed to the greatest stress due to urbanization, industrialization, and rural land use and is exhibiting signs of degradation including nutrient and phosphorus enrichment, the emergence of harmful algal blooms, and other water quality issues that impact aquatic habitat, drinking water, and ultimately the health and economy of the Essex Region. These challenges are inter-related, and solutions must be as well.

ERCA's Clean Water ~ Green Spaces (CW~GS) program was designed to address two of ERCA's highest priorities; protecting and enhancing water quality, and protecting and restoring natural areas by providing local funding to leverage support from provincial, federal, landowner and other partners to collectively improve water quality and enhance protection and restoration of natural areas. We leverage local funding through this program to support land securement, restoration (stream/drain, natural channel design, shoreline and fish habitat improvement, prairie/forest/wetland) soil and water actions such as providing in-field and in-stream conservation planning and delivery of agricultural stewardship, demonstrating innovative water and soil conservation (e.g. demonstration farm/projects) are included in Watershed Research Services.



## 2019 Achievements

- ERCA planted almost 60,000 trees on public and private lands, creating an additional 13.5 hectares (35 acres) of new canopy and monitored 50 restoration sites showing 85% tree survival rates
- Continued monitoring of Oak Wilt Disease
- Represented our region on the Forest Gene Conservation Association Board of Directors which is creating a forest focused climate change adaptation plan for the Essex Region

## 2020 Actions

- Work with municipalities to develop a report related to Habitat Compensation/Mitigation, and opportunities for implementation of Essex Region Natural Heritage System Strategy
- Continue to target high priority restoration sites to help meet our goal of 12% natural area cover
- Plant 28 hectares of new forest and plant 80,000 trees
- Research and provide a report regarding carbon sequestration related to restoration efforts

## 2020 Pressures

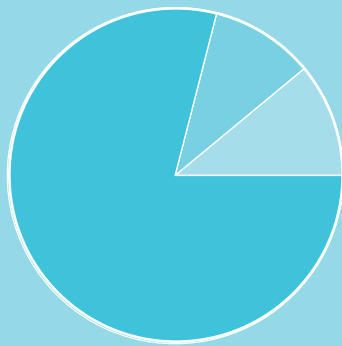
- Cuts to the 50 Million Tree Program may have led to a shortage of trees from nurseries across Ontario
- Barriers to restoration makes it increasingly difficult to secure landowner projects, for instance, restoration of agricultural lands removes land from agriculture designation, resulting in higher taxes, makes it increasingly challenging to implement private landowner projects. Opportunity for municipalities to offset increased taxes through incentives or other tax benefits to support restoration efforts.
- 2019 Spring season was significantly impacted by weather resulting in many projects being postponed or abandoned. Continued above average spring rain will have an impact on the number of projects ERCA is able to achieve each year.
- Increasing changes (budget reductions or geographic priorities) to federal and provincial restoration grant opportunities is making it very challenging to match CW~GS restoration and acquisition leveraging opportunities.





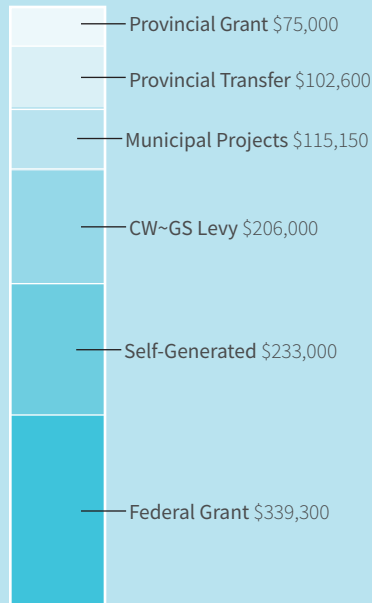
## 2020 Budget Summary

### WATERSHED RESEARCH SERVICES

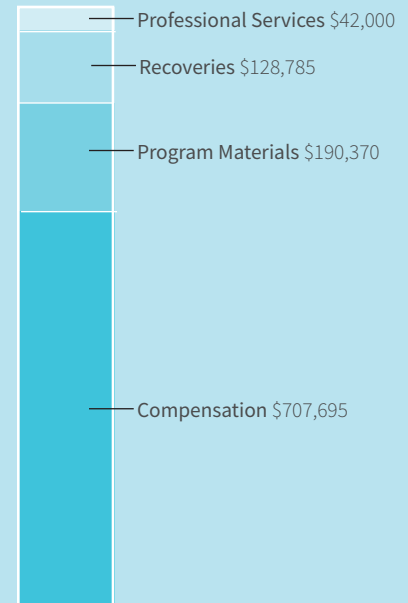


- Watershed Science \$850,950
- Source Water Protection \$102,600
- Climate Change \$117,500

### PROGRAM REVENUES: \$1,071,050



### PROGRAM EXPENSES: \$1,068,850



ERCA's Watershed Research Services programs aim to protect our local watercourses and sources of drinking water through increased uptake up of agricultural Best Management Practices, enhanced monitoring and policy implementation. We have strengthened our relationship with the University of Windsor, and are active participants in several ongoing research programs that will improve our understanding and allow us to tailor solutions that are best suited to our unique ecosystem.

Watershed Research Services are delivered through three programs:

- Source Water Protection
- Watershed Science
- Climate Change



## SOURCE WATER PROTECTION

Administered under the Clean Water Act, the watershed-based Source Protection Program is the first step in a multi-barrier approach to protect drinking water. It complements municipal water treatment and supports sound land use planning decisions. ERCA, and other conservation authorities, have designated responsibilities under the Clean Water Act to work closely with stakeholders to ensure that our sources of municipal drinking water are safe and abundant.

### 2019 Achievements

- Began required updates to the Essex Region Source Protection Plan and Assessment Report to ensure that our sources of drinking water are protected using the most current information available
- Worked with municipal and provincial implementing bodies to implement 50 policies designed to protect our sources of drinking water
- Completed 28 Risk Management Plans to address Significant Drinking Water Threats on behalf of municipalities

### 2020 Actions

- 45 Risk Management Plans to address Significant Drinking Water Threats on behalf of municipalities to be completed in 2020
- Continue updates to the Essex Region Source Protection, Section 36 Assessment Report and Annual Report.

### 2020 Pressures

- Source Water Protection identified as a Mandatory Program and Service in the Conservation Authorities Act, though continued funding remains uncertain

## WATERSHED SCIENCE

Healthy watersheds are key element to the Place for Life. Our ability to track and report on changes to our watersheds and share that knowledge helps assess and understand current health and emerging trends as a basis for setting environmental management priorities, identify research gaps, and manage, protect or enhance watershed resources. ERCA undertakes its watershed science programs through partnerships with the Provincial Water Quality Monitoring Network, Ontario Benthos Biomonitoring Network and the Provincial Groundwater Monitoring Network. We also work with GLIER at the University of Windsor, Soil and Crop Associations and industry to encourage and monitor environmentally sustainable farming practices, and to support environmental stewardship, knowledge transfer, CW~GS incentive grants and collaborations.

### 2019 Achievements

- Monitored surface water quality at 50 sites and groundwater quality at 8 sites around the region. In total, ERCA staff collected more than 2,500 water quality samples to evaluate watershed health
- Monitored phosphorous levels getting into Lake Erie at the innovative 10 acre University of Windsor Alumni Association Wetland at Hillman Marsh with University of Windsor Biochemistry department.
- Initiated development of a Phosphorous Management Plan with support from Environment and Climate Change Canada
- Completed over 25 agricultural best management (e.g. cover crops, nutrient management plans, buffer strips) on over 500 hectares of land with support from Environment and Climate Change Canada as part of the implementation of the Lake Erie Action Plan.

### 2020 Actions

- Continue development of a regional Phosphorus Management Plan and calculation of phosphorous loading in Leamington tributaries
- Expand water quality monitoring program with support from the OSCIA through the ONFarm program and MECP.
- Initiate a new partnership with Agriculture Canada as part of Canada's Living Lab program
- Develop and implement over 50 nutrient and soil health projects with the farming community.

## 2020 Pressures

- Collection of the environmental data, analysis and calculation of the phosphorus concentrations to Lake Erie and the Leamington Tributaries are supported through provincial funding under the Canada-Ontario Agreement (COA). The continuation of this funding is uncertain after October 2020
- Traditional Environment Canada and Ministry of Agriculture and Rural Affairs funding to further applied research and innovative projects related to water quality has ceased

## CLIMATE CHANGE

The Essex Region has experienced the impacts of changes to our landscapes over the last decade. We are experiencing hotter summers, warming Great Lakes, rising lake levels, warmer winters, increased rain events and more frequent, severe storms. These changes affect every part of our lives. While efforts to slow this change must continue, we also need to help our region adapt to its impacts. To most efficiently and effectively undertake and advance this, we need to work together to improve knowledge and advance the understanding of climate change, identify risks and vulnerabilities, enhance regional preparedness; and gaps in knowledge; policy and programming related to terrestrial, aquatic and nearshore systems, infrastructure, water quality and quantity, agriculture and communities in the Essex Region.

## 2019 Achievements

- Initiated the Windsor Essex Climate Change Collaborative (WEC3), which includes sector-based Implementation Teams, including Human Health, the Built Environment, Natural Hazards, Agriculture, Nature & Ecosystems, and Energy. Developed a framework for assessing impacts for these sectors.
- Secured funding and commitments from Ministry of Energy, Northern Development and Mines, County of Essex and municipalities for a county-wide Community Energy Plan to help advance regional priorities around energy conservation to achieve lower emissions.
- Created a Climate Change Communications Strategy to help stakeholders at all levels understand local impacts of climate change and actions that can be taken toward mitigation and adaptation
- Hosted municipal Climate Action Symposium with University of Windsor

## 2020 Actions

- Host a 2020 WEC3 workshop series, which will include sessions such as Corporate Energy Planning, Asset Management, and Stormwater Financing, to help municipalities prepare and plan for climate change.
- Initiate County-wide Community Energy Plan with County of Essex, county municipalities, residents and industry.
- Sector engagement by framework, with focus on Nature & Ecosystems and Agriculture.
- Continue to develop outreach and education actions on climate mitigation and adaptation

## 2020 Pressures

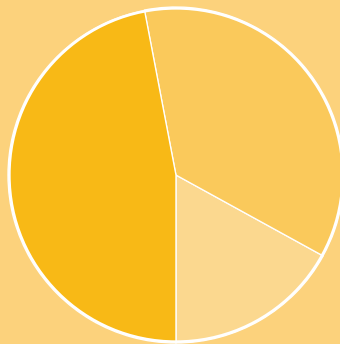
- As awareness increases, there may be an increased interest and requests for support from agencies and municipalities
- Increased demand for education and outreach (general) and public consultation (for the CEP)
- Capacity issues with need to support development of Climate Change Plan and County Municipal Energy Plan with municipalities and partners





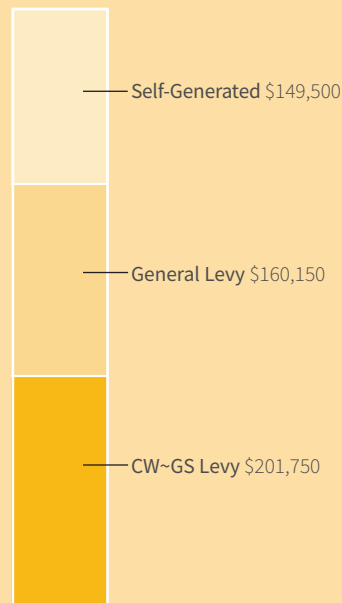
## 2020 Budget Summary

### COMMUNITY OUTREACH SERVICES

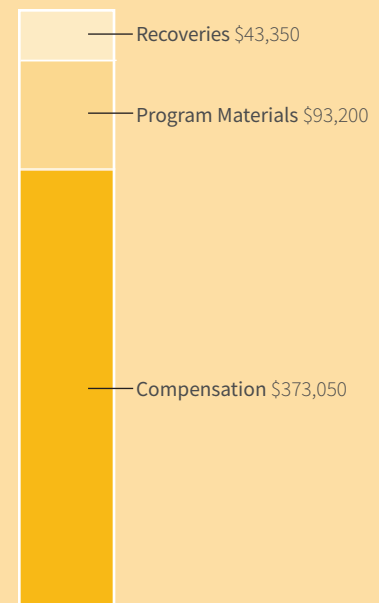


- Outreach and Engagement \$239,950
- Communications \$186,050
- Outdoor Education \$85,300

### PROGRAM REVENUES: \$511,400



### PROGRAM EXPENSES: \$509,600



Community Outreach Services are critical to engaging regional partners in conservation practices toward climate action and a sustainable environment. Communications and outreach services support all business units of the Authority, including engaging landowners in conservation practices, educating students of all ages about environmental sustainability, promotion of and engagement in tree planting and restoration, connecting people to nature through a variety of programs and events, identifying the value of

natural connections to our health, and communicating broadly with stakeholder groups.

Community Outreach Services are delivered through three programs:

- Outdoor Education
- Outreach and Engagement
- Communications

## OUTDOOR EDUCATION

There is a significant body of research-based evidence surrounding the value of outdoor learning experiences. There is also increasing demand within the education sector for programs and services that focus on environmental issues that are important today. ERCA's Outdoor Education programs provide experiential and engaging environmental programs and services for kindergarten to grade 12 students and teachers, meeting the objectives of the provincial curriculum.

### 2019 Achievements

- Provided curriculum-based outdoor education for nearly 15,000 students, including delivery of Special High Skills Major Certifications
- Expanded French-language human and natural heritage history programs, and introduced a new interpretive Monarch Life Cycle education program
- Introduced new Indigenous Education program which was profiled amongst Conservation Authority educations across the Province.

### 2020 Actions

- Scaling up the pilot Indigenous Education Program to all school boards in partnership with local First Nations
- Expand school-based program offerings during shoulder season to broaden impact while responding to increasing bussing cost pressures.

### 2020 Pressures

- Costs of bussing costs makes travel to conservation areas to access our outdoor education programs difficult for some schools – usually the schools who would derive the most benefit from these programs due to geographic and socio-economic conditions.
- Aging facilities and accessibility issues remain at Hillman and Holiday Beach
- Uncertainty surrounding provincial support for operations of JRPH as a community museum

## OUTREACH AND ENGAGEMENT

Community programming (tree planting, cleanups, native gardens, workshops, events, tours, etc.) provides unique grass-roots learning opportunities for residents, stakeholders such as farmers, developers and others to engage in initiatives that promote sustainable communities, increase awareness of our impact on our landscape, inspire stewardship action, and connect people to our landscapes and the health of our watersheds.

### 2019 Achievements

- 32 outreach events engaged more than 4,200 regional residents in conservation programs and activities, including creating the Rotary Legacy Forest, the Solcz Family Foundation Forest, and Climate Action Symposium
- Enhanced Citizen Science Programs included Project Purple, Seed Collection, Garlic Mustard Pulls and Tree Monitoring and Assessment
- Youth Engagement Ambassador (YEA) Team and How-To Crews were revitalized, providing community volunteers with an advanced level of training to assist with proper tree planting techniques during large scale outreach events

### 2020 Actions

- Undertake a comprehensive cross-sectoral engagement review and develop strategies to meet gaps
- Continued enhancements to Citizen Science programs to meet regional environmental objectives
- Continue to streamline schoolyard greening and corporate engagement events
- Continue to improve nature and heritage event implementation to engage more participants

### 2020 Pressures

- Uncertainties around shared funding supports with Detroit River Canadian Cleanup
- Increasing requests for engagement opportunities and delivery of donor-related opportunities compete for capacity due to shared position
- Increased need for seed collection capacity support during fall outreach season

## COMMUNICATIONS

Corporate Communications provides strategic guidance, tools and tactics designed to inform, inspire, influence and motivate municipal, provincial, federal partners, stakeholders and people of all ages in our watershed communities to take action towards creating a sustainable environmental future for our region.

### 2019 Achievements

- Collaborated provincially on a communications strategy demonstrating the critical importance of Conservation Authorities in protecting the people of Ontario from the impacts of our changing climate.
- Implemented significant improvements to our digital media platforms to streamline customer service for a variety of business units, including permit applications
- Engaged 35 staff in Indigenous Relationship Building training to improve consultation, collaboration and partnerships with Indigenous communities

### 2020 Actions

- Develop metrics and tools to better evaluate engagement strategies and initiatives.
- Create the range of tools and implement actions identified in the Climate Change Communications Strategy for shared use amongst all municipalities.
- Continue to evaluate, innovate and implement improvements across our digital platforms for streamlined and enhanced customer service.

### 2020 Pressures

- Increasing demand for program-related Communications strategies and support from all service areas.
- Increasing demand for customer service and engagement through a growing number of platforms.
- Increasing requirements to meet AODA standards





## 2020 Budget Summary

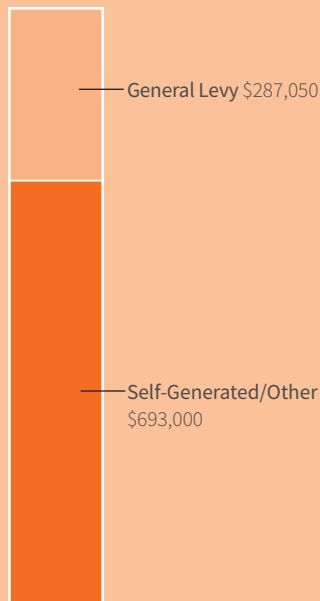
### CORPORATE SERVICES



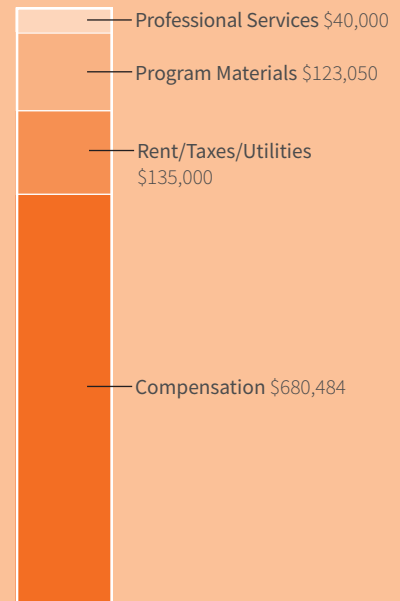
Corporate Services \$978,534

ERCA's Corporate Administration, Financial Services, Human Resources and Information Management Systems are integrated within the Corporate Services budget.

### PROGRAM REVENUES: \$980,050



### PROGRAM EXPENSES: \$978,534



Corporate Services provides leadership and management in the delivery of services central to the successful functioning of the entire organization. Corporate services is an enabling service.

Corporate Services supports the other Program areas in the organization through four program areas.

- Corporate Administration
- Financial Services
- Human Resources
- Information Management

## CORPORATE ADMINISTRATION

ERCA's Corporate Administration office, led by the CAO, provides expert knowledge, strategic advice and recommendations to the Board of Directors with regard to policy, program and budget decisions. The CAO also provides operational leadership to ERCA staff, and influences processes, decisions and implementation with the goal of advancing our vision and mission and the objects of the Authority. Administration also ensures broad corporate compliance with multiple pieces of legislation.

### 2019 Achievements

- Implemented new comprehensive Corporate Administration By-Laws as legislated under the 2017 Amendments to the Conservation Authorities Act.
- Met with municipal, City and County CAOs to provide updates on shared initiatives, and identify opportunities for future partnerships

### 2020 Actions

- Consultation towards the development of new regulations pursuant to the Conservation Authorities Act to ensure CAs and municipalities can find the best local solutions to support community resilience
- Encourage the province to adopt a fourth mandatory program that helps to achieve the Made-in-Ontario Environmental Plan actions for clean water, climate change resiliency, and conserving land & greenspaces
- Continue to lead the Essex Region Conservation Foundation
- Cultivate partnerships/Municipal and Regional CAOs

### 2020 Pressures

- Changes in delivery of programs and services through Conservation Authorities Act, the identification of activities related to provincial and local programs and services and the development of municipal Agreements and transition periods uncertain.

## FINANCIAL SERVICES

Solid financial management is the hallmark of strong and sustainable organizations. Understanding business processes and how they affect financial outcomes, along with the ability to make necessary changes successfully is paramount for a modern organization. ERCA's Financial Services group supports

Conservation Authority and Foundation staff, members and programs through budgeting, financial controls, accounting, procurement, and administration of payroll and benefits to ensure financial accountability to municipalities, funding partners, senior levels of government and other stakeholders.

### 2019 Achievements

- implemented a number of mechanisms to ensure that its activities are transparent to member municipalities and watershed residents to ensure that program and services aligns well with the proposed provincial mandatory programs and services and with the expectations of our member municipalities
- Upgraded financial software

### 2020 Actions

- Finalize a comprehensive procurement policy to address changing needs and support fair and transparent procurement. Develop and implement an e-procurement tool to improve the internal workflow
- Update the asset management plan, with long term financial strategy, to ensure a sustainable approach to asset replacement
- Enhance focus on internal controls and business processes, to effect savings, minimize asset/resource losses and streamline operations.
- Develop new 5-Year Sustainability Plan to support initiatives identified in the Strategic Plan and to ensure that ERCA has the appropriate resources, managed in the most effective and efficient way, to support the watershed and its municipal members' requirements.
- Promote ways to create awareness and support the authority's financial pressures and sustainability goals through staff and board training and information sharing.

### 2020 Pressures

- Budget pressures to minimize the tax levy requirements from funding partners, while still achieving strategic plan activities

## HUMAN RESOURCES

Responsible for the effective management of people in the organization through the provision of services such as staff recruitment, health and safety, diversity, inclusion and accessibility, employee learning and development, benefit and insurance administration and performance management. ERCA's HR program works within an increasingly complex environment and a need to reflect and respond to changes in legislation, regulation, and business practices and works with management and staff to create and maintain a healthy and supportive culture and build staff morale.

### 2019 Achievements

- Recruited and hired two permanent positions - Multimedia Specialist and Administrative Associate, Corporate Services and the DRCC Remedial Action Plan Coordinator (Special Grant Employee)
- Completed Employee Engagement Survey, identified and implemented actions including enhanced internal communications, formalized staff meeting schedules, and re-introduced and empowered internal Green Team
- Introduced Annual Work Plan/Performance Review and Professional Development standards for all staff and updated several key HR policies and related programs.

### 2020 Actions

- Develop a succession planning program to identify, develop and evaluate upcoming organizational needs
- Continue development of priority Policies and Procedures/Employee Handbook
- Develop internship and volunteer program
- Refine employee/term/SGE onboarding/recruitment
- Finalize negotiations towards new Collective Agreement

### 2020 Pressures

- ERCA will need to replace key positions in the coming years. Succession planning and staff development are challenging with limited resources.
- Finding talent within a competitive environment
- Challenge with supporting needed organizational capacity in context of budget pressures and changes in programs and services and funding expectations

## INFORMATION MANAGEMENT

Information Management is responsible for providing and managing secure, reliable and integrated information technology solutions in alignment with our business and strategic goals. ERCA has 40+ years of data and information collected through its programs and projects. This data is an important and valuable resource for ERCA and its University and research partners in helping to understand and address changes and challenges that our region faces.

### 2019 Achievements

- Updated Geocortex with 2019 Aerial photography in partnership with County of Essex and municipalities
- Acquired Lidar-derived DEM from Provincial open data source and corrected its vertical datum to CGVD28:78 to align with ERCA's operational datum.
- Installed Filehold enterprise-content-management software in preparation of beta-test records scanning.
- Optimized the new to make it more usable

### 2020 Actions

- Beta-test Filehold ECMS with finance records and permanent records of Watershed Management Services
- Launch an Open Data portal for public access to spatial data holdings.
- Launch a self-service purpose driven GeoCortex property explorer to aid landowners to determine if their property is subject to ERCA regulations.
- Additional servers to be migrated and virtualized (includes some server-based software to be upgraded). Other new virtual servers to be created as well.

### 2020 Pressures

- There has been a significant increase in provincial, municipal and public expectations for information, analysis tools, and predictive modeling
- The need for maintaining larger and more complex data holdings for continuing program support and analysis continues to increase
- As storage space requirements continue to grow, enterprise grade storage solution may be required



## Summary

### Capital and Operational Reserves

The 2020 Budget includes the continued management of the following reserve accounts (see attached Reserves Schedule).

#### Infrastructure Replacement

The Infrastructure Replacement reserve provides for expenses associated with the replacement or rehabilitation of existing capital infrastructure as well as specific new assets, when restricted donor or grants are available.

For 2020, the infrastructure budget accounts for a \$250,000 transfer to the infrastructure reserve, \$10,000 in anticipated interest revenues and \$14,250 in transfers from the Foundation, relating to multi-year funding agreements. The 2020 capital plan directs significant investment in Holiday Beach infrastructure, and the John R. Park Homestead consistent with the asset management plan (AMP) but also incorporates new assets, funded entirely from funds raised by the Foundation. Specifically, the proposed \$1,452,000 of capital investments for 2020, are as follows:

- **John R. Park Homestead Break Wall reconstruction (\$250,000).** With the record high water levels seen in Lake Erie this year in combination with expected deterioration, the John R. Park Homestead will be upgrading its break wall to ensure the ongoing and long term protection of this historic site. The project will also include some safe public access areas and seating for the public to

enjoy a view of the lake. Administration will also be making a Water Erosion Control Infrastructure (WECI) application to extend the shoreline protection to the mouth of Fox Creek.

- **John R. Park Homestead Heritage Centre (\$691,000).** ERCA received \$600,000 for construction of a new Heritage Centre to meet demands of its outdoor education program that its existing 40-year old facility (a converted grain barn) does not provide. The facility will also serve as a welcoming/tourism space with adequate washroom facilities and office spaces to improve student and visitor experiences. The ERCF has launched a campaign to match funding received from the Federal Grant. Architects were hired in 2019 and construction is to be completed by December 2020.
- **Holiday Beach Conservation Area Workshop (\$300,000).** A new workshop was scheduled to be built in 2019; however, the tendered prices were not within our budget. ERCA is now working with an engineering firm to reduce the construction fees. The new building will most likely involve a complete renovation of the existing building instead of building in a new location, which will substantially reduce servicing costs and reduce our environmental footprint by reusing building materials.
- **Holiday Beach Playground and Classroom (\$35,000).** ERCA in partnership with our Foundation has begun the construction of the Enbridge Natural Playground and the University of Windsor Alumni

Association Outdoor Classroom. Both of these projects will be competed and opened in spring 2020.

- **Holiday Beach Road and Parking Lot Resurfacing (\$121,000).** Phase 2 of resurfacing the roadways will be implemented in 2020. In addition to the roads receiving their final treatment, the parking areas that are currently closed to traffic due to their deteriorated condition will be upgraded and opened.
- **Greenway Bridge (\$30,000).** ERCA is working the Town of Essex through the *Drainage Act* process to building a pedestrian bridge over outer drain, which runs alongside the Town of Essex Sewage Treatment Plant. The new design will include a precast concrete slab and railing to span the drain instead of a traditional culvert. This will result in a crossing that does not interfere with drainage or remove habitat for aquatic species.
- **Conservation Area Signage (\$15,000).** Many of ERCA's entrance signs are beyond their useful lifespan and in need of replacement. In addition, there is a need to work with municipal partners to install replacement and new way finding signage so visitors can navigate to our conservation areas.

#### Operational Reserves

- **Revenue Stabilization** – As municipal levy accounts for slightly less than 40% of the Authority's 2020 operating expenses, the majority of revenues are from sources that may fluctuate in any given year due to economic conditions, changes in government agendas and mandates, and adverse weather. Given the instability surrounding Provincial commitments and transfer payment agreements, Administration is recommending a maintenance strategy to preserve existing balance of \$178,000.
- **Suite, Network, Office Equipment & Furnishings** – to provide for expenses related to the Authority's office equipment and furnishings, computers, servers and related software in accordance with useful life and functionality. In keeping with board direction, funds from the sale of ERCA's share of the Civic Centre are now included in this reserve. This reserve will be utilized in 2020 to support the records digitization project (software/scanners) and hardware replacement,
- **Human Resources** – to buffer against potential WSIB/NEER impacts, OMERS restatements, discretionary benefit fluctuations and unanticipated employment. No increase or utilization is proposed.

- **Legal & Insurance** – to buffer against unexpected insurance deductibles and claims below policy deductibles as well as unexpected legal expenses outside of the annual budget process. Replenishment of \$50,000 is included as this reserve was depleted due to two wind events not covered by insurance.
- **Vehicle/Field Equipment Replacement** – Vehicle and equipment expenses are recovered from accounts with outside funding, through a usage rate system, but most usage is associated with servicing conservation areas and core operations. Administration will continue to manage ERCA's fleet and equipment in an environmentally responsible manner in keeping with Board direction, however the significant additional costs associated with a greener fleet contributes to budget pressures and with the elimination of a provincial rebate program, this policy may need to be revisited.
- **Historic Properties Preservation/Maintenance** – to provide for major expenses related to preservation and maintenance of two historic properties that are to be preserved in perpetuity, specifically the John R. Park Homestead and the Kingsville Train Station. Due to the infrastructure replacement and major repairs required at the Homestead, the annual allocation has been utilized for several budget cycles. The 2020 budget includes a provision for replacement of the Train Station windows.
- **Tree Warranty and Self-Insurance (\$90,000 target achieved)** – to buffer against potential warranty claims for seedlings covered through the warranty program, and deterioration of seedlings related to weather related planting delays and which is cost prohibitive to insure.
- **Clean Water~Green Spaces Land Acquisition** (\$1.2 million balance: \$400,000 budgeted contribution in 2019 for an available total of \$1.6 million) – to support land acquisition efforts in keeping with ERCA's Land Securement Strategy, and as leverage for lands acquired with support from partners including senior levels of government.
- **Capital Reserve.** The Sustainability Plan identified that beginning in 2018, ERCA needs to contribute \$200,000 annually representing asset replacement values (historic cost basis) to fund capital reserves, consistent with the TCA report. Due to higher than anticipated costs for workshop replacement, an additional \$50,000 is to be contributed.

2020 Projected Reserves and Capital Plan											
	Capital Reserve	Revenue Stabiliza- tion	Grant Matching	Vehicle/ Equipment	Suite/ IT	Human Resources	Legal /Ins.	Historic Properties	Tree Warranty	Other Watersehd	Total Reserves
	Opening Balance (01/01/2019)	\$607,789	\$177,342	\$100,000	\$88,787	\$247,508	\$22,280	\$54,374	\$90,000	\$47,857	\$1,435,937
	Transfers to Reserve	250,000	-	-	-	-	50,000	-	-		300,000
	Interest	10,000									10,000
	Repayments	14,250	-								14,250
	Available Balance	\$882,039	\$177,342	\$100,000	\$88,787	\$247,508	\$22,280	\$54,374	\$90,000	\$47,857	\$1,760,187
	Reserve Fund Transfers										
	HBCA Workshop	300,000									300,000
	HBCA Roads	121,000									121,000
	CSG Pedestrian Bridge	30,000									30,000
	JRPH Shoreline	250,000									250,000
	Capital R&M - Greenways	10,000									10,000
	HBCA outdoor classroom	10,000									10,000
	HBCA educational play-ground	25,000									25,000
	Entry Signs	15,000									15,000
	Train station windows							15,000			15,000
	Vehicle/equip't replacement				18,500						18,500
	Computers/software					9,000					9,000
	Total Expenses	761,000	-	-	18,500	9,000	-	15,000	-	-	803,500
	Projected Closing Balance	\$121,039	\$177,342	\$100,000	\$70,287	\$238,508	\$22,280	\$39,374	\$90,000	\$47,857	\$956,687



# BUDGET WORKSHEETS

December 6, 2019

	2020	2019	YEAR END	2018
	DRAFT BUDGET	BUDGET	PROJECTION	AUDITED

## WATERSHED MANAGEMENT SERVICES

### WATERSHED PLANNING

General Levy	208,580	66,180	94,180	78,480
Clean Water~Green Spaces Levy	-	54,400	54,400	48,500
Municipal Projects	-	-	4,100	2,180
Provincial Grants	-	61,763	16,659	65,221
Other Grants/User Fees/Recoveries	90,000	90,000	90,000	92,525
<b>TOTAL REVENUES</b>	<b>298,580</b>	<b>272,343</b>	<b>259,339</b>	<b>286,906</b>

Wages	250,000	241,500	245,100	251,667
Consulting	-	500	-	982
Supplies/Office/Janitorial	1,300	-	5,300	1,561
Vehicle/Travel/Equipment Usage	2,300	350	2,300	521
Corporate Support/Shared Services	38,000	33,000	38,500	35,568
Rent/Insurance/Tax/Utilities	4,000	4,000	4,000	3,500
Dues/Membership	1,000	900	1,600	876
Capital Maintenance/Low Value Assets	500	-	1,000	-
Small Miscellaneous	-	-	-	-
<b>TOTAL EXPENSES</b>	<b>297,100</b>	<b>280,250</b>	<b>297,800</b>	<b>294,675</b>

### DEVELOPMENT SERVICES

General Levy	234,915	229,915	229,915	185,995
Provincial Transfers	-	-	-	2,000
Other Grants/User Fees/Recoveries	546,000	450,000	548,000	459,321
<b>TOTAL REVENUES</b>	<b>780,915</b>	<b>679,915</b>	<b>777,915</b>	<b>647,317</b>

Wages	616,600	555,000	631,320	514,394
Consulting	1,000	2,000	2,600	3,237
Supplies/Office/Janitorial	16,000	10,100	17,140	21,789
Vehicle/Travel/Equipment Usage	19,000	14,000	19,000	16,691
Corporate Support/Shared Services	95,000	86,000	95,000	78,200
Rent/Insurance/Tax/Utilities	23,000	12,000	18,000	12,500
Dues/Membership	800	200	671	220
Audit and Legal	10,000	5,000	7,500	-
Capital Maintenance/Low Value Assets	1,000	-	3,200	-
Small Miscellaneous	-	-	-	-
<b>TOTAL EXPENSES</b>	<b>782,400</b>	<b>684,300</b>	<b>794,431</b>	<b>647,031</b>

	2020 DRAFT BUDGET	2019 BUDGET	YEAR END PROJECTION	2018 AUDITED
<b>WATERSHED ENGINEERING</b>				
General Levy	111,800	-	23,000	7,547
Clean Water~Green Spaces Levy	-	60,000	60,000	53,800
Municipal Projects	12,800	-	5,000	32,944
Provincial Grants	-	12,000	2,600	16,229
Transfers (To)/From Deferred Revenues	-	-	-	(666)
<b>TOTAL REVENUES</b>	<b>124,600</b>	<b>72,000</b>	<b>90,600</b>	<b>109,854</b>
Wages	104,000	85,000	88,000	62,183
Consulting	-	-	-	33,677
Supplies/Office/Janitorial	2,550	1,650	3,650	1,830
Vehicle/Travel/Equipment Usage	1,700	1,000	1,700	2,104
Corporate Support/Shared Services	15,800	8,790	12,000	9,502
Dues/Membership	560	560	560	560
Small Miscellaneous	-	-	-	-
<b>TOTAL EXPENSES</b>	<b>124,610</b>	<b>97,000</b>	<b>105,910</b>	<b>109,856</b>
<b>FLOOD FORECASTING &amp; WARNING</b>				
General Levy	148,000	128,500	130,500	164,257
Provincial Transfers	104,417	128,500	108,870	120,814
Other Grants/User Fees/Recoveries	-	-	-	(31,765)
<b>TOTAL REVENUES</b>	<b>252,417</b>	<b>257,000</b>	<b>239,370</b>	<b>253,306</b>
Wages	165,500	173,500	166,050	167,908
Consulting	33,000	31,300	32,800	32,521
Supplies/Office/Janitorial	6,975	7,550	9,175	10,856
Vehicle/Travel/Equipment Usage	6,000	6,650	6,000	4,036
Corporate Support/Shared Services	32,000	30,000	32,000	31,000
Rent/Insurance/Tax/Utilities	9,000	8,000	9,000	7,000
Small Miscellaneous	-	-	-	-
<b>TOTAL EXPENSES</b>	<b>252,475</b>	<b>257,000</b>	<b>255,025</b>	<b>253,321</b>

	2020 DRAFT BUDGET	2019 BUDGET	YEAR END PROJECTION	2018 AUDITED
<b>WECI/MUNICIPAL WATER AND EROSION CONTROL INFRASTRUCTURE PROJECTS</b>				
Municipal Projects	-	300,000	763	2,613,160
Provincial Grants	-	-	-	21,500
Transfers (To)/From Deferred Revenues	-	-	6,000	78,188
<b>TOTAL REVENUES</b>	<b>-</b>	<b>300,000</b>	<b>6,763</b>	<b>2,712,847</b>
Wages	-	5,000	713	13,731
Consulting	-	-	6,000	41,232
Construction	-	293,000	-	2,650,202
Travel/Vehicle/Administration/Overhead	-	2,000	-	9,081
<b>TOTAL EXPENSES</b>	<b>-</b>	<b>300,000</b>	<b>6,713</b>	<b>2,714,246</b>

<b>WATERSHED MANAGEMENT SERVICES</b>				
<b>REVENUES</b>				
General Levy	703,295	424,595	477,595	436,280
Clean Water~Green Spaces Levy	-	114,400	114,400	102,300
Municipal Projects	12,800	300,000	9,863	2,648,283
Provincial Transfer	104,417	202,263	128,129	225,763
Federal Projects	-	-	-	-
Other Grants/User Fees	636,000	540,000	638,000	520,081
In-Kind	-	-	-	-
Transfers (To)/From Deferred Revenues and Reserves	-	-	6,000	77,522
<b>TOTAL REVENUES</b>	<b>1,456,512</b>	<b>1,581,258</b>	<b>1,373,987</b>	<b>4,010,230</b>
<b>TOTAL EXPENSES</b>	<b>#REF!</b>	<b>#REF!</b>	<b>#REF!</b>	<b>#REF!</b>
<b>SURPLUS/(DEFICIT)</b>	<b>(73)</b>	<b>(37,292)</b>	<b>(85,892)</b>	<b>(8,900)</b>

## CONSERVATION SERVICES

### GENERAL PROGRAM/LAND MANAGEMENT, OPERATIONS, AND DEVELOPMENT

General Levy	133,100	141,000	141,000	141,000
Other Grants/User Fees	-	-	-	36
<b>TOTAL REVENUE</b>	<b>133,100</b>	<b>141,000</b>	<b>141,000</b>	<b>141,036</b>
Wages	111,000	127,600	114,000	125,032
Supplies/Office/Janitorial	3,100	2,700	2,500	4,103
Vehicle/Travel/Equipment usage	1,000	1,500	1,000	1,150
Corporate Support/Shared Services	18,000	20,000	18,000	18,500
<b>TOTAL EXPENSES</b>	<b>133,100</b>	<b>151,800</b>	<b>135,500</b>	<b>148,786</b>

### LAND SECUREMENT/MANAGEMENT PLANNING

	2020 DRAFT BUDGET	2019 BUDGET	YEAR END PROJECTION	2018 AUDITED
Clean Water~Green Spaces Levy	420,780	589,600	589,600	463,600
Other	-	-	25,000	550,000
Transfers (To)/From Deferred Revenues	(399,780)	(567,600)	(597,000)	(421,378)
<b>TOTAL REVENUE</b>	<b>21,000</b>	<b>22,000</b>	<b>17,600</b>	<b>592,222</b>

Wages	12,500	7,500	7,000	19,023
Legal, Surveying, Consulting	6,500	12,500	8,600	19,245
Supplies/Office/Janitorial	-	-	-	322
Corporate Support/Shared Services	2,000	2,000	2,000	3,600
<b>TOTAL EXPENSES</b>	<b>21,000</b>	<b>22,000</b>	<b>17,600</b>	<b>42,190</b>

### TREE PLANTING AND RESTORATION

Clean Water~Green Spaces Levy	160,000	160,000	160,000	110,000
Provincial Grants	30,000	35,000	15,000	125,476
Federal Grants	50,000	210,000	30,000	488,383
Other Grants/User Fees	185,000	317,163	197,867	361,650
In-Kind	13,000	3,500	13,000	3,444
Transfers (To)/From Deferred Revenues	165,000	120,000	178,000	(140,000)
<b>TOTAL REVENUES</b>	<b>603,000</b>	<b>845,663</b>	<b>593,867</b>	<b>948,952</b>

Wages	280,220	357,000	251,086	330,472
Construction	-	-	20,000	125,418
Engineering/Consulting/Sub-Contracting	2,400	31,500	2,400	38,296
Supplies/Office/Janitorial	16,600	38,000	18,600	32,110
Vehicle/Travel/Equipment Usage	35,500	64,200	52,000	59,996
Plant Materials/Landowner Grants	187,100	275,750	163,100	268,638
Corporate Services/Shared Services	60,000	70,000	65,000	69,500
Rent/Insurance/Tax/Utilities	7,000	5,500	7,000	7,000
In Kind Services/Supplies	13,000	3,500	13,000	3,444
Capital Maintenance/Low Value Assets	1,000	-	1,000	1,435
Small Miscellaneous	-	-	400	289
<b>TOTAL EXPENSES</b>	<b>602,820</b>	<b>845,450</b>	<b>593,586</b>	<b>936,598</b>

	2020 DRAFT BUDGET	2019 BUDGET	YEAR END PROJECTION	2018 AUDITED
<b>SPECIAL GRANT RESTORATION PROJECTS</b>				
Municipal Projects	2,500,000	-	-	-
Federal Grants	139,000	350,000	223,100	514,895
Other Grants/User Fees	-	294,000	328,750	390,368
Transfers (To)/From Deferred Revenues	208,000	-	(94,000)	(113,150)
<b>TOTAL REVENUES</b>	<b>2,847,000</b>	<b>644,000</b>	<b>457,850</b>	<b>792,113</b>

Wages	23,000	71,000	125,573	164,415
Construction	2,789,000	470,000	188,500	447,706
Engineering/Consulting/Sub-Contracting	24,000	80,000	66,305	24,015
Supplies/Office/Janitorial	-	1,000	12,876	31,339
Vehicle/Travel/Equipment Usage	-	9,500	29,760	34,227
Plant Materials/Landowner Grants	-	-	-	23,000
Corporate Services/Shared Services	11,000	10,000	30,250	37,500
Rent/Insurance/Tax/Utilities	-	500	-	1,000
Capital Maintenance/Low Value Assets	-	2,000	1,000	2,452
Small Miscellaneous	-	-	-	6,646
<b>TOTAL EXPENSES</b>	<b>2,847,000</b>	<b>644,000</b>	<b>454,264</b>	<b>772,302</b>

#### GENERAL CONSERVATION AREAS (16 active maintenance sites /2 greenways)

General Levy	553,642	471,742	471,742	442,019
Federal Grants	34,750	36,600	36,240	39,267
Other Grants/User Fees	105,310	125,100	114,590	117,439
Transfers (To)/From Deferred Revenues	-	-	6,994	-
Transfers (To)/From Reserves	15,000	(7,000)	(7,000)	(18,000)
<b>TOTAL REVENUES</b>	<b>708,702</b>	<b>626,442</b>	<b>622,566</b>	<b>580,724</b>

Wages	296,660	272,150	251,511	218,845
Construction	-	-	6,900	557
Engineering/Consulting/Sub-Contracting	15,500	1,000	18,500	5,373
Supplies/Office/Janitorial	49,706	50,850	49,996	64,712
Vehicle/Travel/Equipment Usage	83,463	95,000	86,313	97,390
Plant Materials/Landowner Grants	9,500	35,000	2,200	12,258
Corporate Services/Shared Services	79,932	70,050	77,880	70,571
Rent/Insurance/Tax/Utilities	126,450	88,350	125,450	92,415
Audit and Legal	2,050	-	1,300	-
Capital Maintenance/Low Value Assets	44,800	25,500	29,750	33,406
Small Miscellaneous	750	-	1,250	1,088
<b>TOTAL EXPENSES</b>	<b>708,811</b>	<b>637,900</b>	<b>651,050</b>	<b>596,615</b>

### HOLIDAY BEACH CONSERVATION AREA

	2020 DRAFT BUDGET	2019 BUDGET	YEAR END PROJECTION	2018 AUDITED
General Levy	60,300	96,680	96,680	96,680
Other Grants/User Fees	235,850	228,850	220,000	243,009
Fund Transfers	-	2,450	4,000	2,100
Transfers (To)/From Reserves	-	(12,000)	(12,000)	(31,000)
<b>TOTAL REVENUES</b>	<b>296,150</b>	<b>315,980</b>	<b>308,680</b>	<b>310,789</b>

Wages	147,500	144,200	162,693	142,987
Engineering/Consulting/Sub-Contracting	2,500	2,800	2,700	3,845
Supplies/Office/Janitorial	43,100	39,200	41,350	52,059
Vehicle/Travel/Equipment Usage	15,600	22,500	15,100	16,472
Corporate Services/Shared Services	29,000	30,000	30,000	22,000
Rent/Insurance/Tax/Utilities	36,950	31,500	38,950	35,065
Major Maintenance/Roads/Vegetation	21,500	26,500	23,450	34,298
Small Miscellaneous	-	200	-	706
<b>TOTAL EXPENSES</b>	<b>296,150</b>	<b>296,900</b>	<b>314,243</b>	<b>307,432</b>

### JOHN R PARK HOMESTEAD

General Levy	114,130	160,000	160,000	160,000
Clean Water~Green Spaces Levy	61,470	-	-	-
Provincial Grants	23,688	23,688	-	23,688
Federal Grants	-	-	-	-
Other Grants/User Fees	86,900	91,400	113,481	103,319
Transfers (To)/From Reserves	-	-	-	(10,000)
<b>TOTAL REVENUES</b>	<b>286,188</b>	<b>275,088</b>	<b>273,481</b>	<b>277,007</b>

Wages	191,952	194,600	190,229	177,540
Construction	10,000	17,500	17,500	12,564
Engineering/Consulting/Sub-Contracting	1,900	-	1,811	4,823
Supplies/Office/Janitorial	31,765	24,950	34,460	26,771
Vehicle/Travel/Equipment Usage	3,750	1,550	3,575	4,140
Plant Material/Landowner Grants	-	-	-	1,908
Corporate Services/Shared Services	28,000	25,000	25,000	20,000
Rent/Insurance/Tax/Utilities	16,700	19,300	15,700	19,340
Capital Maintenance/Low Value Assets	1,500	500	3,000	4,452
Small Miscellaneous	700	200	319	1,150
<b>TOTAL EXPENSES</b>	<b>286,267</b>	<b>283,600</b>	<b>291,594</b>	<b>272,688</b>

	2020 DRAFT BUDGET	2019 BUDGET	YEAR END PROJECTION	2018 AUDITED
<b>CAPITAL OR MAJOR MAINTENANCE/IMPROVEMENT PROJECTS</b>				
Clean Water~Green Spaces Levy	-	-	-	60,000
Federal Grants	591,000	-	9,000	63,000
Other Grants/User Fees	114,250	140,885	316,620	51,825
Transfers (To)/From Reserves	746,750	434,115	97,450	334,669
<b>TOTAL REVENUES</b>	<b>1,452,000</b>	<b>575,000</b>	<b>423,070</b>	<b>509,494</b>
Wages	20,000	35,000	40,066	2,135
Lands and Construction	1,306,000	495,000	223,070	35,165
Engineering/Consulting/Sub-Contracting	95,000	25,000	96,300	2,400
Supplies/Office/Janitorial	10,000	-	26,016	-
Vehicle/Travel/Equipment Usage	-	-	10,650	12,817
Corporate Services/Shared Services	6,000	4,000	8,600	17,425
Audit and Legal	-	-	2,500	-
Capital Maintenance/Low Value Assets	15,000	16,000	16,000	5,854
Small Miscellaneous	-	-	-	-
<b>TOTAL EXPENSES</b>	<b>1,452,000</b>	<b>575,000</b>	<b>423,202</b>	<b>75,797</b>
<b>FLEET &amp; FIELD EQUIPMENT</b>				
General Levy	25,000	-	-	-
Other Grants/User Fees	167,665	199,000	217,500	227,916
Transfers (To)/From Reserves	18,500	-	(43,000)	15,000
<b>TOTAL REVENUES</b>	<b>211,165</b>	<b>199,000</b>	<b>174,500</b>	<b>242,916</b>
Maintenance/Repairs	66,500	65,700	65,500	77,842
Fuel	35,000	36,500	30,500	39,462
Licenses/Miscellaneous/Small Tools	24,700	19,150	15,750	21,535
Amortization	85,000	83,000	85,000	86,281
<b>TOTAL EXPENSES</b>	<b>211,200</b>	<b>204,350</b>	<b>196,750</b>	<b>225,120</b>

	2020 DRAFT BUDGET	2019 BUDGET	YEAR END PROJECTION	2018 AUDITED
<b>WATERSHED RESEARCH</b>				
<b>WATERSHED SCIENCE</b>				
General Levy	-	47,000	47,000	47,000
Clean Water~Green Spaces Levy	156,000	126,000	126,000	100,000
Municipal Projects	69,650	65,750	72,445	38,398
Provincial Grants	75,000	72,500	20,000	184,050
Federal Grants	332,500	177,681	179,200	423,394
Other Grants/User Fees	233,000	15,700	32,500	33,090
In-Kind	-	16,000	25,000	454
Transfers (To)/From Deferred Revenues	(15,200)	184,150	169,400	(17,528)
<b>TOTAL REVENUES</b>	<b>850,950</b>	<b>704,781</b>	<b>671,545</b>	<b>808,859</b>
Wages	521,695	410,795	368,754	417,364
Consulting/Sub-Consulting	42,000	17,000	27,528	62,069
Supplies/Office/Janitorial	40,470	30,350	16,714	47,874
Vehicle/Travel/Equipment Usage	20,515	14,700	20,503	26,581
Plant Material/Landowner Grants	144,000	139,886	138,687	89,107
Corporate Services/Shared Services	80,770	72,400	66,842	75,030
Rent/Insurance/Tax/Utilities	1,100	3,300	2,500	1,950
Dues/Memberships	300	400	4,300	639
In-Kind Services and Supplies	-	16,000	25,000	454
Audit and Legal	-	-	-	1,139
Technical Equipment	100	-	100	88,713
<b>TOTAL EXPENSES</b>	<b>850,950</b>	<b>704,831</b>	<b>671,265</b>	<b>811,098</b>
<b>DRINKING WATER SOURCE PROTECTION PROGRAM</b>				
Provincial Transfer	102,600	103,350	87,097	92,752
Transfers (To)/From Deferred Revenues	-	18,000	23,196	25,346
<b>TOTAL REVENUES</b>	<b>102,600</b>	<b>121,350</b>	<b>110,293</b>	<b>118,098</b>
Wages	86,500	103,000	87,100	89,585
Supplies/Office/Janitorial	-	3,950	2,850	6,272
Vehicle/Travel/Equipment Usage	-	1,800	243	1,816
Corporate Services/Shared Services	12,000	9,000	13,000	13,750
Rent/Insurance/Tax/Utilities	1,100	1,100	1,100	1,100
Per Diems/Miscellaneous	3,000	2,500	6,000	5,575
<b>TOTAL EXPENSES</b>	<b>102,600</b>	<b>121,350</b>	<b>110,293</b>	<b>118,098</b>

	2020 DRAFT BUDGET	2019 BUDGET	YEAR END PROJECTION	2018 AUDITED
<b>WINDSOR ESSEX CLIMATE CHANGE CONSORTIUM (WEC3)</b>				
General Levy	-	50,000	50,000	-
Clean Water~Green Spaces Levy	50,000	-	-	7,100
Municipal Projects	45,500	-	-	-
Other Grants/User Fees	-	-	-	5,000
Transfers (To)/From Deferred Revenues	22,000	53,500	46,000	15,625
<b>TOTAL REVENUES</b>	<b>117,500</b>	<b>103,500</b>	<b>96,000</b>	<b>27,725</b>
Wages	99,500	90,500	76,482	8,957
Engineering/Consulting	-	-	5,400	16,268
Supplies/Office/Janitorial	2,500	-	618	394
Vehicle/Travel/Equipment Usage	500	-	500	110
Corporate Services/Shared Services	15,000	13,000	13,000	1,996
<b>TOTAL EXPENSES</b>	<b>117,500</b>	<b>103,500</b>	<b>96,000</b>	<b>27,726</b>

<b>CONSERVATION SERVICES</b>				
<b>REVENUES</b>				
General Levy	886,172	966,422	966,422	886,699
Clean Water~Green Spaces Levy	848,250	875,600	875,600	777,700
Municipal Project	2,615,150	65,750	72,445	38,398
Provincial Grants	231,288	234,538	122,097	425,966
Federal Grants	1,147,250	774,281	477,540	1,528,939
Other Grants	264,000	196,400	43,500	261,363
ERCF Grants	150,250	394,385	478,700	199,620
Fee for Service/Other/Recoveries	713,725	843,263	1,026,238	1,085,338
In-Kind	13,000	19,500	38,000	578,259
Transfers (To)/From Deferred Revenues	(19,980)	(191,950)	(245,540)	(622,321)
<b>TOTAL REVENUES</b>	<b>6,849,105</b>	<b>4,178,189</b>	<b>3,855,002</b>	<b>5,159,961</b>
<b>TOTAL EXPENSES(Includes Fleet/Equipment Amortization)</b>	<b>7,629,398</b>	<b>4,590,681</b>	<b>3,955,347</b>	<b>4,435,610</b>
<b>SURPLUS/(DEFICIT)</b>	<b>(780,293)</b>	<b>(412,492)</b>	<b>(100,345)</b>	<b>724,351</b>
<b>TRANSFER (TO)/FROM RESERVES</b>	<b>780,250</b>	<b>395,615</b>	<b>35,450</b>	<b>290,669</b>

2020 DRAFT BUDGET	2019 BUDGET	YEAR END PROJECTION	2018 AUDITED
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## COMMUNITY SERVICES

### OUTDOOR & CONSERVATION EDUCATION

General Levy	-	18,000	28,000	28,000
Clean Water~Green Spaces Levy	36,000	-	-	-
Other Grants/User Fees	49,000	52,000	49,000	55,802
<b>TOTAL REVENUES</b>	<b>85,000</b>	<b>70,000</b>	<b>77,000</b>	<b>83,802</b>

Wages	68,000	63,000	70,400	63,847
Consulting	-	750	-	1,077
Supplies/Office/Janitorial	4,100	3,540	4,100	6,635
Vehicle/Travel/Equipment Usage	1,950	2,450	2,000	1,560
Plant Material/Landowner Grants	500	1,000	500	500
Corporate Services/Shared Services	10,000	9,500	10,000	9,400
Rent/Insurance/Tax/Utilities	750	-	750	750
<b>TOTAL EXPENSES</b>	<b>85,300</b>	<b>80,240</b>	<b>87,750</b>	<b>83,892</b>

### OUTREACH & ENGAGEMENT

General Levy	-	115,750	115,750	100,750
Clean Water~Green Spaces Levy	139,750	10,000	10,000	-
Other Grants/User Fees	10,000	3,000	20,000	15,376
Transfers (To)/From Deferred Revenues	-	-	-	2,700
<b>TOTAL REVENUES</b>	<b>149,750</b>	<b>128,750</b>	<b>145,750</b>	<b>118,826</b>

Wages	106,500	103,000	96,196	74,286
Supplies/Office/Janitorial	6,850	8,350	6,450	12,616
Vehicle/Travel/Equipment Usage	4,900	4,250	4,900	5,719
Partner Grants/Volunteers	7,500	-	20,000	9,769
Corporate Services/Shared Services	22,000	17,000	17,000	12,500
Rent/Insurance/Tax/Utilities	950	750	950	950
Capital Maintenance/Low Value Assets	500	1,000	1,000	-
<b>TOTAL EXPENSES</b>	<b>149,400</b>	<b>134,350</b>	<b>146,696</b>	<b>116,143</b>

	2020 DRAFT BUDGET	2019 BUDGET	YEAR END PROJECTION	2018 AUDITED
<b>COMMUNICATIONS</b>				
General Levy	160,150	160,150	150,150	155,150
Clean Water~Green Spaces Levy	26,000	25,000	25,000	25,000
<b>TOTAL REVENUES</b>	<b>186,150</b>	<b>185,150</b>	<b>175,150</b>	<b>180,150</b>
Wages	178,000	181,000	161,000	184,257
Supplies/Office/Janitorial	6,050	5,350	6,550	(5,097)
Vehicle/Travel/Equipment Usage	1,000	650	700	42
Capital Maintenance/Low Value Assets	1,000	2,000	1,000	845
<b>TOTAL EXPENSES</b>	<b>186,050</b>	<b>189,000</b>	<b>169,250</b>	<b>180,047</b>

#### OUTREACH EVENTS AND SHORT-TERM GRANT FUNDED INITIATIVES

Provincial Grants	-	-	-	1,500
Federal Grants	-	-	800	7,200
Other Grants/User Fees	91,250	76,500	106,974	82,025
Transfers (To)/From Deferred Revenues	(750)	(1,000)	3,547	(11,272)
<b>TOTAL REVENUES</b>	<b>90,500</b>	<b>75,500</b>	<b>111,321</b>	<b>79,453</b>
Wages	20,550	10,850	23,796	18,675
Trees/Supplies	70,000	64,650	88,006	60,814
<b>TOTAL EXPENSES</b>	<b>90,550</b>	<b>75,500</b>	<b>111,802</b>	<b>79,489</b>

### COMMUNITY SERVICES

#### REVENUES

General Levy	160,150	293,900	293,900	283,900
Clean Water~Green Spaces Levy	201,750	35,000	35,000	25,000
Municipal Projects	-	-	-	-
Provincail Grants	-	-	-	1,500
Federal Grants	-	-	800	7,200
Other Grants/User Fees	150,250	131,500	175,974	153,203
In-Kind	-	-	-	-
Transfers (To)/From Deferred Revenues	(750)	(1,000)	3,547	(8,572)
<b>TOTAL REVENUES</b>	<b>511,400</b>	<b>459,400</b>	<b>509,221</b>	<b>462,231</b>
<b>EXPENSES</b>	<b>511,800</b>	<b>479,590</b>	<b>515,943</b>	<b>469,182</b>
<b>SURPLUS/(DEFICIT)</b>	<b>(400)</b>	<b>(20,190)</b>	<b>(6,722)</b>	<b>2,060</b>

	2020	2019	YEAR END	2018
	DRAFT BUDGET	BUDGET	PROJECTION	AUDITED

## CORPORATE SERVICES

### ADMIN/FINANCE/IT/HR

General Levy	287,050	303,750	250,750	291,873
Clean Water~Green Spaces Levy	-	25,000	25,000	25,000
Municipal Projects	-	-	1,200	-
Provincial Grants	-	-	750	-
Other Grants/User Fees/Recoveries	658,000	610,000	667,485	630,816
Transfers (To)/From Deferred Revenues	-	10,000	-	-
<b>TOTAL REVENUES</b>	<b>945,050</b>	<b>948,750</b>	<b>945,185</b>	<b>947,688</b>

Wages	572,484	587,000	538,500	585,574
ERCF Support	66,000	50,000	60,000	50,260
Member Expenses/Conservation Ontario Dues	56,700	54,000	56,200	53,137
Audit/Legal/Consulting	32,500	30,000	23,000	44,865
Supplies/Equipment/Network	55,350	73,250	77,345	48,825
Occupancy/Phone	135,000	132,000	132,700	132,484
Travel and Board/Staff Meetings	9,500	7,500	9,500	6,988
Retiree Benefits	16,000	13,000	14,000	12,320
<b>TOTAL EXPENSES</b>	<b>943,534</b>	<b>946,750</b>	<b>911,245</b>	<b>934,454</b>

### CORPORATE SPECIAL PROJECTS (RECORDS/IS/IT)

Transfers (To)/From Deferred Revenues	35,000	20,000	-	-
<b>TOTAL REVENUES</b>	<b>35,000</b>	<b>20,000</b>	<b>-</b>	<b>-</b>
Wages	26,000	15,000	-	-
Hardware/Software	1,500	26,000	26,000	-
Consulting	7,500	5,000	-	-
<b>TOTAL EXPENSES</b>	<b>35,000</b>	<b>46,000</b>	<b>26,000</b>	<b>-</b>

	2020 DRAFT BUDGET	2019 BUDGET	YEAR END PROJECTION	2018 AUDITED
<b>CORPORATE SERVICES</b>				
<b>REVENUES</b>				
General Levy	287,050	303,750	250,750	291,873
Clean Water~Green Spaces Levy	-	25,000	25,000	25,000
Municipal Projects	-	-	1,200	-
Provincail Grants	-	-	750	-
Federal Grants	-	-	-	-
Other Grants/User Fees/Recoveries	658,000	610,000	667,485	630,816
In-Kind	-	-	-	-
Transfers (To)/From Deferred Revenues	35,000	30,000	-	-
<b>TOTAL REVENUES</b>	<b>980,050</b>	<b>968,750</b>	<b>945,185</b>	<b>947,688</b>
<b>EXPENSES</b>	<b>978,534</b>	<b>992,750</b>	<b>937,245</b>	<b>934,454</b>
<b>SURPLUS/(DEFICIT)</b>	<b>1,516</b>	<b>(24,000)</b>	<b>7,940</b>	<b>13,235</b>
<b>TRANSFERS (TO)/FROM DEFERRED REVENUES</b>	<b>(1,000)</b>	<b>25,000</b>	<b>23,000</b>	<b>(12,700)</b>
<b>TANGIBLE ASSET REPLACEMENT</b>				
General Levy	300,000	200,000	200,000	200,000
Clean Water~Green Spaces Levy	-	-	-	120,000
Transfers (To)/From Reserves	(300,000)	(200,000)	(200,000)	(320,000)
<b>TOTAL TANGIBLE CAPITAL ASSET REPLACEMENT</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(0)</b>

	2020 DRAFT BUDGET	2019 BUDGET	YEAR END PROJECTION	2018 AUDITED
<b>CORPORATE SUMMARY</b>				
<b>REVENUES</b>				
<b>Municipal</b>				
Levy - Operations	\$ 2,336,667	\$ 2,188,667	\$ 2,188,667	\$ 2,098,752
Levy - Clean Water-Green Spaces	1,050,000	1,050,000	1,050,000	1,050,000
<b>Total Municipal Levy</b>	<b>3,386,667</b>	<b>3,238,667</b>	<b>3,238,667</b>	<b>3,148,752</b>
Water & erosion control infrastructure and special projects	2,558,300	300,000	11,063	2,648,283
Risk management services	69,650	65,750	72,445	38,398
<b>TOTAL MUNICIPAL</b>	<b>6,014,617</b>	<b>3,604,417</b>	<b>3,322,175</b>	<b>5,835,434</b>
<b>Provincial</b>				
Section 39 Flood/Erosion Program	104,417	202,263	128,879	202,263
Drinking Water Source Protection	102,600	103,350	87,097	92,752
WECl	-	-	-	21,500
Other (CMOG, SEO etc)	132,188	140,688	39,000	375,612
<b>TOTAL PROVINCIAL</b>	<b>339,205</b>	<b>446,301</b>	<b>254,976</b>	<b>692,127</b>
<b>Federal</b>				
	<b>1,147,250</b>	<b>774,281</b>	<b>478,340</b>	<b>1,536,139</b>
<b>TOTAL GOVERNMENT TRANSFER/GRANT PAYMENTS &amp; FEE FOR SERVICE</b>	<b>7,501,072</b>	<b>4,824,999</b>	<b>4,055,491</b>	<b>8,063,700</b>
<b>Other Revenues</b>				
Permits, services & program fees	1,149,960	1,168,563	1,433,797	1,389,888
Leases & property rentals	77,600	68,700	77,200	78,085
Donations and other grants				
General	303,000	228,400	96,850	302,104
Essex Region Conservation Foundation grants	262,500	461,385	585,950	270,120
In-kind contributions	13,000	19,500	38,000	578,259
Interest income	50,000	60,000	73,000	44,782
Gain on sale of assets	-	5,000	4,000	3,166
<b>TOTAL OTHER REVENUES</b>	<b>1,856,060</b>	<b>2,011,548</b>	<b>2,308,797</b>	<b>2,666,403</b>
Transfers from/(to) deferred revenues	14,270	(162,950)	(235,993)	(601,436)
Interdepartmental recoveries	725,665	704,000	741,600	764,401
<b>TOTAL REVENUES</b>	<b>\$ 10,097,067</b>	<b>\$ 7,377,597</b>	<b>\$ 6,869,895</b>	<b>\$ 10,893,068</b>

	2020	2019	YEAR END	2018
	DRAFT BUDGET	BUDGET	PROJECTION	AUDITED
<b>EXPENSES</b>				
Wages & benefits -ERCA operations	\$ 3,346,216	\$ 3,353,300	\$ 3,210,314	\$ 3,131,358
Wages & benefits -special grant projects	639,945	538,795	552,496	578,640
Construction-ERCA capital projects	1,432,900	566,550	342,222	105,565
Construction-special grant/fee-for-service	2,821,500	881,500	264,500	3,367,789
Plant material, removals and landowner subsidies - ERCA operations	48,000	46,450	61,300	40,435
Plant material, removals and landowner subsidies-special grant/fee-for-s	331,100	415,636	301,787	428,325
Supplies - capital projects ERCA	38,840	25,250	41,941	14,657
Program supplies- special grant/fee-for-service	42,370	72,800	59,572	128,283
Site & operational supplies - Conservation Areas	74,856	72,850	79,606	82,397
Office supplies & expenses - other ERCA operations	83,425	86,140	88,960	88,512
Occupany, taxes,utilities & waste removal	314,490	276,250	312,530	284,140
Maintenance,repairs & security-sites	71,950	58,800	86,025	95,730
Maintenance,repairs & supplies-fleet/equipment	104,000	103,000	97,550	118,513
Equipment, software/hardware & website- ERCA operations	58,975	95,150	99,945	61,672
Equipment, software/hardware & website-special grant/fee-for-service	13,750	11,250	7,784	108,144
Lab,data, technical & sub-contracted services - ERCA operations	54,500	41,800	78,911	56,629
Lab,data, technical & sub-contracted services -special grant/fee-for-servi	40,900	13,000	50,733	58,272
Insurance, audit & legal	127,550	103,250	118,500	112,689
Dues & memberships	45,010	43,810	51,981	45,267
Travel, training & professional development	27,100	27,200	32,639	32,603
Board ,committee & meeting expenses	22,500	19,000	25,500	22,792
Bank, credit card charges and interest	13,060	9,100	14,137	10,391
In-kind supplies & services	13,000	19,500	38,000	28,259
Amortization	309,500	294,500	309,500	306,480
Other	-	10,000	13,500	16,053
Internal recoveries included in revenues	725,380	708,190	752,980	754,979
<b>TOTAL EXPENSES</b>	<b>\$ 10,800,817</b>	<b>\$ 7,893,071</b>	<b>\$ 7,092,914</b>	<b>\$ 10,078,575</b>

	2020 DRAFT BUDGET	2019 BUDGET	YEAR END PROJECTION	2018 AUDITED
<b>TOTAL CORPORATE</b>				
Total Revenues	10,097,067	7,387,597	6,883,395	10,909,121
Total Expenses	10,800,817	7,893,071	7,092,914	10,078,575
<b>SURPLUS/(DEFICIT) (ACCRUAL BASIS)</b>	<b>(703,750)</b>	<b>(505,474)</b>	<b>(209,519)</b>	<b>830,546</b>
<b>ADD/SUBTRACT: NON CASH ITEMS</b>				
Donation of land to ERCA	-	-	-	(550,000)
Gain/loss on asset disposal	-	-	-	(3,166)
Amortization	309,500	294,500	309,500	<b>306,480</b>
<b>DEDUCT: CAPITAL ITEMS</b>				
Land acquisition		-	-	(92,006)
Purchased fleet/equipment	(85,000)	(110,000)	(78,000)	(111,405)
Infrastructure additions (1)		-	-	(356,101)
<b>(DECREASE)/INCREASE IN NET SURPLUS</b>	<b>(479,250)</b>	<b>(320,974)</b>	<b>21,981</b>	<b>24,348</b>
<b>TRANSFER (TO)/FROM RESERVES</b>	<b>479,250</b>	<b>220,615</b>	<b>(141,550)</b>	<b>(42,031)</b>
<b>UNRESTRICTED SURPLUS/(DEFICIT) (DECREASES/(INCREASES))</b>	<b>\$ -</b>	<b>\$ (100,359)</b>	<b>\$ (119,569)</b>	<b>\$ (17,683)</b>
<b>OPERATING FUND DEFICIT (2)</b>				

**Note 1:** The actual numbers shown for capital items for 2019 and 2020 will change once the assets under consideration are removed from the operating accounts and capitalized as tangible assets. Those accounting entries will not impact the estimated changes in the reserve funds or the unrestricted surplus.

**Note 1:** The 2019 operating deficit, estimated at ~\$119,000, will utilize the available accumulated surplus, as calculated on 12/31/2018.

#### KEY ASSUMPTIONS

That fee-for-service revenues relating to Watershed Management Services will stabilize at 2019 levels;

That revenues of \$546,000 for development applications and surveying fees will continue

That the revenues that were impacted by storms/floods will return to pre-2019 levels (hunting/camping/farm leases);

That grants will be available to support the new climate change regional initiative (~\$46,000)

The Provincial Section 39 Flood Forecasting & Warning program transfer payment will be maintained/capped at \$104,417

That the Drinking Water Source Protection activities will be funded at 100% of projected program costs (~\$96,000)

That municipal transfer payments of \$2.5M will be contributed for the Peche Island project

That significant watershed science and research grants will be approved (\$473,000)

That provincial transfer payments for DRCC activities will continue to October 2020





That revenues for the new JRP Heritage Centre will begin in 2021 and construction will somewhat impact 2020 revenues.

That CW~GS restoration revenues will continue to be impacted by loss of provincial special grant programs for tree planting and wetlands but 2020 operations will be funded with remaining deferred revenues but expected to be depleted in 2021.

That fee-for-service work for invasive species removal at Spring Garden will be negligible for 2020.

## WHERE DOES YOUR \$10.49 GO?



-  [facebook.com/EssexRegionConservation](https://facebook.com/EssexRegionConservation)
-  [instagram.com/EssexRegionConservation](https://instagram.com/EssexRegionConservation)
-  [twitter.com/essexregionca](https://twitter.com/essexregionca)
-  [youtube.com/TheEssexRegionCA](https://youtube.com/TheEssexRegionCA)

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## Agenda

### Windsor-Essex County Environment Committee

held on January 23, 2020

Meeting at 5:00 p.m. at the Lou Romano Water Reclamation Plant

#### 1. CALL TO ORDER

#### 2. DECLARATION OF CONFLICT

#### 3. MINUTES

Adoption of the minutes of the meeting held November 14, 2019 – *emailed separately*

#### 4. BUSINESS

4.1 2019 Budget Summary – *attached*

4.2 Update: WECEC Report 105: Declaring a Climate Emergency – *attached*

4.3 Windsor's Climate Change Adaptation Plan – *provide WECEC comments*

4.4 Revised Terms of Reference & Mandate - Approved

#### 5. SUBCOMMITTEE REPORTS

5.1 Air

5.2 Environmentally Sensitive Lands and Issues

5.3 Public Engagement

#### 6. COORDINATORS REPORT

#### 7. NEW BUSINESS

7.1 Membership – Resignation of Hilda McDonald, appointment of Gord Queen - *attached*

7.2 Set 2020 Meeting Dates

The Procedure By-law 98-2011 (Part 21, 21.4) mandates the following:

*“Standard meeting schedules shall be adopted for the Advisory Committees so that there is predictability in the deliberation of Public Policy.”*

7.3 LDSS Climate Action Summit

7.4 WEC3 Climate Action Symposium

7.5 Speakers on WECEC priorities

## 8. COMMUNICATIONS

8.1 Windsor Star Article – November 19 2019: ‘This is the time for Windsor to act.’ Climate change emergency declared – ***attached***

8.2 Windsor Star Article – November 23 2019: Essex County joins in declaration of climate change emergency – ***attached***

## 9. DATE OF NEXT MEETING

The date of the next meeting is Thursday, March 26<sup>th</sup>, 2020 at 5:00 p.m. at the Lou Romano Water Reclamation Plant

## 10. ADJOURNMENT

## WECEC 2019 Budget

		Expense
Pat on the Back Awards	Cheques	\$2,000.00
	Ojibway Rental	\$189.11
	Plaques	\$124.15
Green Speaker Charles Montgomery	Speaker fee contribution	\$5,256.13
Radio Ad campaign SAR Road Mortality	Bell Media	\$1,000.00
	AM800	\$1,017.60
Green Speaker SAR Road Mortality	Malden Park rental	\$380.07
	Rick stipend	\$400.00
	Kari stipend	\$500.00
	Speaker gifts	\$200.00
Eliquid Media	Domain renewal	\$25.44
	Website hosting fee (estimate)	\$400.00
Earth Day	Participation Fee	\$35.00
Earth Day 2020	Seedlings and Trees	\$1,728.63
TOTAL SPENT		\$13,256.13
TOTAL REMAINING		\$0.00

## Spring Seedling Invoice

Order Number: 823

WECEC  
4155 Ojibway Parkway  
Windsor, ON N9C 4A5  
myared@citywindsor.ca

Invoice Date: 12/12/2019

Trees Ordered	Quantity	Tree Price	Subtotal	Pickup Location
Freeman Maple	150	\$1.35	\$202.50	Ruthven
Oak Red	100	\$1.05	\$105.00	Ruthven

Total Trees: 250

Shipping and Handling \$25.00

Notes:

Plugs ONLY

Subtotal \$332.50

HST 13% + \$43.23

Total \$375.73

Credit:

Deposit:

Payment1:

Payment2:

Balance \$375.73

Did the Customer bring a tarp?

☐ Yes

☐ No

Please confirm order details and contact ERCA if you believe there is an error.

HST # 10731 1177 RT0001

**Sold To:** Windsor Essex County Environmental Committee  
350 City Hall Square, Room 203  
Windsor, ON N9A 6S1

**Invoice Number:** IN000016540

**Page:** 1

**Date:** 12/12/19

**Client Number:** W0094

**Attn:** Meraal Yared

**RE:** Earthday Trees

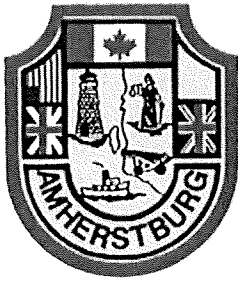
Description/Comments	Amount
	1,529.76

Seedlings for Earthday

**Remit Address:** Essex Region Conservation Authority  
360 Fairview Avenue West, Suite 311  
Essex, Ontario N8M 1Y6

**Terms:** 1.25% per month interest is charged on accounts over 30 days. Please refer to the above Invoice number on your payment.

<b>Subtotal before taxes</b>	1,529.76
<b>HST Amount</b>	198.87
<b>Total amount</b>	<b>1,728.63</b>



# The Corporation of The Town of Amherstburg

November 25, 2019

VIA EMAIL

Honourable Jeff Yurek  
Minister of the Environment, Conservation and Parks  
College Park 5th Floor  
777 Bay St.  
Toronto, ON  
M7A 2J3

**Re: Declaration of Climate Emergency in the Town of Amherstburg**

Dear Hon. Yurek,

At its meeting of November 12<sup>th</sup>, 2019, Amherstburg Town Council passed the following resolution as recommended by the Windsor-Essex County Environment Committee:

***"WHEREAS** the Windsor-Essex County Environment Committee is sounding the alarm and urging the City of Windsor and the County of Essex to declare Climate Emergencies and work together to reduce emissions; and,*

***WHEREAS** more than 444 Canadian municipalities (including Chatham-Kent, London, Sarnia, Hamilton, St. Catharines, Guelph, Kingston, Kitchener and the Waterloo Region) have declared Climate Emergencies, some of which are also implementing strategic plans in order to help reduce global carbon emissions and mitigate the impacts of climate change; and,*

***WHEREAS** Amherstburg distributed sandbags to residents this summer in the face of historic water levels and has 43.7 km of shoreline along the Detroit River and Lake Erie, along with 12.4 km of shoreline on inland waterways, and is thus greatly affected by water levels in the Great Lakes basin; and,*

**WHEREAS** the most recent report by the UN Intergovernmental Panel on Climate Change (IPCC) has indicated that within 12 years, in order to keep the global average temperature increase to 1.5 degree C and maintain a climate compatible with human civilization, there must be a reduction in carbon emissions of about 45% from 2010 levels, reaching net zero carbon emissions by 2050; and,

**WHEREAS** based on current projections of the future impacts of human-caused climate change, climate change will adversely the local economy, local infrastructure and property, put a strain on municipal budgets and result in significant economic and health burdens for local residents, particularly our vulnerable populations; and,

**WHEREAS** climate change will jeopardize the health and survival of many local plant and animal species as well as their natural environments and ecosystems; and,

**WHEREAS** Amherstburg and the surrounding region is already experiencing climate change impacts including, but not limited to, overland flooding, heavy rain event flooding, emergence of invasive species, an increased number of high heat days, the rise of vector borne diseases, the re-emergence of blue-green algae and harmful algal blooms in our lakes and rivers; and,

**WHEREAS** municipalities are understood to produce and/or have regulatory jurisdiction over approximately 50% of carbon emissions in Canada; and,

**WHEREAS** Amherstburg is embarking on a review of the Town's Official Plan; and,

**WHEREAS** implementing climate action and making a transition to a low-carbon economy also represents a significant opportunity to stimulate economic growth, increase job opportunities and develop new technologies;

**THEREFORE BE IT RESOLVED** that Amherstburg declare a Climate Emergency and direct administration to prepare a report containing recommendations for priority actions items, implementation measures and cost requirements to accelerate and urgently work towards the reduction of emissions and preparing for our climate future.”

**cc:**

Doug Ford, Premier of Ontario  
Association of Ontario Municipalities AMO)  
Essex Region Conservation Authority (ERCA)  
Ontario Municipalities  
Taras Natyshak, MPP, Essex  
Chris Lewis, MP, Essex  
Windsor-Essex County Environment Committee

Regards,



Tammy Fowkes  
Deputy Clerk  
[tfowkes@amherstburg.ca](mailto:tfowkes@amherstburg.ca)

Carried.

Report Number: C 201/2019  
Clerk's File: AF2019

**8.7. Report No. 106 of the Windsor Essex County Environment Committee - Revised WECEC Terms of Reference & Mandate**

Moved by: Councillor Morrison  
Seconded by: Councillor Sleiman

Decision Number: CR625/2019 ETPS 722

That Report No. 106 of the Windsor Essex County Environment Committee – Revised WECEC Terms of Reference & Mandate indicating:

That the **REVISED** Windsor Essex County Environment Committee Terms of Reference and Mandate – September 2019 including the following amendments as outlined in bold and italics **BE APPROVED**:

- WECEC is comprised of *twelve (12)* members
- Removal of the phrase – *“report annually on the state of the regional environment and provide the report to City and County Council”*
- The quorum of the Windsor Essex County Environment Committee is **7** members.

**BE APPROVED.**

Carried.

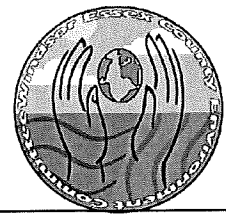
Report Number: SCM 438/2019 & SCM 363/2019  
Clerk's File: MB2019

**8.8. 1567 Aspenshore Avenue, 1743, 1755, 1767 & 1779 Aspenshore Court - Various Encroachments -Ward 7**

Moved by: Councillor Morrison  
Seconded by: Councillor Sleiman

Decision Number: CR626/2019 ETPS 723

- I. That the requests to allow items encroaching on to owned City lands **BE APPROVED in the same manner** as per the City of Windsor Encroachment Policy M67-2015 (Appendix A).
- II. That the encroachments of landscape patio stones, awnings, a pergola, concrete patio and curbing within an easement located on City of Windsor owned lands, as shown on attached drawings C-3496, C-3497, C-3498, C-3499 & C-3500 **BE APPROVED**, subject to the owners entering into an encroachment agreement, satisfactory in form to the City Solicitor, and in technical content to the City Engineer, to comply with the terms and conditions:
  - (a) Furnish a copy of the Registered Deed by which ownership to the property was acquired.
  - (b) Pay a \$229.25.00 (includes 5% G.I.S. charge) encroachment application fee to the Engineering Department. **(PAID)**



## – JANUARY 2020 –

### ONGOING INITIATIVES

#### 1. Updates

##### A. Climate Change Adaptation Plan Public Engagement

The consultation period began November 20, 2019 and will end January 20, 2020. Four dates were set for public engagement, listed below. Poster boards were displayed with the 7 objectives and their individual actions listed. Attendees were given the opportunity to vote on individual actions as priorities, as well as the opportunity to vote for entire objectives as priorities, with the following results:

December 3, 2019: WIATC

December 5, 2019: WFCU

December 7, 2019: Capri Pizzeria Rec Centre

December 10, 2019: Gino & Liz Marcus Rec Centre

<b>Objective 1: Integrate Climate Change Thinking and Response</b>		<b>Votes</b>	<b>Votes</b>
Action 1.1	Incorporate climate change considerations into Municipal Decision Making	18	13
Action 1.2	Increase community level of knowledge on Climate Change.	41	
Action 1.3	Build financial support for unforeseen impacts of climate change	9	
Action 1.4	Enhance the ability to collect and share climate change related data	16	
<b>Objective 2: Protect Public Health and Safety</b>		<b>Votes</b>	<b>Votes</b>
Action 2.1	Update Community Development and Health Services (CDHS) Emergency Response Plan	6	6
Action 2.2	Develop an emergency response procedure for extreme flooding events	18	
Action 2.3	Enhance public education to increase personal preparedness & reduce health risks associated with extreme weather	3	
Action 2.4	Review the 2011 Heat Alert and Response Plan and Update as required	0	
Action 2.5	Enhance protection of outside workers during extreme heat conditions	0	
Action 2.6	Continue to protect indoor air quality	0	
Action 2.7	Develop an Air Quality Health Index (AQHI) Response Plan	4	
Action 2.8	Decrease public and private contributions to air quality contaminants	9	
Action 2.9	Enhance monitoring for vector borne diseases and new infections diseases	2	
Action 2.10	Enhance community safety during icy conditions	12	
Action 2.11	Enhance surveillance for blue-green algae in our surface water bodies	3	
<b>Objective 3: Reduce Risk to Buildings and Property</b>		<b>Votes</b>	<b>Votes</b>
Action 3.1	Increase education to the public on how to reduce their personal risk of basement flooding	11	7
Action 3.2	Develop a media notification system to prepare residents for large storm events	3	
Action 3.3	Continue and enhance the Basement Flooding Subsidy Program and incentivize other methods of protecting property	17	
Action 3.4	Continue and enhance tree pruning programs to develop proper tree health and limit future damage	1	
Action 3.5	Review and improve policies and procedures to prepare for overland flooding	13	
Action 3.6	Promote public and private building standards and maintenance practices which protect buildings and HVAC units from damage due to increased cooling demand	10	

<b>Objective: Strengthen Infrastructure Resilience</b>		<b>Votes</b>	<b>Votes</b>
Action 4.1	Implement the Sewer Master Plan overall recommendations (including but not limited to)	10	6
Action 4.2	Increase City of Windsor staff resources to respond to infrastructure issues during extreme weather	2	
Action 4.3	Incorporate climate change considerations into infrastructure design, development, maintenance and renewal	2	
Action 4.4	Implement the recommendations of the East Riverside Flood Risk study to reduce overland flooding risk	3	
Action 4.5	Continue to monitor Little River overland flooding risk	0	
Action 4.6	Complete infrastructure projects that received funding as part of the Disaster Mitigation & Adaptation Fund grant	0	
Action 4.7	Continue to invest in stormwater and sewer infrastructure	15	
Action 4.8	Protect and improve roads from flooding damage Assess frequently flooded roads and consider road improvements...	6	
Action 4.9	Promote green infrastructure options for drainage issues on public and private property	10	
Action 4.10	Review design standards and maintenance practices as they relate to newest climate projections	1	
Action 4.11	Explore options for increased electrical power generation from City of Windsor infrastructure (generators) to supplement Ontario's electrical grid as warranted.	1	
<b>Objective 5: Protect Biodiversity and Enhance Ecosystem Functions</b>		<b>Votes</b>	<b>Votes</b>
Action 5.1	Protect and enhance the management of natural areas to improve climate change resilience	18	11
Action 5.2	Investigate the potential for natural areas to enhance flood attenuation	2	
Action 5.3	Enhance linkages between and among natural heritage features	3	
Action 5.4	Implement an Invasive Species Program	1	
Action 5.5	Complete an Urban Forest Management Plan	4	
Action 5.6	Improve climate resilience of trees in urban forests, parks and in the public right-of-way	5	
Action 5.7	Enhance Detroit River shoreline protection measures along Windsor's riverfront and Peche Island	7	
Action 5.8	Increase community level of knowledge on the benefits of natural areas	4	
<b>Objective 6: Reduce Community Service Disruptions</b>		<b>Votes</b>	<b>Votes</b>
Action 6.1	Improve communications from Transit Windsor to the public	2	3
Action 6.2	Develop extreme weather contingency plans for Transit Windsor	2	
Action 6.3	Improve design standards for new recreational facilities to ensure they are more climate resilient	11	
Action 6.4	Identify strategies to minimize cancellations of recreational rentals at existing recreation facilities	3	
Action 6.5	Enhance inspections of Special Events Facilities and roads to identify infrastructure deficiencies for upcoming events	1	
Action 6.6	Evaluate and enhance recreational uses along Windsor's shoreline	6	
Action 6.7	Replace Lakeview Marina docks with floating docks that are more resilient to varying water levels	1	
<b>Objective 7: Build Community Resilience</b>		<b>Votes</b>	<b>Votes</b>

**– January 2020 –**

Action 7.1	Improve stormwater design standards for future climate change precipitation projections	5	7
Action 7.2	Explore options to implement stormwater financing mechanisms	1	
Action 7.3	Enhance the use of low impact development in both private and public areas to reduce storm water impacts	1	
Action 7.4	Enhance education to the public about the risk of high surface water levels	1	
Action 7.5	Develop communications campaign with messaging to residents on lot-level resiliency actions	14	
Action 7.6	Consider Thermal Comfort and the Urban Heat Island effect in development project design	0	
Action 7.7	Enhance protections from heat and UV rays at sport fields and outdoor pools	0	
Action 7.8	Provide UV Protection in public spaces and at public events	4	
Action 7.9	Enhance communication and education around the impacts of extreme heat on human health	1	
Action 7.10	Implement the Community Energy Plan (including but not limited to the following)	3	
Action 7.11	Incorporate native and/or drought tolerant plants into public and private landscaping	5	
Action 7.12	Collaborate with the Essex Region Conservation Authority and the Windsor-Essex County Health Unit on their climate change mitigation and adaptation planning	5	
Action 7.13	Assess new opportunities for different forms of business and tourism as a result of a changing climate	4	

B. The scheduled January 27, 2020 City Council Meeting will be referencing Council approved CR463/2019, Report 103 of the Windsor-Essex County Environment Committee: *Temporary Road Closures to the Ojibway Prairie Complex* under item 11.5: *Ojibway Eco-passage & Matchette/Malden Roads Capital Projects*

**Reference:**

Date to Council: January 27, 2020  
 Author: France Isabelle-Tunks  
 Senior Manager Engineering  
 519-255-6100 ext. 6402  
 Projects & Right-of-Way  
 Report Date: 11/27/2019  
 Clerk's File #: SR2019

To: Mayor and Members of City Council

**Recommendation:**

- I. That the report regarding both the update on the Ojibway Eco-passage project and the capital project proposal for the Ojibway corridor (Matchette Road & Malden Road) **BE RECEIVED** for consideration during the 2020 Capital Budget process.
- II. That Council **PRE-COMMIT** \$30,000 from project ENG-014-20 Eco-Passage, which represents a portion of the 2021 funding included in the recommended 2020 8-Year Capital Budget, for immediate use to conduct a study to identify passage/connectivity opportunities along the Malden Road corridor.

**C. WECEC Budget**

Included in the 2020 Operating Budget for Agencies, Boards and Committees to be presented to Windsor City Council on Monday, January 27, 2020 is the WECEC allotment of \$4000, with no change from previous years.

**D. LDSS Climate Action Summit:**

On Tuesday, December 10, 2019, the EcoTeam from Leamington District Secondary School held a Climate Action Summit at the Essex Civic Centre for students from throughout the GECDSD and municipal leaders from our communities. There were presentations from local experts about the impacts of climate change on ecosystems, human health, the economy and human rights in our region. Student Climate Action Teams were then invited to collaborate with the leaders from their municipalities to discuss plans they can carry out in their communities that will have a positive and lasting impact.

**E. WEC3 Climate Action Symposium:**

The Friday, November 29, 2019 workshop brought together a multidisciplinary group to provide an overview of what has been done since the last meeting, including declaring several climate emergencies across the region and to move forward the urgent action needed to mitigate and adapt to what we have been seeing across the region.

Symposium topics included the cost of doing nothing; climate emergencies and your municipality; community energy planning; engineering solutions for climate change; and climate change and health.

Discussion groups identified issues and possible next steps for municipal and regional improvements on climate change mitigation. Those included planning resilient parks and ecosystems, reducing risk, the role elected leaders play in supporting community action, and energy planning for municipal planners.

**2. Reports to Council**

**A. September 19, 2019 - Report 105 of the Windsor-Essex County Environment Committee**

Your Committee submits the following recommendation:

Moved by Councillor McKenzie, seconded by K. Banar,

That the following Climate Change Emergency Declaration prepared by the Air Subcommittee of the Windsor Essex County Environment Committee **BE APPROVED:**

**WHEREAS** the most recent report by the UN Intergovernmental Panel on Climate change (IPCC) has indicated that within less than 12 years, in order to keep the global average temperature increase to 1.5 degrees Celsius and maintain a climate compatible with human civilization, there must be a reduction in carbon emissions of about 45% from 2010 levels, reaching net zero carbon emissions by 2050; and

**WHEREAS** based on current projections of the future impacts of human caused climate change, climate change will adversely impact Windsor-Essex's local economy, damage local infrastructure and property, put a strain on municipal budgets and result in significant economic and health burdens for the constituents of Windsor-Essex, particularly our vulnerable populations; and

**WHEREAS** climate change will jeopardize the health and survival of many local plant and animal species as well as their natural environments and ecosystems; and

**WHEREAS** Windsor-Essex is already experiencing large and increase climate change impacts including but not limited to overland flooding, heavy rain event flooding, emergence of invasive species, an increased number of high heat days, the rise of vector borne diseases, the re-emergence of blue-green algae and harmful algal blooms in our lakes and rivers; and

**WHEREAS** municipalities are understood to produce and/or have regulatory jurisdiction over approximately 50% of carbon emissions in Canada; and

**WHEREAS** the County of Essex and the City of Windsor join the Government of Canada and 444 Canadian municipalities (including Vancouver, Ottawa, Montreal, and 18 other Ontario municipalities, among them Chatham-Kent, Sudbury, Sarnia, Guelph, and Kingston) that have declared climate emergencies, some of which are also implementing strategic plans in order to help reduce global carbon emissions and mitigate the impacts of climate change; and

**WHEREAS** the City of Windsor, the Essex Region Conservation Authority (ERCA) and the Windsor Essex County Health Unit (WECHU) are committed to and currently undertaking city and regional climate change planning, encompassing both mitigation and adaptation, in partnership with others; and

**WHEREAS** this emergency is an opportunity to bring together County, City and Town governments as well as regional stakeholders to work together on climate change planning and implementation with the aim of protecting our region and contributing to greater national and global climate change response; and

**WHEREAS** implementing climate action and making a transition to a low-carbon economy also represents a significant opportunity to stimulate economic growth, increase job opportunities and develop new technologies;

**THEREFORE BE IT RESOLVED** that both the City of Windsor and the County of Essex declare a Climate Emergency in the knowledge that this is an emergency with no foreseeable conclusion which will require robust and permanent changes in how the City and County conduct their business; and further,

That in response to this emergency, the need to reduce overall emissions from the City of Windsor and the County of Essex as well as continue to prepare for Windsor-Essex County's climate future are deemed to be high priorities when considering budget direction and in all decisions of council; and further,

That the City of Windsor and County of Essex administrations **BE DIRECTED TO PREPARE REPORTS** for consideration by their respective Councils within 90 days containing recommendations for priority actions items, implementation measures and cost requirements to accelerate and urgently work towards the reduction of emissions and preparing for our climate future.

Windsor City Council at its meeting held November 18, 2019 adopted the above noted resolution (CR570/2019) with the following amendments:

That the City of Windsor administration **BE DIRECTED** to prepare reports for consideration by their respective Councils within 90 days containing recommendations for priority actions items, implementation measures, cost requirements to accelerate and urgently work towards the reduction of emissions and preparing for our climate future *and include any initiatives that we are aware of by our Detroit neighbours and any other neighbouring municipalities across the border* **BE APPROVED**; and,

That the County of Essex **BE REQUESTED** to consider adopting the resolution as outlined above.

Essex County Council at its meeting held November 20, 2019 adopted the above noted resolution (230-2019) with the following amendments:

**Whereas** the County of Essex, the Essex Region Conservation Authority (ERCA), local municipalities in Essex County, in partnership with other community stakeholders, are undertaking a Regional Community Energy Plan to assist the County of Essex and local municipalities to align with provincial and federal energy policies and programs; and

**And further** that the County Administration be directed to identify priority action items, implementation measures and cost requirements for those programs and services it is responsible for, to accelerate and urgently work towards the reduction of emissions and preparing for our climate future;

**And further** that this declaration be shared with local municipalities in Essex County, who are encouraged to consider endorsing the declaration and identify priority action items, implementation measures, and cost requirements for those programs and services they are responsible for, to accelerate and urgently work towards the reduction of emissions and preparing for our climate future.

B. September 19, 2019 – Report 106 of the Windsor Essex County Environment Committee

Your Committee submits the following recommendation:

Moved by Councillor McKenzie, seconded by R. St. Denis,  
That the **REVISED** Windsor Essex County Environment Committee Terms of Reference and Mandate – September 2019 including the following amendments as outlined in bold and italics **BE APPROVED**:

- WECEC is comprised of ***twelve (12)*** members
  - Removal of the phrase – ***“report annually on the state of the regional environment and provide the report to City and County Council”***
  - The quorum of the Windsor Essex County Environment Committee is **7** members.
- Carried.

Adopted by Windsor City Council at its meeting held December 16, 2019 – Decision Number : CR625/2019 ETPS 722

**WECEC BUDGET – SUMMARY**

<b>2020 Budget</b>			
<b>Item</b>	<b>Credit</b>	<b>Estimated Expenditure</b>	<b>Status</b>
2020 Budget	\$8,000.00		
Pat on the Back		\$2500.00	
Green Speaker #1		\$1000.00	
Green Speaker #2		\$1000.00	

**– January 2020 –**

Movie Screening		\$2000.00	
Website Hosting and Domain Fee		\$450.00	
Earth Day		\$35.00	
<b>TOTALS</b>	\$8,000	\$6,985.00	
<b>NON-ALLOCATED REMAINING</b>		<b>\$1015.00</b>	

— JANUARY 2020 —



## WECEC Strategic Direction 2020

<b>Strategic Direction #1 – WECEC Collaborations</b>		
<b>GOALS</b>	<b>ACTIONS</b>	<b>TIME FRAME</b>
<u>Goal:</u> Improve relationships with City and County Councils.	Continue to have WECEC events in different areas of Essex County	Ongoing
<u>Goal:</u> Improve relationships with other organizations, committees.	Hold a meeting with other environmental organizations and committees to share information	Yearly
	Continue to pursue opportunities for partnering on community education/public awareness	Ongoing
	Hold annual Pat on the Back Awards presenting \$2,000 to local environmental organizations and schools.	Yearly
<b>Strategic Direction #2 – Advocacy</b>		
<b>GOALS</b>	<b>ACTIONS</b>	<b>TIME FRAME</b>
<u>Goal:</u> Provide advice on environmental issues to the City of Windsor, County of Essex and its area municipalities.	Assess issues referred from City and County Councils and respond with suggested recommendations Provide recommendations to City and County Councils on environmental matters identified through our own initiative.	Ongoing Ongoing
<u>Goal:</u> Advocate for environmental groups in Windsor Essex County.	Accept delegations from environmental groups and advocate on behalf of these groups to City and County Councils.	Ongoing
<u>Goal:</u> Provide advice to City and County Council related to Federal and Provincial initiatives.	Develop recommendations related to Federal and Provincial plans, policies and initiatives to be forwarded to City and County Councils.	Ongoing
<b>Strategic Direction #3 – Public Engagement and Education</b>		
<b>GOALS</b>	<b>ACTIONS</b>	<b>TIME FRAME</b>
<u>Goal:</u> Increase awareness of WECEC by the public.	Maintain a website and Facebook page.	Monthly
	Strategically identify and attend community events	Ongoing
	Maintain a professional display for participation at community events	Ongoing
<u>Goal:</u> Increase engagement of public on environmental issues	Develop environmental education campaigns and messaging to help inform Windsor Essex County residents about environmental issues	Ongoing
	Host free knowledge sharing events with environmental experts highlighting environmental issues.	Ongoing

#### List of Priorities (including but not limited to)

- Public Engagement
- Endangered species protection/education around the Ojibway Nature Complex
- Sandpoint beach
  - Checking water for E.coli levels
  - Sprucing it up
- Single use plastics ban
- Waste diversion/Recycling education
- Planting trees in the community (WECEC tree planting?)
- Strengthen City of Windsor emissions reduction target
- Green development
- Transit electrification
- Camera controlled smart intersections (improve efficiency)
- Change mentality on biking
- Shade along riverfront
- Following the development of the Climate Change Adaptation Plan

#### Current List of Subcommittees

1. Air
2. Environmentally Sensitive Lands and Issues
3. Public Engagement



December 12, 2019

Email: [vcritchley@citywindsor.ca](mailto:vcritchley@citywindsor.ca)

Ms. Valerie Critchley, Clerk  
City of Windsor  
City Hall Square West  
Windsor, ON N9A 6S1

Dear Valerie,

**Re: County of Essex Nominees to the Windsor Essex County Environment Committee**

---

Please be advised that due to an ongoing scheduling conflict, Mayor of Leamington, Hilda MacDonald has resigned her role on the WECEC as one of the County of Essex appointees. As such, at its November 20, 2019 meeting County Council resolved to appoint Gord Queen, Deputy Mayor of Kingsville as her replacement on the Windsor Essex County Environment Committee, for the remainder of the term of Council to November 14, 2022. Leo Meloche, Deputy Mayor of Amherstburg, status on the WECEC remains unaffected.

For your records, the County of Essex appointees contact information is as follows:

Leo Meloche  
P.O. Box 1168  
9602 Walker Rd  
McGregor, ON  
N0R 1J0  
Email: [lmeloche@amherstburg.ca](mailto:lmeloche@amherstburg.ca)  
Cell: 226-346-0621

Gord Queen  
28 Pulford Street  
Kingsville, Ontario  
N9Y 1B4  
Email: [gord.queen@gmail.com](mailto:gord.queen@gmail.com)  
Phone: 519-733-4241

☎ 519-776-6441 ext. 1335  
TTY 1-877-624-4832

📍 360 Fairview Ave. W.  
Suite # 202 Essex, ON N8M 1Y6

💻 [countyofessex.on.ca](http://countyofessex.on.ca)

I would ask that you notify Deputy Mayor Queen and myself when the nomination has been considered by your Striking Committee.

Please have the Committee agendas e-mailed. As well, I would ask that you continue to have a copy of all meeting minutes provided to my office for inclusion on County Council agenda

Regards,

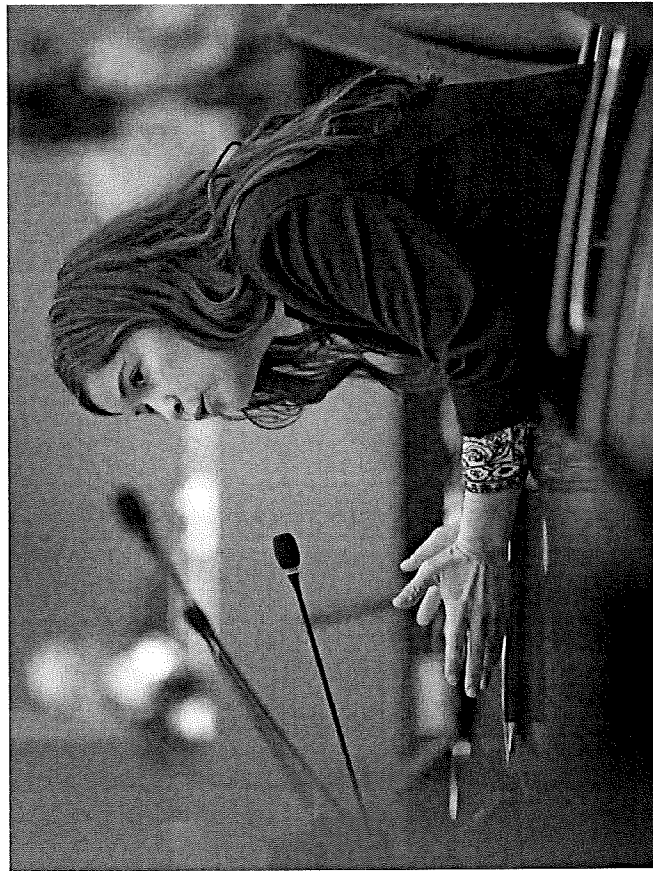
Mary Birch

Mary Birch  
Director of Council and Community Services/Clerk

Cc: Gord Queen ([gord.queen@gmail.com](mailto:gord.queen@gmail.com))  
Karen Kadour ([kkadour@citywindsor.ca](mailto:kkadour@citywindsor.ca))  
Averil Parent ([aparent@citywindsor.ca](mailto:aparent@citywindsor.ca))

# 'This is the time for Windsor to act.' Climate change emergency declared

BRIAN CROSS Updated: November 19, 2019



Claire Sanders, Essex Region Conservation Authority climate change specialist, speaks as a delegate at city council about declaring a climate change emergency on Monday, November 13, 2019. **DAX MELMER / JPG**

Windsor city council has declared a climate change emergency, acknowledging the dramatic

11/28/2019

'This is the time for Windsor to act.' Climate change emergency declared | Windsor Star

degradations already happening and a worsening future if things aren't improved.

In a unanimous vote, councillors passed a motion Monday that starts off with the daunting statement that globally, carbon emissions must be reduced by 45 per cent over the next 12 years (keeping the rise in average global temperature at 1.5C) in order to "maintain a climate compatible with human civilization." Climate change, the motion says, will harm the local economy, damage infrastructure and property, and put a "significant" economic and health burden on all people in Windsor-Essex County, particularly the most vulnerable.

The standard definition of an emergency is a situation where people or property are put in a danger of major proportions that could result in serious harm, said Derek Coronado, co-ordinator of Citizens Environment Alliance, one of several delegates speaking Monday night. The City of Windsor already has many good plans and policies dealing with climate change, including its community emergency plan, climate change adaptation plan and active transportation plan, he said.

"But Windsor needs to go further and faster in its efforts to mitigate emissions and build resilience."

The motion directs city administrators to quickly prepare reports with recommendations for priority actions to combat climate change, along with implementation measures and cost estimates "to accelerate and urgently work towards the reduction of emissions and preparing for our climate future."

About 468 Canadian jurisdictions have already made declarations. In Windsor, the effect of climate change is being felt already, according to the motion, which comes from the Windsor Essex County Environment Committee. It has already been approved by the Essex Region Conservation Authority and goes to Essex County Council on Wednesday.



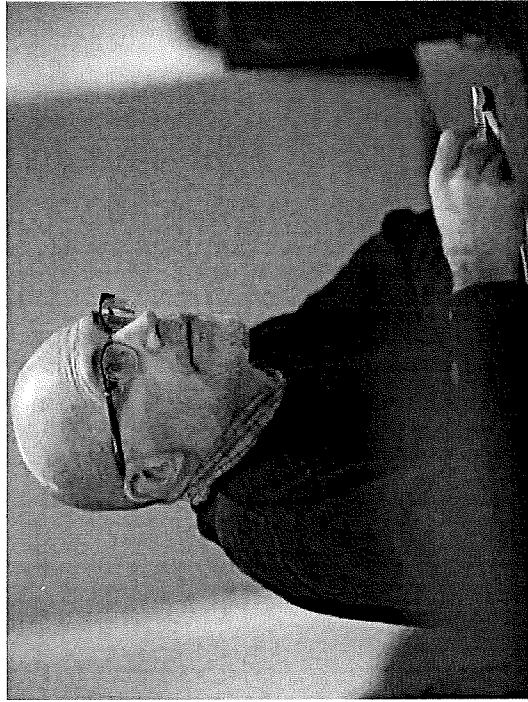
*The declaration is the next step in addressing the climate emergency, improving the quality of life for Windsor residents and making sure*

## *Windsor is a desirable market in the decades to come.*

Locally, there's been: overland flooding; heavy rain events including three major one-in-100-year storms in 2010, 2016 and 2017 that caused an estimated \$400 million damage; emergence of invasive species; an increasing number of high heat days; a rising number of vector-borne diseases and harmful algae blue-green algae blooms in our lakes.

ERCA has issued flood watch notices for 175 days so far this year, and had to delay planting 20,000 trees due to wet conditions, noted Claire Sanders, ERCA's climate change specialist. "The declaration speaks to the urgent action as well as the partnership and leadership needed to ensure our region continues to be a place for life, for us, for our children and our grandchildren."

"This is the time for Windsor to act," said Adrian Halpert from Windsor Law Cities and Climate Action Forum.



Citizens Environment Alliance co-ordinator Derek Coronado, seen in this 2018 file photo, spoke to council Monday about declaring a climate change emergency. **DAX MEUMER / WINDSOR STAR**

<https://windsorstar.com/news/local-news/this-is-the-time-for-windsor-to-act-climate-change-emergency-declared?fbclid=IwAR0EoX5ogUovLIgUM4hz7...> 3/6

His colleague Sharath Voleti said: "The declaration is the next step in addressing the climate emergency, improving the quality of life for Windsor residents and making sure Windsor is a desirable market in the decades to come."

They cited a poll that showed 77 per cent of Canadians want to see action on climate change in their community.

Mayor Drew Dilkens said when he looked at the two-page declaration, he was reminded of the many efforts the city is already making, including a sewer master plan that will end up costing \$500 million to fully implement in the coming decades to prevent the catastrophic flooding that occurred in 2016 and 2017. The Global Covenant of Mayors for Climate and Energy recently gave Windsor an A grade for its climate change adaptation and mitigation efforts, the mayor noted.

"I think (the declaration) will just cement in the minds of folks that we are committed to it and will continue moving forward finding ways for the City of Windsor to be more resilient."

Councillors Fred Francis and Jo-Anne Gignac both stated that when it comes to climate change, Windsor needs neighbouring communities — especially Detroit — to do their part too.

## RELATED

**Declare a climate emergency, urges former environmental commissioner**  
(<https://windsorstar.com/news/local-news/declare-a-climate-emergency-urges-former-environmental-commissioner>)

**Local environment committee to consider declaring climate emergency**  
(<https://windsorstar.com/news/local-news/environment-committee-to-consider-declaring-climate-emergency>)

**City of Windsor earns an A grade for climate change action**  
(<https://windsorstar.com/news/local-news/city-of-windsor-earns-an-a-grade-for-climate-change-action>)

Gignac said Windsor has taken important steps over the last several years.

"I think it's important that we very clearly state we want to be responsible, that we want to make choices that are healthy for our community," she said.

<https://windsorstar.com/news/local-news/this-is-the-time-for-windsor-to-act-climate-change-emergency-declared?fbclid=IwAR0EoX5ogUovLIgUM4hz7...> 4/6

11/28/2019

"This is the time for Windsor to act." Climate change emergency declared | Windsor Star

adding that we also must recognize that we live across the river from Zug Island and other major manufacturing centres. She recalled that as a child she used to swim in the Detroit River in the summer and skated on it in winter. Pollution has made both those activities impossible, she said.

"Until we can get the co-operation of our neighbours across the river ... that is a critical goal we have to work towards."

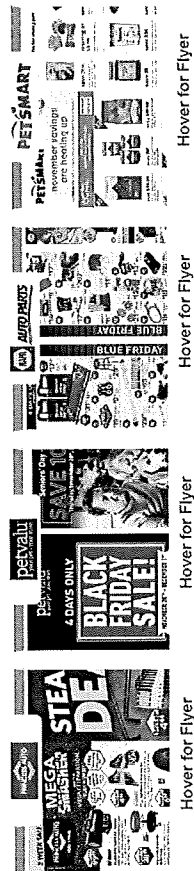
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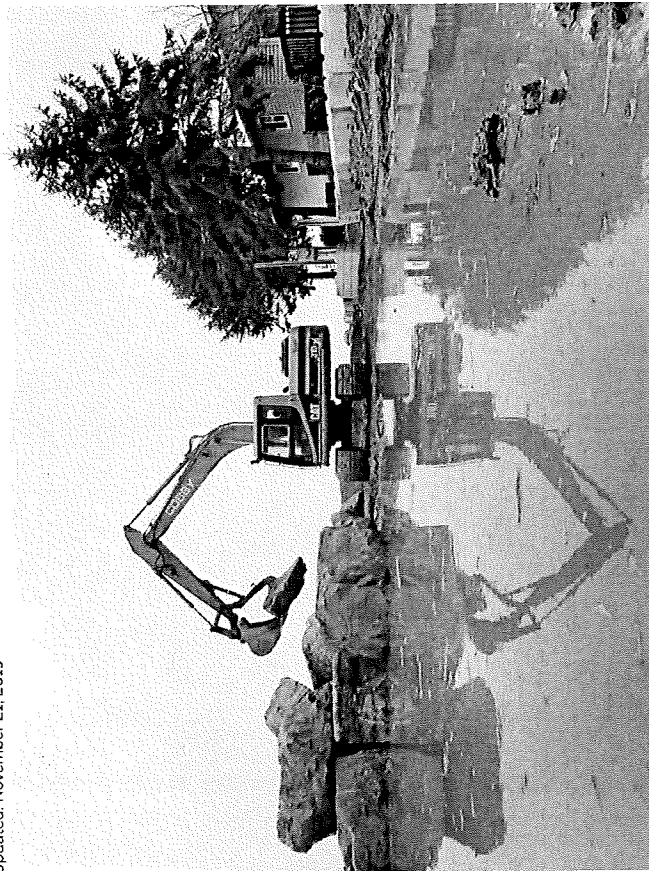
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# Essex County joins in declaration of climate change emergency

LINDSAY CHARLTON ([HTTPS://WINDORSTAR.COM/AUTHOR/LCHARLTONPOSTMEDIA](https://windorstar.com/author/lcharltonpostmedia))

Updated: November 21, 2019



A heavy equipment operator moves massive rocks to enforce a breakwall around a shoreline property on Cotterie Park Rd in Leamington, ON, on Tuesday, April 30, 2019. Recent rain and high winds prompted the Essex Region Conservation Authority to issue a flood warning in local areas. **DAN JANISSE / WINDSOR STAR**

**“What is the cost of doing nothing? Can we afford to do nothing?”**

The question posed by Essex County Warden Gary McNamara after a brief exchange Wednesday night before county councillors unanimously declared a climate change emergency.

“We need to step up, we need to step up and do our part,” McNamara said. “Especially for the younger generation, because they’re going to inherit this climate and we certainly need to leave it in better hands.”

“The only way we can do that is by starting to turn the tide and every one of us has the responsibility to do that.”

The motion came forward after presentations from the Essex Region Conservation Authority, the Windsor Essex County Environment Committee, Citizens Environment Alliance of Southwestern Ontario and the Windsor Law Cities and Climate Action Forum.

The delegations spoke about the dramatic impact climate change has had on the region urging county council to take action.

Conservation authority climate change specialist Claire Sanders said the region had been under a flood watch for 175 days this year — noting the impact conditions have had on farmers and the resurgent blue-green algae blooms.

Leamington Mayor Hilida MacDonald said she took issue with some of the language in the declaration. She felt the wording which includes “robust and permanent changes” in how municipalities are doing business. She noted that she represents some of the poorest people in the county and had concerns about basing every financial decision on this latest declaration.

Lakeshore Mayor Tom Bain said it’s about giving 100 per cent of what you can and said that may look different to each municipality.

“As long as we’re all in there working as a team, digging in there trying to make changes — that’s what counts,” he said. “To what degree, as long as we’re doing the best we can, that’s what counts.”

## RELATED

**‘This is the time for Windsor to act.’ Climate change emergency declared**  
(<https://windorstar.com/news/local-news/this-is-the-time-for-windsor-to-act-climate-change-emergency-declared>)

MacDonald said Bain’s words convinced her.

"I didn't say that I don't believe in climate change, but I also am a realist and know what my people can afford. But I will pledge to do 100 per cent of what we can do."

Essex County joins about 468 jurisdictions including Amherstburg and Windsor in the declaration of a climate change emergency.

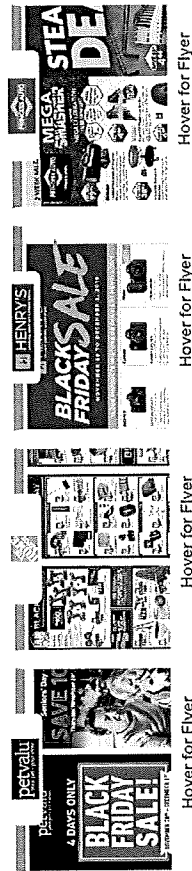
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## **JOINT BOARD OF MANAGEMENT**

Wednesday, January 15, 2020

**9:00 AM**

Ruthven Water Treatment Plant  
Board Room

### **AGENDA**

**A. Call to Order:**

**B. Election of Chair for the UWSS Joint Board of Management**

UW/01/20 - 2020 Election of the UWSS Joint Board of Management Chair and Vice  
Chair dated January 9, 2020  
Page 3 - 6

**C. Election of Vice-Chair for the UWSS Joint Board of Management**

**D. Disclosures of Pecuniary Interest:**

**E. Approval of Minutes:**

Minutes of the meeting of the Union Water Supply System Joint Board of  
Management Meeting held Wednesday, December 18, 2019  
Pages 7 - 11

**F. Business Arising Out of the Minutes**

**G. Items for Consideration:**

1. UW/02/20 dated January 10, 2020 re: Status Update of UWSS Operations &  
Maintenance Activities and Capital Works to January 10, 2020  
Pages 12 - 13
2. UW/03/20 dated January 10, 2020 re: Chief Drinking Water Inspector Report for  
Ontario 2018-2019 and Minister's Annual Report on Drinking Water for 2019  
Pages 14 - 15
3. UW/04/20 dated January 10, 2020 re: Payments from December 20<sup>th</sup>, 2019 to  
January 10, 2020  
Pages 16 - 18

Union Water Supply System Joint Board of Management Agenda

January 15, 2020

2

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H. New Business:

I. Adjournment:

J. Date of Next Meeting: **Wednesday, February 19, 2020** at 9:00 am,  
Ruthven Water Treatment Plant

UW/01/20

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

FROM: RODNEY BOUCHARD, UNION WATER MANAGER

DATE: JANUARY 9, 2020

RE: PROCEDURE FOR THE ELECTION OF THE UWSS CHAIR AND VICE  
CHAIR

**AIM:**

To inform the Board of the procedure for the election of a Chair and Vice-Chair of the Board for a term ending on December 31, 2020.

**BACKGROUND**

The Transfer Order which established the Joint Board of Management of the Union Water Supply System sets out certain rules for the Board. The following are among the items specified in the Transfer Order regarding the Chair and Vice-Chair:

- That the Board members are appointed by the municipalities for a term of one year.
- That there is to be a Chair and Vice-Chair elected from amongst the members of the Board.
- That the Chair and Vice-Chair must be from different municipalities.
- That the Chair and Vice-Chair are elected for a term of one year.

**DISCUSSION:**Functions of a Chair and Vice-Chair

The Chair and Vice-Chair are positions that are prescribed in the UWSS Transfer Order. The Chair is responsible for the following duties under the Transfer Order:

1. Chairing of meetings of the Joint Board of Management.
2. Calling meetings of the Joint Board of Management.
3. Executing agreements and conveyances entered into by the Joint Board of Management. The Chair co-signs with another member of the Board.

January 9, 2020 - UW/01/20

Re: Election for the 2020 Chair and Vice Chair for the UWSS

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The Vice-Chair is designated under the Transfer Order to act as Chair in the absence of the Chair.

In addition to the functions that are set out in the Transfer Order, the Chair and Vice-Chair undertake the following tasks which have been determined by the Board over the 10 years of its existence.

1. The Chair and Vice-Chair have signing authority on the UWSS bank accounts along with the UWSS Manager and the Leamington Director of Finance. Account transfers require two signatures, one of the Chair or Vice-Chair and one of the Manager or the Finance Director.
2. The Chair and Vice-Chair meet once a month with the Manager to review the proposed agenda for the next Board meeting.
3. The Chair and Vice-Chair conduct an annual performance appraisal of the Manager.

Under the Transfer Order the Chair and Vice-Chair are elected for a one (1) year term and must be from different municipalities. These requirements are intended to ensure that the Board acts in the overall system's interest and in the interest of all of the municipal owners. In some of the other Joint Boards of Management set up under the same legislation, the position of Chair is required to rotate annually or biannually among the municipal owners.

This memorandum is intended to allow the Board members to prepare for the election. Any questions regarding the procedure should be given to the Manager before the meeting if possible.

#### Election Procedure

The established procedure for the election of the Chair and Vice-Chair of the Joint Board of Management should be as follows:

The Manager will chair the meeting until the election of the new Chair.

The Manager will call the meeting to order.

The first order of business is the election of the Chair.

The Transfer Order under section 1 (g) says that the Chair and Vice-Chair may not be from the same municipality. This means that the election of the Chair must be completed before the Board can determine which members are eligible to be elected as Vice-Chair.

The Manager will ask for nominations from the Board for the position of Chair. Nominees must have a proposer and a seconder (neither of which can be the nominee) and the

January 9, 2020 - UW/01/20

Re: Election for the 2020 Chair and Vice Chair for the UWSS

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nominee will be asked if they are willing to accept the nomination. The list of candidates will be made up of those nominees who accept their nomination.

If there is only one (1) successful nomination, that candidate will be acclaimed as Chair.

If there are two (2) or more nominations, there will be an election. The Manager will state the names of the nominees in alphabetical order by surname. After each name is announced there will be a show of hands by those wishing to vote for that candidate. Board members shall only vote for one candidate. Candidates can vote for themselves.

The Administrative Assistant will record the number of votes for each candidate. The nominee with the most votes will be declared to be the Chair for the year to December 31, 2020.

If there is a tie for the most votes cast, the name of each nominee who is tied will be written on a slip of paper by the Manager and the slips will be placed in a hat or box. The Administrative Assistant will draw one slip and the name on that slip will be declared as the new Chair.

The Manager will ask for a motion confirming the appointment of the successful candidate as Chair.

The new Chair will then take charge of the meeting.

The Chair will then proceed with the election of the Vice-Chair. If the Chair is from a municipality with more than one member on the Board, no Board member from that municipality is eligible to serve as Vice-Chair.

The Chair will ask for nominations from the Board for the post of Vice-Chair. Again, nominees must have a proposer and a seconder and the nominee will be asked if they are willing to accept the nomination. The list of candidates will be made up of those nominees who accept their nomination.

If there is only one (1) nomination, that candidate will be acclaimed as Vice-Chair.

If there are two (2) or more nominations, there will be an election by show of hands. The Chair will say the names of the nominees in alphabetical order by surname. After each name is announced there will be a show of hands by those wishing to cast a vote for that candidate. Board members shall only vote for one candidate. Candidates are allowed to vote for themselves.

The Administrative Assistant will record the number of votes for each candidate. The candidate with the most votes will be declared to be the new Vice-Chair.

If there is a tie for the most votes cast, the name of each candidate who is tied will be written on a slip of paper by the Manager and the slips will be placed in a hat. The

January 9, 2020 - UW/01/20

Re: Election for the 2020 Chair and Vice Chair for the UWSS

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Administrative Assistant will draw one slip and the name on that slip will be declared as the new Vice-Chair.

The Chair will ask for a motion confirming the appointment of the successful candidate as Vice-Chair.

Immediately after the election of the Vice-Chair, the meeting will proceed with the rest of the business on the Agenda.

Respectfully submitted,



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

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## JOINT BOARD OF MANAGEMENT

Wednesday, December 18, 2019  
9:00 AM

Unico Community Room

37 Beech Street, Kingsville

### MINUTES

**Members Present:** Mayor MacDonald (Chair); Councillors Dunn, Hammond, Jacobs, Wilkinson - Leamington  
Mayor Nelson Santos (Vice-Chair); Deputy Mayor Queen,  
Councillors DeYong, Neufeld, Patterson - Kingsville  
Councillor VanderDoelen - Essex  
Councillor Walstedt - Lakeshore

**Staff Present:** Andy Graf - Essex  
Andrew Plancke, Shaun Martinho - Kingsville  
Kevin Girard - Lakeshore  
Nelson Carvalho - Leamington

**OCWA Staff Present:** Dale Dillen

**Call to Order:** 9:01 am

**Disclosures of Pecuniary Interest:** none

**Adoption of Board Minutes:**

**No. UW-55-19**

**Moved by:** Councillor Dunn

**Seconded by:** Deputy Mayor Verbeke

That Minutes of the UWSS Joint Board of Management meeting of Wednesday, December 18, 2019 be received.

Carried

**Business Arising Out of the Minutes:**

There was none.

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**Report UW/33/19 dated December 13, 2019 re: Status Update of the UWSS Operations & Maintenance Activities and Capital Works to December 13, 2019**

The Manager reviews his report with board members. He notes that the team is still working on completing a number of projects throughout the system.

He notes that Clarifier #2 and #3 have been removed from service for the winter and have been cleaned and inspected. He reminds members that only two (2) clarifiers need to be in service during the winter months.

He provides an update on the SCADA project. He confirms a slight delay and notes that this project and the CO2 project now need to work in conjunction to bring to completion. Both projects need to integrate together and he feels that the delay should be small, with the project being completed by the end of February.

The Manager explains that some of the new SCADA equipment is up and running. The Leamington Water Tower (LWT) and the Kingsville Water Tower (KWT) valve chamber #16 are in operation. The operators at the Ruthven WTP seem to like the screen. He notes that there will be a break over the Christmas holidays but another FAT test is scheduled for early January. There should be no additional charges for the delays.

The Manager reminds members of the Board of the retention of Associated Engineering (AE) for the historical review of the secondary disinfection. The report has been received and will be discussed under a separate cover.

The flows trends continue to move upward and the UWSS is still receiving greenhouse applications.

**No. UW-56-19**

Moved by: Councillor Patterson

Seconded by: Councillor Walstedt

That report UW/33/19 dated December 13, 2019 re: Status Update of the UWSS Operations & Maintenance Activities and Capital Works to December 13, 2019 is received.

Carried (UW/33/19)

**Report UW/34/19 dated December 12, 2019 re: UWSS Secondary Disinfection Review Report**

The Manager discusses his report. He explains that AE was hired to do an evaluation on the secondary disinfection that is used at the Ruthven WTP. He notes that chloramination had been used since 2004, based on recommendations at the time regarding boil water advisories (BWA).

The Manager continues with a historical background for the members of the Board. He explains that that UWSS has used Free Chlorine several times over the past few years,

called a chlorine burn, in order to clean the system. However, this is not a practice recommended too often as it can create issues with the scaling inside the pipes. Therefore, as of June 4<sup>th</sup>, 2018 the UWSS has been running on free chlorine. The intent was to run free chlorine through a full year to collect water quality data from spring, summer, fall and winter seasons to evaluate free chlorine as compared to chloramination.

The consultants at AE also reviewed all historical data and presented UWSS and Municipal staff members with an evaluation. Their conclusion was that UWSS should return to its original secondary disinfection of free chlorine. The Municipal members reviewed the data and report provided and supported the decision to revert to free chlorine secondary disinfection.

The Manager reviews with members of the Board the process the consultants went through to make their determination, including the data reviewed, the triple bottom line plus risk evaluation, scoring consideration and any possible alternatives. He shows members with the report the consultants provided and explains the process and how the conclusions were reached.

The Manager answers a few questions from members regarding pipe corrosion and what end users can expect. There is a brief discussion on lead sampling and the lead sampling program.

Counillor Walstedt leaves at 9:33.

#### **No. UW-57-19**

Moved by: Deputy Mayor Queen

Seconded by: Councillor DeYong

That the Union Water Supply Joint Board of Management (UWSS Board) receives this report for information;

And further, that the UWSS Board endorses the recommendations of the Technical Memorandum prepared by Associated Engineering on "Union Water Supply System Review of Historical Secondary Disinfection Practices" dated November 2019 Report to implement chlorine secondary disinfection on a permanent basis for the entire UWSS supplied distribution system.

Carried (UW34/19)

#### **Report UW/35/19 dated December 13, 2019 re: 2020 UWSS Operations and Capital Budget**

The Manager reminds members of the Board of his presentation of the draft budget during the November meeting. He notes that only a few changes have been made since that time. He explains the higher than anticipated flows and has revised a few project numbers. He also explains some of the items that were unexpected in 2019, namely the travel expenses, which were incurred as part of the ongoing SCADA project. He notes that UWSS covered expenses for OCWA staff members to attend several meetings in Etobicoke.

The Manager reviews the rate increase with the members and confirms that he is following the rate structure set out in the approved Water Rate Study, presented to the Board in 2018.

**No. UW-58-19**

Moved by: Councillor Wilkinson

Seconded by: Councillor Patterson

That the Union Water Supply System Joint Board of Management (UWSS Board) adopts the Draft 2020 Operational and Capital Budget for the Union Water Supply System;

And further, that the UWSS Board adopts an increase of \$0.0248 per cubic metre for the UWSS Wholesale Rate. The new proposed UWSS Wholesale Rate for 2020 would be \$0.6458 per cubic meter.

And further, that the UWSS General Manager be provided the delegated authority to implement the 2020 UWSS Operations & Maintenance Budget and 2020 Capital Program

Carried (UW35/19)

**Dates for the Union Water Supply System Joint Board of Management for 2020**

The Manager explains that most of the meetings will be held at the Ruthven Water Treatment Plant, unless he feels there will not be enough room to accommodate the number of people attending.

**No. UW-59-19**

Moved by: Deputy Mayor Verbeke

Seconded by: Councillor VanderDoelen

Carried

**Report UW/36/19 dated December 13, 2019 re: Payments from 2019**

**No. UW-60-19**

Moved by: Councillor Jacobs

Seconded by: Councillor Dunn

That report UW/36/19 dated December 13, 2019 re: Payments from November 1 to December 13, 2019 is received.

Carried (UW/36/19)

**New Business:**

The Chair wishes everyone a very Merry Christmas and thanks UWSS and OCWA staff for all of their work over the past year. Councillor Hammond thanks the recording secretary for the treats.

**Adjournment:**

**No. UW-61-19**

Moved by: Councillor Hammond

Seconded by: Councillor DeYong

That the meeting adjourn at 9:50

Carried

**Date of Next Meeting:** Wednesday, January 15, 2020, at the Ruthven WTP.

/kmj

UW/02/20

**To:** Chair and Members of the Union Water Supply System Joint Board of Management

**From:** Rodney Bouchard, UWSS General Manager

**Date:** January 10, 2020

**Re:** Status Update of UWSS Operations & Maintenance Activities and Capital Works to January 10, 2020




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**Aim:**

To inform the UWSS Board about operational and maintenance activities and capital works projects for the Union Water Supply System since the last Board meeting on.

**Discussion:**

The UWSS Manager conducts regular meeting with OCWA Operations staff in regards to on-going operations and maintenance programs for the UWSS facilities. The following provides an update on UWSS operations, regular maintenance and major maintenance and Capital Works at UWSS facilities:

1. Regular Maintenance on all process equipment and analyzers continue to be completed through OCWA's Workplace Maintenance Management System.
2. UWSS retained PW Makar to conduct an inspection of the Kingsville Water Tower. This inspection was completed on January 6<sup>th</sup>, 2020. The main purpose of the inspection is to evaluate the existing condition of the water tower in preparation for the Kingsville Water Tower rehabilitation project to be completed in 2020.
3. The water softener that was part of the ammonia system and the backup coagulant fill lines have been removed to make room for the new Laboratory.
4. Annual filter maintenance has started, this will include new flow meters on filters #5 through #8 and the chemical cleaning of filter #8.
5. SCADA Upgrade Project Update: No on-site activities related to the new SCADA system have occurred since the December 18, 2020 Board meeting. The SCADA contractor has been working on programming for the Factory Acceptance Testing (FAT) for the treatment plant processes. The actual FAT workshop is scheduled for February 5-6, 2020.

Project completion date is scheduled for March 2020.

6. CO2 pH Adjustment/ Chlorine System Improvements Project Update - No on-site project activities occurred during the holiday season.

Re: UW/02/20 - Status Update of UWSS Operations & Maintenance Activities and Capital Works to January 10, 2020

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Commissioning of the CO2 and chlorine systems is scheduled to start January 13, 2020. Substantial completion for this project is now scheduled for January 31, 2020.

The first chart shows comparative flows for 2016 through 2020 in Mega Litres (ML) and the second chart shows Millions of Imperial Gallons (MGD) for the period January 1<sup>st</sup> to January 9<sup>th</sup>, 2020.

	2016	2017	2018	2019	2020
Flow to Date (ML)	210.07	238.74	256.00	251.43	267.83
Max Day (ML)	28.06	29.95	34.95	32.21	33.58
Min Day (ML)	19.49	20.73	23.56	20.13	25.44
Average Day (ML)	23.34	26.53	28.44	27.94	29.76
No of Days	9	9	9	9	9

	2016	2017	2018	2019	2020
Flow to Date (MG)	46.21	52.52	56.31	55.31	58.92
Max Day (MGD)	6.17	6.59	7.69	7.09	7.39
Min Day (MGD)	4.29	4.56	5.18	4.43	5.60
Average Day (MGD)	5.13	5.84	6.26	6.15	6.55
No of Days	9	9	9	9	9

Flows to date are up 16.4 ML (3.61 MIG) or 6.52% from last year. The 2020 flows to date are up 12.03% over the previous 4 year average.

#### Recommendation:

That this report be received by the UWSS Board for information purposes.

Respectfully submitted,



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

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UW/03/20

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

FROM: RODNEY BOUCHARD,  
MANAGER, UNION WATER SUPPLY SYSTEM

DATE: JANUARY 10, 2019

RE: CHIEF DRINKING WATER INSPECTOR REPORT FOR ONTARIO 2018-2019  
and MINISTER'S ANNUAL REPORT ON DRINKING WATER 2019

**AIM:**

To present the Chief Drinking Water Inspector's (CDWI) Report for 2018-2019 and the Minister's Annual Report on Drinking Water 2019.

**BACKGROUND:**

The Chief Drinking Water Inspector is required under Section 7 (2) to issue an Annual Report in respect of the overall performance of Ontario's drinking water system.

The Minister's Annual Report on Drinking Water 2019 includes an overview of Ontario's drinking water systems' performance.

**DISCUSSION:****Chief Drinking Water Inspector's (CDWI) Report**

The CDWI Report gives an overview of Ontario's drinking water regulatory system. The Report shows an increase in the inspector ratings for municipal drinking water systems year over year.

The Report aggregates all of the bacteriological tests across the province to obtain a figure of 99.9% of tests meeting standard. This number is approximately the same as in the last report. The inspection ratings for each municipal drinking water system in Ontario are provided. The UWSS and the four municipal systems it supplies are listed on the [Ministry's website](#) (zip file): UWSS - 100%, Essex - 97.45%, Kingsville - 100%, Lakeshore - 97.25% and Leamington - 100%.

This report also updates the public on Ontario's safety net when it comes to drinking water, such as the source to tap focus, strong laws and regulations, health based standards for drinking water, regular/reliable testing, swift action regarding AWQIs, mandatory licensing, operator certification and training requirements, compliance and public engagement as well as many of the changes in the legislative and regulatory framework. The CDWI noted the progress made in the area of Source Water Protection, namely that all locally developed source protection plans have been received and are currently under review.

A copy of the [CDWI Report for 2017-2018](#) can be found by clicking on the highlighted link or at <https://www.unionwater.ca/>

January 10, 2019 - UW/03/19

Re: Chief Drinking Water Inspector's Report 2018-2019 and the Minister's Annual  
Report on Drinking Water 2019

---

### **The Minister's Annual Report on Drinking Water 2019**

This report provides an overview of Ontario's drinking water systems' performance. This report also includes information regarding climate change and the work being done to protect the Great Lakes. Whether it be protection from algae blooms or combating extreme weather events, action is being taken to manage water resources. As well, the Ministry is working to improve First Nations drinking water supplies and training to support First Nation drinking water system operators.

The Minister's Annual Report 2019 touches on inspection results, compliance and enforcement activities, training and certification and summarizes the work being done to reduce carbon output for Ontario. This report also recognizes that Ontario's water resources are facing increasing pressures, such as climate change, pollution and urban development.

The [Minister's Annual Report 2019](#) can be found by clicking on the highlighted link and has also been posted on the UWSS website.

### **RECOMMENDATION**

That the CDWI's Report 2018-2019 and the Minister's Annual Report 2019 is received.  
Respectfully submitted,



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

Filename: t:\union wtr\reports to board\2020\uw03-20 cdwi report 2018-2019.docx

UW/04/20

**To:** Chair and Members of the Union Water Supply  
System Joint Board of Management

**From:** Rodney Bouchard, Union Water Manager

**Date:** January 10, 2020

**Re:** Payments for the UWSS from December 20<sup>th</sup>, 2019 to January 10, 2020



---

**Aim:**

To provide the Board with a copy of payments made by the Union Water Supply System from December 20<sup>th</sup>, 2019 to January 10, 2020.

**Recommendation:**

For information purposes.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'R. Bouchard', is positioned below the text 'Respectfully submitted,'.

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

/kmj

Filename: t:\union wtr\reports to board\2020\uw04-20 payments from dec 2019 to jan 2020.docx

## Council/Board Report By Dept-(Computer)



AP5130

Page : 24

Date : Dec 20, 2019

Page 17 of 18

Vendor : 0011450 To PT00000186

Batch : All

Department : All

Cheque Print Date : 18-Dec-2019 To 20-Dec-2019

Bank : 07 To 08

Class : All

Vendor Invoice	Vendor Name Description					Batch Invc Date	Inv Due Date	
G.L. Account	CC1	CC2	CC3	GL Account Name				Amount
DEPARTMENT	0700	Union Water System						
010103	ASSOCIATED ENGINEERING (ONT) LTD							
526802	SCADA PROCESS NARRATIVE - DEC6					709 13-Dec-2019	19-Dec-2019	
70-7-0700-8780	SCADA System							7,928.09
526803	CO2 PH ADJUSTMENT SYSTEM - DEC6					709 13-Dec-2019	19-Dec-2019	
70-7-0700-8745	700200	Treatment Plant						16,892.96
526804	RESERVOIR REVIEW (CO2 PH SYSTEM)					709 13-Dec-2019	19-Dec-2019	
70-7-0700-8745	700200	Treatment Plant						595.91
020120	BELL MOBILITY CELLULAR							
514877178-DE	MONTHLY CELL PHONE CHARGES					704 01-Dec-2019	19-Dec-2019	
70-5-0700-7110	002070	002083	Telecommunications Usage					21.53
030004	C3 WATER INC							
201911-410	STUFY ON CA BENEFICIAL USE					709 30-Nov-2019	19-Dec-2019	
70-5-0700-7950	002070	Professional Services					1,527.03	
180325	RICOH CANADA INC							
SCO92622991	COPIER CONTRACT - OCT18-NOV30					709 29-Nov-2019	19-Dec-2019	
70-5-0700-7010	002070	Office Supplies					102.26	
190751	SUMMA ENGINEERING LIMITED							
PC#2 114857	PMT#2 SUMMA - INSTALLATION					709 30-Nov-2019	19-Dec-2019	
70-7-0700-8780	SCADA System							91,565.92
70-7-0700-8780	SCADA System							10,173.99
Department Totals :								128,807.69



Vendor : 0011450 To PT00000186

Batch : All

Department : All

EFT Paid Date : 18-Dec-2019 To 20-Dec-2019

Bank : 07 To 08

Class : All

Vendor Code	Vendor Name				Batch	Inv Date	Inv Due Date	Amount
Invoice No.	Description							
G.L. Account	CC1	CC2	CC3	GL Account Name				
<b>DEPARTMENT 0700 Union Water System</b>								
<b>050099 ENBRIDGE GAS INC</b>								
1929770177678	985.211	M3 GAS - COTTAM BOOSTER STATION			712	10-Dec-2019	19-Dec-2019	
70-5-0700-7410	002073	Gas						309.81
<b>080250 HYDRO ONE NETWORKS INC</b>								
200208899066-I	DEC/19	HYDRO - METER#16			712	12-Dec-2019	19-Dec-2019	
70-5-0700-7420	002073	Electricity						-48.81
70-5-0700-7420	002073	Electricity						173.44
<b>130120 MAPLE REINDERS CONSTRUCTORS LTD</b>								
PC#7 24897	PMT#7	CO2 INJ/CL2 GAS			712	31-Oct-2019	19-Dec-2019	
70-7-0700-8745	700200	Treatment Plant						524,896.40
70-7-0700-8745	700200	Treatment Plant						58,321.82
<b>Department Totals :</b>								<b>583,652.66</b>



## New Year — New OPP Efficiency

Greetings from OPP Municipal Policing Bureau! May 2020 bring us more opportunities to strengthen the relationship with your municipality and make our communities safer!



We all know, in an emergency every second counts! Accidental and non-urgent calls to 9-1-1 like pocket dials tie up emergency lines, communicators and officers and can result in the slower response to a real emergency, risking the safety of people

who may need urgent help.

The OPP recently updated its 9-1-1 call handling work flow and policies to allow its emergency communicators more discretion to divert certain 9-1-1 calls and ensure more frontline OPP members are available for actual emergencies.

OPP communicators are well trained to recognize indicators of an emergency that warrant officers being dispatched.

Changing our 9-1-1 response process aligns with those of other major and medium police services while exceeding North America industry standards. The changes further help optimize our resources and support the pending implementation of 'next generation' 9-1-1 infrastructure, including the future handling of calls for service via social media.

There may be some reduction in the billable calls for service costs in the Annual Billing Statements for OPP-policed municipalities as frontline officers are dispatched to fewer calls. Any reduction to the overall billing is expected to be negligible as officers are still on duty working in communities and available 24/7 to respond to calls for service

If municipal leaders require further information, please contact your local Detachment Commander or visit the OPP booth (#414) at the annual Rural Ontario Municipalities Association (ROMA) Conference.

### NEED MORE INFO / HAVE QUESTIONS?

Visit [www.opp.ca/municipalpolicing](http://www.opp.ca/municipalpolicing) / [www.opp.ca/billingmodel](http://www.opp.ca/billingmodel)

Contact us [OPP.MunicipalPolicing@opp.ca](mailto:OPP.MunicipalPolicing@opp.ca) or (705) 329 6200

# THE CORPORATION OF THE TOWN OF DEEP RIVER

P.O. BOX 400 • 100 DEEP RIVER ROAD • DEEP RIVER, ONTARIO K0J 1P0

Tel: (613) 584-2000 • www.deepriver.ca • Fax: (613) 584-3237



January 8, 2020

Hon. Doug Ford, Premier of Ontario  
Queen's Park Legislative Building  
1 Queen's Park, Room 281  
Toronto Ontario  
M7A 1A1

**Subject: Premiers to Develop Nuclear Reactor Technology**

Dear Honourable Doug Ford,

Please be advised that at the Regular Meeting of Council held October 9<sup>th</sup>, 2019, Council for the Corporation of the Town of Deep River passed the following resolution:

**BE IT RESOLVED THAT** the CBC News report entitled "**Group of premiers band together to develop nuclear reactor technology**", be received, and

**WHEREAS** the Premiers of Ontario, Saskatchewan and New Brunswick have announced their intention to work together on the development of small modular reactors to help their provinces reduce carbon emissions and address the challenges of climate change;

**WHEREAS** Canada has demonstrated excellence and leadership in the nuclear industry on the world stage for more than 70 years;

**WHEREAS** the Canadian nuclear industry is one of the safest and most well-regulated energy sectors in the world under the oversight of the Canadian Nuclear Safety Commission;

**WHEREAS** the citizens of Ontario have enjoyed the benefits of safe, clean, low-carbon energy produced by Ontario's nuclear industry for over 50 years;

**WHEREAS** small modular reactors have the potential to provide municipalities, especially rural and northern municipalities, with an innovative technology that provides a safe, low-carbon alternative to meet energy demands; therefore,

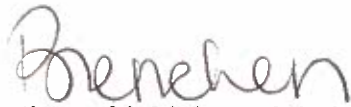
**BE IT RESOLVED** the Town of Deep River write to the Premiers of Ontario, Saskatchewan and New Brunswick to express support for their decision to work together on the development of small modular reactor technology as a safe, low-carbon energy option;

**THAT** the Town of Deep River write to the Prime Minister of Canada, Minister of Natural Resources, and the remaining provincial premiers asking that they support investment in the research and development of small modular reactor technology as an innovative, safe, low-carbon energy option; and

**THAT** this resolution be circulated to all upper and lower-tier municipalities in Ontario, and the Federation of Canadian Municipalities, for their consideration.

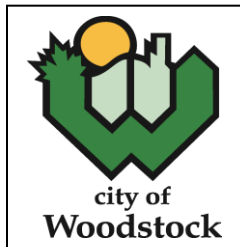
**CARRIED**

Thank you and please contact the writer should you have any additional questions.  
Kindest regards,



Bethany McMahon, Administrative Assistant  
Town of Deep River

cc: Hon. Scott Moe, Premier of Saskatchewan  
Hon. Blaine Higgs, Premier of New Brunswick  
Hon. Stephen McNeil, Premier of Nova Scotia  
Hon. Brian Pallister, Premier of Manitoba  
Hon. John Horgan, British Columbia  
Hon. Dennis King, Premier of Prince Edward Island  
Hon. Jason Kenney, Premier of Alberta  
Hon. Dwight Ball, Premier of Newfoundland and Labrador  
Hon. Francois, Premier of Quebec  
Hon. Caroline Cochrane, Premier of Northwest Territories  
Hon. Sandy Silver, Premier of Yukon  
Hon. Joe Savikataaq, Premier of Nunavut  
Hon. Justin Trudeau, Premier of Canada  
Hon. Seamus O'Regan of Natural Resources  
Association of Municipalities of Ontario (AMO)  
Federation of Northern Ontario Municipalities (FONOM)  
All Upper and Lower Tier- Municipalities



Office of the City Clerk  
Woodstock City Hall  
P.O. Box 1539  
500 Dundas Street  
Woodstock, ON N4S 0A7  
Telephone (519) 539-1291

December 18, 2019

The Honourable Jeff Yurek,  
Minister of Environment, Conservation and Parks  
College Park 5th Flr, 777 Bay St,  
Toronto, ON M7A 2J3

**Re: Ban of Single-Use Plastic Handled Shopping Bags**

Please be advised that the Council of the Corporation of the City of Woodstock passed the following resolution at its regular Council meeting held on December 12, 2019:

“That Woodstock City Council continue to support the single-use plastic handled shopping bag ban in principle but defer a decision regarding implementation until the Provincial and/or Federal governments have announced their decision and plans for a ban;

And further that Woodstock City Council supports a harmonized ban of single-use plastic shopping bags across the Province of Ontario;

And further that staff be directed to participate in the consultations with the Minister of Environment, Conservation and Parks with respect to the new producer responsibility model for the Blue Box Program, including discussing solutions with respect to single-use plastic shopping bags;

And further that Council pre-approve \$5,000 in the 2020 revenue fund budget in order for the Woodstock Environment Advisory Committee to undertake a public education campaign to educate and encourage Woodstock residents to reduce the use and consumption of single-use plastic shopping bags;

And further that this resolution be circulated to the Minister of Environment, Conservation and Parks and all Ontario municipalities.”

Yours Truly,

Amelia Humphries, B. Math, M.P.A.  
City Clerk

c: All Ontario municipalities

**From:** Hall, Robin

**Sent:** Wednesday, January 8, 2020 12:50 PM

**To:** Auger, Robert <[rauger@essex.ca](mailto:rauger@essex.ca)>; Brown, Shelley <[sbrown@essex.ca](mailto:sbrown@essex.ca)>; Sweet, Doug <[dsweet@essex.ca](mailto:dsweet@essex.ca)>; Aloisio, Janice <[jaloisio@essex.ca](mailto:jaloisio@essex.ca)>

**Subject:** Resignation from the Essex Accessibility Committee

Please be advised that Earl Brownell attended the municipal office this afternoon and advised that he will unfortunately have to resign from the Essex Accessibility Committee, effective today January 8, 2020.

He said that he has enjoyed his time on the Committee, but due to family matters he will not be able to continue on the Committee.

### **Robin Hall – Administrative Assistant**

Town of Essex | 33 Talbot Street South, Essex, ON N8M 1A8

Phone: 519-776-7336 ext 1101 | Fax: 519-776-8811

**essex.ca**



## Town of Essex

### Finance Committee Meeting Minutes

Monday, October 7, 2019 at 4:45 PM

County of Essex Civic Centre, Committee Room C,

360 Fairview Avenue West, Essex, Ontario, N8M 1Y3

#### 1. Roll Call

##### **Present:**

Richard Meloche, Deputy-Mayor (Chair)

Morley Bowman, Councillor, Ward 1 (Vice-Chair)

Chris Vander Doelen, Councillor, Ward 3

Larry Snively, Mayor

##### **Also Present:**

Jeffrey R. Morrison, Director, Corporate Services

Amy Fournier, Committee Secretary

##### **Absent:**

#### 2. Declarations of Conflict Of Interest:

None

#### 3. Adoption of Published Agenda

Monday, October 7, 2019 Finance Committee Meeting Agenda.

Moved by: Councillor Vander Doelen

Seconded by: Mayor Snively

**(FC-2019-10-01)** That the published agenda for the Monday, October 7, 2019 Finance Committee Meeting be adopted as presented. **"Carried"**

#### 4. Adoption of Minutes

Moved by: Mayor Snively

Seconded by: Councillor Vander Doelen

**(FC-2019-10-02)** That the minutes of the Finance Committee Meeting held on Monday, June 3, 2019 be adopted as presented. **"Carried"**

## 5. Public Presentations

None

## 6. Unfinished Business

None

## 7. Reports

None

## 8. Correspondence

### a) Drain Debenture – Request for Extension of Amortization Period

A request for an extension of the amortization period from 5 years to 10 years was received from Roll 640 000 26301 0000. The terms set-out in by-law 1824 were discussed as follows:

“and such debentures shall be made payable: a) in the case of assessments in the value of between \$500.00 and \$9,999.99 within (5) five years from the date of the debenture and shall bear interest at a rate not higher than the lending rates published by Infrastructure Ontario for municipalities; or b) in the case of assessments in value of \$10,000.00 and greater, within (10) ten years from the date of the debenture and shall bear interest at a rate not higher than the lending rates published by Infrastructure Ontario for municipalities.”

Moved by: Mayor Snively

Seconded by: Councillor Vander Doelen

**(FC-2019-10-03)** That an extension to the amortization period for 10 Years under By-law 1824 be approved as presented. This approval will be applied to any resident who request's the 10 year debenture term under By-law 1824 only. **“Carried”**

## 9. New Business

Jeffrey R. Morrison brought forth a discussion about Community Partnership Fund Requests and how to handle such requests when the fund has been fully allocated.

A direction to email all councillors first with Community Partnership Funds request to see if they have interest in using their individual discretionary funds. If no response, the requests will then be brought forward to the Finance Committee.

## 10. Adjournment

Moved by: Councillor Bowman

Seconded by: Councillor Vander Doelen

**(FC-2019-10-04)** That the meeting was adjourned at 4:57pm. **“Carried”**

**11. Future Meetings:**

To be determined

# **Essex Accessibility Advisory Committee**

## **Meeting Minutes**

A meeting of the Essex Accessibility Advisory Committee (EAAC) was held on Thursday, December 5, 2019 in the large meeting room of the Essex Municipal Office, 33 Talbot Street South, Essex, Ontario.

Chair, Richard Kokovai called the meeting to order at 9:30 AM.

### **1. Roll Call**

#### **Present:**

Richard Kokovai, Chair  
Lisa Wallace, Vice Chair  
Earl Brownell  
Geraldine Dozois  
Ron McDermott  
Councillor, Sherry Bondy

**Also Present:** Doug Sweet, Director, Community Services  
Jeffrey Morrison, Director, Corporate Services  
Janice Aloisio, Committee Secretary

**Regrets:** Claudette Gauthier  
Julia Welch

### **2. Declarations of Conflict of Interest**

- There were no declarations of conflicts of Interest.

### **3. Delegations:** Alex Denonville and Kevin Houf

- a. Kevin Houf, GIS and Mapping Services for the Town of Essex

- Kevin Houf attended the meeting to inform the Committee Members of various aspects of his job that are beneficial to the committee and public as a whole;
- Kevin advised that he creates various maps that provide information to town staff and general public; for example, Kevin has mapped locations of all accessible parking spaces pursuant to the By-Law 223 and 224;
- Both By-Law's are currently in need of an update by the Clerk and Public Works departments and once updated, Kevin will identify the locations on maps according to each ward;
- Kevin will forward the committee secretary the current maps available for circulation to the committee members;
- Doug advised that he will follow up with the senior management of both departments to see if he can get an estimated time-line when the two by-laws will be updated and bring the information forward to the committee at the next meeting.

b. Alex Denonville, Manager Communications

- Alex Denonville introduced himself and advised that in his role of Manager Communications, he oversees and is in charge of all Marketing and advertising for the Town of Essex;
- A large component of his job is the updating and re-creation of the town's website which has been enhanced with more accessible features including colour contrast, font styles and size, and in accordance with the AODA, the website will be fully compliant with the Web Content Accessibility Guidelines (WCAG) 2.0 level AA prior to the 2021 deadline;
- Alex was asked if he could look into 'closed captioning' of the live council meetings and advised that currently, YouTube does have in place a closed captioning tool that is accessible to the public however, he will look into the live closed captioning feasibility and report back to the Director to pass on to the committee.

- Both Kevin and Alex fielded other questions of the committee and were thanked by the Chair and left the meeting.

#### **4. Adoption of Published Agenda**

- c. Regular Essex Accessibility Advisory Committee Agenda for December 5, 2019

Moved by: Ron McDermott

Seconded by: Earl Brownell

**(EAAC19-12-037)** That the published agenda for the Thursday, December 5, 2019, regular meeting of the Essex Accessibility Advisory Committee be adopted as circulated. **“Carried”**

#### **5. Adoption of Minutes from November 7, 2019**

- a. Regular Essex Accessibility Advisory Committee Minutes for November 7, 2019

Moved by: Lisa Wallace

Seconded by: Earl Brownell

**(EAAC19-12-038)** That the minutes of the regular Essex Accessibility Advisory Committee meeting held November 7, 2019, be adopted as circulated. **“Carried”**

#### **6. Old Business**

##### **a) Update on Co-An Picnic Tables**

- Doug advised that the joint partnership purchase of accessible picnic tables will be purchased in the new year with an arrive and installation date of April 2020 and the announcement of a ribbon cutting ceremony announced shortly thereafter.

## **b) Update re: November Delegate Regarding Sidewalks in Essex Centre**

- Doug advised that the list of sidewalks and street intersections as presented by the November delegates, Ed Burling and Kevin Schaafsma has been passed on to the Public Works Department for review and follow-up;
- Doug further advised that Public Works does a legislated annual sidewalk review and inspection of high areas and that if any committee members sees or knows of any sidewalk or sidewalk access deficiency, please feel free to submit the information;
- Town is looking at implementing a user friendly electronic reporting of 'issues' system and will be rolling this new plan out in the coming year.

## **7. New Business**

### **a) Update on Presentation to Town Council – Chair/Vice-Chair**

- The Chair and Vice-Chair attended the December 2 regular meeting of council and presented the revised Multi-Year Accessibility Plan and advised that Council received the presentation and the Plan was adopted as presented;
- Councilor Bondy asked if we could review the items listed under Schedule A of the plan to access their status;
- Doug advised that a status report of the items listed under Schedule A will be brought forward at the next meeting.
- It was noted that the County Wide Active Transportation committee was having an open house on December 10, at the Civic Centre between 3 and 8 pm. The Chair offered to attend on behalf of the committee and would prepare a recommendation to put forward requesting the Committee's recommendation for the installation of sidewalks along Maidstone in the McDonald/Tim Horton's section to better accommodate accessibility to those businesses;

- It was further noted that Maidstone is technically a 'county road', however, it is on the radar of applicable town management (i.e. planning department).

**b) Mandatory Compliance Report**

- Doug advised that there is an Accessibility Compliance Report due to the Ministry of Seniors and Accessibility and will submit the same on behalf of the committee and provide a copy to the committee at the next meeting;
- The Compliance report will also be posted on our website as required by the AODA.

**c) Community Awareness Project Partnership with Essex District High School and Kingsville District High School – Richard Kokovai**

- Richard advised the committee that he would like to see a partnership formed wherein students from both area high schools would have 2-3 students perform various day to day tasks under 'accessibility challenged circumstances' (for example a blindfolded student getting around the downtown area to visit a couple of stores or have a student using a walker or in a wheelchair do the same activity);
- Committee to set up criteria for inside and outside the school system to engage student participation in a spring and fall session;
- Could solicit support of BIA and Chamber;
- Good public awareness initiative;
- Written report of findings could be prepared and presented to Council;
- Doug offered to approach the two Youth Councillors and present the concept and solicit their input and see if they would support and participate in the initiative in 2020.

#### **d) Closed Captioning of Council Meetings**

- Committee member inquired of the Town's capabilities of having live closed-captioning of the regular town council meetings for those with hearing impairment and challenges.

Moved by: Lisa Wallace

Seconded by: Earl Brownell

**(EAAC19-12-039)** Recommended to Council to support the Town investigating, purchasing, installing, and utilizing software to enable real time transcription or closed captioning of the regular council meetings to better accommodate those in attendance with hearing impairment or challenges. **"Carried"**

#### **8. Correspondence**

- a. Re: 337 Maidstone Avenue East (Ward 1, Essex Centre) 627015 Ontario Limited

That notation be made that the Amended Site Plan Control Application submitted by 627015 Ontario Limited for property located at 337 Maidstone Avenue East, Essex Centre to provide access to site driveway next west of Ives Insurance office for the one story shop housing an office and three service bays and providing onsite parking as previously described was received for comments on November 22, 2019 and circulated to the committee members for comment to the Policy Planner on or before December 9, 2019;

Moved by: Lisa Wallace

Seconded by: Earl Brownell

**(EAAC19-12-40)** That the committee received the above noted correspondence and dealt with it as set out above. **"Carried"**

#### **9. Next Meeting Date**

- Next meeting will be on Thursday, January 23 at 9:30 AM in the large committee room of the Essex Municipal Office.

## 10. Adjournment

Moved by: Sherry Bondy

Seconded by: Geraldine Dozois

**(EAAC19-12-041)** That this meeting adjourns at 10:55 am. **“Carried”**

---

Richard Kokovai, Chair

---

Janice Aloisio, Secretary

## **Arts, Culture and Tourism Committee Meeting**

The Arts Culture and Tourism (ACT) Committee meets in session this 11th day of December, 2019, in the Large Meeting Room of the Essex Municipal Town Hall, 33 Talbot Street South, Essex, Ontario.

The Chair, Anthony Paniccia called the meeting to order at 5:30 PM and welcomed all committee members.

### **1. Roll Call**

Present: Anthony Paniccia, Chair

Patti Oshar, Vice Chair

Diane Quinn-Ouellette

Councillor Steve Bjorkman

Also Present: Cynthia Cakebread, Manager, Recreation and Culture

Janice Aloisio, Administrative Assistant, Community Services

Regrets: Tracy Armstrong

### **2. Declarations of Conflict of Interest**

- None stated

### **3. Delegation – Alex Denonville, Manager, Strategic Communications**

- Alex introduced himself to the committee and provided an overview of the various media support he is capable to offer the committee for the various events they will be hosting and provided each member with a copy of a 'typical Communications Plan' that he uses during each events promotional period;
- The Committee was given the opportunity to ask any questions of Alex;

- The Chair thanked Alex for his attendance and he exited from the meeting.

#### **4. Adoption of Published Agenda**

- That the December 11, 2019 Agenda be received as circulated with the addition of a discussion of a new fall/winter initiative that Diane would like to speak to under new business.

Moved by: Steve Bjorkman

Seconded by: Diane Quinn-Ouellette

**(ACT19-12-023)** That the agenda of the Wednesday, December 11, 2019, Arts, Culture and Tourism Committee meeting be adopted as presented with the addition of discussion of a new initiative to host in the fall/winter of 2020 under 'New Business'. **"Carried"**

#### **5. Adoption of Minutes**

- Minutes of November 13, 2019

Moved by: Patti Osher

Seconded by: Steve Bjorkman

**(ACT19-12-024)** That the minutes of the Wednesday, November 13, 2019, Arts, Culture and Tourism Committee meeting be adopted as circulated. **"Carried"**

#### **6. Unfinished Business**

##### **a) Downtown Essex Tea Party Update and Discussion**

- Patti Osher circulated an updated critical path of the Downtown Essex Tea Party event to the committee for comments and discussion;
- Items of action:
  - i. Patti to update and email the Secretary the letter of request to Tim Horton's for a donation to the event which needs to be faxed on Thursday as they require a six week window prior to the event to review and respond;

- ii. Steve will make arrangements to have a variety of 'local officials' to serve tea and hot chocolate at the event;
  - iii. Patti and Diane to meet at the venue in January and create a floor plan for set-up;
  - iv. Cynthia to contact Community Services staff and arrange for delivery of round tables to the venue for the event;
  - v. Cynthia will have Trevor start creating design for media publications and promotion of the event to be sent to Alex;
  - vi. Cynthia will have passes created for free family swims and free family skates for door prizes to give out at the event;
  - vii. Cynthia to arrange for a staff member or Alex to take pictures during the event;
  - viii. Cynthia to provide electric kettles supplied by the town, approx. 4-5;
  - ix. Secretary to ask Claudio Aloisio if he can provide musical entertainment for the 2 hour event at the rate of \$250 plus applicable taxes;
  - x. All committee members to make a best effort to get serving trays (8), additional tea cups and saucers (approx. 30 more required); china tea pots (9)
- Patti will update the 'critical path' based on the recommendations made at the meeting and circulate to the membership.

**b) Draft Feather Banner Design and pricing for Tune up the Parks Music Series**

- Cynthia advised she hasn't had time to have any design mock ups done therefore they will be made available at a future meeting and that since a mock up is not complete, she is not able to get them bought to have them processed in through the 2019 funding which does not roll over and therefore will have to be processed in the new year.

**7. New Business**

**a) Discussion re: Chair/Vice Chair Election and Yearly Meeting Schedule at the January Meeting – Cynthia**

- Cynthia advised that she received a reminder from the Deputy-Clerks office that elections for the Chair and Vice-Chair are to be completed at the first meeting of the year as well as the establishment of the regular meeting schedule.

**b) New Initiative for Winter of 2020**

- Diane presented a brief description of a potential event that she would like to spearhead with the event occurring in the fall/winter of 2020;
- Committee was in support of the concept and Diane can proceed to put together a critical path of how she would like to see the event unfold and present the same at a future meeting in the new year.

**8. Next Scheduled Meeting**

- Next scheduled meeting is set for Wednesday, January 8, 2020 at 5:30 PM in the large community room at the Essex Municipal Office.

**9. Adjournment**

Moved by: Steve Bjorkman

Seconded by: Patti Osher

**(ACT19-12-025)** That this meeting adjourns at 6:52 PM. **“Carried”**

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Anthony Paniccia, Chair

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Janice Aloisio, Recording Secretary

**The Corporation of the Town of Essex**  
**Minutes of Regular Committee of Adjustment Meeting**  
**Tuesday November 19, 2019**

A regular meeting of the Town of Essex Committee of Adjustment was held on Tuesday, November 19, 2019 at 4:00 PM in the Council Chambers at the Municipal Building at 33 Talbot Street South, Essex, Ontario.

**1. Roll Call**

Members Present: Percy Dufour, Chair  
Brian Gray, Vice Chair  
Phil Pocock  
Ray Beneteau  
Dan Boudreau

Also Present: Rita Jabbour, R.P.P  
Manager, Planning Services  
Secretary-Treasurer  
Sarah Aubin, Planning Assistant

Members of Public in Attendance: See sign-in sheet attached hereto

**2. Declaration of Conflict of Interest**

None

**3. Adoption of Published Agenda**

**3.1** The Published Agenda for November 19, 2019 meeting of the Committee of Adjustment be adopted.

Moved by Ray Beneteau

Seconded by Dan Boudreau

**(COA-2019-11-93)** That the published agenda for the November 19, 2019 meeting of the Committee of Adjustment be adopted as circulated.

"Carried"

**4. Adoption of Minutes**

**4.1** The Regular Minutes from the Committee of Adjustment Meeting of October 15, 2019 be adopted.

Moved by Brian Gray

Seconded by Phil Pocock

**(COA-2019-11-94)** The Regular Minutes from the Committee of Adjustment Meeting of October 15, 2019 be adopted.

"Carried"

## 5. Reports / Applications

### 5.1 Rita Jabbour, Planner RE:

#### **Application B-29-19 1277083 Ontario Ltd. (Agent: Katie Dunn), 135 Crystal Beach Road (Colchester South, Ward 3)**

A consent application has been received by the Town of Essex Committee of Adjustment for the subject lands located at 135 Crystal Beach Road in the former township of Colchester South. The applicants are proposing to sever two  $\pm 526$  square metre ( $\pm 5664$  square foot) parcels from the existing  $\pm 1578$  square metre ( $\pm 16992$  square foot) residential lot. The retained parcel is proposed to have an area of  $\pm 526$  square metres ( $\pm 5664$  square feet). The applicant is proposing these consents for the purpose of residential lot creation.

#### **5.1.1 Public Presentations (if any)**

##### **5.1.1.1 Ken Chapman, 139 Crystal Beach Rd**

##### **5.1.1.2 Travis Miller, 131 Crystal Beach Rd**

##### **5.1.1.3 John Kay, 155 Crystal Beach Rd**

##### **5.1.1.4 Laura Hasulo, 145 Crystal Beach Rd**

#### **Rita Jabbour, Planner, wrote:**

Official Plan Designation: "Lakeshore Residential"

Zoning: Residential District 1.1 (R1.1) –Low density Housing on Urban Lots

An application for consent has been submitted for the residential lands located at 135 Crystal Beach Road in the former township of Colchester South. The subject property is designated "Lakeshore Residential" under the Town of Essex Official Plan and zoned Residential District 1.1 (R1.1) for low density housing on urban lots under Town of Essex Zoning Bylaw, Bylaw 1037.

The applicants are proposing to sever two (2)  $\pm 526$  square metre ( $\pm 5664$  square foot) parcels from the existing  $\pm 1578$  square metre ( $\pm 16992$  square foot) residential lot. The applicants are proposing this consent for the purposes of creating two (2) new residential parcels. The R1.1 zoning district permits the development of a single detached dwelling as a main use, and any use accessory to the main use.

*A single detached dwelling* is defined as one (1) dwelling, other than a mobile home, having one (1) dwelling unit. An *accessory use* is defined as a use which is customarily incidental, subordinate and exclusively devoted to the main use and is carried on with such main use on the same lot. An example of an accessory use is a detached garage.

In accordance with section 6.4 of the Town of Essex Official Plan, the Committee of Adjustment should have regard to:

- a) its consistency with Provincial legislation, policies and guidelines;

b) the requirements and policies of this Plan and the comments of other public authorities and agencies. The Official Plan permits new residential development on full municipal services and a single detached dwelling in the Lakeshore Residential designation. Comments were received from the Essex Region Conservation Authority (ERCA). They had no objections to the consent application. No comments were received from circulated internal agencies as of Wednesday November 13, 2019;

c) the continuation of an orderly development pattern; and,

d) the adequate provision of potable water supply, sanitary sewage treatment and disposal and stormwater management in accordance with this Plan and to the satisfaction of the Town and the statutory approval authority having jurisdiction. The lot is serviced by the Crystal Beach Drain and has access to a municipally owned and operated piped water, sanitary and storm sewer.

Consents should only be granted:

a) when there are four or fewer lots proposed and only in areas where the premature extension of any major municipal service would not be required. The application is for the creation of only two lots;

b) when the land fronts on an existing public road which is of a reasonable standard of construction acceptable to the Town and/ or the Ministry of Transportation or the County of Essex. Access to the severed and retained lot is by way of Crystal Beach Road which is a public road that is owned and assumed by the Town of Essex;

d) for infilling in existing built-up areas. Residential development exists on the west and east side of Crystal Beach Road.

The minimum lot width and lot area required to accommodate a single detached dwelling on a lot that is serviced by a sanitary sewer under the R1.1 zoning district is 15 metres (50 feet) and 460 square metres (5000 square feet), respectively. The severed parcels are proposed to have a lot width of 18 metres and a lot area of +526 square metres. Thus, the proposed severances will meet and exceed the minimum lot area and lot width regulations under the R1.1 zoning district for a single detached dwelling.

The retained parcel is proposed to have a lot width and area of 18 metres (60 feet) and ±526 square metres (±5664 square feet), respectively. The retained parcel will continue to be occupied by an existing single detached dwelling, two accessory sheds and accompanying infrastructure and will continue to be used for residential purposes.

As a result of the giving of public notice, no written correspondences have been received from members of the public as of Wednesday November 13, 2019. One phone call was received from a member of the public on the application who did not wish to speak with the Secretary-Treasurer.

**Actions:**

1. Should the Committee choose to approve this application, approval should be subject to satisfying the following conditions:

- a) That at the time the conveyance is prepared for certification, three hard copies and one digital copy in a format compatible with AutoCAD 2000 of a reference plan prepared by an Ontario Land Surveyor, which has been numbered, dated, signed and registered, must be submitted to the Town;
- b) That the appropriate documents for the conveyance be prepared in triplicate (three copies) and suitable for registration. All copies shall have original signatures and one copy will remain as a record with the Town;
- c) That at the time the conveyance is presented for certification, a tax certificate from the Treasurer of the Town or evidence showing all taxes for the current year have been paid in full to the date of consent approval, as well as any and all arrears owing on the total parcel, shall be submitted to the Town;
- d) That an apportionment of assessment pursuant to Section 65 of The Drainage Act, R.S.O. 1990, and amendments thereto, be provided to the satisfaction of the Drainage Superintendent for the Town of Essex, if deemed necessary by the Town;
- e) That the applicant pay the applicable parkland dedication fee in the amount of \$1250.00 in accordance with Town of Essex Policy No. 899-11-324 to be charged against the lot created by consent and that the payment be made prior to the stamping of the deeds and/or issuance of the certificate;
- f) That all of the above conditions be fulfilled on or before November 19, 2020.

**Additional comments resulting from circulation.**

**Corinne Chiasson, Resource Planner, Essex Region Conservation Authority (ERCA), wrote:**

**DELEGATED RESPONSIBILITY TO REPRESENT THE PROVINCIAL INTEREST IN NATURAL HAZARDS (PPS, 2014) AND REGULATORY RESPONSIBILITIES OF THE CONSERVATION AUTHORITIES ACT**

The following comments reflect our role as representing the provincial interest in natural hazards as outlined by Section 3.1 of the Provincial Policy Statement of the Planning Act as well as our regulatory role as defined by Section 28 of the Conservation Authorities Act.

We have reviewed our floodline mapping for this area and it has been determined this site is not located within a regulated area that is under the jurisdiction of the ERCA (Section 28 of the Conservation Authorities Act). As a result, a permit is not required from ERCA for issues related to Section 28 of the Conservation Authorities Act, Development, Interference with Wetlands and Alteration to Shorelines and Watercourses Regulation under the Conservations Authorities Act, (Ontario Regulation No. 158/06).

## **WATERSHED BASED RESOURCE MANAGEMENT AGENCY**

The following comments are provided in an advisory capacity as a public commenting body on matters related to watershed management.

Our office has reviewed the proposal and has no concerns relating to stormwater management

## **PLANNING ADVISORY SERVICE TO MUNICIPALITIES - NATURAL HERITAGE POLICIES OF THE PPS, 2014**

The following comments are provided from our perspective as a service provider to the Municipality on matters related to natural heritage and natural heritage systems as outlined in Section 2.1 of the

PPS. The comments in this section do not necessarily represent the provincial position and are advisory in nature for the consideration of the Municipality as the planning authority.

The subject property is not within or adjacent to any natural heritage feature that may meet the criteria for significance as defined by the Provincial Policy Statement (PPS). Based on our review, we have no objection to the application with respect to natural heritage policies.

## **FINAL RECOMMENDATION**

We have no objections to this application for Consent

### **Discussions:**

Rita Jabbour, Planner, explains the nature of the application

Ray Beneteau, questions administration on why the application was not given two separate application numbers. He advises that the application should be divided so the members can make a better decision on the application before them.

Rita advises that he is correct and that the application should have been divided.

Ray advises that he attended the subject property and took note that the property to the south, 131 Crystal Beach Road, has a garage that is seems to be encroaching on the subject property.

Rita advises that the matter of encroachment is a legal matter and the residents should discuss the encroachment concerns themselves.

Katie Dunn, Applicants Agent, advises that the subject property has a registered plan that would allow for four 40 foot lots to be deeded immediately. She states that they are seeking larger lots and conformity to the current zoning by-law thus the request for the severance. She advises that a survey will be completed which will better determine the encroachment if any of 131 Crystal Beach Rd onto the subject property.

Ken Chapman, 139 Crystal Beach, states that he has been a resident in the area for 30+ years. He states that he is opposed to the proposed severance for multiple reasons. One reason is drainage is a concern in the area.

He advises that flooding starts at 127 Crystal Beach Rd to Lake Erie during rainfalls. He has concerns that the proposed additional residential dwellings will require greater capacity and the flooding will become severe in the area.

He states that he approached the neighbours in the area and would like to submit a petition to oppose the application before the Committee members.

Moved by: Ray Beneteau

Seconded by: Dan Boudreau

**(COA-2019-11-95)** That the petition of opposition to the proposed severance at 135 Crystal Beach be received.

“Carried”

Rita Jabbour advises that Drainage and the Environmental services department was circulated and no comments were received with regards to any concerns with capacity in the area.

Laura Hasulo, 145 Crystal Beach Rd, advises that the Drainage superintendent for the Town of Essex has been in attendance in the area and an engineer has been hired to configure a plan to stop the flooding.

Percy states that the drainage concern in the area and the encroachment concern should be addressed prior to the approval of the application before them.

Moved by Phil Pocock

Seconded by Brian Gray

**(COA-2019-11-96)** That Application B-29-19 be approved as presented.

“Defeated”

Phil Pocock questions if the applicant and property owner to the south, 131 Crystal Beach, could come to an agreement on purchasing 5 feet of the subject property.

Travis Miller, 131 Crystal Beach, states that the garage has been erected for 50+ years and that he should not have to purchase land from the subject property or demolish his garage due to an application to sever the subject property.

Rita advises that the possible encroachment is a legal matter between the applicants and the owner of 131 Crystal Beach Rd.

John Kay, 155 Crystal Beach, states that he has concerns with the dwellings being utilized as an Airbnb.

Katie Dunn, Applicants Agent, advises that the dwellings will be utilized for permanent residential accommodations.

Moved by: Dan Boudreau

Seconded by: Ray Beneteau

**(COA-2019-11-97)** That application B-29-19, 135 Crystal Beach Rd, be **deferred** until drainage and environmental services can confirm appropriate capacity.

“Carried”

**6. Unfinished Business**

**6.1 Committee to be updated on the LPAT appeal hearing B-17-19 James & Janette Sylvestre (7880 County Road 18)**

Rita advises that the Local Planning Appeal Tribunal held a meeting on November 15, 2019 to hear the application B-17-19, 7880 County Road 18, James & Janette Sylvestre.

She states that many of the questions pertained to drainage, therefore she could not answer them as they should have been directed to a drainage superintendent.

She advises that a decision should be made within 20 to 40 days.

**7. New Business**

**8. Notices of Motion**

**8.1** Brian Gray motions that administration review holding Committee of Adjustment meetings in the Harrow / Colchester in 2020.

**9. Adjournment**

Moved by Ray Beneteau

Seconded by Phil Pocock

**(COA-2019-11-98)** That the meeting be adjourned at 5:39 p.m.

"Carried"

**10. Next Meeting**

Tuesday December 17<sup>th</sup>, 2019 at 4:00 pm, Council Chambers, 33 Talbot Street South, Essex, Ontario.

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Chair

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Secretary-Treasurer/Manager, Planning Services



## Essex Police Services Board Regular Meeting Minutes

A regular meeting of the Essex Police Services Board was held on Thursday, December 12<sup>th</sup>, 2019 @ 4:30 p.m. in the Town of Essex Large Meeting Room, 33 Talbot Street South, Essex, Ontario.

### Roll Call:

**Present:** Chair Mayor Larry Snively

Vice Chair Councillor Kim Verbeek

Katie McGuire-Blais

Richard Tapping

A/Staff Sergeant Darin Rickeard

Sergeant Byron Hornick

Doug Sweet, Director of Community Services/Deputy CAO

Jill Brett, Secretary

### 1. Call To Order

The Chair called the meeting to order at 4:30 p.m.

### 2. Declarations of Conflict of Interest

There were no declarations of conflict of interest.

### 3. Adoption of the Published Agenda

a) Moved by Vice Chair Councillor Kim Verbeek

Seconded by Rich Tapping

**(EPSB19-12-044)** That the agenda for the December 12<sup>th</sup>, 2019 Essex Police Services Board regular meeting be adopted as presented. "Carried"

#### **4. Adoption of Minutes**

- a) Moved by Vice Chair Councillor Kim Verbeek

Seconded by Rich Tapping

**(EPSB19-12-045)** That the minutes of the October 3<sup>rd</sup>, 2019 Essex Police Services Board regular meeting be adopted as presented. "Carried"

#### **5. Public Presentation**

None

#### **6. Unfinished Business**

None

#### **7. Reports from Administration**

- a) Moved by Rich Tapping

Seconded by Vice Chair Councillor Kim Verbeek

**(EPSB19-12-046)** That the Ontario Provincial Reports to the Essex Police Services Board for the month of September – November 2019 be received. "Carried"

#### **8. Correspondence**

- a) Moved by Katie McGuire-Blais

Seconded by Rich Tapping

**(EPSB19-12-047)** That the correspondence from the OAPSB – OPP Governance Summit – January 30<sup>th</sup>, 2020 – Four Points & Element Toronto Airport be received. "Carried"

- b) Moved by Katie McGuire-Blais

Seconded by Rich Tapping

(EPSB19-12-048) That the **For Information Purposes Only** correspondence be received and filed. "Carried"

**9. New Business**

None

**10. Announcements**

None

**11. Future Meeting Dates**

Thursday, January 9<sup>th</sup>, 2020

**12. Adjournment**

Moved by Vice Chair Councillor Kim Verbeek

Seconded by Rich Tapping

(EPSB19-12-049) That the meeting be adjourned at 4:55 p.m.

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Chair, Larry Snively

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Secretary

## **Arts, Culture and Tourism Committee Meeting**

The Arts Culture and Tourism (ACT) Committee meets in session this 8th day of January, 2020, in the Large Meeting Room of the Essex Municipal Town Hall, 33 Talbot Street South, Essex, Ontario.

The Chair, Anthony Paniccia called the meeting to order at 5:30 PM and welcomed all committee members.

### **1. Roll Call**

Present: Anthony Paniccia, Chair

Patti Oshar, Vice Chair

Diane Quinn-Ouellette

Tracy Armstrong

Councillor Steve Bjorkman

Also Present: Cynthia Cakebread, Manager, Recreation and Culture

Janice Aloisio, Administrative Assistant, Community Services

Regrets: none

### **2. Declarations of Conflict of Interest**

- None stated

### **3. Adoption of Published Agenda**

- That the January 8, 2020 Agenda be received as circulated.

Moved by: Steve Bjorkman

Seconded by: Patti Oshar

**(ACT20-01-001)** That the agenda of the Wednesday, January 8, 2020 Arts, Culture and Tourism Committee meeting be adopted as presented. **"Carried"**

#### **4. Election of Chair and Vice Chair**

- Cynthia opened the floor to nominations;
- Tracy nominated Anthony for the Chair seat for the 2020 meetings;
- No other nominations came forward;
- Anthony was asked if he accepted the seat for the Chair position for the coming year;
- Anthony accepted the Chair seat for the 2020 meetings;
- Anthony opened the floor to nominations for the 2020 Vice-Chair seat;
- Tracy nominated Patti for the Vice-Chair seat;
- No other nominations came forward;
- Patti was asked if she accepted the role of Vice-Chair for the coming year;
- Patti accepted the Vice-Chair seat for the 2020 meetings.

#### **5. Adoption of Minutes**

- Minutes of December 11, 2019

Moved by: Steve Bjorkman

Seconded by: Diane Quinn-Ouellette

**(ACT20-01-002)** That the minutes of the Wednesday, December 11, 2019, Arts, Culture and Tourism Committee meeting be adopted as circulated. **"Carried"**

#### **6. Unfinished Business**

##### **a) Downtown Essex Tea Party Update and Discussion**

- Prior to the meeting, Patti Oshar circulated finalized details and summary of duties and things-to-do for the Downtown Essex Tea Party event to the committee via email;

- Details were finalized for the event and an updated summary of duties sheet will be circulated to the members in the coming days.

**b) Explore Eat Essex Update and Discussion**

- Tracy advised that momentum on acquiring restaurants to participate in the event will commence once the Tea Party event was complete;
- Cynthia advised that she can have staff mock up a 'ballot' based on the information Tracy provides her that is required to be on it;
- Tracy to make 'ballot' boxes from covered shoe boxes with the 'Essex' logo on them.

**c) Draft Feather Banner Design and pricing for Tune up the Parks Music Series**

- Cynthia presented a mock design of a feather banner for the music series and quoted one banner would be in excess of \$600;
- Cynthia advised that the committee's advertising budget was approximately \$1500 for the year and consideration should be given to the number of other committee events that will require promotional expense under the advertising budget;
- Defer issue to April meeting agenda for decision on purchase, if any.

**d) ACT Golf Shirts**

- Cynthia advised they have not been ordered as yet.

**7. New Business**

**a) Establish Yearly Meeting Schedule**

- Discussion by the committee was had to establish the 2020 meeting schedule; and
- Meetings to remain on the second Wednesday of every month at 5:30 PM in the large committee room of the Essex municipal townhall.

**8. Next Scheduled Meeting**

- Next scheduled meeting is set for Wednesday, February 12, 2020 at 5:30 PM in the large community room at the Essex Municipal Office.

## 9. Adjournment

Moved by: Steve Bjorkman

Seconded by: Tracy Armstrong

**(ACT20-01-003)** That this meeting adjourns at 6:54 PM. **"Carried"**

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Anthony Paniccia, Chair

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Janice Aloisio, Recording Secretary



## **October 2019 Bank Payments Report**

### Contents Include

General Account Cheque Register

Pre-Authorized Payments

Payroll



General Account Cheque Register for October 2019

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Amount
50384	HCC001	Harrow & Colchester South Cham	October 4, 2019	\$500.00
50385	HCC001	Harrow & Colchester South Cham	October 4, 2019	\$500.00
50386	ESS095	Essex County Municipal Supervi	October 4, 2019	\$250.00
50387	ONT005	Ontario Good Roads Association	October 8, 2019	\$1,420.61
50388	ALO002	Aloisio, Claudio	October 4, 2019	\$250.00
50389	APP004	AppRiver, LLC	October 4, 2019	\$95.47
50390	CAN032	Canadian Transportation Museum	October 4, 2019	\$339.00
50391	CIN001	Cintas Canada Limited	October 4, 2019	\$261.64
50392	CLA007	Classic Displays	October 4, 2019	\$11,976.59
50393	CLS001	Canadian Linen and Uniform Ser	October 4, 2019	\$235.14
50394	CUL001	Culligan Water	October 4, 2019	\$126.26
50395	CUT001	Cutcliffe, Blake	October 4, 2019	\$75.00
50396	DOM003	Domino's Pizza	October 4, 2019	\$186.25
50397	ERC001	Essex Region Conservation Auth	October 4, 2019	\$1,350.00
50398	ESB001	HUBB CAP	October 4, 2019	\$2,478.50
50399	ESS017	Essex Free Press	October 4, 2019	\$1,206.53
50400	EVE006	Evergreen Lawns	October 4, 2019	\$508.50
50401	GEO001	Georgian Bay Fire & Safety Ltd	October 4, 2019	\$208.20
50402	HAR001	The Harrow News & County Print	October 4, 2019	\$261.04
50403	KEL015	Kelcom - Radio Division	October 4, 2019	\$2,778.67
50404	KIN009	Kingsville Roofing	October 4, 2019	\$13,266.20
50405	LAC007	Lacasse Spg	October 4, 2019	\$223.74
50406	LEA001	Leamington Equipment Rentals	October 4, 2019	\$1,341.09
50407	LEN002	Len Taylor & Sons Ltd	October 4, 2019	\$3,268.00
50408	MAA001	Maag, Liisa	October 4, 2019	\$41.00
50409	MAI010	Maidstone Tree Farm	October 4, 2019	\$643.65
50410	MAR070	Marks Supply Inc	October 4, 2019	\$139.78
50411	OPP002	OPP Community Policing Committ	October 4, 2019	\$500.00
50412	PAR006	Parks & Recreation Ontario	October 4, 2019	\$711.90
50413	ROY001	Royal Canadian Legion Branch 2	October 4, 2019	\$45.00
50414	SHR001	Shred-it International ULC	October 4, 2019	\$149.67
50415	STJ003	St John, Gayle	October 4, 2019	\$41.00
50416	TEC004	Technical Standards & Safety A	October 4, 2019	\$448.61
50417	TSC002	TSC Stores LP	October 4, 2019	\$413.20
50418	WAD001	Waddick Fuels	October 4, 2019	\$11,694.27
50419	WIN075	WindsoriteDOTca Inc.	October 4, 2019	\$1,130.00
50420	XER001	Xerox Canada	October 4, 2019	\$81.28
50421	ERC001	Essex Region Conservation Auth	October 9, 2019	\$1,000.00
50422	TOY001	To Your Kitchen	October 9, 2019	\$2,573.00
50423	TOW002	Town of Essex	October 11, 2019	\$2,559.00
50424	SIL002	Silva Homes Inc.	October 11, 2019	\$40.00
50425	COO016	Coombs, Sherry	October 11, 2019	\$20.00
50426	GIL016	Gillis, Denise	October 11, 2019	\$20.00
50427	BRU012	J Brush Farms Ltd.	October 11, 2019	\$20.00
50428	BRI024	Brickmore Corporation	October 11, 2019	\$5,683.27
50429	AND015	Anderdon Developments Ltd.	October 11, 2019	\$21,033.85
50431	DEN003	Dennis, Diana	October 11, 2019	\$250.00
50432	AIR005	Airon Hvac & Control Ltd	October 11, 2019	\$4,508.70
50433	CCC002	Colonial Coffee Co. Ltd.	October 11, 2019	\$57.40
50434	CDW002	CDW Canada Inc.	October 11, 2019	\$221.59
50435	CEN002	Centennial Lock & Safe Ltd.	October 11, 2019	\$469.21
50436	CIN001	Cintas Canada Limited	October 11, 2019	\$249.73
50437	CLA016	ClaimsPro Inc.	October 11, 2019	\$264.00
50438	COT006	Cottam Radiator	October 11, 2019	\$36.10
50439	ESS020	Essex Minor Hockey Association	October 11, 2019	\$500.00
50440	GAL005	Gallant, Tanner	October 11, 2019	\$12.00
50441	GAR017	Garlatti Landscaping Inc.	October 11, 2019	\$4,062.35
50442	GFL001	GFL Environmental Inc.	October 11, 2019	\$41.11
50443	MAI010	Maidstone Tree Farm	October 11, 2019	\$433.92
50444	MUN012	Munger Plumbing & Electric	October 11, 2019	\$1,990.03
50445	SCL001	Stantec	October 11, 2019	\$8,567.51
50446	SEX001	SEXAUER LTD	October 11, 2019	\$3,804.71
50447	SWA006	Swayze, Robert J.	October 11, 2019	\$1,139.04
50448	TSC002	TSC Stores LP	October 11, 2019	\$38.41
50449	XER001	Xerox Canada	October 11, 2019	\$78.14



General Account Cheque Register for October 2019

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Amount
50450	MIN004	Minister of Finance/MTO	October 17, 2019	\$51.00
50451	1530343	1530343 Ontario Ltd.	October 18, 2019	\$20.00
50452	A1D001	A-1 Driveways Group	October 18, 2019	\$16,328.50
50453	ABR005	Abram Harms Holdings	October 18, 2019	\$500.00
50454	ADV004	Advantage Farm Equipment	October 18, 2019	\$744.22
50455	AIR004	Airvoix Communciations Inc	October 18, 2019	\$1,435.10
50456	AKO001	Akoustik Engineering Ltd.	October 18, 2019	\$4,463.50
50457	AMI001	AMICO Infrastructures Inc	October 18, 2019	\$7,062.50
50458	ARA001	Araujo, Grace Maria	October 18, 2019	\$250.00
50459	BEL017	Bell Canada-Public Access	October 18, 2019	\$56.50
50460	BEL032	Bell Media Inc.	October 18, 2019	\$915.30
50461	BLA013	Blackburn Radio Inc.	October 18, 2019	\$2,250.11
50462	BOU013	Boudreau Construction	October 18, 2019	\$1,000.00
50463	BUC009	Bucciachio, Peter	October 18, 2019	\$120.00
50464	CAR030	Cardinal Couriers Ltd	October 18, 2019	\$49.73
50465	CCC001	C & C COLLISION LIMITED	October 18, 2019	\$3,377.79
50466	CCD001	Countryside Chrysler-Dodge Ltd	October 18, 2019	\$22.94
50467	CDW002	CDW Canada Inc.	October 18, 2019	\$508.51
50468	CED004	Cedar Manor Farms	October 18, 2019	\$13,831.20
50469	CIN001	Cintas Canada Limited	October 18, 2019	\$52.68
50470	CLS001	Canadian Linen and Uniform Ser	October 18, 2019	\$1,080.95
50471	COR004	Corporate Billing Inc.	October 18, 2019	\$2,367.93
50472	COT006	Cottam Radiator	October 18, 2019	\$22.60
50473	CUL001	Culligan Water	October 18, 2019	\$12.88
50474	DAN008	Daniher Top Soil Ltd.	October 18, 2019	\$33.90
50475	DAT002	Data Fix	October 18, 2019	\$2,147.00
50476	DEA006	Deacon, Derek	October 18, 2019	\$80.00
50477	DIA008	Diamond Home Improvements	October 18, 2019	\$500.00
50478	DRO007	Drouillard, Joseph Ernest	October 18, 2019	\$500.00
50479	DTA001	D & T AUTO PARTS LTD	October 18, 2019	\$121.49
50480	DUM007	Dumouchelle, Amy	October 18, 2019	\$250.00
50481	DZO001	Dzodin, Milton	October 18, 2019	\$1,500.00
50482	ELK001	E.L.K. Solutions Inc	October 18, 2019	\$8,743.53
50483	ERC001	Essex Region Conservation Auth	October 18, 2019	\$38,986.75
50484	ERI007	Erie Accent Pools & Spas	October 18, 2019	\$500.00
50485	ESS003	Essex Animal Hospital	October 18, 2019	\$75.00
50486	ESS045	Essex County Agricultural Hall	October 18, 2019	\$25.00
50487	ESS052	Essex Area Food Bank	October 18, 2019	\$2,000.00
50488	FIX001	Fix Industrial Solutions	October 18, 2019	\$6,262.46
50489	FOR006	FORM & BUILD SUPPLY	October 18, 2019	\$59.44
50490	GEO001	Georgian Bay Fire & Safety Ltd	October 18, 2019	\$1,417.92
50491	GLE002	Glenco Concrete Ltd.	October 18, 2019	\$4,520.00
50492	GLE003	Gledhill, Jon	October 18, 2019	\$250.00
50493	GOL001	Golder Associates Ltd.	October 18, 2019	\$1,116.37
50494	GUA004	Guardian Fence	October 18, 2019	\$10,350.80
50495	HEA008	Heath, Cody	October 18, 2019	\$250.00
50496	HUL002	Hulkkonen, Tomi	October 18, 2019	\$500.00
50497	ISH004	Isham, Samantha Lynn	October 18, 2019	\$250.00
50498	ITM001	ITM Instruments Inc.	October 18, 2019	\$6,940.46
50499	JEF004	Jeff Smith's County Chevrolet	October 18, 2019	\$940.06
50500	JOH017	Johnson Controls #T6067	October 18, 2019	\$692.46
50501	KEL015	Kelcom - Radio Division	October 18, 2019	\$2,910.88
50502	KIN009	Kingsville Roofing	October 18, 2019	\$86,603.20
50503	KRI004	KRIS KELLY SIGNS WINDSOR LTD	October 18, 2019	\$480.25
50504	KRO001	Krown Leamington	October 18, 2019	\$141.25
50505	LAF010	LAFLEUR, NICHOLAS	October 18, 2019	\$250.00
50506	LRS001	LRS Paging Canada	October 18, 2019	\$110.68
50507	LVG001	LV Giorgi Construction Inc.	October 18, 2019	\$2,034.00
50508	MAI008	Mailloux, R. John	October 18, 2019	\$406.16
50509	MAI010	Maidstone Tree Farm	October 18, 2019	\$1,808.00
50510	MAN004	Managed Network System Inc	October 18, 2019	\$203.23
50511	MIC006	Michelin North America (Canada	October 18, 2019	\$5,887.80
50512	MIL006	Mill-Am Corporation	October 18, 2019	\$602.13
50513	MIN004	Minister of Finance/MTO	October 18, 2019	\$21,205.75
50514	MUN010	Munger Lawnscape Inc	October 18, 2019	\$9,153.00



General Account Cheque Register for October 2019

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Amount
50515	MUN012	Munger Plumbing & Electric	October 18, 2019	\$4,314.01
50516	MUS003	MUSCEDERE VINEYARDS ESTATE WIN	October 18, 2019	\$290.39
50517	NEX002	NEXGEN MUNICIPAL	October 18, 2019	\$1,589.19
50518	NOA001	1522843 Ontario Ltd.	October 18, 2019	\$40.00
50519	NOR008	Nortrax Canada Inc.	October 18, 2019	\$1,101.31
50520	OAT002	Oates, Lori & Robert	October 18, 2019	\$2,000.00
50521	OPP002	OPP Community Policing Committ	October 18, 2019	\$100.00
50522	OSH004	Oshar, Matthew	October 18, 2019	\$250.00
50523	PRA001	Praxair Canada Inc	October 18, 2019	\$357.95
50524	PRI025	Prieur, Kelly (Lottery)	October 18, 2019	\$432.00
50525	REN038	Renaud's Renovations	October 18, 2019	\$250.00
50526	RIV009	Riverside Elevators	October 18, 2019	\$135.60
50527	ROB027	Robert, James Thomas	October 18, 2019	\$500.00
50528	ROB028	Robichaud, Martin	October 18, 2019	\$250.00
50529	ROT003	Rotary Club of Essex	October 18, 2019	\$200.00
50530	SAL002	Salvation Army Food Bank	October 18, 2019	\$1,000.00
50531	SAU001	Sauve, Danny	October 18, 2019	\$500.00
50532	SAV001	Richard Savard Construction Lt	October 18, 2019	\$250.00
50533	SDR001	SDR Seating Inc.	October 18, 2019	\$621.50
50534	SKA001	Skate Harrow	October 18, 2019	\$1,048.50
50535	SNA002	Snap-on Tools	October 18, 2019	\$506.46
50536	SOA001	Soanes, Sean	October 18, 2019	\$250.00
50537	STA021	Standish, Jason	October 18, 2019	\$80.00
50538	STD004	St. Denis, June	October 18, 2019	\$500.00
50539	STE031	Stevens Appliance Service	October 18, 2019	\$83.94
50541	SUM003	Summit Windsor Floor & Wall	October 18, 2019	\$64,094.96
50542	TOR007	Toritto Paving Inc.	October 18, 2019	\$4,282.70
50543	TOW003	Municipality of Leamington	October 18, 2019	\$550.00
50544	UPS001	UPS Canada	October 18, 2019	\$94.25
50545	VER015	Verhaegen Land Surveyors	October 18, 2019	\$1,174.92
50546	WAG002	Wagner, Aaron & Rosemary	October 18, 2019	\$1,000.00
50547	WAS005	Wasyliniuk, Kyle	October 18, 2019	\$250.00
50548	WIL026	WILLIAMS FOOD EQUIPMENT	October 18, 2019	\$937.90
50549	WIN027	Windsor Starter's Powerhouse	October 18, 2019	\$81.36
50550	WIN056	Windsor Body Magazine	October 18, 2019	\$974.06
50551	WUR001	Wurth Canada Limited	October 18, 2019	\$800.21
50552	XER001	Xerox Canada	October 18, 2019	\$1,012.95
50553	HOL011	Holy Name of Jesus Church	October 18, 2019	\$500.00
50554	ESS002	Essex 73's	October 18, 2019	\$9,192.25
50555	CUP001	Canadian Union of Public Emplo	October 28, 2019	\$3,484.18
50556	XMA001	Town of Essex Employees Christ	October 28, 2019	\$6,872.70
50557	REC001	Receiver General	October 28, 2019	\$1,101.00
50558	401001	401 Truck Source	October 28, 2019	\$144,579.44
50559	ART005	Artisan Streetscapes	October 28, 2019	\$814.42
50560	BAL024	Bali, Christopher	October 28, 2019	\$200.00
50561	CAS004	CASSIDY, DAVID	October 28, 2019	\$1,500.00
50562	CEN002	Centennial Lock & Safe Ltd.	October 28, 2019	\$969.54
50563	CIN001	Cintas Canada Limited	October 28, 2019	\$403.92
50564	CTY002	County of Essex	October 28, 2019	\$525.00
50565	DAV011	Davie, Ronald & Yvonne	October 28, 2019	\$40.00
50566	DAV013	Davey Tree Expert Co. of Canad	October 28, 2019	\$11,300.00
50567	EDH002	ESSEX D.H.S. - ADMIN.	October 28, 2019	\$60.00
50568	ELE008	Electrx Ltd	October 28, 2019	\$587.60
50569	ESS017	Essex Free Press	October 28, 2019	\$1,071.26
50570	FEL004	Felix Transport Ltd.	October 28, 2019	\$2,260.00
50571	GEO001	Georgian Bay Fire & Safety Ltd	October 28, 2019	\$3,198.11
50572	HAR001	The Harrow News & County Print	October 28, 2019	\$504.65
50573	JAY002	Jay-Dee Concrete Forming	October 28, 2019	\$7,797.00
50574	KIN014	Kinnaird's Painting	October 28, 2019	\$3,005.80
50575	KRO002	H. KROEKER LAWN CARE	October 28, 2019	\$6,780.00
50576	MAL016	Malenfant, Phil & Mary	October 28, 2019	\$40.00
50577	MAR070	Marks Supply Inc	October 28, 2019	\$133.97
50578	MIT004	Mitchell, Mark	October 28, 2019	\$250.00
50579	NEU001	Neudorf, Karl & Sandy	October 28, 2019	\$20.00
50580	NEV003	Nevan Construction Incorporate	October 28, 2019	\$23,256.42



General Account Cheque Register for October 2019

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Amount
50581	OCO002	O'Connor, Richard	October 28, 2019	\$250.00
50582	PRE007	Precision Motor Repair	October 28, 2019	\$179.67
50583	PUB002	The Public Sector Digest Inc	October 28, 2019	\$220.35
50584	ROY007	The Royal Canadian Legion, Bra	October 28, 2019	\$45.00
50585	SAN018	Santos, Paul RGD	October 28, 2019	\$904.00
50586	SHA009	Share the Road Cycling Coaliti	October 28, 2019	\$2,876.42
50587	TOT008	Total Source Contracting	October 28, 2019	\$7,096.40
50588	TSC002	TSC Stores LP	October 28, 2019	\$9.07
50589	VAN031	VanMackelberg, Patrick	October 28, 2019	\$80.00
50590	ENE002	Enerquest Services Inc.	October 31, 2019	\$42,080.44
EFT001381	AIR001	Air Liquide Canada Inc.	October 4, 2019	\$18.92
EFT001382	ANC001	Anchem Sales	October 4, 2019	\$1,085.54
EFT001383	BAN005	Bandaru, Niharika	October 4, 2019	\$152.60
EFT001384	BEZ001	Bezaire, Mike	October 4, 2019	\$5,156.56
EFT001385	BLA011	Black & McDonald Limited	October 4, 2019	\$5,907.17
EFT001386	BON026	Bondy, Sherry	October 4, 2019	\$441.96
EFT001387	BOW001	Bowman, Morley	October 4, 2019	\$437.19
EFT001388	BRO041	Brown, Shelley	October 4, 2019	\$60.90
EFT001389	CAM022	Campbell, Carrie	October 4, 2019	\$190.24
EFT001390	CIM001	CIMCO Refrigeration	October 4, 2019	\$818.78
EFT001391	COM030	Commercial Cleaning Services	October 4, 2019	\$5,446.60
EFT001392	CTS001	County Towing Inc.	October 4, 2019	\$4,339.15
EFT001393	DEN011	Denonville, Alex	October 4, 2019	\$62.29
EFT001394	EMC002	EMCO Corporation	October 4, 2019	\$3,065.27
EFT001395	ESS030	Essex Windsor Solid Waste Auth	October 4, 2019	\$59,224.48
EFT001396	EVA001	Evans Utility & Municipal Prod	October 4, 2019	\$10,400.80
EFT001397	FEE001	The Feed Store	October 4, 2019	\$119.03
EFT001398	GRE001	Great Lakes Safety Products	October 4, 2019	\$138.93
EFT001399	HDS001	HDS Canada Inc.	October 4, 2019	\$344.54
EFT001400	HEA002	Heaton Sanitation	October 4, 2019	\$4,835.27
EFT001401	HOL001	Holland Cleaning Solutions Ltd	October 4, 2019	\$953.12
EFT001402	JEF003	Jeffrey, Ed	October 4, 2019	\$160.00
EFT001403	JUT001	Jutzi Water Technologies	October 4, 2019	\$2,300.68
EFT001404	LIF001	Lifesaving Society	October 4, 2019	\$324.77
EFT001405	MAR005	Mar-Co Clay Products Inc	October 4, 2019	\$658.06
EFT001406	MAR060	Martynse, Bruce	October 4, 2019	\$12.00
EFT001407	MON001	Monarch Office Supply Inc.	October 4, 2019	\$301.71
EFT001408	RCA001	RCAP Leasing Inc.	October 4, 2019	\$484.54
EFT001409	REA016	Realtax Inc.	October 4, 2019	\$435.05
EFT001410	REG001	Reg Clark Truck Ltd	October 4, 2019	\$599.80
EFT001411	REN002	Larry Renaud Ford & RV Sales	October 4, 2019	\$1,128.90
EFT001412	ROO002	Rood Engineering	October 4, 2019	\$37,016.54
EFT001413	SEC002	Security One Alarm Systems Ltd	October 4, 2019	\$353.17
EFT001414	SIE006	Sieben, Brandi	October 4, 2019	\$65.62
EFT001415	STE004	Stewart Gilbert Limited	October 4, 2019	\$642.46
EFT001416	TOW011	Town of Lakeshore	October 4, 2019	\$35,515.82
EFT001417	TUR001	Turf Care Products Canada Limi	October 4, 2019	\$56.31
EFT001418	VAN008	Evert Van Doorn Construction	October 4, 2019	\$2,089.00
EFT001419	VAN029	Vander Doelen, Chris	October 4, 2019	\$699.45
EFT001420	VER014	Verbeek, Kim	October 4, 2019	\$119.09
EFT001421	VOL001	E.R. Vollans Ltd.	October 4, 2019	\$2,610.83
EFT001422	WAS004	Waste Connections of Canada In	October 4, 2019	\$1,096.67
EFT001423	WIN010	Windsor-Essex County Humane So	October 4, 2019	\$1,145.00
EFT001424	WOL004	Wolseley Canada Inc	October 4, 2019	\$189.47
EFT001425	ARB001	Arbor Tree Group	October 11, 2019	\$4,350.50
EFT001426	CAR019	Cardinal Services Group	October 11, 2019	\$431.77
EFT001427	CIM001	CIMCO Refrigeration	October 11, 2019	\$4,778.22
EFT001428	COL001	Colenutt Signs Limited	October 11, 2019	\$299.45
EFT001429	COM030	Commercial Cleaning Services	October 11, 2019	\$6,955.15
EFT001430	CTS001	County Towing Inc.	October 11, 2019	\$2,316.17
EFT001431	DEL013	Delta Power Equipment	October 11, 2019	\$384.14
EFT001432	DER002	Deroy, Clint	October 11, 2019	\$80.00
EFT001433	EMP003	Empire Communications	October 11, 2019	\$680.98
EFT001434	FEE001	The Feed Store	October 11, 2019	\$16.89
EFT001435	GRE001	Great Lakes Safety Products	October 11, 2019	\$1,166.71



General Account Cheque Register for October 2019

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Amount
EFT001436	GRE005	Green Shield Canada	October 11, 2019	\$49,614.37
EFT001437	GSE001	GS Engineering Consultants Inc	October 11, 2019	\$2,294.18
EFT001438	HOL001	Holland Cleaning Solutions Ltd	October 11, 2019	\$477.18
EFT001439	JAC001	Jack's Auto Service	October 11, 2019	\$1,421.92
EFT001440	KLI003	Klie, Rodney	October 11, 2019	\$48.00
EFT001441	NEL002	Nella Cutlery (Hamilton) Inc.	October 11, 2019	\$158.20
EFT001442	REN002	Larry Renaud Ford & RV Sales	October 11, 2019	\$113.00
EFT001443	RES002	Resurface Corp.	October 11, 2019	\$1,317.18
EFT001444	SNI001	Snively, Lawrence	October 11, 2019	\$549.26
EFT001445	STA007	Stationery & Stuff	October 11, 2019	\$127.44
EFT001446	SUN002	Sun Life Assurance Company of	October 11, 2019	\$14,027.41
EFT001447	THY001	Thyssenkrupp Elevator	October 11, 2019	\$965.19
EFT001448	VAL009	Valvoline Express Care	October 11, 2019	\$98.30
EFT001449	VAN029	Vander Doelen, Chris	October 11, 2019	\$800.78
EFT001450	WOL002	Wolf Hooker Professional Corpo	October 11, 2019	\$3,384.86
EFT001451	ANC001	Anchem Sales	October 18, 2019	\$288.15
EFT001452	AQU001	Aquam Inc	October 18, 2019	\$130.20
EFT001453	AUT001	Auto Barn Parts	October 18, 2019	\$62.17
EFT001454	BEZ001	Bezaire, Mike	October 18, 2019	\$3,766.66
EFT001455	CAR011	Carrier Centers	October 18, 2019	\$5,821.85
EFT001456	CAR019	Cardinal Services Group	October 18, 2019	\$283.46
EFT001457	CED003	Cedar Signs	October 18, 2019	\$939.85
EFT001458	CIM001	CIMCO Refrigeration	October 18, 2019	\$4,483.50
EFT001459	COM030	Commercial Cleaning Services	October 18, 2019	\$5,446.60
EFT001460	DEG001	DEGOEY'S NURSERY & FLOWERS	October 18, 2019	\$204.53
EFT001461	DEL013	Delta Power Equipment	October 18, 2019	\$163.43
EFT001462	DIA003	Diamond Software, Inc.	October 18, 2019	\$14,614.48
EFT001463	ECO002	Economy Rental Centre	October 18, 2019	\$282.50
EFT001464	ELE003	Electrozad Supply Company	October 18, 2019	\$49.04
EFT001465	EMC002	EMCO Corporation	October 18, 2019	\$689.30
EFT001466	HAR060	Harrow Animal Hospital	October 18, 2019	\$405.00
EFT001467	HDS001	HDS Canada Inc.	October 18, 2019	\$736.95
EFT001468	HER005	Hernandez Sanitation Services	October 18, 2019	\$203.40
EFT001469	HOL001	Holland Cleaning Solutions Ltd	October 18, 2019	\$1,446.33
EFT001470	HOU001	Houf, Kevin	October 18, 2019	\$14.04
EFT001471	INT013	International Fabricating & Ma	October 18, 2019	\$1,892.75
EFT001472	JEF001	Jeff Shepley Excavating Ltd.	October 18, 2019	\$19,323.00
EFT001473	JEF003	Jeffrey, Ed	October 18, 2019	\$160.00
EFT001474	KEL011	Kelcom Wireless Ltd.	October 18, 2019	\$177.94
EFT001475	KEN002	Ken Lapain & Sons Ltd.	October 18, 2019	\$5,873.83
EFT001476	LAS001	Laser Art Inc	October 18, 2019	\$20.06
EFT001477	LAW010	Lawns R Us	October 18, 2019	\$5,480.50
EFT001478	LIF001	Lifesaving Society	October 18, 2019	\$1,477.91
EFT001479	MON001	Monarch Office Supply Inc.	October 18, 2019	\$3,121.97
EFT001480	MOR025	Morrison, Jeffrey	October 18, 2019	\$541.39
EFT001481	MYE002	Myers Truck & Trailer Repair	October 18, 2019	\$91.53
EFT001482	NEP003	Neptune Security Services Inc	October 18, 2019	\$6,081.66
EFT001483	NSF001	NSF International Strategic	October 18, 2019	\$3,032.38
EFT001484	ONT016	Ontario Clean Water Agency	October 18, 2019	\$31,211.55
EFT001485	PUR001	Purolator Inc.	October 18, 2019	\$559.11
EFT001486	REG001	Reg Clark Truck Ltd	October 18, 2019	\$8,899.32
EFT001487	REN002	Larry Renaud Ford & RV Sales	October 18, 2019	\$140.26
EFT001488	SEC002	Security One Alarm Systems Ltd	October 18, 2019	\$626.95
EFT001489	SHE005	Wilf Shepley Electrical & Plum	October 18, 2019	\$231.65
EFT001490	SKY004	SkyMobile	October 18, 2019	\$1,334.32
EFT001491	SMI037	Smith, Sara	October 18, 2019	\$26.68
EFT001492	SNY001	Snyder Automotive	October 18, 2019	\$1,507.22
EFT001493	SWE004	Sweet, Doug	October 18, 2019	\$934.58
EFT001494	THY001	Thyssenkrupp Elevator	October 18, 2019	\$813.60
EFT001495	TUC001	Tucker Electric Ltd	October 18, 2019	\$146.90
EFT001496	VAL009	Valvoline Express Care	October 18, 2019	\$159.06
EFT001497	VOL001	E.R. Vollans Ltd.	October 18, 2019	\$47.82
EFT001498	WAT002	Watson & Associates Economists	October 18, 2019	\$4,644.14
EFT001499	WAV002	Wave Direct Telecommunications	October 18, 2019	\$845.04
EFT001500	WIN058	WINDSOR TIRE INC	October 18, 2019	\$726.95



General Account Cheque Register for October 2019

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Amount
EFT001501	WOR010	Work Authority	October 18, 2019	\$109.60
EFT001502	120001	1206662 Ontario Ltd	October 28, 2019	\$23,772.04
EFT001503	AUT004	Automated Entrance Systems	October 28, 2019	\$96.05
EFT001504	BAR031	Barrette Excavating Inc.	October 28, 2019	\$5,425.13
EFT001505	BEZ001	Bezaire, Mike	October 28, 2019	\$728.85
EFT001506	CAM022	Campbell, Carrie	October 28, 2019	\$183.28
EFT001507	CHE003	Checker Industrial Ltd	October 28, 2019	\$271.11
EFT001508	CIM001	CIMCO Refrigeration	October 28, 2019	\$2,248.24
EFT001509	COA003	Co-An Park	October 28, 2019	\$4,807.89
EFT001510	CTY001	The Corporation of the City of	October 28, 2019	\$605.12
EFT001511	DIA003	Diamond Software, Inc.	October 28, 2019	\$60.74
EFT001512	EMC002	EMCO Corporation	October 28, 2019	\$345.78
EFT001513	ESO001	eSolutions Group	October 28, 2019	\$750.63
EFT001514	ESS019	Essex Home Hardware	October 28, 2019	\$350.55
EFT001515	ESS030	Essex Windsor Solid Waste Auth	October 28, 2019	\$58,730.98
EFT001516	EVA001	Evans Utility & Municipal Prod	October 28, 2019	\$6,708.30
EFT001517	FEE001	The Feed Store	October 28, 2019	\$184.65
EFT001518	GIL008	Gillett Roofing Inc.	October 28, 2019	\$1,022.65
EFT001519	HAM010	Hamilton, Nathan	October 28, 2019	\$46.00
EFT001520	HEA002	Heaton Sanitation	October 28, 2019	\$678.00
EFT001521	HHH001	Harrow Home Hardware	October 28, 2019	\$800.01
EFT001522	HOL001	Holland Cleaning Solutions Ltd	October 28, 2019	\$1,386.11
EFT001523	JAC001	Jack's Auto Service	October 28, 2019	\$2,143.04
EFT001524	LEA001	Leamington Equipment Rentals	October 28, 2019	\$169.50
EFT001525	MAR005	Mar-Co Clay Products Inc	October 28, 2019	\$3,128.99
EFT001526	MAR060	Martynse, Bruce	October 28, 2019	\$24.00
EFT001527	MET006	Metcalfe Megan	October 28, 2019	\$579.52
EFT001528	NEL002	Nella Cutlery (Hamilton) Inc.	October 28, 2019	\$118.65
EFT001529	NEP002	Nepszy, Chris	October 28, 2019	\$292.00
EFT001530	OEC001	OE Canada Inc.	October 28, 2019	\$535.62
EFT001531	OME001	OMERS	October 28, 2019	\$112,950.90
EFT001532	ONT016	Ontario Clean Water Agency	October 28, 2019	\$86,529.25
EFT001533	PIL002	Pillon, Jason	October 28, 2019	\$96.00
EFT001534	REG001	Reg Clark Truck Ltd	October 28, 2019	\$73,759.55
EFT001535	ROO002	Rood Engineering	October 28, 2019	\$5,742.66
EFT001536	SIL006	Silveira, Nelson	October 28, 2019	\$242.00
EFT001537	STA007	Stationery & Stuff	October 28, 2019	\$14.13
EFT001538	WAS004	Waste Connections of Canada In	October 28, 2019	\$1,107.31
EFT001539	WIN010	Windsor-Essex County Humane So	October 28, 2019	\$1,955.00
EFT001540	WOL004	Wolseley Canada Inc	October 28, 2019	\$8,457.55
Total Cheques				\$1,808,223.96



Preauthorized Payments for October 2019

Date	Vendor	Description	Amount
October 2, 2019	API Alarm Monitoring	Miscellaneous Payment	\$22.60
October 15, 2019	957590 Global Leasing	Bill Payment	\$319.89
October 18, 2019	Allstream	Bill Payment	\$64.52
October 18, 2019	Allstream	Bill Payment	\$64.52
October 18, 2019	Allstream	Bill Payment	\$66.16
October 18, 2019	Allstream	Bill Payment	\$117.80
October 21, 2019	Allstream	Bill Payment	\$61.75
October 21, 2019	Allstream	Bill Payment	\$68.65
October 21, 2019	Allstream	Bill Payment	\$110.68
October 21, 2019	Allstream	Bill Payment	\$166.05
October 24, 2019	Allstream	Bill Payment	\$60.96
October 24, 2019	Allstream	Bill Payment	\$60.96
October 24, 2019	Allstream	Bill Payment	\$70.00
October 24, 2019	Allstream	Bill Payment	\$71.81
October 30, 2019	Allstream	Bill Payment	\$61.64
October 30, 2019	Allstream	Bill Payment	\$93.72
October 30, 2019	Allstream	Bill Payment	\$206.61
October 25, 2019	Allstream	Bill Payment	\$46.11
October 15, 2019	BAM Fee	Lease Payment	\$10.30
October 2, 2019	Bell Canada	Bill Payment	\$385.86
October 15, 2019	Bell Canada	Bill Payment	\$148.33
October 21, 2019	Bell Canada	Bill Payment	\$226.96
October 23, 2019	Bell Canada	Bill Payment	\$102.54
October 23, 2019	Bell Canada	Bill Payment	\$120.80
October 23, 2019	Bell Canada	Bill Payment	\$149.62
October 23, 2019	Bell Canada	Bill Payment	\$202.97
October 25, 2019	Bell Canada	Bill Payment	\$68.79
October 25, 2019	Bell Canada	Bill Payment	\$81.40
October 29, 2019	Cogeco Connexion	Bill Payment	\$506.71
October 16, 2019	Dell Finance	Lease Payment	\$699.44
October 2, 2019	Dell Finance	Lease Payment	\$87.21
October 21, 2019	Dell Finance	Lease Payment	\$164.77
October 28, 2019	Dell Finance	Lease Payment	\$2,491.03
October 16, 2019	ELK Energy	Bill Payment	\$13.53
October 16, 2019	ELK Energy	Bill Payment	\$18.68
October 16, 2019	ELK Energy	Bill Payment	\$19.63
October 16, 2019	ELK Energy	Bill Payment	\$20.18
October 16, 2019	ELK Energy	Bill Payment	\$20.92
October 16, 2019	ELK Energy	Bill Payment	\$20.96
October 16, 2019	ELK Energy	Bill Payment	\$21.10
October 16, 2019	ELK Energy	Bill Payment	\$23.03
October 16, 2019	ELK Energy	Bill Payment	\$24.09
October 16, 2019	ELK Energy	Bill Payment	\$24.32
October 16, 2019	ELK Energy	Bill Payment	\$24.84
October 16, 2019	ELK Energy	Bill Payment	\$25.38
October 16, 2019	ELK Energy	Bill Payment	\$26.47
October 16, 2019	ELK Energy	Bill Payment	\$26.80
October 16, 2019	ELK Energy	Bill Payment	\$28.67
October 16, 2019	ELK Energy	Bill Payment	\$30.08
October 16, 2019	ELK Energy	Bill Payment	\$37.84
October 16, 2019	ELK Energy	Bill Payment	\$41.65
October 16, 2019	ELK Energy	Bill Payment	\$43.98
October 16, 2019	ELK Energy	Bill Payment	\$44.12
October 16, 2019	ELK Energy	Bill Payment	\$46.23
October 16, 2019	ELK Energy	Bill Payment	\$62.39
October 16, 2019	ELK Energy	Bill Payment	\$67.76
October 16, 2019	ELK Energy	Bill Payment	\$68.16
October 16, 2019	ELK Energy	Bill Payment	\$90.93
October 16, 2019	ELK Energy	Bill Payment	\$93.67
October 16, 2019	ELK Energy	Bill Payment	\$95.1



Preauthorized Payments for October 2019

Date	Vendor	Description	Amount
October 16, 2019	ELK Energy	Bill Payment	\$107.69
October 16, 2019	ELK Energy	Bill Payment	\$115.23
October 16, 2019	ELK Energy	Bill Payment	\$115.23
October 16, 2019	ELK Energy	Bill Payment	\$118.86
October 16, 2019	ELK Energy	Bill Payment	\$124.03
October 16, 2019	ELK Energy	Bill Payment	\$164.87
October 16, 2019	ELK Energy	Bill Payment	\$165.45
October 16, 2019	ELK Energy	Bill Payment	\$167.50
October 16, 2019	ELK Energy	Bill Payment	\$183.82
October 16, 2019	ELK Energy	Bill Payment	\$220.77
October 16, 2019	ELK Energy	Bill Payment	\$284.76
October 16, 2019	ELK Energy	Bill Payment	\$395.47
October 16, 2019	ELK Energy	Bill Payment	\$704.76
October 16, 2019	ELK Energy	Bill Payment	\$725.98
October 16, 2019	ELK Energy	Bill Payment	\$761.12
October 16, 2019	ELK Energy	Bill Payment	\$847.32
October 16, 2019	ELK Energy	Bill Payment	\$919.71
October 16, 2019	ELK Energy	Bill Payment	\$937.91
October 16, 2019	ELK Energy	Bill Payment	\$1,033.79
October 16, 2019	ELK Energy	Bill Payment	\$1,166.96
October 16, 2019	ELK Energy	Bill Payment	\$1,181.73
October 16, 2019	ELK Energy	Bill Payment	\$1,239.80
October 16, 2019	ELK Energy	Bill Payment	\$5,393.37
October 16, 2019	ELK Energy	Bill Payment	\$8,563.74
October 16, 2019	ELK Energy	Bill Payment	\$9,011.31
October 16, 2019	ELK Energy	Bill Payment	\$34,424.38
October 21, 2019	ELK Energy	Bill Payment	\$4,068.77
October 21, 2019	ELK Energy	Bill Payment	\$9,713.50
October 1, 2019	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$24.86
October 1, 2019	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$24.86
October 2, 2019	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$67.20
October 3, 2019	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$59.80
October 7, 2019	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$24.86
October 7, 2019	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$24.86
October 7, 2019	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$28.32
October 7, 2019	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$30.82
October 7, 2019	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$32.65
October 7, 2019	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$33.53
October 7, 2019	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$163.82
October 9, 2019	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$24.86
October 9, 2019	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$29.08
October 9, 2019	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$94.64
October 22, 2019	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$44.81
October 22, 2019	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$45.65
October 22, 2019	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$66.14
October 22, 2019	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$78.36
October 23, 2019	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$29.19
October 24, 2019	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$53.66
October 28, 2019	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$24.86
October 28, 2019	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$36.97
October 28, 2019	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$3,357.97
October 29, 2019	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$25.15
October 29, 2019	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$28.31
October 31, 2019	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$145.34
October 8, 2019	Hydro One	Bill Payment	\$82.12
October 8, 2019	Hydro One	Bill Payment	\$2,901.83
October 10, 2019	Hydro One	Bill Payment	\$296.01
October 15, 2019	Hydro One	Bill Payment	\$4.67
October 15, 2019	Hydro One	Bill Payment	\$72.05
October 15, 2019	Hydro One	Bill Payment	\$249.00



Preauthorized Payments for October 2019

Date	Vendor	Description	Amount
October 15, 2019	Hydro One	Bill Payment	\$5,533.10
October 15, 2019	Hydro One	Bill Payment	\$5,668.62
October 16, 2019	Hydro One	Bill Payment	\$36.83
October 16, 2019	Hydro One	Bill Payment	\$36.83
October 16, 2019	Hydro One	Bill Payment	\$61.63
October 16, 2019	Hydro One	Bill Payment	\$95.63
October 16, 2019	Hydro One	Bill Payment	\$349.36
October 16, 2019	Hydro One	Bill Payment	\$410.56
October 16, 2019	Hydro One	Bill Payment	\$5,745.09
October 21, 2019	Hydro One	Bill Payment	\$36.83
October 21, 2019	Hydro One	Bill Payment	\$36.91
October 21, 2019	Hydro One	Bill Payment	\$48.38
October 21, 2019	Hydro One	Bill Payment	\$370.97
October 22, 2019	Hydro One	Bill Payment	\$36.04
October 22, 2019	Hydro One	Bill Payment	\$40.61
October 22, 2019	Hydro One	Bill Payment	\$572.52
October 23, 2019	Hydro One	Bill Payment	\$393.39
October 24, 2019	Hydro One	Bill Payment	\$39.60
October 28, 2019	Hydro One	Bill Payment	\$36.83
October 28, 2019	Hydro One	Bill Payment	\$63.27
October 28, 2019	Hydro One	Bill Payment	\$78.04
October 28, 2019	Hydro One	Bill Payment	\$87.28
October 28, 2019	Hydro One	Bill Payment	\$98.21
October 28, 2019	Hydro One	Bill Payment	\$99.45
October 28, 2019	Hydro One	Bill Payment	\$1,624.89
October 29, 2019	Hydro One	Bill Payment	\$47.19
October 30, 2019	Hydro One	Bill Payment	\$2,796.88
October 10, 2019	Ontario Clean Water	Miscellaneous Payment	\$87,699.08
October 1, 2019	Reliance Comfort	Bill Payment	\$16.95
October 1, 2019	Reliance Comfort	Bill Payment	\$28.70
October 1, 2019	Reliance Comfort	Bill Payment	\$159.10
October 17, 2019	Reliance Comfort	Bill Payment	\$33.90
October 23, 2019	Reliance Comfort	Bill Payment	\$28.70
October 24, 2019	Reliance Comfort	Bill Payment	\$22.60
October 28, 2019	Reliance Comfort	Bill Payment	\$28.70
October 30, 2019	Reliance Comfort	Bill Payment	\$16.95
October 30, 2019	Reliance Comfort	Bill Payment	\$28.70
October 30, 2019	Reliance Comfort	Bill Payment	\$159.10
October 28, 2019	Superpass	Bill Payment	\$647.65
October 21, 2019	Telus Mobility	Bill Payment	\$3,045.35
October 9, 2019	US Bank	Bill Payment	\$19,677.90
October 4, 2019	Union Water WBP	Bill Payment	\$53,261.34
October 22, 2019	Windsor Disposal Services Group	Miscellaneous Payment	\$175.92
October 22, 2019	Windsor Disposal Services Group	Miscellaneous Payment	\$56,586.97
Total Pre-Authorized Payments			\$345,637.71



Payroll for October 2019

Pay Week Ending	Pay Date	Amount
September 28, 2019	October 3, 2019	\$95,097.07
October 5, 2019	October 10, 2019	\$93,232.56
October 12, 2019	October 17, 2019	\$92,496.87
October 19, 2019	October 24, 2019	\$96,554.38
October 26, 2019	October 31, 2019	\$94,443.75
Council Remuneration	October 31, 2019	\$14,264.07
Total		\$486,088.70



## **November 2019 Bank Payments Report**

### Contents Include

General Account Cheque Register

Pre-Authorized Payments

Payroll



General Account Cheque Register for November 2019

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Amount
50591	BJO002	Bjorkman, Mary-Anne & Steven	November 1, 2019	\$2,000.00
50592	CAS004	CASSIDY, DAVID	November 4, 2019	\$10,456.45
50593	SNY001	Snyder Automotive	November 4, 2019	\$6,000.00
50594	FEE001	The Feed Store	November 4, 2019	\$5,060.00
50595	ACC011	Accurate Creations	November 4, 2019	\$90.40
50596	BLA013	Blackburn Radio Inc.	November 4, 2019	\$2,250.11
50597	CCD001	Countryside Chrysler-Dodge Ltd	November 4, 2019	\$32.94
50598	CED004	Cedar Manor Farms	November 4, 2019	\$14,238.00
50599	CIN001	Cintas Canada Limited	November 4, 2019	\$105.36
50600	DON005	Donny Moore Photography	November 4, 2019	\$100.00
50601	ESC001	Escribe	November 4, 2019	\$762.75
50602	ESS044	Town of Essex	November 4, 2019	\$570.05
50603	ESS109	Essex Athletic Association	November 4, 2019	\$634.00
50604	FIR002	Fire Marshal's Public Fire Saf	November 4, 2019	\$1,400.07
50605	KIN014	Kinnaird's Painting	November 4, 2019	\$655.40
50606	KIS002	Kiss, Theodore	November 4, 2019	\$250.00
50607	LAB018	Dr. Laba-Kaczmarek Medical Gro	November 4, 2019	\$3,500.00
50608	MAI010	Maidstone Tree Farm	November 4, 2019	\$315.50
50609	MAR083	Martin & Levesque Inc	November 4, 2019	\$2,768.03
50610	MCA010	McAgy, Tina	November 4, 2019	\$1,000.00
50611	MCT001	McTague Law Firm LLP	November 4, 2019	\$270.64
50612	OPE001	Openspace Solutions Inc.	November 4, 2019	\$222.05
50613	PAR006	Parks & Recreation Ontario	November 4, 2019	\$1,520.00
50614	PHO004	Phoenix Drilling Inc.	November 4, 2019	\$4,520.00
50615	PRA001	Praxair Canada Inc	November 4, 2019	\$414.31
50616	REC008	R.E.C. Health & Fitness Inc.	November 4, 2019	\$500.00
50617	RSR001	R & S RENOVATIONS	November 4, 2019	\$250.00
50618	SEX001	SEXAUER LTD	November 4, 2019	\$816.48
50619	SHA022	Shaheen, Matt	November 4, 2019	\$1,963.56
50620	SHR001	Shred-it International ULC	November 4, 2019	\$149.67
50621	SMI038	Smith, Ruth	November 4, 2019	\$20.00
50622	STE032	Sterling Motor Technology	November 4, 2019	\$277.66
50623	SUP010	Superior Sport Stitch	November 4, 2019	\$33.90
50624	TEC004	Technical Standards & Safety A	November 4, 2019	\$252.00
50625	UNI028	Unique Training & Development	November 4, 2019	\$1,412.50
50626	WIN003	Windsor-Essex County Health Un	November 4, 2019	\$1,759.40
50627	KOL004	Kolasa, Zak	November 11, 2019	\$296.99
50628	LIB005	Libro Credit Union	November 11, 2019	\$6,000.00
50629	2036843	2036843 Ontario Inc.	November 12, 2019	\$2,062.25
50630	ABE001	Abell Pest Control	November 12, 2019	\$146.90
50631	AGI001	Acklands-Grainger Inc.	November 12, 2019	\$119.00
50632	ARG001	Argent, Sylene	November 12, 2019	\$20.11
50633	BAI010	Baird, Matt	November 12, 2019	\$1,000.00
50634	BOU001	Boughazale, Tony	November 12, 2019	\$2,722.50
50635	BRO001	BROCKMAN, TERRY	November 12, 2019	\$250.00
50636	CIN001	Cintas Canada Limited	November 12, 2019	\$52.68
50637	CLS001	Canadian Linen and Uniform Ser	November 12, 2019	\$297.96
50638	COR004	Corporate Billing Inc.	November 12, 2019	\$155.64
50639	CUL001	Culligan Water	November 12, 2019	\$86.15
50640	CUM002	Cummins Canada ULC	November 12, 2019	\$266.71
50641	DAV013	Davey Tree Expert Co. of Canad	November 12, 2019	\$12,531.70
50642	DOM003	Domino's Pizza	November 12, 2019	\$383.80
50643	ESS017	Essex Free Press	November 12, 2019	\$1,276.83
50644	ESS024	Essex Railway Station	November 12, 2019	\$500.00
50645	FAS002	Fastenal Canada, LTD	November 12, 2019	\$29.83
50646	FIS002	Fisher's Regalia	November 12, 2019	\$110.66
50647	FRA014	Fraser, John Andrew	November 12, 2019	\$200.00
50648	GEO001	Georgian Bay Fire & Safety Ltd	November 12, 2019	\$1,609.19
50649	GIR012	Girard, Timothy	November 12, 2019	\$250.00
50650	GRI004	Gritke, Gary	November 12, 2019	\$1,081.00
50651	HAR001	The Harrow News & County Print	November 12, 2019	\$505.68
50652	HYD003	Hydro One Networks	November 12, 2019	\$13,669.56
50653	JIR001	Jireh Tools	November 12, 2019	\$3,615.98
50654	KOZ002	Kozma Bonnie	November 12, 2019	\$200.00
50655	KRI004	KRIS KELLY SIGNS WINDSOR LTD	November 12, 2019	\$549.50



General Account Cheque Register for November 2019

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Amount
50656	LAC007	Lacasse Spg	November 12, 2019	\$77.97
50657	LAI005	Laing's Lawn Care & Pest Contr	November 12, 2019	\$429.40
50658	LAS006	LaSalle Backhoe Service	November 12, 2019	\$500.00
50659	LAW012	Lawrie, Eric	November 12, 2019	\$200.00
50660	LES005	LESTER, JOSEPH	November 12, 2019	\$250.00
50661	LRS001	LRS Paging Canada	November 12, 2019	\$59.61
50662	MAR083	Martin & Levesque Inc	November 12, 2019	\$610.20
50663	MIL006	Mill-Am Corporation	November 12, 2019	\$6,132.93
50664	MIN001	Minister of Finance	November 12, 2019	\$230,514.82
50665	NOR006	NorJohn Contracting & Paving L	November 12, 2019	\$204,368.83
50666	ONT054	Ontario Municipal Management I	November 12, 2019	\$149.00
50667	OTT002	Ottawa Brass Ltd.	November 12, 2019	\$1,079.15
50668	PET009	PETTIT PAVING	November 12, 2019	\$4,520.00
50669	POO003	Pools by Angelo	November 12, 2019	\$500.00
50670	PRA001	Praxair Canada Inc	November 12, 2019	\$1,140.10
50671	REC008	R.E.C. Health & Fitness Inc.	November 12, 2019	\$3,184.90
50672	REE004	Reeb, Robert	November 12, 2019	\$250.00
50673	TOW003	Municipality of Leamington	November 12, 2019	\$1,050.00
50674	TSC002	TSC Stores LP	November 12, 2019	\$79.09
50675	WIN021	Windsor Police Service	November 12, 2019	\$1,200.00
50676	XER001	Xerox Canada	November 12, 2019	\$206.92
50678	MAY003	Mayville, Lou-Anne	November 18, 2019	\$250.00
50679	JAN006	Jangles the Magic Clown	November 18, 2019	\$125.00
50680	STV001	St. Vincent de Paul Food Bank	November 18, 2019	\$500.00
50681	SAL005	The Salvation Army	November 19, 2019	\$1,000.00
50682	AMI005	Amicarelli, Ida	November 20, 2019	\$322.05
50683	CRF002	C & R Fabrications	November 20, 2019	\$36.16
50684	GAR018	Garfield's Restaurant	November 20, 2019	\$5,500.00
50685	KOT001	Kotow, Christie	November 20, 2019	\$75.95
50686	REC001	Receiver General	November 20, 2019	\$907.00
50687	REC003	Receiver General for Canada	November 20, 2019	\$28,086.15
50688	TOW002	Town of Essex	November 20, 2019	\$3,865.00
50689	ZUI001	Zuiderveen Carpentry	November 20, 2019	\$250.00
50690	PEN002	Penguin Management, Inc.	November 20, 2019	\$948.00
50691	TOY001	To Your Kitchen	November 22, 2019	\$896.65
50692	MEL007	Meloche, Richard	November 25, 2019	\$1,000.00
50693	AAF001	A & A Flooring	November 25, 2019	\$40.68
50694	ANN001	Annex Business Media	November 25, 2019	\$1,553.42
50695	BEL017	Bell Canada-Public Access	November 25, 2019	\$56.50
50696	BKC001	B.K. Cornerstone	November 25, 2019	\$1,000.00
50697	BRI007	Britenbaugh, Robert	November 25, 2019	\$250.00
50698	CDW002	CDW Canada Inc.	November 25, 2019	\$742.44
50699	CLS001	Canadian Linen and Uniform Ser	November 25, 2019	\$489.00
50700	COT006	Cottam Radiator	November 25, 2019	\$180.80
50701	CTY002	County of Essex	November 25, 2019	\$525.00
50702	CUL001	Culligan Water	November 25, 2019	\$32.88
50703	CUS003	CUSTOM ELECTRONICS & AUTOMATIO	November 25, 2019	\$672.35
50704	ERC001	Essex Region Conservation Auth	November 25, 2019	\$700.00
50705	ESS002	Essex 73's	November 25, 2019	\$5,113.50
50706	ESS003	Essex Animal Hospital	November 25, 2019	\$295.04
50707	ESS017	Essex Free Press	November 25, 2019	\$1,204.22
50708	ESS037	Essex United Church	November 25, 2019	\$300.00
50709	GEO001	Georgian Bay Fire & Safety Ltd	November 25, 2019	\$142.49
50710	GHE001	G. H. Enterprises	November 25, 2019	\$305.10
50711	GUA004	Guardian Fence	November 25, 2019	\$542.40
50712	JIR001	Jireh Tools	November 25, 2019	\$145.77
50713	JOJ001	Jo Jacks	November 25, 2019	\$1,750.00
50714	LAC007	Lacasse Spg	November 25, 2019	\$335.27
50715	LAC008	Lacoursiere, Roland Edmund	November 25, 2019	\$250.00
50716	LMS001	L & M Sod Farm	November 25, 2019	\$200.00
50717	MAC044	MacDonald, Heather (Petty Cash	November 25, 2019	\$92.75
50718	MAR070	Marks Supply Inc	November 25, 2019	\$245.44
50719	MAR083	Martin & Levesque Inc	November 25, 2019	\$282.39
50720	MEL045	Meloche, Robert James	November 25, 2019	\$250.00
50721	MER001	Merchants Paper Company Windso	November 25, 2019	\$256.28



General Account Cheque Register for November 2019

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Amount
50722	MER013	Mero, Aaron Joseph	November 25, 2019	\$250.00
50723	MIN001	Minister of Finance	November 25, 2019	\$65.00
50724	MUN012	Munger Plumbing & Electric	November 25, 2019	\$1,153.44
50725	OES001	OES INC	November 25, 2019	\$198.88
50726	OPE001	Openspace Solutions Inc.	November 25, 2019	\$107.92
50727	PBS002	P.B.S. ENGINEERING INC	November 25, 2019	\$1,356.00
50728	PIT010	Pittao, Alexander	November 25, 2019	\$2,000.00
50729	POO007	Poolocity	November 25, 2019	\$791.00
50730	PRA001	Praxair Canada Inc	November 25, 2019	\$305.55
50731	REM004	Rempel, Donald	November 25, 2019	\$500.00
50732	REM006	Remington, Robert	November 25, 2019	\$200.00
50733	RYE001	Ryersee, Tyler Murray	November 25, 2019	\$500.00
50734	TSC002	TSC Stores LP	November 25, 2019	\$112.49
50735	WEB002	Webber, Richard	November 25, 2019	\$3,251.58
50736	WIN061	Windsor Parade Corporation	November 25, 2019	\$12,000.00
50737	XER001	Xerox Canada	November 25, 2019	\$453.89
50738	AZE001	Azevedo, Leonel	November 29, 2019	\$15.00
50739	CAN001	K & S Windsor Salt Ltd	November 29, 2019	\$10,348.40
50740	CAR030	Cardinal Couriers Ltd	November 29, 2019	\$72.03
50741	CED004	Cedar Manor Farms	November 29, 2019	\$5,085.00
50742	CEN014	Central Animal Hospital	November 29, 2019	\$975.00
50743	CIN001	Cintas Canada Limited	November 29, 2019	\$998.26
50744	CLS001	Canadian Linen and Uniform Ser	November 29, 2019	\$611.69
50745	COR004	Corporate Billing Inc.	November 29, 2019	\$4,448.53
50746	COT006	Cottam Radiator	November 29, 2019	\$203.40
50747	CTY002	County of Essex	November 29, 2019	\$309.23
50748	CUL001	Culligan Water	November 29, 2019	\$32.88
50749	DAV013	Davey Tree Expert Co. of Canad	November 29, 2019	\$14,091.10
50750	DUR014	DuraMax Epoxy Services Inc.	November 29, 2019	\$5,763.00
50751	ELK001	E.L.K. Solutions Inc	November 29, 2019	\$11,134.44
50752	ESS017	Essex Free Press	November 29, 2019	\$631.55
50753	FRA011	Francotyp - Postalia Canada In	November 29, 2019	\$106.79
50754	GLE002	Glenco Concrete Ltd.	November 29, 2019	\$24,295.00
50755	HAR001	The Harrow News & County Print	November 29, 2019	\$405.67
50756	JOM001	Jo-Mar Excavating Ltd.	November 29, 2019	\$16,724.00
50757	LAC007	Lacasse Spg	November 29, 2019	\$1,011.35
50758	LIN007	Lincoln Conveyors	November 29, 2019	\$636.19
50759	LIN008	Lincoln Laser Solutions	November 29, 2019	\$452.00
50760	MES004	Messer Canda Inc.	November 29, 2019	\$119.95
50761	MIL006	Mill-Am Corporation	November 29, 2019	\$675.29
50762	MIN001	Minister of Finance	November 29, 2019	\$278,449.00
50763	MIN004	Minister of Finance	November 29, 2019	\$50.00
50764	MOO011	Moore, Donny	November 29, 2019	\$50.00
50765	MSJ001	M S J Automotive Services Ltd.	November 29, 2019	\$407.90
50766	NAS004	Nasci Construction Services Lt	November 29, 2019	\$5,226.28
50767	NEW013	New World Park Solutions	November 29, 2019	\$1,921.00
50768	NEX002	NEXGEN MUNICIPAL	November 29, 2019	\$2,196.83
50769	NOR008	Nortrax Canada Inc.	November 29, 2019	\$3,396.46
50770	POL001	Pollard Distribution Inc.	November 29, 2019	\$2,260.45
50771	PRA001	Praxair Canada Inc	November 29, 2019	\$920.99
50772	QUE002	Queens Auto Supply Ltd.	November 29, 2019	\$15.81
50773	REY003	W H REYNOLDS CAMBRIDGE LTD	November 29, 2019	\$5,445.47
50774	SAB001	Sabbe, David	November 29, 2019	\$583.35
50775	SUN008	SUNRISE EQUIPMENT RENTALS & SA	November 29, 2019	\$230.52
50776	TOT008	Total Source Contracting	November 29, 2019	\$5,428.52
50777	TOW002	Town of Essex	November 29, 2019	\$15.66
50778	WAL024	Walker Aggregates Inc.	November 29, 2019	\$257.08
50779	WAT003	WATERBEE POOLS LTD	November 29, 2019	\$18.61
50780	WAT007	Water & Ice North America Inc	November 29, 2019	\$6,702.03
50781	WUR001	Wurth Canada Limited	November 29, 2019	\$167.65
50782	SMA006	Smashed Apple Gourmet Catering	November 29, 2019	\$1,819.30
EFT001541	ALO001	Aloisio, Janice	November 4, 2019	\$616.34
EFT001542	AQU001	Aquam Inc	November 4, 2019	\$2,458.00
EFT001543	BEZ001	Bezaire, Mike	November 4, 2019	\$4,495.51
EFT001544	BJO003	Bjorkman, Mary-Anne	November 4, 2019	\$649.62



General Account Cheque Register for November 2019

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Amount
EFT001545	BOW001	Bowman, Morley	November 4, 2019	\$135.80
EFT001546	CAM022	Campbell, Carrie	November 4, 2019	\$162.40
EFT001547	COM030	Commercial Cleaning Services	November 4, 2019	\$2,231.75
EFT001548	COU023	CountrySide Drilling Ltd.	November 4, 2019	\$1,949.25
EFT001549	CTS001	County Towing Inc.	November 4, 2019	\$350.30
EFT001550	EMC002	EMCO Corporation	November 4, 2019	\$2,292.92
EFT001551	ESS084	Essex County K9 Services	November 4, 2019	\$5,231.90
EFT001552	GAL005	Gallant, Tanner	November 4, 2019	\$12.00
EFT001553	GRE003	Greater Essex County District	November 4, 2019	\$5,121.07
EFT001554	HAL015	Haller Mechanical Contractors	November 4, 2019	\$1,900.74
EFT001555	HEA002	Heaton Sanitation	November 4, 2019	\$678.00
EFT001556	LAS001	Laser Art Inc	November 4, 2019	\$4,096.70
EFT001557	LEA001	Leamington Equipment Rentals	November 4, 2019	\$1,032.03
EFT001558	LIF001	Lifesaving Society	November 4, 2019	\$89.55
EFT001559	MON001	Monarch Office Supply Inc.	November 4, 2019	\$586.47
EFT001560	RCA001	RCAP Leasing Inc.	November 4, 2019	\$84.12
EFT001561	REA016	Realtax Inc.	November 4, 2019	\$581.95
EFT001562	REG001	Reg Clark Truck Ltd	November 4, 2019	\$610.32
EFT001563	SKY004	SkyMobile	November 4, 2019	\$2,124.40
EFT001564	SNI001	Snively, Lawrence	November 4, 2019	\$229.68
EFT001565	STA007	Stationery & Stuff	November 4, 2019	\$47.46
EFT001566	AUT001	Auto Barn Parts	November 8, 2019	\$40.15
EFT001567	BTE001	BT Engineering Inc.	November 8, 2019	\$1,983.15
EFT001568	FEE001	The Feed Store	November 8, 2019	\$76.79
EFT001569	GRE001	Great Lakes Safety Products	November 8, 2019	\$208.35
EFT001570	HUR007	Hurricane SMS Inc.	November 8, 2019	\$4,237.50
EFT001571	INT013	International Fabricating & Ma	November 8, 2019	\$335.05
EFT001572	PRE012	Preview Inspections & Consulti	November 8, 2019	\$2,260.00
EFT001573	RCS001	RC Spencer Associates Inc.	November 8, 2019	\$15,214.32
EFT001574	REN002	Larry Renaud Ford & RV Sales	November 8, 2019	\$186.65
EFT001575	SCL001	Stantec	November 8, 2019	\$15,733.42
EFT001576	SOU007	Southwestern Sales Corporation	November 8, 2019	\$2,217.96
EFT001577	WAT002	Watson & Associates Economists	November 8, 2019	\$230.63
EFT001578	WHI019	White's Wearparts Ltd.	November 8, 2019	\$1,084.80
EFT001579	WOL004	Wolseley Canada Inc	November 8, 2019	\$822.02
EFT001580	WOR010	Work Authority	November 8, 2019	\$203.39
EFT001581	ANC001	Anchem Sales	November 12, 2019	\$838.97
EFT001582	APP005	Applied Computer Solutions Inc	November 12, 2019	\$70.63
EFT001583	AUT001	Auto Barn Parts	November 12, 2019	\$102.66
EFT001584	BEZ001	Bezaire, Mike	November 12, 2019	\$1,457.70
EFT001585	BRO041	Brown, Shelley	November 12, 2019	\$139.20
EFT001586	CAM022	Campbell, Carrie	November 12, 2019	\$157.76
EFT001587	CCC002	Colonial Coffee Co. Ltd.	November 12, 2019	\$57.40
EFT001588	CHA036	Chadwick, Lori	November 12, 2019	\$164.27
EFT001589	EMC002	EMCO Corporation	November 12, 2019	\$60.62
EFT001590	ESS030	Essex Windsor Solid Waste Auth	November 12, 2019	\$1,372.74
EFT001591	EVA001	Evans Utility & Municipal Prod	November 12, 2019	\$15,545.98
EFT001592	GOL001	Golder Associates Ltd.	November 12, 2019	\$1,932.87
EFT001593	GRA025	Grand & Toy	November 12, 2019	\$660.71
EFT001594	GRA040	Graybar Canada	November 12, 2019	\$44.19
EFT001595	HAL015	Haller Mechanical Contractors	November 12, 2019	\$260.09
EFT001596	HAM010	Hamilton, Nathan	November 12, 2019	\$1,039.14
EFT001597	HOL001	Holland Cleaning Solutions Ltd	November 12, 2019	\$1,371.97
EFT001598	JAC001	Jack's Auto Service	November 12, 2019	\$2,617.81
EFT001599	JUT001	Jutzi Water Technologies	November 12, 2019	\$1,989.93
EFT001600	KEN002	Ken Lapain & Sons Ltd.	November 12, 2019	\$11,436.33
EFT001601	LIF001	Lifesaving Society	November 12, 2019	\$25.00
EFT001602	MON001	Monarch Office Supply Inc.	November 12, 2019	\$2,090.59
EFT001603	NEL002	Nella Cutlery (Hamilton) Inc.	November 12, 2019	\$276.85
EFT001604	ONT026	Ontario One Call Ltd	November 12, 2019	\$213.75
EFT001605	PUR001	Purolator Inc.	November 12, 2019	\$242.87
EFT001606	REN002	Larry Renaud Ford & RV Sales	November 12, 2019	\$536.75
EFT001607	SCL001	Stantec	November 12, 2019	\$23,508.60
EFT001608	SOU041	Southpoint Equipment	November 12, 2019	\$50.32
EFT001609	STA007	Stationery & Stuff	November 12, 2019	\$49.72



General Account Cheque Register for November 2019

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Amount
EFT001610	STE004	Stewart Gilbert Limited	November 12, 2019	\$423.75
EFT001611	STE033	Stephens, Tracy	November 12, 2019	\$196.92
EFT001612	SWE004	Sweet, Doug	November 12, 2019	\$371.20
EFT001613	VAL009	Valvoline Express Care	November 12, 2019	\$192.71
EFT001614	WOL002	Wolf Hooker Professional Corpo	November 12, 2019	\$1,256.09
EFT001615	AFF004	Affleck, Jay	November 20, 2019	\$406.57
EFT001616	ALD002	Aldridge, Austin	November 20, 2019	\$12.00
EFT001617	CAM022	Campbell, Carrie	November 20, 2019	\$209.60
EFT001618	CUP001	Canadian Union of Public Emplo	November 20, 2019	\$2,851.07
EFT001619	GRE005	Green Shield Canada	November 20, 2019	\$50,130.82
EFT001620	HAM010	Hamilton, Nathan	November 20, 2019	\$24.00
EFT001621	MAC040	MacGregor, Allison	November 20, 2019	\$13.92
EFT001622	MCA003	MCADAM, LORRAINE	November 20, 2019	\$1,759.00
EFT001623	MCD025	McDonnell, Trevor	November 20, 2019	\$135.59
EFT001624	MET004	Metcalfe, Heather	November 20, 2019	\$120.35
EFT001625	MET006	Metcalfe Megan	November 20, 2019	\$507.74
EFT001626	OME001	OMERS	November 20, 2019	\$90,548.08
EFT001627	ROL005	Roles, Breanna	November 20, 2019	\$165.16
EFT001628	SUN002	Sun Life Assurance Company of	November 20, 2019	\$14,399.49
EFT001629	XMA001	Town of Essex Employees Christ	November 20, 2019	\$2,150.00
EFT001630	AGR002	Agris Co-Operative Ltd.	November 25, 2019	\$2,323.25
EFT001631	AIR004	Airvoix Communciations Inc	November 25, 2019	\$1,435.10
EFT001632	APP005	Applied Computer Solutions Inc	November 25, 2019	\$1,490.47
EFT001633	AUT001	Auto Barn Parts	November 25, 2019	\$202.98
EFT001634	AUT004	Automated Entrance Systems	November 25, 2019	\$288.15
EFT001635	BEZ001	Bezaire, Mike	November 25, 2019	\$4,495.51
EFT001636	CCC002	Colonial Coffee Co. Ltd.	November 25, 2019	\$39.24
EFT001637	CIM001	CIMCO Refrigeration	November 25, 2019	\$818.78
EFT001638	COL001	Colenutt Signs Limited	November 25, 2019	\$124.30
EFT001639	COM030	Commercial Cleaning Services	November 25, 2019	\$5,446.60
EFT001640	EMC002	EMCO Corporation	November 25, 2019	\$3,056.65
EFT001641	EMP003	Empire Communications	November 25, 2019	\$680.98
EFT001642	EMP006	Empire Business Continuity Con	November 25, 2019	\$1,072.14
EFT001643	ESO001	eSolutions Group	November 25, 2019	\$29,417.66
EFT001644	EVA001	Evans Utility & Municipal Prod	November 25, 2019	\$572.06
EFT001645	GRE001	Great Lakes Safety Products	November 25, 2019	\$100.04
EFT001646	HAR060	Harrow Animal Hospital	November 25, 2019	\$405.00
EFT001647	HOL001	Holland Cleaning Solutions Ltd	November 25, 2019	\$1,250.89
EFT001648	KEL011	Kelcom Wireless Ltd.	November 25, 2019	\$59.31
EFT001649	KEN002	Ken Lapain & Sons Ltd.	November 25, 2019	\$1,545.37
EFT001650	LAW010	Lawns R Us	November 25, 2019	\$7,458.00
EFT001651	LEA001	Leamington Equipment Rentals	November 25, 2019	\$712.69
EFT001652	NEL002	Nella Cutlery (Hamilton) Inc.	November 25, 2019	\$316.40
EFT001653	PUR001	Purolator Inc.	November 25, 2019	\$23.46
EFT001654	REG001	Reg Clark Truck Ltd	November 25, 2019	\$8,297.19
EFT001655	SHE005	Wilf Shepley Electrical & Plum	November 25, 2019	\$2,152.65
EFT001656	SNY001	Snyder Automotive	November 25, 2019	\$257.66
EFT001657	STA007	Stationery & Stuff	November 25, 2019	\$65.30
EFT001658	TOW011	Town of Lakeshore	November 25, 2019	\$30,774.99
EFT001659	TWO001	Two Way Automotive	November 25, 2019	\$31.33
EFT001660	VER014	Verbeek, Kim	November 25, 2019	\$804.96
EFT001661	WAS004	Waste Connections of Canada In	November 25, 2019	\$1,109.81
EFT001662	WIN010	Windsor-Essex County Humane So	November 25, 2019	\$965.00
EFT001663	AUT001	Auto Barn Parts	November 29, 2019	\$66.18
EFT001664	BEZ001	Bezaire, Mike	November 29, 2019	\$813.60
EFT001665	BLA011	Black & McDonald Limited	November 29, 2019	\$1,865.58
EFT001666	CAN037	Canadian Diesel Services	November 29, 2019	\$1,538.29
EFT001667	CAR011	Carrier Centers	November 29, 2019	\$1,510.37
EFT001668	CHE003	Checker Industrial Ltd	November 29, 2019	\$383.20
EFT001669	CTS001	County Towing Inc.	November 29, 2019	\$1,241.60
EFT001670	DCS001	DCS Group Inc.	November 29, 2019	\$410.75
EFT001671	ESS030	Essex Windsor Solid Waste Auth	November 29, 2019	\$60,428.70
EFT001672	ESS084	Essex County K9 Services	November 29, 2019	\$2,542.50
EFT001673	FEE001	The Feed Store	November 29, 2019	\$44.75
EFT001674	GAL005	Gallant, Tanner	November 29, 2019	\$12.00



General Account Cheque Register for November 2019

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Amount
EFT001675	GRE003	Greater Essex County District	November 29, 2019	\$19,520.00
EFT001676	HAM010	Hamilton, Nathan	November 29, 2019	\$18.00
EFT001677	HHH001	Harrow Home Hardware	November 29, 2019	\$860.63
EFT001678	HOL001	Holland Cleaning Solutions Ltd	November 29, 2019	\$858.06
EFT001679	HUR007	Hurricane SMS Inc.	November 29, 2019	\$4,859.00
EFT001680	INT013	International Fabricating & Ma	November 29, 2019	\$108.76
EFT001681	ITM001	ITM Instruments Inc.	November 29, 2019	\$3,470.23
EFT001682	JEF001	Jeff Shepley Excavating Ltd.	November 29, 2019	\$42,917.75
EFT001683	JEF003	Jeffrey, Ed	November 29, 2019	\$223.92
EFT001684	KEL001	Kelcom - Windsor Copier Inc.	November 29, 2019	\$159.40
EFT001685	MAR060	Martynse, Bruce	November 29, 2019	\$12.00
EFT001686	MOR025	Morrison, Jeffrey	November 29, 2019	\$139.01
EFT001687	MOU001	MOUSSEAU, DELUCA, MCPHERSON, P	November 29, 2019	\$84.75
EFT001688	MYE002	Myers Truck & Trailer Repair	November 29, 2019	\$413.58
EFT001689	ONT016	Ontario Clean Water Agency	November 29, 2019	\$142,058.36
EFT001690	PRE012	Preview Inspections & Consulti	November 29, 2019	\$1,808.00
EFT001691	PUR001	Purolator Inc.	November 29, 2019	\$35.98
EFT001692	RCA001	RCAP Leasing Inc.	November 29, 2019	\$84.12
EFT001693	RCS001	RC Spencer Associates Inc.	November 29, 2019	\$14,233.77
EFT001694	REG001	Reg Clark Truck Ltd	November 29, 2019	\$57,009.99
EFT001695	REN002	Larry Renaud Ford & RV Sales	November 29, 2019	\$53.68
EFT001696	ROO002	Rood Engineering	November 29, 2019	\$12,485.37
EFT001697	SKY004	SkyMobile	November 29, 2019	\$2,124.40
EFT001698	SOU041	Southpoint Equipment	November 29, 2019	\$26,837.50
EFT001699	STA007	Stationery & Stuff	November 29, 2019	\$38.78
EFT001700	STA030	Stationery & Stuff Inc.	November 29, 2019	\$147.02
EFT001701	STE004	Stewart Gilbert Limited	November 29, 2019	\$266.25
EFT001702	SUN010	Sunparlour Locksmiths Mobile S	November 29, 2019	\$226.00
EFT001703	TAN003	Tang, Kam Yui	November 29, 2019	\$371.43
EFT001704	TWO001	Two Way Automotive	November 29, 2019	\$14.89
EFT001705	VAN008	Evert Van Doorn Construction	November 29, 2019	\$223.77
EFT001706	WIN010	Windsor-Essex County Humane So	November 29, 2019	\$1,025.00
EFT001707	WOL002	Wolf Hooker Professional Corpo	November 29, 2019	\$4,544.06
EFT001708	WOL004	Wolseley Canada Inc	November 29, 2019	\$542.00
Total Cheques				\$1,906,247.70



Preauthorized Payments for November 2019

Date	Vendor	Description	Amount
November 4, 2019	API Alarm Monitoring	Miscellaneous Payment	\$22.60
November 15, 2019	957590 Global Leasing	Bill Payment	\$319.89
November 18, 2019	Allstream	Bill Payment	\$64.52
November 18, 2019	Allstream	Bill Payment	\$64.52
November 18, 2019	Allstream	Bill Payment	\$66.16
November 18, 2019	Allstream	Bill Payment	\$117.80
November 21, 2019	Allstream	Bill Payment	\$61.04
November 21, 2019	Allstream	Bill Payment	\$68.11
November 21, 2019	Allstream	Bill Payment	\$110.68
November 21, 2019	Allstream	Bill Payment	\$165.62
November 25, 2019	Allstream	Bill Payment	\$60.96
November 25, 2019	Allstream	Bill Payment	\$60.96
November 25, 2019	Allstream	Bill Payment	\$70.00
November 25, 2019	Allstream	Bill Payment	\$71.81
November 22, 2019	Allstream	Bill Payment	\$45.43
November 15, 2019	BAM Fee	Lease Payment	\$14.90
November 4, 2019	Bell Canada	Bill Payment	\$385.86
November 13, 2019	Bell Canada	Bill Payment	\$148.33
November 25, 2019	Bell Canada	Bill Payment	\$68.79
November 25, 2019	Bell Canada	Bill Payment	\$81.40
November 25, 2019	Bell Canada	Bill Payment	\$102.54
November 25, 2019	Bell Canada	Bill Payment	\$120.80
November 25, 2019	Bell Canada	Bill Payment	\$149.62
November 25, 2019	Bell Canada	Bill Payment	\$200.14
November 1, 2019	Cogeco Connexion	Bill Payment	\$250.40
November 6, 2019	Cogeco Connexion	Bill Payment	\$341.33
November 7, 2019	Cogeco Connexion	Bill Payment	\$205.11
November 12, 2019	Cogeco Connexion	Bill Payment	\$277.16
November 29, 2019	Cogeco Connexion	Bill Payment	\$124.24
November 26, 2019	Dell Finance	Lease Payment	\$2,491.03
November 21, 2019	Dell Finance	Lease Payment	\$164.77
November 15, 2019	Dell Finance	Lease Payment	\$240.67
November 18, 2019	Dell Finance	Lease Payment	\$699.44
November 4, 2019	Dell Finance	Lease Payment	\$87.21
November 18, 2019	ELK Energy	Bill Payment	\$16.20
November 18, 2019	ELK Energy	Bill Payment	\$18.62
November 18, 2019	ELK Energy	Bill Payment	\$18.68
November 18, 2019	ELK Energy	Bill Payment	\$19.49
November 18, 2019	ELK Energy	Bill Payment	\$19.49
November 18, 2019	ELK Energy	Bill Payment	\$19.49
November 18, 2019	ELK Energy	Bill Payment	\$19.90
November 18, 2019	ELK Energy	Bill Payment	\$20.92
November 18, 2019	ELK Energy	Bill Payment	\$22.36
November 18, 2019	ELK Energy	Bill Payment	\$24.30
November 18, 2019	ELK Energy	Bill Payment	\$24.59
November 18, 2019	ELK Energy	Bill Payment	\$25.04
November 18, 2019	ELK Energy	Bill Payment	\$27.99
November 18, 2019	ELK Energy	Bill Payment	\$28.41
November 18, 2019	ELK Energy	Bill Payment	\$28.67
November 18, 2019	ELK Energy	Bill Payment	\$35.85
November 18, 2019	ELK Energy	Bill Payment	\$39.76
November 18, 2019	ELK Energy	Bill Payment	\$39.76
November 18, 2019	ELK Energy	Bill Payment	\$40.74
November 18, 2019	ELK Energy	Bill Payment	\$46.13
November 18, 2019	ELK Energy	Bill Payment	\$47.97
November 18, 2019	ELK Energy	Bill Payment	\$48.89
November 18, 2019	ELK Energy	Bill Payment	\$51.97
November 18, 2019	ELK Energy	Bill Payment	\$53.17
November 18, 2019	ELK Energy	Bill Payment	\$61.00
November 18, 2019	ELK Energy	Bill Payment	\$61.00



Preauthorized Payments for November 2019

Date	Vendor	Description	Amount
November 18, 2019	ELK Energy	Bill Payment	\$68.16
November 18, 2019	ELK Energy	Bill Payment	\$69.54
November 18, 2019	ELK Energy	Bill Payment	\$98.55
November 18, 2019	ELK Energy	Bill Payment	\$110.85
November 18, 2019	ELK Energy	Bill Payment	\$114.89
November 18, 2019	ELK Energy	Bill Payment	\$120.23
November 18, 2019	ELK Energy	Bill Payment	\$128.14
November 18, 2019	ELK Energy	Bill Payment	\$128.88
November 18, 2019	ELK Energy	Bill Payment	\$130.90
November 18, 2019	ELK Energy	Bill Payment	\$131.32
November 18, 2019	ELK Energy	Bill Payment	\$162.08
November 18, 2019	ELK Energy	Bill Payment	\$166.89
November 18, 2019	ELK Energy	Bill Payment	\$166.89
November 18, 2019	ELK Energy	Bill Payment	\$190.35
November 18, 2019	ELK Energy	Bill Payment	\$201.49
November 18, 2019	ELK Energy	Bill Payment	\$211.35
November 18, 2019	ELK Energy	Bill Payment	\$217.57
November 18, 2019	ELK Energy	Bill Payment	\$245.70
November 18, 2019	ELK Energy	Bill Payment	\$492.52
November 18, 2019	ELK Energy	Bill Payment	\$495.66
November 18, 2019	ELK Energy	Bill Payment	\$688.64
November 18, 2019	ELK Energy	Bill Payment	\$765.20
November 18, 2019	ELK Energy	Bill Payment	\$913.58
November 18, 2019	ELK Energy	Bill Payment	\$988.00
November 18, 2019	ELK Energy	Bill Payment	\$1,074.21
November 18, 2019	ELK Energy	Bill Payment	\$1,102.67
November 18, 2019	ELK Energy	Bill Payment	\$1,183.00
November 18, 2019	ELK Energy	Bill Payment	\$1,229.61
November 18, 2019	ELK Energy	Bill Payment	\$1,625.26
November 18, 2019	ELK Energy	Bill Payment	\$5,653.40
November 18, 2019	ELK Energy	Bill Payment	\$8,778.96
November 18, 2019	ELK Energy	Bill Payment	\$9,077.58
November 18, 2019	ELK Energy	Bill Payment	\$13,529.84
November 18, 2019	ELK Energy	Bill Payment	\$15,981.43
November 18, 2019	ELK Energy	Bill Payment	\$42,117.72
November 4, 2019	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$24.86
November 4, 2019	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$29.21
November 4, 2019	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$32.64
November 4, 2019	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$33.12
November 4, 2019	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$358.70
November 5, 2019	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$33.54
November 5, 2019	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$43.97
November 7, 2019	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$25.61
November 7, 2019	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$30.93
November 7, 2019	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$33.46
November 21, 2019	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$24.86
November 21, 2019	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$24.86
November 21, 2019	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$103.25
November 21, 2019	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$123.38
November 25, 2019	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$31.79
November 25, 2019	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$313.16
November 26, 2019	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$24.87
November 26, 2019	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$530.99
November 26, 2019	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$2,929.47
November 28, 2019	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$85.18
November 28, 2019	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$198.99
November 26, 2019	Essex Power	Bill Payment	\$160.92
November 26, 2019	Essex Power	Bill Payment	\$445.08
November 25, 2019	GFL (WDS)	Miscellaneous Payment	\$356.27
November 25, 2019	GFL (WDS)	Miscellaneous Payment	\$1,249.55



Preauthorized Payments for November 2019

Date	Vendor	Description	Amount
November 7, 2019	Hydro One	Bill Payment	\$100.79
November 12, 2019	Hydro One	Bill Payment	\$124.96
November 12, 2019	Hydro One	Bill Payment	\$3,544.40
November 13, 2019	Hydro One	Bill Payment	\$6.48
November 13, 2019	Hydro One	Bill Payment	\$74.18
November 13, 2019	Hydro One	Bill Payment	\$511.57
November 14, 2019	Hydro One	Bill Payment	\$6,679.20
November 14, 2019	Hydro One	Bill Payment	\$7,908.41
November 18, 2019	Hydro One	Bill Payment	\$36.83
November 18, 2019	Hydro One	Bill Payment	\$36.83
November 18, 2019	Hydro One	Bill Payment	\$64.48
November 18, 2019	Hydro One	Bill Payment	\$295.81
November 18, 2019	Hydro One	Bill Payment	\$500.99
November 18, 2019	Hydro One	Bill Payment	\$10,399.29
November 19, 2019	Hydro One	Bill Payment	\$36.83
November 19, 2019	Hydro One	Bill Payment	\$36.86
November 19, 2019	Hydro One	Bill Payment	\$61.50
November 19, 2019	Hydro One	Bill Payment	\$62.19
November 19, 2019	Hydro One	Bill Payment	\$516.58
November 20, 2019	Hydro One	Bill Payment	\$42.11
November 21, 2019	Hydro One	Bill Payment	\$36.04
November 21, 2019	Hydro One	Bill Payment	\$453.00
November 21, 2019	Hydro One	Bill Payment	\$572.52
November 25, 2019	Hydro One	Bill Payment	\$36.83
November 25, 2019	Hydro One	Bill Payment	\$43.47
November 25, 2019	Hydro One	Bill Payment	\$86.35
November 25, 2019	Hydro One	Bill Payment	\$100.12
November 25, 2019	Hydro One	Bill Payment	\$102.45
November 25, 2019	Hydro One	Bill Payment	\$106.93
November 25, 2019	Hydro One	Bill Payment	\$119.36
November 25, 2019	Hydro One	Bill Payment	\$1,303.71
November 27, 2019	Hydro One	Bill Payment	\$53.49
November 12, 2019	Ontario Clean Water	Miscellaneous Payment	\$87,699.08
November 19, 2019	Reliance Comfort	Bill Payment	\$33.90
November 25, 2019	Reliance Comfort	Bill Payment	\$28.70
November 26, 2019	Reliance Comfort	Bill Payment	\$22.60
November 28, 2019	Reliance Comfort	Bill Payment	\$28.70
November 29, 2019	Reliance Comfort	Bill Payment	\$16.95
November 29, 2019	Reliance Comfort	Bill Payment	\$28.70
November 29, 2019	Reliance Comfort	Bill Payment	\$159.10
November 27, 2019	Superpass	Bill Payment	\$233.41
November 18, 2019	Telus Mobility	Bill Payment	\$3,109.84
November 12, 2019	US Bank	Bill Payment	\$12,732.21
November 1, 2019	Union Water WBP	Bill Payment	\$45,511.30
Total Pre-Authorized Payments			\$418,342.88



Payroll for November 2019

Pay Week Ending	Pay Date	Amount
November 2, 2019	November 7, 2019	\$92,098.95
November 9, 2019	November 14, 2019	\$90,278.31
November 16, 2019	November 21, 2019	\$92,811.70
November 23, 2019	November 28, 2019	\$107,352.94
Council Remuneration	November 28, 2019	\$13,778.16
Total		\$396,320.06

**The following Notice of Motion will be presented at the February 3, 2020 Regular Council Meeting for Council's consideration:**

Moved by Mayor Snively

RE: Canada's National Anthem at Council Meetings

That Canada's National Anthem "O Canada", be played at the commencement of each Regular Council Meeting.

# **The Corporation of the Town of Essex**

## **By-Law Number 1871**

### **Being a by-law to provide for Shepley Drain: Replacement Bridges for Elwood Defour and Garry and Bonny Quick (Part of Lots 6 and 7, Gore Concession), Geographic Township of Colchester South, Project REI2018D024, Town of Essex, County of Essex**

**Whereas** the Town of Essex Drainage Department recommended that Council appoint a Drainage Engineer to prepare a drainage report for the for Shepley Drain: Replacement Bridges for Elwood Defour and Garry and Bonny Quick (Part of Lots 6 and 7, Gore Concession), Geographic Township of Colchester South, Project REI2018D024, Town of Essex, County of Essex;

**And Whereas Section 78 of the Drainage Act, R.S.O. 1990, Chapter D. 17, as amended 2010, states that the Council of any municipality whose duty it is to maintain and repair the drainage works or any part thereof, may on the report of an Engineer appointed by it, complete the drainage works as set forth in such report;**

**And Whereas** an Engineers Drainage report dated October 17, 2019 and considered by the Drainage Board at its November 12, 2019 Consideration of Report meeting, has been procured and made by Gerard Rood, Professional Engineer, Rood Engineering Inc. and that the said report is attached hereto and forms part of this by-law;

And Whereas the Council of The Corporation of the Town of Essex is of the opinion that the said drainage works and/or improvements are warranted and desirable;

Now therefore the Council of The Corporation of the Town of Essex pursuant to the Drainage Act enacts as follows:

1. That the considered report dated October 17, 2019 and attached hereto as Schedule A to this By-law is hereby adopted and the said drainage works and/or improvements as therein indicated and set forth is hereby authorized and shall be completed in accordance therewith.
2. That the Corporation of the Town of Essex may borrow on the credit of the Corporation the amount of \$51,200.00, the amount necessary for the construction of the said drainage works.

3. That the Corporation may issue debentures for the amount borrowed less the total amount of:

- Grants received under Section 85 of the Drainage Act, R.S.O. 1990, Chapter D. 17, as amended, 2010;
- Commuted payments made in respect of lands and roads assessed within the Municipality;
- Money paid under Section 61(3) of the Drainage Act, R.S.O. 1990, Chapter D. 17, as amended 2010;

and such debentures shall be made payable: a) in the case of assessments in value of between \$500.00 and \$9,999.99 within (5) five years from the date of the debenture and shall bear interest at a rate not higher than the lending rates published by Infrastructure Ontario for municipalities; or b) in the case of assessments in value of \$10,000.00 and greater, within (10) ten years from the date of the debenture and shall bear interest at a rate not higher than the lending rates published by Infrastructure Ontario for municipalities

4. That a special equal annual rate sufficient to redeem the principal and interest on the debentures shall be levied upon the lands and roads as set forth in the Schedule, to be collected in the same manner as other taxes collected in each year for (5) five or (10) ten years (as applicable) after the passing of this by-law.
5. For paying the amount assessed upon the lands and roads belonging to or controlled by the Municipality, a special rate sufficient to pay the amount assessed plus interest thereon, shall be levied upon the whole rateable property in the Town of Essex, in each year for five years after the passing of this by-law to be collected in the same manner and at the same time as other taxes are collected.
6. All assessments of \$499.99 or less are payable in the first year in which the assessment is imposed.
7. The by-law comes into force on the passing thereof and may be cited as "Shepley Drain: Replacement Bridges for Defour and Quick".

**Read a first and a second time and provisionally adopted on December 16, 2019.**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

**Read a third time and finally passed on**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

## **The Corporation of the Town of Essex**

### **By-Law Number 1875**

#### **Being a by-law to confirm the proceedings of the December 16, 2019, Regular Meeting of Council of The Corporation of the Town of Essex**

Whereas pursuant to Section 5(1) of The Municipal Act, 2001, S.O. 2001, c.25 as amended, the powers of a municipality shall be exercised by its Council;

And whereas pursuant to Section 5(3) of The Municipal Act, 2001, S.O. 2001, c.25 as amended, a municipal power, including a municipality's capacity, rights, powers and privileges under Section 8 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

And whereas it is deemed expedient that a by-law be passed to authorize the execution of Agreements and other documents and that the proceedings of the Council of The Corporation of the Town of Essex at its meetings be confirmed and adopted by by-law.

Now therefore be it resolved that the Council of The Corporation of the Town of Essex enacts as follows:

1. That the actions of the Council of The Corporation of the Town of Essex in respect of all recommendations in reports and minutes of committees, all motions and resolutions and all other actions passed and taken by the Council of The Corporation of the Town of Essex, documents and transactions entered into during the December 16, 2019 meeting of Council, are hereby adopted and confirmed as if the same were expressly contained in this by-law.
2. That the Mayor and proper officials of The Corporation of the Town of Essex are hereby authorized and directed to do all the things necessary to give effect to the actions of the Council of The Corporation of the Town of Essex during the said December 16, 2019 meeting referred to in paragraph 1 of this by-law.
3. That the Mayor and the Clerk are hereby authorized and directed to execute all documents necessary to the actions taken by this Council as described in Section 1 of this by-law and to affix the Corporate Seal of The Corporation of the Town of Essex to all documents referred to in said paragraph 1.

Read a first and a second time and provisionally adopted on December 16, 2019.

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Mayor

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Clerk

Read a third time and finally adopted on January 20, 2020.

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Mayor

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Clerk

# **The Corporation of the Town of Essex**

## **By-Law Number 188o**

### **Being a by-law to provide for an interim tax levy and to provide for the payment of taxes and to provide for penalty and interest**

**Whereas** Section 317(1), (2) and (3) of The Municipal Act, 2001, S.O. 2001, c.25 and amendments thereto provides that the Council of a local municipality may, in 2020, before the adoption of the estimates for the year, pass a by-law to levy on the whole of the assessment for real property according to the last revised assessment roll, a sum not to exceed that which would be produced by applying fifty (50) percent of the previous year's property taxes for each property class;

**And whereas** failure to receive a tax notice does not exempt the property owner from penalty and interest charges.

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

1. An interim tax rate is hereby imposed and levied on real property according to the last revised assessment roll.
2. The said interim tax levy shall become due and payable in two (2) installments as follows:

Installment 1 - Fifty (50) percent of the interim levy shall become due and payable on February 28, 2020.

Installment 2 - Fifty (50) percent of the interim levy shall become due and payable on April 30, 2020.

Non-payment of the amount on the dates stated in accordance with this section shall constitute default.

3. In default of payment of the installment of taxes, a percentage charge of one and one-quarter percent (1-1/4%) shall be imposed as penalty for non-payment and shall be added to the tax installment or any part thereof remaining unpaid on the first day following the due date thereafter and an additional charge of one and one-quarter percent (1-1/4%) shall be imposed and added to any part remaining unpaid on the first of each calendar month in which default continues to and includes December in this year. Penalty is at a rate of fifteen percent (15%) per annum.

4. On all taxes of the interim tax levy in default on January 1, 2020, interest will be added at a rate of one and one-quarter percent (1-1/4%) per month for each month or fraction thereof in default. On all other taxes in default on January 1, 2020, interest shall be added at the rate of one and one-quarter percent (1-1/4%) per month or fraction thereof in default, and all by-laws and parts of the by-laws inconsistent with this policy are hereby rescinded.
5. Penalties and interest shall be added on all taxes of the interim tax levy in default shall become due and payable and shall be collected forthwith as if the same had originally been imposed and formed part of such unpaid interim tax levy.
6. Taxes shall be payable to the Corporation of the Town of Essex.
7. The Treasurer is hereby authorized to accept part payment from time to time on account of any taxes due and to give a receipt for such part payment, provided that acceptance of any part payment shall not affect the collection of any percentage charge imposed under Section 3. and 4. in respect of nonpayment of taxes or any installment thereof.
8. That all by-laws inconsistent with this by-law are hereby amended to read in conformity with the provisions of this by-law.

**Read a first, a second and a third time and finally passed on January 20, 2020.**

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Mayor

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Clerk

# **The Corporation of the Town of Essex**

## **By-Law Number 1882**

### **Being a by-law to confirm the proceedings of the January 20, 2020, Regular Meeting of Council of The Corporation of the Town of Essex**

Whereas pursuant to Section 5(1) of The Municipal Act, 2001, S.O. 2001, c.25 as amended, the powers of a municipality shall be exercised by its Council;

And whereas pursuant to Section 5(3) of The Municipal Act, 2001, S.O. 2001, c.25 as amended, a municipal power, including a municipality's capacity, rights, powers and privileges under Section 8 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

And whereas it is deemed expedient that a by-law be passed to authorize the execution of Agreements and other documents and that the proceedings of the Council of The Corporation of the Town of Essex at its meetings be confirmed and adopted by by-law.

Now therefore be it resolved that the Council of The Corporation of the Town of Essex enacts as follows:

1. That the actions of the Council of The Corporation of the Town of Essex in respect of all recommendations in reports and minutes of committees, all motions and resolutions and all other actions passed and taken by the Council of The Corporation of the Town of Essex, documents and transactions entered into during the January 20, 2020 meeting of Council, are hereby adopted and confirmed as if the same were expressly contained in this by-law.
2. That the Mayor and proper officials of The Corporation of the Town of Essex are hereby authorized and directed to do all the things necessary to give effect to the actions of the Council of The Corporation of the Town of Essex during the said January 20, 2020 meeting referred to in paragraph 1 of this by-law.
3. That the Mayor and the Clerk are hereby authorized and directed to execute all documents necessary to the actions taken by this Council as described in Section 1 of this by-law and to affix the Corporate Seal of The Corporation of the Town of Essex to all documents referred to in said paragraph 1.

**Read a first and a second time and provisionally adopted on January 20, 2020.**

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Mayor

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Clerk

**Read a third time and finally adopted on February 3, 2020.**

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Mayor

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Clerk