



Village of Point Edward
Council Meeting
AGENDA

January 12, 2021, 5:00 p.m.
210 Monk Street

	Pages
1. Call to Order	
The Mayor called the meeting to order at 5:00 p.m.	
2. Disclosure of Pecuniary Interest	
3. Delegations	
4. Public Meetings	
1. Water Department Budget Public Meeting	1 - 16
A Public Meeting will be held to discuss the 2021 water rates.	
5. Planning	
1. Official Plan Background Report Review	17 - 46
A report from our planner has been submitted summarizing the key issues that will need to be addressed by Council as we move forward with the Official Plan Review. The planners summary as well as the report from the Consultant have been submitted along with a revised timeline.	
6. Adoption of Minutes	
1. Council Minutes from the meeting of November 24, 2020	47 - 55
2. Council Minutes from the meeting of December 8, 2020	56 - 59
7. Business Arising from the Minutes	
8. Ongoing Tasks Carried Forward from Previous Meetings	

9.	Miscellaneous Reports	
10.	Communications (Council Action)	
11.	Communications (Receive and File) – Listed	
12.	New Business	
1.	Fairness for retail businesses in Province-wide Lockdown	
	Council will consider sending correspondence to the Provincial Government in support of providing a level playing field to local businesses by placing similar restrictions on "Big Box" Retailers for non-essential goods.	
2.	Safe Restart Agreement Grant	
	A letter will be sent to the Minister of Municipal Affairs and Housing thanking him for the Safe Restart Grant received by the Village of Point Edward and asking that the Provincial Government continue to monitor the financial hardships created for some municipalities by the COVID-19 pandemic.	
13.	By-Laws	
1.	By-Law Number 1 of 2021, being a By-Law to Appoint Members of Council to Committees	60
2.	By-Law Number 2 of 2021, being a By-Law to Appoint Persons to Committees of Council	61
3.	By-Law Number 3 of 2021, being a By-Law to Provide for Interim Tax Levies for 2021	62 - 63
4.	By-Law Number 4 of 2021, being a By-Law for Current Expenditures	64 - 65
14.	Resolution to Adjourn to an 'In Camera' Session	
15.	Resolution to Reconvene to Regular Council Session	
16.	Report of the Closed Session Meeting of Council	
17.	Confirmation By-Law	66
	BY-LAW Number 5 of 2021 Being a By-Law to Confirm the Resolutions of Point Edward Council which were Adopted Up To and Including January 12, 2021	

18. Adjournment

2021 Environmental Services Budget Highlights

- The budget as proposed contemplates a 4.97% increase in water and sewage rates, an 8.04% increase in service charges and a 25% increase in the contribution to reserves.
- The increase in service charges will allow us to work with Bluewater Power to provide monthly billing to our customers, through Bluewater Power. If implemented customers will have the option of receiving their bills electronically.
- There is a very limited Capital component to this budget as reserves are extremely depleted and we are not moving any funding from the Casino Revenues into the Environmental Services Department.
- There are several Capital items that have been deferred that will need to be replaced quickly should they fail. Council will be made aware of these repairs should they be required.
- There is money put aside for the planning of construction of a new building for storage and office/meeting space at the Sewage Treatment Plant. This money was budgeted in 2019 to start construction in 2020 with additional funds being approved in the 2020 budget. These additional funds were not put in place due to budget restraints. Should this project proceed this year it would likely be financed through long term debt and Council approval will be required before proceeding with this project. Further information about this building is included in a separate document.
- Reserve contributions are budgeted to generate approximately \$100,000. Attention and considerations need to be focused on in future years to ensure we meet requirements to support the infrastructure of the systems
- An extension to the CWWF grant for the digester project has been granted and will give us time to move forward without the loss of these funds.

Office & Storage Building

Environmental Services Department

Committee / Council Report

January 2021

Drafted by:

Manager of Environmental Services

Plant Background

The main plant office area was originally built in the 1960's and housed all the plant pumps, office, lab and chemical storage. This was a one building facility.

When the expansion upgrade was done in the early 1990's this build was extensively reconfigured to be used as offices, lab, control room and staff lunch and changeroom washrooms.

From my understanding there was an issue with water and flooding in the basement back in this time frame. Multiple "band aid" attempts were made to rectify the flooding such as cutting grooves in the floor to direct water to the sewage ejection pump pit which was designed to be a sealed pit and it created a pooling area instead. A pump was put in place to pump to a drain but this only controlled the water depth on the floor and did not keep up most of the time.

In 2015 Advanced Basement Systems was contracted to do a repair and installed a proper solution which worked most of the time, but is dependent on the pumps not failing, which has happened a couple times with in the last 5 years. Unfortunately water is now working its way in through the walls and around the old abandoned 1960's piping causing water to once again pool in floor areas and creating high humidity in the basement which the commercial dehumidifiers are working hard to stay up with demand.

Hazards

Water leaks, pooling & flooding

With this water issue we have slip, trip, and fall hazards in the basements as we have found that multiple times water has been discovered pooling where it was dry the day before. An abundance of electrical and delicate electronics in these areas creates concerns of potential damage to equipment and personnel injury from these sources.

Mold

We have had an accredited 3rd party lab (Paracel) do testing analysis for mold in the plant office building. The results came back positive with multiple molds being found.

Among these are:

Aspergillus species – implies the fungus is actively growing. Some known to be allergenic and toxigenic

Aspergillus / Penicillium-like spores. Some known to be allergenic and toxigenic

Chaetomium Species – Implies actively growing fungus. Some strains produce mycotoxins

Stachybotrys spores- high exposure to some species may cause lung disease. Even when the spores are not viable in samples that have not

been wet in recent past, they remain toxigenic and allergenic. Some species are known to produce mycotoxins

The Paracel report has been forwarded to the H&S Coordinator and was to be avail. to the JHSC.

Due to the roof leaks in the Managers office and digester, leaks into the building for years the areas in the ceiling have become a significant area of concern. Both the main floor and the basement have false plaster type ceilings and the main floor also had a suspended ceiling put in after the expansion we believe. These ceilings have extensive water damage and require to be removed or replaced for H&S reasons.

The main floor office restoration has been quoted by Belfor for approx. \$10,000 (this will be dependent on what is found during demo). This is just the internal portion. The roof area and siding will require repair to be done which would be done after the digester project is completed.

Due to the extensive electrical and plumbing work involved we have not received quotes to remove the false ceiling in the basement for remediation.

As a side note we have had rodent problems in the past couple years with an abundance of rodent feces that falls onto the desks and copiers etc. in the office, and is a serious H&S concern. We have contracted Pest Away to manage a program and it does seem to be working.

Access Egress

A major safety concern has been identified with only having 1 route of access & egress in the basement. The basement is used as a workspace, lunch/break room, laundry area, parts storage, drawing & document storage, washroom and change area. In the event of a fire or serious event that requires immediate evacuation this could be impossible and trap staff or other personnel in the basement. The possibility to add an additional staircase for access & egress has been looked at but not feasible due to the space constraints, water issues and construction of the 1960's foundations and walls.

Storage Building

The approval for a new water/wastewater storage building was given in 2020 and included in the budget. A portion of the funds were budgeted in 2019 and put into a reserve with the remaining funds added in the 2020 budget. This was then put on hold due to the unknown effects with the COVID-19 virus and the second allotment of additional funds for the 2020 portion were not added to reserves.

This building is required to allow for the proper storage of the drinking water system parts and supplies which are currently stored in multiple various locations which causes difficulties during emergency repair situations as well as the uncontrolled environments which could cause potential contamination and or damage to these items. The inventory of these items also proves difficult as occasionally some of these items must be moved and are missed during inventory checks or when needed in emergency situations which prolongs the repair times.

The same goes for storage of wastewater equipment and parts minus the contamination portion which is not a concern.

This not only affects the Environmental Services Department but also the Public Works Department as a significant portion of the parts & equipment are stored in multiple areas in the PW department buildings. It has been noted that the space taken up by these items could be used by the PW Department.

Due to the limited space in these areas there has been H&S issues documented and additional work created to avoid these issues. It has been concluded by Management and Council that this will positively help both Village departments and is supported by the approval in the last 2 budgets.

Other items for consideration

The age of this building is a factor that should also be considered as the cost for performing required maintenance will need to be budgeted for.

We have windows that leak and are not energy efficient as well as doors that need replacement and or major/minor repair. Flooring is at the end of life and there is plumbing that will require work also.

A majority of the Council recently toured the building to personally see the issues and the condition of the building and these items were discussed..

Village of Point Edward									
Operating and Capital Budget - 2021 Budget Presentation - January 12, 2021									
Water - WWTP									
					2020 actuals used				
					%		"2021"		
		"2019 Actuals"	"2020"	"2020 Actuals"	"2021"		1/12/2021 Budget		
Account	Description		Budget	As of December 31, 2020	Increase		Presentation		
01-6050-0001	METERED SALES - Residential - Service Charge	\$ 248,623.05	\$ 254,564	\$ 255,460.17	8.04%	\$ 20,539	\$ 275,999		
01-6050-0002	METERED SALES - Commercial - Service Charge	\$ 142,475.75	\$ 145,881	\$ 147,038.96	8.04%	\$ 11,822	\$ 158,861	\$ 434,860	
01-6050-0410	METERED SALES - Water & Sewage Reserves	\$ 79,568.15	\$ 92,299	\$ 80,450.33	25.00%	\$ 20,113	\$ 100,563	From .26 to .33	
01-6050-0901	METERED SALES - Water - Residential	\$ 171,818.05	\$ 175,925	\$ 188,120.47	4.97%	\$ 9,350	\$ 197,470		
01-6050-0902	METERED SALES - Water- Commercial & Industrial	\$ 309,209.04	\$ 316,599	\$ 232,987.92	4.97%	\$ 11,579	\$ 244,567	\$ 442,037	
01-6050-0903	METERED SALES - Sewage - Residential	\$ 112,239.99	\$ 114,923	\$ 122,872.40	4.97%	\$ 6,107	\$ 128,979		
01-6050-0904	METERED SALES - Sewage - Commercial & Ind	\$ 188,800.44	\$ 193,313	\$ 140,287.14	4.97%	\$ 6,972	\$ 147,259	\$ 276,239	
		\$ 1,252,734.47	\$ 1,293,504	\$ 1,167,217.39		\$ 86,482	\$ 1,253,699	\$ 1,153,136	0.08%
01-6065-0900	WATER - Meter Purchases	\$ 2,601.81	\$ 2,000	\$ 764.17			\$ 1,005		
01-6065-0910	WATER - Miscellaneous	\$ 427.40	\$ 500	\$ -			\$ -		
		\$ 3,029.21	\$ 2,500	\$ 764.17			\$ 1,005	-59.80%	
01-6070-0100	WATER - SANITARY SEWERS - OCWA	\$ 85,869.98	\$ 76,000	\$ 88,806.73			\$ 90,500		
01-6070-0110	WATER - SANITARY SEWERS- Lake HuronYacht	\$ 1,829.62	\$ 1,500	\$ 1,892.20			\$ 1,930		
01-6070-0120	WATER - SANITARY SEWERS - Sarnia Yacht Club	\$ 6,619.64	\$ 6,000	\$ 6,846.03			\$ 6,990		
		\$ 94,319.24	\$ 83,500	\$ 97,544.96			\$ 99,420	19.07%	
01-6075-0010	WATER - Proceeds from VPE Capital	\$ 126,000.00	\$ 200,000	\$ -			\$ -		
		\$ 126,000.00	\$ 200,000	\$ -			\$ -	-100.00%	
01-6080-0930	INTEREST INCOME - Water BMO	\$ 5,141.26	\$ 4,500	\$ 1,782.81			\$ 1,500		
01-6080-0968	INTEREST/NSF Charges - Water Billings	\$ 4,664.79	\$ 4,700	\$ 3,798.33			\$ 4,000		
		\$ 9,806.05	\$ 9,200	\$ 5,581.14			\$ 5,500		
01-6085-0010	REBATES/INCENTIVES - BWP -Aerator Project	\$ 31,800.00	\$ -	\$ -			\$ -		
01-6085-0020	SUMMER STUDENTS	\$ -	\$ -	\$ 2,646.00			\$ -		
		\$ 31,800.00	\$ -	\$ 2,646.00			\$ -		
01-6400-0130	Other Municipal Grants - OCIF (Digester)	\$ 119,848.00	\$ -	\$ -			\$ -		
01-6400-0140	Other Municipal Grants - CWWF (Digester)	\$ 262,500.00	\$ -	\$ -			\$ -		
		\$ 382,348.00	\$ -	\$ -			\$ -	#DIV/0!	
01-6900-0970	Transf fr Reserves - Water Surplus	\$ 16,876.39	\$ 41,860	\$ 41,860.00			\$ -		
01-6900-0975	Transf fr Reserves - 2019 Specifieds for 2020	\$ 266,439.00	\$ 446,547	\$ 446,547.00			\$ -		
01-6900-0976	Transf fr Reserves - WWTP - Drinking Water Bldg	\$ -	\$ 70,000	\$ -			\$ 70,000	Added 70,000	
01-6900-0985	Trans fr Reserves - OCIF for Digester Project	\$ 67,152.00	\$ -	\$ -			\$ -		
		\$ 350,467.39	\$ 558,407	\$ 488,407.00			\$ 70,000	-87.46%	
	Total Revenues	\$ 2,250,504.36	\$ 2,147,111	\$ 1,762,160.66			\$ 1,429,624	-33.42%	
Village of Point Edward									
Operating and Capital Budget - 2021 Budget Presentation - January 12, 2021									
Water - WWTP									
							"2021"		
		"2019 Actuals"	"2020"	"2020 Actuals"			1/12/2021 Budget		
Account	Description		Budget	As of December 31, 2020			Presentation		
01-7330-0010	WWTP - Wages - Full Time (Jason 75% plus 2 FT)	\$ 193,964.84	\$ 201,950	\$ 203,802.65			\$ 209,200	Teena	
01-7330-0020	WWTP - Wages - Part Time - (Co-Op)	\$ 10,103.36	\$ 12,740	\$ 13,146.40			\$ -	Teena	
01-7330-0030	WWTP - Overtime	\$ 18,274.36	\$ 18,550	\$ 20,727.49			\$ 19,000	Teena	
01-7330-0040	WWTP - On Call	\$ 15,627.02	\$ 16,000	\$ 16,129.18			\$ 16,300	Teena	
01-7330-0050	WWTP - Benefits	\$ 54,611.44	\$ 58,365	\$ 57,136.80			\$ 62,890	Teena	
01-7330-0060	WWTP - Office Supplies	\$ 2,066.86	\$ 2,000	\$ 1,917.83			\$ 2,000	Jason/Teena	
01-7330-0070	WWTP - Telephone and Alarm	\$ 8,037.78	\$ 7,600	\$ 9,788.25			\$ 4,250	Jason/Teena	reduced by \$4,000
01-7330-0080	WWTP - BRN Internet	\$ -	\$ 6,850	\$ 4,558.88			\$ 6,850	2 of 10 year	
01-7330-0090	WWTP - Training/Conference/Meals/Mileage	\$ 2,757.76	\$ 7,500	\$ 3,571.89			\$ 7,500	Jason/Teena	
01-7330-0100	WWTP - WSIB	\$ 7,456.05	\$ 7,110	\$ 7,199.18			\$ 6,970	Teena	
01-7330-0110	WWTP - Equipment Purchases	\$ 19,406.41	\$ 20,000	\$ 21,291.36			\$ 20,000	Jason/Teena	
01-7330-0120	WWTP - Laboratory Supplies/Equipment	\$ 4,994.06	\$ 5,000	\$ 3,164.79			\$ 5,000	Jason/Teena	
01-7330-0130	WWTP - Hardware Supplies	\$ 2,466.36	\$ 3,000	\$ 1,545.95			\$ 3,000	Jason/Teena	
01-7330-0140	WWTP - Truck,Fuel,Maintenance	\$ 6,611.70	\$ 7,000	\$ 5,532.09			\$ 7,000	Jason/Teena	
01-7330-0150	WWTP - Machine Maintenance	\$ 8,286.44	\$ 10,000	\$ 9,863.14			\$ 10,000	Jason/Teena	
01-7330-0160	WWTP - Bldg/Grounds Maintenance	\$ 5,425.30	\$ 6,000	\$ 5,605.73			\$ 6,000	Jason/Teena	
01-7330-0170	WWTP - Insurance	\$ 16,215.84	\$ 18,700	\$ 18,970.47	* new amts not here yet		\$ 19,000	Teena	
01-7330-0180	WWTP - Licenses and Fees	\$ 1,430.25	\$ 1,500	\$ 919.46			\$ 1,500	Jason/Teena	
01-7330-0190	WWTP - Health& Safety	\$ 4,834.48	\$ 5,000	\$ 5,456.80			\$ 5,500	Jason/Teena	
01-7330-0200	WWTP - SludgeHaulage&Disposal	\$ 56,082.24	\$ 50,000	\$ 29,259.42			\$ 50,000	Jason/Teena	
01-7330-0210	WWTP - Lab Testing	\$ 8,017.71	\$ 8,000	\$ 7,814.95			\$ 8,000	Jason/Teena	
01-7330-0220	WWTP - Chemicals	\$ 15,281.10	\$ 14,000	\$ 11,868.08			\$ 14,000	Jason/Teena	
01-7330-0230	WWTP - Natural Gas	\$ 9,113.15	\$ 11,000	\$ 8,643.77			\$ 12,000	Jason/Teena	
01-7330-0240	WWTP - Water	\$ 6,064.90	\$ 7,000	\$ 4,806.18			\$ 6,000	Jason/Teena	
01-7330-0250	WWTP - Hydro	\$ 128,187.96	\$ 120,000	\$ 106,724.40			\$ 120,000	Jason/Teena	
01-7330-0260	WWTP - Sanitary Sewers	\$ 31,012.20	\$ 40,000	\$ 41,791.50			\$ 40,000	Jason/Teena	
01-7330-0270	WWTP - Machine Repairs (Outside Contr)	\$ 22,729.99	\$ 25,000	\$ 19,488.86			\$ 25,000	Jason/Teena	
01-7330-0275	WWTP - Generator Preventative Mntce	\$ 3,283.41	\$ 5,500	\$ 5,586.62	2 new generators		\$ 10,000	Jason/Teena	
01-7330-0276	WWTP - Generator - Fuel /Gas	\$ 2,216.93	\$ 2,500	\$ 2,564.46			\$ 2,500	Jason/Teena	
01-7330-0280	WWTP - MESH Operations Mgt Platform - annual	\$ 4,884.48	\$ 4,885	\$ 4,640.26			\$ 5,000		
01-7330-0290	WWTP - Miscellaneous	\$ 488.02	\$ 500	\$ 734.72			\$ 500	Jason/Teena	
01-7330-0300	WWTP - Clothing Account	\$ 4,727.02	\$ 5,000	\$ 2,798.97			\$ 4,000	Jason/Teena	
		\$ 674,659.42	\$ 708,250.00	\$ 657,050.53			\$ 708,960	0.10%	
Village of Point Edward									
Operating and Capital Budget - 2021 Budget Presentation - January 12, 2021									
Water - WWTP									
							"2021"		
		"2019 Actuals"	"2020"	"2020 Actuals"			1/12/2021 Budget		
Account	Description		Budget	As of December 31, 2020			Presentation		
01-7370-0010	WATER - Salaries - Admin (Jen 100%/Jason 25%)	\$ 97,007.78	\$ 101,150	\$ 99,980.51			\$ 102,760	Teena	
01-7370-0020	WATER - Salaries - OIC	\$ 66,335.68	\$ 68,300	\$ 69,302.50			\$ 70,400	Teena	
01-7370-0025	WATER - Salaries - Overtime - OIC	\$ 1,909.64	\$ 2,500	\$ 293.21			\$ 2,500	Teena	
01-7370-0030	WATER - Wages - Oncall - OIC	\$ 3,002.56	\$ 3,500	\$ 4,469.36			\$ 4,500	Teena	
01-7370-0040	WATER - Benefits - Admin (Jen 100%/Jason 25%)	\$ 25,610.54	\$ 27,850	\$ 25,972.84			\$ 30,800	Teena	
01-7370-0050	WATER - Benefits - OIC	\$ 18,527.63	\$ 19,650	\$ 19,490.38			\$ 22,165	Teena	
01-7370-0070	WATER - WSIB - Admin (Jen 100%/Jason 25%)	\$ 3,055.73	\$ 2,885	\$ 2,849.44			\$ 2,930	Teena	
01-7370-0080	WATER - WSIB - OIC	\$ 2,284.29	\$ 2,200	\$ 2,127.34			\$ 2,205	Teena	
01-7370-0610	WATER - LAWSS Operating	\$ 22,373.00	\$ 32,131	\$ 32,131.00			\$ 115,526	Jason/Teena	
01-7370-0612	WATER - LAWSS Capital	\$ 215,216.00	\$ 265,501	\$ 265,502.00	\$ 233,371	\$ 236,073	\$ 120,547	Jason/Teena	
01-7370-0616	WATER - Watermains- Sarnia	\$ 2,875.74	\$ 3,200	\$ 2,875.74			\$ 3,200	Jason/Teena	
01-7370-0620	WATER - Watermains- Operating/Mntce/Service	\$ 56,344.90	\$ 50,000	\$ 36,574.51			\$ 50,000	Jason/Teena	
01-7370-0625	WATER - Meter Transmitters (10)- BWP	\$ 1,914.38	\$ 3,000	\$ 155.46			\$ 3,000	Jason/Teena	
01-7370-0645	WATER - Meter Maintenance	\$ 258.57	\$ 500	\$ 896.36			\$ 1,000	Jason/Teena	
01-7370-0650	WATER - Hydrants - Mntce & Acces	\$ 76.12	\$ 1,500	\$ 814.07			\$ 1,500	Jason/Teena	
01-7370-0655	WATER - Water Testing	\$ 48.60	\$ 1,000	\$ 356.28			\$ 1,000	Jason/Teena	
01-7370-0660	WATER - Meter Reads (BWP)	\$ 9,178.83	\$ 10,000	\$ 8,239.53			\$ 22,000	Jason/Teena	
01-7370-0665	WATER - Office supplies	\$ 620.59	\$ 750	\$ 960.09			\$ 1,000	Jason/Teena	
01-7370-0666	WATER - DWQMS Audit	\$ 2,982.85	\$ 3,000	\$ 1,170.24			\$ 3,000	Jason/Teena	
01-7370-0667	WATER - Audit Fees	\$ 1,500.00	\$ 1,500	\$ 1,500.00			\$ 2,000	Teena	
01-7370-0668	WATER - Training/Education/Meals/Mileage	\$ 2,594.60	\$ 7,000	\$ 2,136.59			\$ 7,000	Jason/Teena	
01-7370-0670	WATER - Insurance	\$ 7,000.00	\$ 7,000	\$ 7,000.00			\$ 7,000	Teena	
01-7370-0675	WATER - Write off-Bad Debts	\$ 1,284.94	\$ 500	\$ 82,623.66			\$ 500	Teena	
01-7370-0680	WATER - Health & Safety	\$ 1,421.72	\$ 1,500	\$ 941.01			\$ 1,500	Jason/Teena	
01-7370-0703	WATER - Meter Purchases	\$ 2,524.63	\$ 3,000	\$ 3,333.55			\$ 3,000	Jason/Teena	
01-7370-0706	WATER - Hydrant & Accessory	\$ 2,750.35	\$ 3,000	\$ -			\$ 3,000	Jason/Teena	
01-7370-0805	WATER - Equipment Purchase	\$ 3,204.38	\$ 3,500	\$ 1,568.25			\$ 3,500	Jason/Teena	
01-7370-0815	WATER - Backflow Maintenance	\$ 4,936.92	\$ 5,000	\$ 4,754.11			\$ 5,000	Jason/Teena	
01-7370-0825	WATER - Valve Maintenance	\$ 2,384.51	\$ 2,500	\$ 363.79			\$ 2,500	Jason/Teena	
		\$ 559,225.48	\$ 568,855	\$ 614,119.82			\$ 595,033	4.60%	

Village of Point Edward									
Operating and Capital Budget - 2021 Budget Presentation - January 12, 2021									
Water - WWTP									
							"2021"		
							1/12/2021 Budget		
Account	Description	"2019 Actuals"	"2020" Budget	"2020 Actuals" As of December 31, 2020			Presentation		
01-7900-0410	TRANS TO RES- Water & Sewage Billings	\$ 79,568.15	\$ 92,299	\$ 80,450.33			\$ 100,563	Teena	
01-7900-0445	TRANS TO RES - (W) 2019 Specifieds - Capital	\$ 446,546.89	\$ -	\$ -			\$ -	Council	
01-7900-0450	TRANS TO RES - (W) BWP Aerator Project	\$ -	\$ -	\$ -			\$ -	Council	
		\$ 526,115.04	\$ 92,299	\$ 80,450.33			\$ 100,563		
Village of Point Edward									
Operating and Capital Budget - 2021 Budget Presentation - January 12, 2021									
Water - WWTP									
							"2021"	Deferrals from	
							1/12/2021 Budget	26-Nov	
Account	Description	"2019 Actuals"	"2020" Budget	"2020 Actuals" As of December 31, 2020			Presentation	Mtg	
01-8100-0100	Scada Upgrades	\$ -	\$ 50,000	\$ 49,177.24			\$ -		
01-8100-0105	WO Mgt Software	\$ 1,424.64	\$ -	\$ -					
01-8100-0110	Equipment Purchases (20,000 in operating)	\$ 12,745.46	\$ 15,000	\$ 14,133.45		1st Priority	\$ 15,000		
	HeatExchanger System Pump			\$ -		1st Priority		\$ 5,105	
	Aeration Tank 1&2 Diffuser Cleaner			\$ -		1st Priority	\$ 9,938		
	Raw Sewage Flow Meters - Originally 3, reduced to 1 per year		\$ -	\$ -		1st Priority	\$ 10,250	\$ 20,500	
	Plant Operators Manual - Ministry		\$ -	\$ -		1st Priority		\$ 30,750	
	Office Building			\$ -		1st Priority		\$ 350,550	
	Sludge Storage Tank Mixer			\$ -		1st Priority		\$ 23,370	
	Existing office repairs - Belfor (if new office not approved)			\$ -		1st Priority	\$ 6,000	\$ 9,990	
	Wet Well Cleaning			\$ -		1st Priority	\$ 26,550		
	Gas Room Stair Case Replacement			\$ -		1st Priority		\$ 17,619	
01-8100-0450	Digester - Grant Related (75% of max 350,000)	\$ 20,439.11	\$ 403,223	\$ 2,439.18	CF "specifieds"	402,444.54		2017 project ongoing	
	Digester Flashing remove/replace			\$ -		2nd Priority		\$ 17,220	
	Exterior Man Door Replacement - New Contractor new price 3,750 ea (4)		\$ -	\$ -		2nd Priority	\$ 15,000	\$ 40,350	
01-8100-0140	Sewage/Water Op Equip Tools - Incl Valve Turning Locator from 2020) Wrenches only for 2021		\$ 7,500	\$ -		2nd Priority	\$ 2,500	\$ 18,450	
01-8100-0370	Digester Mixer Seals (3)	\$ -	\$ 4,046	\$ -		2nd Priority		\$ 6,765	
01-8100-0430	Roofing (Digester Roof	\$ -	\$ 9,278	\$ -		2nd Priority		\$ 15,375	
01-8100-0480	Drinking Water Bldg - Reserve - does not incl archeological that would be	\$ 70,000.00	\$ 160,000	\$ -		2nd Priority		\$ 170,000	
01-8100-0503	Waste Scum Pump Replacement		\$ 22,500	\$ -		2nd Priority		\$ 30,750	
	Generator - Venetian			\$ -		3rd Priority		\$ 73,800	
	Generator - Kendall			\$ -		3rd Priority		\$ 73,800	
	Generator - Permanent - Helena		\$ -	\$ -		3rd Priority		\$ 73,800	
	Mower Replacement 48"			\$ -		3rd Priority		\$ 14,760	
	Water Audit & Leak Detection Study			\$ -		3rd Priority		\$ 16,605	
	Large Water Meter Verification			\$ -		3rd Priority		\$ 12,054	
	Plant Valve Replacement Program 4yr to 5 yr plan			\$ -		3rd Priority		\$ 12,300	
01-8100-0120	Gate Replacement		\$ 25,000	\$ 23,402.92			\$ -		
01-8100-0125	Venetian Blvd - Exmouth to Holiday Inn - Engineering &	\$ 10,038.38		\$ -			\$ -		
01-8100-0210	2018 Red Ford	\$ 47,944.35		\$ -			\$ -		
01-8100-0440	Office Equipment - Work Station Electronics	\$ 3,277.32	\$ 2,500	\$ 2,528.74			\$ -		
01-8100-0490	Clarifier (Rebuild - 2) (est 15 year life span)	\$ 144,609.31		\$ -			\$ -		
01-8100-0500	Raw Sewage Pump (#1 pump)	\$ 43,520.80		\$ -			\$ -		
01-8100-0501	Raw Sewage Pump #2		\$ 58,660	\$ 27,540.07			\$ -		
01-8100-0502	Raw Sewage Pump #3 Drive		\$ 20,000	\$ 19,568.06			\$ -		
01-8100-0510	Generator Replacement-Portable on Trailer-Tier 3	\$ 59,423.46		\$ -			\$ -		
01-8100-0520	Generator - Permanent - Michigan Ave	\$ 71,430.86		\$ -			\$ -		
01-8100-0530	Generator - Portable	\$ 5,650.73		\$ -			\$ -		
	Associated Costs for Proposed New Building & Storage Unit (Plans/Engineering)						\$ 30,175		
	Total Capital Expenses	\$ 490,504.42	\$ 777,707	\$ 138,789.66		-85.16%	\$ 115,413	\$ 1,033,912.02	
	Total Operating & Capital Expenses	\$ 2,250,504.36	\$ 2,147,111	\$ 1,490,410.34			\$ 1,519,968		
	Total Revenues	\$ 2,250,504.36	\$ 2,147,111	\$ 1,762,160.66			\$ 1,429,624		
	Total Expenses	\$ 2,250,504.36	\$ 2,147,111	\$ 1,490,410.34			\$ 1,519,968		
	Net Surplus/(Deficit)	\$ -	\$ -	\$ 271,750.32			-\$ 90,344		
2021 Notes for above:									
Insurance unknown at this time: COVID19 COULD have impact: used 2020 amounts for now									
Paging system is under review; Jason looking at options, letter he has from Bearcom would raise rates 6 x the amount. 2020 amount was \$110.00									
1 quote was received for Digester Project - \$580,000 (Taxes included)- Jim has quote. Some Engineering was done in 2017, Project still not completed in 2020. Costs will be carried fwd to 2021; Jim & Jason to discuss "problems"									
\$200,147 of Grant for digester received in 2019.Further \$12,374 received in 2020. Balance of funds setup as A/R. Deadline for project is March 2021. Under review for legal issues. Total grant is \$262,500.									
1% = approx \$11,732									
Operating portion of budget is up approximately 2.35									
BWP project to re-do complete meter change and transmitters would be approx \$344,000 (2018 quote). This amount HAS NOT been included in above; Redisussed with BWP and they are going to update quote for future									
If/when approved, it can be done over 1, 2 or 3 years, as per original quote from BWP - Kathy Gadsby; Jason and Jim have updated quote for 2021									

Village of Point Edward									
Operating and Capital Budget - 2021 Budget Presentation - January 12, 2021									
Water - WWTP									
					2019 actuals used				
					%		"2021"		
		"2019 Actuals"	"2020"	"2020 Actuals"	"2021"		1/12/2021 Budget		
Account	Description		Budget	As of December 31, 2020	Increase		Presentation		
01-6050-0001	METERED SALES - Residential - Service Charge	\$ 248,623.05	\$ 254,564	\$ 255,460.17	8.04%	\$ 19,989	\$ 268,612		
01-6050-0002	METERED SALES - Commercial - Service Charge	\$ 142,475.75	\$ 145,881	\$ 147,038.96	8.04%	\$ 11,455	\$ 153,931	\$ 422,543	
01-6050-0410	METERED SALES - Water & Sewage Reserves	\$ 79,568.15	\$ 92,299	\$ 80,450.33	25.00%	\$ 19,892	\$ 99,460	From .26 to .33	
01-6050-0901	METERED SALES - Water - Residential	\$ 171,818.05	\$ 175,925	\$ 188,120.47	4.97%	\$ 8,539	\$ 180,357		
01-6050-0902	METERED SALES - Water- Commercial & Industrial	\$ 309,209.04	\$ 316,599	\$ 232,987.92	4.97%	\$ 15,368	\$ 324,577	\$ 504,934	
01-6050-0903	METERED SALES - Sewage - Residential	\$ 112,239.99	\$ 114,923	\$ 122,872.40	4.97%	\$ 5,578	\$ 117,818		
01-6050-0904	METERED SALES - Sewage - Commercial & Ind	\$ 188,800.44	\$ 193,313	\$ 140,287.14	4.97%	\$ 9,383	\$ 198,184	\$ 316,002	
		\$ 1,252,734.47	\$ 1,293,504	\$ 1,167,217.39		\$ 90,205	\$ 1,342,940	\$ 1,243,479	7.20%
01-6065-0900	WATER - Meter Purchases	\$ 2,601.81	\$ 2,000	\$ 764.17			\$ 1,005		
01-6065-0910	WATER - Miscellaneous	\$ 427.40	\$ 500	\$ -			\$ -		
		\$ 3,029.21	\$ 2,500	\$ 764.17			\$ 1,005	-59.80%	
01-6070-0100	WATER - SANITARY SEWERS - OCWA	\$ 85,869.98	\$ 76,000	\$ 88,806.73			\$ 90,500		
01-6070-0110	WATER - SANITARY SEWERS- Lake HuronYacht	\$ 1,829.62	\$ 1,500	\$ 1,892.20			\$ 1,930		
01-6070-0120	WATER - SANITARY SEWERS - Sarnia Yacht Club	\$ 6,619.64	\$ 6,000	\$ 6,846.03			\$ 6,990		
		\$ 94,319.24	\$ 83,500	\$ 97,544.96			\$ 99,420	19.07%	
01-6075-0010	WATER - Proceeds from VPE Capital	\$ 126,000.00	\$ 200,000	\$ -			\$ -		
		\$ 126,000.00	\$ 200,000	\$ -			\$ -	-100.00%	
01-6080-0930	INTEREST INCOME - Water BMO	\$ 5,141.26	\$ 4,500	\$ 1,782.81			\$ 1,500		
01-6080-0968	INTEREST/NSF Charges - Water Billings	\$ 4,664.79	\$ 4,700	\$ 3,798.33			\$ 4,000		
		\$ 9,806.05	\$ 9,200	\$ 5,581.14			\$ 5,500		
01-6085-0010	REBATES/INCENTIVES - BWP -Aerator Project	\$ 31,800.00	\$ -	\$ -			\$ -		
01-6085-0020	SUMMER STUDENTS	\$ -	\$ -	\$ 2,646.00			\$ -		
		\$ 31,800.00	\$ -	\$ 2,646.00			\$ -		
01-6400-0130	Other Municipal Grants - OCIF (Digester)	\$ 119,848.00	\$ -	\$ -			\$ -		
01-6400-0140	Other Municipal Grants - CWWF (Digester)	\$ 262,500.00	\$ -	\$ -			\$ -		
		\$ 382,348.00	\$ -	\$ -			\$ -	#DIV/0!	
01-6900-0970	Transf fr Reserves - Water Surplus	\$ 16,876.39	\$ 41,860	\$ 41,860.00			\$ -		
01-6900-0975	Transf fr Reserves - 2019 Specifieds for 2020	\$ 266,439.00	\$ 446,547	\$ 446,547.00			\$ -		
01-6900-0976	Transf fr Reserves - WWTP - Drinking Water Bldg	\$ -	\$ 70,000	\$ -			\$ 70,000	Added 70,000	
01-6900-0985	Trans fr Reserves - OCIF for Digester Project	\$ 67,152.00	\$ -	\$ -			\$ -		
		\$ 350,467.39	\$ 558,407	\$ 488,407.00			\$ 70,000	-87.46%	
	Total Revenues	\$ 2,250,504.36	\$ 2,147,111	\$ 1,762,160.66			\$ 1,518,865	-29.26%	
Village of Point Edward									
Operating and Capital Budget - 2021 Budget Presentation - January 12, 2021									
Water - WWTP									
							"2021"		
		"2019 Actuals"	"2020"	"2020 Actuals"			1/12/2021 Budget		
Account	Description		Budget	As of December 31, 2020			Presentation		
01-7330-0010	WWTP - Wages - Full Time (Jason 75% plus 2 FT)	\$ 193,964.84	\$ 201,950	\$ 203,802.65			\$ 209,200	Teena	
01-7330-0020	WWTP - Wages - Part Time - (Co-Op)	\$ 10,103.36	\$ 12,740	\$ 13,146.40			\$ -	Teena	
01-7330-0030	WWTP - Overtime	\$ 18,274.36	\$ 18,550	\$ 20,727.49			\$ 19,000	Teena	
01-7330-0040	WWTP - On Call	\$ 15,627.02	\$ 16,000	\$ 16,129.18			\$ 16,300	Teena	
01-7330-0050	WWTP - Benefits	\$ 54,611.44	\$ 58,365	\$ 57,136.80			\$ 62,890	Teena	
01-7330-0060	WWTP - Office Supplies	\$ 2,066.86	\$ 2,000	\$ 1,917.83			\$ 2,000	Jason/Teena	
01-7330-0070	WWTP - Telephone and Alarm	\$ 8,037.78	\$ 7,600	\$ 9,788.25			\$ 4,250	Jason/Teena	reduced by \$4,000
01-7330-0080	WWTP - BRN Internet	\$ -	\$ 6,850	\$ 4,558.88			\$ 6,850	2 of 10 year	
01-7330-0090	WWTP - Training/Conference/Meals/Mileage	\$ 2,757.76	\$ 7,500	\$ 3,571.89			\$ 7,500	Jason/Teena	
01-7330-0100	WWTP - WSIB	\$ 7,456.05	\$ 7,110	\$ 7,199.18			\$ 6,970	Teena	
01-7330-0110	WWTP - Equipment Purchases	\$ 19,406.41	\$ 20,000	\$ 21,291.36			\$ 20,000	Jason/Teena	
01-7330-0120	WWTP - Laboratory Supplies/Equipment	\$ 4,994.06	\$ 5,000	\$ 3,164.79			\$ 5,000	Jason/Teena	
01-7330-0130	WWTP - Hardware Supplies	\$ 2,466.36	\$ 3,000	\$ 1,545.95			\$ 3,000	Jason/Teena	
01-7330-0140	WWTP - Truck,Fuel,Maintenance	\$ 6,611.70	\$ 7,000	\$ 5,532.09			\$ 7,000	Jason/Teena	
01-7330-0150	WWTP - Machine Maintenance	\$ 8,286.44	\$ 10,000	\$ 9,863.14			\$ 10,000	Jason/Teena	
01-7330-0160	WWTP - Bldg/Grounds Maintenance	\$ 5,425.30	\$ 6,000	\$ 5,605.73			\$ 6,000	Jason/Teena	
01-7330-0170	WWTP - Insurance	\$ 16,215.84	\$ 18,700	\$ 18,970.47	* new amts not here yet		\$ 19,000	Teena	
01-7330-0180	WWTP - Licenses and Fees	\$ 1,430.25	\$ 1,500	\$ 919.46			\$ 1,500	Jason/Teena	
01-7330-0190	WWTP - Health& Safety	\$ 4,834.48	\$ 5,000	\$ 5,456.80			\$ 5,500	Jason/Teena	
01-7330-0200	WWTP - SludgeHaulage&Disposal	\$ 56,082.24	\$ 50,000	\$ 29,259.42			\$ 50,000	Jason/Teena	
01-7330-0210	WWTP - Lab Testing	\$ 8,017.71	\$ 8,000	\$ 7,814.95			\$ 8,000	Jason/Teena	
01-7330-0220	WWTP - Chemicals	\$ 15,281.10	\$ 14,000	\$ 11,868.08			\$ 14,000	Jason/Teena	
01-7330-0230	WWTP - Natural Gas	\$ 9,113.15	\$ 11,000	\$ 8,643.77			\$ 12,000	Jason/Teena	
01-7330-0240	WWTP - Water	\$ 6,064.90	\$ 7,000	\$ 4,806.18			\$ 6,000	Jason/Teena	
01-7330-0250	WWTP - Hydro	\$ 128,187.96	\$ 120,000	\$ 106,724.40			\$ 120,000	Jason/Teena	
01-7330-0260	WWTP - Sanitary Sewers	\$ 31,012.20	\$ 40,000	\$ 41,791.50			\$ 40,000	Jason/Teena	
01-7330-0270	WWTP - Machine Repairs (Outside Contr)	\$ 22,729.99	\$ 25,000	\$ 19,488.86			\$ 25,000	Jason/Teena	
01-7330-0275	WWTP - Generator Preventative Mntce	\$ 3,283.41	\$ 5,500	\$ 5,586.62	2 new generators		\$ 10,000	Jason/Teena	
01-7330-0276	WWTP - Generator - Fuel /Gas	\$ 2,216.93	\$ 2,500	\$ 2,564.46			\$ 2,500	Jason/Teena	
01-7330-0280	WWTP - MESH Operations Mgt Platform - annual	\$ 4,884.48	\$ 4,885	\$ 4,640.26			\$ 5,000		
01-7330-0290	WWTP - Miscellaneous	\$ 488.02	\$ 500	\$ 734.72			\$ 500	Jason/Teena	
01-7330-0300	WWTP - Clothing Account	\$ 4,727.02	\$ 5,000	\$ 2,798.97			\$ 4,000	Jason/Teena	
		\$ 674,659.42	\$ 708,250.00	\$ 657,050.53			\$ 708,960	0.10%	
Village of Point Edward									
Operating and Capital Budget - 2021 Budget Presentation - January 12, 2021									
Water - WWTP									
							"2021"		
		"2019 Actuals"	"2020"	"2020 Actuals"			1/12/2021 Budget		
Account	Description		Budget	As of December 31, 2020			Presentation		
01-7370-0010	WATER - Salaries - Admin (Jen 100%/Jason 25%)	\$ 97,007.78	\$ 101,150	\$ 99,980.51			\$ 102,760	Teena	
01-7370-0020	WATER - Salaries - OIC	\$ 66,335.68	\$ 68,300	\$ 69,302.50			\$ 70,400	Teena	
01-7370-0025	WATER - Salaries - Overtime - OIC	\$ 1,909.64	\$ 2,500	\$ 293.21			\$ 2,500	Teena	
01-7370-0030	WATER - Wages - Oncall - OIC	\$ 3,002.56	\$ 3,500	\$ 4,469.36			\$ 4,500	Teena	
01-7370-0040	WATER - Benefits - Admin (Jen 100%/Jason 25%)	\$ 25,610.54	\$ 27,850	\$ 25,972.84			\$ 30,800	Teena	
01-7370-0050	WATER - Benefits - OIC	\$ 18,527.63	\$ 19,650	\$ 19,490.38			\$ 22,165	Teena	
01-7370-0070	WATER - WSIB - Admin (Jen 100%/Jason 25%)	\$ 3,055.73	\$ 2,885	\$ 2,849.44			\$ 2,930	Teena	
01-7370-0080	WATER - WSIB - OIC	\$ 2,284.29	\$ 2,200	\$ 2,127.34			\$ 2,205	Teena	
01-7370-0610	WATER - LAWSS Operating	\$ 22,373.00	\$ 32,131	\$ 32,131.00			\$ 115,526	Jason/Teena	
01-7370-0612	WATER - LAWSS Capital	\$ 215,216.00	\$ 265,501	\$ 265,502.00	\$ 233,371	\$ 236,073	\$ 120,547	Jason/Teena	
01-7370-0616	WATER - Watermains- Sarnia	\$ 2,875.74	\$ 3,200	\$ 2,875.74			\$ 3,200	Jason/Teena	
01-7370-0620	WATER - Watermains- Operating/Mntce/Service	\$ 56,344.90	\$ 50,000	\$ 36,574.51			\$ 50,000	Jason/Teena	
01-7370-0625	WATER - Meter Transmitters (10)- BWP	\$ 1,914.38	\$ 3,000	\$ 155.46			\$ 3,000	Jason/Teena	
01-7370-0645	WATER - Meter Maintenance	\$ 258.57	\$ 500	\$ 896.36			\$ 1,000	Jason/Teena	
01-7370-0650	WATER - Hydrants - Mntce & Acces	\$ 76.12	\$ 1,500	\$ 814.07			\$ 1,500	Jason/Teena	
01-7370-0655	WATER - Water Testing	\$ 48.60	\$ 1,000	\$ 356.28			\$ 1,000	Jason/Teena	
01-7370-0660	WATER - Meter Reads (BWP)	\$ 9,178.83	\$ 10,000	\$ 8,239.53			\$ 22,000	Jason/Teena	
01-7370-0665	WATER - Office supplies	\$ 620.59	\$ 750	\$ 960.09			\$ 1,000	Jason/Teena	
01-7370-0666	WATER - DWQMS Audit	\$ 2,982.85	\$ 3,000	\$ 1,170.24			\$ 3,000	Jason/Teena	
01-7370-0667	WATER - Audit Fees	\$ 1,500.00	\$ 1,500	\$ 1,500.00			\$ 2,000	Teena	
01-7370-0668	WATER - Training/Education/Meals/Mileage	\$ 2,594.60	\$ 7,000	\$ 2,136.59			\$ 7,000	Jason/Teena	
01-7370-0670	WATER - Insurance	\$ 7,000.00	\$ 7,000	\$ 7,000.00			\$ 7,000	Teena	
01-7370-0675	WATER - Write off-Bad Debts	\$ 1,284.94	\$ 500	\$ 82,623.66			\$ 500	Teena	
01-7370-0680	WATER - Health & Safety	\$ 1,421.72	\$ 1,500	\$ 941.01			\$ 1,500	Jason/Teena	
01-7370-0703	WATER - Meter Purchases	\$ 2,524.63	\$ 3,000	\$ 3,333.55			\$ 3,000	Jason/Teena	
01-7370-0706	WATER - Hydrant & Accessory	\$ 2,750.35	\$ 3,000	\$ -			\$ 3,000	Jason/Teena	
01-7370-0805	WATER - Equipment Purchase	\$ 3,204.38	\$ 3,500	\$ 1,568.25			\$ 3,500	Jason/Teena	
01-7370-0815	WATER - Backflow Maintenance	\$ 4,936.92	\$ 5,000	\$ 4,754.11			\$ 5,000	Jason/Teena	
01-7370-0825	WATER - Valve Maintenance	\$ 2,384.51	\$ 2,500	\$ 363.79			\$ 2,500	Jason/Teena	
		\$ 559,225.48	\$ 568,855	\$ 614,119.82			\$ 595,033	4.60%	

Village of Point Edward									
Operating and Capital Budget - 2021 Budget Presentation - January 12, 2021									
Water - WWTP									
							"2021"		
							1/12/2021 Budget		
Account	Description	"2019 Actuals"	"2020" Budget	"2020 Actuals" As of December 31, 2020			Presentation		
01-7900-0410	TRANS TO RES- Water & Sewage Billings	\$ 79,568.15	\$ 92,299	\$ 80,450.33			\$ 99,460	Teena	
01-7900-0445	TRANS TO RES - (W) 2019 Specifieds - Capital	\$ 446,546.89	\$ -	\$ -			\$ -	Council	
01-7900-0450	TRANS TO RES - (W) BWP Aerator Project	\$ -	\$ -	\$ -			\$ -	Council	
		\$ 526,115.04	\$ 92,299	\$ 80,450.33			\$ 99,460		
Village of Point Edward									
Operating and Capital Budget - 2021 Budget Presentation - January 12, 2021									
Water - WWTP									
							"2021"	Deferrals from	
							1/12/2021 Budget	26-Nov	
Account	Description	"2019 Actuals"	"2020" Budget	"2020 Actuals" As of December 31, 2020			Presentation	Mtg	
01-8100-0100	Scada Upgrades	\$ -	\$ 50,000	\$ 49,177.24			\$ -		
01-8100-0105	WO Mgt Software	\$ 1,424.64	\$ -	\$ -					
01-8100-0110	Equipment Purchases (20,000 in operating)	\$ 12,745.46	\$ 15,000	\$ 14,133.45		1st Priority	\$ 15,000		
	HeatExchanger System Pump			\$ -		1st Priority		\$ 5,105	
	Aeration Tank 1&2 Diffuser Cleaner			\$ -		1st Priority	\$ 9,938		
	Raw Sewage Flow Meters - Originally 3, reduced to 1 per year		\$ -	\$ -		1st Priority	\$ 10,250	\$ 20,500	
	Plant Operators Manual - Ministry		\$ -	\$ -		1st Priority		\$ 30,750	
	Office Building			\$ -		1st Priority		\$ 350,550	
	Sludge Storage Tank Mixer			\$ -		1st Priority		\$ 23,370	
	Existing office repairs - Belfor (if new office not approved)			\$ -		1st Priority	\$ 6,000	\$ 9,990	
	Wet Well Cleaning			\$ -		1st Priority	\$ 26,550		
	Gas Room Stair Case Replacement			\$ -		1st Priority		\$ 17,619	
01-8100-0450	Digester - Grant Related (75% of max 350,000)	\$ 20,439.11	\$ 403,223	\$ 2,439.18	CF "specifieds"	402,444.54		2017 project ongoing	
	Digester Flashing remove/replace			\$ -		2nd Priority		\$ 17,220	
	Exterior Man Door Replacement - New Contractor new price 3,750 ea (4)		\$ -	\$ -		2nd Priority	\$ 15,000	\$ 40,350	
01-8100-0140	Sewage/Water Op Equip Tools - Incl Valve Turning Locator from 2020) Wrenches only for 2021		\$ 7,500	\$ -		2nd Priority	\$ 2,500	\$ 18,450	
01-8100-0370	Digester Mixer Seals (3)	\$ -	\$ 4,046	\$ -		2nd Priority		\$ 6,765	
01-8100-0430	Roofing (Digester Roof	\$ -	\$ 9,278	\$ -		2nd Priority		\$ 15,375	
01-8100-0480	Drinking Water Bldg - Reserve - does not incl archeological that would be	\$ 70,000.00	\$ 160,000	\$ -		2nd Priority		\$ 170,000	
01-8100-0503	Waste Scum Pump Replacement		\$ 22,500	\$ -		2nd Priority		\$ 30,750	
	Generator - Venetian			\$ -		3rd Priority		\$ 73,800	
	Generator - Kendall			\$ -		3rd Priority		\$ 73,800	
	Generator - Permanent - Helena		\$ -	\$ -		3rd Priority		\$ 73,800	
	Mower Replacement 48"		\$ -	\$ -		3rd Priority		\$ 14,760	
	Water Audit & Leak Detection Study		\$ -	\$ -		3rd Priority		\$ 16,605	
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	Plant Valve Replacement Program 4yr to 5 yr plan		\$ -	\$ -		3rd Priority		\$ 12,300	
01-8100-0120	Gate Replacement		\$ 25,000	\$ 23,402.92			\$ -		
01-8100-0125	Venetian Blvd - Exmouth to Holiday Inn - Engineering &	\$ 10,038.38		\$ -			\$ -		
01-8100-0210	2018 Red Ford	\$ 47,944.35		\$ -			\$ -		
01-8100-0440	Office Equipment - Work Station Electronics	\$ 3,277.32	\$ 2,500	\$ 2,528.74			\$ -		
01-8100-0490	Clarifier (Rebuild - 2) (est 15 year life span)	\$ 144,609.31		\$ -			\$ -		
01-8100-0500	Raw Sewage Pump (#1 pump)	\$ 43,520.80		\$ -			\$ -		
01-8100-0501	Raw Sewage Pump #2		\$ 58,660	\$ 27,540.07			\$ -		
01-8100-0502	Raw Sewage Pump #3 Drive		\$ 20,000	\$ 19,568.06			\$ -		
01-8100-0510	Generator Replacement-Portable on Trailer-Tier 3	\$ 59,423.46		\$ -			\$ -		
01-8100-0520	Generator - Permanent - Michigan Ave	\$ 71,430.86		\$ -			\$ -		
01-8100-0530	Generator - Portable	\$ 5,650.73		\$ -			\$ -		
	Associated Costs for Proposed New Building & Storage Unit (Plans/Engineering)						\$ 30,175		
	Total Capital Expenses	\$ 490,504.42	\$ 777,707	\$ 138,789.66		-85.16%	\$ 115,413	\$ 1,033,912.02	
	Total Operating & Capital Expenses	\$ 2,250,504.36	\$ 2,147,111	\$ 1,490,410.34			\$ 1,518,865		
	Total Revenues	\$ 2,250,504.36	\$ 2,147,111	\$ 1,762,160.66			\$ 1,518,865		
	Total Expenses	\$ 2,250,504.36	\$ 2,147,111	\$ 1,490,410.34			\$ 1,518,865		
	Net Surplus/(Deficit)	\$ -	\$ -	\$ 271,750.32			-\$ 1		
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\$200,147 of Grant for digester received in 2019.Further \$12,374 received in 2020. Balance of funds setup as A/R. Deadline for project is March 2021. Under review for legal issues. Total grant is \$262,500.									
1% = approx \$11,732									
Operating portion of budget is up approximately 2.35									
BWP project to re-do complete meter change and transmitters would be approx \$344,000 (2018 quote). This amount HAS NOT been included in above; Redisussed with BWP and they are going to update quote for future									
If/when approved, it can be done over 1, 2 or 3 years, as per original quote from BWP - Kathy Gadsby; Jason and Jim have updated quote for 2021									

Preliminary December 23, 2020

Water Budget Breakdown - Revenue and Expense for 2020 – Public Meeting January 14, 2020

YEAR	CUBIC METRES SOLD	LAWSS BUDGET	VILLAGE WATER BUDGET
2009	369,745	257,795	203,155
2010	388,795	260,920	217,136
2011	368,491	235,453	281,066
2012	384,853	240,324	267,463
2013	384,063	260,687	230,716
2014	375,288	239,153	248,200
2015	372,825	211,250	300,593
2016	397,437	209,034	305,414
2017	388,796	222,190	312,469
2018	384,375	225,136	313,084
2019	361,675	237,589	330,205
2020	309,271	233,370	335,485
2021	Est 309,271	236,073	358,960
2022			
2023			
2024			
2025			

Revenues based on 353,100 cu. m @ 1.43 cents	504,934 Water
Revenues based on 339,787 cu. m. @ 0.93 cents	316,002 Sewage
Residential Service Charge (\$13.42 @ 8.047% = \$14.50 per service)	268,612 Residential S/C
	<u>153,931 Commercial S/C</u>
	1,243,480
Meter Purchases/Connection Fee	1,005
Sanitary Sewage Revenues	99,420
Interest Income	5,500
Transfer from Drinking Water Bldg Reserve	<u>70,000</u>
<u>TOTAL REVENUES</u> – not including reserves	1,419,405

EXPENDITURES:

Water	595,033
Sewage	708,960
Capital – WWTP	<u>115,412</u>

TOTAL EXPENDITURE – not including reserves **1,419,405**

Proposed increases for Service Charges 8.04%; Consumption charges 4.97% and Water/ Sewage Reserves 25.0%. Water/ Sewage Service Charges for most residents would increase from \$13.42 to \$14.50 for each service. Usage rate would increase from 1.36 to 1.43 cents per cu. m. for Water and .89 to .93 cents per cu. m. for Sewage. Average residential household (family of 4) annual increase would be \$12.96 for each service charge and based on an average consumption of 30 m³ per month, the annual increase for consumption would be \$39.60. Total estimated annual increase \$65.52. (\$5.46 per month.)

ESTIMATED RESERVES: .33 cents per cu. m. 99,460

Water/WWTP Operating Budget
2021 Budget - Public Meeting January 12, 2021

4.97 % increase Water & Sewage Rates; 8.04% increase Water & Sewage Service Charges; 25% increase Reserves

(Based on 2019 Actuals)

	2019 Actuals (Jan - Dec)	% Increase	2021 Estimated Revenues	
Metered Sales - Residential - Service Charges	248,623	8.04%	19,989	268,612
Metered Sales - Commercial - Service Charges	142,476	8.04%	11,455	153,931
Metered Sales - Water/Sewage - Reserves	79,568	25.00%	19,892	99,461
Metered Sales - Water - Residential	171,818	4.97%	8,539	180,357
Metered Sales - Water Commercial	309,209	4.97%	15,368	324,577
Metered Sales - Sewage - Residential	112,239	4.97%	5,578	117,817
Metered Sales - Sewage - Commercial	188,800	4.97%	9,383	198,184
	<u>1,252,734</u>		<u>90,205</u>	<u>1,342,940</u>
Miscellaneous Revenues				
Plus: Service Connection Fee & Water Meter Purchases	-			1,005
Plus: Sanitary Sewer Charges				99,420
Plus: Interest				5,500
Plus: Transfer from Reserves				-
Plus: Transfers from Drinking Water Bldg Reserve				70,000
				<u>1,518,865</u>
Total Anticipated Revenues				<u>1,518,865</u>
Draft Budget Operating, Reserve Transfers & Capital Expenses				<u>1,518,866</u>
Difference				<u>- 1</u>

Existing Rates	2020	% Increase	\$ Increase	Preliminary Rates	2021
Reserves	0.26	25.00%	0.07	Reserves	0.33
5/8" Comm	26.83	8.04%	2.16	5/8" Comm	28.99
3/4" Comm	34.47	8.04%	2.77	3/4" Comm	37.24
1" Comm	53.66	8.04%	4.31	1" Comm	57.97
1 1/2" Comm	107.27	8.04%	8.62	1 1/2" Comm	115.89
2" Comm	198.28	8.04%	15.94	2" Comm	214.22
3" Comm	383.17	8.04%	30.81	3" Comm	413.98
4" Comm	593.91	8.04%	47.75	4" Comm	641.66
5/8" Res	26.83	8.04%	2.16	5/8" Res	28.99
3/4" Res	34.49	8.04%	2.77	3/4" Res	37.26
Water	1.36	4.97%	0.07	Water	1.43
Sewage	0.89	4.97%	0.04	Sewage	0.93

Public Meeting for Water/WWTP Budget - Scheduled for January 12, 2021

Water/WWTP Operating Budget
2021 Preliminary Budget Meeting - December 4, 2020

8.53% increase, EXCEPT FOR RESERVES 20%

(Based on 2019 Actuals)

	2019 (Jan - Dec)	% Increase	2021 Estimated Revenues	
Metered Sales - Residential - Service Charges	248,623	8.53%	21,208	269,831
Metered Sales - Commercial - Service Charges	142,476	8.53%	12,153	154,629
Metered Sales - Water/Sewage - Reserves	79,568	20.00%	15,914	95,483
Metered Sales - Water - Residential	171,818	8.53%	14,656	186,474
Metered Sales - Water Commercial	309,209	8.53%	26,376	335,585
Metered Sales - Sewage - Residential	112,239	8.53%	9,574	121,813
Metered Sales - Sewage - Commercial	188,800	8.53%	16,105	204,905
	<u>1,252,734</u>		<u>115,985</u>	<u>1,368,718</u>
Miscellaneous Revenues				
Plus: Service Connection Fee & Water Meter Purchases	-			1,010
Plus: Sanitary Sewer Charges				99,420
Plus: Interest				5,500
Plus: Transfer from Reserves				-
Plus: Transfers from Drinking Water Bldg Reserve				70,000
				<u>1,544,650</u>
Total Anticipated Revenues				<u>1,544,650</u>
Draft Budget Operating, Reserve Transfers & Capital Expenses				<u>1,544,650</u>
Difference				<u>0</u>

Existing Rates	2020	% Increase	\$ Increase	Preliminary Rates	2021
Reserves	0.26	20.00%	0.05	Reserves	0.31
5/8" Comm	26.83	8.53%	2.29	5/8" Comm	29.12
3/4" Comm	34.47	8.53%	2.94	3/4" Comm	37.41
1" Comm	53.66	8.53%	4.58	1" Comm	58.24
1 1/2" Comm	107.27	8.53%	9.15	1 1/2" Comm	116.42
2" Comm	198.28	8.53%	16.91	2" Comm	215.19
3" Comm	383.17	8.53%	32.68	3" Comm	415.85
4" Comm	593.91	8.53%	50.66	4" Comm	644.57
5/8" Res	26.83	8.53%	2.29	5/8" Res	29.12
3/4" Res	34.49	8.53%	2.94	3/4" Res	37.43
Water	1.36	8.53%	0.12	Water	1.48
Sewage	0.89	8.53%	0.08	Sewage	0.97

Public Meeting for Water/WWTP Budget - Scheduled for January 12, 2021

General Ledger
Balance Sheet for Period Ending 12/31/20

Account	Description	Current Yr. Balance
01	General	
	TOTAL ASSETS	0.00
01-4040-0410	RESERVES - Water & Sewage	206,607.42
01-4040-0420	RESERVES - Water/WWTP Specified Projects	(0.11)
01-4040-0425	RESERVES - Water-Drinking Water Bldg	70,000.00
01-4040-0441	RESERVES - Water - Working Capital (Operating)	8,667.18
	TOTAL LIABILITIES	285,274.49
	Excess Revenue over (under) Expenditures	0.00
	Total Fund Balance	0.00
	Total Liabilities and Fund Balance	285,274.49

2020 Reserves	285,275
- estimated deficit	(200,000)
- 2021 Budget item	(70,000)
+ estimated 2021 Reserves	99,460
	<hr/>
Estimated 2021 Reserves	114,735
	<hr/>

STATUS OF 2020 CAPITAL PROJECTS - WATER-WWTP													
					"C"	(Specified Projects) "CF"							
ACCOUNT	PROJECT	BUDGET	ACTUAL TO DATE	PROJECTED EXP.	(OVER)/UNDER	TRANSFER TO RESERVES		As of December 23, 2020					
	WATER/WASTE WATER TREATMENT PLANT												
01-8100-0100	Scada Upgrades	\$ 50,000.00	\$ 49,177.24		\$ 822.76	\$ -		Complete Complete Complete					
01-8100-0110	Equipment Purchases	\$ 15,000.00	\$ 13,370.25	\$ -	\$ 1,629.75	\$ -							
01-8100-0120	Gate Replacement	\$ 25,000.00	\$ 23,402.92	\$ -	\$ 1,597.08	\$ -							
01-8100-0140	Valve Turning Locator	\$ 7,500.00	\$ -		\$ 7,500.00	\$ -	ON HOLD COVID19	New 2021 Budget Item					
01-8100-0370	Digester Mixer Seals	\$ 4,046.00	\$ -		\$ 4,046.00	\$ -	ON HOLD COVID19	New 2021 Budget Item					
01-8100-0430	Roofing	\$ 9,278.00	\$ -	\$ -	\$ 9,278.00	\$ -	ON HOLD COVID19	New 2021 Budget Item					
01-8100-0440	Office - Computer Upgrade	\$ 2,500.00	\$ 2,528.74		\$ (28.74)	\$ -		Complete					
01-8100-0450	Digester Project (Grant Based)	\$ 403,223.00	\$ 2,439.18	\$ -	\$ -	\$ 400,783.82		Carry Forward	*				
01-8100-0480	Drinking Wager Bldg Reserve	\$ 160,000.00	\$ -		\$ 160,000.00	\$ -	ON HOLD COVID19	New 2021 Budget Item					
01-8100-0501	Raw Sewage Pump #2	\$ 58,660.00	\$ 27,540.07	\$ 31,119.93	\$ -	\$ -		Incomplete					
01-8100-0502	Raw Sewage Pump #3 Drive	\$ 20,000.00	\$ 19,568.06	\$ -	\$ 431.94	\$ -		Complete					
01-8100-0503	Waste Scum Pump Replacement	\$ 22,500.00	\$ -	\$ -	\$ 22,500.00	\$ -	ON HOLD COVID19	New 2021 Budget Item					
		\$ 777,707.00	\$ 138,026.46	\$ 31,119.93	\$ 207,776.79	\$ 400,783.82	\$ -	\$ 777,707.00					
	TOTAL CAPITAL EXPENDITURES					\$ 777,707.00							
Digester Project - Recap 2017-2020									As of December 23, 2020				
Revenue Sources													
01-6400-0140	OTHER GRNTS - CWWF - WWTP (Digester Project) (Approved in 2017, CF in 2018 and again in 2019 - Project not completed yet)					\$ 262,500.00	\$ 262,500.00	34%	Received \$200,147.24 06/27/19				
01-6900-0985	OCIF Grant rec'd in 2017, put to reserves and used towards Digester project in 2018. This project is now scheduled to be completed in 2019						\$ 55,165.00		Received \$12,373.47 11/24/20				
01-6900-0985	OCIF Grant rec'd in 2018 used towards Digester Project in 2018						\$ 78,126.00		Balance \$49,979.29 A/R @ 12/31/20				
01-6900-0985	OCIF Grant - 2019						\$ 119,848.00	33%					
01-6900-0974	2017 Reserves used for Digester Project					\$ 253,139.00	\$ 10,132.47						
01-6900-0974	2017 Reserves carried forward in 2018 for Digester Project						\$ 72,203.00						
01-6900-0974	2018 Reserves used for Digester Project						\$ 111,874.00						
01-6900-0974	2019 Reserves for Digester Project					\$ 261,361.47	\$ 67,152.00	34%					
						\$ 777,000.47	\$ 777,000.47	100%					
Capital Expenses													
01-8100-0450	2017 Actuals - Engineering						\$ 10,132.47						
01-8100-0450	2018 Actuals						\$ 343,205.09						
01-8100-0450	2019 Actuals						\$ 20,439.11						
01-8100-0450	2020 Actuals						\$ 2,439.18						
01-8100-0450	2020 Remainder of Budget to CF to 2021 Budget						\$ 400,783.82						
	2020 Reconciling Amount						\$ 0.80						
							\$ 777,000.47						



Planning & Development Services Department

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January 12, 2021

Mayor Hand and Members of Council
Village of Point Edward
135 Kendall Street
Point Edward, ON N7V 4G6

Attention: Jim Burns, CAO/Clerk

Dear Mayor Hand and Members of Council:

Re: Summary of Official Plan Background Report

Part of the Official Plan review project calls for the creation of a Background Report. This Report provides a comprehensive review and assessment of the Villages existing Official Plan in order to identify policies that: require revisions or deletion and preparation of new policies. These changes are needed to ensure consistency with the 2020 Provincial Policy Statement (PPS) and conformity to the County Official Plan. The report also reflects what the consultant team heard from the public (public meeting, written comments, and public survey), Council, and municipal staff.

The purpose of this report is to highlight a number of the identified required and proposed changes to the Villages Official Plan

Secondary or Accessory Dwellings

One of the key changes proposed for the Official Plan involves "Additional or Secondary Dwelling Units". Section 16(3) of the Planning Act directs that Official Plans authorize the use of "Additional Units". Additional Units provide:

1. the use of two residential units in a detached house, semi-detached or rowhouse; and
2. the use of a residential unit in a building or structure that is located on the same property as a detached house, semi-detached house or rowhouse (i.e. garden suite or an apartment above a garage)

This requirement under Section 16 is a "Shall" requirement which is a mandatory requirement whereas in the past it was a "May" requirement or optional

The intent of this Planning Act provision is to encourage development of additional units within the permitted primary housing stock. Allowing these units in the Official Plan does not automatically guarantee their development as the Zoning By-law would need to be updated to address the specific development requirements for additional units.

Maximum Residential Densities

There are a couple of policies within the current plan that address the maximum residential densities (number of units per lot area) for specific lands. It is currently unclear if the densities noted are based on gross lot area or net lot area. Clarity is

required to ensure that undevelopable lands (e.g. Floodplain and hazard lands, water bodies, etc.) are not included in the density calculations applied to development sites while requiring that streets and developable amenity areas are included in site area calculations.

Residential Intensification and Inclusionary Zoning

The County's Official Plan (Section 2.3.12) identifies a goal of 20% of new housing units in the County be provided through intensification and redevelopment. The County's Plan also requires local policies and zoning regulations to establish criteria for infill lots.

Inclusionary Zoning is a tool which can be used by a Municipality to authorize the inclusion of affordable housing within buildings or projects containing residential units and the provision for the maintenance of these units over time. This tool is not currently mandated by the Village, but policies may be added to provide flexibility should the Village pursue it in the future.

Project Phasing

Updates proposed to the Project Phasing section, to provide more flexibility to the approval authority when considering large scale development proposals. A key requirement of Project Phasing is to ensure that there is servicing capacity available for commitment to these developments and that servicing capacity is not extended to projects not committed to moving forward in the short term. This capacity should not be committed until the development is ready for final approvals (i.e. not draft approval but as part of a subdivision or development agreement ready for registration on title).

Bed and Breakfast Establishments

Recommendations and policies will be created to address these types of establishments. There are different forms of short-term rental accommodations that include traditional forms of bed and breakfast establishment, but others are marketed as bed and breakfast (air bnb) but may not be owner occupied. Those forms of short-term rentals can lead to enforcement challenges for owners, nearby residents, and the Village.

Commercial Areas

New polices are proposed to be added to the Plan to place greater emphasis on site and urban design and encourage more mixed use (residential/commercial) development.

Major Open Space Area

Updates to include:

- Policies to provide more flexibility for Council to obtain parkland dedication or money-in-lieu, for future development projects.
- Removal of Density Bonussing provisions, which are no longer permitted under the Planning Act.
- Addition of a Policy requiring that any proposed redevelopment of the Sarnia Golf Course would require a coordinated plan between the City of Sarnia and the Village of Point Edward.

Waterfront Mixed Use Area

Updates to include:

- Revisions to the densities for residential development within these lands to provide more flexibility and changes based on project proposals

Economic Growth and Tourism (Section 26)

This section contains a number of very succinct sets of Economic Development Policies. At this time there are no proposed changes to these policies. The Report recommends that Council should review and confirm these policies to ensure that they adequately address the Villages needs. In light of the B&B/Short Term rentals issues, additional policies may be added to this section

Transportation

The County's Official Plan and the PPS make reference to multi-modal transportation systems and planning public streets to facilitate active transportation. Policies should be added to the Plan that make reference to designing "Complete Streets" that accommodate a wider range of modes of transportation such as on-street bicycle lanes.

Policies are also proposed to be added that allow for the negotiation of site specific parking reductions for private developments based on the provision of bicycle parking facilities.

Source Water Protection

This is a new policy section. The Province requires municipalities to conform to the Thames-Sydenham Source Protection Plan under the *Clean Water Act*. For the Village the proximity of the St. Clair River and Lake Huron means the Village is also in close proximity to the Intake Protection Zones for municipal drinking water. The Source Protection Plan also establishes Event Based Areas - these are areas where an event such as a spill could impact the drinking water source.

Municipalities are required to implement land use policies to:

- protect drinking water sources and groundwater sources;
- include policies that identify potential threats to the source of drinking water;
- Include policies on how development applications in the vicinity of the Intake Protection Zones, Event Based Areas, Groundwater Protection Areas (Highly Vulnerable Aquifers and Significant Groundwater Recharge Areas) will be addressed to ensure the protection of the source of drinking water.

I look forward to meeting with Council in order to discuss this matter.

Yours truly,

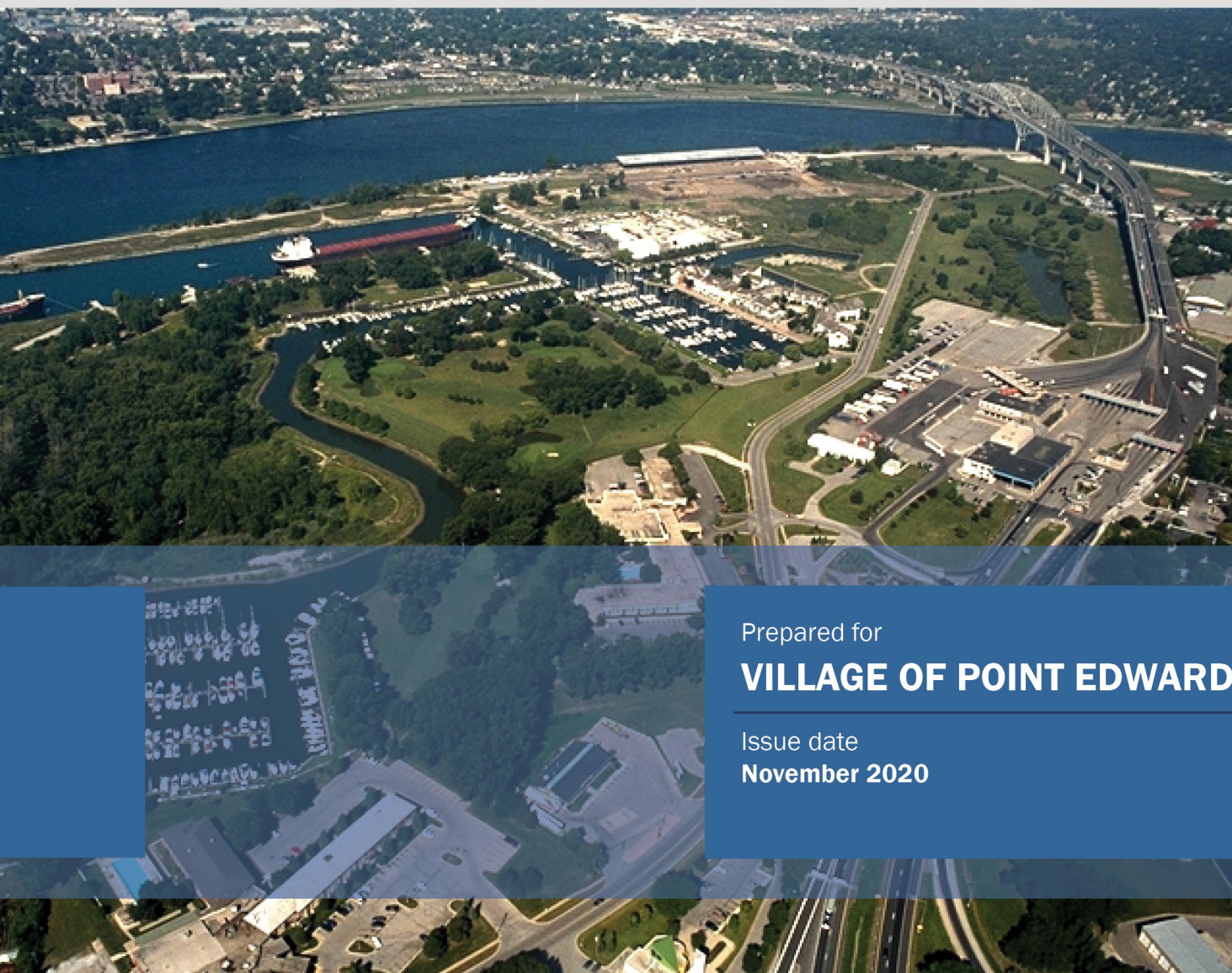
Phil Rough
Planner

Attachments:

1. Point Edward Official Plan Background Report (November 2020)
2. Updated Project Timeline

BACKGROUND REPORT

Official Plan Review



Prepared for

VILLAGE OF POINT EDWARD

Issue date

November 2020

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1. EXECUTIVE SUMMARY

A. Purpose of this Report

This background report is to provide a review and assessment of the existing Point Edward Official Plan (Point Edward OP or local OP) in order to identify policies that: require revisions to existing policies, deletion of policies or preparation of new policies. These changes to the local OP are primarily needed to ensure consistency with the 2020 Provincial Policy Statement (PPS) and conformity to the County of Lambton's new Official Plan (County OP). The report also reflects what the consultant team heard from the public (public meeting, written comments, and public survey), Council, and municipal staff.

In some cases, revisions to the Official Plan are required to reflect recent changes to the *Planning Act*, including matters such as “additional units” and “inclusionary zoning”. In other cases, this report notes parts of the Plan where revisions should update language to better reflect current practice or to provide greater clarity with respect to policy intent.

For the most part, this report is organized in a manner consistent with the table of contents of the current Plan to simplify the reader's review of this report and the Official Plan. It will be used as a basis for specific recommendations on policy revisions, deletions, and additions to ensure the updated Official Plan is consistent with the 2020 PPS, conforms to the County OP, and reflects recent changes to the *Planning Act*.

B. Planning Horizon

The Provincial Policy Statement (2020) (PPS) was updated to provide municipalities with flexibility in planning for growth. The PPS now permits municipalities to plan for “up to” 25 years of growth with a further stipulation that municipalities must plan for 15 years of residential housing supply. This means that the Village must adopt an Official Plan that addresses the requirements for 15 years of residential housing within the context of a plan for the next 25 years.

Lambton County's Official Plan has a planning horizon to 2031. The County Official Plan was adopted under the 2014 PPS where the planning horizon was less than the current “up to 25 years” in the PPS. In the coming years, Lambton County will need to update its Official Plan to conform to the 2020 PPS. It is anticipated that the planning horizon for the County Official Plan will be extended beyond 2031.

For the Village of Point Edward, it is recommended that the Village adopt a Plan to the year 2046. This provides the Village with opportunities to:

- Have a consistent planning and growth framework as the basis for moving forward;
- Supports the Village in proceeding with key implementation updates:
 - Updating the Zoning By-law;
 - Preparing/updating guidelines for development;
 - Updating the capital infrastructure plans for the Village;
 - Updating the parks plans for the Village;
 - Other updates as necessary (fees, development process, etc).
- Allows the Village to work with Lambton County as the County updates its Official Plan;
- Provides the Village with flexibility in timing of implementation updates and the budgeting for those updates.

C.Planning for Growth in Point Edward

One requirement of the PPS is that the Village must plan for growth. This means ensuring that there is sufficient land supply available for the planning horizon. In 2017, as part of the County Official Plan preparation, County staff completed a land supply analysis that determined Point Edward has sufficient land supply to exceed the 2046 planning horizon. The forecasted population and housing unit per year will be incorporated into the Official Plan with policies that identify that the population and housing units are forecasts and are not considered to be caps or maximums.

2. EXISTING OFFICIAL PLAN: Policy Review

A. Land Use & Built Form

Official Plan Reference: Part B: Land Use Policies

1. Residential (Section 5):

Updates to this Section of the Official Plan are needed not only to respond to the 2020 PPS and new County Official Plan, but also to address recent changes to the *Planning Act*. Other changes will be considered to clarify intent or improve current wording that may be outdated. More detail on these updates is provided in the following sections.

2. 5.1 General Policies

Additional Units

The *Planning Act* (Section 16 (3)) directs that Official Plans authorize the use of “additional units”. This is a “shall” requirement in the Act which makes the additional units a mandatory requirement. Additional units provide for the use of two residential units in a detached house, semi-detached house or rowhouse, and the use of a residential unit in a building or structure that is located on the same property as a detached house, semi-detached house, or rowhouse (i.e. a garden suite or an apartment above a garage as examples).

The intent of this *Planning Act* provision is to encourage development of additional units (accessory dwelling units) with the permitted primary housing stock. However, allowing for these units does not guarantee their development - the Zoning By-law will need to be updated to address the development requirements for additional units.

“Additional units” should not be applied to site density calculations, whether that be minimum or maximum densities as defined in the Official Plan. It is also conceivable that there may be circumstances where these units should be included in density calculations so some flexibility should be applied to this practice until the impacts of this *Planning Act* provision are better understood.

A more rigid approach, however, is encouraged when it comes to site and urban design measures associated with projects of this nature. For additional units inside existing single detached housing, less attention to detail is needed but for new developments proposing additional units in a block form (eg. Townhouses), more rigid development controls are strongly encouraged through the Zoning By-law.

Inclusionary Zoning

Section 16(4) of the *Planning Act* authorizes municipalities to use inclusionary zoning. Although not mandated for Point Edward at this time, policies can be included that enable the use of inclusionary zoning, to provide flexibility should this be something the Municipality later chooses to pursue or is mandated to pursue.

Policies 5.1.1. and 5.1.2 – Maximum Residential Densities

Policies 5.1.1 and 5.1.2, which address maximum densities, are unclear in advising whether the densities noted are gross or net. Such clarity will ensure that undevelopable lands (eg. Floodplain and hazard lands, PSWs, etc) are not included in the density calculations applied to development sites while requiring that streets and developable amenity areas are included in site area calculations. The densities currently applicable to low, medium and high densities are appropriate when consistently applied in this way.

While not considered a major change to the Plan, this will provide helpful clarification and certainty.

Policy 5.2.3 - Intensification

This policy is focused solely on infilling which is an undefined term in the PPS and County OP. “Intensification” is a more inclusive and defined term in the PPS which includes infilling. Therefore, *intensification* should be included in a revised policy. It is also unusual for intensification (which includes infilling) to be pursued solely by means of a plan of subdivision as other forms of land division and tenure are possible. This is more likely accomplished through consent, exemption from part lot control, or site plan control and plan of condominium. The policies should be updated to reflect the broader tools of the *Planning Act* to implement intensification. The policy should also be clear that site plan control may be imposed on such projects.

It is further noted that the County OP (2.3.12) identifies a goal of 20% of new housing units in the County be provided through *intensification* and *redevelopment*. It also requires that local policies and zoning regulations establish criteria for infill lots (2.3.13). Including reference to *intensification* in this policy will help address the County’s policies.

Policy 5.2.4 – Landlocked Parcels

The intent of this policy - to access “landlocked parcels in existing developed areas” - remains relevant but needs to be updated to reflect the potential for parcels to be

accessed by condominium (i.e. private) roads, provided the original parcels of land continue to have legal frontage on public roads. Intensification can be achieved efficiently through the use of private roads accessing new housing but does not preclude public roads also being used, subject to the site-specific conditions unique to each parcel.

Policy 5.2.8 - Residential Supply in Approved Plans

This policy, which focuses on the minimum number of years of supply of residential units, needs to be updated to reflect the 2020 PPS (1.4.1) which now requires a 15 year supply of residential land. The policy also needs to respond appropriately to the new County Official Plan (2.3.1) which also recognizes the need for residential land supply. Changes can reflect the 2020 PPS while still conforming with the County Official Plan.

Policy 5.2.10 - Phasing

Revision to this policy should be completed to provide more flexibility to the approval authority when considering phased development proposals. The Village must also ensure there is servicing capacity available for commitment to these developments and that servicing capacity is not extended to projects not committed to moving forward in the short term. This capacity should not be committed until the development is ready for final approvals (i.e. not draft approval but as part of a subdivision or development agreement ready for registration on title).

Such changes to the Official Plan will provide clarity and ensure consistency with the 2020 PPS (eg. 1.6.1, 1.6.3, and 1.6.6) and conformity to the County Official Plan (eg. 7.10.2). In the policies cited above, both the PPS and County OP require coordination, and effective and efficient use of municipal services and infrastructure. Managing reserve capacity in infrastructure systems is a key factor in this regard.

Policy 5.2.12 - Affordable Housing & Intensification

Part (c) of this policy needs to be strengthened to place more emphasis on the importance of permitting residential intensification in the Village. This will better reflect the significant role intensification now plays in Provincial policy. For example, PPS 1.4.3 (b) 2., requires municipalities to permit and facilitate intensification; that wording needs to replace “encourage” in this policy. A revision of this nature will conform with the County OP (2.4.12).

Affordable housing targets

This policy also deals with affordable housing targets but refers to the 2005 PPS. It must be amended to reference the 2020 PPS (1.4.3(a)).

It also states that the Village will establish minimum targets in a future OPA for the Village. The County's OP (2.4.13) relies on a housing and homelessness plan that appears to be dated (projected period 2014-2023). Rather than word a policy to be as specific as the County's policy, it is appropriate to have the local OP policy rely on the County's "most current Housing and Homelessness Plan".

Policy 5.2.14 (d) – Clarify Use of Site Plan Control

The current wording of the policy could be interpreted to mean that site plan control is optional. This policy needs to clarify that this housing form ("medium density dwellings") is subject to the site plan control policies of the Official Plan.

5.4 Bed and Breakfast Establishments (local matter raised by Council)

There are different forms of short-term rental accommodations that include traditional forms of bed and breakfast establishment, but others are marketed as bed and breakfast (air bnb) but may not be owner occupied. Those forms of short-term rentals can lead to enforcement challenges for owners, nearby residents, and the Village. Village Council requested that the consultant team consider some policy additions to further guide them on how best to manage short term rentals in future. Recommendations will be provided as part of the overall policy.

5.5 Compatibility Policies for Residential Areas

This Section is appropriate as written but under the sub-heading "general", consideration should be given to adding "intensification" to the list that starts with "New development". This will ensure consistency with the 2020 PPS.

3. Commercial (Section 6):

In responding to the 2020 PPS and new County Official Plan, both of which encourage and allow for a greater mix of uses as one way to achieve intensification in settlement areas, new policies should be introduced that allow for residential uses in commercial areas that need not be subordinate to commercial uses. However, those new policies should include criteria that place greater emphasis on site and urban design. While there are limited opportunities available, this policy may lead to future investments that maintain or enhance the commercial nature of these areas while increasing housing supply and affordability.

4. Highway Commercial (Section 7):

No changes are required to ensure consistency with the PPS and conformity with the County Official Plan. However, a new policy should be added that allows for

mixed use developments as part of site-specific zoning amendments subject to specific criteria included with that policy.

The County OP (eg. 3.4.1 (b)) allows for a mix of uses in commercial areas that includes residential uses.

5. Mixed Commercial/Industrial (Section 8):

No changes are recommended. No PPS consistency, nor County OP conformity issues are identified. This area contains the Village's primary employment lands. The area west of Front Street could be considered for integration with the surrounding commercial area designation but that is not a recommendation for this review as we have not had any input requesting this from Council nor landowners.

6. Major Institutional (Section 9):

No changes are recommended.

7. Major Open Space (Section 10):

- a) Policy 10.1.6 should be modified to give Council more flexibility when negotiating reductions to cash-in-lieu of parkland by, at minimum, changing from "..., Council will reduce the ... payment ..." to "..., Council may consider reducing the payment ...".

This policy is not associated with any bonus provisions in the *Planning Act* and does not contemplate taking more parkland from future developers than is allowed through the parkland / cash in lieu provisions of the *Planning Act*. It is therefore appropriate to maintain this policy but Council should afford itself more flexibility on its implementation. It should also be satisfied that the public interest is served when reducing cash-in-lieu payments.

- b) Policy 10.1.8 must be modified to ensure alignment with changes to the *Planning Act*. Density bonus provisions are no longer available to municipalities in Ontario (former Section 37). As a result, ", or through the use of bonussing as described in the implementation policies of this Plan" must be deleted from the end of this policy.
- c) Policy 10.1.16 will have an added provision requiring that any proposed redevelopment of the Sarnia Golf course will require a coordinated plan between the City of Sarnia and the Village of Point Edward.

8. Special Tourist Commercial (Section 11):

This former industrial site (brownfield), located at Christina, Exmouth, and Front Streets, south of Hwy 402, offers a significant opportunity for site redevelopment and enhancement that should be viewed as a high value gateway site to be promoted for investment by the Village and Lambton County. Policies should be added to allow for a broader range of uses that can be developed on the site, a requirement for a site-specific zoning by-law amendment for development, and to ensure high quality building design (11.1.1). This will help implement County OP Section 3.10 (Sites With Potential Environmental Contamination). .

The Point Edward sewage treatment system is ultimately to service this site in its entirety (11.2). The former CN spur lands that used to serve the industry need to be integrated into the development plan.

This site could benefit from some form of conceptual development plan to demonstrate acceptable development scenarios for the municipality prior to promoting the site for development. A policy recommendation will be proposed. The Sarnia Lambton Economic Partnership may be helpful in this regard, if not already engaged on this.

9. Waterfront Mixed Use (Section 12):

Policy 12.1.2 is contradictory as currently worded and does not align with policy 12.1.8. Policy 12.1.2 currently requires that “All development ... shall be subject to” Section 41 development agreements but then goes on to say that “All development shall proceed by registered plan of subdivision pursuant to Section 51 of the *Planning Act*”.

These two sections are distinct in the *Act* and do not work together when preparing relevant development agreements. They are designed to address different stages of the development process. Not all development proposals can be processed under Section 51 (subdivision) of the *Act* and not all site plan approvals need to be addressed through Section 51 processes. This can be addressed with minor changes to the policy.

Policy 12.1.12 needs to be reworded to clarify the intent with respect to the maximum number of single and semi-detached dwellings. Based on the policy as worded, the intent appears to be directed to limiting the number of low-density units developed on the site in order to ensure overall site density is achievable. The Waterfront Mixed Use area is intended to accommodate a wide range of housing types although the current maximum density proposed for the area as a whole could

be considered for an increase if a specific development proposal warrants that flexibility.

10. Mixed Use (Section 13):

There is no need for changes to the policies to ensure consistency and conformity with the 2020 PPS and County Official Plan. However, an increase to the maximum densities noted in the policy is needed. The maximum net densities noted do not lend themselves to stacked townhouses and apartments, even if limited to four storeys.

Revisions in other parts of the Official Plan to address the potential for noise mitigation measures for residential development, providing Class 4 designations (per MECP NPC-300 Guideline) to protect existing nearby marine businesses from nuisance complaints associated with noise are needed. Section 17.4 is where these provisions will be addressed.

11. Waterfront Open Space (Section 14):

Given the location of lands designated “Waterfront Open Space” (Section 14) in relation to lands designated “Waterfront Mixed Use” (Section 12), there appears to be a relationship between the intent of policy 14.2.4 (open storage areas “shall be screened from adjacent streets and residential areas ...”) and how this should be applied to mitigate impacts of existing fishery uses on nearby lands in the “Waterfront Mixed Use” designation and on public lands within the “Waterfront Open Space” designation.

From the review of this policy, it is our conclusion that it was intended to ensure open storage areas abutting other lands designated Waterfront Open Space or Waterfront Mixed Use are screened from view where possible, using whatever means possible and appropriate. This policy should therefore be reframed to better allow for this. The main concern here is that it is unlikely that new fishery uses can be established and it is only through an application for development that screening measures can be imposed. Therefore, it is more likely that the Village will have to initiate much of the screening it determines is necessary as part of its program to develop public lands in this designation.

The revised policy should ensure this is clarified in a manner that makes it clear that the Municipality may choose to screen open storage areas from view where these areas may negatively impact public lands. In those instances, it is likely that the screening would be located on public lands.

B. Economic Growth & Tourism

There are various sections within the local OP that may benefit from specific policy additions but there are none recommended or necessary to ensure consistency with the 2020 PPS and conformity to the County OP. Further, there were few comments provided at public meetings by the public or Council that indicated there were specific concerns that needed to be addressed in the updated local OP.

However, there was indication from Council that additional policies were needed to help better address future potential impacts from short term rentals in the Village. Therefore, draft policies related to short term rentals will be provided for consideration to include in the updated local OP.

It should be noted that Section 26 contains a very succinct set of Economic Development policies. This should be confirmed by Council to ensure it adequately addresses the Village's needs. For example, the Village may wish to consider promoting the former foundry site for redevelopment. If this is a Council priority, there may be other sections through which this can be more specifically considered and/or promoted.

For example, Section 23 allows for the identification and prioritization of "individual Community Improvement Project Areas", subject to the existing Official Plan criteria found in Section 23.2. Based on those criteria, this site does not need to be identified specifically as part of the OP Review. However, this is an opportunity to draw Council's attention to the current policy framework and consider if it should do so by bylaw (see Policy 23.4.1).

The point of this dialogue is not to recommend specific changes to the OP in this instance, but it is intended to draw attention to how various parts of the OP can work together to advance economic development priorities for the Village. There are no specific changes recommended to Section 26 based on the PPS and County OP nor from feedback provided by the public and Council to date. ,

C. Infrastructure

Official Plan Reference: Part C - Municipal Services and Utilities

Section 15 Transportation

1. 15.1 Road System

The Village confirmed that no road widenings are currently required nor contemplated. However, reference should be made to proposed changes in Section 15.3 regarding Pedestrian and Bicycle Traffic. Those policies may impact how road rights-of-way are designed and used in future.

2. 15.2 Parking Facilities

On-street parking is already accommodated on Monk Street and Michigan Avenue, to support businesses located in the Central Business District. This policy affirms this decision, clarifying that these parking areas are consistent with Village policy and continue to be supported.

A wording change to policy 15.2.3 is required to ensure consistency with the wording of the PPS, removing reference to “handicapped persons” and replacing with “persons with disabilities and older persons”.

3. 15.3 Pedestrian and Bicycle Traffic

This policy would benefit from further clarification to enhance the bicycle master plan for the Village.

4. 15.3.9 Bicycle Master Plan

Policy 7.3.3 of the County OP and policies in the PPS make reference to multimodal transportation systems and planning public streets that facilitate active transportation. To respond to these policies, this Official Plan should make reference to the need for designing “complete streets” and identify updating public road cross sections as a step towards ensuring provision for safe cycling within road rights-of-way in the Village.

While reference may be made to “Complete Streets” in the proposed new policy, “Complete Streets” need not be defined in the Official Plan. This is a broader discussion that can determine the best fit for the Village as part of the Bicycle Master Plan preparation.

For initial guidance to the Village, “A Place to Grow” Provincial Plan defines Complete Streets as “*Streets planned to balance the needs of all road users, including pedestrians, cyclists, transit-users, and motorists*”. The Village is not obligated to use this definition because this Plan does not apply to Lambton County. But it may serve as a useful reference for the Bicycle Master Plan.

5. Bicycle Parking Facilities for New Development

Consideration will be given to a new policy for bicycle parking in private developments. This builds upon Policy 15.3.12 where bicycle parking is identified as an option for Municipally owned and operated facilities.

This new policy could allow the Village to negotiate site specific vehicle parking reductions for private developments based on the provision of bicycle parking facilities. The nature and extent of such parking reductions may be dependent on the specifics of each proposal. However, a standard requirement should be developed for use in the Zoning By-law, either on a site-specific basis or incorporated as a standard provision in the Comprehensive Zoning Bylaw.

6. Section 16 Public Uses and Utilities

Relevant PPS policies include Section 1.6 (Infrastructure and Public Service Facilities). The applicable County Official Plan section is “7.8 Utility Corridors”. Based on our review of these policies, no amendments are proposed to the Village’s Official Plan.

Section 17 Municipal Services, Stormwater Management and Sensitive Land Uses

1. 17.1 Sanitary Sewerage

Current wording in Section 17.1.1 appears to be adequate to address long term sanitary requirements for the Municipality. Policy 17.1.1.1 states that “The Village’s sanitary sewer system currently has adequate capacity to accommodate the forecast development within the Village”. This statement continues to be accurate and therefore no other changes to Section 17.1 are necessary.

2. 17.2 Municipal Potable Water Service

No changes proposed.

3. 17.3 Storm Water Management

No changes proposed.

4. 17.4 Land Use Compatibility

In order to ensure there is an opportunity to address any potential conflict for new sensitive land uses proposed in proximity to existing noise producing industry, it is recommended that a policy be added to this Section that enables use of the Class 4 designation as contemplated by MECP Environmental Noise Guideline NPC-300. This guideline provides a mechanism for allowing sensitive land uses to be developed near existing noise producing businesses, placing the onus on the new land use to put in place

all necessary measures required to mitigate noise impacts from the existing business on the proposed sensitive land use.

This guideline allows for intensification while limiting the risk of future complaints from new residents against existing industries. Most importantly, any measures required to mitigate those impacts are not imposed on those existing businesses and must be addressed prior to establishing the new land use.

5. 17.5-17.7 Well Sites; Waste Management; Public Utilities

No changes are required for the balance of Section 17.

6. Renewable Energy Systems

Refer to Section G of this report. Section 22 of the Official Plan addresses Renewable Energy.

D. Natural Heritage

Natural Heritage and Energy Conservation are addressed in the Community Development (Part D) section of the Official Plan. Please refer to Part G of this report for more information.

E. Mineral Resources

No Current Official Plan References

The Lambton County Official Plan identifies the entire municipality of Point Edward as “Potential Aggregate Deposit” (Appendix Map B - Mineral Aggregate Resources). This mapping is not recommended for inclusion in the Point Edward Official Plan for the following reasons:

- The entire Village of Point Edward is a Settlement Area meaning all lands have been or will be developed for a mix of residential, employment, parks, natural heritage, community services and more.
- There is no ability to achieve land use compatibility between the existing uses and planned functions in Point Edward and any extraction of the potential aggregate deposit.

As part of this Official Plan Update, the Village may wish to request an update to the County Official Plan to remove the Village from Appendix Map B.

F. Community Growth & Community Structure

1. Existing Development

Point Edward can be viewed through a dual lens, set on each side of the international bridge that connects Canada with the United States. One area lies north of the highway and international bridge and the other lies south of this international thoroughfare.

2. The “North Side” (Michigan Avenue area)

On the north side, the development pattern is well established and not expected to undergo significant change in the planning period (to 2046). The north side can be broadly described as a low-density village setting with well-established commercial areas that anchor the west and east ends of the village.

The current Official Plan describes the west commercial anchor as the “Central Business District”. The extent of this area is incorrectly described in the Introduction (Part 4) of the current Official Plan and should be more accurately described as the area lying between Livingston Street and Monk Street along Michigan Avenue. This description more accurately aligns with the current Land Use Schedule (Schedule A). There are opportunities for more commercial businesses to use vacant lands on the south side of Michigan Avenue in addition to the existing stores and restaurants already found in this area.

The east end commercial anchor is best described as an area centred on the intersection of St. Clair and Helena Streets. This area offers a number of convenient retail and personal service shops that include baked goods, hair stylist, bowling alley, and liquor store, among others.

The other commercial area on the north side of Hwy 402 is located at Christina Street. This area includes hotels (Quality and Comfort Inns), Offices (at Lite Street), and Auto Service Facility.

The Village’s Mixed-Use Commercial/Industrial area generally runs along the east side of Front Street although there is one block that lies on the west side of Front that abuts the St. Clair/Helena Commercial area and may have long term potential to become integrated as part of that commercial anchor for the Village.

Encouraging more of a focus on built form, particularly in this area, would be helpful in encouraging a level of quality control over how redevelopment of sites in this area

proceeds and the associated new or renovated buildings present themselves at this important community interface. This emphasis on building and site design could be requested in exchange for greater flexibility for uses considered appropriate at these locations and provided through site specific development applications if proposed west of Front Street. More in-depth study and design controls may also be appropriately pursued by the Village as part of a Community Planning Permit System (CPPS) review for the area. A broader range of policy advice regarding the CPPS system is included in this report and can form the basis for such an approach to this area.

The low-density residential areas have a number of potential opportunities for minor intensification through lot severances and potential site redevelopment. However, the Plan should speak to this in the form of general development guidelines and recommended options for zoning and site plan approaches designed to manage any intensification proposed in this part of the Village. Nevertheless, it is generally expected that development patterns in this part of the Village will remain reasonably stable during the planning period. Based on feedback received to date, there does not appear to be community nor Council support for significant intensification in this area.

3. The “South Side” (Venetian Boulevard area)

This part of the Village is an interesting contrast to the “north side”, one that affords many opportunities for new development. While the feedback from existing residents was clear that medium and high-density development is not supported near them, that feedback is understandable in the north part of the Village. However, when assessing development potential south of the 402/Blue Water Bridge, there are several sites well suited to a very different approach that can accommodate significant assessment growth for the Village without disrupting the character of the areas so cherished by existing residents living on the “north side”.

One of the sites that may warrant more careful attention is located between Front and Christina at Exmouth but there are other sites in the area being actively investigated for development based on information provided by Village staff. The nature of these investigations to date is generally preliminary but there are at least two sites actively under consideration for residential development, both on Venetian Boulevard. If these move forward, they could provide for over 100 new housing units in the Village.

G. Community Development

Official Plan Reference: Part D: Community Development

1. Section 18: Natural Heritage

The first paragraph can be modified to ensure it expresses a range of options that appropriately protect significant natural heritage features that may go beyond discouraging development. There may be circumstances where development must be prohibited or restricted rather than simply discouraged. As well, this is an opportunity to introduce the concepts of enhancement and restoration as relevant measures to address development proposals that impact significant natural heritage features.

2. Section 18.1: General Policies

Section 18.1.1 should be revised to ensure natural heritage terms are consistent with the wording provided in the PPS 2020.

Section 18.1.1 should also address *development* and *site alteration* in the sub-sections so as to put into context the notion of land use permissions currently identified in the Official Plan. This will ensure consistency with the Natural Heritage Section of the PPS (2.1) and conformity with the County OP's Natural Heritage policies (eg. 8.2.2(b)), provided the term "shall not" is used rather than "will not" as found in the County policies.

These changes will lead to removal of Section 18.2.2 but should be replaced with more current language consistent with the PPS 2020 (2.1.5 and 2.1.8) and County OP (8.2.2).

Policy 18.1.4 uses "Environmentally Sensitive Areas or features" and should be modified to reflect current language in the PPS 2020 (Significant Natural Heritage Features).

Other changes to current policy should address the inconsistent, outdated, and interchangeable use of terms such as Environmentally Sensitive Areas, sensitive natural area, and natural heritage area(s).

3. Section 18.2: Significant Natural Areas

As noted above, Section 18.2.2 should be removed from this Section and replaced with a modified policy for 18.1.1.

Policy 18.2.7 ("Woodlot Management") may need some clarification if this is intended to apply to all woodlots or if it should specific significant woodlots. Regardless, there is a need to confirm that the County Bylaw referenced remains relevant. If so, it may be appropriate to add "or equivalent bylaw in force" after "Lambton County Woodlands Conservation By-law".

Policy 18.2.9 (“Tree Saving Plans”), sub-section (g) needs to remove references to “Environmental Evaluation” and replace those with “Environmental Impact Study (EIS)”.

4. Section 18.3: St. Clair River and Unstable Lands

Policy 18.3.6 makes reference to the PPS, 2005. Edits are required to the text to ensure alignment with the current PPS, 2020, Section 3.1.5.

5. Section 18A – Source Water Protection

This is a new policy section in the Official Plan. Ontario requires municipalities to conform to the Thames-Sydenham Source Protection Plan under the *Clean Water Act*. For Point Edward, the proximity to the St. Clair River and Lake Huron mean the Village is also in close proximity to the Intake Protection Zones for municipal drinking water. The Source Protection Plan also establishes Event Based Areas – these are areas where an event such as a spill could impact the drinking water source.

Municipalities are required to implement land use policies to:

- protect drinking water sources and groundwater sources;
- include policies that identify potential threats to the source of drinking water;
- Include policies on how development applications in the vicinity of the Intake Protection Zones, Event Based Areas, Groundwater Protection Areas (Highly Vulnerable Aquifers and Significant Groundwater Recharge Areas) will be addressed to ensure the protection of the source of drinking water.

The new section of the Point Edward Official Plan incorporates the requirements of the Thames-Sydenham Source Protection Plan and the County of Lambton Official Plan. The new section achieves conformity with the PPS which requires municipalities to incorporate the Source Protection Plan into their Official Plans.

6. Section 19: Cultural Heritage

This section needs updates to confirm terms are current; otherwise, no substantive changes are proposed or necessary.

Marine Archaeology:

Given the Village’s location at Lake Huron and the St. Clair River, it is prudent to include specific policy references that address the potential for marine archaeological

resources to be impacted by shoreline and waterfront development. The definition in the PPS for Archaeological resources references marine archaeological sites and the proposed policy revisions are intended to address this.

7. Section 20: Amenity and Design

In policy 20.3, a cross reference to policies in Section 17.4 may be helpful. Policy 17.4 addresses “Land Use Compatibility” in a manner consistent with this section of the Plan but provides more specific policy direction than 20.3.

8. Section 21: Urban Design

There are no conformity issues but County OP policy 2.1 notes: “a built-form that is well-designed, encourages a sense of place and provides for public spaces that are of high quality, safe, accessible, attractive, and vibrant”.

If Council determines that implementation of a Community Planning Permit System is appropriate, preparation of the CPPS will allow for further enhancement of urban design measures in the Village.

9. Section 22: Energy Conservation

There are no references to Climate Change. There is a need for a new Section to ensure 1.8 (Energy Conservation, Air Quality and Climate Change) of the PPS is properly addressed in the OP.

10. Section 23: Community Improvement

This Section is thorough and there is nothing specifically needed for revision or addition. However, policy 23.4.7 (Bonus Zoning Provisions) must be deleted because the *Planning Act* (Section 37) no longer allows bonus zoning.

The Official Plan does not need to identify specific sites to ensure consistency with the PPS and conformity to the County OP, the former foundry site at Christina, Front, and Exmouth Streets warrants mention in this report as a potential future “Community Improvement Project Area(s)” given its gateway location into Canada, Lambton County, and Point Edward.

11. Sections 24: Signs

There are no consistency and conformity issues to address. No other issues were raised by the public, staff or Council and we do not recommend any changes.

12. Section 25: Property Maintenance

There are no consistency and conformity issues to address. No other issues were raised by the public, staff or Council.

13. Section 26: Economic Development

There are no recommended changes to this section.

H. Implementation**Official Plan Reference: Part E: Implementation**

Policies that guide Council, staff, members of the public, and applications on how the Village's Official Plan will be implemented are important considerations for the Village. The Village's current Official Plan has an Implementation Section with policies. A review of the policies identified the following updates:

1. Update references to the Provincial Policy Statement from the 2005 PPS to the 2020 PPS.
2. Update the Official Plan Review timeline from five years to ten years to align with recent changes to the *Planning Act*.
3. The policies on the Holding provision tools to be used as part of the Zoning By-law need to list the reasons Council may enact a holding by-law. This is to be consistent with the requirements of the *Planning Act*.
4. Clarification that temporary land use by-laws under the Planning Act will be required to conform to the Official Plan to reduce the potential for incompatible land uses.
5. Delete provisions related to Bonus Zoning as these provisions have been removed from the *Planning Act*.
6. Revise the policies on pre-consultation to be more definitive to assist applicants and streamline approvals. Add new policy to ensure any studies required for a development application are completed by Qualified Persons.
7. Update the policies regarding Site Plan Control to provide more clarity for the use of Site Plan Control.
8. Update the policies on how to interpret the land use boundaries in the Official Plan Maps and Schedules.
9. Update the list of development applications requiring public participation to conform to the requirements of the Lambton County Official Plan.
10. Add new policies in the following areas to assist in interpreting and implementing the Official Plan:
 - a. Policies that identify that the Village will review its delegation of authority to staff to support an efficient and streamlined development process;

- b. Policies that support the Village acquiring land, if needed, to implement the Official Plan;
 - c. Policies that define how Maps, Schedules, Tables and Appendices are to be interpreted;
 - d. Policies on guidelines and how guidelines assist in making decisions but are not regulations.
11. Adding policies to support monitoring of the Official Plan.

3. EMERGING ISSUES FOR POINT EDWARD

This section of the Background Report for the Official Plan Review identifies emerging issues for Point Edward in the Official Plan. Some issues are addressed in more detail under relevant section and policy headings earlier in the Background Report; others are discussed below as specific topics that are more generally summarized below in this section.

A. More Homes, More Choice: Ontario's Housing Supply Action Plan:

In May 2019, the Ontario Government released the Housing Supply Action Plan. The Housing Supply Action Plan is to address Ontario's housing issues through actions in five key areas:

- Speed – time to delivery of new housing
- Cost – overall cost of development including infrastructure to service development
- Mix – ensuring housing choice through a mix of housing types
- Rent – ensuring a mix of tenure choices are available for Ontarians
- Innovation – supporting new ideas and creativity in delivering housing in Ontario

This section of the Background Report focuses on those areas of the Official Plan Review that are not addressed elsewhere (particularly the Provincial Policy Statement and the Lambton County Official Plan) and is not an exhaustive review of the Housing Supply Action Plan. Some of the key actions in the Housing Supply Action Plan are implemented through other legislation such as the Ontario *Heritage Act*, the *Endangered Species Act*, the *Conservation Authorities Act*, and more. Key opportunities the Housing Supply Action Plan relative to the Official Plan are:

1. Community Planning Permit System (CPPS)

This is a system that combines the existing Minor Variance and Site Plan process into one “permit” for the development. This type of system is more predictable in terms of what development will occur. More specifically, a community planning permit system allows Council to create a by-law similar to a zoning by-law with one exception: the by-law will also include how much flexibility is available. For example, a community planning permit by-law could identify a front yard setback of 6 m with flexibility of up to 2 m (i.e. reducing to 4 m the front yard setback) and that the permit could be issued. With a more typical Zoning By-law, this type of variance would need a Committee of Adjustment application. Using the Community Planning Permit By-law allows the flexibility is built into to allow the permit to be issued.

A second aspect of the CPPS which streamlines development approval is delegation of decisions to a staff person in the municipality. Once the CPPS By-law is adopted by Council, the decisions can be done at a staff level because Council has established what is permitted, how much flexibility is acceptable, and no permit can be issued without complying to the CPPS By-law.

A Community Planning Permit System requires policies in the Official Plan to enable the specific by-laws regulating development. The Official Plan Review will include policies that address how the Village will develop Community Planning Permit Systems through:

- Establish the objectives for the Community Planning Permit System
- Identifying the entire Village as a potential Community Planning Permit System Area;
- Requiring the creation of a background study to understand the area and/or issue(s) to be part of the Community Planning Permit System.
- Requiring public engagement on the Community Planning Permit System background study;
- Establishing policies on permitted uses, standards of development, and that the Community Planning Permit System shall incorporate variations on use and standards;
- Establishing requirements for a complete permit application;
- Establishing the criteria for reviewing a permit application;
- Establishing the requirements for agreements and financial securities to implement the permit system;
- Establishing the ability for Council to delegate approval of permits and execution of agreements to staff.

2. Additional Dwelling Units

Additional Dwelling Units are additional housing units within an existing home, or a new unit on an existing property (such as a garden suite), or a new unit in another building on a property (above a garage, conversion of all or part of an existing building on a property). The Ontario government has updated the *Planning Act* as a result of the Housing Supply Action Plan and those changes now require municipalities to permit accessory dwelling units in their broadest forms in residential housing.

This was discussed earlier in this Background Report; updates to the Residential policies will address Additional Dwelling Units.

3. Density Bonusing (S. 37 of the Planning Act) and Community Benefits Charges

In July 2020, the Ontario government passed Bill 197 – The COVID-19 Economic Recovery Act 2020. One section of the Bill implements the Housing Supply Action Plan by removing the existing Section 37 (Density Bonusing) provisions of the Planning Act and instituting a “Community Benefits Charge”. The Community Benefits Charge is intended to create a one size fits all funding approach for certain services defined in the legislation:

- libraries
- long-term Care
- park development (excluding parkland acquisition)
- public housing
- recreation
- child care
- housing services (e.g. affordable housing & shelters)
- by-law enforcement and court services
- emergency preparedness

The legislation further stipulates that the Community Benefits Charge will not apply in the following circumstances:

- development of a proposed building or structure with fewer than five storeys at or above ground;
- development of a proposed building or structure with fewer than 10 residential units;
- redevelopment of an existing building or structure that will have fewer than five storeys at or above ground after the redevelopment;
- redevelopment that proposes to add fewer than 10 residential units to an existing building or structure; or
- such types of development or redevelopment as are prescribed in future regulations.

In order to implement a Community Benefits Charge, a Community Benefits Strategy must be prepared. The Official Plan will need to be updated to reflect this change in the *Planning Act* as well as establish policies for the preparation of the Community Benefits Charge, should the municipality choose to use it in future.

B. Green Energy Projects

In 2019, the Ontario government enacted Bill 34 which included changes to Ontario's Planning Act relating to green energy projects. Green energy projects are typically wind energy projects and solar energy projects. Decisions on green energy projects are now made locally with municipal Councils responsible for decisions. Green energy project decisions by a Council cannot be appealed to the Local Planning Appeal Tribunal. As a consequence, it is important that the Official Plan Reviews include updated policies on criteria for evaluating green energy proposals. Point Edward currently has policies to regarding renewable energy in Section 22.1; these policies will be updated to include land use compatibility requirements for renewable energy projects.

C. Cannabis Facilities

Cannabis cultivation and processing are new issues facing Ontario municipalities. Municipalities are typically addressing a multitude of issues in addressing land use policy for cannabis facilities. Most municipalities address both urban and agricultural areas for cannabis facilities; as Point Edward has only urban land (settlement area), the issue of cannabis facilities and land use will focus on Employment Areas. The policy updates will include addressing key points of land use compatibility: land use compatibility to sensitive land uses (residential, day care centres, nursing/retirement homes) through the use of the D-6 Guidelines between Industrial Facilities; addressing issues such as light, parking, waste management, security, stormwater management, traffic, odour, and more. A rezoning and site plan will be required for each proposed cannabis facility to ensure there is a public review process engaging local residents.

Outdoor growing is more typically seen in agricultural areas and is a growing operation where the crop is grown in fields. Because Point Edward is entirely a settlement area, outdoor growing is not supported.

4. NEXT STEPS

This Background Report, together with the Community Vision Report, are the two major review documents that will form the basis of the draft update to the Village Official Plan. In 2021, a draft update to the Official Plan will be provided for Council and the community to review.

Village of Point Edward - Issue Date: November 2020Village of Point Edward - Issue Date: November 2020



Village of Point Edward

Council Meeting

MINUTES

November 24, 2020, 5:00 p.m.

Tele-Conference

Present: Mayor B. Hand, Deputy Mayor G. Grimes, Councillor L. Gordon, Councillor P. Burgess, Councillor T. Mondoux, Chief Administrative Officer (CAO) J. Burns, Administrative Assistant J. Capes

1. Call to Order

Due to technical difficulties, the Mayor called the meeting to order at 5:05 p.m. The meeting is being recorded and will later be uploaded to Facebook.

2. Disclosure of Pecuniary Interest

- None.

3. Planning

- None.

4. Delegations

- None.

5. Public Meetings

- None.

6. Adoption of Minutes

1. Council Minutes from the meeting of October 27, 2020

Resolution 1**Moved By** Deputy Mayor Grimes**Seconded By** Councillor Mondoux

THAT the Minutes of the Council Meeting held October 27, 2020; October 29, 2020; and November 10, 2020 be adopted as circulated.

Carried

2. Council Minutes from the meeting of October 29, 2020
3. Council Minutes from the meeting of November 10, 2020

7. Business Arising from the Minutes

- None.

8. Ongoing Tasks Carried Forward from Previous Meetings**9. Financial Reports**

1. General Operations Financial Statements - October, 2020

Resolution 2**Moved By** Councillor Gordon**Seconded By** Councillor Mondoux

THAT the Total Revenues in General Operations for the month of October, 2020 in the amount of \$112,378.01 be approved and THAT the Total Expenditures in General Operations for the month of October, 2020 in the amount of \$422,128.77 be approved.

Carried

2. Water/Wastewater Financial Statements - October, 2020

Resolution 3**Moved By** Deputy Mayor Grimes**Seconded By** Councillor Burgess

THAT the Total Revenues in Water/Wastewater for the month of October, 2020 in the amount of -\$156,439.26 be approved and THAT the Total Expenditures in Water/Wastewater for the month of October, 2020 in the amount of \$101,630.51 be approved.

Carried

10. Committee Reports

1. Operations Committee Meeting of November 10, 2020

Resolution 4

Moved By Councillor Burgess

Seconded By Councillor Mondoux

THAT the minutes of the Operations Committee Meeting held November 10, 2020 be approved as circulated.

Carried

2. Fire Committee Meeting of November 10, 2020

Resolution 5

Moved By Councillor Mondoux

Seconded By Councillor Gordon

THAT the minutes of the Fire Committee Meeting held November 10, 2020 be approved as circulated.

Carried

3. Water/Wastewater Meeting of November 10, 2020

Resolution 6

Moved By Deputy Mayor Grimes

Seconded By Councillor Burgess

THAT the minutes of the Water/Wastewater Committee Meeting held November 10, 2020 be approved as circulated.

Carried

1. Catch Basin and Pipe Replacement on Louisa Street - Cost Estimate

A previous discussion had taken place at a Water/Wastewater Committee Meeting regarding a plugged drain near 501 Louisa Street. The Manager of Environmental Services was instructed to

obtain a quotation to have the drain repaired. The report will be presented at the next Council meeting.

Resolution 7

Moved By Councillor Gordon

Seconded By Deputy Mayor Grimes

THAT the repair to the drain at 501 Louisa Street be completed using funds from the Capital Budget.

Carried

4. Finance Committee Meeting of November 10, 2020

Resolution 8

Moved By Councillor Gordon

Seconded By Councillor Mondoux

THAT the minutes of the Finance Committee Meeting held November 10, 2020 be approved as circulated.

Carried

11. Miscellaneous Reports

1. Building Permit Report

Resolution 9

Moved By Councillor Burgess

Seconded By Councillor Gordon

THAT the Building Permit Report be received and filed.

Carried

12. Communications (Council Action)

13. Communications (Receive and File) – Listed

Resolution 10

Moved By Deputy Mayor Grimes

Seconded By Councillor Mondoux

Carried

1. AMO Watch File - October 29, 2020
2. AMO Watch File - November 5, 2020
3. AMO Watch File - November 12, 2020
4. AMO Watch File - November 19, 2020

14. New Business

1. Mandatory Face Covering By-Law Review

Resolution 11

Moved By Councillor Gordon

Seconded By Councillor Mondoux

THAT the Village's Mask By-law be extended until the March 23, 2021 Council Meeting and be reassessed at that time.

Carried

2. Bill 229 - Proposed Changes to the Conservation Authority Act

Resolution 12

Moved By Councillor Gordon

Seconded By Councillor Mondoux

WHEREAS the Province has introduced Bill 229, Protect, Support and Recover from COVID-19 Act - Schedule 6 - Conservation Authorities Act; and

WHEREAS the Legislation introduces a number of changes and new sections that could remove and/or significantly hinder the Conservation Authority's role in regulating development, permit appeal process and engaging in review and appeal of planning applications; and

WHEREAS we rely on the watershed expertise provided by local Conservation Authorities to protect residents, property and local natural resources on a watershed basis by regulating development and engaging in reviews of applications submitted under the Planning Act; and

WHEREAS the changes allow the Minister to make decisions without Conservation Authority watershed data and expertise; and

WHEREAS the Legislation suggests that the Minister will have the ability to establish standards and requirements for non-mandatory programs

which are negotiated between the Conservation Authorities and Municipalities to meet local watershed needs; and

WHEREAS Municipalities require a longer transition time to put in place agreements with Conservation Authorities for non-mandatory programs; and

WHEREAS Conservation Authorities have already been working with the Province, development sector and Municipalities to streamline and speed up permitting and planning approvals through Conservation Ontario's Client Service and Streamlining Initiative; and

WHEREAS changes to the legislation will create more red tape and costs for the Conservation Authorities, and their Municipal partners, and potentially result in delays in the development approval process; and

WHEREAS Municipalities value and rely on the natural habitats and water resources within our jurisdictions for the health and well-being of residents; Municipalities value the Conservation Authorities' work to prevent and manage the impacts of flooding and other natural hazards; and municipalities value the Conservation Authority's work to ensure safe drinking water;

NOW THEREFORE be it resolved

THAT the Province of Ontario work with the Conservation Authorities to address their concerns by repealing and/or amending changes to the Conservation Authorities Act and the Planning Act; and

THAT the Province of Ontario delay enactment of clauses affecting Municipal concerns; and

THAT the Province of Ontario provide a longer transition period, up to December, 2022, for non-mandatory programs to enable co-ordination of Conservation Authority and municipal budget processes; and

THAT the Province of Ontario respect the current Conservation Authority/Municipal relationships; and

THAT the Province of Ontario embrace their long-standing partnership with the Conservation Authorities and provide them with the tools and financial resources they need to effectively implement their watershed management role.

Carried

3. Condolences to Ontario Provincial Police (O.P.P.)

Condolences were expressed for the loss of an O.P.P. Member's life.

4. Christmas Displays

The Chief Administrative Officer (CAO) indicated that he received a call from a resident who was looking for power to light up a Christmas display that had been erected at the end of the cul-de-sac on Alice Street. Concerns of liability for Point Edward were discussed. The Village would like to support the request to the best of its ability and will provide extension cords for the cul-de-sac on both Alice and Monk Streets. The CAO will prepare an agreement that outlines safety restrictions that must be adhered to by the individuals creating the displays.

15. By-Laws

1. By-Law Number 41 of 2020, being a By-Law to Enter into an Agreement for Water Meter Reading Services

Resolution 13

Moved By Councillor Gordon

Seconded By Councillor Mondoux

THAT By-Law Number 41 of 2020, being a By-Law to Enter into an Agreement for Water Meter Reading Services be READ a FIRST, SECOND, and THIRD TIME and FINALLY PASSED on this day, November 24, 2020.

Carried

2. By-Law Number 42 of 2020, being a By-Law to Execute the Transfer Payment Agreement for the Investing in Canada Infrastructure Public Transit System

Resolution 14

Moved By Deputy Mayor Grimes

Seconded By Councillor Burgess

THAT By-Law Number 42 of 2020, being a By-Law to Execute the Transfer Payment Agreement for the Investing in Canada Infrastructure

Public Transit System be READ a FIRST, SECOND and THIRD TIME, and FINALLY PASSED on this day November 24, 2020.

Carried

3. By-Law Number 43 of 2020, being a By-Law to Appoint an Auditor

Resolution 15

Moved By Councillor Gordon

Seconded By Councillor Mondoux

THAT By-Law Number 43 of 2020, being a By-Law to Appoint an Auditor be READ a FIRST, SECOND, and THIRD TIME, and FINALLY PASSED on this day, November 24, 2020.

Carried

16. Confirmation By-Law

Resolution 16

Moved By Councillor Mondoux

Seconded By Councillor Gordon

THAT By-Law 44 of 2020, Being a By-Law to Confirm the Resolutions of Point Edward Council which were adopted up to and including November 24, 2020 be READ a FIRST, SECOND and THIRD TIME and FINALLY PASSED on this day, November 24, 2020

Carried

17. Adjournment

Resolution 17

Moved By Deputy Mayor Grimes

Seconded By Councillor Burgess

THAT the Council Meeting be adjourned until the next regularly scheduled meeting or at the call of the Chair at such time as a Special Council Meeting is held.

Carried

Mayor Bev Hand

Chief Administrative Officer/Clerk
Jim Burns



Village of Point Edward

Council Meeting

MINUTES

December 8, 2020, 5:00 p.m.

Tele-Conference

Present: Mayor B. Hand, Deputy Mayor G. Grimes, Councillor L. Gordon, Councillor P. Burgess, Councillor T. Mondoux, Chief Administrative Officer (CAO) J. Burns, Administrative Assistant J. Capes, Treasurer T. Thibeault, Manager of Environmental Services (MES) J. Verstraeten

1. Call to Order

The Mayor called the meeting to order at 5:00 p.m.

2. Disclosure of Pecuniary Interest

- None.

3. Delegations

1. Bluewater Power

Janice McMichael-Dennis, President and CEO of Bluewater Power, reviewed the Water Billing and Meter Services presentation with Council.

It was asked if the proposed pricing would be in addition to what the Village is currently paying for the water reads, and the response was no, the proposed pricing would replace the current costs, rather than being added to the current pricing.

Another question asked how Bluewater Power intends to collect uncollected accounts and whether they will submit uncollected accounts to the Village to add to tax rolls. Bluewater Power takes a tender approach to collections and is very successful in their collections with other cities, having less than 1% added to the tax rolls. Uncollected accounts will be submitted to the Village to add to tax rolls.

To be the most cost effective, Bluewater Power would like to tie in the water reads with the electricity reads. An Electronic Funds Transfer (EFT) will be sent to the Village on the 5th of the month.

The \$2.48 rate would not change in the 6-year agreement, even if there is an influx in work required for billing and collections.

Meters in the Village are beyond their expected life cycles. When looking to install replacement meters, it was recommended to do it in a 3 or 4- year program.

Quotes that had been provided to the Village previously were for I-pearl meters. The I-pearl meters have a longer life cycle (well beyond 10 years), and their batteries have a 20-year life cycle.

4. Communications (Receive and File) – Listed

Resolution 1

Moved By Councillor Gordon

Seconded By Councillor Burgess

THAT the Communications (Receive and File) - Listed Items (1 and 2) be received and filed.

Carried

1. AMO Watch File - November 26, 2020

2. AMO Watch File - December 3, 2020

5. New Business

1. Parking/Traffic By-Law Report

The Chief Administrative Officer (CAO) reviewed the Parking/Traffic By-law Report.

Concerns about unauthorized parking on municipal property were discussed. It was suggested that this item be added to the current Parking/Traffic By-Law.

Resolution 2

Moved By Councillor Mondoux

Seconded By Deputy Mayor Grimes

THAT the by-law enforcement discussion be deferred until the new year.

Carried

2. ICIP - COVID-19 Resiliency Intake project

The CAO reviewed the items to be submitted in the application for the ICIP - COVID-19 Resiliency Intake Project.

Resolution 3

Moved By Deputy Mayor Grimes

Seconded By Councillor Gordon

THAT the application for the COVID Resiliency Grant proceed, including the repair of the basement drainage at \$45,000, the demolition and reconstruction of the basement at \$45,000, and installation of Live Streaming hardware and equipment at \$10,000 and THAT any costs above these amounts be brought back to Council at a later date for final approval.

Carried

6. **By-Laws**

1. By-Law Number 45 of 2020, being a By-Law to Regulate Parking and Traffic in the Village of Point Edward

Resolution 4

Moved By Deputy Mayor Grimes

Seconded By Councillor Mondoux

THAT By-Law number 45 of 2020, being a By-Law to Regulate Parking and Traffic in the Village of Point Edward include an amendment that prohibits parking on municipal property or private property without permission, and THAT the corresponding fine be added to the set fines schedule.

Carried

7. **Resolution to Adjourn to an 'In Camera' Session**

Resolution 5

Moved By Councillor Gordon

Seconded By Councillor Burgess

THAT Council adjourn to an "In Camera" session at 6:06 p.m. to discuss personnel matters.

Carried

8. Resolution to Reconvene to Regular Council Session**Resolution 6****Moved By** Councillor Gordon**Seconded By** Councillor Mondoux

THAT Council Reconvene to Regular Council Session at 6:52 p.m.

Carried**9. Report of the Closed Session Meeting of Council****10. Confirmation By-Law****Resolution 7****Moved By** Councillor Mondoux**Seconded By** Deputy Mayor Grimes

THAT By-Law 46 of 2020, Being a By-Law to Confirm the Resolutions of Point Edward Council which were adopted up to and including December 8, 2020 be READ a FIRST, SECOND and THIRD TIME and FINALLY PASSED on this day, December 8, 2020

Carried**11. Adjournment****Resolution 8****Moved By** Councillor Gordon**Seconded By** Councillor Burgess

THAT the Council Meeting be adjourned until the next regularly scheduled meeting or at the call of the Chair at such time as a Special Council Meeting is held.

Carried

Mayor Bev Hand

Chief Administrative Officer/Clerk Jim Burns

VILLAGE OF POINT EDWARD

By-law Number 1 of 2021

*Being a By-law to Appoint a Deputy Mayor and Council
Members to Committees/Board Positions*

WHEREAS the Council of the Corporation of the Village of Point Edward deems it advisable to appoint persons to various committees;

NOW THEREFORE be it resolved that the Council of the Corporation of the Village of Point Edward enacts as follows;

- 1. That the following Councillors are hereby appointed to the positions described below:

Councillor Greg Grimes as Deputy Mayor to act in the place of the Mayor when the Mayor is absent or the office is vacant and as Chairperson of the Finance Committee;

Councillor Larry Gordon as Chairperson of the Operations Committee and Village representative on the Board of the St. Clair Region Conservation Authority and Village representative on the Sarnia Transit Committee;

Councillor Tim Mondoux as Chairperson of the Environmental Services Committee and Village representative on the Lambton County Trails Committee;

Councillor Paul Burgess as Chairperson of the Fire Committee and Village representative on the Bridgeview School Council;

Mayor Bev Hand as member of the Point Edward Police Services Board and Village representative on the Technical Liaison Committee with Blue Water Bridge Canada.
- 2. That the Appointments are in effect until December 31, 2021.
- 3. Any By-law inconsistent with this By-law is hereby repealed.

Read a first, second and third time and finally passed this 12th day of January, 2021.

Mayor

C.A.O./Clerk

VILLAGE OF POINT EDWARD

By-law Number 2 of 2021

Being a By-law to Appoint Persons to Committees of Council

WHEREAS the Council of the Corporation of the Village of Point Edward deems it advisable to appoint persons to various committees;

NOW THEREFORE be it resolved that the Council of the Corporation of the Village of Point Edward enacts as follows;

1. That the following persons are hereby appointed to the specified Committees as set out below:

Committee of Adjustment / Property Standards

Gavin Hall, Cam Juneke, Dave Helwig

Point Edward Police Services Board

Carolyn Leaver-Luciani

The term of the Committee appointments in this section is for a two-year period from January 1, 2021 to December 31, 2022.

2. That all By-laws not consistent with this By-Law hereby be repealed.

Read a FIRST, SECOND and THIRD TIME and FINALLY PASSED this 12th day of January, 2021.

Mayor

Clerk/Treasurer

VILLAGE OF POINT EDWARD

By-law Number 3 of 2021

A By-law to Provide for Interim Tax Levies for the Year 2021 for the Corporation of the Village of Point Edward

WHEREAS section 317 of the *Municipal Act*, S.O. 2001, c.25, as amended, provides that the council of a local Municipality, before the adoption of estimates for the year under section 290, may pass a by-law levying amounts on the assessment of property in the local municipality rateable for local municipality purposes:

AND WHEREAS the Council of this municipality deems it appropriate to provide for such interim levy on the assessment of property in this municipality;

THEREFORE the Council of the Village of Point Edward enacts as follows:

In this by-law the following words shall be defined as:

"Collector" shall mean the Point Edward tax collector;

"Minister" shall mean the Minister of Finance;

"MPAC" shall mean the Municipal Property Assessment Corporation;

1. The amounts levied shall be as follows:

1.1 For the Residential, Pipeline, Farmland and Managed Forest Property classes there shall be imposed and collected an interim levy of:

- (a) the percentage prescribed by the Minister under section 317(3)(1) of the *Municipal Act*;
- or,
- (b) 33.3% if no percentage is prescribed, of the total taxes for municipal, county and school purposes levied on in the year 2020.

1.2 For the Multi-Residential, Commercial and Industrial property classes there shall be imposed and collected an interim levy of:

- (c) the percentage prescribed by the Minister under section 317(2)(1) of the *Municipal Act*,
- or,
- (d) 33.3% if no percentage is prescribed, of the total taxes for municipal, county and school purposes levied on in the year 2020.

2. For the purposes of calculating the total amount of taxes for the previous year under paragraph 1, if any taxes for municipal, county and school purposes were levied on a property for only part of the previous year because assessment was added to the collector's roll during the year, an amount shall be added equal to the additional taxes that would have been levied on the property if taxes for municipal and school purposes had been levied for the entire year.

3. The provisions of this by-law apply in the event that assessment is added for the year 2021 to the collector's roll after the date this by-law is passed and an interim levy shall be imposed and collected.

4. All taxes levied under this by-law shall be payable into the hands of the Collector in accordance with the provisions of this by-law.

5. There shall be imposed on all taxes a penalty for non-payment or late payment of taxes in default of the installment dates set out below. The penalty shall be one and one-quarter percent

(1 1/4%) of the amount in default on the first day of each calendar month during which the default continues, but not after the end of 2021.

- 6. The interim tax levy imposed by this by-law shall be due on March 1, 2021.
- 7. The Collector may mail or cause to be mailed to the address of the residence or place of business of each person taxed under this by-law, a notice specifying the amount of taxes payable.
- 8. The notice to be mailed under this by-law shall contain the particulars provided for in this by-law and the information required to be entered in the Collector's roll under section 343 of the *Municipal Act*.
- 9. The subsequent levy for the year 2021 to be made under the *Municipal Act* shall be reduced by the amount to be raised by the levy imposed by this by-law.
- 10. The provisions of s.317 of the *Municipal Act*, as amended apply to this by-law with necessary modifications.
- 11. The Collector shall be authorized to accept part payment from time to time on account of any taxes due, and to give a receipt of such part payment, provided that acceptance of any such part payment shall not affect the collection of any percentage charge imposed and collectable under section 5 of this by-law in respect of non-payment or late payment of any taxes or any installment of taxes.
- 12. Nothing in this by-law shall prevent the Collector from proceeding at any time with the collection of any tax, or any part thereof, in accordance with the provisions of the statutes and by-laws governing the collection of taxes.
- 13. In the event of any conflict between the provisions of this by-law and any other by-law, the provisions of this by-law shall prevail.
- 14. This by-law shall come into force and take effect on the day of the final passing thereof.

Read a FIRST, SECOND, and THIRD TIME and FINALLY PASSED this 12th day of January, 2021.

Mayor

Clerk

VILLAGE OF POINT EDWARD

By-law Number 4 of 2021

A Municipal By-law for Current Expenditures for the Village of Point Edward

WHEREAS the Council of the Corporation of the Village of Point Edward deems that it may be necessary to borrow the sum of THREE MILLION dollars to meet, until the taxes are collected, the current expenditures of the Corporation for the year:

AND WHEREAS the total of amounts previously borrowed under Section 407 of the Municipal Act that have not been repaid is NIL dollars:

AND WHEREAS the amount of the estimated revenues of the Corporation as set out in the estimates adopted for the current year and not yet collected (or, if the same have not yet been adopted, the amount of the estimated revenues of the corporation as set forth in the estimated adopted for the next preceding year) is **TEN MILLION NINE HUNDRED THOUSAND** dollars:

AND WHEREAS the amount to be borrowed under this by-law and the amounts of borrowings that have not been repaid does not in the aggregate exceed 70% of the uncollected balance of the estimated revenues of the Corporation as set out above.

BE IT THEREFORE ENACTED by the said Council as follows:

- 1) The Head and the Treasurer of the Corporation are hereby authorized on behalf of the Corporation to borrow from time to time, by way of promissory note or Line of Credit from the Bank, a sum or sums not exceeding in the aggregate ----- THREE MILLION -----dollars to meet, until the taxes are collected the current expenditures of the Corporation for the year, including the amounts required for the purposes mentioned in subsection (1) of the said Section 407, and, if applicable, to give, on behalf of the Corporation, to the Bank a promissory note or notes, sealed with the corporate seal and signed by them for the moneys so borrowed with interest at a rate not exceeding p+.375 per centum per annum, which may be paid in advance or otherwise.
- 2) All sums borrowed from said Bank, for any or all of the purposes mentioned in the said Section 407, shall, with interest thereon, be a charge upon the whole of the revenues of the Corporation for the current year and for all preceding years, as and when such revenues are received.

- 3) The Treasurer is hereby authorized and directed to apply in payment of all sums borrowed pursuant to the authority of this By-law, as well as all other sums borrowed in this year and any previous years, from the said Bank for any or all of the purposes mentioned in the said Section 407, together with interest thereon, all of the moneys hereafter collected or received on account or realized in respect of the taxes levied for the current year and preceding years and all of the moneys collected or received from any other source, which may lawfully be applied for such purpose.

- 4) That By-Law Number 5 of 2020 is hereby repealed.

Read a first, second and third time and finally passed this 12th day of January, 2021.

Mayor

Clerk

VILLAGE OF POINT EDWARD

BY-LAW Number 5 of 2021 Being a By-Law to Confirm the Resolutions of Point Edward Council which were Adopted Up To and Including January 12, 2021

WHEREAS it has been deemed expedient that, from time to time, the Council of the Corporation of the Village of Point Edward should enact by resolution of Council;

AND WHEREAS it is deemed advisable that all such actions which have been adopted by resolution of Council only, should be authorized by By-Law;

NOW THEREFORE the Council of the Corporation of the Village of Point Edward enacts as follows;

THAT all actions of Council which have been authorized by a resolution of Council and that were recorded in the minutes of Council or the minutes of a Committee of Council and accepted by Council up to and including January 12, 2021 be hereby confirmed.

THAT By-Law 5 of 2021, Being a By-Law to Confirm the Resolutions of Point Edward Council which were adopted up to and including January 12, 2021 be READ a FIRST, SECOND and THIRD TIME and FINALLY PASSED on this day, January 12, 2021

Mayor

Clerk