



**TOWN OF KINGSVILLE
REGULAR MEETING OF COUNCIL
AGENDA**

Monday, October 6, 2025, 6:00 PM

Unico Community Centre

37 Beech Street

Kingsville, ON N9Y 1A9

View Livestream at the time of the proceedings at
<https://www.kingsville.ca/livestream>

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needs please contact the Clerk at atoole@kingsville.ca

Pages

A. Call to Order

B. Land Acknowledgement

We acknowledge the Three Fires Confederacy (Ojibwe, Potawatomie and Odawa) and the Traditional ancestral, unceded territory of Caldwell First Nation; the original people of Point Pelee, Pelee Island and its surrounding waters. We recognize and respect the First Nations who are stewards of the land and waters of Turtle Island and who have embraced this stewardship since time immemorial. We would also like to acknowledge all the moccasins who have walked lands of Turtle Island.

C. Moment of Silent Reflection and National Anthem

D. Mayor's Welcome and Remarks

E. Amendments to the Agenda

F. Disclosure of Pecuniary Interest

When a member of Council has any pecuniary interest, direct or indirect, in any matter which is the subject of consideration at this Meeting of Council (or that was the subject of consideration at the previous Meeting of Council at which the member was not in attendance), the member shall disclose the pecuniary interest and its general nature, prior to any consideration of the matter.

G. Report Out of Closed Session

Pursuant to Section 239 of the Municipal Act, 2001, Council entered Closed Session on September 15, 2025 at 7:55 pm to discuss the following item:

Item I - Parks and Recreation Service Levels to be heard under Section 239(2)(b), being personal matters about an identifiable individual, including municipal employees; and, Section 239(2)(d), being labour relations or employee negotiations. There is nothing further to report.

H. Delegations

I. Presentations

None.

J. Matters Subject to Notice

None.

K. Reports - Planning and Development Services

None.

L. Reports - Finance and Corporate Services

1. Communities in Bloom Terms of Reference

1

Recommended Action

That Council **approves** the realignment of the Communities in Bloom (CIB) Committee to reflect the principles and direction of Bee City Canada;

And that Council **directs** Administration to amend the Terms of Reference to:

1. Rename the CIB Committee to Pollinate Kingsville.
2. Revise the Scope to align with the Bee City Canada pillars, which are "Promoting Naturalization and Maintenance, Education and Engagement, and Celebration of Pollinators";
3. Remove all references to the National Communities in Bloom organization.

M. Reports - Fire Rescue Services

None.

N. Reports - Public Operations

None.

O. Reports - CAO's Office

1. Real Estate Services Request For Proposal (RFP) - Award 5

Recommended Action

That Council **authorizes** Administration to contract with RE/MAX Preferred Realty Ltd. for the provision of real estate services for select purchase and sale transactions;

And that Council **approves** the Manager of Legal Services to execute said contract.

P. Consent Agenda

1. Regular Council Meeting Minutes - September 15, 2025 7

Recommended Action

That Item 1 on the Consent Agenda, **be received**.

Q. Correspondence

1. EWSWA Resolution 80-2025 regarding Green Bin Program P&E Summary dated September 11, 2025 16

R. Notices of Motion

S. Unfinished Business and Announcements

T. By-laws 25

Recommended Action

That the following By-law be given three readings and finally pass:

By-law 59-2025 being a By-law to confirm the proceedings of the Council of the Corporation of the Town of Kingsville at its October 6, 2025 Regular Meeting of Council.

U. Adjournment

Recommended Action

That Council adjourns this Regular Meeting at p.m.



Date: October 6, 2025

To: Mayor and Council

Author: Karen Loney, Manager of Recreation Programs and Special Events

RE: Communities in Bloom Terms of Reference

RECOMMENDED ACTION

That Council **approves** the realignment of the Communities in Bloom (CIB) Committee to reflect the principles and direction of Bee City Canada;

And that Council **directs** Administration to amend the Terms of Reference to:

1. Rename the CIB Committee to Pollinate Kingsville.
2. Revise the Scope to align with the Bee City Canada pillars, which are "Promoting Naturalization and Maintenance, Education and Engagement, and Celebration of Pollinators";
3. Remove all references to the National Communities in Bloom organization.

BACKGROUND

Kingsville Communities in Bloom is a Committee of Council (Committee) and a member of the National Communities in Bloom program. The National program, "...consists of communities receiving information and being evaluated either provincially or nationally by a volunteer jury of trained professionals on the accomplishments of their entire community (municipality, businesses, and private citizens) on six key criteria: Community Appearance, Environmental Action, Heritage Conservation, Tree Management, Landscape and Plant & Floral Displays" (CIB website).

The Committee's Terms of Reference state that, "The purpose of the committee is to work with the Municipality, Businesses and Individuals to prepare the Town of Kingsville for the annual Communities in Bloom Judges' Tour".

On January 27, 2025, at the request of the Committee, Council approved the Committee, "...to not enter the 2025 National CIB judging competition and any budget funds previously identified for competition expenses be redirected towards increasing native tree and plant cover in Kingsville".

Since 2022, the Committee has also been a member of Bee City Canada, which states, "Our vision is for Canada to be a world leader in pollinator conservation – a place where people and pollinators can thrive together". ¹

DISCUSSION

To determine the future of the Committee, a review was undertaken based on the following questions.

- Should the Committee remain part of the Communities in Bloom National Organization (if so, this requires participation in the judging process every three years)?
- Should the Committee remain a Committee of Council?
- Should a discussion occur with like-minded groups to consider combining the Committee?
- Should the Committee be a grass-roots group?
- What support does the committee feel is needed: funds, human resources, supplies, etc.

The Committee reviewed the questions and determined that it is beneficial to remain a Committee of Council with the current level of support. Desiring to move away from Communities in Bloom, a meeting was scheduled with Bee City Canada to explore potential alignment.

At the May 6, 2025, Committee meeting, Jordan Phelps, the Bee City Program Coordinator, attended via TEAMS and provided an overview of the Bee City Program. The key facts included,

- There are 180 Bee City Communities, with Kingsville being one.
- The three pillars of the program are,
 - Promoting Naturalization and Maintenance,
 - Education and Engagement, and,
 - Celebration of Pollinators.
- Membership is currently \$200 per year,
- There is no requirement to have the community judged,
- Many resources are free of charge, such as online resources and webinars
- Bee City is a program of the Pollinator Partnership of Canada, which expands resources available, and,
- The current Committee can align with Bee City and does not need to be called "Bee City".

¹ <https://beecitout-us/ycanada.org/ab>

At the June 3, 2025 Committee meeting, the following motion was approved.

That the Communities in Bloom Committee request that Council direct Administration to amend the Terms of Reference for the Communities in Bloom Committee to include a new committee name and amend the "Scope", language that aligns with the pillars of the Bee City Program, which includes promoting naturalization and maintenance, education and engagement, and celebration of pollinators. And to further amend the Terms of Reference to remove all references to "Communities in Bloom or CIB" (which is the national organization), as the Committee will no longer be a member.

The Committee workplan will reflect the three pillars of Bee City in the following way.

Promoting Naturalization and Maintenance

- Increasing native plants in Kingsville
- Cleaning a portion of the ERCA trail

Education and Engagement

- Promotion of the Mediation Trail, and,
- Hosting the Annual Pumpkin Parade on November 1, 2025
- Participating in other community events with an information booth

Celebration of Pollinators

- Hosting a Nature and Garden Show on May 2, 2026
- Hosting activities for Pollinator Week, June 22, 2025, to June 28, 2025.

At the September 2, 2025, Committee meeting, the members unanimously voted that the committee's new name should be Pollinator Kingsville.

FINANCIAL CONSIDERATIONS

The membership fee to Bee City Canada is currently \$200, compared to the \$1,000 required to be part of the National Communities in Bloom organization. In addition, there will no longer be a requirement to participate in periodic competitions which required the Town to pay up to \$9,000 in judging expenses.

ENVIRONMENTAL CONSIDERATIONS

The Committee focuses on supporting the environment. Multiple projects have increased tree coverage, created habitats for pollinators, and focused on education and community engagement in Kingsville, making it a Happy, Healthy Place to live, play, and work.

CONSULTATIONS

Communities in Bloom Committee
Senior Management Team
Bee City Canada

PREPARED BY:

Karen Loney

Karen Loney, MA.L
Manager of Recreation Programs and Special Events

REVIEWED BY:

A handwritten signature in black ink, appearing to read 'Ry McLeod', written over a horizontal line.

Ryan McLeod, CPA, CA
Director of Finance and Corporate Services



Date: October 6, 2025

To: Mayor and Council

Author: William Good

RE: Real Estate Services Request For Proposal (RFP) - Award

RECOMMENDED ACTION

That Council **authorizes** Administration to contract with RE/MAX Preferred Realty Ltd. for the provision of real estate services for select purchase and sale transactions;

And that Council **approves** the Manager of Legal Services to execute said contract.

BACKGROUND

A Request for Proposal (RFP) was issued seeking a qualified real estate service provider to support the Town with certain property transactions, including the sale of surplus lands and potential acquisition opportunities. Only two service providers submitted a response.

Following a competitive evaluation process that examined experience, market approach and commission rates, Administration identified RE/MAX Preferred Realty Ltd. (RE/MAX) as the recommended proponent. RE/MAX offered a comprehensive suite of real estate services at a competitive commission rate of 4%. This rate reflects the total commission payable on the transaction, inclusive of all amounts payable to the purchasing and listing agents.

The proposed agreement with RE/MAX would centralize all agent represented real estate transactions under a single contract for a 3-year term with an option to extend an additional 2 years. For clarity, the Town will retain the ability to decide in its sole discretion when to use the Realtor for any property purchase or sale transactions. The Town may choose to sell directly to a buyer, or by any other means, including auction, expropriation, or request for bids, and in such an instance, the Realtor shall not be involved and shall not be entitled to payment of any kind.

The Town is currently positioned to engage in several real estate transactions in the near future, including but not limited to the sale of underutilized or excess municipal lands, which currently represent a maintenance and financial burden. Prior to listing a property for sale, Council must declare the land as surplus by resolution or By-law at a Regular

Meeting of Council, in accordance with the Town's *Sale and Other Disposition of Land Policy*.

DISCUSSION

Entering into a contract with RE/MAX to provide comprehensive real estate services presents an opportunity for the Town to streamline property transactions, benefit from professional marketing expertise, minimize the impact on staff resources, and ensure consistency across listings. The 4% commission offered through the RFP process is competitive and reflects good value for full-service representation, especially considering the scope of work anticipated.

The proposed contract includes the flexibility to terminate the agreement at any time, providing a safeguard should any performance issues arise. This ensures that the Town retains control and can pivot quickly if the arrangement no longer serves the best interest of the municipality.

On balance, the proposed contract with RE/MAX supports transparency, responsiveness to market opportunities, and strategic asset management. With appropriate oversight, this arrangement should provide long-term value, enabling more timely and effective decisions around municipal property holdings.

FINANCIAL CONSIDERATIONS

The Town will only be liable to pay commission upon the completion of a sale transaction. Realtor fees are drawn from the proceeds of the sale and do not impact the Town's Annual Budget.

CONSULTATIONS

PREPARED BY:

William Good

William Good, Manager of Legal Services

REVIEWED BY:



Ryan McLeod, CPA, CA
Director of Finance and Corporate Services



Regular Meeting of Council

Minutes

Monday, September 15, 2025

6:00 PM

Unico Community Centre

37 Beech Street

Kingsville, ON N9Y 1A9

Present Mayor Dennis Rogers
 Deputy Mayor Kimberly DeYong
 Councillor Tony Gaffan
 Councillor Debby Jarvis-Chausse
 Councillor Sheri Lowrie
 Councillor Thomas Neufeld
 Councillor Larry Patterson

Staff Present CAO, John Norton
 Acting Clerk, Angela Toole

A. Call to Order

Mayor Rogers called the Regular Meeting to order at 6:04 p.m.

B. Land Acknowledgement

Mayor Rogers read the Land Acknowledgement Statement.

C. Moment of Silent Reflection and National Anthem

D. Mayor's Welcome and Remarks

Mayor Rogers welcomed everyone in attendance and those watching from home. He noted that Council members were wearing gold ribbons this evening in recognition of Childhood Cancer Awareness Month, highlighting the ribbon as a universal symbol of support. He shared that he had the privilege of attending a flag-raising ceremony for this important cause at the Kingsville Arena a few weeks ago.

With the school year now in session, Mayor Rogers extended his appreciation to Council and Administration for their efforts and decisions aimed at improving safety in school areas. He also noted that he attended the 61st Annual Fall Fair & Horse Festival in Cottam, hosted by the Cottam Rotary Club. The event was very well-attended, and the weather was beautiful. During the festival, a ribbon-cutting ceremony was held for the new Gosfield Communications Community Centre. He explained that the facility will serve as a space for recreation and programming, and will be available for use by various community groups. Mayor Rogers thanked Council and all attendees for their support and participation in the event.

Lastly, Mayor Rogers noted that he attended the Terry Fox Run event this past weekend. He highlighted the event's success, stating that 183 participants had

raised almost \$35,000. He described it as an incredible community effort and thanked everyone involved, including the organizers.

E. Amendments to the Agenda

None stated.

F. Disclosure of Pecuniary Interest

Mayor Rogers reminded Council that any declaration is to be made prior to each item being discussed and to identify the nature of the conflict, if any, as the agenda items come forward.

Councillor Gaffan declared a conflict on Item K4 - Application for Part Lot Control - 175 Wigle, as he lives in the area.

G. Report Out of Closed Session

The Acting Clerk gave the following report out of Closed Session:

Council entered into Closed Session pursuant to Section 239 of the Municipal Act, 2001, on August 11, 2025, at 5:30 p.m. and 8:32 pm, respectively, to discuss the following items:

Item I - Land Acquisition Update (Cedar Island Channel) heard under Section 239(2)(c), being a proposed or pending acquisition or disposition of land by the municipality. There is a public report on tonight's Agenda regarding this matter; and,

Item II - Legal Update heard under Section 239(2)(f), being advice that is subject to solicitor-client privilege, and Section 239(2)(e) being litigation or potential litigation, including matters before administrative tribunals, affecting the municipality. There is nothing further to report.

The Committee of the Whole entered into Closed Session pursuant to Section 239 of the Municipal Act, 2001, on August 12, 2025, at 9:06 p.m. to discuss the following items:

Item I - Strategic Plan and 2024-2025 Priorities related to Personnel Matters to be heard under Section 239(2)(b) being personal matters about an identifiable individual, including municipal employees and under Section 239(2)(d) being labour relations or employee negotiations. There is nothing further to report; and;

Item II - Strategic Plan and 2024-2025 Priorities related to Legal Matters to be heard under Section 239(e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality. There is nothing further to report.

H. Delegations

Ken Schmidt, resident appearing on behalf of Mettawas Lane Property Owners, gave a presentation in respect of Item N1 - Parks and Recreation Operational Plan.

I. Presentations

None.

J. Matters Subject to Notice

1. Applications for Zoning By-law Amendment and Draft Plan of Subdivision by 1000057229 Ontario Inc. - Gardner Estates

Allen Burgess, Manager of Planning, presented an overview of the report.

Jeremy Truax, developer for Gardner Estates, provided comments in support of the applications.

Robert Brown, agent for the applicant, spoke to the applications.

Ed Hooker, Solicitor for the applicant, highlighted a couple of points presented in the report.

Matt Snoei, resident of 515 Wigle Grove Road, appeared before Council to express concerns regarding traffic impacts associated with the proposed development.

145-09152025

Moved By: Councillor Patterson

Seconded By: Councillor Lowrie

That Zoning By-law Amendment application ZBA 2023-02 to amend the zoning on parts of the subject land, municipally known as 0 Seacliff Dr., and legally described as Part of Lot 4, Concession 1, Eastern Division Town of Kingsville, **be approved** in the following manner:

- a. Amend the zoning on Blocks 19-26 and 30 to 37, as shown on the Draft Plan of Subdivision, from “Lakeshore Residential Holding (LR (h))” to “Lakeshore Residential Exception 36 - Holding (LR-36 (h))” to include semi-detached dwellings and dwelling units; and townhouse dwellings and townhouse dwelling units (with a maximum of four townhouse dwelling units in each townhouse dwelling; and when located on two adjacent blocks within an approved plan of subdivision) as additional permitted uses;
- b. Amend the zoning on Block 64, and the southern portion of the Lots 56 to 59 inclusive (as shown on the Draft Plan of Subdivision) from “Lakeshore Residential Holding (LR (h))” to Environmental Reserve District Holding (ERD (h)) along the lake to prohibit any improvements or construction; and
- c. Amend the zoning on Block 60 and Block 63 (Appendix B - Draft Plan of Subdivision) from “Lakeshore Residential-Holding (LR (h))” to “Public Utilities/Facilities (MG)-Holding (MG (h))” to allow for the placement of the required municipal storm and sanitary sewer infrastructure to service the entire subdivision; and

That By-law 57-2025, being a By-law to amend Kingsville’s Comprehensive Zoning Bylaw No. 1-2014, **be adopted** during the By-law stage of this Council Agenda; and

That Administration **be directed** to advise the County of Essex that the Town of Kingsville has no concern or comment regarding the proposed draft Plan of Subdivision (County File No. 37-T-24001, subject to:

- a. the required Zoning By-law amendment as described in this report,
- b. conditions as may be outlined by the County in the draft approval,
- c. the execution of the necessary Subdivision Agreement(s) between the applicant and the Town to ensure that all required municipal infrastructure and services are designed and built to the satisfaction of the Town, and

- d. that all required financial contributions (including letters of credit, securities and insurances) and conveyances be dedicated to the satisfaction of the town; and

That all comments from the public and Council with respect to the application for the proposed plan of subdivision and the above conditions **be forwarded** to the County of Essex (the Approval Authority).

For (6): Mayor Rogers, Deputy Mayor DeYong, Councillor Jarvis-Chausse, Councillor Lowrie, Councillor Neufeld, and Councillor Patterson

Against (1): Councillor Gaffan

Carried (6 to 1)

2. Section 4 Petition – Smith Newman Drain Branch - Extension

146-09152025

Moved By: Councillor Jarvis-Chausse

Seconded By: Councillor Gaffan

That the Engineer's Report prepared by RC Spencer Associates Inc. pursuant to Section 4 of the Drainage Act and dated May 20, 2025, on the Petition Drain – Smith Newman Drain Branch - Extension, **be adopted**.

For (7): Mayor Rogers, Deputy Mayor DeYong, Councillor Gaffan, Councillor Jarvis-Chausse, Councillor Lowrie, Councillor Neufeld, and Councillor Patterson

Carried (7 to 0)

K. Reports - Planning and Development Services

1. Drainage Contracting Services Roster – 2025-2027

147-09152025

Moved By: Councillor Neufeld

Seconded By: Councillor Jarvis-Chausse

That the Drainage Contracting Services Roster **be approved** for a three-year term ending September 15, 2028, and;

That the Mayor and Acting Clerk **be authorized** to execute the requisite agreements.

For (7): Mayor Rogers, Deputy Mayor DeYong, Councillor Gaffan, Councillor Jarvis-Chausse, Councillor Lowrie, Councillor Neufeld, and Councillor Patterson

Carried (7 to 0)

2. Tender Award - Road 3 West Bridge over Nelson Drain

148-09152025

Moved By: Councillor Gaffan

Seconded By: Councillor Patterson

That the Road 3 West over Nelson Drain Bridge Replacement Tender **be awarded** to Sterling Ridge Infrastructure Inc. in the amount of

\$749,900.00 (excluding HST) and the Mayor and Clerk **be authorized** to execute the requisite agreement.

For (7): Mayor Rogers, Deputy Mayor DeYong, Councillor Gaffan, Councillor Jarvis-Chausse, Councillor Lowrie, Councillor Neufeld, and Councillor Patterson

Carried (7 to 0)

3. Application for Extension for Branco Estates Subdivision Approval - County of Essex File 37-T-13001

149-09152025

Moved By: Councillor Patterson

Seconded By: Councillor Neufeld

That the request for an extension of subdivision approval for County file 37-T-13001 **be supported** for a period of two (2) years; and,

That Administration **be directed** to forward a copy of this resolution to the County of Essex for their approval.

For (7): Mayor Rogers, Deputy Mayor DeYong, Councillor Gaffan, Councillor Jarvis-Chausse, Councillor Lowrie, Councillor Neufeld, and Councillor Patterson

Carried (7 to 0)

4. Application for Part Lot Control - 175 Wigle Avenue

Councillor Gaffan declared a conflict on this item and abstained from voting.

150-09152025

Moved By: Councillor Patterson

Seconded By: Councillor Lowrie

That Part Lot Control By-law 55-2025 to allow lots 1-12 and lots 15-18 on Plan 12R-30165 to be exempt from Section 50(5) of the Planning Act, **be adopted** during the By-law stage of the Council Agenda;

And That Administration **be directed** to forward By-law 55-2025 for Part Lot Control Exemption application to the County of Essex for final approval and register any by-law on title as required.

For (6): Mayor Rogers, Deputy Mayor DeYong, Councillor Jarvis-Chausse, Councillor Lowrie, Councillor Neufeld, and Councillor Patterson

Conflict (1): Councillor Gaffan

Carried (6 to 0)

5. Town Hall, Ontario Provincial Police (OPP) and Public Operations - Facilities Needs Assessment

151-09152025

Moved By: Deputy Mayor DeYong

Seconded By: Councillor Gaffan

That Council **authorize** Administration to proceed with retaining the architectural consulting services of Architecttura Inc. to:

- a. Review the feasibility of relocating the Ontario Provincial Police – Kingsville Detachment (“OPP”) to the Municipal Office Building located at 2021 Division Road North (“Town Hall”), and;
- b. Complete a programming and needs assessment of all Town Hall Departments (including Public Works and the Water and Wastewater Department) to conceptualize the required building and property size needed to accommodate a future Town Hall and Public Operations yard; and

That a reserve transfer of up to \$46,620 from the Property Acquisition & Development Reserve **be authorized** to fund the architectural consulting services.

For (7): Mayor Rogers, Deputy Mayor DeYong, Councillor Gaffan, Councillor Jarvis-Chausse, Councillor Lowrie, Councillor Neufeld, and Councillor Patterson

Carried (7 to 0)

L. Reports - Finance and Corporate Services

1. Kingscoast Estate Winery – Application for a “By-the-Glass Endorsement” to a Winery Licence

152-09152025

Moved By: Deputy Mayor DeYong

Seconded By: Councillor Neufeld

That the Council of The Corporation of the Town of Kingsville **supports** Kingscoast Estate Winery’s Application to the Alcohol and Gaming Commission of Ontario (“AGCO”) for a “Manufacturer’s Limited Liquor Sales Licence – By-the-Glass Endorsement” at its manufacturing site (1000 McCain Side Road, Kingsville).

For (7): Mayor Rogers, Deputy Mayor DeYong, Councillor Gaffan, Councillor Jarvis-Chausse, Councillor Lowrie, Councillor Neufeld, and Councillor Patterson

Carried (7 to 0)

2. Cedar Island Channel Lands

153-09152025

Moved By: Councillor Patterson

Seconded By: Councillor Jarvis-Chausse

That Administration **be directed** to prepare and send formal correspondence to Fisheries and Oceans Canada (the “DFO”) to initiate discussions on the potential acquisition of lands in the Cedar Island Channel.

Carried

M. Reports - Fire Rescue Services

1. Cottam Fire Station (North) Lands for Parking, Storage, and Training

154-09152025

Moved By: Councillor Jarvis-Chausse

Seconded By: Councillor Gaffan

That Administration **be authorized** to utilize and designate the underlying lands of the older Cottam Center & Library, once demolition is complete, for the exclusive use of the Kingsville Fire Department, for parking and training purposes.

For (7): Mayor Rogers, Deputy Mayor DeYong, Councillor Gaffan, Councillor Jarvis-Chausse, Councillor Lowrie, Councillor Neufeld, and Councillor Patterson

Carried (7 to 0)

N. Reports - Public Operations

1. Parks and Recreation Operational Plan

Shaun Martinho, Director of Public Operations, presented an overview of the report.

155-09152025

Moved By: Deputy Mayor DeYong

Seconded By: Councillor Gaffan

That Council **enter** into Closed Session at 7:55 pm pursuant to Section 239 of the Municipal Act, 2001, to discuss the following item:

Item I - Parks and Recreation Service Levels to be heard under Section 239(2)(b), being personal matters about an identifiable individual, including municipal employees; and, Section 239(2)(d), being labour relations or employee negotiations.

Carried

156-09152025

Moved By: Councillor Patterson

Seconded By: Councillor Neufeld

That Council **rise** and **resume** the open portion of this meeting at 8:24 p.m.

Carried

157-09152025

Moved By: Councillor Neufeld

Seconded By: Councillor Lowrie

That Administration **be directed** to update the Parks and Recreation Operational Standards and Service Levels to ensure that Mettawas Park, inclusive of the southwestern portion (municipally-owned land) be maintained as a Waterfront Class 2.

For (4): Councillor Gaffan, Councillor Lowrie, Councillor Neufeld, and Councillor Patterson

Against (3): Mayor Rogers, Deputy Mayor DeYong, and Councillor Jarvis-Chausse

Carried (4 to 3)

158-09152025

Moved By: Councillor Neufeld

Seconded By: Councillor Lowrie

That Council **approve** the following:

1. Parks and Recreation Operational Standards and Service Levels as outlined in this Report, as amended;
2. The renting of rooms in the Arena during the summer season be discontinued;
3. The provision of tables and chairs for wedding rentals be discontinued; and
4. The reduction or elimination of garden beds at Dock Road, Mettawa's Parking Lot, Chestnut and King Street, Division Road South at Lakeside, Town Hall, the east side of the arena, and around the entire perimeter of Grovedale.

For (4): Councillor Jarvis-Chausse, Councillor Lowrie, Councillor Neufeld, and Councillor Patterson

Against (3): Mayor Rogers, Deputy Mayor DeYong, and Councillor Gaffan

Carried (4 to 3)

O. Consent Agenda

1. Communities in Bloom Committee Minutes - June 3, 2025
2. Fantasy of Lights Committee Minutes - June 17, 2025
3. BIA Board of Management Minutes - July 8, 2025
4. Committee of Adjustment & Appeals Minutes - July 15, 2025
5. Migration Festival Committee Minutes - July 22, 2025
6. Regular Council Meeting Minutes - August 11, 2025
7. Committee of the Whole Minutes - August 12, 2025

159-09152025

Moved By: Councillor Patterson

Seconded By: Councillor Jarvis-Chausse

That Items 1 through 7 on the Consent Agenda, **be received**.

Carried

P. Correspondence

None.

Q. Notices of Motion

None.

R. Unfinished Business and Announcements

None.

S. By-laws

160-09152025

Moved By: Deputy Mayor DeYong

Seconded By: Councillor Patterson

That the following By-laws be given three readings and finally pass:

55-2025 - Being a By-law to exempt certain lands from Part Lot Control (lots 1-12 and lots 15-18 on Plan 12R-30165) (175 Wigle);

56-2025 - Being a By-law to provide for the New Section 4 Drain- Extension of the Branch of the Smith Newman Drain, in the Town of Kingsville, in the County of Essex; and

57 - Being a By-law to amend By-law No. 1-2014, the Comprehensive Zoning By-law for the Town of Kingsville

58 - Being a By-law to confirm the proceedings of the Council of the Corporation of the Town of Kingsville at its September 15, 2025, Regular Meeting of Council.

Carried

T. Adjournment

161-09152025

Moved By: Councillor Gaffan

Seconded By: Deputy Mayor DeYong

That Council adjourns this Regular Meeting at 9:52 p.m.

Carried

Mayor, Dennis Rogers

Acting Clerk, Angela Toole

September 17, 2025

To:

City of Windsor	Steve Vlachodimos, Clerk svlachodimos@citywindsor.ca
County of Essex	Katherine Hebert, Clerk khebert@countyofessex.ca
Town of Amherstburg	Kevin Fox, Clerk kfox@amherstburg.ca
Town of Essex	Joseph Malandruccolo, Town Solicitor, Legal and Legislative Services/Clerk jmalandruccolo@essex.ca
Town of Kingsville	Angela Toole, Acting Clerk atoole@kingsville.ca
Municipality of Lakeshore	Brianna Coughlin, Clerk bcoughlin@lakeshore.ca
Town of LaSalle	Jennifer Astrologo, Director of Council Services/Clerk jastrologo@lasalle.ca
Municipality of Leamington	Brenda Percy, Clerk bpercy@leamington.ca
Town of Tecumseh	Robert Auger, Director of Corporate Services/Clerk rauger@tecumseh.ca

Re: Resolution of EWSWA Board – Green Bin Program Promotion and Education

The Essex-Windsor Solid Waste Authority, at its meeting held Wednesday, September 10, 2025, adopted the following resolution:

Resolution 80-2025

Moved by Mark McKenzie

Seconded by Kieran McKenzie

That the Board **direct** Authority Administration to provide a Green Bin Program: Campaign Summary, as applicable to the Clerk's Department at the City of Windsor, County of Essex and seven (7) County Municipalities.

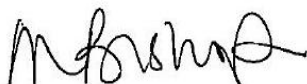
Carried

The intent of the Green Bin Program: Campaign Summary is to provide municipalities with timely and essential updates at key milestones of the Green Bin Program, led by the Essex-Windsor Solid Waste Authority (EWSWA). This Summary is designed to support municipalities in informing, engaging, and connecting with their residents, council members, and administrative staff regarding the program's progress and implementation.

Although the EWSWA is leading this comprehensive outreach strategy in consultation with local municipal administrators, several have expressed interest in receiving campaign content directly. This allows municipalities the flexibility to distribute information internally to staff, share with council, or communicate externally through tools such as digital displays, newsletters, or social media.

To ensure that this information reaches municipal councils in a timely fashion, equally and effectively across our region, we respectfully request that this letter, and the attached **Green Bin Program – Campaign 4 Summary: Green Bin Collection Begins!** dated September 10, 2025, be included on your next Council Meeting Agenda, as information for your Council, and for the general public. This harmonized approach helps ensure the information is disseminated in a public forum, and formally distributed to all members of Council in a consistent manner. We greatly appreciate your consideration of the EWSWA's resolution and your support in sharing this initiative within your municipality. Should you have any questions or require further information, please do not hesitate to contact me directly.

Sincerely,



Michelle Bishop, General Manager
Email: mbishop@ewswa.org
Phone: 519-776-6441 ext. 1225

cc: Cathy Copot-Nepszy, Manager of Waste Diversion – EWSWA

Attachment: Campaign 4 Summary: Green Bin Collection Begins!

Green Bin Program

Campaign 4 Summary: Green Bin Collection Begins!

September 5, 2025

"Hip, Hip, Hooray" to Essex-Windsor residents who have been great with receiving their new Green Bins – Green Bin Delivery is 70% complete! As October approaches, it is timely for residents to "Get Your Green On" as collection begins the week of October 21, 2025. Single-family homes in Phase 1 municipalities: Essex, LaSalle, Lakeshore, Tecumseh and Windsor will finally be able to keep their food waste and other organics out of the garbage by simply using the Green Bin. By using the new Green Bin Program, residents can extend the life of our local landfill, avoiding high costs of sighting a new one, and support the agriculturally-rich lands that serve us.

6 things residents should know to be ready for Green Bin collection:

- **Your collection day.** Download the Recycle Coach App, check your municipal calendar or visit www.ewswa.org for your weekly collection schedule.
- **Your set-out time.** Always set out your Green Bin by 6 AM, so that you don't miss the collection truck.
- **"How-To-" Green Bin It!** Check out your Starter Kit to be ready for collection.
- **Bin and Bag.** Only the EWSWA Green Bin and compostable bag(s) can be used.
- **Set-out Matters: Park-Point-Space (P-P-S).** Due to automated collection, you must:
 - **PARK** the Green Bin about 30 cm behind the curb;
 - **POINT** the arrows on the Green Bin lid towards the street; and
 - **SPACE** the Green Bin at least 1 metre from other carts/structures.
- **Start Thanksgiving weekend!** Fill your belly with food and the Green Bin with food waste this Thanksgiving weekend, which will in turn help grow next year's harvest!

What to Expect During Collection: Once a resident has properly set out their Green Bin by 6 AM on their collection day, the contractor will service the Green Bin using automated collection. Participation will be tracked, as well as how successful residents are with set-out and only placing Acceptable Materials in their Green Bin. Residents should keep an eye out for an OOPS! or Gold Star stickers that will give them feedback on their participation so that they can continue to **Grow Green with the Green Bin.**

CUSTOMER SERVICE SUPPORT:

To ensure residents receive quick customer support and accurate information, please adhere to the following:

Before collection begins, if a household in a Phase 1 municipality did not receive a Green Bin by October 1st or there is an issue with their Green Bin, they are to contact the EWSWA at 1-800-563-3377 for support.

After collection begins, residents are to contact the following for Green Bin support:

- City of Windsor residents: Call 311
- County of Essex residents: Call the EWSWA @ 1-800-563-3377 or visit ewswa.org

Amherstburg, Kingsville, and Leamington, as your Green Bin Program does not start until fall 2026, you can still Grow Green by visiting www.ewswa.org for more Green Tips.

Finally, the EWSWA's annual EnviroTips Newsletter will reach over 150,000 households this October to remind residents that Green Bin collection is coming.

Below are some sample ads for Phase 1 and Phase 2 municipalities so that they can share Campaign 4 messaging on digital displays or internally with staff. Campaign 5 messaging, "**Stay Green This Winter**", will be published in early October for your team and so on for Campaign 5.

If you need assistance with ad formatting, please reach out directly to Cat Griffin, Communications Coordinator, via email: cgriffin@ewswa.org.

AD HEADLINES & COPY

Collection Starts Week of October 21.

Food Waste Is Too Good To Waste! Collection starts the week of October 21st. Visit www.ewswa.org/curbside-collection/green-bin for your municipal calendar or use the Recycle Coach app to find your weekly collection day and the latest program information. Remember don't start to use your Green Bin until the week before collection begins. Start filling your Green Bin this Thanksgiving!

Check Out Your New Green Bin And Starter Kit.

You got your Green Bin – now what? Start by reading the information on the Welcome Sticker. Inside your Green Bin, you will also find a Kitchen Catcher, "How-To" guide, sample compostable liner, and more to get you started. If you have questions, visit: www.ewswa.org or call the EWSWA at 1-800-567-3377.

Ready, Set, Go...for Collection

Store your Green Bin in a safe place and don't use it until the week before your collection begins. Be sure to write your address on your Bin. Remember not to use your Green Bin for any other collection program, as this is the only bin that can be used for the Green Bin Program! When its time to start using it, place it in a location that is easy to access and keep the lid closed when not in use. For more information, visit www.ewswa.org

GRAPHICS



AD HEADLINES & COPY

What Goes in the Bin? What Doesn't?

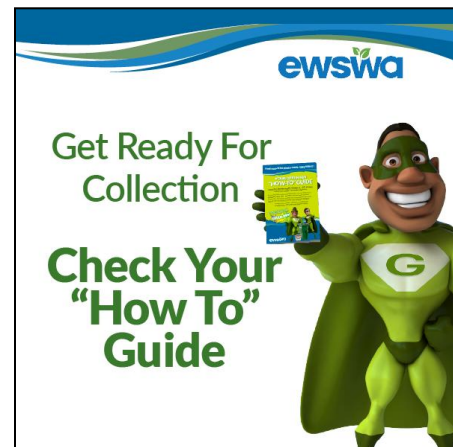
It is very important that only Acceptable Materials are put into the Green Bin so that a valuable fertilizer can be created for next year's crops. This includes food waste and many organic materials like food-soiled paper containers and compostable bags (used as liners). Other items including yard waste, pet litter, plastics, metals and Styrofoam are NOT ACCEPTABLE in the Bin. Visit www.ewswa.org for a full list of Acceptable Materials.

GREEN TIP! If you have fats, oils, grease (FOG), put them in a paper cup with a paper towel to absorb liquids and chill it in the fridge before transferring to the Green Bin just before collection.

Get Ready For Collection.

Review your "How-To Guide" to get familiar with the program. Set up your kitchen to make it easy to keep food waste out of the garbage. Consider using compostable bags, since plastic can't be used. Try to stage your Green Bin in a convenient location. Finally, be sure to know how to properly set out your Green Bin and what date your weekly collection begins. Visit www.ewswa.org for more information.

GRAPHICS



AD HEADLINES & COPY

A Kitchen Catcher - to Catch Food Waste.

The Kitchen Catcher (KC) that you received with your Green Bin will help you collect food waste in your kitchen. To be tidy, you can line it with a compostable bag, such as the sample bag that you received. Place the Kitchen Catcher in a convenient location to gather Acceptable Materials. When ready, tie the bag and place it into your Green Bin. Dishwash your KC and get ready for the next collection day. For more information, visit

www.ewswa.org

Phase 2 Collection Starts in Fall 2026

If you live in a single-family household in a Phase 2 municipality (Amherstburg, Kingsville, or Leamington), your Green Bin program will not launch until the fall of 2026.

But you can still Grow Green with us! For tips on how to easily manage your food waste and organics, connect with us on Facebook, Instagram or X, or visit www.ewswa.org. Stay current on other waste collection dates and program updates by downloading the Recycle Coach app.

Green Tips to Reduce Odours.

Empty your Kitchen Catcher regularly and clean it between uses - it's dishwasher safe! Use your weekly collection even if your Green Bin is not full. Keep all lids closed when not in use. Visit www.ewswa.org for more Green Tips.

GRAPHICS



AD HEADLINES & COPY

Stay Up-To-Date!

Download the Recycle Coach app (available for Android and iOS) to get the latest Green Bin collection schedule and program updates. You can also get collection notices for garbage and other collection programs. Visit www.recyclecoach.com to download.

GRAPHICS



BILLBOARD CAMPAIGNS

The following billboards (in both static and digital form) will be placed throughout Windsor and Essex County during September and October, and some locations will be posted longer due to contractual requirements (e.g., 6 months).



We All Win **WITH THE** Green Bin

**FOOD WASTE COLLECTION
STARTS IN OCTOBER ***



For Bin Delivery Info:
ewswa.org



* ESSEX, LAKESHORE, LASALLE, TECUMSEH, WINDSOR

BE A GREEN SUPERHERO.

Green Bin Your Food Waste!



For Bin Delivery Info:
ewswa.org



* ESSEX, LAKESHORE, LASALLE, TECUMSEH, WINDSOR

THE CORPORATION OF THE TOWN OF KINGSVILLE

BY-LAW 59-2025

Being a By-law to confirm the proceedings of the Council of the Corporation of the Town of Kingsville at its October 6, 2025 Regular Meeting of Council

Whereas sections 8 and 9 of the *Municipal Act, 2001* S.O. 2001 c. 25, as amended, (the “Act”) provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising the authority conferred upon a municipality to govern its affairs as it considers appropriate;

And whereas section 5(3) of the Act provides that such power shall be exercised by by-law, unless the municipality is specifically authorized to do so otherwise;

And whereas it is deemed expedient that the proceedings of the Council of The Corporation of the Town of Kingsville (the “Town”) be confirmed and adopted by by-law;

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

1. The actions of the Council at its October 6, 2025, Regular Meeting in respect of each report, motion, resolution or other action taken or direction given by the Council at its meeting, is hereby adopted, ratified and confirmed, as if each resolution or other action was adopted, ratified and confirmed by its separate by-law.
2. The Chief Administrative Officer and/or the appropriate officers of the Town are hereby authorized and directed to do all things necessary to give effect to the actions set out in paragraph 1, or obtain approvals, where required, and, except where otherwise provided, the Mayor and the Clerk are hereby directed to execute all documents necessary and to affix the corporate seal to all such documents.
3. This By-law comes into force and takes effect on the day of the final passing thereof.

Read a first, second, and third time and finally passed this 6th day of October, 2025.

Mayor, Dennis Rogers

Acting Clerk, Angela Toole