



**Town of Kingsville  
Regular Meeting of Council  
Agenda**

Monday, January 19, 2026, 06:00 PM  
Unico Community Centre  
37 Beech Street  
Kingsville, ON N9Y 1A9

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

For information pertaining to this agenda or to arrange for any additional accessibility needs, please contact the Clerk's Office at [clerks@kingsville.ca](mailto:clerks@kingsville.ca).

---

**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 January 5, 2026 at 5:00 pm and discussed the following items:

**Item I - Meeting Software Training** heard under Section 239(3.1), being educating or training members of the council, a local board or committee. There is nothing further to report.

**Item II - Moroun Pump Station** heard under Section 239(2)(b), being personal matters about an identifiable individual, including municipal employees. There is nothing further to report.

**Item III - Collective Bargaining Update** 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. Minutes for AdoptionPage 4

**Recommended Action**

That the following Minutes **be adopted** as presented:

- November 18, 2025, Committee of Adjustment and Appeals Minutes;
- November 25, 2025, Heritage Advisory Committee Minutes; and
- January 5, 2026, Regular Meeting of Council Minutes.

I. Delegations

J. Presentations

K. Matters Subject to Notice

L. Reports - Planning and Development Services

L.1 Damage Deposit – Retention PeriodPage 17

**Recommended Action**

That Council **approves** reducing the retention period for Damage Deposits from seven years to three years, and further, **directs** Administration to draft the requisite By-laws.

M. Reports - Finance and Corporate Services

M.1 2026 Municipal Tax Rates and Interim Tax Levy By-lawPage 21

**Recommended Action**

That By-law 3-2026, being a by-law to provide for the establishment of tax rates for the Town of Kingsville for the year 2026 and to provide for an interim tax levy, **be adopted** during the By-law stage of this Council Agenda.

N. Reports - Public Operations

N.1 Janitorial Maintenance ContractPage 31

**Recommended Action**

That the Janitorial Maintenance Contract **be awarded** to Cleaning 365 Inc. in the amount of \$255,000.00 (excluding HST) and the Mayor and Clerk **be authorized** to execute the requisite agreement.

O. Reports - Office of the CAO

O.1 Appointment to Union Water Supply System Inc. Board of DirectorsPage 35

**Recommended Action**

That Tim Sunderland **be appointed** to the Union Water Supply System Inc. ("UWSS") Board of Directors for the remainder of the term of Council.

O.2 West Side Collector - Expropriation of Lands for IntersectionPage 38

**Recommended Action**

That Council **approve** the expropriation of Parts 1 to 13 on Plan 12R29935 and Part 24 on Plan 12R29927 and **authorize** Administration to perform any necessary actions to complete this expropriation as required by the Expropriations Act (“Act”).

- O.3    Potential Acquisition of the Former School PropertiesPage 43

**Recommended Action**

That Council **directs** Administration to submit a bid to purchase Kingsville District High School (“KDHS”), conditional on approval at a future public Council meeting and with transparency with respect to price and any other major terms or conditions.

**P. Consent Agenda**

- P.1    Essex Region Source Protection Committee - Municipal RepresentationPage 47

**Recommended Action**

That Council **endorse** the appointment of Taryn Azzopardi, City of Windsor, to the Essex Region Source Protection Committee for the term beginning February 12, 2026 and expiring February 12, 2031.

**Q. Notices of Motion**

**R. Unfinished Business and Announcements**

- S.    **By-laws**Page 49

**Recommended Action**

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

By-law 3-2026 - Being a By-law to provide for the establishment of tax rates for the Town of Kingsville for the year 2026 and to provide for an Interim Tax Levy; and

By-law 4-2026 - Being a By-law to confirm the proceedings of the Council of the Corporation of the Town of Kingsville at its January 19, 2026, Regular Meeting of Council.

**T. Adjournment**

**Recommended Action**

That the meeting **be adjourned** at X:XX p.m.



## **The Corporation of the Town of Kingsville**

### **Minutes of the Committee of Adjustment and Appeals of the Town of Kingsville**

Tuesday, November 18, 2025

6:00 p.m.

Unico Community Centre

37 Beech Street

Kingsville, ON N9Y 1A9

#### **Members Present:**

Thomas Neufeld, Councillor

Ed Cornies

Russell Horrocks

#### **Members Absent:**

Nicole Hackett, Chair

Phil Caruana

#### **Administration Present:**

Allen Burgess, Manager of Planning

Vitra Chodha, Town Planner

Lu-Ann Marentette, Drainage Superintendent

Clare Janisse, Drainage Analyst

Angelina Pannunzio, Office Support

Natalie Sharp, Deputy Clerk

Matthew Ducharme, Recording Secretary

#### **A. Call to Order**

The Vice-Chair called the meeting to order at 6:01 p.m.

#### **B. Disclosures of Pecuniary Interest**

The Vice-Chair asked members if there were any disclosures of pecuniary interest. None were noted.



**C. Adoption of Minutes****COAA-56-20251118**

Moved By: Ed Cornies

Seconded By: Russell Horrocks

That the Minutes of the Committee of Adjustment and Appeals meeting dated October 21, 2025, **be adopted** as presented.

**Carried**

**D. Committee of Adjustment Hearings**

1. Requests for Withdrawal or Deferral

None.

2. Current Applications

a. Application for Minor Variance (A-2025-10)

Vitra Chodha, Town Planner, presented the application.

The applicants, Glen & Sherry Baker, were present to answer questions from the Members.

**COAA-57-20251118**

Moved By: Russell Horrocks

Seconded By: Ed Cornies

That whereas the Minor Variance is consistent with the general intent and purpose of the Town's Official Plan and Zoning By-law, the proposal satisfies the four tests outlined in Section 45(1) of the Planning Act, and having considered all relevant reports and supporting documentation, and input from the public, agencies and Town Staff, be it therefore resolved that the Committee of Adjustment and Appeals **approve** Minor Variance Application A-2025-10 for the property located at 372 Road 11, to permit an Additional Dwelling Unit in the front yard, subject to the following condition:

1. The property owner provides a satisfactory occupancy permit from the Town of Kingsville Building Department prior to the existing house located within the front yard of the

proposed new primary dwelling being recognized as an Additional Dwelling Unit.

**Carried**

## **E. Court of Revision**

### **1. Bridge over the Orton Sideroad Drain**

#### **a. Engineer's Report**

Tony Peralta, Engineer from N.J. Peralta Engineering Ltd., presented the report.

#### **b. List of Appeals**

##### **a. Roll Number 400-04205**

Elizabeth Dellio, Agent for 1339407 Ontario Inc., property owner of 3190 Graham Side Road, appealed the assessment for the property on the grounds that the assessment is too high.

Tony Peralta, Engineer from N.J. Peralta Engineering Ltd., responded to the appeal.

#### **COAA-58-20251118**

Moved By: Russell Horrocks

Seconded By: Ed Cornies

That the appeal of 1339407 Ontario Inc. respecting the property municipally known as 3190 Graham Sideroad, **be dismissed.**

**Carried**

#### **c. Deliberation and Decision**

#### **COAA-59-20251118**

Moved By: Russell Horrocks

Seconded By: Ed Cornies

That the Schedule of Assessment for the Bridge Over the Orton Sideroad Drain, forming part of the Engineer's Report as prepared

by N.J. Peralta Engineering Ltd. and dated January 24, 2025, **be adopted** as presented.

**Carried**

**F. Property Standards Appeal Hearings**

None at this time.

**H. Next Meeting Date**

The next regularly scheduled meeting of the Committee of Adjustment and Appeals is December 16, 2025, at 6:00 p.m. at the Unico Community Centre.

**I. Adjournment**

**COAA-60-20251118**

Moved By: Ed Cornies

Seconded By: Russell Horrocks

That the meeting **be adjourned** at 6:36 p.m.

**Carried**

---

Vice-Chair

---

Recording Secretary



## **The Corporation of the Town of Kingsville**

### **Minutes of the Kingsville Municipal Heritage Advisory Committee**

Tuesday, November 25, 2025

6:00 p.m.

Unico Community Centre

37 Beech Street

Kingsville, ON N9Y 1A9

#### **Members Present:**

Stacey Jones, Vice-Chair

Sheri Lowrie, Councillor

Jeff Battiston

#### **Members Absent:**

Carol Sitler

#### **Administration Present:**

Allen Burgess, Manager of Planning

Vitra Chodha, Town Planner

Angelina Pannunzio, Office Support

Ethan Wuerch, Licensing Coordinator/Municipal Registrar

Matthew Ducharme, Recording Secretary

#### **A. Call to Order**

The Vice-Chair called the meeting to order at 6:01 p.m.

#### **B. Disclosures of Pecuniary Interest**

The Vice-Chair asked members if there were any disclosures of pecuniary interest. None were noted.

**C. Adoption of Minutes**

**MHAC-24-20251125**

Moved By: Sheri Lowrie, Councillor

Seconded By: Jeff Battiston

That the Minutes of the Kingsville Municipal Heritage Advisory Committee meeting dated October 7, 2025, **be adopted** as presented.

**Carried**

**D. Items for Consideration**

**D.1 Designation of 1417 Road 3 East**

**MHAC-25-20251125**

Moved By: Jeff Battiston

Seconded By: Sheri Lowrie, Councillor

That the Kingsville Municipal Heritage Advisory Committee **recommends** that Council issue a Notice of Intention to Designate the Harrison & Winnifred Peterson House, municipally known as 1417 Road 3 East, under Part IV of the *Ontario Heritage Act* according to the attached Designation Report dated November 2025.

**Carried**

**D.2 Heritage Plaque Program**

**D.2.1 Review Research**

**D.2.2 Discuss Program Particulars**

The Members determined that the Committee will delay working on the Heritage Plaque Program until the Heritage Information Seminar is completed. The seminar will be used to gauge interest in a plaque program before proceeding further at this time.

**D.3 Seminar for Heritage Home Owners**

**D.3.1 Date, Time and Location**

The Members decided the event will take place from 6:30 p.m. until 8:00 p.m. on February 19, 2025 (during Ontario Heritage Week) at the Lakeside Park Pavilion.

### D.3.2 Presenters

The event will include a presentation from Town Administration regarding the designation process. Members have invited various industry professionals to attend to present about the particulars of owning a designated home.

### D.3.3 Invitations/Event Promotion

The Members will coordinate with the Communications Department to ensure the event details are shared on the Town's social media. The Members decided that direct invitations will be sent by mail to the property owners of all designated and listed heritage homes.

### D.4 Review Heritage Homes Webpage

The Members reviewed the heritage designation page on the Town's website. The comments will be forwarded to the Communications Department for consideration.

### D.5 2026 Meeting Schedule

#### **MHAC-26-20251125**

Moved By: Jeff Battiston

Seconded By: Stacey Jones, Vice-Chair

That the 2026 Meeting Schedule of the Kingsville Municipal Heritage Advisory Committee **be approved**, as presented.

**Carried**

### D.6 Election of Chair

#### D.6.1 Call for Nominations

Matthew Ducharme, Recording Secretary, called for nominations for the position of Chair of the Kingsville Municipal Heritage Advisory Committee.

Sheri Lowrie, Councillor, nominated Stacey Jones for the position of Chair.

No other nominations were received.

Stacey Jones accepted the nomination for the position of Chair.

#### D.6.2 Appointment

**MHAC-27-20251125**

Moved By: Jeff Battiston  
 Seconded By: Sheri Lowrie, Councillor

That Stacey Jones **be appointed** Chair of the Kingsville Municipal Heritage Advisory Committee.

**Carried**

D.7 Election of Vice-Chair

D.7.1 Call for Nominations

Matthew Ducharme, Recording Secretary, called for nominations for the position of Vice-Chair of the Kingsville Municipal Heritage Advisory Committee.

Sheri Lowrie, Councillor, nominated Jeff Battiston for the position of Vice-Chair. No other nominations were received.

Jeff Battiston accepted the nomination for the position of Vice-Chair.

D.7.2 Appointment

**MHAC-28-20251125**

Moved By: Stacey Jones, Vice-Chair  
 Seconded By: Sheri Lowrie, Councillor

That Jeff Battiston **be appointed** Vice-Chair of the Kingsville Municipal Heritage Advisory Committee.

**Carried**

**E. Next Meeting Date**

**MHAC-29-20251125**

Moved By: Stacey Jones, Vice-Chair  
 Seconded By: Jeff Battiston

That the next regularly scheduled meeting of the Kingsville Municipal Heritage Advisory Committee on December 2, 2025, **be cancelled**.

**Carried**

**F. Adjournment**

**MHAC-30-20251125**

Moved By: Jeff Battiston

Seconded By: Sheri Lowrie, Councillor

That the meeting **be adjourned** at 6:58 p.m.

**Carried**

---

Chair

---

Recording Secretary





**Regular Meeting of Council  
Minutes**

Monday, January 5, 2026, 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:**

John Norton, Chief Administrative Officer  
Angela Toole, Manager of Municipal Governance/Acting Clerk  
Ryan McLeod, Director of Finance and Corporate Services/Treasurer  
Shaun Martinho, Director of Public Operations  
Tim Del Greco, Senior Manager of Capital Projects and Engineering  
Jennifer Galea, Manager of Human Resources  
Natalie Sharp, Supervisor of Municipal Governance/Deputy Clerk  
Sydney Sleiman, Legal Counsel  
Matthew Ducharme, Legislative and Policy Coordinator

**A. Call to Order**

Mayor Rogers called the meeting to order at 5:08 p.m.

**B. Closed Session**

**001-05012026**

**Moved By:** Councillor Jarvis-Chausse

**Seconded By:** Councillor Gaffan

That Council enter into Closed Session at 5:08 p.m. pursuant to Section 239 of the Municipal Act, 2001, to discuss the following items:

**Item I - Meeting Software Training** to be heard under Section 239(3.1), being educating or training members of the council, a local board or committee;

**Item II - Moroun Pump Station** to be heard under Section 239(2)(b), being personal matters about an identifiable individual, including municipal employees;

**Item III - Collective Bargaining Update** 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**

**002-05012026**

**Moved By:** Councillor Lowrie

**Seconded By:** Councillor Neufeld

That Council **rise** from Closed Session at 6:00 p.m. and **resumes** the open portion of this Regular Meeting.

**Carried**

**C. Land Acknowledgement**

Mayor Rogers read the Land Acknowledgement Statement.

**D. Moment of Silent Reflection and National Anthem**

**E. Mayor's Welcome and Remarks**

Mayor Rogers welcomed everyone and wished them a Happy New Year. He noted that another great year of Fantasy of Lights has recently concluded and thanked the members of the Fantasy of Lights Committee and all of the staff involved for their work. Mayor Rogers also noted the open skate and fireworks held on New Year's Eve. He thanked the staff involved in preparing and conducting these events.

**F. Amendments to the Agenda**

Deputy Mayor DeYong noted she would have an announcement.

**G. 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.

**H. Report Out of Closed Session**

**I. Minutes for Adoption**

**003-05012026**

**Moved By:** Deputy Mayor DeYong

**Seconded By:** Councillor Gaffan

That the following Minutes **be adopted** as presented:

- December 10, 2025, Special Meeting of Council Minutes; and
- December 15, 2025, Regular Meeting of Council Minutes.

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

**Carried (7 to 0)**

**J. Delegations**

None.

**K. Presentations**

None.

**L. Matters Subject to Notice**

None.

**M. Reports - Planning and Development Services**

**M.1 Commissioner for the Moroun Pump Station**

Tim Del Greco, Senior Manager of Capital Projects and Engineering, presented the report.

**004-05012026**

**Moved By:** Councillor Patterson

**Seconded By:** Councillor Neufeld

That Council **appoint** Greg Iler as the Moroun Pump Station Commissioner.

And that the annual rate of \$750.00 be paid to the Commissioner from the Moroun Pumping Scheme.

And that the hourly rate of \$25.00 be paid to the Commissioner from the Moroun Pumping Scheme.

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 - Finance and Corporate Services**

### **N.1 Accessibility Status Update - 2040 Accessibility Plan (5 Year Update)**

Natalie Sharp, Supervisor of Municipal Governance/Deputy Clerk, presented the report.

**005-05012026**

**Moved By:** Councillor Jarvis-Chausse

**Seconded By:** Councillor Lowrie

That Council **approves** the Town of Kingsville's - 2040 Accessibility Plan (5 Year Update)

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

**Carried (7 to 0)**

## **O. Consent Agenda**

None.

## **P. Notices of Motion**

None.

## **Q. Unfinished Business and Announcements**

Deputy Mayor DeYong made an announcement regarding the new recycling program. She noted that the program is not managed by the County of Essex, but shared information from Circular Materials. She advised residents to begin using the new recycling bins if they have received one, but they may continue to use the old bins until the new one is received.

## **R. By-laws**

**006-05012026**

**Moved By:** Deputy Mayor DeYong

**Seconded By:** Councillor Gaffan

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

By-law 1-2026 – Being a By-law for the Corporation of the Town of Kingsville to appoint a Drainage Commissioner for the operation of the Moroun Pumping Station; and

By-law 2-2026 – Being a By-law to confirm the proceedings of the Council of the Corporation of the Town of Kingsville at its January 5, 2026, Regular Meeting of Council.

**Carried**

**S. Closed Session****007-05012026****Moved By:** Councillor Gaffan**Seconded By:** Councillor Lowrie

That Council enter into Closed Session at 6:20 p.m. pursuant to Section 239 of the Municipal Act, 2001, to discuss the following item:

**Item I - Collective Bargaining Update** 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****T. Adjournment****008-05012026****Moved By:** Councillor Patterson**Seconded By:** Councillor Neufeld

That Council **rise** from Closed Session at 7:07 p.m. and adjourn this Regular Meeting.

**Carried**

---

Mayor, Dennis Rogers

---

Acting Clerk, Angela Toole

## The Corporation of the Town of Kingsville

**To:** Mayor and Members of Council

**Prepared By:** Tim Del Greco, Senior Manager of Capital Projects and Engineering

**Department:** - Capital Projects and Engineering

**Date of Meeting:** January 19, 2026

**Subject:** Damage Deposit – Retention Period

---

### Recommended Action

That Council **approves** reducing the retention period for Damage Deposits from seven years to three years, and further, **directs** Administration to draft the requisite By-laws.

### Background

When a person applies for a Building Permit, they are required to provide the Town with a \$2,000 Damage Deposit. This Deposit is a financial security held by the Town to:

- Motivate permit holders to exercise caution when working within the Town Right-of-Way ("ROW").
- Facilitate repairs to municipal infrastructure should the applicant cause damage during the course of their permit works.
- Ensure infrastructure placed within the Town ROW (driveways, cleanouts, etc.) is completed in accordance with the Town's Development Standards Manual.

This deposit is held by the Town until the applicant closes their Building Permit. Once closed, the Town inspects the ROW for damage. If there are no issues, the deposit is returned in full. If there is damage, the deposit is used to make repairs and the remaining deposit, if any, is then returned.

The deposit is also withheld should there be non-compliance with Town Standards. Examples of non-compliance include:

- Failure to hard surface the driveway apron.
- Failure to cut cleanouts to grade.
- Failure to cap cleanouts with metal caps.

The Town's current policy is to allow permit holders seven years to close out their Building Permit and make any necessary repairs and/or resolve all deficiencies in order to have their deposit returned in full. Should the permit holder fail to do so, the Town will forfeit the deposit after seven years.

The Town's Notice By-law (66-2018) requires that a notice be advertised to the general public six months in advance of the forfeiture deadline to provide an opportunity for permit holders to make repairs and collect their deposit in full.

## Discussion

Retaining a deposit for seven years is far too long and creates an administrative burden on the Town. It is also poor customer service for the Town to retain these funds for such a long period of time. In some cases, the customer has forgotten about the deposit and in a few cases the customer cannot be found after so much time has passed.

Normally, deposits should be taken and returned within two years. In some cases, additional time is needed. No more than three years should be required. This change to three years is being proposed for the following reasons:

- Over a long period of time, the list of outstanding Damage Deposits can become excessive and unwieldy to manage.
- A longer time period (7 years) creates additional work for Administration to monitor deposits and correspond with applicants.
- A shorter time period (3 years) will ensure that infrastructure within the Town's ROW is constructed in accordance with Town Standards and does not remain non-compliant for an excessive amount of time.

The table below is a summary of current outstanding Damage Deposits by age. The majority of Building Permits associated with these deposits are still open. The Building Department is actively contacting Building Permit Holders to ensure the necessary work is completed so that these permits can be closed.

Age	Quantity Outstanding	Dollar Value
0 to 7 years	576	\$864,000
3 to 7 years	329	\$493,000

If Council approves this Report, the Town will issue notice to permit holders advising that all unclaimed Damage Deposits older than three years will be forfeited in six months. Today, that would result in 329 forfeitures for an estimated total of \$493,000. It is anticipated that the actual number of forfeitures will be less assuming some permit holders will come forward and make the necessary repairs and arrangements.

## Administrative Changes Required

In order to facilitate this change from seven years to three years, several documents require revision:

1. The reference to seven years in the "Unclaimed Deposits" Section of the Town's Fees and Charges By-law will have to be revised to three years.

2. The reference to seven years in the Town's Standard Operating Procedure ("SOP") for forfeiting Damage Deposits will have to be revised to three years. Further, it is recommended that this SOP be converted to a By-law to provide the Town with greater ability to enforce the requirements of the Damage Deposit Program.
3. The Town's Notice By-law (66-2018) will have to be amended to remove reference to any Damage Deposit notification requirements. This is because the proposed Damage Deposit By-law allows for improved notification to permit holders.

### **Financial Considerations**

Funds from forfeited deposits are applied to Public Works operating expenses. Any excess funds at year end are transferred to Public Works Reserves.

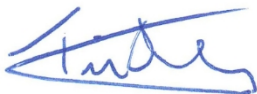
### **Environmental Considerations**

There are no significant environmental considerations associated with this Report.

### **Consultations**

Kingsville Administration

### **Prepared By:**



Tim Del Greco, P.Eng.  
Senior Manager of Capital Projects and Engineering

**Report Approval Details**

Document Title:	Damage Deposit - Retention Period.docx
Attachments:	
Final Approval Date:	January 15, 2026

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

A handwritten signature in blue ink, appearing to read "John Norton", is displayed within a light gray rectangular box.

John Norton, Chief Administrative Officer



## The Corporation of the Town of Kingsville

**To:** Mayor and Members of Council

**Prepared By:** Vicky Sawatzky, Supervisor of Tax Revenue

**Department:** Finance and Corporate Services - Finance and Customer Service

**Date of Meeting:** January 19, 2026

**Subject:** 2026 Municipal Tax Rates and Interim Tax Levy By-Law

---

### Recommended Action

That By-law 3-2026, being a by-law to provide for the establishment of tax rates for the Town of Kingsville for the year 2026 and to provide for an interim tax levy, **be adopted** during the By-law stage of this Council Agenda.

### Background

In accordance with Section 312 (2) of Municipal Act, 2001, each year council must authorize a by-law to establish rates for the levying and collection of property taxes. The tax rates in any given year are derived from the approved municipal budget.

As per Section 317 (1) of Municipal Act, 2001, a local municipality may, before the adoption of the budget, pass an interim tax by-law to establish rates for the levy and collection of property taxes.

In addition to establishing and collecting its own taxes, the Town is responsible for levying and collecting property taxes on behalf of the County of Essex and the Ministry of Education.

### Discussion

The Town of Kingsville approved its 2026 Municipal Budget on December 10, 2025, which is summarized in Schedule A of the attached by-law. Based the Town's 2026 Assessment Totals (identified in Schedule B), the 2026 Municipal Tax Rates are presented in Scheule C. As approved during budget deliberations, the 2026 Municipal tax rates reflect a 5.9% increase over 2025 rates.

In addition to establishing the 2026 tax rates for the Town of Kingsville, the attached by-law also establishes rates for an interim tax levy.

The interim tax rates, presented in Schedule D, are calculated as follows;

- i. 50% of the rates identified in "Schedule C" for Town purposes for 2026

- ii. 50% of the education rates prescribed for 2026
- iii. 50% of the 2025 taxes raised by the County of Essex

The Education tax rates are prescribed annually by the Ministry of Finance.

While the County has approved their budget, they have not yet passed a by-law to officially establish their 2026 rates, therefore, the Town is limited to passing an interim tax rate based on 50% of their 2025 tax levy.

The interim tax bills will be issued the last week in January and have due dates of February 27th and May 29th.

Following the formal approval of the County tax rates, the Town will adopt a Final Tax Levy by-law later this year. Final tax notices will be issued in July with installments due on the last business days of August and November.

### **Financial Considerations**

An interim tax levy ensures the Municipality has sufficient cash flows to meet its operating commitments and transfer payment obligations to the County of Essex and Ministry of Education. The interim tax rates will raise approximately \$13,535,126 for municipal purposes. This figure represents slightly less than half of the total 2026 municipal tax levy, as certain Federally and Provincially owned properties (i.e. Payment In Lieu Assessment) are only billed with the final tax levy.

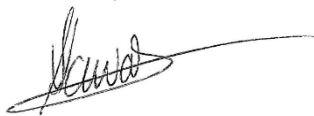
### **Environmental Considerations**

There are no environmental considerations associated with this report.

### **Consultations**

The assessment values and tax classes for all properties are provided by Municipal Property Assessment Corporation (MPAC).

### **Prepared By:**



Vicky Sawatzky, BBA  
Supervisor of Tax Revenue

**Report Approval Details**

Document Title:	2026 Municipal Tax Rates and Interim Tax Levy By-Law.docx
Attachments:	Draft Interim Tax Levy By-law 3-2026.pdf
Final Approval Date:	January 15, 2026

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



Margaret Schroeder, Manager of Financial Services & Customer Service



Ryan McLeod, Director of Finance and Corporate Services/Treasurer



John Norton, Chief Administrative Officer

# The Corporation of the Town of Kingsville

## By-law 3-2026

---

### Being a By-law to provide for the establishment of tax rates for the Town of Kingsville for the year 2026 and to provide for an Interim Tax Levy

**Whereas** Section 290(1) of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, (the “Act”) provides that the Council of a local municipality shall in each year prepare and adopt a budget including the estimates of all sums required during the year for the purposes of the municipality;

**And whereas** the Council of the Corporation of the Town of Kingsville has reviewed and approved the 2026 Town of Kingsville estimates as summarized in Schedule “A” attached hereto;

**And whereas** Section 312(2) of the Act provides that the Council of a local municipality shall, after the adoption of estimates for the year, pass a by-law to levy a separate tax rate, as specified in the by-law, on the assessment in each property class in the municipality ratable for local municipal purposes;

**And whereas** the Ministry of Finance has provided the Education Property tax rates for 2026;

**And whereas** the Corporation of the County of Essex has yet to approve a by-law to establish its tax rates for 2026;

**And whereas** Section 317(1) of the Act provides that the Council of a local municipality may, before the adoption of the estimates for the year under Section 290, pass a By-law levying amounts on the assessment or part thereof for real property according to the last revised assessment roll, a sum of fifty per cent (50%) of the total amount of 2025 taxes for municipal and school purposes levied on the property;

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

1. That the amount to be raised by tax rates for Town of Kingsville purposes in the amount of \$27,210,839 as set out in Schedule “A” attached hereto and forming part of this by-law be adopted.
2. That the 2026 assessment per property class as detailed in Schedule “B” attached hereto and forming part of this by-law, be adopted for purposes of calculating the tax rates for municipal purposes and for determining the levy for the Town of Kingsville.
3. That the tax rates listed in Schedule “C” attached to this by-law be applied to the corresponding taxable assessments listed in Schedule “B” to raise sums of \$27,210,839 for general Town purposes in 2026 be adopted.
4. That interim tax rates listed in Schedule “D” and calculated as follows, be adopted, for the purpose of establishing an interim tax levy:
  - a. 50% of the rated identified in Schedule “C” for Town purposes for 2026;
  - b. 50% of the education rates prescribed for 2026; and
  - c. 50% of the 2025 taxes raised by the County of Essex.
5. That the interim tax rates noted in Section 4 of this By-law shall be levied on assessment identified in Schedule “B”.
6. Payment of taxes under this By-law shall be payable in two installments, which shall be due and payable on **February 27, 2026**, and **May 29, 2026**.

7. That the Treasurer and/or Tax Collector, no later than twenty-one (21) days prior to the date the first installment is due, shall mail or cause to be mailed, a notice specifying the amount of taxes payable. Such notice shall be mailed to the property for which the taxes are payable, unless otherwise directed by the taxpayer in writing.
8. That there shall be imposed an additional percentage charge for non-payment of taxes of one and one-quarter percent (1.25%) on the first day of the default and on the first day of each calendar month thereafter in which default continues. No discount shall be allowed for pre-payment.
9. On all other taxes in default on January 1, 2026, interest shall be added at the rate of one and one-quarter percent (1.25%) per month and all by-laws and parts of by-laws inconsistent with this policy are hereby rescinded.
10. That failure to receive a tax notice does not exempt the property owner from penalty and late payment charges as outlined in Sections 5 and 8 of this By-law.
11. Council reserves the right to waive or reduce the penalty and interest calculations outlined in Sections 8 and 9 of this By-law for specified periods of time, through an approved motion of Council. Any such waivers or reductions shall be applied consistently to all property classes.
12. That the Treasurer and/or Tax Collector shall hereby be authorized to administer a pre-authorized payment plan for the Town of Kingsville and accept four (4) quarterly due date or twelve (12) monthly payments on account of taxes due.
13. That nothing herein contained shall prevent the Treasurer and/or Tax Collector from proceeding at any time with the collection of any rate, tax or assessment, or any part thereof, in accordance with the provisions of the statutes and By-laws governing the collection of taxes.
14. Taxes shall be payable to The Corporation of the Town of Kingsville at 2021 Division Road North, Kingsville, ON, or paid at any financial institution which is authorized to accept payment under the Canadian Payments Association Regulations.
15. This By-law shall remain in force until it is repealed.
16. In the event of conflict between the provisions of this By-law and any other By-law, the provisions of this By-law shall prevail.
17. This By-law shall come into force and takes effect on the day of the final passing thereof.

**Read a first, second and third time and finally passed this 19th day of January, 2026.**

---

Mayor, Dennis Rogers

---

Acting Clerk, Angela Toole

**Consolidated Budget Summary**

<b>Taxation</b>	<b>2025 Budget</b>	<b>2026 Budget</b>
Taxation Levy	\$ 25,459,458	\$ 27,210,839
Supplemental & Other Taxes	\$ 390,000	\$ 390,000
<b>Total Taxation:</b>	<b>\$ 25,849,458</b>	<b>\$ 27,600,839</b>

<b>Operations</b>	<b>2025 Budget</b>	<b>2026 Budget</b>
<b>Operating Revenue:</b>		
Council	\$ -	\$ -
Financial Services	\$ 1,901,900	\$ 2,050,400
CAO Dept	\$ -	\$ -
Clerks	\$ 202,700	\$ 64,450
Legal	\$ 200	\$ 200
Information Technology	\$ -	\$ -
Animal Control	\$ 18,000	\$ 10,000
Fire	\$ 223,400	\$ 187,800
Police	\$ 158,350	\$ 118,700
Building	\$ 1,105,445	\$ 976,300
By-Law	\$ 10,000	\$ 8,000
Public Works	\$ 51,500	\$ 54,000
Engineering	\$ 137,000	\$ 137,000
Garbage Collection and Disposal	\$ -	\$ -
Cemetery	\$ 99,200	\$ 139,000
Arena	\$ 296,900	\$ 282,150
Parks	\$ 5,000	\$ 5,000
Facilities	\$ 123,000	\$ 156,580
Marina	\$ 76,000	\$ 72,500
Programs & Events	\$ 65,100	\$ 182,000
Planning	\$ 241,250	\$ 221,250
BIA	\$ 155,392	\$ 134,766
<b>Total:</b>	<b>\$ 4,870,337</b>	<b>\$ 4,800,096</b>

<b>Operating Expenditures:</b>	<b>2025 Budget</b>	<b>2026 Budget</b>
Council	\$ 318,961	\$ 345,698
Financial Services	\$ 1,595,693	\$ 1,713,563
CAO Dept	\$ 1,195,711	\$ 1,262,228
Clerks	\$ 589,051	\$ 761,628
Legal	\$ 690,291	\$ 684,750
Information Technology	\$ 865,223	\$ 917,988
Animal Control	\$ 66,550	\$ 66,550
Fire	\$ 2,231,740	\$ 2,369,230
Police	\$ 3,145,187	\$ 3,670,697
Building	\$ 1,375,351	\$ 1,436,789
By-Law	\$ 273,398	\$ 292,054
Public Works	\$ 3,070,110	\$ 3,237,953
Engineering	\$ 1,054,809	\$ 1,131,335
Garbage Collection and Disposal	\$ 1,776,976	\$ 1,880,954
Cemetery	\$ 168,976	\$ 173,199
Arena	\$ 1,303,269	\$ 1,457,212
Parks	\$ 1,266,825	\$ 1,272,592
Facilities	\$ 453,473	\$ 493,026
Marina	\$ 114,099	\$ 143,259
Programs & Events	\$ 729,912	\$ 815,670
Planning	\$ 818,849	\$ 735,291
BIA	\$ 164,698	\$ 135,800
<b>Total:</b>	<b>\$ 23,269,151</b>	<b>\$ 24,997,468</b>
<b>Transfer to (from) Operating Reserves:</b>	<b>\$ (284,797)</b>	<b>\$ (630,523)</b>
<b>Operating Surplus/(Deficit):</b>	<b>\$ (18,114,017)</b>	<b>\$ (19,566,849)</b>

<b>Capital</b>	<b>2025 Budget</b>	<b>2026 Budget</b>
<b>Capital Revenue:</b>	<b>\$ 14,687,137</b>	<b>\$ 28,442,435</b>
<b>Capital Expenditures:</b>		
Council	\$ -	\$ -
Financial Services	\$ -	\$ 300,000
CAO Dept	\$ -	\$ -
Clerks	\$ -	\$ -
Legal	\$ -	\$ -
Information Technology	\$ 199,000	\$ 130,000
Animal Control	\$ -	\$ -
Fire	\$ 215,000	\$ 1,350,000
Police	\$ -	\$ -
Building	\$ 40,000	\$ -
By-Law	\$ -	\$ -
Public Works	\$ 980,000	\$ 1,455,000
Engineering	\$ 8,948,500	\$ 23,147,000
Garbage Collection and Disposal	\$ -	\$ -
Cemetery	\$ -	\$ -
Arena	\$ -	\$ 80,000
Parks	\$ 253,000	\$ 1,565,000
Facilities	\$ 3,760,000	\$ 355,000
Marina	\$ 45,000	\$ -
Programs & Events	\$ -	\$ -
Planning	\$ -	\$ -
BIA	\$ -	\$ -
<b>Total:</b>	<b>\$ 14,440,500</b>	<b>\$ 28,382,000</b>
<b>Transfer to Capital Reserves</b>	<b>\$ 6,130,000</b>	<b>\$ 6,804,000</b>
<b>Repayment of Long-Term Debt</b>	<b>\$ 1,852,078</b>	<b>\$ 1,290,424</b>
<b>Capital Surplus/(Deficit)</b>	<b>\$ (7,735,441)</b>	<b>\$ (8,033,989)</b>
<b>Net Surplus/(Deficit)</b>	<b>\$ -</b>	<b>\$ -</b>

**2026 Assessment Totals**  
**(including Payment In Lieu Assessment)**
**Taxable Assessment**

Realty Tax Class	Realty Tax Qualifier	RTC/RTQ	Current Value Assessment (CVA)
Commercial	Small Scale On-Farm Business	C7	31,200
Commercial	Full	CT	192,987,634
Commercial	Excess Land	CU	1,749,800
Commercial	Vacant Land	CX	1,221,200
Office	Full	DT	955,600
Farm	Full	FT	876,676,934
Parking Lot	Full	GT	71,000
Industrial	Small Scale On-Farm Business	I7	51,000
Industrial	Full	IT	43,712,724
Industrial	Excess Land	IU	761,800
Industrial	Vacant Land	IX	1,861,500
Large Industrial	Full	LT	12,205,200
Large Industrial	Excess Land	LU	53,700
Multi-Residential	Full	MT	23,698,900
New Multi-Residential	Full	NT	1,334,900
Pipeline	Full	PT	25,671,000
Residential	Farmland 1	R1	101,000
Residential	Full	RT	2,359,656,308
Shopping Centre	Full	ST	9,325,300
Shopping Centre	Excess Land	SU	333,900
Managed Forest	Full	TT	929,500
Aggregate Extraction	Full	VT	1,567,000
		Total:	3,554,957,100

**Payment In Lieu Assessment**

Realty Tax Class	Realty Tax Qualifier	RTC/RTQ	Current Value Assessment (CVA)
Commercial	Full	CF	11,776,100
Commercial	General	CG	1,618,000
Commercial	Full, Shared PIL	CH	144,100
Farm	Full, Taxable Tenant of Province	FP	0
Industrial	Full, Shared PIL	IH	366,500
Industrial	Vacant Land, Shared PIL	IJ	57,900
Industrial	Excess Land, Shared PIL	IK	0
Residential	General	RG	24,300
Residential	Full, Shared PIL	RH	0
Residential	Full, Taxable Tenant of Province	RP	23,000
		Total:	14,009,900

**Exempt Assessment**

Realty Tax Class	Realty Tax Qualifier	RTC/RTQ	Current Value Assessment (CVA)
Exempt	Exempt	E	98,899,900
		Total:	98,899,900
		Total:	3,667,866,900



**2026 Municipal Tax Rate and Levy**

<b>Tax Property Class</b>	<b>Class</b>	<b>Tax Rate</b>	<b>Levy</b>
Residential	RT	0.00905793	\$ 21,374,037
Farmland	FT / R1	0.00226448	\$ 1,985,449
Commercial Occupied	CT	0.00980108	\$ 2,024,177
Office Building	DT	0.00980108	\$ 9,366
Commercial Excess Land	CU	0.00980108	\$ 17,150
Commercial Vacant Land	CX	0.00527625	\$ 6,443
Commercial On-Farm Business	C7	0.00980108	\$ 306
Parking Lot	GT	0.00527625	\$ 375
Multi-Residential	MT	0.00996373	\$ 236,129
Multi-Residential New Construction	NT	0.00996373	\$ 13,301
Pipelines	PT	0.01180249	\$ 302,982
Industrial Occupied	IT	0.01759503	\$ 775,575
Industrial Excess Land	IU	0.01759503	\$ 13,404
Industrial Vacant Land	IX	0.01759503	\$ 33,772
Industrial On-Farm Business	I7	0.01759503	\$ 897
Large Industrial Occupied	LT	0.02433051	\$ 296,959
Large Industrial Excess Land	LU	0.02433051	\$ 1,307
Managed Forests	TT	0.00226448	\$ 2,105
Shopping Centres	ST	0.00980108	\$ 91,398
Shopping Centres Excess Land	SU	0.00980108	\$ 3,273
Aggregate Extraction	VT	0.01431720	\$ 22,435
Exempt	Ex	0.00000000	\$ -
<b>TOTAL:</b>			\$ 27,210,839

**2026 Interim Tax Rates**

<b>Tax Property Class</b>	<b>Class</b>	<b>Municipal</b>	<b>County</b>	<b>Education</b>	<b>Total</b>
Residential	RT	0.00452897	0.00280001	0.00076500	0.00809397
Farmland	FT	0.00113224	0.00070000	0.00019125	0.00202349
Farmland Awaiting Development Phase 1	R1	0.00113224	0.00070000	0.00019125	0.00202349
Commercial Occupied	CT	0.00490054	0.00302973	0.00440000	0.01233027
Office Building	DT	0.00490054	0.00302973	0.00440000	0.01233027
Commercial Excess Land	CU	0.00490054	0.00302973	0.00440000	0.01233027
Commercial Vacant Land	CX	0.00263812	0.00163100	0.00316737	0.00743649
Comm Small Scale On-Farm	C7	0.00490054	0.00302973	0.00110000	0.00903027
Parking Lot	GT	0.00263812	0.00163100	0.00316737	0.00743649
Multi-Residential	MT	0.00498186	0.00308001	0.00076500	0.00882687
New Multi-Residential	NT	0.00498186	0.00308001	0.00076500	0.00882687
Pipelines	PT	0.00590124	0.00364841	0.00440000	0.01394965
Industrial Occupied	IT	0.00879752	0.00543901	0.00440000	0.01863653
Industrial Excess Land	IU	0.00879752	0.00543901	0.00440000	0.01863653
Industrial Vacant Land	IX	0.00879752	0.00543901	0.00440000	0.01863653
Industrial Small Scale On-Farm	I7	0.00879752	0.00543901	0.00110000	0.01533653
Large Industrial Occupied	LT	0.01216526	0.00752110	0.00440000	0.02408635
Large Industrial Excess Land	LU	0.01216526	0.00752110	0.00440000	0.02408635
Managed Forest	TT	0.00113224	0.00070000	0.00019125	0.00202349
Shopping Centre Occupied	ST	0.00490054	0.00302973	0.00440000	0.01233027
Shopping Centre Excess Land	SU	0.00490054	0.00302973	0.00440000	0.01233027
Aggregate Extraction	VT	0.00715860	0.00442576	0.00255500	0.01413936

## The Corporation of the Town of Kingsville

**To:** Mayor and Members of Council

**Prepared By:** Shaun Martinho, Director of Public Operations

**Department:** - Parks, Recreation and Facilities

**Date of Meeting:** January 19, 2026

**Subject:** Janitorial Maintenance Contract

---

### Recommended Action

That the Janitorial Maintenance Contract **be awarded** to Cleaning 365 Inc. in the amount of \$255,000.00 (excluding HST) and the Mayor and Clerk **be authorized** to execute the requisite agreement.

### Background

Routine janitorial maintenance services have been contracted out for the past several years for eight (8) of our municipal facilities. Typically, each contract is for a period of 3 years with our most recent contract expiring on January 31, 2026.

In November 2025, we reviewed the municipal facilities and reissued a tender request for janitorial services. The service requirements have been increased at each of the eight (8) facilities in order to improve the quality of service received. Based on this Request for Purchase (RFP), we will be creating performance checklists for supervisors to ensure the expectations of the Town are met by the contractor. Contracting this work out alleviates an undue burden on the staff and allows staff to focus on other areas of importance.

The eight (8) municipal facilities include Town Hall, North Fire Station, South Fire Station, OPP Station, Lions Hall, Gosfield Communications Community Centre, Unico Hall, and the Carnegie Arts and Visitors Centre.

The RFP requested costs associated with delivered services at each facility. The contract term is proposed to commence February 1 2026 and continue until December 31 2028.

## Discussion

The Town received proposals from 11 vendors, all deemed to be compliant, and for the purpose of this report the 4 lowest bids are shown below:

Option	Contractor / Vendor Name	Bid Amount
1	Corporate Mirror Inc.	\$163,148.68
2	2781203 Ontario Inc.	\$251,057.64
3	Cleaning 365 Inc.	\$255,000.00
4	SQM Janitorial Services Inc.	\$269,435.00

Bids were reviewed and scored based on their completion of mandatory requirements, experience, references and overall price. For these reasons, Administration is recommending option 3.

## Financial Considerations

Administration has allocated \$107,135.00 for this contract in the 2026 budget. Our recommended option comes in under budget with a cost savings of \$22,135.00.

This is a three-year contract. The unit prices as set out in the Form of Tender shall apply for the period February 1, 2026, to December 31, 2028, inclusive. The tender required the contractor to provide the price increases for each year upfront. The prices shall remain standard pending the level of service does not exceed what is requested within the tender.

## Environmental Considerations

The recommended vendor maintains an environmentally responsible approach to their business through a variety of methods. Products used to clean are met with green certification standards limiting the chemical exposure and environmental impact. Low emissions equipment is used with HEPA filters and employees are trained to support waste separation and recycling initiatives that align to the Town of Kingsville's environmental programs.

## Consultations

Ed Parks- Supervisor of Facilities  
Toni Ramsey- Supervisor of Parks

Prepared By:



Shaun Martinho, HBSc, MBA  
Director of Public Operations

**Report Approval Details**

Document Title:	Janitorial Maintenance Contract.docx
Attachments:	
Final Approval Date:	January 15, 2026

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



John Norton, Chief Administrative Officer

## The Corporation of the Town of Kingsville

**To:** Mayor and Members of Council

**Prepared By:** Angela Toole, Manager of Municipal Governance / Acting Clerk

**Department:** Office of the CAO

**Date of Meeting:** January 19, 2026

**Subject:** Appointment to Union Water Supply System Inc. Board of Directors

---

### Recommended Action

That Tim Sunderland **be appointed** to the Union Water Supply System Inc. ("UWSS") Board of Directors for the remainder of the term of Council.

### Background

The Union Water Supply System Inc. ("UWSS") is a Corporation comprised of four (4) local municipalities (the Town of Kingsville, the Town of Essex, the Municipality of Leamington and the Municipality of Lakeshore) as the shareholders. The UWSS is responsible for providing the residents of its respective municipalities with reliable and high-quality drinking water. In respect of its operation, the UWSS is governed by a twelve (12) member Board of Directors (the "Board") comprised of both elected officials from each member as well as laypersons from each municipality. Lastly, the Ontario Clean Water Agency ("OCWA") is responsible for operating the UWSS on a day-to-day basis.

### Discussion

On June 12, 2023, Council appointed Mayor Dennis Rogers, Deputy Mayor Kim DeYong, Tom Kissner and Sebastian Schmoranz to the Board for the current term of Council.

Tom Kissner passed on January 5, 2026, creating a vacancy on the Board in respect of the Town's representation. The Town would like to posthumously recognize Mr. Kissner's contributions and dedication to serving the Kingsville community. Administration has extended condolences to Mr. Kissner's family on behalf of the Mayor and Council.

Given the vacancy, Administration believes it is important to fill the vacancy expeditiously since UWSS Inc is this year making important decisions related to expansion of the water treatment plant which will have long term implications for the future.

Administration has explored potential appointees and is recommending that Council appoint Tim Sunderland to the Board for the remainder of the term of Council. Mr. Sunderland is a lifelong resident of Kingsville and has served the community as a Volunteer Firefighter. Mr. Sunderland retired with the rank of Captain after 27 years of service with the Kingsville Fire Department.

Mr. Sunderland was previously employed with the former Ministry of Environment and Climate Change and in Kingsville with OCWA. Lastly and perhaps most notably, Mr. Sunderland ended his almost four decades long career when he retired out of Chatham-Kent's Public Utilities Commission (water/wastewater) as General Manager, the highest position in Chatham-Kent's water / wastewater system. He held that position for eight years prior to retirement.

Administration believes that Mr. Sunderland is the best candidate for appointment to the Board given his proven dedication to serving the Kingsville community coupled with his knowledge of water and wastewater services resulting from decades of experience in the industry.

### **Financial Considerations**

The Board compensates its members directly. There is no financial impact resulting from this Report.

### **Environmental Considerations**

None.

### **Consultations**

John Norton, CAO  
Jennifer Galea, Manager of Human Resources

### **Prepared By:**



Angela Toole, BA [Hons], B. Ed.  
Manager of Municipal Governance / Acting Clerk



**Report Approval Details**

Document Title:	Appointment to Union Water Supply System Inc. Board of Directors.docx
Attachments:	
Final Approval Date:	January 14, 2026

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

A handwritten signature in blue ink, appearing to read "John Norton", is displayed within a light gray rectangular box.

John Norton, Chief Administrative Officer

## The Corporation of the Town of Kingsville

**To:** Mayor and Members of Council

**Prepared By:** William Good, Manager of Legal Services

**Department:** - Legal Services

**Date of Meeting:** January 19, 2026

**Subject:** West Side Collector - Expropriation of Lands for Intersection

---

### Recommended Action

That Council **approve** the expropriation of Parts 1 to 13 on Plan 12R29935 and Part 24 on Plan 12R29927 and **authorize** Administration to perform any necessary actions to complete this expropriation as required by the Expropriations Act ("Act").

### Background

Council for the Town of Kingsville is the designated approval authority under the Act.

On February 13, 2024, Council provided direction to administration to expropriate the properties necessary to complete the West Side Collector Road. At that time, not all the specific parcels of lands required were known and administration worked with our retained engineers and surveyors to determine the specific lands to be expropriated.

As the project developed it became clear that certain lands were required to be expropriated for the proposed intersection at Heritage Drive and Main Street West. These lands cannot be assumed to be included in the February 13, 2024 approval and require Council's specific approval to complete the expropriation.

### Discussion

The Act requires specific procedures to be followed when expropriating. Administration was required to notify all impacted owners of the parts to be expropriated and wait until the appeal period has expired before proceeding. These requirements are now complete.

Most of the impacted owners have responded to our notices and are currently negotiating with us. However, there are a few owners that have not responded, but their lands are still required. We expect to start construction on the intersection this year.

Now that the notice period has expired, Council, as the approval authority, is required to approve a bylaw authorizing the expropriation prior to the registration of the expropriation plan and any transfer of land.

## **Financial Considerations**

The Act requires the expropriating authority to pay the fair market value to the property owner and any other compensation prescribed. A compensation offer for the expropriation will be served to the property owner, along with the registered expropriation plan.

## **Consultations**

Tim Del Greco, P. Eng., Senior Manager, Capital Projects and Engineering

John Norton, CAO

## **Prepared By:**

A handwritten signature in blue ink, appearing to read 'W-Good', is positioned above a horizontal line.

William Good, JD  
Manager of Legal Services

**Report Approval Details**

Document Title:	West Side Collector - Expropriation of Land for Intersection.docx
Attachments:	
Final Approval Date:	January 15, 2026

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

A handwritten signature in blue ink, appearing to read 'John Norton', is displayed on a white background.

John Norton, Chief Administrative Officer

PLAN 12R-29935	RECEIVED AND DEPOSITED
DATE 2024/11/12	
REPRESENTATIVE FOR LAND DIVISION AND THE LAND TITLES DIVISION OF LSSEA (12)	
Andrew Rosenzweig	

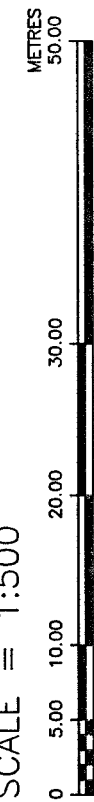
  

I REQUEST THIS PLAN TO BE DEPOSITED UNDER THE LAND ACT AND THE RESURV ACT.	OCTOBER 18, 2024.
DATE	

APPROVED BY ONARIO LAND SURVEYOR	APPROVED BY ONARIO LAND SURVEYOR
-------------------------------------	-------------------------------------

PLAN OF SURVEY  
OF  
PART OF LOTS 4 AND 5  
CONCESSION 1 WESTERN DIVISION  
GEOGRAPHIC TOWNSHIP OF GOSFIELD SOUTH  
NOW IN THE  
TOWN OF KINGSVILLE  
COUNTY OF ESSEX  
VERHAEGEN LAND SURVEYORS, A DIVISION OF J.D. BARNES LTD.



**"METRIC"**  
DISTANCES AND COORDINATES SHOWN ON THIS PLAN  
ARE IN METRES AND CAN BE CONVERTED TO FEET  
BY DIVIDING BY 0.3048

## INTEGRATION DATA

POINT ID	NORTHING	EASTING
OPP-A	4655250.26	354803.99
OPP-B	4655333.41	355132.64

COORDINATES ARE DERIVED FROM GRID OPERATIONS USING THE CAN-NET NETWORK SERVICE AND ARE REFERRED TO UTM ZONE 17 (81° WEST CONSTITUTE) MAJOR (GPRS) (2010.0).

COORDINATE VALUES ARE DERIVED FROM THE DATA IN ACCORDANCE WITH SECTION 14(2) OF REG. 216/70

COORDINATES CANNOT IN THEMSELVES BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.

THE RESULTANT TIE BETWEEN OPP-A AND OPP-B IS N 6501° 40' E 362.60

## LEGEND AND NOTES

[illegible]

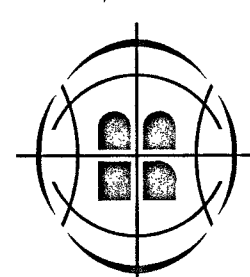
# SURVEYOR'S CERTIFICATE

I CERTIFY THAT:

1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEY'S ACT, THE SURVEYORS ACT, THE LAND TITLES ACT, THE REGISTRY ACT AND THE REGULATIONS MADE UNDER THEM.
2. THIS SURVEY WAS COMPLETED ON THE 18th DAY OF SEPTEMBER, 2024.

DATE OCTOBER 18th, 2024

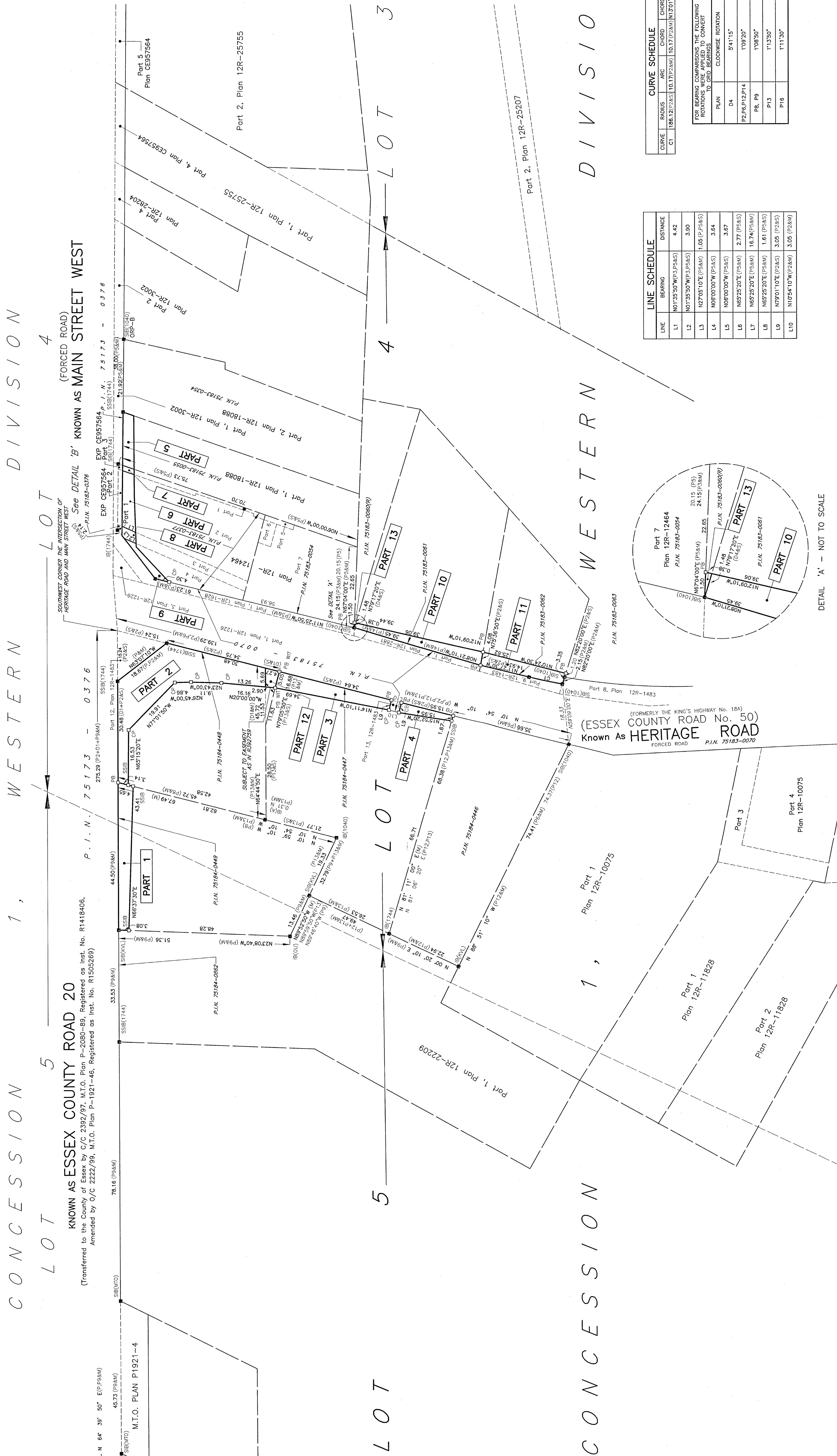
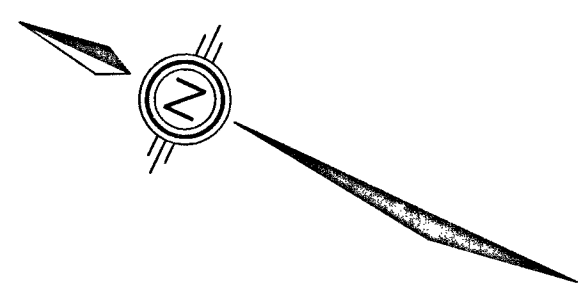
THIS PLAN OF SURVEY RELATES TO AOLS PLAN SUBMISSION FORM NUMBER 2218502



<p> <b>T: (519) 258-1772</b>    <b>F: (519) 258-1791</b>    <b>www.jdames.com</b> </p>	<p> <b>REFERENCE NO.: 19-48-006-13</b> </p>
--	---

LAND TITLES PARTS		SCHEDULE		REGISTRY PARTS		
PART	LOT OF REG. OF LOTS 4 AND 5	PLAN NO.	AREA	PART	LOT NO. OF LOT 4	CONV. AND CONFESSION 1 WESTERN DIVISION
1		72184-0449	108.5 sq m	13		
2		72184-0449	53.1 sq m			PART 7 - SUBJECT TO EASEMENT AS IN INST. NO. 72184-0446
3		72184-0446	140.5 sq m			PART 7 & 8 - SUBJECT TO EASEMENT AS IN INST. NO. 72184-0446
4		72184-0447	37.5 sq m			PART 12 - SUBJECT TO EASEMENT AS IN INST. NO. 72184-0447
5		PART OF 72181-0055	53.2 sq m			
6	PART OF LOT 4	72181-0055	62.9 sq m			
7		PART OF 72182-0377	5.6 sq m			
8		72182-0377	34.4 sq m			
9		PART OF 72182-0377	68.9 sq m			
10		PART OF 72181-0052	108.9 sq m			
11		72181-0052	95.5 sq m			
12		72184-0448	19.0 sq m			

LAND TITLES PARTS		SCHEDULE		REGISTRY PARTS		
PART	LOT OF REG. OF LOTS 4 AND 5	PLAN NO.	AREA	PART	LOT NO. OF LOT 4	CONV. AND CONFESSION 1 WESTERN DIVISION
1		72184-0449	108.5 sq m	13		
2		72184-0449	53.1 sq m			PART 7 - SUBJECT TO EASEMENT AS IN INST. NO. 72184-0446
3		72184-0446	140.5 sq m			PART 7 & 8 - SUBJECT TO EASEMENT AS IN INST. NO. 72184-0446
4		72184-0447	37.5 sq m			PART 12 - SUBJECT TO EASEMENT AS IN INST. NO. 72184-0447
5		PART OF 72181-0055	53.2 sq m			
6	PART OF LOT 4	72181-0055	62.9 sq m			
7		PART OF 72182-0377	5.6 sq m			
8		72182-0377	34.4 sq m			
9		PART OF 72182-0377	68.9 sq m			
10		PART OF 72181-0052	108.9 sq m			
11		72181-0052	95.5 sq m			
12		72184-0448	19.0 sq m			



LINE SCHEDULE		
LINE	BEARING	DISTANCE
L1	N01°35'50"W (P1&S)	4.42
L2	N01°35'50"W (P1&S)	3.90
L3	N27°05'10"E (P5&M)	1.05 (P1&S)
L4	N06°00'00"W (P1&S)	3.64
L5	N05°00'00"W (P1&S)	3.67
L6	N65°25'20"E (P5&M)	2.77 (P1&S)
L7	N65°25'20"E (P5&M)	16.74 (P1&M)
L8	N65°25'20"E (P5&M)	1.61 (P1&S)
L9	N79°01'10"E (P2&S)	3.05 (P2&S)
L10	N19°54'10"W (P2&M)	3.05 (P2&M)

CURVE SCHEDULE				
CURVE	RADIUS	ARC	CHORD	CHORD BEARING
C1	186.12(P2&S)	10.17(P2&M)	10.17 (P2&M)	N13°01'25"W(P2&M)

FOR BEARING COMPARISONS THE FOLLOWING ROTATIONS WERE APPLIED TO CONVERT TO GRID BEARINGS	PLAN	CLOCKWISE ROTATION
	D4	5°41'15"
	P2, P6, P12, P14	1°09'20"
	P8, P9	1°08'50"
	P13	1°13'50"
	P16	1°11'30"

DETAIL 'A' - NOT TO SCALE



CURVE SCHEDULE					CURVE SCHEDULE				
CURVE	RADIUS	ARC	CHORD	CHORD BEARING	CURVE	RADIUS	ARC	CHORD	CHORD BEARING
C1	241.27	160.59	157.65	N19°58'00"E	C11	178.33	36.86	36.80	N19°57'30"E
C2	222.30	113.59	112.36	N2°43'20"E	C12	192.86	83.94	83.28	N29°29'30"E
C3	532.53	46.73	46.71	N2°42'40"E	C13	204.67	105.92	104.35	N20°02'30"E
C4	386.22	65.58	65.51	N07°04'50"E	C14	204.67	77.89	77.42	N16°10'50"E
C5	201.73	41.77	41.69	N19°58'00"E	C15	204.67	11.79	11.78	N28°44'00"E
C6	415.30	65.58	65.51	N2°51'10"E	C16	204.67	15.84	15.83	N32°32'30"E
C7	201.73	9.99	9.99	N04°39'20"E	C17	243.26	5.18	5.18	N17°50'40"E
C8	201.73	17.07	17.06	N07°53'30"E	C18	243.26	25.73	25.72	N10°00'10"E
C9	201.73	15.61	15.60	N16°15'00"E	C19	772.17	30.89	30.89	N09°51'00"E
C10	371.74	61.91	61.74	N31°41'00"E	C20	243.26	30.91	30.89	N19°58'50"E

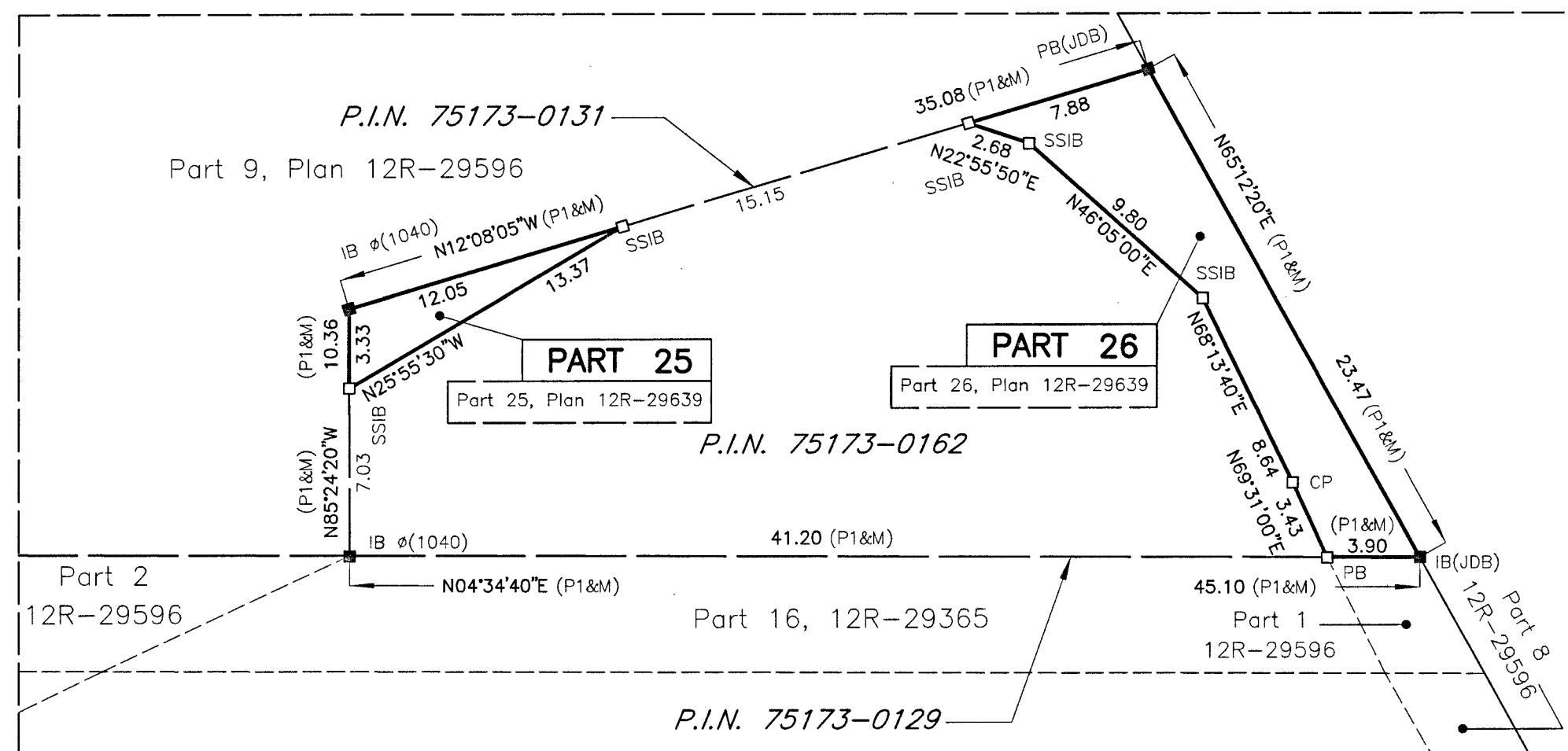
## INTEGRATION DATA

COORDINATES ARE DERIVED FROM GRID OBSERVATIONS USING THE CAN-NET NETWORK SERVICE AND ARE REFERRED TO UTM ZONE 17 (81° WEST LONGITUDE) NODES (CORS) (2011.00)		
COORDINATE VALUES ARE TO AN URBAN ACCURACY IN ACCORDANCE WITH SECTION 14(2) O.R.E.G. 216/10		
POINT ID	NORTHING	EASTING
ORP-A	4 656 726.09	355 302.60
ORP-B	4 655 748.21	355 226.72
COORDINATES CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.		

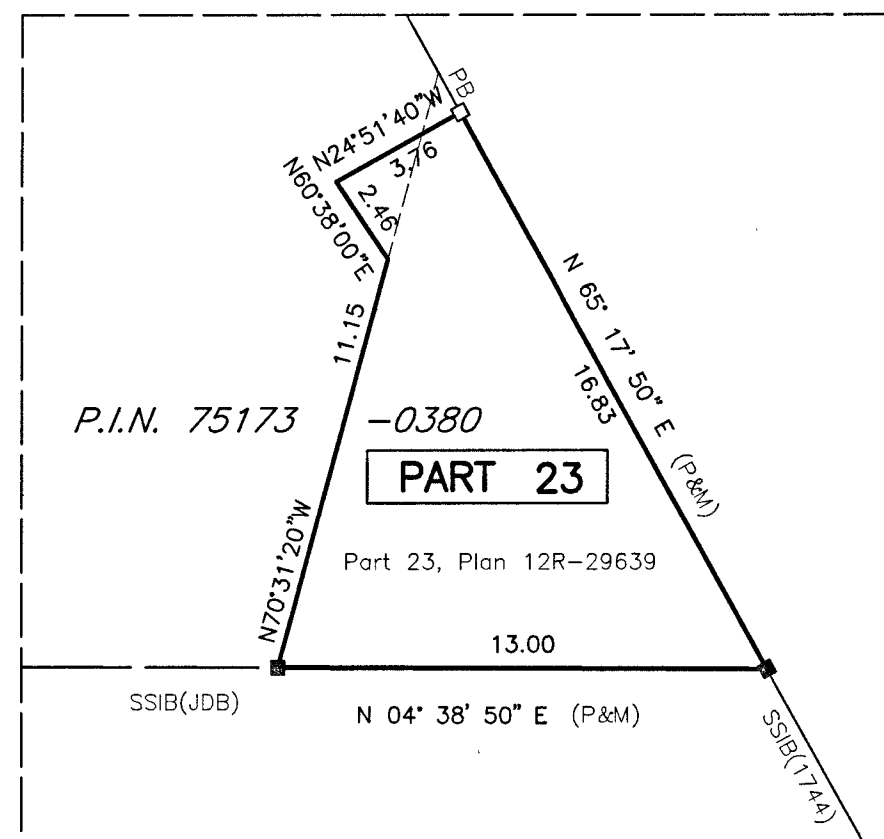
LINE SCHEDULE		
LINE	BEARING	DISTANCE
L1	N40°33'40"W (P&M)	4.24 (P&M)
L2	N49°28'20"E (P&M)	4.24 (P&M)

FOR BEARING COMPARISONS THE FOLLOWING ROTATIONS WERE APPLIED TO CONVERT TO GRID BEARINGS	
PLAN	CLOCKWISE ROTATION
P1	1°05'25"E
P2	1°05'25"E

## DETAIL 'A' - NOT TO SCALE



## DETAIL 'B' - NOT TO SCALE



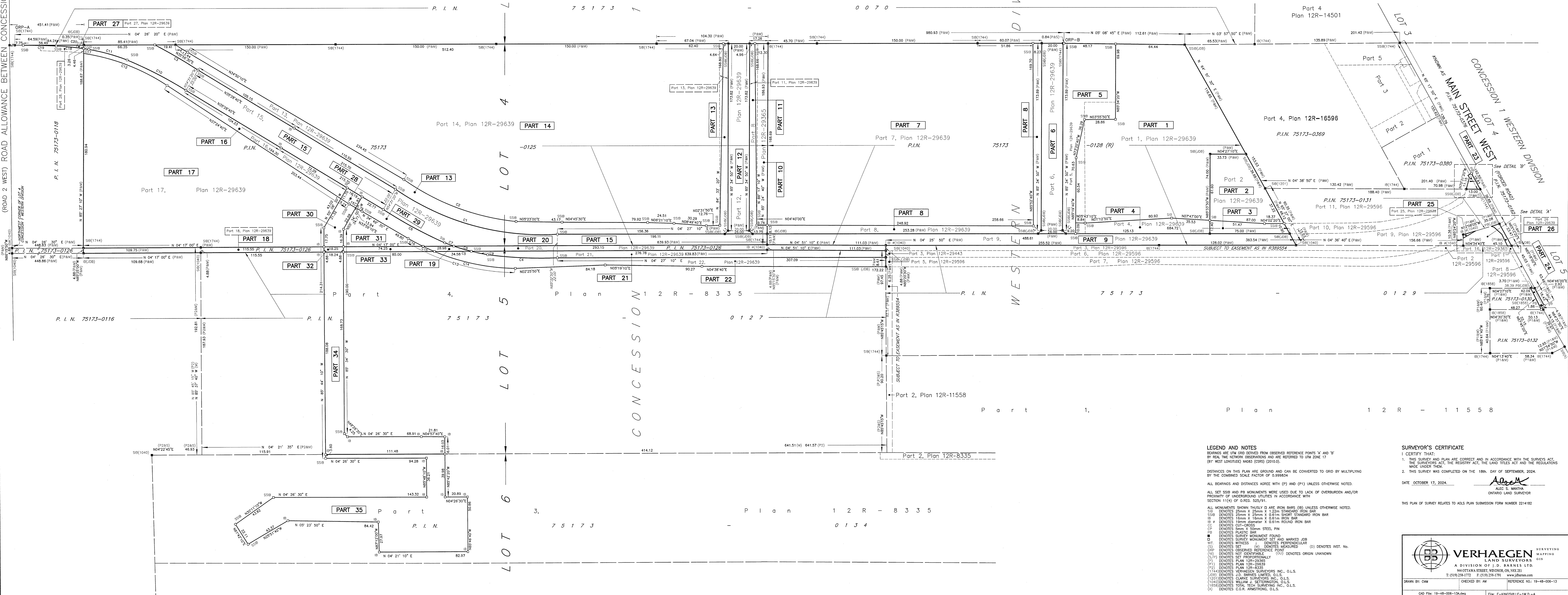
REGISTRY PARTS SCHEDULE					LAND TITLES PARTS SCHEDULE				
PART	LOT	CON/PLAN	P.I.N.	AREA	PART	LOT	CON/PLAN	P.I.N.	AREA
1				1.824 ha.	21				0.246 ha.
2				0.328 ha.	22				0.343 ha.
3				0.076 ha.	23				0.010 ha.
4				0.155 ha.	24				0.007 ha.
5				0.499 ha.	25				0.002 ha.
6				0.355 ha.	26				0.009 ha.
7				4.200 ha.	27				0.005 ha.
8				0.328 ha.	28				0.019 ha.
9				0.528 ha.	29				0.096 ha.
					30				0.075 ha.
					31				0.142 ha.
					32				0.009 ha.
					33				0.039 ha.
					34				0.491 ha.
					35				0.834 ha.

PLAN OF SURVEY  
OF  
PART OF LOTS 4, 5 AND 6  
CONCESSION 1 WESTERN DIVISION  
GEOGRAPHIC TOWNSHIP OF GOSFIELD SOUTH  
NOW IN THE  
TOWN OF KINGSVILLE  
COUNTY OF ESSEX  
VERHAEGEN LAND SURVEYORS, A DIVISION OF J.D. BARNES LTD.

SCALE = 1:1000

"METRIC" DISTANCES AND COORDINATES SHOWN ON THIS PLAN  
ARE IN METRES AND CAN BE CONVERTED TO FEET BY  
DIVIDING BY 0.3048

ROAD 2 WEST ROAD ALLOWANCE BETWEEN CONCESSION 1 &amp; 2



## LEGEND AND NOTES

BEARINGS ARE TRUE AND DERIVED FROM OBSERVED REFERENCE POINTS 'A' AND 'B' BY REAL TIME NETWORK OBSERVATIONS AND ARE REFERRED TO UTM ZONE 17 (81° WEST LONGITUDE) NODES (CORS) (2011.00).

DISTANCES ON THIS PLAN ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.999854.

ALL BEARINGS AND DISTANCES AGREE WITH (P) AND (P1) UNLESS OTHERWISE NOTED.

ALL SET SSB AND FB MONUMENTS WERE USED DUE TO LACK OF OVERBURDEN AND/OR PROXIMITY OF UNDERGROUND UTILITIES IN ACCORDANCE WITH SECTION 11(4) OF O.R.E.G. 525/91.

ALL MONUMENTS SHOWN THICKLY ARE IRON BARS (B) UNLESS OTHERWISE NOTED.

SSB DENOTES 25mm x 25mm x 1.2m STANDARD IRON BAR

FB DENOTES 50mm x 50mm x 0.61m SHORT STANDARD IRON BAR

IB DENOTES 16mm x 16mm x 0.61m IRON BAR

CB DENOTES 10mm diameter x 0.61m ROUND IRON BAR

CP DENOTES 3mm x 3mm STEEL PIN

DP DENOTES PLASTIC BAR

EP DENOTES SURVEY MONUMENT FOUND

FP DENOTES SURVEY MONUMENT SET AND MARKED JOB

GP DENOTES WITNESS (W) DENOTES PERPENDICULAR

HP DENOTES SET (S) DENOTES MEASURED (O) DENOTES INST. NO.

IP DENOTES NOT EXAMINABLE POINT

JP DENOTES OBSERVED REFERENCE POINT

KP DENOTES SET PROPORTIONALLY

LP DENOTES PLAN 12R-8335

MP DENOTES PLAN 12R-8335

NP DENOTES PLAN 12R-8335

OP DENOTES J.D. BARNES LIMITED, O.L.S.

PP DENOTES VERHAEGEN SURVEYORS INC., O.L.S.

QP DENOTES CLARKE SURVEYORS INC., O.L.S.

RP DENOTES WILLIAM J. SETTERINGTON, O.L.S.

SP DENOTES TOTAL TECH SURVEYING INC., O.L.S.

TP DENOTES C.C.R. AMERSON, O.L.S.

## SURVEYOR'S CERTIFICATE

I CERTIFY THAT:  
1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEY ACT, THE SURVEYORS ACT, THE REGISTRY ACT, THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.  
2. THIS SURVEY WAS COMPLETED ON THE 18th. DAY OF SEPTEMBER, 2024.

DATE: OCTOBER 17, 2024. *Alec S. Mantha*  
ALEC S. MANTHA  
ONTARIO LAND SURVEYOR

THIS PLAN OF SURVEY RELATES TO AOLS PLAN SUBMISSION FORM NUMBER 2214182

## The Corporation of the Town of Kingsville

**To:** Mayor and Members of Council

**Prepared By:** John Norton, Chief Administrative Officer

**Department:** Office of the CAO

**Date of Meeting:** January 19, 2026

**Subject:** Potential Acquisition of the Former School Properties

---

### Recommended Action

That Council **directs** Administration to submit a bid to purchase Kingsville District High School ("KDHS"), conditional on approval at a future public Council meeting and with transparency with respect to price and any other major terms or conditions.

### Background

In June 2024, the Jack Miner Public School ("JMPS"), Kingsville Public School ("KPS"), and Kingsville District High School ("KDHS") properties (together, the "Former School Properties") became vacant upon the opening of Erie Migration District School on September 4, 2024.

Shortly thereafter, at the September 16, 2024 Committee of the Whole Meeting ("Committee"), Mayor Dennis Rogers made a presentation to the Committee and public called the Mayor's Vision for School Properties and Facilities ("Mayor's Vision") which aligns with Strategy 1B of the Town's Strategic Plan: A 2040 Vision for Kingsville in which developing "a clear financial plan for the School Properties, new Municipal Buildings, and Recreation Facilities" is identified. As part of the Mayor's Vision, Mayor Rogers proposed acquiring all of the school properties and further outlined potential uses for each property. As a result of the presentation, the Committee then resolved to refer the Mayor's Vision to Administration for review, comment and recommendations to Council.

On July 31, 2024, Administration opened a public forum on [Have Your Say Kingsville](#) to share information and gather feedback from the public related to the potential acquisition of the properties. That forum remains open today.

In early 2025, shortly after the Greater Essex County District School Board (the "Board") declared the properties surplus, the Ministry of Municipal Affairs and Housing ("MMAH") requested that the Town of Kingsville submit an Expression of Interest ("EOI") in respect of KPS and KDHS. On May 28, 2025, the Town submitted an EOI to the MMAH, which was then forwarded to the Ministry of Education ("EDU") for review per the disposition process set forth in Ontario Regulation 374/23 - Acquisition and Disposition of Real

Property, made under the Education Act, 1990. On November 25, 2025, the Town received notice from the MMAH that its EOI in respect of the Former School Properties was not accepted.

On October 29, 2025, the Board listed JMPS for sale to the general public on its website with bids closing on November 28, 2025. The Town did not bid on JMPS.

On January 7, 2026, the Board listed KPS and KDHS (inclusive of Migration Hall), separately, for sale to the general public on its [Properties for Sale page](#). Per the Education Act, 1990, the Board has a statutory obligation to sell each property at fair market value and in forming its view on fair market value, the Board may consider the development potential of the properties.

The Town has until February 6, 2026, when the listing closes, to place a bid.

## Discussion

Discussions surrounding the potential acquisition of the Former School Properties have been ongoing for many years with Administration and Council contemplating purchasing, and the potential use of the properties. The considerations included public feedback, provincial priorities such as affordable housing, and the needs of the Town related to facilities, such as the need for a new Town Hall and OPP Station. Public desire for more public space and amenities has also been taken into consideration.

At the July 29, 2024 Public Information Meeting dedicated to the school properties, Administration made a [presentation](#) outlining a timeline of events, recapping the Town's Facility Building Review 2023, and Council direction in respect of the same, pros and cons in respect of buying or not buying the Former School Properties, estimated costs, the land disposition process set forth in the Education Act, 1990, and provincial priorities and their relation to the potential purchase of the Former School Properties.

There are many advantages and disadvantages that can be associated with purchasing KDHS (inclusive of Migration Hall), which are summarized as follows:

## Advantages

- The property is located in a prime location in the Town's core providing for ease of public access, great walkability, and an ability to use the property to enhance the Town core / Main Street
- The property is large, being approximately 15 acres (14.82 acres) providing an opportunity for mixed-use development, and further, the potential to sever portions of the land for mixed uses and to offset purchase costs
- Ownership by the Town specifically, provides an ability for Council to control use and development of the property, and ultimately determine positive or negative impacts to the Town core / Main Street



## Disadvantages

- The overall condition of the Migration Hall as well as the school buildings are unknown, and as such, whether the buildings can be salvaged and/or retrofitted or should be demolished remains undetermined
- As identified in the Board's [KDHS Designated Substance Management Plan](#), the school building is known to contain asbestos which would require remediation during a retrofit; or, following strict procedures for demolition and Ministry of Labour guidance as set forth in [Ontario Regulation 278/05 - Designated Substance — Asbestos on Construction Projects and in Buildings and Repair Operations](#)
- The costs of operating and maintaining the buildings until such time a plan is solidified are likely high
- There are properties the Town has not considered acquiring which are undeveloped and would not require demolition or remediation of existing buildings
- Other recent local school property acquisitions (Municipality of Leamington and Town of Essex) show that while acquisition may be possible, moving forward with development may present costly challenges

In 2023, the Province passed the Better Schools and Student Outcomes Act, 2023 (Bill 98), which amended the Education Act, 1990, and provides a new legislative framework by which school boards can dispose of real property. Unfortunately, the amendments removed municipal first right of refusal and requires that municipalities bid to purchase properties at a fair market value like any other potential buyer. As such, this means that there is real market competition and the likelihood of acquisition is difficult to predict.

Having reviewed and considered all information and discussions on this matter, Administration is now seeking direction from Council on whether to proceed with submitting a bid to purchase KDHS.

## Financial Considerations

Administration obtained an independent appraisal of the value of KDHS property and buildings.

Council has given Administration direction, in a meeting closed to the public, on the maximum price which should be placed as a bid to purchase KDHS. This amount will remain confidential until after the bidding process has closed and Administration is informed if the Town is the successful bidder.

The full cost of owning and redeveloping the property is still unknown at this time. These costs will be contingent on the adopted redevelopment strategy for this property, and the extent to which portions of the property are retained or sold off by the Town.

In anticipation of potentially acquiring one or more of the former school sites, over the past few years, the Town has been setting aside money in its Property Acquisition & Development Reserve. Including the 2026 contribution of \$800,000, this reserve has a balance of approximately \$3.9 million. If the Town is unsuccessful in its bid, this money could be applied to the acquisition and development of alternative sites.

**Environmental Considerations**

Should the Town successfully purchase KDHS, environmental considerations will need to be made with respect to the known asbestos.

**Consultations**

Senior Management Team

**Prepared By:**

John Norton  
Chief Administrative Officer

21 October 2025

Town of Amherstburg

Town of Essex

Town of Kingsville

Town of LaSalle

Municipality of Leamington

Municipality of Lakeshore

Township of Pelee

Town of Tecumseh

City of Windsor

## **Attention: Municipal Council Clerks (for distribution)**

### **Re: Essex Region Source Protection Committee – Municipal Representation**

As required by the Clean Water Act, 2006, the Essex Region Source Protection Authority (ERSPA) has an established Source Protection Committee (SPC), which follows the guidance of Ontario Regulation 288/07 (O.Reg. 288/07). The SPC is composed of 15 members, including five (5) representatives from the municipal sector. The remaining two-thirds of the SPC are representatives of key industries (e.g. agriculture, greenhouse operations, and fuel suppliers) and members of the public at large.

In 2007, the ERSPA striking committee proposed the following composition of municipal representation on the SPC.

- City of Windsor – 2 members
- Union Water Supply System – 1 member
- Town of Lakeshore – 1 member
- Town of Amherstburg – 1 member

The striking committee felt that those municipalities responsible for the Water Treatment Plants that provide the largest water supplies should have the opportunity to have representation on the SPC. A letter was sent to all Clerks of Member Municipalities on 30 July 2007 to this effect, and this distribution of representation was subsequently endorsed by all municipalities in 2007 and has remained as such. At this time one municipal member has taken a new position and can no longer sit on the SPC in this role, one municipal member has retired, and one municipal member is being re-appointed to the SPC.

Kevin Webb, who has represented the City of Windsor since 2021 announced his retirement in the fall of 2025. Taryn Azzopardi, Environmental Compliance, has been selected by the City of Windsor as their new representative on the SPC. Mr. Webb has been a valued member of the SPC and will be missed. We look forward to working with the newly selected member.

Municipal Councils are asked to endorse the municipal candidates prior to their formal appointment by the Essex Region Source Protection Authority as a regular SPC member. In keeping with our previous practices, at this time we are asking that all member Municipalities endorse the following individuals' appointment to the Essex Region Source Protection Committee:

- **Taryn Azzopardi, City of Windsor** expected appointment date: February 12, 2026; term of appointment: 5 years

Responses in the form of Council Resolutions are kindly requested by **December 22, 2025**. The Essex Region Source Protection Authority is tentatively scheduled to address this matter at their meeting on February 12, 2026.

This letter is sent under separate cover to municipal staff who have been appointed by their municipality to assist with Source Water Protection. Please contact me if you require any further information.

Sincerely,



Katie Stammler, PhD  
Water Quality Scientist and Source Water Project Manager  
Essex Region Conservation Authority

# The Corporation of the Town of Kingsville

## By-law 3-2026

---

### Being a By-law to provide for the establishment of tax rates for the Town of Kingsville for the year 2026 and to provide for an Interim Tax Levy

**Whereas** Section 290(1) of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, (the “Act”) provides that the Council of a local municipality shall in each year prepare and adopt a budget including the estimates of all sums required during the year for the purposes of the municipality;

**And whereas** the Council of the Corporation of the Town of Kingsville has reviewed and approved the 2026 Town of Kingsville estimates as summarized in Schedule “A” attached hereto;

**And whereas** Section 312(2) of the Act provides that the Council of a local municipality shall, after the adoption of estimates for the year, pass a by-law to levy a separate tax rate, as specified in the by-law, on the assessment in each property class in the municipality ratable for local municipal purposes;

**And whereas** the Ministry of Finance has provided the Education Property tax rates for 2026;

**And whereas** the Corporation of the County of Essex has yet to approve a by-law to establish its tax rates for 2026;

**And whereas** Section 317(1) of the Act provides that the Council of a local municipality may, before the adoption of the estimates for the year under Section 290, pass a By-law levying amounts on the assessment or part thereof for real property according to the last revised assessment roll, a sum of fifty per cent (50%) of the total amount of 2025 taxes for municipal and school purposes levied on the property;

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

1. That the amount to be raised by tax rates for Town of Kingsville purposes in the amount of \$27,210,839 as set out in Schedule “A” attached hereto and forming part of this by-law be adopted.
2. That the 2026 assessment per property class as detailed in Schedule “B” attached hereto and forming part of this by-law, be adopted for purposes of calculating the tax rates for municipal purposes and for determining the levy for the Town of Kingsville.
3. That the tax rates listed in Schedule “C” attached to this by-law be applied to the corresponding taxable assessments listed in Schedule “B” to raise sums of \$27,210,839 for general Town purposes in 2026 be adopted.
4. That interim tax rates listed in Schedule “D” and calculated as follows, be adopted, for the purpose of establishing an interim tax levy:
  - a. 50% of the rated identified in Schedule “C” for Town purposes for 2026;
  - b. 50% of the education rates prescribed for 2026; and
  - c. 50% of the 2025 taxes raised by the County of Essex.
5. That the interim tax rates noted in Section 4 of this By-law shall be levied on assessment identified in Schedule “B”.
6. Payment of taxes under this By-law shall be payable in two installments, which shall be due and payable on **February 27, 2026**, and **May 29, 2026**.

7. That the Treasurer and/or Tax Collector, no later than twenty-one (21) days prior to the date the first installment is due, shall mail or cause to be mailed, a notice specifying the amount of taxes payable. Such notice shall be mailed to the property for which the taxes are payable, unless otherwise directed by the taxpayer in writing.
8. That there shall be imposed an additional percentage charge for non-payment of taxes of one and one-quarter percent (1.25%) on the first day of the default and on the first day of each calendar month thereafter in which default continues. No discount shall be allowed for pre-payment.
9. On all other taxes in default on January 1, 2026, interest shall be added at the rate of one and one-quarter percent (1.25%) per month and all by-laws and parts of by-laws inconsistent with this policy are hereby rescinded.
10. That failure to receive a tax notice does not exempt the property owner from penalty and late payment charges as outlined in Sections 5 and 8 of this By-law.
11. Council reserves the right to waive or reduce the penalty and interest calculations outlined in Sections 8 and 9 of this By-law for specified periods of time, through an approved motion of Council. Any such waivers or reductions shall be applied consistently to all property classes.
12. That the Treasurer and/or Tax Collector shall hereby be authorized to administer a pre-authorized payment plan for the Town of Kingsville and accept four (4) quarterly due date or twelve (12) monthly payments on account of taxes due.
13. That nothing herein contained shall prevent the Treasurer and/or Tax Collector from proceeding at any time with the collection of any rate, tax or assessment, or any part thereof, in accordance with the provisions of the statutes and By-laws governing the collection of taxes.
14. Taxes shall be payable to The Corporation of the Town of Kingsville at 2021 Division Road North, Kingsville, ON, or paid at any financial institution which is authorized to accept payment under the Canadian Payments Association Regulations.
15. This By-law shall remain in force until it is repealed.
16. In the event of conflict between the provisions of this By-law and any other By-law, the provisions of this By-law shall prevail.
17. This By-law shall come into force and takes effect on the day of the final passing thereof.

**Read a first, second and third time and finally passed this 19th day of January, 2026.**

---

Mayor, Dennis Rogers

---

Acting Clerk, Angela Toole

**Consolidated Budget Summary**

<b>Taxation</b>	<b>2025 Budget</b>	<b>2026 Budget</b>
Taxation Levy	\$ 25,459,458	\$ 27,210,839
Supplemental & Other Taxes	\$ 390,000	\$ 390,000
<b>Total Taxation:</b>	<b>\$ 25,849,458</b>	<b>\$ 27,600,839</b>

<b>Operations</b>	<b>2025 Budget</b>	<b>2026 Budget</b>
<b>Operating Revenue:</b>		
Council	\$ -	\$ -
Financial Services	\$ 1,901,900	\$ 2,050,400
CAO Dept	\$ -	\$ -
Clerks	\$ 202,700	\$ 64,450
Legal	\$ 200	\$ 200
Information Technology	\$ -	\$ -
Animal Control	\$ 18,000	\$ 10,000
Fire	\$ 223,400	\$ 187,800
Police	\$ 158,350	\$ 118,700
Building	\$ 1,105,445	\$ 976,300
By-Law	\$ 10,000	\$ 8,000
Public Works	\$ 51,500	\$ 54,000
Engineering	\$ 137,000	\$ 137,000
Garbage Collection and Disposal	\$ -	\$ -
Cemetery	\$ 99,200	\$ 139,000
Arena	\$ 296,900	\$ 282,150
Parks	\$ 5,000	\$ 5,000
Facilities	\$ 123,000	\$ 156,580
Marina	\$ 76,000	\$ 72,500
Programs & Events	\$ 65,100	\$ 182,000
Planning	\$ 241,250	\$ 221,250
BIA	\$ 155,392	\$ 134,766
<b>Total:</b>	<b>\$ 4,870,337</b>	<b>\$ 4,800,096</b>

<b>Operating Expenditures:</b>	<b>2025 Budget</b>	<b>2026 Budget</b>
Council	\$ 318,961	\$ 345,698
Financial Services	\$ 1,595,693	\$ 1,713,563
CAO Dept	\$ 1,195,711	\$ 1,262,228
Clerks	\$ 589,051	\$ 761,628
Legal	\$ 690,291	\$ 684,750
Information Technology	\$ 865,223	\$ 917,988
Animal Control	\$ 66,550	\$ 66,550
Fire	\$ 2,231,740	\$ 2,369,230
Police	\$ 3,145,187	\$ 3,670,697
Building	\$ 1,375,351	\$ 1,436,789
By-Law	\$ 273,398	\$ 292,054
Public Works	\$ 3,070,110	\$ 3,237,953
Engineering	\$ 1,054,809	\$ 1,131,335
Garbage Collection and Disposal	\$ 1,776,976	\$ 1,880,954
Cemetery	\$ 168,976	\$ 173,199
Arena	\$ 1,303,269	\$ 1,457,212
Parks	\$ 1,266,825	\$ 1,272,592
Facilities	\$ 453,473	\$ 493,026
Marina	\$ 114,099	\$ 143,259
Programs & Events	\$ 729,912	\$ 815,670
Planning	\$ 818,849	\$ 735,291
BIA	\$ 164,698	\$ 135,800
<b>Total:</b>	<b>\$ 23,269,151</b>	<b>\$ 24,997,468</b>
<b>Transfer to (from) Operating Reserves:</b>	<b>\$ (284,797)</b>	<b>\$ (630,523)</b>
<b>Operating Surplus/(Deficit):</b>	<b>\$ (18,114,017)</b>	<b>\$ (19,566,849)</b>

<b>Capital</b>	<b>2025 Budget</b>	<b>2026 Budget</b>
<b>Capital Revenue:</b>	<b>\$ 14,687,137</b>	<b>\$ 28,442,435</b>
<b>Capital Expenditures:</b>		
Council	\$ -	\$ -
Financial Services	\$ -	\$ 300,000
CAO Dept	\$ -	\$ -
Clerks	\$ -	\$ -
Legal	\$ -	\$ -
Information Technology	\$ 199,000	\$ 130,000
Animal Control	\$ -	\$ -
Fire	\$ 215,000	\$ 1,350,000
Police	\$ -	\$ -
Building	\$ 40,000	\$ -
By-Law	\$ -	\$ -
Public Works	\$ 980,000	\$ 1,455,000
Engineering	\$ 8,948,500	\$ 23,147,000
Garbage Collection and Disposal	\$ -	\$ -
Cemetery	\$ -	\$ -
Arena	\$ -	\$ 80,000
Parks	\$ 253,000	\$ 1,565,000
Facilities	\$ 3,760,000	\$ 355,000
Marina	\$ 45,000	\$ -
Programs & Events	\$ -	\$ -
Planning	\$ -	\$ -
BIA	\$ -	\$ -
<b>Total:</b>	<b>\$ 14,440,500</b>	<b>\$ 28,382,000</b>
<b>Transfer to Capital Reserves</b>	<b>\$ 6,130,000</b>	<b>\$ 6,804,000</b>
<b>Repayment of Long-Term Debt</b>	<b>\$ 1,852,078</b>	<b>\$ 1,290,424</b>
<b>Capital Surplus/(Deficit)</b>	<b>\$ (7,735,441)</b>	<b>\$ (8,033,989)</b>
<b>Net Surplus/(Deficit)</b>	<b>\$ -</b>	<b>\$ -</b>



**2026 Assessment Totals**  
**(including Payment In Lieu Assessment)**
**Taxable Assessment**

Realty Tax Class	Realty Tax Qualifier	RTC/RTQ	Current Value Assessment (CVA)
Commercial	Small Scale On-Farm Business	C7	31,200
Commercial	Full	CT	192,987,634
Commercial	Excess Land	CU	1,749,800
Commercial	Vacant Land	CX	1,221,200
Office	Full	DT	955,600
Farm	Full	FT	876,676,934
Parking Lot	Full	GT	71,000
Industrial	Small Scale On-Farm Business	I7	51,000
Industrial	Full	IT	43,712,724
Industrial	Excess Land	IU	761,800
Industrial	Vacant Land	IX	1,861,500
Large Industrial	Full	LT	12,205,200
Large Industrial	Excess Land	LU	53,700
Multi-Residential	Full	MT	23,698,900
New Multi-Residential	Full	NT	1,334,900
Pipeline	Full	PT	25,671,000
Residential	Farmland 1	R1	101,000
Residential	Full	RT	2,359,656,308
Shopping Centre	Full	ST	9,325,300
Shopping Centre	Excess Land	SU	333,900
Managed Forest	Full	TT	929,500
Aggregate Extraction	Full	VT	1,567,000
		Total:	3,554,957,100

**Payment In Lieu Assessment**

Realty Tax Class	Realty Tax Qualifier	RTC/RTQ	Current Value Assessment (CVA)
Commercial	Full	CF	11,776,100
Commercial	General	CG	1,618,000
Commercial	Full, Shared PIL	CH	144,100
Farm	Full, Taxable Tenant of Province	FP	0
Industrial	Full, Shared PIL	IH	366,500
Industrial	Vacant Land, Shared PIL	IJ	57,900
Industrial	Excess Land, Shared PIL	IK	0
Residential	General	RG	24,300
Residential	Full, Shared PIL	RH	0
Residential	Full, Taxable Tenant of Province	RP	23,000
		Total:	14,009,900

**Exempt Assessment**

Realty Tax Class	Realty Tax Qualifier	RTC/RTQ	Current Value Assessment (CVA)
Exempt	Exempt	E	98,899,900
		Total:	98,899,900
		Total:	3,667,866,900

**2026 Municipal Tax Rate and Levy**

<b>Tax Property Class</b>	<b>Class</b>	<b>Tax Rate</b>	<b>Levy</b>
Residential	RT	0.00905793	\$ 21,374,037
Farmland	FT / R1	0.00226448	\$ 1,985,449
Commercial Occupied	CT	0.00980108	\$ 2,024,177
Office Building	DT	0.00980108	\$ 9,366
Commercial Excess Land	CU	0.00980108	\$ 17,150
Commercial Vacant Land	CX	0.00527625	\$ 6,443
Commercial On-Farm Business	C7	0.00980108	\$ 306
Parking Lot	GT	0.00527625	\$ 375
Multi-Residential	MT	0.00996373	\$ 236,129
Multi-Residential New Construction	NT	0.00996373	\$ 13,301
Pipelines	PT	0.01180249	\$ 302,982
Industrial Occupied	IT	0.01759503	\$ 775,575
Industrial Excess Land	IU	0.01759503	\$ 13,404
Industrial Vacant Land	IX	0.01759503	\$ 33,772
Industrial On-Farm Business	I7	0.01759503	\$ 897
Large Industrial Occupied	LT	0.02433051	\$ 296,959
Large Industrial Excess Land	LU	0.02433051	\$ 1,307
Managed Forests	TT	0.00226448	\$ 2,105
Shopping Centres	ST	0.00980108	\$ 91,398
Shopping Centres Excess Land	SU	0.00980108	\$ 3,273
Aggregate Extraction	VT	0.01431720	\$ 22,435
Exempt	Ex	0.00000000	\$ -
<b>TOTAL:</b>			\$ 27,210,839

**2026 Interim Tax Rates**

<b>Tax Property Class</b>	<b>Class</b>	<b>Municipal</b>	<b>County</b>	<b>Education</b>	<b>Total</b>
Residential	RT	0.00452897	0.00280001	0.00076500	0.00809397
Farmland	FT	0.00113224	0.00070000	0.00019125	0.00202349
Farmland Awaiting Development Phase 1	R1	0.00113224	0.00070000	0.00019125	0.00202349
Commercial Occupied	CT	0.00490054	0.00302973	0.00440000	0.01233027
Office Building	DT	0.00490054	0.00302973	0.00440000	0.01233027
Commercial Excess Land	CU	0.00490054	0.00302973	0.00440000	0.01233027
Commercial Vacant Land	CX	0.00263812	0.00163100	0.00316737	0.00743649
Comm Small Scale On-Farm	C7	0.00490054	0.00302973	0.00110000	0.00903027
Parking Lot	GT	0.00263812	0.00163100	0.00316737	0.00743649
Multi-Residential	MT	0.00498186	0.00308001	0.00076500	0.00882687
New Multi-Residential	NT	0.00498186	0.00308001	0.00076500	0.00882687
Pipelines	PT	0.00590124	0.00364841	0.00440000	0.01394965
Industrial Occupied	IT	0.00879752	0.00543901	0.00440000	0.01863653
Industrial Excess Land	IU	0.00879752	0.00543901	0.00440000	0.01863653
Industrial Vacant Land	IX	0.00879752	0.00543901	0.00440000	0.01863653
Industrial Small Scale On-Farm	I7	0.00879752	0.00543901	0.00110000	0.01533653
Large Industrial Occupied	LT	0.01216526	0.00752110	0.00440000	0.02408635
Large Industrial Excess Land	LU	0.01216526	0.00752110	0.00440000	0.02408635
Managed Forest	TT	0.00113224	0.00070000	0.00019125	0.00202349
Shopping Centre Occupied	ST	0.00490054	0.00302973	0.00440000	0.01233027
Shopping Centre Excess Land	SU	0.00490054	0.00302973	0.00440000	0.01233027
Aggregate Extraction	VT	0.00715860	0.00442576	0.00255500	0.01413936

The Corporation of the Town of Kingsville

By-law 4-2026

Being a By-law to confirm the proceedings of the  
Council of the Corporation of the Town of Kingsville at its  
January 19, 2026, 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 January 19, 2026, 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 19th day of January, 2026.**

Mayor, Dennis Rogers

Acting Clerk, Angela Toole