



Administrative Report

To: Warden MacDonald and Members of Essex County Council

From: Allan Botham, P.Eng., Director, Infrastructure & Planning Services

Date: Wednesday, June 4, 2025

Subject: Essex County Chatham-Kent Boundary Agreement

Report #: 2025-0604-IPS-R12-AB

Purpose

The purpose of this Administrative Report is to provide the necessary background information for County Council to render a decision regarding the proposed, updated boundary road agreement with the Municipality of Chatham-Kent. The boundary road agreement identifies a shared road, Kent Road 1, and assigns responsibilities to the Municipality of Chatham-Kent and the County of Essex.

Background

Boundary Road agreements have existed for some time between the County and neighbouring municipalities. The County of Essex and the Municipality of Chatham-Kent have previously recognized and formalized maintenance and responsibilities through a boundary agreement.

The current agreement, referenced in By-law 07-2000, remains in effect but is over 25 years old and outdated. For example, it does not address insurance requirements and still references former townships. Both parties agree that updating the agreement is prudent.

Discussion

A new Section added to the proposed agreement, is Section 11 Permits. In an effort to streamline approvals, the updated agreement offers a "one-window" approval process and states that:

"All requests for permits for the Boundary Roads shall be the responsibility of Chatham-Kent to review, approve or deny, and administer including but not limited to:

- *Driveway Alterations;*
- *New Entrance Construction;*
- *Utility Consents;*
- *Moving Permits; and*
- *Encroachment Permits (temporary and permanent)."*

The proposed agreement states that Chatham-Kent will consult with the County of Essex before issuing permits. In the event of a disagreement, the final decision will rest with the municipality—either the County of Essex or Chatham-Kent—where the infrastructure is located. Once the proposed boundary agreement is enacted, utility applicants will no longer be required to seek approval or pay for permits from both municipalities when a utility crosses the road allowance from one side to the other.

As depicted on the map in Appendix I, Kent Road 1 will remain the boundary road between the County of Essex and the Municipality of Chatham-Kent, and is described in Table 1.

Table 1

Road Name	Road Section Description
Kent Road 1	Essex County Road 2, southerly 3.02 km to Canadian Pacific Railway
Kent Road 1	Essex County Road 46, southerly to the south property limit of Mun No. 703 Kent Road 1
Kent Road 1	Ladale Lane, southerly 2.23 km to Deer Run Road, Leamington

Financial Implications

There are no new financial obligations or anticipated cost impacts associated with updating the agreement. Under the existing arrangement, Chatham-Kent continues to perform routine maintenance and oversee permitting. Any associated costs are communicated by Chatham-Kent and incorporated into the County's annual budget as required.

Consultations

Preparation of this report was done in consultation with administrative staff of the Municipality of Chatham-Kent and the Deputy Solicitor of the County of Essex.

Strategic Plan Alignment

Working as Team Essex County	Growing as Leaders in Public Service Excellence	Building a Regional Powerhouse
<input type="checkbox"/> Scaling Sustainable Services through Innovation <input checked="" type="checkbox"/> Focusing “Team Essex County” for Results <input type="checkbox"/> Advocating for Essex County’s Fair Share	<input type="checkbox"/> Being an Employer with Impact <input checked="" type="checkbox"/> A Government Working for the People <input checked="" type="checkbox"/> Promoting Transparency and Awareness	<input checked="" type="checkbox"/> Providing Reliable Infrastructure for Partners <input type="checkbox"/> Supporting Dynamic and Thriving Communities Across the County <input checked="" type="checkbox"/> Harmonizing Action for Growth <input type="checkbox"/> Advancing Truth and Reconciliation

Recommendation

That Essex County Council receive Report Number 2025-0604-IPS-R12-AB, Essex County Chatham-Kent Boundary Agreement as information and authorize the Warden and the Clerk to execute the Boundary Agreement on behalf of the County.

Approvals

Respectfully Submitted,

Allan Botham

Allan Botham, P.Eng., Director, Infrastructure and Planning Services

Concurred With,

Justin Lammers

Acting Chief Administrative Officer

Appendix	Title
I	Map

Appendix	Title
II	CK-Essex County Boundary Road Agreement - 2025