



Regular Council Meeting Agenda

July 15, 2024, 6:00 pm

Location: Essex Municipal Building, 33 Talbot Street South and by livestream at <https://www.youtube.com/user/EssexOntario>

Accessible formats or communication supports are available upon request. Please contact the Clerk’s Office at clerks@essex.ca or 519-776-7336 extension 1100 or 1101.

Pages

1. Call to Order

2. Land Acknowledgement

We acknowledge that this land is the traditional territory of the Three Fires Confederacy of First Nations (comprised of the Ojibway, the Odawa, and the Potawatomi Peoples), and of the Huron-Wendat Peoples. We value the significant historical and contemporary contributions of local and regional First Nations and all of the Original Peoples of Turtle Island who have been living and working on the land from time immemorial.

3. National Anthem

4. Closed Meeting Report

- Closed Council Meeting - July 15, 2024 - 5:30-6:00 PM

5. Declarations of Conflict of Interest

6. Adoption of Published Agenda

6.1 Regular Council Meeting Agenda for July 15, 2024

Moved by _____

Seconded by _____

That the published agenda for the July 15, 2024 Regular Council Meeting be adopted as presented / amended.

7. Adoption of Minutes

7.1 Regular Council Meeting Minutes for July 2, 2024

1

Moved by _____

Seconded by _____

That the minutes of the Regular Council Meeting held July 2, 2024 be adopted as circulated.

7.2 Special Council Meeting Minutes for May 13, 2024

10

RE: Request for Proposal for Municipal Waste Collection Services

Moved by _____

Seconded by _____

That the minutes of the Special Council Meeting held May 13, 2024 be adopted as circulated.

8.	Public Presentations	
8.1	Cynthia Swift, Lead Audit Engagement Partner, KPMG LLP	13
RE: 2023 Audited Financial Statements for the Town of Essex		
Recommended Action:		
Moved by _____		
Seconded by _____		
That the presentation of the 2023 Audited Financial Statements for the Town of Essex by Cynthia Swift, Lead Audit Engagement Partner, KPMG LLP, be received; and		
That the 2023 Audited Financial Statements and Audit Findings Report for the Town of Essex, be adopted as presented.		
9.	Unfinished Business	
10.	Reports from Administration	
10.1	Economic Development-2024-07	76
RE: Downtown Vacancy Report 2024		
Recommended Action:		
Moved by _____		
Seconded by _____		
That Economic Development Report-2024-07 entitled Downtown Vacancy Report 2024 prepared by Nelson Silveira, Manager, Economic Development dated July 15, 2024 be received for information.		
10.2	Community Services-2024-27	86
RE: Special Events Resource Team (SERT) –July 2024 Update		
Recommended Action:		
Moved by _____		
Seconded by _____		
That Community Services Report-2024-27 entitled Special Event Resources Team (SERT) – July 2024 Update prepared by Jake Morassut, Director, Community Services, dated July 2, 2024, be received.		
10.3	Community Services-2024-28	91
RE: Special Event Notice – Essex County Steam and Gas Engine Museum Annual Parade		
Recommended Action:		
Moved by _____		
Seconded by _____		
That Community Services Report-2024-28 entitled Special Event Notice – Essex County Steam and Gas Engine Museum Annual Parade, prepared by Jake Morassut, Director, Community Services, dated June 17, 2024, be received; and		
That Council approve closing Walker Road in McGregor on August 10, 2024, between 8:45 AM and 10:00 AM for the Essex County Steam and Gas Engine Museum Annual Parade.		

10.4	Economic Development-2024-08	95
	RE: Building Report and Development Overview – Q2 2024	
	Recommended Action:	
	Moved by _____	
	Seconded by _____	
	That Economic Development Report -2024-08 entitled Building Report and Development Overview -Q2 Summary 2024 prepared by Nelson Silveira, Manager, Economic Development dated July 15, 2024, be received for information.	
10.5	Environmental Services-2024-03	103
	RE: Sanitary Inflow and Infiltration Reduction Strategy	
	Recommended Action:	
	Moved by _____	
	Seconded by _____	
	That Environmental Services Report-2024-03 entitled Sanitary Inflow and Infiltration Inspection prepared by Rob Mackie, Manager, Environmental Services dated July 15, 2024, be received for information.	
10.6	Planning-2024-13	115
	RE: Release of Securities for the Pollard Harrow Residential Development (Ward 4)	
	Recommended Action:	
	Moved by _____	
	Seconded by _____	
	That Planning Report-2024-13 entitled Release of Securities for the Pollard Harrow Residential Development (Ward 4) prepared by Rita Jabbour, RPP, Manager, Planning Services dated July 15, 2024 be received; and	
	That the performance securities on file for the Pollard Harrow Residential Development (Ward 4) in the amount of \$100,000 plus accrued interest, be released to the proponent.	
10.7	Planning-2024-18	119
	RE: 753 Sydenham Street – Removal of Holding (H) Provision	
	Recommended Action:	
	Moved by _____	
	Seconded by _____	
	That Planning Report-2024-18 entitled 753 Sydenham Street – Removal of Holding (H) Provision prepared by Ian Rawlings, Junior Planner, dated July 15, 2024 be received; and	
	That By-Law Number 2345, being a By-Law to remove the holding zone restrictions for Plan 18 Part Lot 14 Part Lot 15 be read a first, a second and a third time and finally passed on July 15, 2024.	
10.7.1	By-Law 2345	124
10.8	Planning-2024-19	126

RE: Request for Extension of Draft Plan Approval for Phase 2 of the Greenleaf Trails Residential Subdivision (Ward 4) (Dalla Bona Estates Inc.) (County of Essex File No.: 37-T-06004)

Recommended Action:

Moved by _____

Seconded by _____

That Planning Report-2024-19 entitled Request for Extension of Draft Plan Approval for Phase 2 of the Greenleaf Trails Residential Subdivision (Ward 4) (Dalla Bona Estates Inc.) (File No.: 37-T-06004) prepared by Rita Jabbour, RPP, Manager, Planning Services dated July 15, 2024 be received;

That Council approve an extension of Draft Plan Approval for the lands comprising Part Lot 5, 6, 7, Plan 202 (County of Essex File No.: 37-T-06004) for a period of three (3) years from the date of draft plan approval; and

That a copy of the resolution of approval be forwarded to the Manager of Planning Services for the County of Essex.

10.9 Verbal Report by Lori Chadwick, Director, Development Services

RE: Colchester Hamlet Secondary Plan, including consultation efforts to-date, plans for future public consultation, policy directions thus far, and overall goals of the Secondary Plan as a part of the Town’s new Official Plan Project

Moved by _____

Seconded by _____

That the Verbal Report by Lori Chadwick, Director, Development Services, regarding the Colchester Hamlet Secondary Plan be received.

11. Reports from Youth Members

12. County Council Update

Moved by _____

Seconded by _____

That the County of Essex, Regular Meeting minutes listed in Agenda Item 12, be received.

12.1 County of Essex, Regular Council Meeting Minutes - May 15, 2024 134

12.2 County of Essex, Regular Council Meeting Minutes - June 5, 2024 142

13. Correspondence

13.1 Correspondence to be received

Moved by _____

Seconded by _____

That all of the correspondence listed in Agenda Item 13.1 be received and, where indicated, to further share such information with the community using suitable methods of communication.

13.1.1 Ministry of the Environment, Conservation and Parks 157

RE: Inspection of Essex Drinking Water System

13.1.2 St. Catharines 180

RE: Green Roads Pilot Project

13.1.3	Township of Otonabee-South Monaghan	182
	RE: Regulations for the Importation and Safe Use of Lithium-ion Batteries	
13.1.4	Association of Municipalities of Ontario (AMO)	184
	RE: Joint Health Resolution Campaign	
13.1.5	Association of Municipalities of Ontario (AMO)	187
	RE: Advocacy on Homelessness, Opioids, and Water Infrastructure Demonstrate the Critical Need for Social and Economic Prosperity Review	

13.2 Correspondence to be considered for receipt and support

14. Committee Meeting Minutes

Moved by _____

Seconded by _____

That the Committee Meeting minutes listed in Agenda Item 14, together with any recommendations to Council noted therein, be received, approved and adopted as circulated.

14.1	Arts, Culture and Tourism - June 12, 2024	191
14.2	Court of Revision - July 3, 2024	194

15. Financial

16. New Business

17. Notices of Motion

17.1 The following Notice of Motion was presented at the July 2, 2024 Regular Council Meeting and are being brought forward this evening for Council's consideration:

17.1.1 Councillor McGuire-Blais

Moved by Councillor McGuire-Blais

Seconded by _____

That Council direct Administration to send a letter to the Windsor Essex Community Housing Corporation (WECHC) requesting that they add a security service to their Brien Street Apartments.

17.2 The following Notice of Motion is for presentment only and will be brought forward for Council's consideration at the August 12, 2024 Regular Council Meeting:

17.2.1 Councillor Allard

Moved By Councillor Allard

That Council direct Administration to include funding under the Essex Centre and Harrow Community Improvement Plan in the 2025 Budget for Accessible Entrances for Council's deliberation.

17.2.2 Mayor Bondy

Moved by Mayor Bondy

Whereas the Town is receiving a number of complaints from the Public regarding damaged Bell pedestals and their unsightly appearance and risk to public safety;

Whereas the Town has permitted the occupancy of such infrastructure to Bell within the Town to services its residents; and

Whereas the unsightly condition of this infrastructure does not fit the aesthetic and care afforded to the residents of Essex by the Town.

Be it Resolved that, Council direct administration to send a letter regarding the damaged pedestal boxes that requests the immediate attention to Bell’s infrastructure to address these concerns of safety and aesthetics within the Town of Essex.

18. Reports and Announcements from Council Members

19. By-Laws

19.1 By-Laws that require a third and final reading

19.1.1 By-Law 2346198

RE: Being a by-law to confirm the proceedings of the July 2, 2024, Regular Meeting of Council of the Corporation of the Town of Essex

Moved by _____

Seconded by _____

That By-Law 2346 being a by-law to confirm the proceedings of the July 2, 2024, Regular Meeting of Council of the Corporation of the Town of Essex be read a third time and finally passed on July 15, 2024.

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

19.2.1 By-Law 2344200

RE: Being a by-law to enter into an Agreement between GFL Environmental Inc. and The Corporation of the Town of Essex for garbage and refuse collection

Moved by _____

Seconded by _____

That By-Law 2344 being a by-law to enter into an Agreement between GFL Environmental Inc. and The Corporation of the Town of Essex for garbage and refuse collection be read a first, a second, and a third time and finally passed on July 15, 2024.

19.3 By-Laws that require a first and second reading

19.3.1 By-Law 2347220

RE: Being a by-law to confirm the proceedings of the July 15, 2024, Regular Meeting of Council of the Corporation of the Town of Essex

Moved by _____

Seconded by _____

That By-Law 2347 being a by-law to confirm the proceedings of the

July 15, 2024, Regular Meeting of Council of the Corporation of the Town of Essex be read a first, a second time and provisionally adopted on July 15, 2024.

20. Adjournment

Moved by _____

Seconded by _____

That the meeting be adjourned at [TIME].

21. Future Meetings

21.1 Monday, August 12, 2024, 5:00-6:00 PM, Special Council Meeting

RE: Development Charges Study

Location: 33 Talbot Street South, Essex, ON N8M 1A8

Livestream available at <https://www.youtube.com/EsexOntario>

21.2 Monday, August 12, 2024, 6:00-9:00 PM, Regular Council Meeting

Location: 33 Talbot Street South, Essex, ON N8M 1A8

Livestream available at <https://www.youtube.com/EsexOntario>