



Regular Council Meeting Agenda

April 20, 2026, 6:00 pm

Location: Essex Municipal Building, 33 Talbot Street South

Accessible formats or communication supports are available upon request. Please contact the Clerk's Office at clerks@essex.ca or 519-776-7336 extension 1136.

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 - Tuesday, April 7, 2026 8:30 PM

5. Declarations of Conflict of Interest

6. Adoption of Published Agenda

6.1 Regular Council Meeting Agenda for April 20, 2026

That the published agenda for the April 20, 2026 Regular Council Meeting be adopted as presented / amended.

7. Adoption of Minutes

7.1 Regular Council Meeting Minutes for April 7, 2026

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That the minutes of the Regular Council Meeting held April 7, 2026 be adopted as circulated.

8. Public Presentations

8.1 Suzanne Craig, Integrity Commissioner, Annual Report 2025 (10 minutes)

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RE: Integrity Commissioner Annual Report for 2025

Recommended Action:

That the presentation by Suzanne Craig, Integrity Commissioner, regarding the Integrity Commissioner Annual Report for 2025, be received.

9. Unfinished Business

10. Reports from Administration

10.1 Capital Works and Asset Management-2026-05 19

RE: 2026 Hot Mix Asphalt Program Update

Recommended Action:

That Capital Works and Asset Management Report 2026-05 entitled 2026 Hot Mix Asphalt Program Update by David McBeth, Manager, Capital Work & Asset Management, dated April 20, 2026, be received for information.

10.2 Capital Works and Asset Management-2026-06 24

RE: Colchester Village Water Service Replacement and Road Rehabilitation, Phase 1 Tender Results

Recommended Action:

That Capital Works and Asset Management Report 2026-06 entitled Colchester Village Water Service Replacement and Road Rehabilitation, Phase 1 Tender Results by David McBeth, Manager, Capital Work & Asset Management dated April 20, 2026, be received;

That Council award the Colchester Village Water Service Replacement and Road Rehabilitation, Phase 1 Tender (RFT-ID-26-007) to Rapid Drainage Ltd. in the amount of \$862,914.62, including non-refundable Harmonized Sales Tax;

That Council award the contract administration and onsite inspection, including as-built drawings, and end of maintenance services to RC Spencer Associates in the amount of \$71,435.52, including non-refundable HST in accordance with the completed request under Section 22 of the Town of Essex Procurement By-Law 2437 (attached); and

That Council approve the additional funding of \$38,331.20, including non-refundable HST above the approved Watermain Replacement project (WW-26-0001) for RC Spencer Associates consulting fees from the Town's Water Reserve for Ward 3.

10.3 Economic Development-2026-02 36

RE: Municipal Accommodation Tax

Recommended Action:

That Economic Development Report 2026-02 entitled Municipal Accommodation Tax prepared by Nelson Silveira, Manager, Economic Development & Strategic Initiatives dated April 20, 2026, be received;

That Council direct Administration to implement a Municipal Accommodation Tax and proceed with the preparation of a By-Law to be presented to Council for an effective date of January 1, 2027; and

That Council direct Administration to retain the Ontario Restaurant Hotel Motel Association as the collection agent.

10.4 Development Services-2026-06 91

RE: 2025 Economic Development Year in Review

Recommended Action:

That Development Services Report 2025-06 entitled 2025 Economic Development Year in Review prepared by Lori Chadwick, Director,

Development Services and Nelson Silveira, Manager, Economic Development dated April 20, 2026, be received for information.

- 10.5 Development Services-2026-03** 100
- RE: Climate Change Adaptation Annual Report
- Recommended Action:
- That** Development Services Report 2026-03 entitled Climate Change Adaptation Plan Annual Report prepared by Lori Chadwick, Director Development Services and Marc Tortola, Manager, Communications dated April 20, 2026, be received for information.
- 10.6 Economic Development-2026-04** 169
- RE: 2026 Q1 Grant Funding Update
- Recommended Action:
- That** Economic Development Report 2026-04 entitled 2026 Q1 Grant Funding Update prepared by RaeAnn Schroeder, Analyst, Economic Development and Business Relations, dated April 20, 2026, be received for information.
- 10.7 Economic Development-2026-05** 178
- RE: Building Report and Development Overview – Q1 2026
- Recommended Action:
- That** Economic Development Report 2026-05 entitled Building Report and Development Overview – Q1 2026 prepared by Nelson Silveira, Manager, Economic Development & Strategic Initiatives dated April 20, 2026, be received for information.
- 10.8 Community Services-2026-04** 186
- National Day of Mourning - April 28
- Recommended Action:
- That** Community Services Report 2026-04 entitled National Day of Mourning prepared by Jake Morassut, Deputy CAO/Director, Community Services dated April 20, 2026, be received for information.
- 10.9 Drainage-2026-08** 190
- RE: Appointment of an Engineer under Section 78 of the Drainage Act for the Austin C. Wright Drain
- Recommended Action:
- That** Drainage Report 2026-08 entitled Appointment of an Engineer under Section 78 of the Drainage Act for the Austin C. Wright Drain prepared by Lindsay Dean, Drainage Superintendent dated April 20, 2026, be received; and
- That** Council appoint Rood Engineering Inc. under Section 78 of the Drainage Act to install a crossing in the Austin C. Wright Drain in accordance with Section 22 of the Town of Essex Procurement By-law 2437.
- 10.10 Legal and Legislative Services-2026-13** 198
- RE: Election Complaints Policy

Recommended Action:

That Legal and Legislative Services Report 2026-13 entitled Election Complaints Policy attached hereto as Schedule “A” to this report as prepared by Joe Malandrucolo, Director, Legal and Legislative Services/Clerk and dated April 20, 2026, be received for information.

10.11 Infrastructure Services-2026-02, Infrastructure Services-2026-02 214

RE: All Risk Municipal Grant – Investing in Municipal Risk Resilience

Recommended Action:

That Infrastructure Services Report 2026-02 entitled All Risk Municipal Grant – Investing in Municipal Risk Resilience prepared by Kevin Girard, Director of Infrastructure and RaeAnn Schroeder, Analyst, Economic Development and Business Relations dated April 20, 2026, be received;

That Council direct Administration to make and submit an application to the All Risk Municipal Grant – Investing in Municipal Risk Resiliency Program from the Local Authority Services (LAS) and Intact Public Entities (IPE); and

That Council approve the post-budget capital expenditure in the amount of \$25,000 for the Colchester Weather Monitoring Station Project, to be funded through \$10,000 from the All Risk Municipal Grant – Investing in Municipal Risk Resiliency Program and the remaining balance of \$15,000 from the Town’s Green Fund Reserve.

11. Reports from Youth Members

12. County Council Update

12.1 County of Essex 220

RE: County Council Highlights for April 1, 2026

That the correspondence listed in Agenda Item 12.1.1 be received.

13. Correspondence

13.1 Correspondence to be received

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 Township of Brudenell, Lyndoch and Raglan 227

RE: Provincial Bail Notification Program

13.1.2 City of Mississauga 231

RE: Locally Elected School Board Trustees

13.1.3 Regional Municipality of Waterloo 233

RE: Community Safety and Well-Being Plan

13.1.4 The Township of North Dumfries 235

RE: Architectural Conservancy of Ontario (ACO) proposal to include \$10M per year in the 2026 provincial budget for Heritage Helping Housing (HHH) grant funding

13.1.5	Molly Allaire, Chair of Essex Region Conservation Authority RE: Amalgamation of Ontario Conservation Authorities	239
13.1.6	Municipality of Lakeshore Dog Pound Committee Meeting Minutes of April 10, 2025	241
13.1.7	Essex Region Conservation RE: Amalgamation of Conservation Authorities and Changes to the CA Act	243

13.2 Correspondence to be considered for receipt and support

13.2.1	Essex Fire & Rescue Services RE: International Firefighters' Day May 4, 2026	281
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Whereas, Firefighters dedicate their lives to the protection of life and property; and sometimes that dedication is in the form of countless hours volunteered over many years, in others it is many selfless years working in the industry; in all cases it risks the ultimate sacrifice of a firefighter's life; and

Whereas, International Firefighters' Day (IFFD) is a time where the community can recognize and honor the sacrifices that firefighters make to ensure that their communities and environment are as safe as possible; it is also a day in which current and past firefighters can be thanked for their contributions; and

Whereas, International Firefighters' Day is observed each year on the 4th of May on where we remember the past firefighters who have died while serving our community or dedicated their lives to protecting the safety of us all; and show our support and appreciation to the firefighters worldwide who continue to protect us so well throughout the year; and

Whereas, hailing from all walks of life, they are our mothers, fathers, brothers, sisters, aunts, uncles, grandparents, neighbors, and friends. They protect us without wanting of recognition or reward. In our time of need they are there with courage, compassion and loyalty. They are the essence of the true meaning of community.

Therefore, I, Sherry Bondy, Mayor of the Town of Essex, on behalf of the Town Council and community at large, now call upon all citizens of the Town of Essex and upon all patriotic, civic, and educational organizations to observe the day of May 4, 2026, in recognition of the patriotic service and dedicated efforts of our fire and emergency services personnel.

13.2.2	Childcan RE: Flag Request from Childcan: Childhood Cancer Awareness Month - September 4, 2026	282
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That the request from Childcan for their flag to be flown at Town Hall on September 4, 2026, in support of Childhood Cancer Awareness Month in the Town of Essex, be received and supported

14. Committee Meeting Minutes

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 Co-An Park Advisory Committee - February 11, 2026 284
- 14.2 Arts, Culture and Tourism - March 11, 2026 287
- 15. Financial
- 16. New Business
- 17. Notices of Motion
 - 17.1 The following Notice of Motion was presented at the April 7, 2026 Regular Council Meeting and is being brought forth this evening for Council's consideration:
 - 17.1.1 Mayor Bondy

That Council direct Administration to request from the Municipality of Lakeshore the number of dogs from the Town of Essex impounded and euthanized at the Lakeshore Dog Pound due to the classification of "no other choice" during 2025 and to date in 2026, with reasons, and to use such information to determine whether not Administration would suggest changes to the Town's Dog Pound Contract.
- 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 2519 290

RE: Being a by-law to name Street "A" and Street "B" in Phase II of the Sunset Gardens Residential Subdivision, "Sunset Drive" and "Dubas Avenue", respectively

That By-Law 2519 being a by-law to name Street "A" and Street "B" in Phase II of the Sunset Gardens Residential Subdivision, "Sunset Drive" and "Dubas Avenue", respectively be read a third time and finally passed on April 20, 2026.
 - 19.1.2 By-Law 2520 294

RE: Being a by-law to name Street "A" in the Colchester Heights Residential Subdivision, "Ross Crescent"

That By-Law 2520 being a by-law to name Street "A" in the Colchester Heights Residential Subdivision, "Ross Crescent" be read a third time and finally passed on April 20, 2026.
 - 19.1.3 By-Law 2522 298

RE: Being a by-law to confirm the proceedings of the April 7, 2026, Regular Meeting of Council of the Corporation of the Town of Essex

That By-Law 2522 being a by-law to confirm the proceedings of the April 7, 2026, Regular Meeting of Council of the Corporation of the

Town of Essex be read a third time and finally passed on April 20, 2026.

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

19.2.1 By-Law 2521 300

RE: Being a by-law to authorize the execution of a lease agreement between The Corporation of the Town of Essex and Jet Wave Inc. for berth space at the Colchester Harbour located at 100 Jackson Street, Harrow, Ontario

That By-Law 2521 being a by-law to authorize the execution of a lease agreement between The Corporation of the Town of Essex and Jet Wave Inc. for berth space at the Colchester Harbour located at 100 Jackson Street, Harrow, Ontario be read a second time and a third time and finally passed on April 20, 2026.

19.2.1.1 Haider Al-Twaini, Jet Wave Inc.

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

19.3.1 By-Law 2524 312

RE: Being a by-law to appoint a Deputy Clerk for the Town of Essex

That By-Law 2524 being a by-law to appoint a Deputy Clerk for the Town of Essex be read a first time, a second time and a third time and finally passed on April 20, 2026.

19.3.2 By-Law 2526 314

RE: Being a by-law to establish tax rates and additional charges for Municipal, County and Education purposes for the year 2026

That By-Law 2526 being a by-law to establish tax rates and additional charges for Municipal, County and Education purposes for the year 2026 be read a first time, a second time and a third time and finally passed on April 20, 2026.

19.4 By-Laws that require a first and second reading

19.4.1 By-Law 2528 320

RE: Being a by-law to confirm the proceedings of the April 20, 2026, Regular Meeting of Council of the Corporation of the Town of Essex

That By-Law 2528 being a by-law to confirm the proceedings of the April 20, 2026, Regular Meeting of Council of the Corporation of the Town of Essex be read a first time and a second time and provisionally adopted on April 20, 2026.

20. Adjournment

That the meeting be adjourned at [TIME].

21. Future Meetings

21.1 Tuesday, April 21, 2026 9:00 - 4:30 PM - Notice of Special Council Meeting: Integrity Commissioner Introduction and Training and ENWIN Facility Tour (Closed)

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

21.2 Monday, April 27, 2026 5:00 - 6:00 PM - Notice of Special Meeting: Zoning By-Law Amendment for 80 County Road 50 West

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

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

21.3 Monday, April 27, 2026 6:00 - 7:00 PM - Notice of Special Meeting: Zoning By-Law Amendment for 47 Wilson Avenue

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

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

21.4 Monday, May 4, 2026 6:00 - 9:00 PM - Regular Council Meeting

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

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

21.5 Monday, May 11, 2026 4:00 - 6:00 PM - Special Council Meeting: Committee of the Whole

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

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

21.6 Tuesday, May 19, 2026 6:00 - 9:00 PM - Regular Council Meeting

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

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