



Regular Council Meeting Agenda

April 6, 2020, 6:00 pm

Location: <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. Closed Meeting Report

3. Declarations of Conflict of Interest

4. Adoption of Published Agenda

4.1 Regular Council Meeting Agenda for April 6, 2020

Moved by _____

Seconded by _____

That the published agenda for the April 6, 2020 Regular Council Meeting, be adopted as presented / amended.

5. Adoption of Minutes

5.1 Regular Council Meeting Minutes for March 16, 2020

1

Moved by _____

Seconded by _____

That the minutes of the Regular Council Meeting held March 16, 2020, be adopted as circulated.

5.2 Special Council Meeting Minutes for February 13, 2020

9

Moved by _____

Seconded by _____

That the minutes of the Special Council Meeting held February 13, 2020, for the purpose of providing background information and receiving public comments concerning a proposed zoning amendment related to the vacant land on Gosfield Townline in Essex (Ward 1), be adopted as circulated.

6. Public Presentations

There are no delegations for the April 6, 2020 Regular Council Meeting.

7. Unfinished Business

7.1 Community Services Report 2020-03 (Amended)

14

At it's March 2, 2020 Regular Council Meeting, Community Services Report 2020-03 entitled "Rename Essex Community Centre to Maedel Community Centre", deferred the Director's report for one month to achieve public input (Resolution R20-03-065).

Community Services Report 2020-03 (Amended), dated April 6, 2020 has been amended to include the results of the public feedback.

Moved by _____

Seconded by _____

That Community Services Report 2020-03 (Amended), entitled "Rename Essex Community Centre to Maedel Community Centre", prepared by Doug Sweet, Director of Community Services, dated April 6, 2020, be received; and

That Council approves the renaming of the Essex Community Centre located at 25 Gosfield Townline in Essex Centre to the Maedel Community Centre in honour of Edward Charles Maedel.

8. Reports from Administration

8.1 Chief Administrative Officer (CAO) and Director's Verbal Reports 21

RE: COVID-19 Town's Response Updates

- Staffing
- Harbour/Parks/Facilities
- Building Department Operations
- Interest on Water and Wastewater Waiver until June 30, 2020
- Individuals who remove themselves from Preauthorized Payments (PAP) once they rejoin for the month of July, their outstanding balance can be equalized over the remaining PAP payments for the year.
- Credit card payments over the phone that we cannot add a surcharge or service fee.
- Capital Projects and impacts.

8.2 Capital Works and Infrastructure Report 2020-02 22

RE: Results of Request for Tender - Essex Soil Steel Structure Replacements and Bridge Deck Rehabilitation

Moved by _____

Seconded by _____

That Capital Works and Infrastructure Report 2020-02, entitled "Results of Request for Tender - Essex Soil Steel Structure Replacements and Bridge Deck Rehabilitation", prepared by Jackson Tang, Assistant Manager, Business Services, dated April 6, 2020, be received; and

That Council awards the Request for Tender - Essex Soil Steel Structure Replacements and Bridge Deck Rehabilitation to Sterling Ridge Infrastructure Inc. in the amount of \$502,582.47, including non-refundable HST.

8.3 Drainage Report 2020-01 29

RE: Appointment of an Engineer under Section 78 of the Drainage Act to replace a culvert over the Shepley Drain

Moved by _____

Seconded by _____

That Drainage Report 2020-01, entitled "Appointment of an Engineer

under Section 78 of the Drainage Act to replace a culvert over the Shepley Drain", prepared by Lindsay Dean, Drainage Superintendent, dated April 6, 2020, be received; and

That Council appoints Rood Engineering Incorporated under Section 78 of the Drainage Act for a replacement culvert over the Shepley Drain.

9. Reports from Youth Members

10. County Council Update

11. Correspondence

11.1 Correspondence to be received

Moved by _____

Seconded by _____

That the correspondence listed in Agenda Item 11.1 be received and, where indicated, to further share such information with the community using suitable methods of communication.

11.1.1	Robert J. Swayze, Barrister & Solicitor	33
	RE: Annual Report of the Integrity Commissioner for 2019	
	Correspondence reporting to Council on activity by the Integrity Commissioner for the Town of Essex during the 2019 calendar year.	
11.1.2	Association of Municipalities of Ontario (AMO)	36
	RE: Ontario's Flooding Strategy Released	
	Email dated March 10, 2020, from AMO Update notifying Council that the Ministry of Natural Resources and Forestry has released Ontario's Flooding Strategy: https://www.ontario.ca/page/protecting-people-property-ontarios-flooding-strategy	
11.1.3	Municipal Engineer Association	39
	RE: Municipal Engineers Association (MEA) 2020 Bursary Awards Program	
	Correspondence dated March 9, 2020 advising Council of the MEA's 2020 Bursary Program	
11.1.4	Diocese of London	46
	RE: Letter of gratitude for leadership and service during the coronavirus pandemic.	
11.1.5	COVID-19 Virus Correspondence	
11.1.5.1	Ministry of the Solicitor General	47
	RE: Set Fines for Offences under the Emergency Management and Civil Protection Act (March 19, 2020)	
11.1.5.2	Ministry of the Attorney General	49
	RE: Court Services Division (March 23, 2020)	

11.1.5.3	Ministry of Municipal Affairs and Housing, Tim Ryall, Municipal Advisor RE: Ontario Closing At-Risk Workplaces to Protect Health and Safety (March 23, 2020) • List of Essential Workplaces	51
11.1.5.4	NOTICE TO PUBLIC RE: <i>Provincial Offences Act</i> Matters (March 23, 2020)	61
11.1.5.5	Media Release - Town of Essex RE: Town of Essex Declares State of Emergency (March 24, 2020)	62
11.1.5.6	Ministry of Finance RE: Deferral of Education Property Tax Remittance (March 25, 2020)	64
11.1.5.7	Media Release - Town of Essex RE: Update on COVID-19 Response (March 26, 2020)	67
11.1.5.8	Municipality of Leamington RE: Temporary Suspension of Leamington to Windsor (LTW) Transit Service (March 27, 2020)	69
11.1.5.9	Tourism Windsor Essex Pelee Island RE: COVID-19 Updates - Positive stories from the business communities	71
11.1.5.10	Office of the Solicitor General/Ministry of Municipal Affairs and Housing Emergency Orders (March 27, 2020)	74
11.1.5.11	The Ontario Association of Cemetery and Funeral Professionals (OACFP) RE: COVID-19 Update and Information - Notice to the Membership (March 29, 2020)	76
11.1.5.12	Association of Municipalities of Ontario (AMO) RE: COVID-19 Update - Ontario Extends COVID-19 Emergency and Closes Outdoor Recreational Amenities (March 31, 2020)	78
11.1.5.13	Media Release - Town of Essex RE: Update on COVID19 Response - Interest and penalties waived for property tax accounts, all recreational amenities closed (March 31, 2020)	80

11.2 Correspondence to be considered for receipt and support

11.2.1	Town of Essex Committee Appointments	82
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Correspondence dated April 6, 2020 advising that Expressions of Interest were received by the Clerk's Office and that accordingly it is being recommended that the people so named be appointed to the Committees noted.

Moved by _____

Seconded by _____

That the correspondence dated April 6, 2020, recommending Committee Appointments, be (received/received and supported); and

If Council choses to support the recommendations, the following individuals be appointed the Committees listed below, effective immediately:

Essex Accessibility Advisory Committee:

Breanna Caverhill

Fern Walsh

Arts, Culture and Tourism Committee:

Jeannette Kervoelen

Joseph Cornwall

Grant McGuire

Essex Fun Fest:

Ryan Harnadek

Heather Escobar; and

That Schedule A to By-Law 1777 the Town's Committee Appointment by-law, be amended accordingly.

12. Committee Meeting Minutes

Moved by _____

Seconded by _____

That the minutes listed in Agenda Item 12, together with any recommendations noted therein, be received, approved and adopted as circulated.

12.1 Consideration of Report Minutes - March 16, 2020

83

RE: Bayliss Drain: Bridge Replacements & Maintenance Schedule

13. Financial

14. New Business

15. Notices of Motion

15.1 At the request of the each of the Presenters, the following Notices of Motion were deferred from the March 16th Regular Council Meeting and are being presented this evening for Council's consideration:

15.1.1 Councillor Bondy

90

RE: Tendering of Cold Roll Recycled Material and Pulverized Tar and Chip Material

Moved by Councillor Bondy

Seconded by _____

That Council at its first meeting in March discuss the road tendering of both the cold roll recycled material and the

pulverized tar and chip material in order to provide a comparison of the two applications.

- 15.1.2

Deputy Mayor Meloche

91
- RE: Town's Policy on Special Needs Street Signs and Warning Signs of Deer or Turtle Crossings
- Moved by Deputy Mayor Meloche
- Seconded by _____
- That** Administration prepare a report on the Town's policy on Special Needs Street Signs and warning signs of Deer or Turtle Crossings.
- 15.1.3

Councillor Verbeek

93
- RE: Consideration to the Installation of Surveillance Cameras at Co An Park as soon as possible
- Moved by Councillor Verbeek
- Seconded by _____
- That** Council discuss and have Administration look into the possibility of having surveillance cameras installed as Co An Park.
- 15.1.4

Councillor Bjorkman

94
- RE: Essex Region Conservation Authority Donation
- Moved by Councillor Bjorkman
- Seconded by _____
- That** the Council of the Town of Essex discuss ways to appropriate funds through, but not limited to the sale of existing properties including part of the Colchester School House property and other developable properties in Colchester; and
- Whereas** the Town of Essex wishes to have a Tourist Information Centre in the south end of the Town, preferably on County Road 50; and
- Whereas** the businesses, wineries, restaurants, artists, gift shops, outfitters, golf courses, B & B's, breweries, On Farm retailers, flower shops, orchards, bike rentals, tour operators, etc. will benefit from the added exposure; and
- Whereas** the preferred location being the Old School House in Colchester Village is years and hundreds of thousands of dollars away from the use as a Tourist Information Centre; and
- Whereas** this Council understands that residential and commercial development in the south end of the Town is accelerating;
- Therefore** the Council of the Town of Essex resolves to donate \$100,000.00 to the John R. Park Homestead Education Centre in return for a designated Tourist Information Centre named for the Town of Essex.

16. Reports and Announcements from Council Members

17. By-Laws

17.1 By-Laws that require a third and final reading

17.1.1 By-Law 1898 95

Being a by-law to confirm the proceedings of the March 16, 2020, Regular Meeting of the Council of The Corporation of the Town of Essex

Moved by _____

Seconded by _____

That By-Law 1898 being a by-law to confirm the proceedings of the March 16, 2020 Regular Meeting of the Council of The Corporation of the Town of Essex, be read a third time and finally adopted on April 6, 2020.

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

17.2.1 By-Law 1905 97

Being a by-law to appoint a Drainage Superintendent for The Corporation of the Town of Essex
(Lindsay Dean)

Moved by _____

Seconded by _____

That By-Law 1905 being a by-law to appoint a Drainage Superintendent for The Corporation of the Town of Essex, be read a first, a second and a third time and finally passed on April 6, 2020 and that By-Laws 376, 824, 1172 and 1895, be repealed accordingly.

17.3 By-Laws that require a first and second reading

17.3.1 By-Law 1906 98

Being a by-law to confirm the proceedings of the April 6, 2020, Regular Meeting of the Council of The Corporation of the Town of Essex

Moved by _____

Seconded by _____

That By-Law 1906 being a by-law to confirm the proceedings of the April 6, 2020 Regular Meeting of the Council of The Corporation of the Town of Essex, be read a first, and a second time and provisionally adopted on April 6, 2020.

18. Adjournment

Moved by _____

Seconded by _____

That the meeting be adjourned at [TIME].

19. Future Meetings

19.1 Monday, April 20, 2020 - 6:00 - 9:00 PM - Regular Council Meeting

19.2 Monday, May 4, 2020 - 6:00 - 9:00 PM - Regular Council Meeting



The Corporation of the Town of Essex
Regular Council Meeting Minutes

March 16, 2020, 6:00 pm
Essex Civic Centre
360 Fairview Avenue West
Essex, Ontario

Present: Mayor Larry Snively
Deputy Mayor Richard Meloche
Ward 1 Councillor Joe Garon
Ward 2 Councillor Kim Verbeek
Ward 3 Councillor Steve Bjorkman
Ward 3 Councillor Chris Vander Doelen
Ward 4 Councillor Sherry Bondy

Regrets: Ward 1 Councillor Morley Bowman

Also Present: Chris Nepszy, Chief Administrative Officer
Doug Sweet, Director, Community Services/Deputy CAO
Jeffrey Morrison, Director, Corporate Services/Treasurer
Lori Chadwick, Director, Development Services
Kevin Girard, Director, Infrastructure Services
Robert Auger, Town Solicitor, Legal and Legislative Services/Clerk
Shelley Brown, Deputy Clerk, Legal and Legislative Services
Robin Hall, Administrative Assistant

Absent: Cameron Soucie, Youth Council Member
Ehva Hoffman, Youth Council Member

1. Call to Order

CAO Chris Nepszy provided an update to the public about the Town's response to the COVID-19 virus. He advised that information about the pandemic is changing every day, and assured the public that the Town is responding to those changes as they arise and considers what is in the best interest of the community and staff when making decisions.

Mr. Nepszy further advised that staff members are still providing service to residents over the phone and online services options are available at essex.ca. The Town will continue to provide updates on their website. He urged everyone to practice social distancing, avoid large gatherings and limit travel.

2. Closed Meeting Report

3. Declarations of Conflict of Interest

There were no conflict of interest noted.

4. Adoption of Published Agenda

4.1 Regular Council Meeting Agenda for March 16, 2020

Moved By Councillor Vander Doelen
Seconded By Councillor Verbeek

(R20-03-077) That the published agenda for the March 16, 2020 Regular Council Meeting, be adopted with the following amendments:

- All Notices of Motion listed as agenda items 15.1.1 up to and including 15.1.5 , be deferred to April 6, 2020 Regular Council Meeting;
- Resident Randy Voakes has advised that his request to appear before Council be postponed to a later date; and
- By-Law 1901 being a by-law to appoint an acting Deputy Treasurer for the Town of Essex, be added to the agenda.

Carried

5. Adoption of Minutes

5.1 Regular Council Meeting Minutes for March 2, 2020

Moved By Councillor Bjorkman
Seconded By Deputy Mayor Meloche

(R20-03-078) That the minutes of the Regular Council Meeting held March 2, 2020, be adopted as circulated.

Carried

6. Public Presentations

6.1 Essex Region Conservation Authority (ERCA)

Richard Wyma, General Manager/Executive Director appeared before Council to present ERCA's 2019 Annual Report and the 2020 Executive Summary of the 2020 Budget

Moved By Councillor Bjorkman
Seconded By Councillor Vander Doelen

(R20-03-079) That the presentation by Mr. Richard Wyma, General Manager/Executive Director of the Essex Region Conservation Authority providing Council with ERCA's 2019 Annual Report and the 2020 Executive Summary of ERCA's 2020 Budget, be received.

Carried

6.2 Randy Voakes, Resident

RE: Fines for illegal parking of accessible parking spaces

Mr. Voakes advised that he will not be attending the Council meeting this evening and will reschedule at a later date.

7. Unfinished Business

8. Reports from Administration

8.1 Corporate Services - Statement of Remuneration and Expenses 2019

RE: Statement of Remuneration and Expenses for 2019, as per Section 284 of the Municipal Act

Moved By Councillor Bjorkman
Seconded By Deputy Mayor Meloche

(R20-03-080) That the statement provided under Section 284 of the Municipal Act - Statement of Remuneration and Expenses paid in 2019, provided by the Department of Corporate Services, be received.

Carried

8.2 Economic Development Report 2020-02

RE: Building Report and Development Overview February 2020

Moved By Councillor Vander Doelen
Seconded By Councillor Garon

(R20-03-081) That Economic and Development Report 2020-02, entitled "Building Report and Development Overview February 2020", prepared by Nelson Silveira, Economic Development Officer, dated March 16, 2020, be received.

Carried

8.3 Infrastructure Services Report 2020-01

RE: Engineering Services for Harrow Streetscaping Project

- Proposal for Engineering Services Harrow Centre Streetscaping
- Request to Council to Waive Requirement

Moved By Councillor Verbeek
Seconded By Councillor Bondy

(R20-03-082) That Infrastructure Services Report 2020-01, entitled "Engineering Services for Harrow Streetscaping Project", prepared by Kevin Girard, Director of Infrastructure Services, dated March 16, 2020, be received; and

That Council appoints Stantec Consulting Ltd. to provide engineering services to design, assist in procurement, and administer Project GG-20-0008 - Harrow Streetscaping.

Carried

8.4 Development Services Report 2020-01

RE: Infill Residential Development

- Power Point - Infill Residential Development

Moved By Deputy Mayor Meloche
Seconded By Councillor Bondy

(R20-03-083) That Development Services Report 2020-01, entitled "Infill Residential Development", prepared by Lori Chadwick, Director, Development Services, dated March 16, 2020, be received; and

That Administration prepare a report investigating on how the Town could finance the "development charges" portion only for the total 132 infill residential development lots in the entire municipality.

Carried

8.5 Capital Works and Infrastructure Report 2020-01

RE: Results of Request for Tender - 2020 Essex Watermain Improvements

Moved By Councillor Vander Doelen
Seconded By Councillor Bjorkman

(R20-03-084) That Capital Works and Infrastructure Report 2020-01, entitled 'Results of Request for Tender - 2020 Essex Watermain Improvements', prepared by Jackson Tang, Assistant Manager, Business Services, dated March 16, 2020, be received; and

That Council awards the Request for Tender - 2020 Essex Watermain Improvements to Nevan Construction Inc. in the amount of \$1,888,055.04, including non refundable HST.

Carried

8.6 CAO Report 2020-02

RE: Municipal Modernization Program Intake 1: Consulting Services

- Request to Council to Waive Requirement

Moved By Councillor Bjorkman
Seconded By Councillor Vander Doelen

(R20-03-085) That CAO Report 2020-02, entitled "Municipal Modernization Program Intake 1: Consulting Services", prepared by Chris Nepszy, CAO, dated March 16, 2020, be received; and

That Council appoints StrategyCorp to provide consulting services to perform Internal and Shared Service Delivery Review for the Town of Essex.

Carried

8.7 Parks and Facilities Report 2020-01

RE: Results of Request for Tender - Essex Splash Pad Wash Room/Change Room Upgrade

Moved By Councillor Garon
Seconded By Deputy Mayor Meloche

(R20-03-086) That Parks and Facilities Report 2020-01, entitled "Results of Request for Tender - Essex Splash Pad Wash Room/Change Room Upgrade", prepared by Jackson Tang, Assistant Manager, Business Services, dated March 16, 2020, be received; and

That Council awards the Request for Tender - Essex Splash Wash Room/Change Room Upgrade to 2519181 Ontario Inc. O/A Preston Construction in the amount of \$151,902.56, including non-refundable HST.

Carried

9. Reports from Youth Members

10. County Council Update

Deputy Mayor Meloche updated Council and the public on a couple of items on County Council's agenda for Wednesday evening. He advised that stretchers are being purchased to ensure paramedics are protected from injuring themselves. The stretchers are expensive, however the cost is shared with the City of Windsor and a portion of the cost is covered by the province. He also advised that they will be talking about the lease with the Essex County Library.

11. Correspondence

11.1 Correspondence to be received

Moved By Councillor Vander Doelen

Seconded By Councillor Bjorkman

(R20-03-087) That correspondence listed in Agenda Item 11.1 be received and, where indicated, to further share such information with the community using suitable methods of communication.

Carried

11.1.1 2019 Annual Drinking Water Reports

- Union Water Supply System
Annual Performance Report, Essex Distribution System
- Ontario Clean Water Agency
Annual Summary Report, Harrow-Colchester South Water Treatment Plant

11.1.2 Town of Tecumseh

Correspondence from the Town of Tecumseh, dated February 13, 2020 supporting the proposed legislation, Bill 156: Security from Trespass and Protecting Food Safety Act, 2019

11.2 Correspondence to be considered for receipt and support

11.2.1 Essex County Federation of Agriculture

Correspondence from the Essex County Federation of Agriculture, dated February 6, 2020 asking that Council support Bill 156, Security from Trespass and Protecting Food Safety Act.

Moved By Councillor Vander Doelen

Seconded By Councillor Bjorkman

(R20-03-088) That correspondence from the Essex County Federation of Agriculture, dated February 6, 2020 asking that Essex Council support Bill 156, Security from Trespass and Protecting Food Safety Act, 2019, be received and supported; and

That a letter of support be sent to the Honourable Ernie Hardeman, Ministry of Agriculture, Food and Rural Affairs and the Essex County Federation of Agriculture.

Carried

12. Committee Meeting Minutes

Moved By Councillor Garon

Seconded By Councillor Vander Doelen

(R20-03-089) That the minutes listed in Agenda Item 12, together with any recommendations noted therein, be received, approved and adopted as circulated.

Carried

12.1 Essex Municipal Heritage Committee (EMHC) - November 28, 2019

12.2 Committee of Adjustment - October 15, 2019

13. Financial

13.1 January 2020 Bank Payments Report

Moved By Deputy Mayor Meloche

Seconded By Councillor Bjorkman

(R20-03-090) That the Bank Payments Reports, including the January cheque register, cheque number 50921 to cheque number 51061 inclusive in the amount of \$2,181,638.04, the Preauthorized Payments for January in the amount of \$343,588.81; and the Payroll for January in the amount of \$465,329.65, be ratified as submitted.

Carried

14. New Business

15. Notices of Motion

15.1 At the request of the each of the Presenters, the items listed as agenda items 15.1.1 up to and including 15.1.5 are deferred to the April 6, 2020 Regular Council Meeting.

15.1.1 Councillor Bondy

RE: Tendering of Cold Roll Recycled Material and Pulverized Tar and Chip Material

15.1.2 Deputy Mayor Meloche

RE: Town's Policy on Special Needs Street Signs and Warning Signs of Deer or Turtle Crossings

15.1.3 Councillor Verbeek

RE: Consideration to the Installation of Surveillance Cameras at Co An Park as soon as possible

15.1.4 Councillor Bondy

RE: Open Mic Night

15.1.5 Councillor Bjorkman

RE: Essex Region Conservation Authority Donation

16. Reports and Announcements from Council Members

17. By-Laws

17.1 By-Laws that require a third and final reading

17.1.1 By-Law 1893

Being a by-law to confirm the proceedings of the March 2, 2020, Regular Meeting of the Council of The Corporation of the Town of Essex

Moved By Deputy Mayor Meloche
Seconded By Councillor Bjorkman

(R20-03-091) That By-Law 1893 being a by-law to confirm the proceedings of the March 2, 2020 Regular Meeting of the Council of The Corporation of the Town of Essex, be read a third time and finally passed on March 16, 2020.

Carried

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

17.2.1 By-Law 1895

Being a by-law to appoint a Drainage Superintendent for The Corporation of the Town of Essex
(Lindsay Dean)

Moved By Councillor Verbeek
Seconded By Councillor Garon

(R20-03-092) That By-Law 1895 being a by-law to appoint a Drainage Superintendent for The Corporation of the Town of Essex, be read a first, a second and a third time and passed on March 16, 2020.

Carried

17.2.2 By-Law 1897

Being a by-law to authorize an Agreement between Her Majesty the Queen in Right of Ontario as represented by the Minister of Agriculture, Food and Rural Affairs (the "Province") and The Corporation of the Town of Essex (the "Recipient")
(Rural Economic Program to complete the Essex Centre and Harrow Centre Streetscape Plans)

Moved By Deputy Mayor Meloche
Seconded By Councillor Bjorkman

(R20-03-093) That By-Law 1897 being a by-law to authorize an Agreement between Her Majesty the Queen in Right of Ontario as represented by the Minister of Agriculture, Food and Rural Affairs (the "Province") and The Corporation of the Town of Essex (the "Recipient"), be read a first, a second and a third time and finally passed on March 16, 2020.

Carried

17.2.3 By-Law 1901

Being a by-law to appoint an Acting Deputy Treasurer for the Town of Essex

Moved By Councillor Vander Doelen
Seconded By Deputy Mayor Meloche

(R20-03-094) That By-Law 1901 being a by-law to appoint an Acting Deputy Treasurer for the Town of Essex be read a first, a second and a third time and finally passed on March 16, 2020.

Carried

17.3 By-Laws that require a first and second reading

17.3.1 By-Law 1898

Being a by-law to confirm the proceedings of the March 16, 2020, Regular Meeting of the Council of The Corporation of the Town of Essex

Moved By Councillor Bjorkman
Seconded By Councillor Garon

(R20-03-095) That By-Law 1898 being a by-law to confirm the proceedings of the March 16, 2020 Regular Meeting of the Council of The Corporation of the Town of Essex, be read a first and second time and provisionally adopted on March 16, 2020.

Carried

18. Adjournment

Moved By Deputy Mayor Meloche
Seconded By Councillor Bjorkman

(R20-03-096) That the meeting be adjourned at 7:57 PM.

Carried

Mayor

Clerk

The Corporation of the Town of Essex
Special Council Meeting Minutes
February 13, 2020

A Public Meeting was held by Council on Thursday, February 13, 2020 at 7:00 pm in the Essex Centre Sports Complex, 60 Fairview Avenue West for the purpose of providing background information and receiving public comments concerning a proposed zoning amendment related to the vacant land on Gosfield Townline, Essex (Ward 1)

1. Roll Call

Present: Mayor Larry Snively
Deputy Mayor Richard Meloche
Ward 1 Councillor Joe Garon
Ward 2 Councillor Kim Verbeek
Ward 3 Councillor Chris Vander Doelen
Ward 4 Councillor Sherry Bondy

Regrets: Ward 1 Councillor Morley Bowman
Ward 3 Councillor, Steve Bjorkman

Also Present: Lori Chadwick, Director, Development Services
Rita Jabbour, Manager, Planning Services
Jeff Watson, Policy Planner
Shelley Brown, Deputy Clerk
Members of the Public (sign in sheet attached)

2. Declarations of Conflict of Interest

There were no declarations of conflict of interests.

3. Adoption of Published Agenda

- a) February 13, 2020 Special Council Meeting Agenda
Moved by Councillor Vander Doelen
Seconded by Councillor Garon
(SP20-02-001) That the published agenda for the February 13, 2020 Special Council Meeting be adopted as presented. **“Carried”**

4. Reports from Administration

- a) Presentation entitled “Public Information Meeting: Rezoning Application ZBA-01-20” and the Information Memo dated February 13, 2020 from Jeff Watson, Policy Planner
Re: Rezoning Application ZBA-01-20, 1830143 Ontario Limited

Lori Chadwick, Director, Development Services provided an overview of the proposed application to those in attendance.

Ms. Chadwick presented a PowerPoint presentation outlining the rezoning application for the vacant land on Gosfield Townline, Essex (Ward 1). Ms. Chadwick explained that the meeting was a statutory meeting required by the Planning Act and the purpose of the meeting was to hear from the public on the merits and/or concerns of the application and answer any questions the public may have regarding the proposed rezoning application.

Ms. Chadwick advised those in attendance that the intent is to bring a report to council on March 2, 2020 with recommendations regarding this rezoning application for council's consideration and adoption.

Ms. Chadwick explained where the proposed land is located with Essex Centre and noted that it is part of a larger future plan of subdivision. Ms. Chadwick presented a map outlining the rezoning application and the future plan of subdivision.

Ms. Chadwick explained that the current zoning allows for single, detached dwellings, semi-detached dwellings and townhome dwellings. The applicant is proposing that the parcel be rezoned to allow for a multi-residential unit condominium or apartment building with a maximum of 6 storeys in height and not more than 160 units. Ms. Chadwick provided some current examples of other 6-storey buildings for reference and pictorials of similar buildings from the applicant of condominiums and/or apartment buildings.

Ms. Chadwick discussed the overall vision for the neighbourhood and provided a pictorial representation. Ms. Chadwick discussed the extension of Hanlan Street and how it relates to this proposed rezoning application as well as the future plan of subdivision. Ms. Chadwick explained that Hanlan Street extension from Fairview Avenue West to Gosfield Avenue West was the subject of an environmental assessment was completed in 2019 as a part of the Ministry of Transportation's Highway 3 reconstruction project.

Ms. Chadwick explained that the future subdivision will provide for many additional housing units and that the woodlot located to the south-east of the subject site would be preserved.

Ms. Chadwick reviewed the next steps in this process stating that administration will provide a report to council with recommendations regarding the rezoning application only at the Regular Council Meeting on March 2, 2020 for adoption by council. Ms. Chadwick advised that there is a 21-day appeal period following council's decision on March 2, 2020 that allows anyone including residents and the Special Council Meeting Minutes- February 13, 2020

applicant to appeal the decision to the Local Planning Appeal Tribunal “LPAT”. If there are no appeals, the next step is the site plan approval process which looks at parking, egress, location of the building as well as many other site specific items.

5. Public Presentations

The Chair asked if any members of the public present would like to provide comments and the following persons came forward:

a) Peter Valente, Applicant

Mr. Valente explained that the rezoning is part of a large plan of subdivision and that he has been working with the Town and the Ministry of Transportation. Mr. Valente stated that this is the first step in the process and there is currently no site plan and that the depicting of the lots is for reference only and that the development will be geared towards townhouses as it is in a nice location and buffered from any single-family homes by a proposed stormwater pond and woodlot. Mr. Valente stated that traditionally his developments are a hybrid of both rental and condominiums for purchase to accommodate the current market trends. Mr. Valente reviewed the pictorials previously presented by Ms. Chadwick explaining their locations and potential pricing.

b) Dean Colasantis, 4204 County Road 23

Mr. Colasantis inquired about the proposed location of the roundabout on Gosfield Townline and stated that it appears to be infringing on his property.

Mr. Valente explained that it is part of the MTO project.

Mr. Colasantis stated that he understood that the MTO did not recommend roundabouts, only a road going through and that the roundabout is something that may be required if you build a subdivision afterwards due to the added traffic.

Ms. Chadwick stated that the results of the Environmental Assessment “EA” is available to the public and this was identified as a preferred solution however the Town is currently negotiating with the MTO and this may be a regular urban cross-section. No final design has been approved by the Town.

Ms. Chadwick advised that MTO will be coming to the Town of Essex in May of 2020 to address various topics including the expansion of Highway 3.

c) Phil Pocock 232 Joan Flood Drive

Mr. Pocock inquired what the soccer field and ball diamonds will be turned into as it is adjacent to the proposed development.

Ms. Chadwick explained that there are no plans to change the location of the soccer field and ball diamonds as part of this project or as a recommendation from Development Services.

d) Laura Pope, 239 Delores Avenue

Ms. Pope is concerned that the proposed roundabout at Fairview Avenue West would take part of the soccer field.

Mr. Watson explained that there would be no change of use for the soccer field and other facilities. There would be a small corner of the soccer field that would be taken away to accommodate the roundabout but does not have any negative impact on the use of the soccer field.

Mr. Watson explained that what is being shown was proposed as part of the EA conducted over a 2 year period and in that process a consultant is retained to look at different options for the extension of Hanlan from Fairview Avenue West to Gosfield Townline West and the consultant comes up with 3 or 4 scenarios showing different road designs and ultimately what is chosen it what is called "Preferred Design". Mr. Watson stated that this is part of the MTO's revitalization and reconstruction of Highway 3 and that MTO is closing the Victoria Avenue signalized intersection leaving only 2 signalized intersections on Highway 3 at Essex Centre. To accommodate that, Hanlan Street will be extended from Fairview Avenue West to Gosfield Townline West and this is the design that was chosen as part of that EA. Mr. Watson advised that it does not mean this design is locked it, it will be part of the plan of subdivision process which will require the same process as this rezoning application.

e) Councillor Kim Verbeek, Ward 2

Councillor Verbeek inquired about the 160 units proposed by Mr. Valente and if that was his goal for this development.

Mr. Valente stated that the reason for that is the fact that traditionally their developments have no underground parking to keep the costs lower and with 6-storeys in height, they feel they can get a density of 40 units per acre with this type of development.

f) Deputy Mayor Richard Meloche

Deputy Mayor Meloche inquired whether or not the the entrance and exit for the proposed development would be determined as part of the site plan control as the diagram does not show these at this time.

Jeff Watson, Policy Planner confirmed that it would be part of the site plan control.

g) Laura Pope, 239 Delores Avenue

Ms. Pope inquired as to where the the treeline and ditch on Hanlan is located on the overall map.

Mr. Watson reviewed the map as shown on the Powerpoint presentation outlining the location of the treeline and ditch as requested by Ms. Pope.

Mr. Watson reiterated that this meeting is the first phase of the public review process and a formal report by planning will go to Council on March 2, 2020 followed by a by-law and no decisions will be made at this point. Mr. Watson advised the public as to the process to address Council at the March 2, 2020 Council meeting.

h) Councillor Chris Vander Doelen, Ward 3

Councillor Vander Doelen inquired as to whether a walkway could be added to the proposed plan of subdivision for ease of access to the parks, arena and businesses nearby.

Mr. Watson advised that what is being presented is a conceptual plan and the layout would be done as part of the plan of subdivision.

i) Janice Rounding, 74 Gosfield Townline West

Ms. Rounding asked if they will be given the same type information as they received in the mail for this meeting before the MTO comes in May.

Ms. Chadwick stated that it is up to the MTO send out notices and recommends that she contacts the Town of Essex's Infrastructure Department if they do not see anything by mid April.

Moved by Councillor Garon

Seconded by Councillor Verbeek

(SP20-02-002) That the presentation entitled "Public Information Meeting: Rezoning Application ZBA-01-20" and the Information Memo dated February 13, 2020, as presented by Lori Chadwick, Director, Development Services , be received.

"Carried"

6. Adjournment

Moved by Deputy Mayor Meloche

Seconded by Councillor Vander Doelen

(SP20-02-003) That the meeting be adjourned at 7:35 PM.

"Carried"

Mayor

Deputy Clerk



Report to Council

Department: Community Services
Division: Community Services
Date: April 6, 2020
Prepared by: Doug Sweet, Director of Community Services
Report Number: Community Services-2020-03 (Amended)
Subject: Rename Essex Community Centre to Maedel Community Centre
Number of Pages: 6

Recommendation(s)

The following two (2) recommendations are provided for the Council's consideration:

1. That Community Services Report 2020-004 entitled "Rename the Essex Community Centre to the Maedel Community Centre" **be received**, and further
2. That Council **approve** the renaming of the Essex Community Centre located at 25 Gosfield Townline in Essex Centre to the Maedel Community Centre in honour of Edward Charles Maedel.

Purpose

To have Council approve the renaming of the Essex Community Centre to the Maedel Community Centre in honour of Edward Charles Maedel.

Background and Discussion

The Town of Essex has three recreation facilities within Essex Centre that all have similar names - Essex Recreation Complex, Essex Centre Sports Complex and the Essex Community Centre. As the names are very similar, it has created confusion on what location people have rented or registered a program at. To reduce some of the confusion, Administration is recommending that the Essex Community Centre be renamed.

Administration worked with the Town's Heritage Committee for a potential name and Administration is suggesting that the Essex Community Centre be renamed the Maedel Community Centre in honour of Edward Charles Maedel.

In 1908, Edward Charles Maedel purchased a struggling soft drink company on Talbot Street in Essex, Ontario and renamed it Maedel Beverages. From this shop Mr. Maedel manufactured soft drinks and sold the product by driving his soft drink truck (see attached photo) throughout the County to various communities. In 1935, Mr. Maedel received the first Pepsi Cola franchise in all of Ontario, and the second franchise in all of Canada. From this expansion, Mr. Maedel built a new shop at the corner of Talbot and Brien Ave (current location of Essex Appliance Store) and continued as a main distributor for Pepsi Cola. In 1989, the Maedel family sold the business to a company from Toronto but the Pepsi factory which today exists on the outskirts of town is the direct result of Charles Maedel's efforts in bringing Pepsi to Essex.

To receive public feedback on the potential name change to the Maedel Community Centre a survey was issued on March 4. All responses could be submitted online or hard copies were also provided at all Town recreation facilities which asked:

- Do you support the name change? Yes or No
- If you answered no, do you have another name suggestion?
- Any other relevant feedback on the name change?

A total of 54 surveys were submitted with 48 of the surveys (88%) supporting the name change to the Maedel Community Centre.

Administration feels Edward Charles Maedel is a worthy candidate for renaming the Essex Community Centre to the Maedel Community Centre as he was a true community man as he was part of the group that built the former Essex Band shell, he was a volunteer firefighter, a lifelong Rotary Club member, volunteer with scouting, baseball and other youth activities – all in addition to successfully running the Pepsi Cola business here in Essex

Financial Impact

There is limited financial impact to renaming the Essex Community Centre to the Maedel Community Centre. In the 2020 approved Capital Budget there are funds for a new outdoor pylon sign, which would have the new name installed on it. All other changes are within the Town's Recreation Guide or Town website and all changes can be done within the current operating budgets. When the new pylon sign is erected an official ribbon-cutting ceremony would take place to notify the public of the change.

Consultations

- Essex Heritage Committee
- Maedel Family
- Manager, Recreation and Culture

Schedule 'A' – Photos - Maedel former building location and Maedel Truck





Link to Strategic Priorities

- ☐ Manage, invest and plan for sustainable municipal infrastructure which meets current and future needs of the municipality and its citizens.
- ☐ Create a safe, friendly and inclusive community which encourages healthy, active living for people of all ages and abilities.
- ☐ Provide a fiscal stewardship and value for tax dollars to ensure long-term financial health to the municipality.
- ☒ Manage responsible and viable growth while preserving and enhancing the unique rural and small town character of the community.
- ☒ Improve the experiences of individuals, as both citizens and customers, in their interactions with the Town of Essex.

Report Approval Details

Document Title:	Rename Essex Community Centre to Maedel Community Centre. - Community Services-2020-01.docx
Attachments:	
Final Approval Date:	Mar 31, 2020

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

A handwritten signature in black ink, appearing to read "Chris Nepszy". The signature is stylized with a large, sweeping "C" and a long, horizontal stroke extending to the right.

Chris Nepszy, Chief Administrative Officer - Mar 31, 2020 - 1:44 PM

- **Staffing**
- **Harbour/Parks/Facilities**
- **Building Department Operations**
- **Interest on water and wastewater waiver until June 30, 2020**
- **Individuals who remove themselves from PAP once they rejoin for the month of July their outstanding balance can be equalized over the remaining PAP payments for the year.**
- **Credit card payments over the phone that we cannot add a surcharge or service fee.**
- **Capital Projects and impacts**



Report to Council

Department: Infrastructure Services

Division: Capital Works and Infrastructure

Date: April 6, 2020

Prepared by: Jackson Tang, Assistant Manager, Business Services

Report Number: Capital Works and Infrastructure-2020-02

Subject: Results of Request for Tender – Essex Soil Steel Structure Replacements and Bridge Deck Rehabilitation

Number of Pages: 6

Recommendation(s)

That Capital Works and Infrastructure-2020-02 entitled Results of Request for Tender – Essex Soil Steel Structure Replacements and Bridge Deck Rehabilitation prepared by Jackson Tang, Assistant Manager, Business Services dated April 6, 2020 be received, and

That Council award the Request for Tender – Essex Soil Steel Structure Replacements and Bridge Deck Rehabilitation to Sterling Ridge Infrastructure Inc. in the amount of \$502,582.47 including non-refundable Harmonized Sales Tax.

Purpose

In accordance with the Town Procurement By-Law Number 1043, Council approval is required for purchases in excess of \$100,000.

Background and Discussion

During the 2020 Capital Budget deliberations, Council approved funding towards the

Essex Soil Steel Structure Replacements and Bridge Deck Rehabilitation, which include the Bridge Rehabilitation and Culvert Replacements.

A Request for Tender following the guidelines as set out in the Town's Procurement By-Law Number 1043 were posted both on the Town's website and Merx, and closed at 3:00:00 pm on March 18, 2020.

Five tenders were received and the one from Matassa Inc. was disqualified due to an incomplete submission. Four qualified tenders were reviewed for arithmetic errors, completeness, legibility, revisions and irregularities. In addition, there were no apparent unbalanced prices in the Schedule of Items and Prices. The results of the submitted prices from the qualified tenderers for the Request for Tender are summarized below:

Name of Bidder	Total Tender Price including Harmonized Sales Tax (13%)	Total Tender price (Steel Option) including non-refundable Harmonized Sales Tax (1.76%)	Total Tender price (Concrete Option) including non-refundable Harmonized Sales Tax (1.76%)
Sterling Ridge Infrastructure Inc.	\$666,575.70	\$502,582.47	\$600,272.06
South Shore Contracting Inc.	\$734,087.55	\$ 661,068.58	\$ 653,945.37
Facca Inc.	\$1,061,070.00	\$ 858,935.80	\$869,030.40
Coco Paving Inc.	\$1,286,731.00	\$1,158,741.12	\$1,158,741.12

As noted in the letter of recommendation provided by the Town's Consultant, RC Spencer Associates Inc.'s, the lowest compliant tender received from Sterling Ridge Infrastructure Inc. is recommended for award. Based on the pricing provided in the submissions, the Town will proceed with the steel option as tendered. Sterling Ridge Infrastructure Inc. has worked for various municipalities such as Kingsville, LaSalle and Chatham-Kent in the past with satisfactory services. A copy of the RC Spencer Associates Inc.'s letter of recommendation is

attached with a total tender price including Harmonized Sales Tax.

Financial Impact

Project number	Project Name	Approved Budget	Tender Price (Steel Option) including non-refundable Harmonized Sales Tax (1.76%)	Difference between Approved Budget and Tender Price
PW – 20 – 0023	Concession Road 6 over Laporte Drain	\$35,000.00	\$243,623.62	-\$208,623.62
PW – 20 – 0030	McCormick Road over Lockhart	\$260,000.00	\$146,717.57	\$113,282.43
PW – 20 - 0031	Coulter Road over 9th Concession	\$294,800.00	\$112,241.28	\$182,558.72
Total		\$589,800.00	\$502,582.47	\$87,217.53

Upon further investigation of the Concession Road 6 bridge (PW-20-0023) it was determined by the Town's consultant, R.C. Spencer Associates Inc, and verified by Administration, that the bridge required concrete patching work in addition to the road resurfacing and waterproofing. Therefore, the tender amount of \$243,623.62 (including non-refundable HST) is greater than the \$35,000 originally budgeted in the 2020 approved capital budget due to a change in the scope of work. As per the 2020 approved capital budget, there are adequate savings from McCormick Road (PW-20-0030) and Coulter Road (PW-20-0031) to offset the overage of Concession Road 6 (PW-20-0023). The Request for Tender result (\$502,582.47 including the non-refundable Harmonized Sales Tax) is within our budgeted funds. As a result, there will be no net impact to the 2020 Capital Budget.

Link to Strategic Priorities

- ☒ Manage, invest and plan for sustainable municipal infrastructure which meets current and future needs of the municipality and its citizens.
- ☐ Create a safe, friendly and inclusive community which encourages healthy, active living for people of all ages and abilities.
- ☐ Provide a fiscal stewardship and value for tax dollars to ensure long-term financial health to the municipality.
- ☐ Manage responsible and viable growth while preserving and enhancing the unique rural and small town character of the community.
- ☐ Improve the experiences of individuals, as both citizens and customers, in their interactions with the Town of Essex.

Report Approval Details

Document Title:	Results of Request for Tender– Bridge Rehabilitation and Culvert Replacements - Capital Works and Infrastructure-2020-02.docx
Attachments:	- Tender Results- Essex Soil Steel Culvert Replacement Deck Rehab_.pdf
Final Approval Date:	Mar 31, 2020

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



Kevin Girard, Director, Infrastructure Services - Mar 30, 2020 - 1:48 PM



Chris Nepszy, Chief Administrative Officer - Mar 31, 2020 - 2:57 PM



RC SPENCER ASSOCIATES INC.
Consulting Engineers

25 March 2020
File No.: 19-890

**The Corporation of the Town of Essex
33 Talbot Street South
Essex, Ontario N8M 1A8**

**Attention: Mr. Richard Beausoleil, CRS-S
Manager, Capital Works and Infrastructure**

**Re: Essex Soil Steel Culvert Replacement and Concrete Deck Rehabilitation
Town of Essex**

Dear Richard:

Tenders were opened yesterday for the above-noted project. The results in ascending order are as follows:

<u>Tenderer</u>	<u>Tender Amount</u>
Sterling Ridge Infrastructure Inc.	\$ 666,575.70
South Shore Contracting Inc.	\$ 734,087.55
Facca Inc.	\$1,061,070.00*
Coco Paving Inc.	\$1,286,731.00

We have checked the Tender submissions and noted the mathematical errors*. We also enclose the Cost Comparison Matrix for all tenders.

In review of the tender submitted by Matassa Incorporated, we note that Items B.1A of Sections 2 and 3 of the Form of Tender (Site ID: 102205(BM-2) and 208002 (BM-3)) were not bid, in accordance with Clause 1.(b) of the General Information to Tenderers. The attached describes how Tender Item No. 1 was circled, presumably as their intended bid, and then the alternative differential price was struck out entirely, omitting the pricing for precast.



Therefore, the Matassa tender is disqualified and we recommend acceptance of the low tender submitted by Sterling Ridge Infrastructure Inc., in the amount of \$666,575.70 (\$589,890.00 plus HST).


Yours Truly,
RC Spencer Associates Inc.

Richard C. Spencer, M.A.Sc., P.Eng.
President

cc + encl: Jackson Tang



Report to Council

Department: Infrastructure Services

Division: Drainage

Date: April 6, 2020

Prepared by: Lindsay Dean, Drainage Superintendent

Report Number: Drainage 2020-01

Subject: Appointment of an Engineer under Section 78 of the Drainage Act to replace a culvert over the Shepley Drain

Number of Pages: 3

Recommendation(s)

That Drainage-2020-01 entitled Appointment of an Engineer under Section 78 of the Drainage Act to replace a culvert over the Shepley Drain prepared by Lindsay Dean, Drainage Superintendent dated April 6, 2020 be received, and

That Council appoint Rood Engineering Incorporated under Section 78 of the Drainage Act for a replacement culvert over the Shepley Drain.

Purpose

The Town of Essex Drainage department has received a request to replace a culvert over the Shepley Drain serving the lands owned by Gorski Land Holdings Inc. Typically a request for a culvert replacement would be completed under drain maintenance, however, the watershed for the Shepley Drain was significantly increased in the 1990s. The change in the watershed contributing to the Shepley Drain will impact the size of the culvert required at this location, therefore, a report under Section 78 of the Drainage Act must be prepared.

Background and Discussion

The Shepley Drain outlets into the Richmond Drain and is located on the south side of County Road 20 and follows upstream in a southeast direction to Gore Road. The culvert to be replaced is located at the very downstream end of the Shepley Drain.

Under Section 78 of the Drainage Act, Council may appoint an engineer to make repairs or improvements to existing municipal drains that have been passed under municipal by-law.

The Shepley Drain is a municipal drain that has been adopted by municipal by-law and any changes made to the design of an existing culvert on the Shepley Drain would qualify under this section of the act.

Prior to the appointment of an engineer, notice must be sent to the Conservation Authority and after 30 days an engineer may be appointed to this project. An engineer appointment under Section 78 of the Drainage Act, gives the engineer authority to review the drainage works and prepare a report outlining their recommendations.

The procedures and appeals under Section 78 are followed in the same manner as Petition Drains, Section 4 of the Drainage Act. The general procedure is as follows:

- Council appointment of an engineer to prepare a report;
- Conduct an on-site meeting with affected landowners;
- Meeting to consider the report and passing of the provisional by-law;
- Court of Revision;
- 3rd and Final Reading of the by-law;
- Construction of drainage works.

Schedule

Should Council approve to proceed with the report and appoint an Engineer, the estimated schedule will be as follows:

- Council approval and appointment of Engineer –May 2020

- On Site Meeting – May 2020
- Preparation of the Report – August 2020
- Submission of Report and notification period –September 2020
- Consideration of the Report by the Drainage Board –September 2020
- Preparation of Provisional By-law and Adoption by Council– September 2020
- Court of Revision –October 2020
- 3rd and Final Reading of the By-law – November 2020
- Construction- December 2020

Financial Impact

The landowner receiving the replacement culvert and parcels located upstream of the culvert will be responsible for all cost associated with the construction, engineering and incidental costs.

Link to Strategic Priorities

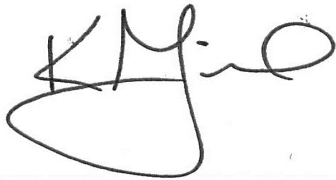
- ☒ Manage, invest and plan for sustainable municipal infrastructure which meets current and future needs of the municipality and its citizens.
- ☐ Create a safe, friendly and inclusive community which encourages healthy, active living for people of all ages and abilities.
- ☐ Provide a fiscal stewardship and value for tax dollars to ensure long-term financial health to the municipality.
- ☐ Manage responsible and viable growth while preserving and enhancing the unique rural and small town character of the community.
- ☐ Improve the experiences of individuals, as both citizens and customers, in their interactions with the Town of Essex.

Report Approval Details

Document Title:	Appointment of Engineer for Shepley Drain Culvert Replacement.docx
Attachments:	
Final Approval Date:	Mar 31, 2020

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

Norm Nussio, Manager Operations and Drainage - Mar 31, 2020 - 4:32 PM

A handwritten signature in black ink, appearing to read 'N. Nussio', with a large loop at the end.

Kevin Girard, Director, Infrastructure Services - Mar 31, 2020 - 4:34 PM

A handwritten signature in black ink, appearing to read 'Chris Nepszy', with a large loop at the end.

Chris Nepszy, Chief Administrative Officer - Mar 31, 2020 - 4:36 PM

ROBERT J. SWAYZE

BARRISTER & SOLICITOR

CERTIFIED BY THE LAW SOCIETY OF UPPER CANADA AS A SPECIALIST IN
MUNICIPAL LAW - LOCAL GOVERNMENT/LAND USE PLANNING AND DEVELOPMENT

TELE: (519) 942-0070

FAX: (519) 942-1233

E-mail: robert.swayze@sympatico.ca

20736 Mississauga Road
CALEDON, ONTARIO
L7K 1M7

THE CORPORATION OF THE TOWN OF ESSEX

OFFICE OF THE INTEGRITY COMMISSIONER

REPORT TO COUNCIL IN OPEN SESSION

TO: Mayor Snively and Members of Essex Council

FROM: Robert Swayze, Integrity Commissioner

DATE: April 6, 2020

SUBJECT: Annual Report of the Integrity Commissioner for 2019

Recommendation:

It is recommended that the 2019 Annual Report of the Integrity Commissioner dated April 6, 2020 be received for information.

Background:

I was originally appointed Integrity Commissioner for the Town of Essex by Agreement dated November 5, 2015 with a term expiring on November 3, 2017. That contract was extended at the request of Council until December 31, 2018. In 2018 a request for proposal was advertised and I was again the successful bidder. A further agreement was entered into for a two year term ending with January 31, 2021. In that new contract Council has the right to extend the agreement on the same terms and conditions, for a further term of 2 years ending on January 31, 2023.

Activity in 2019

This report will cover the 2019 calendar year. No annual report was filed for 2018 because all of the activity during that year was reported on with several reports on

investigations carried out by me regarding one Councillor who is no longer on Council. The last report during that year was dated November 19, 2018.

There was very little activity by the Integrity Commissioner during 2019 and that speaks well of this Council in terms of compliance with the Council Code of Conduct (the “Code”).

During the year, I had only one complaint from a confused resident about staff which was summarily dismissed by me because I have no jurisdiction over staff. I had 5 requests for advice from members of Council on the legal interpretation of the Code and possible conflicts, which I choose to keep confidential except one:

At the Council meeting held on December 16, a group of local businessmen appeared as a deputation to thank Councillors for their service during the year and gift baskets were openly presented to all members of Council.

I watched the video of the meeting and reviewed the Code which prohibits “gifts connected directly or indirectly with the performance of their duties of office”, subject to certain exceptions. One of those exceptions is as follows:

- “k) Other items which are minor in nature, including:
 - i) small holiday gifts of appreciation such as cards, cookies or chocolates.”

In the deputation, there was no suggestion that the businessmen were looking for any favours and I decided that the gift of the baskets did not offend the Code.

Councillor Orientation

In the past 2 years, I have conducted more than 30 workshops across the Province on the *Modernizing Ontario’s Municipal Legislation Act, 2016* (Bill 68) which came into force in 2019. It made substantive changes to the accountability and transparency regime in Ontario and added the *Municipal Conflict of Interest Act* to the jurisdiction of the Integrity Commissioner. If Council has not taken some of this training, it is recommended that a session be provided in the near future.

Conclusion:

It has been a pleasure serving the Town of Essex as Integrity Commissioner. I wish to convey my sincere thanks to members of Council and staff, for their cooperation and assistance in carrying out my mandate.

Prepared by:

A handwritten signature in blue ink, appearing to be 'RS', with a long horizontal flourish extending to the right.

Robert Swayze
Integrity Commissioner

Attachment(s): none



March 10, 2020

Ontario's Flooding Strategy Released

The Ministry of Natural Resources and Forestry has released [Ontario's Flooding Strategy](#). There are five key areas for action:

- 1) Understanding Flood Risks,
- 2) Strengthening Governance of Flood Risks,
- 3) Enhanced Flood Preparedness,
- 4) Enhance flood response and recovery,
- 5) Invest in Flood Risk Reduction.

Municipal governments can welcome this commitment to enhance mapping and increase public awareness by creating a public education program. There is clear direction that all governments and conservation authorities need to work in greater collaboration. This will include clarifying responsibilities and working groups to tackle specific issues.

A strong investment in science based, defensible data is planned in an effort to improve flooding information. This is not only for mapping but also to improve forecasting and warning systems. The province will be reviewing a large number of regulations and technical guidelines to update them to better reflect recent flooding experiences and climate change projections. As well there is a commitment from the province to enhance flood forecasting in a number of ways including working with the Federal Government. This in turn will improve public warning information.

Of specific interest to municipal governments are the action items pertaining to land use planning decisions and infrastructure. Reliance on structures to mitigate flood hazards has not been as successful as originally intended. As a result, municipalities are called on to evaluate approaches and standards. This will include maintaining wetlands, increasing permeable surfaces, enhancing resiliency through building infrastructure in anticipation of extreme weather events, and stormwater / wastewater management and reporting.

Many of these actions will impact conservation authorities in terms of their role in mapping, the planning process, monitoring, forecasting and support of emergency management activities. Conservation Authorities could be called on to strengthen the use of hazard regulations under Section 28.

Agricultural and rural drainage may also see revisions to standards.

The strategy speaks to land owners' responsibilities and is supportive of the federal

government developing a new low-cost national flood insurance program to protect homeowners at high risk of flooding and to develop a national action plan to assist homeowners with potential relocation for those at the highest risk of repeat flooding. There is a commitment to enhance emergency response by implementing Auditor General recommendations, and review the Disaster Recovery Assistance program. Specific actions are reviewing the build back better pilot, providing clarity on the eligibility of waste management costs, and reviewing program responsiveness.

Finally, there is discussion of better leveraging the existing Ontario Community Infrastructure Fund (OCIF) and Ontario's Asset Management Planning regulations to account for flooding and climate adaptation needs; funding for flooding infrastructure projects through the recent Green Infrastructure Stream intake; Conservation Authority Water Erosion Control Infrastructure (WECI) funds for dam investments; continued funding for core activities of Conservation Authorities; support from federal funding programs and encouraging the use of Local Improvement Charges for shoreline revetment.

Overall, this report will require municipal governments:

- to alter practices for where or under what circumstances development is allowed, including avoiding hazard lands and an emphasis on low impact development.
- to alter expectations of developers to better manage stormwater, maintain wetlands, increase permeable surfaces and require low impact development.
- to be more stringent with development. There will be some developments that may not be able to proceed which may result in some landowners being frustrated.
- to evaluate storm and wastewater management. There may be some costs (depending on how infrastructure funding is provided) to upgrading existing and up sizing future infrastructure designed to manage waste and storm water. Sewer overflow reporting will also require municipal attention.

With any change in approach or standards, there can be time lags which translate into costs. While the document points to municipal governments as the lynchpin in addressing flooding, it does not seem to require new unfunded mandates. The Strategy does however add pressure to an already challenging infrastructure funding environment where demand far outstrips available funds.

AMO continues to call for additional, dedicated federal and provincial funding for flooding infrastructure to help municipalities adapt to our changing climate. AMO staff will continue to monitor the ways in which this strategy is implemented.

AMO Contact:

Cathie Brown, Senior Advisor, cathiebrown@amo.on.ca, 416-971-9856 ext. 342.

Craig Reid, Senior Advisor, creid@amo.on.ca, 416-971-9856 ext. 334.

*Disclaimer: The Association of Municipalities of Ontario (AMO) is unable to provide any warranty regarding the accuracy or completeness

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Association of Municipalities of Ontario
200 University Ave. Suite 801, Toronto ON Canada M5H 3C6

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March 9, 2020

Attention: Municipal Clerk

Subject: Municipal Engineers Association 2020 Bursary Awards Program

The Municipal Engineers Association (MEA) is pleased to advise that it will be offering its 2020 Bursary Program to assist students enrolling in the first year of an Engineering Program at the University level for the upcoming 2020/2021 academic year. This is the 13th consecutive year the MEA will be awarding bursaries to prospective engineering students. Up to ten (10) bursaries will be awarded to children/dependents of municipal employees and elected councillors. The highest scoring application will receive the *John Hammer Memorial Bursary* valued at \$2,000; the balance are valued at \$1,500 each.

The MEA is a non-profit association representing the interests of municipal engineers in Ontario who are employed as professional engineers at Ontario Municipalities and other provincial agencies serving in the Engineering/Public Works field. The MEA values the contribution of all municipal employees, is committed to the continued technical excellence of our future municipal engineers, is sensitive to serving the community and the need for effective communication skills.

Please find attached the following items:

1. Eligibility and Selection Criteria
2. 2020 MEA Bursary Application package
3. Bursary Notice (1 page) that can be used to assist you in publicizing this year's bursary at your municipality.

The above items are also available for download at www.municipalengineers.on.ca/bursary.

We respectfully request that the Clerk's office make reasonable efforts to notify their municipal employees about the availability of the MEA's 2020 Bursary Program including the selection criteria, application process and the deadline (midnight May 8, 2020).

We appreciate the opportunity to work with the children/dependents of municipal employees to contribute to their academic studies to become engineers. If you require any additional information or have any questions, please feel free to contact the undersigned.

Yours sincerely,



D.M. (Dan) Cozzi, P. Eng.
Executive Director
Municipal Engineers Association

2020 Bursary Awards Program

- A. Purpose
- B. Eligibility
- C. Application Requirements
- D. Selection Committee and Awards Criteria

A. Purpose

The MEA Bursary Program provides financial assistance to encourage secondary school students to pursue a career in engineering. Up to ten (10) bursaries will be awarded to students enrolling into an Engineering Program at the University level. The highest scoring application will receive the *John Hammer Memorial Bursary* valued at \$2,000; the balance are valued at \$1,500 each.

B. Eligibility

- The MEA Bursary Program is open to all children and/or dependents of current, full-time, municipal employees and elected municipal Councillors in Ontario. Full-time “part-time” employees who work at least 24 hours per week are also eligible if they qualify for OMERS pension and benefits.
- Must be an Ontario resident and Canadian citizen.
- Student must be in the process of completing a secondary school program in Ontario and be eligible for graduation in the year of application.
- Student must have been accepted and commit to entering an undergraduate engineering program (1st year) at a Canadian University as a full-time student.
- Interest in, and contribution to, their community through active participation in extracurricular activities at their school and/or in civic organizations.
- The awards are non-renewable and non-transferable.

C. Application Requirements

- Each application (attached) will include the following:
 - Name and signature of applicant
 - name(s) and signature(s) of parent/guardian and the name of the municipality where employed;
 - Applicant’s secondary school transcript;
 - Applicant’s resume that includes details of extracurricular activities and contributions to their community;
 - Demonstration of financial need;
 - 300-word explanation of why the applicant aspires to be an engineer;
 - 500-word essay on a topic of the applicant’s choice relating to municipal engineering or public works
- Each application must include a copy of the University Admission Offer Letters and/or any other supporting documents confirming enrolment/acceptance at an Ontario University (or equivalent) and their response to enter into an undergraduate engineering program as a full-time student (***if this is not available at the time of submission, the application can proceed, but it must be provided prior to actual award of the MEA bursary cheque***).
- Applicants are encouraged to submit their application online at www.municipalengineers.on.ca. Alternatively, applications may be submitted in PDF format and emailed to info@municipalengineers.on.ca.
- Submission deadlines for all applications will be midnight on **May 8, 2020**.

D. Selection Committee and Awards Criteria

- All bursary applications will be reviewed/judged by the Municipal Engineers Association through its Bursary Committee and will be assessed/scored/ranked as follows:
 - Complete Application: 15 Points
 - Demonstrated Financial Need: 10 Points
 - Extra-curricular activities (sports/volunteerism, helping others): 15 Points
 - Why They Aspire to be an Engineer: 25 Points
 - Essay Component (creativity, logical, grammar/spelling): 20 Points
 - Overall Quality of Application: 15 Points
- The highest overall ranked application will be designated as the *John Hammer Memorial Bursary*
- All decisions of the Bursary Committee are final - only those receiving a bursary award will be notified
- The monetary awards (cheques) will be forwarded to successful applicants upon the completion of the judging and only after the receipt of university confirmation of acceptance and evidence of student commitment to enter a university engineering program.

2020 MEA BURSARY APPLICATION FORM

1. Contact Information

Student Name	
Home Address/Telephone/E-mail	
Parent/Guardian Name	
Parent/Guardian' Municipal Employer & Job Title	
Parent/Guardian's Municipal Business Address/Telephone/E-mail	

2. Education

Please provide us with a copy of secondary school transcript and volunteer hours form.

Letters of reference are welcome.

Post-Secondary Schools applied for	
Engineering Program applied for	

3. Why have you selected an Engineering Program?

Tell us about your interest in the selected education program and why you would like to be an engineer (300-words)

4. Special Interests

Summarize any special interests you have acquired from employment, volunteer work, or through other activities, including hobbies or sports.

5. Why should you receive this Bursary?

Summarize your interest in this bursary. Demonstrate financial need.

6. Essay Submission

Please indicate your essay topic and attach a copy of your essay to this Application (500-words).

7. Agreement and Signature

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted for this bursary, any false statements, omissions, or other misrepresentations made by me on this application may result in withdrawal of the bursary.

Student Name (printed)	
Applicant Signature / Date	
Parent/Guardian Signature / Date	

NOTE: If you have any questions, please contact: dan.cozzi@municipalengineers.on.ca

2020 MEA BURSARY AWARD PROGRAM

The Municipal Engineers Association (MEA) is a non-profit association representing the interests of municipal engineers in Ontario who are employed as professional engineers at Ontario Municipalities and other provincial agencies serving in the Engineering/Public Works field. The MEA values the contribution of all municipal employees, is committed to the continued technical excellence of our future municipal engineers, is sensitive to serving the community and the need for effective communication skills. This is the 13th consecutive year the MEA is offering bursaries to engineering students.

Up to ten (10) bursaries will be awarded to children/dependents of municipal employees and elected councillors entering the 1st year of a university engineering program for the 2020/2021 academic year. The highest scoring application will receive the *John Hammer Memorial Bursary* valued at \$2,000; the balance are valued at \$1,500 each.

Candidates must complete an application to the MEA. Please visit www.municipalengineers.on.ca/bursary for further details. The application deadline is midnight, May 8, 2020.

Eligibility

- Candidates must be in their final year of a secondary school program.
- Candidates must have been granted conditional acceptance at a Canadian University in an engineering program (1st year) and will be required to show proof of entering that program.
- Interest in, and contribution to, their community through active participation in extra-curricular activities on campus and/or in civic organizations;
- As part of the application, the Municipal Engineers Association requires the student to submit a 300-word explanation on why they wish to become an engineer and a 500-word essay on an engineering-related topic.
- All applicants must be children and/or dependents of current, full-time municipal employees or elected municipal councillors in Ontario. Full time “part time” employees, who work at least 24 hours per week, are also eligible if they qualify for OMERS pension and benefits.

For more information, contact the Municipal Engineers Association at
info@municipalengineers.on.ca



DIOCESE OF LONDON

OFFICE OF THE BISHOP

1070 WATERLOO STREET
LONDON, ONTARIO N6A 3Y2
CANADA
519-433-0658
FAX: 519-266-4353

25 March 2020

Mayor Larry Snively
Mayor of Essex
Town of Essex
33 Talbot Street South
Essex, ON N8M 1A8

Dear Mayor Snively,

During this extraordinary time of the coronavirus pandemic, I am reaching out to you and your team on behalf of the Catholic community of southwestern Ontario to express my deep gratitude for your leadership and service of the common good. Your efforts, which are often unseen and carried out without fanfare, are keeping us all safe. They are particularly important in the crisis we are currently facing, because they are a powerful witness to all of us of the dignity and value of every human life.

We want to acknowledge the great demands that have been placed on you and your team. Many people, those on the front line and the families supporting those on the front line, are making huge sacrifices for all of us, especially those most in need.

Our Catholic community is supporting you and your efforts.

I have mobilized our parishes throughout the diocese to reach out to their communities with particular attention to the home bound, the elderly and those with special needs. For us Catholics, the Church is not simply a building, but a community of faith that brings God's love to the world in concrete ways.

Please do not hesitate to reach out, if you believe there is more we could be doing to support your efforts.

Our prayers are with you each day. May God bless you, and may we look back on this experience and celebrate the incredible efforts of our human family. We look forward with hope and confidence to that time.

Sincerely yours,

Most Rev. Ronald P. Fabbro, C.S.B.
Bishop of London



Ministry of the Solicitor General

Public Safety Division
Public Safety Training Division

25 Grosvenor St.
12th Floor
Toronto ON M7A 2H3

Telephone: (416) 314-3377
Facsimile: (416) 314-4037

Ministère du Solliciteur général

Division de la sécurité publique
Division de la formation en matière
de sécurité publique

25 rue Grosvenor
12^e étage
Toronto ON M7A 2H3

Téléphone: (416) 314-3377
Télécopieur: (416) 314-4037



MEMORANDUM TO: All Chiefs of Police and
Commissioner Thomas Carrique
Chairs, Police Services Boards

FROM: Marc Bedard
Assistant Deputy Minister
Public Safety Division and Public Safety Training Division

SUBJECT: **Set Fines for Offences under the *Emergency Management and Civil Protection Act***

DATE OF ISSUE:	March 19, 2020
CLASSIFICATION:	For Action
RETENTION:	Indefinite
INDEX NO.:	20-0018
PRIORITY:	High

Further to All Chiefs Memo 20-0017, distributed March 18, 2020, I am writing to advise you that in addition to sharing the emergency declaration and emergency orders that were made under the *Emergency Management and Civil Protection Act* (EMCPA), they are posted online here:

Order in Council 518/2020:
<https://www.ontario.ca/orders-in-council/oc-5182020>

Order in Council 519/2020:
<https://www.ontario.ca/orders-in-council/oc-5192020>

Order in Council 520/2020:
<https://www.ontario.ca/orders-in-council/oc-5192020>

Further, I would like to provide you more information on the set fines for offences under the EMCPA.

The Chief Justice of the Ontario Court of Justice has ordered the following set fines for individuals:

Item	Offence	Section	Set Fine
1.	Fail to comply with an order made during a declared emergency	7.0.11 (1) (a)	\$750.00
2.	Obstruct any person exercising a power in accordance with an order made during a declared emergency	7.0.11 (1) (a)	\$1,000.00
3.	Obstruct any person performing a duty in accordance with an order made during a declared emergency	7.0.11 (1) (a)	\$1,000.00

Please note that section 7.0.11 (2) creates a separate offence on each day that any offence listed above occurs or continues.

The set fines can be found on the Ontario Court of Justice website at:
<https://www.ontariocourts.ca/ocj/how-do-i/set-fines/set-fines-i/schedule-4-0-1/>

Sincerely,



Marc Bedard
Assistant Deputy Minister
Public Safety Division and Public Safety Training Division

Ministry of the Attorney General

Court Services Division
Office of the Assistant Deputy
Attorney General

McMurtry-Scott Building
720 Bay Street, 2nd Floor
Toronto ON M7A 2S9
Tel.: 416 326-2611
Fax.: 416 326-2652

Ministère du Procureur général

Division des services aux tribunaux
Bureau de la Sous-procureure générale
adjointe

Édifice McMurtry-Scott
720, rue Bay, 2^e étage
Toronto ON M7A 2S9
Tél. : 416 326-2611
Téléc. : 416 326-2652

NOTICE

March 23, 2020

As you are aware, the Government of Ontario has enacted a declaration of a provincial emergency in relation to the 2019 novel coronavirus (COVID-19). The Ministry of the Attorney General's Court Services Division continues to monitor and respond to the evolving situation.

To further protect the health and safety of all court users and to help contain the spread of COVID-19, **we ask members of the legal profession and members of the public NOT to attend courthouses in person at this time, unless they are required to be in court for a hearing or to make an urgent filing in a civil, criminal or family matter.**

All the Ontario courts have modified their procedures and practices as a result of the COVID-19 pandemic. For more detailed information about these temporary procedures and practices, including the nature of urgent matters, please visit the websites for the [Court of Appeal for Ontario](#), the [Superior Court of Justice](#), or the [Ontario Court of Justice](#).

Parties may file Claims or Statements of Claim through the [Small Claims Court online filing service](#), or the [Civil Claims Online Portal](#) for Superior Court of Justice civil matters. Limited family proceedings can also be filed electronically through the [Ministry of the Attorney General's website for filing divorce applications](#).

Please also be aware that on March 20, 2020, an order was made under s. 7.1(2) of the *Emergency Management and Civil Protection Act* suspending certain limitation and other time periods for the duration of the emergency.

It is especially important that people do not attend an Ontario courthouse if:

- they have COVID-19-related symptoms, including but not limited to fever, coughing, sore throat, difficulty breathing, muscle aches;
- they have travelled outside Canada within the last 14 days; or
- they have been advised by a health professional or health authority to self-isolate.

Thank you for your assistance in protecting the health and well-being of all Ontarians and for your continued support and cooperation to ensure that urgent and priority legal matters can continue to be heard in our courts.

Good morning,


If you have not already received this, the list of essential workplaces has been posted. Please see the attached. The list can also be found via this link: [List of Essential Workplaces.](#)

The news release can be found below.

Thank you,

Tim

Tim Ryall, Municipal Advisor
Ministry of Municipal Affairs and Housing
659 Exeter Road, London, ON N6E 1L3
(519) 873-4030 or (800) 265-4736



Newsroom

News Release

Ontario Closing At-Risk Workplaces to Protect Health and Safety

March 23, 2020

Business-owners Encouraged to Continue their Operations Through Work-From-Home Policies and Innovative Business Models

TORONTO — Due to the evolving COVID-19 situation, the Ontario government will be ordering at-risk workplaces to close-down, while encouraging businesses to explore opportunities to continue operations through work-from-home and innovative business models. At the same time, the government reminds businesses to put in place protocols for physical distancing and regular hand-washing in order to protect the health and safety of employees and the general public.

Earlier today, Premier Doug Ford was joined by Christine Elliott, Deputy Premier and Minister of Health, Rod Phillips, Minister of Finance and Sylvia Jones, Solicitor General to announce that the government will be closing at-risk workplaces to prevent the spread of COVID-19.

Essential businesses include, but are not limited to grocery stores and pharmacies, telecommunications and IT infrastructure service providers, and businesses that support power generation, natural gas distribution and clean drinking water. Essential businesses are being asked to put into place any and all measures to safeguard the wellbeing of their employees on the front-lines.

Teleworking and online commerce are permitted at all times for all businesses.

"While this was a difficult decision, we trust that Ontario's business leaders will be able to promote safety while carrying out business and protecting jobs," said Premier Doug Ford. "The grocery store clerks, transit and hydro workers and truckers are out there on the front lines making sure the people of Ontario continue to have access to the products and services they need. It is essential that their

workplaces be kept as safe as possible so these local heroes can return home to their families worry free."

At-risk workplaces will be ordered to close by 11:59 p.m. on Tuesday, March 24th and where possible, take the necessary measures so staff can work from home allowing operations to continue.

"Our government applauds the sacrifice and hard work of all Ontario workers and businesses, and will stand by them through this crisis," said Vic Fedeli, Minister of Economic Development, Job Creation and Trade. "We call on workplaces that remain open to be vigilant and to enforce the highest possible standards of cleanliness and caution as we continue the fight together against COVID-19."

BACKGROUND INFORMATION

- [List of Essential Workplaces](#)

ADDITIONAL RESOURCES

- Visit Ontario's [website](#) to learn more about how the province continues to protect Ontarians from COVID-19.

CONTACTS

Ivana Yelich
Premier's Office
Ivana.Yelich@ontario.ca

Office of the Premier
<http://www.ontario.ca/premier>

List of Essential Workplaces

March 23, 2020 8:00 P.M.

For the purposes of this order, businesses include any-for-profit, non-profit or other entity providing the goods and services described herein.

This does not preclude the provision of work and services by entities not on this list either online, by telephone or by mail/delivery.

Note that teleworking and online commerce are permitted at all times for all businesses.

Supply chains

1. Businesses that supply other essential businesses or essential services with the support, supplies, systems or services, including processing, packaging, distribution, delivery and maintenance necessary to operate;

Retail and Wholesaling

2. Businesses engaged in the retail and wholesale sale of food, pet food and supplies, and household consumer products necessary to maintain the safety, sanitation and essential operations of residences and businesses, including grocery stores, supermarkets, convenience stores, markets and other similar retailers;

3. Businesses that provide essential items for the health and welfare of animals, including feed, animal food, pet food and animal supplies including bedding;

4. Beer, wine and liquor stores and alcohol producers, and stores that sell beer and wine through arrangements with authorized providers; cannabis stores and cannabis producers;

5. Gas stations, diesel, propane and heating fuel providers including providers of motor vehicle, aircraft and water/marine craft fuels;

6. Motor vehicle, auto-supply, auto and motor-vehicle-repair, including bicycle repair, aircraft repair, heavy equipment repair, watercraft/marine craft repairs, car and truck dealerships and related facilities;
7. Hardware stores and stores that provide hardware products necessary to the essential operations of residences and businesses;
8. Business providing pharmaceuticals and pharmaceutical services, including pharmacies and dispensaries;
9. Businesses that supply office products and services, including providing computer products and related repair and maintenance services, for individuals working from home and for essential businesses;
10. Safety supply stores (for e.g. work clothes, Personal Protective Equipment);

Food Services and Accommodations

11. Restaurants and other food facilities that prepare and serve food, but only for delivery or takeaway, together with food delivery services;
12. Hotels, motels, shared rental units and similar facilities, including student residences;

Institutional, Residential, Commercial and Industrial Maintenance

13. Businesses that provide support and maintenance services, including urgent repair, to maintain the safety, security, sanitation and essential operation of institutional, commercial industrial and residential properties and buildings, including, property management services, plumbers, electricians, custodial/janitorial workers, cleaning services, , security services, fire safety and sprinkler systems, building systems maintenance and repair technicians and engineers, mechanics, (e.g. HVAC, escalator and elevator technicians), and other service providers who provide similar services

Telecommunications and IT Infrastructure/Service Providers

14. Businesses engaged in providing or supporting Information Technology (IT) including online services, software products and related services, as well as the technical facilities such as data centres and other network facilities necessary for their operation and delivery;
15. Businesses providing telecommunications services (phone, internet, radio, cell phones etc) as well as support facilities such as call centres necessary for their operation and delivery;

Transportation

16. Taxis and other private transportation providers providing transportation services necessary for activities of daily living;
17. Businesses and facilities that provide transportation services to businesses and individuals including by air, water, road, and rail including providing logistical support, distribution services, warehousing and storage, including truck stops and tow operators;
18. Businesses that provide materials and services for the operation, maintenance and safety of transportation systems (road, transit, rail, air and marine) including delivery of maintenance services such as clearing snow, response to collisions, and completing needed repairs to the transportation systems.

Manufacturing and Production

19. Businesses that extract, manufacture, process and distribute goods, products, equipment and materials, including businesses that manufacture inputs to other manufacturers (e.g. primary metal/ steel, blow molding, component manufacturers, chemicals, etc. that feed the end-product manufacturer);
20. Businesses, facilities and services that support and facilitate the two- way movement of essential goods within integrated North American and Global supply chains.

Agriculture and food production

21. Businesses that farm, harvest, process, manufacture, produce or distribute food, including beverages, crops, animal products and by-products, aquaculture, hunting and fishing;
22. Businesses that support the food supply chain including assembly yards, livestock auctions, food distribution hubs, feed mills, farm equipment suppliers, feed suppliers, food terminals and warehouses, animal slaughter plants and grain elevators;
23. Business that support the safety of food including animal and plant health and animal welfare;
24. Businesses that provide veterinary services, and that supply veterinary and animal control medications and related supplies and testing kits;
25. Businesses that help to ensure safe and effective waste management including deadstock, rendering, nutrient management, bio hazardous materials, green waste, packaging recycling;

Construction

- 26. Construction projects and services associated with the healthcare sector, including new facilities, expansions, renovations and conversion of spaces that could be repurposed for health care space;
- 27. Construction projects and services required to ensure safe and reliable operations of critical provincial infrastructure, including transit, transportation, energy and justice sectors beyond the day-to-day maintenance;
- 28. Construction work and services, including demolition services, in the industrial, commercial, institutional and residential sectors;
- 29. Construction work and services that supports health and safety environmental rehabilitation projects

Financial activities

- 30. Capital markets (e.g., the TSX);
- 31. Banking & Activities related to Credit Intermediation; credit unions;
- 32. Insurance;
- 33. Businesses that provide pension services and employee benefits services;
- 34. Businesses that provide financial services including payment processing, the payroll division of any employer (as defined by the *Employment Standards Act/ Occupational Health and Safety Act*), any entity whose operation is the administration of payroll, banks and credit unions;

Resources

- 35. Businesses that ensure global continuity of supply of mining materials and products (e.g. metals such as copper, nickel and gold) and that support supply chains in Northern Ontario including;
 - a. Mining operations, production and processing;
 - b. Mineral exploration and development;
 - c. Mining Supply and Services that support supply chains in the mining industry including maintenance of operations, health and safety.

36. Businesses that provide chemicals and gases to support the natural resource sector analytical labs and drinking water and wastewater sectors and other essential businesses;
37. Businesses that ensure global continuity of supply of forestry products (e.g. lumber, pulp, paper, wood fuel, etc.);
38. Businesses that ensure global continuity of supply of aggregates to support critical infrastructure repairs and emergency response requirements (e.g. sandbags, armour stone barriers, etc.);
39. Businesses that ensure global continuity of supply of petroleum and petroleum by-products;

Environmental Services

40. Businesses that support environmental management/monitoring and spill clean-up and response, including environmental consulting firms, professional engineers and geoscientists, septs haulers, well drillers, pesticides applicators and exterminators, management of industrial sewage/effluent (eg for mining operations), and environmental laboratories;

Utilities and Community Services

41. Utilities, and Businesses that support the provision of utilities and community services, including by providing products, materials and services needed for the delivery of utilities and community services:
- a. Waste Collection, Waste/ Sewage Treatment and Disposal, operation of landfills, and Hazardous Waste Disposal;
 - b. Potable drinking water;
 - c. Electricity Generation, transmission, distribution and storage;
 - d. Natural Gas distribution, transmission and storage,
 - e. Road construction and maintenance;
 - f. police, fire, emergency services including coroner services and pathology services ;
 - g. corrections and courts services;
 - h. other government services including licenses and permits;

42. Businesses engaged in or supporting the operation, maintenance and repair of critical infrastructure (railways, dams, bridges, highways, erosion control structures, etc.);

Communications Industries

43. Newspaper publishers;

44. Radio & Television Broadcasting;

45. Telecommunications providers;

Research

46. Businesses and organizations that maintain research facilities and engage in research, including medical research and other research and development activities;

47. Businesses that provide products and services that support research activities;

Health Care and Seniors Care and Social Services

48. Organizations and providers that deliver home care services;

49. Retirement homes;

50. Long-term Care Facilities;

51. Independent health facilities;

52. Laboratories and specimen collection centres;

53. Manufacturers, wholesalers, distributors and retailers of pharmaceutical products and medical supplies, including medications, medical isotopes, vaccines and antivirals; medical devices and medical supplies

54. Manufacturers, logistics and distributors of products and/or services that support the delivery of health care in all locations (including but not limited to hospitals, labs, long-term care homes, other residential health care, physicians, nurse practitioners and midwives, and home care services);

55. Businesses that provide products and/or services that support the health sector or that provide health services, including mental health and addictions and counselling supports.

56. Businesses that sell, rent or repair assistive/mobility/medical devices, aids and/or supplies.

57. Businesses that provide personal support services (many seniors and persons with disabilities, who can afford to, hire individuals to assist with the activities of daily living).
58. Health care professionals providing emergency care including dentists optometrists and physio-therapists;
59. Not-for-profit organizations that provide critical personal support services in home and also provide residential services for individuals with physical disabilities (such as the Centre for Independent Living and March of Dimes);
60. Businesses and all other organizations that support the provision of food, shelter, safety or protection, and/or social services and other necessities of life to economically disadvantaged and other vulnerable individuals, including but not limited to food banks, violence against women emergency shelters, homeless shelters, community housing, supportive housing, children's aid societies, residential services for adults with developmental disabilities and for children, and custody and detention programs for young persons in conflict with the law;

Justice Sector

61. Professional and social services that support the legal and justice system;

Other Businesses

62. Rental and leasing services, including automobile, commercial and light industrial machinery and equipment rental;
63. Businesses providing mailing, shipping, courier and delivery services, including post office boxes;
64. Laundromats, dry cleaners and laundry service providers;
65. Professional services including lawyers and para-legals, engineers, accountants, translators;
66. Businesses providing funeral, mortician, cremation, transfer, and burial services, and any related goods and products (such as coffins and embalming fluid);
67. Land registration services, and real estate agent services and moving services;
68. Businesses providing security services including private security guards; monitoring or surveillance equipment and services;

69. Businesses providing staffing services, including temporary help;

70. Businesses that support the safe operations of residences and essential businesses;

71. Businesses that provide for the health and welfare of animals, including veterinarians, farms, boarding kennels, stables, animal shelters, zoos, aquariums, research facilities and other service providers;

72. Child care services for essential workers, and home child care services of less than six children;

73. Businesses providing cheque cashing services;

Business Regulators and Inspectors

74. Organizations, including Administrative Authorities, that regulate and inspect businesses.

[Available Online](#)
[Disponible en Français](#)



NOTICE TO PUBLIC REGARDING *PROVINCIAL OFFENCES ACT* MATTERS

March 23, 2020

All *Provincial Offences Act* matters (e.g., traffic tickets and offences under provincial legislation) scheduled until May 29, 2020 will be rescheduled. Do not attend court.

All *Provincial Offences Act* matters scheduled from Monday, March 16, 2020 through to and including Friday, May 29, 2020 will be adjourned and rescheduled to a later date. If you have a matter scheduled during this time, **you do not need to attend court**. This applies to all POA courts in Ontario.

A notice of your new court date will be sent to you by mail to the address on file with the court. For more information, please contact your local Provincial Offences court.

Contact information for all municipal courts is available here:
https://www.attorneygeneral.jus.gov.on.ca/english/courts/Court_Addresses/poa/

The following timelines have been extended:

Sections 5(6), 5.1(2)(b), 5.1(12), 9(1)(a), 11(1), 11(4), 17.1(6.1), 18(1), 18.1(5), 18.2(1), 18.3(1), 19, 66(1), 69(1), 116(2)(a), 116(3) and 135(2) of the *Provincial Offences Act*, and sections 5(2) and 5(3) of the *Rules of the Ontario Court (General Division) and the Ontario Court (Provincial Division) in Appeals Under Section 116 of the Provincial Offences Act*, O. Reg. 723/94.

A copy of the order is available on the Ontario Court of Justice website. It will also be available at all POA court offices as soon as practicable.

Please also be advised that the Government of Ontario made an order pursuant to s. s. 7.1 of the *Emergency Management and Civil Protection Act* (EMPCA), suspending any limitation periods in statutes and regulations for the duration of the State of Emergency. This will impact timelines under the *Provincial Offences Act* and related proceedings. A copy of the order is available online at: <https://www.ontario.ca/laws/regulation/200073>

Town of Essex Declares State of Emergency

Council hosted an emergency meeting on Monday, March 23 to discuss the Town's ongoing response to the COVID-19 pandemic.

Council supported the following:

- Changes to the delegation of authority by-law to provide greater administrative flexibility on financial decision-making, extension to payment deadlines, legal agreements, facility closures, and more. The changes to the delegation of authority only apply for as long as the state of emergency is in place. All decisions made by administration under the authority of the by-law would be subject to future confirmation by Council.
- Changes to the procedural by-law to allow for electronic participation in Council meetings during local emergencies. Going forward, Council members be able to attend via electronic means, such as phone or teleconferencing. The new ability will reduce in-person meetings and ensure public transparency of Council's decision-making throughout the state of emergency.
- Waiving penalties and interest for property tax payments up to and including April 30, 2020. Property tax accounts set up on pre-authorized payment plans will continue automatic withdrawals. Property owners requesting to end automatic payments must contact the Town's Finance division at 519-776-7336 ext 3050.
- Sending a letter to the Ontario Energy Board, the Premier of Ontario, and the local Member of Provincial Parliament, to consider the elimination of time of use billing for hydro rates throughout the Province.

"Council and I continue to deal with the impacts of the COVID-19 pandemic," said Mayor Larry Snively. "While some of these changes are dramatic, we can assure you they are in the best interests of our community and the continued health and safety of our citizens and staff."

Mayor Snively continued to urge residents to follow the stay-at-home recommendations of public health officials

"It is everyone's responsibility to do what they can to limit the spread of the virus," Snively added. "Wash your hands, maintain appropriate distance from each other, but remain calm and remember we are in this together."

For guidance on what individuals can do to reduce their risk of contracting the virus, or what to do if they display symptoms, please visit the Ontario Ministry of Health's COVID-19 resource page. For local updates, please visit Windsor Essex County Health Unit's Novel Coronavirus page.

NOTICE OF CONFIDENTIALITY This communication, including any attachments, is intended only for the use of the addressee(s) to this email and is confidential. If you are not an intended recipient or acting on behalf of an intended recipient, any review, disclosure, conversion to hard copy, dissemination, reproduction or other use of any part of this communication is strictly prohibited. If you receive this communication in error or without authorization, please notify the originator immediately and remove it from your system.

Ministry of Finance

Provincial-Local
Finance Division
10th Floor
777 Bay Street
Toronto ON M5G 2C8

Tel.: 416 327 0264
Fax.: 416 325 7644

Ministère des Finances

Division des relations provinciales-
municipales en matière de finances
10^e étage
777 rue Bay
Toronto ON M5G 2C8

Tél. : 416 327 0264
Téléc.: 416 325 7644



March 25, 2020

Dear Municipal Treasurer / Clerk-Treasurer:

I am writing to follow up on the Minister of Finance's letter that was sent to your Head of Council today by providing you with further details on a number of property tax initiatives that were announced in *Ontario's Action Plan: Responding to COVID-19 (March 2020 Economic and Fiscal Update)*.

Deferral of Education Property Tax Remittance

The Province recognizes that many residents and businesses are facing challenges in making their scheduled property tax payments. We have been working closely with municipalities as they introduce measures to provide property tax relief, for example, by allowing taxpayers to defer property tax payments. In particular, we have been having discussions with members of the Property Assessment and Taxation Review Municipal Advisory Committee regarding potential measures.

In order to support and encourage municipal tax relief measures, the government announced that it is deferring the property tax payments that municipalities make to school boards by 90 days. This is consistent with requests that we have received from a number of municipalities and municipal organizations.

The Minister of Finance has announced the deferral of the upcoming quarterly (June 30) municipal remittance of education property taxes to school boards, as well as the deferral of the September 30 quarterly municipal remittance to school boards. Deferring these payments by 90 days each will provide municipalities the flexibility to, in turn, provide property tax deferrals to local residents and businesses.

To ensure this deferral does not have a financial impact on school boards, the Province will adjust payments to school boards to offset the deferral.

2021 Reassessment

The government will also be postponing the planned property tax reassessment for 2021, reflecting input that has been received from a number of municipal leaders. This will ensure that municipal governments are able to focus their attention on critical public health initiatives and other efforts to manage the local response to the COVID-19 outbreak. Postponing the reassessment will also provide stability for Ontario's property taxpayers and municipalities.

Postponing the reassessment means that property assessments for the 2021 taxation year will continue to be based on the same valuation date that was in effect for the 2020 taxation year. The Municipal Property Assessment Corporation (MPAC) will continue to maintain the assessment roll and ensure that it is updated to reflect changes such as new construction.

As part of our ongoing consultations with municipalities and taxpayers through the Property Assessment and Taxation Review, we will be discussing potential approaches for the next reassessment. The focus will be on maintaining stability for property owners and municipalities.

Appeal Deadlines

In addition, I want to make you aware that the government has issued a regulation under the *Emergency Measures and Civil Protection Act* which suspends the application of limitation periods and related deadlines under provincial legislation for the duration of the current emergency period. As a result, the deadlines for submitting Requests for Reconsideration (RfRs) to MPAC and appeals to the Assessment Review Board (ARB) will be extended until after the emergency declaration is lifted.

Information on the deadline extension for RfRs is posted on MPAC's website. Property owners who have questions regarding how the deadline extension may apply to the circumstances of their specific RfR or appeal should contact MPAC or the ARB.

Additional Support for Municipalities

As noted in the Minister of Finance's letter to your Head of Council, as we work with our municipal partners to help stop the spread of COVID-19, the government is providing nearly \$250 million of direct support that will assist municipalities in their efforts.

As the COVID-19 outbreak continues to evolve, we will continue to work closely in partnership with municipalities to ensure stability for Ontario's property tax system.

If you have any questions related to the property tax decisions noted above, please contact Chris Broughton, Director of the Property Tax Policy Branch at Chris.Broughton@ontario.ca or 416-455-6307.

Sincerely,

A handwritten signature in black ink, appearing to read 'Allan Doheny', with a stylized flourish at the end.

Allan Doheny
Assistant Deputy Minister

c: Greg Orencsak, Deputy Minister, Ministry of Finance
Kate Manson-Smith, Deputy Minister, Ministry of Municipal Affairs and Housing

Town of Essex Update on COVID-19 Response

Essex- In light of the rapidly evolving response to the COVID-19 pandemic, the Town of Essex has taken additional action to prevent the spread of the virus and reduce its impact on the community.

- All playgrounds have been closed to the public, while passive parks and multi-use trails remain open. Park and trail users are reminded to maintain the appropriate physical distance of two meters from other users, as recommended by public health officials.
- Public Works and Community Services staff continue to operate in the community. Road and parks maintenance, for example, will be conducted as usual to ensure public safety. Residents are asked to maintain appropriate physical distance from Town employees.
- Garbage, recycle, and yard waste collection continues. Residents are asked to refrain from assisting in collection. Garbage must be bagged and tied. Loose garbage in pails or untied bags will not be collected due to health and safety concerns. Residents can refer to their [printed collection calendars](#) or the downloadable [RecycleCoach app](#) for pickup schedules.

Town administration and Council will continue to monitor the situation with information from the Windsor Essex County Health Unit, as well as federal and provincial health officials. The Town is also in regular communication with neighbouring municipalities and the County of Essex to share information on impacts to the region. Members of the Town's senior management team continue to meet daily to identify and address issues as they arise.

For guidance on what individuals can do to reduce their risk of contracting the virus, or what to do if they display symptoms, please visit the [Ontario Ministry of Health's COVID-19 resource page](#). For local updates, please visit [Windsor Essex County Health Unit's Novel Coronavirus page](#).

Media Contact

Alex Denonville
Manager, Communications
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519-990-7546

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prohibited. If you receive this communication in error or without authorization, please notify the originator immediately and remove it from your system.

Greetings Council,

Leamington has suspended the LTW bus line starting end of day Saturday. I've added the news item to our website and will share on social media.

Thanks,
Alex

From: noreply@leamington.ca <noreply@leamington.ca>

Sent: March 27, 2020 9:22 AM

To: Kelly Sfetkidis <ksfetkidis@leamington.ca>

Subject: Municipality of Leamington - Temporary Suspension of LTW Transit Service

March 27, 2020

Temporary Suspension of LTW Transit Service

As a result of the temporary suspension of service from Transit Windsor, Leamington to Windsor (LTW) Transit operations will be suspended effective the end of the normal operating hours on Saturday, March 28, 2020.

The suspension of operations will last at least until Monday, April 13, 2020.

This is an evolving situation, and we will continue to update residents as new information becomes available.

Leamington Transit services within the urban area of Leamington will continue operations until further notice.

More Info on COVID-19 and the Municipality of Leamington:

- Visit www.leamington.ca/news for the latest **information on adjusted municipal services**.
- For **general information on municipal services or to request a service**, please call 519-326-5761 between 8:00 AM and 4:30 PM, Monday through Friday or report an issue online anytime at www.leamington.ca/reportanissue.
- Visit the [Windsor-Essex County Health Unit](#) for information on the latest **health advice, community restrictions and guidelines**, and other information on COVID-19.

Read this [news update](#) on our website

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Dear Partner,

As the COVID-19 pandemic continues, we also know that it is important to share the good news of our community, and the great things our partners are assisting with. We've gathered a highlight of some of the great stories below for you to read (and share):

- Hiram Walker & Sons converting their distillery space from alcohol to hand sanitizer. **Read the article [here](#).**
- A local dentist using 3D printing to make N95 masks. **Read the article [here](#).**
- Wolfhead Distillery working with the University of Windsor to create hand sanitizer. **Read the article [here](#).**
- St. Clair College has donated equipment from its Health Sciences program to local hospitals. **Read the article [here](#).**

In partnership with Mayor Drew Dilkens, we also launched **#TakeoutTuesday** to encourage locals to order take-out or delivery service from local restaurants throughout Windsor Essex that are still providing this service. Our next **#TakeoutTuesday** is Tuesday March 31st. Click [here](#) to see this week's participating restaurants.

Our EPIC Wineries have also created **#WineOrderWednesday** and the opportunity to order wine from our award winning wineries along the Lake Erie North Shore. Select wineries in the region are doing door-to-door service to maintain people's social distancing status. You can click [here](#) to see participating wineries.

#YQGSTANDSSTRONG



Last week we told you about **#YQGStandsStrong** – a campaign with our Regional Alliance partners including: City of Windsor, County of Essex, Windsor Essex Economic Development Corporation, Windsor-Essex Regional Chamber of Commerce, WE-Tech Alliance, Workforce Windsor-Essex, Small Business Centre, St. Clair College, University of Windsor. The campaign is designed to continue share the good news stories about our region.

You can still engage with the campaign in several ways, including:

- Sharing stories and photos online using **#YQGStandsStrong**
- Downloading a poster or image [here](#) and posting it in your home or business window to show your support
- Participating in our [online contest](#) and share your favourite pictures of the region

You can see some of the **#YQGStandsStrong** images by clicking [here](#) – keep sharing the message across our region.

Education Opportunities

Each week moving forward the **Tourism Industry Association of Ontario** (TIAO) will be hosting a conference call to highlighting industry concerns and update from our provincial and federal partners. The next call is taking place on Wednesday April 1st at 2:30pm. Call in details will be posted next week at visitwindsoressex.com/covid19.

Our partners at **Ontario Southwest** (SWOTC) have partners to put together the Panel-Palooza Pivot Series webinars on the following days. Each of these sessions are **FREE**. Any questions in relation to this series can be directed to joanne@swotc.ca.

- Take-in Restaurant Ideas Tuesday March 31st, 10am
- Online Relationships Wednesday April 1st, 10am
- From Farm to Table Thursday April 2nd, 10am

In addition, the **Windsor-Essex Regional Chamber of Commerce** is hosting 4 **FREE** interactive webinars. Hear from special guests, get the most up-to-date information on COVID-19 and learn about assistance programs, funding

opportunities and best practices to keep your business, organization and team safe. Guests include:

- Rocco Rossi, President Ontario Chamber of Commerce - Monday March 30th at 2:30pm
- Allison Hawks (Hawkins & Co. Accounting) and Nancy Jammu-Taylor (McTague Law Firm) - Tuesday March 31st at 2:30pm
- Brian Masse, MP Windsor-West and Lisa Gretzky, MPP Windsor-West - Wednesday April 1st at 2:30pm
- Peninsula Canada - Friday April 3rd at 2:30pm

For more education resources, including access to Q&A from previous TIAO calls, or to read the response from this weeks industry tele-conference call with Minister Lisa MacLeod of the Heritage, Sport, Tourism & Culture Industries please click visitwindoressex.com/covid19.

Stay strong. Stay safe.



Gordon Orr
CEO, Tourism Windsor Essex Pelee Island

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Tourism Windsor Essex Pelee Island

333 Riverside Dr. W., Suite 103, Windsor, ON, N9A 7C5

519-255-6530 - 1-800-265-3633

info@tourismwindsoressex.com

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Solicitor General

Office of the Solicitor General

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Toronto ON M7A 1Y6
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**Ministry of Municipal Affairs
and Housing**

Office of the Minister

777 Bay Street, 17th Floor
Toronto ON M7A 2J3
Tel.: 416 585-7000

**Ministère des Affaires municipales
et du Logement**

Bureau du ministre

777, rue Bay, 17^e étage
Toronto ON M7A 2J3
Tél.: 416 585-7000

March 27, 2020

Dear Head of Council:

On March 17, 2020, our government declared a provincial emergency through the authority granted under the *Emergency Management and Civil Protection Act* (EMCPA). Since this declaration, several emergency orders have been made under the Act to contain the spread of COVID-19 and to ensure that essential services continue to be provided and Ontarians are supported. To view Emergency Orders made by the government in response to COVID-19, please visit our ministry's Emergency Information webpage at: ontario.ca/alert.

Previously, only police officers and constables who have been appointed under an Act have the ability to enforce orders made under the EMCPA. Due to COVID-19, police resources are being stretched and police services have made requests to have other enforcement personnel assist with enforcing the emergency orders being made by the province.

As a result, our government signed a ministerial designation under the *Provincial Offences Act* to authorize the following personnel to enforce EMCPA orders:

- All persons or classes of persons designated in writing by a minister of the Crown as provincial offences officers, notwithstanding the offence or class of offences of that designation;
- All municipal law enforcement officers referred to in subsection 101 (4) of the *Municipal Act, 2001*, or in subsection 79 (1) of the *City of Toronto Act, 2006*;
- All by-law enforcement officers of any municipality, or of any local board of any municipality; and
- All officers, employees or agents of any municipality or of any local board of any municipality whose responsibilities include the enforcement of a by-law, an Act or a regulation under an Act.

.../2

No further provincial approvals or authorizations are needed for municipal law enforcement officers to enforce orders under the EMCPA. Municipalities are not required to, but may wish to consider whether, and how, to provide direction to their municipal law enforcement officers about the exercise of these powers (e.g., policies or by-laws regarding which officers are best positioned to exercise these powers given their existing training, knowledge and resources).

Municipalities should continue to consider the severity of each infraction in relation to the potential risk to public health and the spread of COVID-19 when taking enforcement action. Consistent with existing enforcement approaches, consideration should continue to be given to taking a graduated approach to compliance. This could include providing educational messaging or warnings to members of the public around the emergency orders and, if compliance is not obtained, the issuance of a ticket under the *Provincial Offences Act* or a summons under Part 3 of the Act.

To assist enforcement personnel, we are also establishing a dedicated 1-800 line to respond to questions related to enforcing these orders. This telephone number will be available to enforcement personnel and will not be for the general public. We will follow up with more information once the dedicated line is established.

Finally, to further support the implementation of this change, please see enclosed Frequently Asked Questions that can be shared with your enforcement staff. As specific operational questions arise please contact Zinzi De Silva, Standards Research Analyst with the Public Safety Division of the Ministry of the Solicitor General at 416-314-3079 or Zinzi.DeSilva@ontario.ca for guidance as necessary.

Thank you for your continued cooperation on this matter.

Sincerely,



Sylvia Jones
Solicitor General



Steve Clark
Minister of Municipal Affairs and Housing

Enclosure

c: Chief Administrative Officers

Municipal Clerks

03/29/2020

COVID-19 Update and Information

Notice to the Membership - March 29

The Province has lowered the maximum number of people permitted at public events and social gatherings. Including in this announcement is a specific reduction in attendees at a funeral service to 10 people. As per the Registrar's Directive, the maximum applies to all services, including cemetery services, regardless of the available space. The 10 person maximum does not include staff.

[REGISTRAR'S DIRECTIVE MARCH 28](#)

PROVINCIAL ANNOUNCEMENT

The OACFP will work on updating protocols and guidance documents for the membership as soon as possible.

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**The Ontario Association of Cemetery
and Funeral Professionals (OACFP)**

PO Box 24040
66 Josephine RPO
North Bay, ON P1B 0C7
www.oacfp.com

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POLICY UPDATE

March 31, 2020

AMO COVID-19 Update: Ontario Extends COVID-19 Emergency and Closes Outdoor Recreational Amenities

On March 30, 2020 Ontario Premier Doug Ford [announced](#) that the Province had extended the March 17 Emergency Declaration under the *Emergency Management and Civil Protection Act*. Emergency declarations under the Act are for two weeks with two-week extensions. Extended also are all associated orders including the closure of non-essential workplaces and limiting social gatherings greater than five people.

In announcing the declaration, the Premier announced new orders to close outdoor recreational amenities such as sports fields, playgrounds, basketball courts, picnic areas, park shelters, community and condo gardens, and others. The order builds on local municipal government action and makes it consistent across Ontario.

Green spaces in parks, trails and ravines can remain open for pass-through access, but visitors must continue to practice social/physical distancing. Enforcement of these closure orders can be carried out at the discretion of municipal by-law officers.

AMO's [COVID-19 Resources page](#) is being updated continually so you can find critical information in one place. Please send any of your municipally related pandemic questions to covid19@amo.on.ca.

*Disclaimer: The Association of Municipalities of Ontario (AMO) is unable to provide any warranty regarding the accuracy or completeness of third-party submissions. Distribution of these items does not imply an endorsement of the views, information or services mentioned.



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Update on COVID-19 Response

Interest and penalties waived for property tax accounts, all recreational amenities closed

Essex- In light of the rapidly evolving response to the COVID-19 pandemic, the Town of Essex has taken additional action to prevent the spread of the virus and reduce its impact on the community.

To ease the financial pressure caused by COVID-19, the Town will waive late payment charges (including penalties and interest) and non-sufficient fund charges on all property tax accounts through the period ending June 30, 2020. Please note, all pre-authorized payment withdrawals will continue to be taken on the scheduled dates unless otherwise cancelled by the property owner.

"We understand that our residents are feeling financial pressure and the stress of uncertainty," said Mayor Larry Snively. "Council and I will continue to monitor these impacts and make decisions to help ease the burden on our community members."

All outdoor recreation amenities are closed to the public by order of the province. This order affects all park amenities such as off-leash dog parks, pavilions, sports fields and courts, skate parks, beaches, and community gardens. Colchester Harbour and boat ramp are also closed. Trails and green spaces remain open for walk-through access.

The Town's Community Services department is currently working to close and cordon off all recreational amenities covered by the provincial order.

While the Town has closed all facilities to non-essential visitors, a number of online service can be found at www.essex.ca/OnlineServices. Customer service representatives and departmental staff are also available by phone at 519-776-7336 during regular business hours.

Following the guidance of local and provincial health authorities, the Town is asking residents to limit all non-essential trips and travel, avoid gatherings of five or more, and maintain thorough environmental and personal cleaning practices.

Town administration and Council will continue to monitor the situation with information from the Windsor Essex County Health Unit, as well as federal and provincial health officials. The Town is also in regular communication with neighbouring municipalities and the County of Essex to share information on impacts to the region. Members of the Town's senior management team continue to meet daily to identify and address issues as they arise.

For guidance on what individuals can do to reduce their risk of contracting the virus, or what to do if they display symptoms, please visit the [Ontario Ministry of Health's COVID-19 resource page](#). For local updates, please visit [Windsor Essex County Health Unit's Novel Coronavirus page](#).

Media Contact

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April 6, 2020

Town of Essex Council Members:

RE: Committee Appointments

That the following people be appointed to each committee as indicated below:

Essex Accessibility Advisory Committee

Breanna Caverhill
Fern Walsh

Arts, Culture and Tourism Committee

Jeannette Kervoelen
Joseph Cornwall
Grant Maguire

Essex Fun Fest

Ryan Harnadek
Heather Escobar

That the appointment be effective immediately with the term of the appointments ending November 30, 2022.

cc: Chris Nepszy, Chief Administrative Officer
Doug Sweet, Director, Corporate Services/Deputy CAO
Robert Auger, Town Solicitor, Legal and Legislative Services/Clerk



Drainage Board

Consideration of Report Minutes

County of Essex Council Chambers, 360 Fairview Avenue West, Essex, Ontario

Monday, March 16, 2020 5:00 p.m.

Bayliss Drain: Bridge Replacements & Maintenance Schedule Geographic Township of Colchester South, Project REI2016D024, Town of Essex, County of Essex

1. Roll Call

Present: Luke Martin
Kirk Carter
Percy Dufour
Felix Weight-Bienzle

Regrets: Dan Boudreau

Also Present: Shelley Brown, Deputy Clerk
Kevin Girard, Director, Infrastructure Services
Norm Nussio, Manager, Operations and Drainage
Lindsay Dean, Drainage Superintendent
Tanya Tuzlova, Operations/Drainage Clerk
Gerard Rood, Professional Engineer, Rood Engineering Inc.

General Public: Per attached Sign-in Sheet

The Deputy Clerk confirmed that all notices have been sent in accordance with the Drainage Act.

2. Declarations of Conflict of Interest

None declared.

3. Adoption of Published Agenda

- i) Drainage Board Meeting Agenda
 - Moved by Board Member Weight-Bienzle
 - Seconded by Board Member Dufour

(DB-20-03-01) That the published agenda for the March 16, 2020 Drainage Board Meeting be adopted as amended. "Carried"

4. Election of Committee Chair and Vice-Chair for 2020.

The Deputy Clerk advised that the Committee Chair and Vice-Chair will be deferred to a future Drainage Board Meeting.

5. Adoption of Minutes

- i) Consideration of Report for Shepley Drain Defour and Quick Bridges on November 12, 2019.

Moved by Board Member Dufour

Seconded by Board Member Weight-Bienzle

(DB-20-03-02) That the minutes of the Drainage Board Meeting held on November 12, 2019, be adopted as circulated. "Carried"

6. List of Written Appeals

The Deputy Clerk confirmed that there were no appeals received by the Clerk's Office prior to the meeting.

7. Public Presentations

- i) Gerard Rood, Professional Engineer

Re: Report from Rood Engineering Incorporated dated February 18th, 2020 regarding Bayliss Drain: Bridge Replacements & Maintenance Schedule, Geographic Township of Colchester South, Project REI2016Do24, Town of Essex, County of Essex.

Mr. Rood presented the overview of the Report. The report provides for a new maintenance schedule and the replacement of access bridges on the Bayliss Drain.

Mr. Rood added that numerous severances have taken place and the current assessment schedule does not reflect all of the land parcels. Therefore, a variation of the current Schedule of Assessment is necessary in order to properly distribute the cost of maintenance. This variation in assessment establishes a Maintenance Schedule of Assessment which shall provide a basis for levying any future maintenance costs for work to both the open drain and the bridges. The proposed works are in accordance with Section 78 of the Drainage Act. Mr. Rood described reports that were utilized to prepare the current report.

Mr. Rood explained the project cost and added that there will be no allowances. Mr. Rood stated that it is anticipated that the agricultural lands served by the replacement bridges may be eligible for an agricultural grant if they are assessed under Farm Property Tax Class.

Mr. Rood detailed the Essex Region Conservation Authority (ERCA) and Fisheries and Oceans Canada (DFO) requirements and advised how those requirements will be satisfied.

Mr. Rood recommended the following:

- That the current Maintenance Schedule of Assessments be varied and the updated schedule provided within this report;
- A bridge cost sharing table is included in the report to provide the Town with a proper way of assessing the costs for any future maintenance works on the access bridges;
- That Bridges #2, 6, 8, 9, and 11 be replaced promptly due to their poor conditions, with the remaining bridges to be replaced under future maintenance;
- That Mr. Affeldt at parcel 710-02300 expressed an interest in adding a second access bridge but no request has been received at this time and is not included in this report;
- That the future cleaning of Bayliss Drain will be scheduled by the Town as per provided profile in the attached plans.

Mr. Rood stated that on March 3rd, 2020 he received concerns from Stephanie Wilhelm. Mr. Rood added that he has provided the response to all the questions and the response was circulated among the Drainage Board Members.

Mr. Rood added that he was also contacted by the Town regarding the questions received from Mr. Renaud. Mr. Rood advised that he has provided the responses to Mr. Renaud's questions and attached a digital elevation model.

ii) The Vice-Chair asked if there are any questions from the Drainage Board.

Board Member Dufour asked Mr. Rood to provide the life expectancy of new bridges.

Mr. Rood explained that the existing galvanized aluminum pipes have an expected life of 75 years. Mr. Rood added that there is significant rusting on some of the bridges and they will need to be replaced within 4-5 years and some of the bridges that are totally eroded must be replaced now.

Board Member Weight-Bienzle asked if a new bridge on Gorski's property should also be replaced.

Norm Nussio, Manager, Operations and Drainage, explained that this bridge was already installed in advance of the completion of this report due to safety concerns and will be billed using this report.

iii) Vice-Chair Martin asked if there are any questions from the public.

Lorrence Affeldt, 2301 County Road 20 W, stated that Mr. Rood said that the residents who own these bridges over the drain cannot be forced to replace the bridges before their time and inquired as to when the actual drainage issues will be dealt with.

Vice-Chair Martin explained that the bridges are the part of the drainage works which is part of the report being dealt with at this meeting. Vice-Chair Martin stated that the Board is trying to ensure the drains are maintained and the water continues to flow.

Norm Nussio, Manager, Operations and Drainage, explained that there are a few culverts being recommended for replacement in this report and the other bridges in this report will be replaced when their life expectancy comes up and need to be replaced. The cleaning of the drain was not included in this report, but has been suggested by Mr. Rood. The Town can definitely look at maintaining the drain this summer knowing that 1981 was the last time it had potentially been cleaned.

Morris Viscount, 2241 County Road 20 W, stated that two years ago he had a contractor give him a quote to replace his bridge (Bridge #9) and was told by the Town that it was being done under the Municipal Act because they have to replace a bunch of them along the drain. Mr. Viscount explained that his Bridge #9 is in urgent need of replacement. Mr. Viscount stated that the cost to replace the bridge is higher in this report than the quotes he received from several contractors and stated that the quotes he received were for various types of material. Mr. Viscount inquired as to why he cannot have the bridge replaced on his own at the lower cost and then have the drain assessed accordingly.

Norm Nussio, Manager, Operations and Drainage, acknowledged that the difference in cost is quite a bit, however, the cost is based on an estimate and the tender cost may come in lower or higher. Mr. Nussio added that he will ensure that the Town gets the best price possible. Mr. Nussio also stated that a contractor must have WSIB clearance and insurance.

Mr. Viscount reiterated that his bridge needs to be urgently replaced and asked when the replacement will be done.

Norm Nussio, Manager, Operations and Drainage, stated that at this time we are within the March 15th fish window that pertains to the DFO. Mr. Viscount can request an emergency replacement of his culvert and it will allow the Town to replace the culvert as required. The report will allow the Town to replace the culvert this summer

as soon as the fish windows are alleviated they can perform the work and obtain additional pricing.

Mr. Viscount stated that he did notify the Town because he was advised by someone from the Town to stop and that it was going to be replaced and felt that it was not necessary to contact the Town.

Vice-Chair Martin advised Mr. Viscount to discuss the details of his bridge with Norm Nussio, Manager, Operations and Drainage.

Mr. Viscount asked what the payment options are.

Norm Nussio, Manager, Operations and Drainage advised that Mr. Viscount can pay up front or through a 5 or 10 year debenture and those options will be available when the project is completed.

Ted Gorski, 6110 County Road 11, stated that the standard top width of a 6 m bridge is undersized for farming usage and he feels that the standard should be a 8 m bridge to accommodate the farming equipment.

Mr. Rood explained that the cost of a 6.1 m bridge will be shared with the upstream owners and that the bridge can be enlarged however the cost of the extra length will be borne by the owner as per the OMAFRA policy.

Mr. Gorski also stated that his farm is tiled (maps can be provided) and requested that Mr. Rood review the assessment of his property.

Mr. Rood asked Mr. Gorski to provide the information to the Drainage Department who can forward it to him and he will review and provide recommendations for consideration by the Court of Revision.

Ronald Renaud, 2466 County Rd 20, commented that in his understanding the report is about bridge repairs and not about cleaning.

Mr. Rood explained that the scope was to obtain existing pipe elevations and establish depth for pipes to be set at the required grades. Mr. Rood added that his focus was on bridge repairs and advised the Town to do the maintenance as necessary so proper drainage is provided.

Mr. Renaud suggested cleaning the drain first because culverts to the west-end of his property are half in water which means that the drain stopped draining. Mr. Renaud added that there is brush and fallen trees that have built up and stuck over the years.

Mr. Renaud suggested that the drain be cleaned first from the Quick Drain upstream.

Mr. Renaud reiterated that cleaning the drain will solve a lot of problems.

Regarding the bridge replacements, Mr. Renaud informed that his bridge is a common bridge with a neighbour and that the section of bridge on his side are fine and recommended to replace the section on the neighbour's side since it is deteriorating. Additionally, he expressed concern regarding one of the culverts west of Fox Sideroad.

Mr. Renaud asked if the upstream part of the drain past Fox Road which drains into Bayliss Drain is a municipal drain or a County drain. Mr. Renaud added that the culverts on that part were plugged for years.

Norm Nussio, Manager, Operations and Drainage, explained that the bridge at Fox Sideroad is the top end of the municipal drain. Mr. Nussio stated that west of Fox Sideroad it is a Ditches and Watercourse Drain or an Award Drain and therefore cannot be maintained by the Town. Mr. Nussio added that anybody can make a request to the County to clean that portion of the ditch and replace the culvert. There is also an option to petition to make that portion of ditch a municipal drain.

Mr. Renaud explained that he believes that his property is draining into the Quick Drain and not into the Bayliss Drain. Mr. Renaud explained that he came to this conclusion by checking the grade of his property with a laser and it has fall going south. Mr. Renaud suggested that an investigation should be done to review the watershed of this part of the drain.

Norm Nussio, Manager, Operations and Drainage, explained that the online mapping layer Mr. Rood used has been a fairly reliable source to show that Mr. Renaud's property is draining into Bayliss Drain. Mr. Nussio added that if needed Mr. Rood can prepare a topographic survey and actual water boundary review for this property.

Mr. Rood explained that such survey will require time and expenses to prepare and added that it is outside of the scope of this report. Mr. Rood added that he would prepare the requested survey if approved by the Drainage Board.

The Deputy Clerk advised that a motion is needed to proceed with this request.

Moved by Board Member Carter

Seconded by Board Member Weight-Bienze

(DB-20-03-03) That the topographic survey and the actual water boundary of Mr. Renaud's property be prepared by Rood Engineering Inc. and presented at the Court of Revision.

"Carried"

Moved by Board Member Carter

Seconded by Board Member Weight-Bienzle

(DB-20-03-04) That the presentation by Gerard Rood be received and that the Report for the **Bayliss Drain: Bridge Replacements & Maintenance Schedule, Geographic Township of Colchester South, Project REI2016Do24, Town of Essex, County of Essex** as prepared by Gerard Rood, Professional Engineer dated February 18th, 2020 be received and recommended for adoption, and that it be recommended that a provisional by-law be prepared for Council's consideration and that the Report proceed to a Court of Revision to be scheduled. **"Carried"**

8. Adjournment

Moved by Board Member Dufour

Seconded by Board Member Carter

(DB-20-03-05) That the meeting be adjourned at 5:56 PM. "Carried"

Chair

Recording Secretary

Date

**PRESENTED AT THE FEBRUARY 2, 2020 REGULAR COUNCIL MEETING,
FOR COUNCIL'S CONSIDERATION AT THE MARCH 2ND MEETING AND
DEFERRED TO THE MARCH 16TH COUNCIL MEETING:**

Moved by Councillor Bondy

Seconded by

That Council at its first regular meeting in March discuss the road tendering of both the cold roll recycled material and the pulverized tar and chip material in order to provide a comparison of the two applications.

**PRESENTED AT THE FEBRUARY 18, 2020 REGULAR COUNCIL MEETING, FOR
COUNCIL'S CONSIDERATION AT THE MARCH 2ND REGULAR COUNCIL
MEETING AND DEFERRED TO THE MARCH 16TH COUNCIL MEETING**

Moved by Deputy Mayor Meloche

Seconded by

That Administration prepare a report on the Town's policy on Special Needs Street Signs, and warning signs of Deer or Turtle Crossings.

-----Original Message-----

From: Meloche, Richard

Sent: Tuesday, February 11, 2020 11:10 AM

To: Auger, Robert <rauger@essex.ca>; Brown, Shelley <sbrown@essex.ca>

Cc: Nepszy, Chris <cnepszy@essex.ca>; CouncilMembers <CouncilMembers@essex.ca>

Subject: Request for Tues Feb 17 Agenda

Again under new business ...

I've recently been notified that the Town no longer installs signs along our roadways to warn drivers of Autistic children in particular neighbourhoods. I'd like to have a discussion on this to determine why and how this change came about. I don't remember there being a discussion to advise council of the change. Does this include roadway signs for deaf and blind as well? What about deer crossings or turtle crossings?

If this is not allowed under New Business I would furthermore request a notice of motion in regard to a report from administration on this subject.

Thanks

Richard

Richard Meloche

Deputy-Mayor

Town of Essex

Mobile: 519-982-2776

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**PRESENTED AT THE FEBRUARY 18, 2020 REGULAR COUNCIL MEETING
FOR COUNCIL'S CONSIDERATION AT THE MARCH 2, 2020 REGULAR
COUNCIL MEETING AND DEFERRED TO THE MARCH 16TH COUNCIL
MEETING:**

Moved by Councillor Verbeek

Seconded by

That Council discuss and have Administration look into the possibility of having surveillance cameras installed at Co An Park.

**PRESENTED AT THE MARCH 2, 2020 REGULAR COUNCIL MEETING, FOR
COUNCIL'S CONSIDERATION AT THE MARCH 16TH COUNCIL MEETING:**

Moved by Councillor Bjorkman

Seconded by

That the Council of the Town of Essex discuss ways to appropriate funds through, but not limited to the sale of existing properties including part of the Colchester School House property and other developable properties in Colchester; and

Whereas the Town of Essex wishes to have a Tourist Information Centre in the south end of the Town, preferably on County Road 50; and

Whereas the businesses, wineries, restaurants, artists, gift shops, outfitters, golf courses, B & B's, breweries, On Farm retailers, flower shops, orchards, bike rentals, tour operators, etc. will benefit from the added exposure; and

Whereas the preferred location being the Old School House in Colchester Village is years and hundreds of thousands of dollars away from the use as a Tourist Information Centre; and

Whereas this Council understands that residential and commercial development in the south end of the Town is accelerating;

Therefore the Council of the Town of Essex resolves to donate \$100,000.00 to the John R. Park Homestead Education Centre in return for a designated Tourist Information Centre named for the Town of Essex.

The Corporation of the Town of Essex

By-Law Number 1898

Being a by-law to confirm the proceedings of the March 16, 2020, Regular Meeting of Council of The Corporation of the Town of Essex

Whereas pursuant to Section 5(1) of The Municipal Act, 2001, S.O. 2001, c.25 as amended, the powers of a municipality shall be exercised by its Council;

And whereas pursuant to Section 5(3) of The Municipal Act, 2001, S.O. 2001, c.25 as amended, a municipal power, including a municipality's capacity, rights, powers and privileges under Section 8 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

And whereas it is deemed expedient that a by-law be passed to authorize the execution of Agreements and other documents and that the proceedings of the Council of The Corporation of the Town of Essex at its meetings be confirmed and adopted by by-law.

Now therefore be it resolved that the Council of The Corporation of the Town of Essex enacts as follows:

1. That the actions of the Council of The Corporation of the Town of Essex in respect of all recommendations in reports and minutes of committees, all motions and resolutions and all other actions passed and taken by the Council of The Corporation of the Town of Essex, documents and transactions entered into during the March 16, 2020 meeting of Council, are hereby adopted and confirmed as if the same were expressly contained in this by-law.
2. That the Mayor and proper officials of The Corporation of the Town of Essex are hereby authorized and directed to do all the things necessary to give effect to the actions of the Council of The Corporation of the Town of Essex during the said March 16, 2020 meeting referred to in paragraph 1 of this by-law.
3. That the Mayor and the Clerk are hereby authorized and directed to execute all documents necessary to the actions taken by this Council as described in Section 1 of this by-law and to affix the Corporate Seal of The Corporation of the Town of Essex to all documents referred to in said paragraph 1.

Read a first and a second time and provisionally adopted on March 16, 2020.

Mayor

Clerk

Read a third time and finally adopted on April 6, 2020.

Mayor

Clerk

The Corporation of the Town of Essex

By-Law Number 1905

Being a by-law to appoint a Drainage Superintendent for The Corporation of the Town of Essex

Whereas Section 93 of the Drainage Act, R.S.O. 1990, c. D. 17, as amended, authorizes the Council of a local municipality to pass a By-Law appointing a Drainage Superintendent to inspect every drainage works for which the municipality is responsible and report periodically to Council on the condition of those drainage works, initiate and supervise the maintenance and repair of the drainage works for which the municipality is responsible, assist in the construction or improvement of the drainage works for which the municipality is responsible, and report to Council on these activities;

And whereas Section 227 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, authorizes municipalities to appoint such officers and employees as may be necessary to implement Council's decisions and establish administrative practices and procedures to carry out Council's decisions, to undertake research and provide advice to Council on the policies and programs of the municipality, and to carry out other duties required under this or any Act and other duties assigned by the municipality;

And whereas Council of The Corporation of the Town of Essex desires to appoint Lindsay Dean as Drainage Superintendent;

Now therefore be it resolved that the Council of The Corporation of the Town of Essex enacts as follows:

1. Lindsay Dean is hereby appointed as Drainage Superintendent for The Corporation of the Town of Essex.
2. The Drainage Superintendent shall carry out the duties as prescribed by the Drainage Act, R.S.O. 1990, c. D. 17, as amended.
3. By-Law 376, By-Law 824, By-Law 1472 and By-Law 1895 are hereby repealed.
4. This by-law shall come into force and effect upon its final passing thereof.

Read a first, a second and a third time and finally passed on April 6, 2020.

Mayor

Clerk

The Corporation of the Town of Essex

By-Law Number 1906

Being a by-law to confirm the proceedings of the April 6, 2020, Regular Meeting of Council of The Corporation of the Town of Essex

Whereas pursuant to Section 5(1) of The Municipal Act, 2001, S.O. 2001, c.25 as amended, the powers of a municipality shall be exercised by its Council;

And whereas pursuant to Section 5(3) of The Municipal Act, 2001, S.O. 2001, c.25 as amended, a municipal power, including a municipality's capacity, rights, powers and privileges under Section 8 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

And whereas it is deemed expedient that a by-law be passed to authorize the execution of Agreements and other documents and that the proceedings of the Council of The Corporation of the Town of Essex at its meetings be confirmed and adopted by by-law.

Now therefore be it resolved that the Council of The Corporation of the Town of Essex enacts as follows:

1. That the actions of the Council of The Corporation of the Town of Essex in respect of all recommendations in reports and minutes of committees, all motions and resolutions and all other actions passed and taken by the Council of The Corporation of the Town of Essex, documents and transactions entered into during the April 6, 2020 meeting of Council, are hereby adopted and confirmed as if the same were expressly contained in this by-law.
2. That the Mayor and proper officials of The Corporation of the Town of Essex are hereby authorized and directed to do all the things necessary to give effect to the actions of the Council of The Corporation of the Town of Essex during the said April 6, 2020 meeting referred to in paragraph 1 of this by-law.
3. That the Mayor and the Clerk are hereby authorized and directed to execute all documents necessary to the actions taken by this Council as described in Section 1 of this by-law and to affix the Corporate Seal of The Corporation of the Town of Essex to all documents referred to in said paragraph 1.

Read a first and a second time and provisionally adopted on April 6, 2020.

Mayor

Clerk

Read a third time and finally adopted on April 20, 2020.

Mayor

Clerk