



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.

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**

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**

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)**

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 hour of Edward Charles Maedel.

8. Reports from Administration

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

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

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

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

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

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)

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

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

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

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

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

- 11.1.5.4 NOTICE TO PUBLIC
RE: *Provincial Offences Act* Matters (March 23, 2020)
- 11.1.5.5 Media Release - Town of Essex
RE: Town of Essex Declares State of Emergency (March 24, 2020)
- 11.1.5.6 Ministry of Finance
RE: Deferral of Education Property Tax Remittance (March 25, 2020)
- 11.1.5.7 Media Release - Town of Essex
RE: Update on COVID-19 Response (March 26, 2020)
- 11.1.5.8 Municipality of Leamington
RE: Temporary Suspension of Leamington to Windsor (LTW) Transit Service (March 27, 2020)
- 11.1.5.9 Tourism Windsor Essex Pelee Island
RE: COVID-19 Updates - Positive stories from the business communities
- 11.1.5.10 Office of the Solicitor General/Ministry of Municipal Affairs and Housing
Emergency Orders (March 27, 2020)
- 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)
- 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)
- 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)

11.2 Correspondence to be considered for receipt and support

11.2.1 Town of Essex Committee Appointments

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

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

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

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

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

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

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

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

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