



## Regular Council Meeting Agenda

May 17, 2021, 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](mailto:clerks@essex.ca) or 519-776-7336 extension 1100 or 1101.

This meeting will be hosted and chaired from the Town of Essex Municipal Building. Due to the ongoing COVID-19 pandemic this meeting is not currently open to the public for in person attendance.

This meeting can only be viewed by the public electronically via livestream on YouTube at [www.youtube.com/EssexOntario](https://www.youtube.com/EssexOntario)

Pages

1. **Call to Order**

2. **National Anthem**

3. **Closed Meeting Report**

4. **Declarations of Conflict of Interest**

5. **Adoption of Published Agenda**

5.1. **Regular Council Meeting Agenda for May 17, 2021**

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** the published agenda for the May 17, 2021 Regular Council Meeting be adopted as presented / amended.

6. **Adoption of Minutes**

6.1. **Regular Council Meeting Minutes for May 3, 2021**

1

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** the minutes of the Regular Council Meeting held May 3, 2021 be adopted as circulated.

7. **Public Presentations**

7.1. **Office of Integrity Commissioner**

15

Report to Council in Open Session

RE: Code of Conduct Complaints from the public against Councillor Vander Doelen

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** the Report and presentation by Robert Swayze, Town of Essex Integrity Commissioner, dated May 17, 2021 concerning the Code of Conduct Complaints filed against Councilor Vander Doelen, be received

and that the recommendations therein be: supported and adopted OR  
not supported and adopted.

7.1.1.	Public Correspondence re: Code of Conduct Complaints against Councillor Vander Doelen	60
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8. Unfinished Business

9. Reports from Administration

9.1.	Fire and Rescue Services-2021-10	100
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RE: Results of Request for Proposal - Delivery of Custom Stock or Demo Pumper/Rescue Fire Truck

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** Fire and Rescue Services–2021-10 entitled Results of Request for Proposal – Supply and Delivery of Custom Stock or Demo Pumper/Rescue Fire Truck dated March 09, 2021 be received; and

**That** Council award the Request for Proposal - Supply and Delivery of Custom Stock or Demo Pumper/Rescue Fire Truck to Commercial Emergency Equipment Corporation in the total amount of \$637,282.18 including non-refundable Harmonized Sales Tax.

9.2.	Parks and Facilities-2021-06	105
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RE: Expansion of Scope for Replacement of Rubber Floors in Two Dressing Rooms and the Main Hall of Libro Rink at the Essex Centre Sports Complex

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** Parks and Facilities-2021-06 entitled Expansion of Scope for Replacement of Rubber Floors in Two Dressing Rooms and the Main Hall of Libro Rink at the Essex Centre Sports Complex prepared by Jake Morassut, Manager, Parks and Facilities dated May 17, 2021 be received; and

**That** Council approve the additional budgeted expenditures of \$13,931.62 for the Capital Project: Expansion of Scope for Replacement of Rubber Floors in Two Dressing Rooms and the Main Hall of Libro Rink at the Essex Centre Sports Complex (CS-21-0044) through additional funding from the Asset Management Plan Lifecycle Reserve (AMP Reserve).

9.3.	Capital Works and Infrastructure-2021-06	110
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RE: Results of Request for Tender – Surface Treatment 2021

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** Capital Works and Infrastructure 2021-06 entitled, Results of Request for Tender – Surface Treatment 2021 prepared by Kevin Girard, Director, Infrastructure Services dated May 17, 2021 be received;

**That** Council award the Request for Tender – Surface Treatment – 2021 (RFT-ID-21-013) to Shepley Road Maintenance Limited in the amount of

\$621,103.55 including non-refundable Harmonized Sales Tax; and

**That** Council approve the additional funding of \$7,694.42 including non-refundable Harmonized Sales Tax above the approved 2021 Capital Budget of \$150,000 for Project PW-21-0013 to be funded from the Asset Management Lifecycle Reserve.

**9.4. Capital Works and Infrastructure-2021-07** 116

RE: Results of Request for Tender – Concrete Sidewalk Construction 2021

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** Capital Works and Infrastructure 2021-07 entitled, Results of Request for Tender – Concrete Sidewalk Construction 2021 prepared by Kevin Girard, Director, Infrastructure Services dated May 17, 2021 be received;

**That** Council award the Request for Tender – Concrete Sidewalk Construction 2021 (RFT-ID-21-014) to Windsor Concrete and Construction Ltd. in the amount of \$217,434.66 including non-refundable Harmonized Sales Tax; and

**That** Council authorize that the additional expense of \$6,003.30 for PW-21-0042 be funded from Trails Reserve and that the additional expense of \$4,721.44 for PW-21-0007 be funded from the Asset Management Lifecycle Reserve.

**9.5. Environmental Services-2021-02** 122

RE: Harrow Lagoons Sludge Removal – Cell No. 2

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** Environmental Services–2021-02 entitled, Harrow Lagoons Sludge Removal – Cell No. 2 prepared by Kevin Girard, Director, Infrastructure Services dated May 17, 2021 be received; and

**That** Council appoint Ontario Clean Water Agency (OCWA) to provide engineering, operational, and contract administration services to design, procure, and administer the Harrow Lagoons Sludge Removal project (SS-19-004 and SS-19-0013) in the amount of \$1,000,000 including non-refundable Harmonized Sales Tax, in accordance with the completed request under Section 22 of the Town of Essex Procurement By-Law 1043.

**9.6. Economic Development-2021-06** 128

RE: Building Report and Development Overview April 2021

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** Economic Development-2021-06 entitled Building Report and Development Overview April 2021 prepared by Nelson Silveira, Economic Development Officer dated May 17, 2021 be received for Council and public information.

**9.7. Legal and Legislative Services-2021-07** 136

RE: Appointment of Court of Revision Member for the Charles Shepley

Drain, Town of Amherstburg (initiating Municipality)

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** Kirk Carter, member of the Drainage Board, be selected and appointed to sit as the third member of the Court of Revision for the Charles Shepley Drain, Town of Amherstburg (initiating Municipality) and Town of Essex (neighbouring Municipality), County of Essex, Project No. 2019-1021 as per the report prepared by Mike Gerrits, Professional Engineer, R. Dobbin Engineering Inc. dated January 18, 2021 and including amendments for June 1, 2021 (hereinafter the “Report”), such Court of Revision to be scheduled for 6:00 pm on June 1, 2021, in the Town of Amherstburg.

**9.8. Infrastructure Services-2021-07, Infrastructure Services-2021-07** 207

RE: Amherstburg-McGregor Downspout Disconnections

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** Infrastructure Services–2021–07 entitled Amherstburg-McGregor Downspout Disconnections prepared by Kevin Girard, Director, Infrastructure Services dated May 17, 2021 be received; and

**That** Council direct Administration to develop a by-law specific to the community of McGregor to support the mandatory downspout disconnection program proposed by the Town of Amherstburg.

**9.9. Community Services-2021-05** 224

RE: Request for Interest – Colchester Park Bike Rental Lease Space

- By-Law 2021, being a By-law to authorize the execution of a lease agreement between the Corporation of the Town of Essex and The Grove Bike Co.
- Schedule A to By-law 2021: Lease Agreement

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** Community Services Report 2021-008 entitled Request for Interest – Colchester Park Bike Rental Lease Space be received;

**That** Council approve the entering into of an agreement with The Grove Bike Co. for leased space within Colchester Park located 325 Jackson Street in Colchester for three years commencing on May 20, 2021 and concluding on April 30, 2024 with an option to renew for an additional two years beginning on May 1, 2024 subject to the general terms and conditions as outlined in By-Law 2021 and its Schedule A; and

**That** By-Law 2021 be read a first, second and third time and be finally adopted on May 17, 2021.

**10. Reports from Youth Members**

**11. County Council Update**

**12. Correspondence**

**12.1. Correspondence to be received**

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** all of the correspondence listed in Agenda Item 12.1 be received and, where indicated, to further share such information with the community using suitable methods of communication.

12.1.1. Correspondence relating to COVID-19 Pandemic

12.1.1.1. The Town of Shelburne 242

RE: Universal Paid Sick Days for Ontario Workers

12.1.1.2. Association of Municipalities of Ontario 243

RE: AMO Policy Update - Stay-at-Home Order  
Extended

12.1.2. The Corporation of The Town of Perth 245

RE: Provincial Hospital Funding of Major Capital Equipment

12.1.3. The Corporation of The Town of Amherstburg 246

RE: Planning Act Timelines

12.1.4. The Corporation of The Town of Amherstburg 250

RE: Regional Food and Organics Waste Management  
Program

12.1.5. Essex Firemen's Association Inc. 253

RE: Letter of thanks for Community Partnership Fund donation

12.1.6. The Corporation of The Town of Amherstburg 254

RE: Request for Funding for Tree Planting in Windsor-Essex  
County

12.1.7. Councillor Bondy 257

RE: Harrow High School Property

**12.2. Correspondence to be considered for receipt and support**

12.2.1. Town of Essex Accessibility Advisory Committee 259

RE: National AccessAbility Week - May 30 - June 5, 2021

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** the correspondence by the Town of Essex Accessibility Advisory Committee's, Vice Chair Lisa Wallace, asking Council to consider proclaiming National AccessAbilityWeek in the Town of Essex, be received and supported; and

**That** Council proclaims the week of May 30- June 5, 2021 as National AccessAbilityWeek in the Town of Essex by adopting the following resolution:

**Whereas**, National AccessAbility Week (NAAW) takes place every year starting on the last Sunday in May. It is a time when

accessibility and inclusion is promoted across communities and workplaces and a time to celebrate the contributions of Canadians with disabilities. It is also an opportunity to recognize the efforts of Canadians who are actively removing barriers and ensuring persons with disabilities have an equal chance to participate in all aspects of Canadian society;

**And Whereas**, the increased social and economic inclusion of persons with disabilities has positive economic and social benefits, for persons with disabilities, for business, the economy, and society in general;

**And Whereas**, when persons with disabilities can access meaningful employment, resources and services, Canada's economy grows. Businesses have the chance to welcome more customers, service satisfaction improves and workplaces reflect Canada's diversity;

**And Whereas**, by bringing Canadians together to recognize the valuable contributions of persons with disabilities, we are strengthening the collaborative effort needed to create a country that is fully accessible and inclusive;

**Therefore**, I Mayor Larry Snively, do hereby designate the week of May 30 to June 5, 2021 as National AccessAbility Week (NAAW) in the Town of Essex.

12.2.2.	Ministry for Seniors and Accessibility	262
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RE: 2021 Senior of the Year Award: Request for Nominee

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

That Council receive the correspondence dated May 7, 2021 received from the Ministry for Seniors and Accessibility and that Council nominates \_\_\_\_\_ as Town of Essex Senior of the year for 2021.

**13. Committee Meeting Minutes**

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** all the Committee Meeting minutes listed in Agenda Item 13.1, 13.2 and 13.3, together with any recommendations to Council noted therein, be received, approved and adopted as circulated.

13.1.	Co-An Park Committee Meeting Minutes - February 10, 2021	279
13.2.	Arts, Culture and Tourism Committee Meeting Minutes - April 14, 2021	284
13.3.	Court of Revision Minutes - May 5, 2021	287

**14. Financial**

**15. New Business**

**16. Notices of Motion**

16.1. The following Notices of Motion were presented at the May 3, 2021 Regular Council Meeting and are being brought forward this evening

**for Council's consideration:**

16.1.1. Councillor Bondy

RE: Public Education Campaign

Moved by Councillor Bondy

Seconded by \_\_\_\_\_

**That** the Town of Essex do a public education campaign in print and social media regarding the dangers of blowing cut grass onto the road,

**Whereas** we do not have a question and answer period in our public agendas,

**Whereas** New Business items are up to the discretion of the Mayor,

**Whereas** this is a community and resident safety issue that has no by-law to address it,

**Whereas** increasing public awareness of the dangers is something council can do and should do; and

**Therefore** be it resolved that each Spring The Town of Essex will work to educate individuals on the impact grass on the road can have on cyclists and motorists.

17. Reports and Announcements from Council Members

18. By-Laws

18.1. By-Laws that require a third and final reading

18.1.1. By-Law 2019 290

Being a by-law to confirm the proceedings of the May 3, 2021, Regular Meeting of Council of The Corporation of the Town of Essex.

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** By-Law 2019 being a by-law to confirm the proceedings of the May 3, 2021, Regular Meeting of Council of The Corporation of the Town of Essex be read a third time and finally adopted on May 17, 2021.

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

18.3. By-Laws that require a first and second reading

18.3.1. By-Law 2020 292

Being a by-law to confirm the proceedings of the May 17, 2021, Regular Meeting of Council of The Corporation of the Town of Essex.

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** By-Law 2020 being a by-law to confirm the proceedings of the May 17, 2021, Regular Meeting of Council of The

Corporation of the Town of Essex be read a first, a second time and provisionally adopted on May 17, 2021.

**19. Adjournment**

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

That the meeting be adjourned at [TIME].

**20. Future Meetings**

**20.1. Monday, June 7, 2021 - 4:30 - 6:00 PM Special Council Meeting**

RE: Zoning By-Law Amendment: 96 County Road 50 West

Location: Electronic Meeting via Zoom

Livestream available at [www.youtube.com/Essex/Ontario](http://www.youtube.com/Essex/Ontario)

**20.2. Monday, June 7, 2021 - 6:00 - 9:00 PM Regular Council Meeting**

Location: Electronic Meeting via Zoom

Livestream available at [www.youtube.com/Essex/Ontario](http://www.youtube.com/Essex/Ontario)

**20.3. Monday, June 21, 2021 0 4:30 - 6:00PM Special Council Meeting**

RE: Rezoning for Short Term Rentals

Location: Electronic Meeting via Zoom

Livestream available at [www.youtube.com/Essex/Ontario](http://www.youtube.com/Essex/Ontario)

**20.4. Monday, June 21, 2021 - 6:00 - 9:00 PM Regular Council Meeting**

Location: Electronic Meeting via Zoom

Livestream available at [www.youtube.com/Essex/Ontario](http://www.youtube.com/Essex/Ontario)