



Regular Council Meeting Agenda

April 20, 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 20, 2020

Moved by _____

Seconded by _____

That the published agenda for the April 20, 2020 Regular Council Meeting be adopted as presented / amended.

5. Adoption of Minutes

5.1 Regular Council Meeting Minutes for April 6, 2020

Moved by _____

Seconded by _____

That the minutes of the Regular Council Meeting held April 6, 2020 be adopted as circulated.

6. Public Presentations

7. Unfinished Business

8. Reports from Administration

8.1 Chief Administrative Officer (CAO) Verbal Report

RE: COVID-19 Town's Response Updates

- Staffing
- RV use
- Seasonal Campground Use
- Essential/Non-essential meetings

8.2 Economic Development Report 2020-03

- RE: March 2020 Building Report
- Development Overview

Moved by _____

Seconded by _____

That Economic Development Report 2020-03 entitled "Building Report and Development Overview March 2020", prepared by Nelson Silveira, Economic Development Officer, dated April 20, 2020, be received.

8.3 Economic Development Report 2020-04

RE: Community Improvement Plan Update (Quarter 1 2020)

Moved by _____

Seconded by _____

That Economic Development Report 2020-04, entitled "Community Improvement Plan Update (Quarter 1 2020)", prepared by Nelson Silveira, Economic Development Officer, dated April 20, 2020, be received.

8.4 Drainage Report 20-02

RE: Appointment of an Engineer under Section 78 of the Drainage Act to review the Barrette Drain

Moved by _____

Seconded by _____

That Drainage Report 20-02, entitled "Appointment of an Engineer under Section 78 of the Drainage Act to review the Barrette Drain", prepared by Lindsay Dean, Drainage Superintendent, dated April 20, 2020, be received; and

That Council appoints Rood Engineering Incorporated under Section 78 of the Drainage Act to review the Barrette Drain.

8.5 Infrastructure Services Report 2020-02

RE: Windsor/Essex Region Stormwater Management Standards Manual

Moved by _____

Seconded by _____

That Infrastructure Services Report 2020-02 entitled, "Windsor/Essex Region Stormwater Management Standards Manual", prepared by Kevin Girard, dated April 20, 2020 be received; and

That Council adopt the Windsor/Essex Region Stormwater Management Standards Manual as the standard for design and review of the infrastructure within the Town of Essex.

8.6 Drainage Report 20-03

RE: Appointment of an Engineer under Section 78 of the Drainage Act to install a new culvert over the North Rear Road Drain South Side.

Moved by _____

Seconded by _____

That Drainage Report 2020-03, entitled "Appointment of an Engineer under Section 78 of the Drainage Act to install a new culvert over the North Rear Road Drain South Side" prepared by Lindsay Dean, Drainage Superintendent, dated April 20, 2020 be received; and

That Council appoint Rood Engineering Incorporated under Section 78 of the Drainage Act to install a new culvert over the North Rear Road Drain South Side.

8.7 Corporate Services Report 2020-01

RE: Town of Essex Shoreline Assistance Loan Program

- Corporate Services Report 2019-05 RE: Shoreline Assistance Loan Program
- Shoreline Assistance Loan Program Property Owner Agreement (DRAFT)
- By-Law 1908
Being a by-law to authorize the Town of Essex Shoreline Assistance Loan Program and undertaking of flood and shoreline control/mitigation works on private residential property as local improvements

Moved by _____

Seconded by _____

That Corporate Services Report 2020-01 , entitled "Town of Essex Shoreline Assistance Loan Program", prepared by Jeffrey Morrison, Director, Corporate Services, dated April 20, 2020, be received, and

That Council authorizes the implementation of the Town of Essex Shoreline Assistance Loan Program (the "Program") and to further delegate to and authorize Administration to negotiate and enter into all Property Owner Agreements, and to take such steps to give effect to same pursuant to the Program in substantially the same form and manner as the proposed or draft Property Owner Agreement attached hereto, and

That By-Law 1908, being a by-law to authorize the Town of Essex Shoreline Assistance Loan Program and the undertaking of flood and shoreline control/mitigation works on private residential property as local improvements, be read a first, a second and a third time, and finally passed on April 20, 2020; and

That Administration be directed to come to Council with by-law(s) pertaining to Section 36 of Ontario Regulation 586/06 to authorize the imposition of said local improvement works as a "Special Charge" on participating properties in accordance with the Program and the Property Owner Agreements.

8.8 Legal and Legislative Services Report 2020-05

RE: Court of Revision for the Bayliss Drain (Bridge Replacements and Maintenance Schedule), Geographic Township of Colchester South, Project REI2016D024, Town of Essex, County of Essex

- By-Law 1904
Being a by-law to provide for Bayliss Drain (Bridge Replacements and Maintenance Schedule)

Moved by _____

Seconded by _____

That Legal and Legislative Services Report 2020-05, entitled "Court of Revision for the Bayliss Drain (Bridge Replacements and Maintenance Schedule), Geographic Township of Colchester South, Project REI2016D024, Town of Essex, County of Essex", submitted by Robert Auger, Town Solicitor, Clerk, dated April 20, 2020, be received, and

That the following three (3) members of the Drainage Board: Kirk Carter, Percy Dufour and Luke Martin, be appointed to sit as members of the Court of Revision to be convened for the Bayliss Drain (Bridge Replacements and Maintenance Schedule) Geographic Township of Colchester South, Project REI2016D024, pursuant to the Report prepared by Gerard Rood, Professional Engineer, Rood Engineering Limited, dated February 18, 2020 (hereinafter the "Report"), and such Court of Revision to be scheduled for 4:30 PM on May 21, 2020, via electronic meeting, and

That By-Law 1904 being a by-law to provide for Bayliss Drain (Bridge Replacements

and Maintenance Schedule), Geographic Township of Colchester South, Project REI2016D024, Town of Essex, County of Essex, be read a first and a second time, and provisionally adopted on April 20, 2020.

8.9 Operations Report 2020-01

RE: Results of Request for Tender for the Supply of Tandem Drum Asphalt Compactor

Moved by _____

Seconded by _____

That Operations Report 2020-01, entitled "Results of Request for Tender for the Supply of Tandem Drum Asphalt Compactor", prepared by Jackson Tang, Assistant Manager, Business Services, dated April 20, 2020, be received, and

That Council awards the Request for Tender for the Supply of Tandem Drum Asphalt Compactor to Kucera Group Tecumseh in the amount \$52,406.40 including non-refundable harmonized sales tax; and

That Council approves the additional funding of \$2,406.40 above the allocated 2020 Supply of Tandem Drum Asphalt Compactor capital budget of \$50,000.00 (Project Code: PW-20-0032) through transferring from the Development Charges Reserve.

8.10 Capital Works and Infrastructure Report 2020-03

RE: Results of Request for Tender - Supply of Three Pick Up Trucks 2020

Moved by _____

Seconded by _____

That Capital Works and Infrastructure Report 2020-03, entitled "Results of Request for Tender - Supply of Three Pick-Up Trucks 2020", prepared by Jackson Tang, Assistant Manager, Business Services, dated April 20, 2020, be received, and

That Council awards the Request for Tender - Supply of Three Pick-Up Trucks 2020 to Ken Knapp Ford in the amount of \$117,652.87 including trade in value and non-refundable harmonized sales tax.

8.11 Planning Report 2020-06

RE: Climate Change Adaptation Plan - Progress Report 1

Moved by _____

Seconded by _____

That Planning Report 2020-06, entitled "Climate Change Adaptation Plan - Progress Report 1", prepared by Niharika Bandaru, Climate Change Analyst, dated April 20, 2020, be received.

9. Reports from Youth Members

10. County Council Update

11. Correspondence

11.1 Correspondence to be received

Moved by _____

Seconded by _____

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.

11.1.1 COVID-19 Virus Correspondence

11.1.1.1 Attorney General

RE: Construction Act to be Exempt from Emergency Order
Suspending Procedural Time Limits

11.1.1.2 Ministry of Municipal Affairs and Solicitor General

RE: Operation of Seasonal Trailer Parks and Recreational
Campgrounds - Amended Essential Business Order as of April 3,
2020

11.1.1.3 Media Release - Town of Essex

RE: Town By-Law Officers to conduct enforcement of provincial
orders (April 8, 2020)

11.1.1.4 Association of Municipalities of Ontario (AMO)

RE: COVID-19 Update: New Emergency Orders (April 11, 2020)

11.1.1.5 Association of Municipalities of Ontario (AMO)

RE: COVID-19 Update: Bill 189, Coronavirus Support and
Protection Act, 2020 Receives Royal Assent (April 14, 2020)

11.1.1.6 Town of Midland

RE: Direct Payment of Federal Funds to Municipalities to Waive
Property Taxes for the Year 2020 - Financial help to alleviate the
suffering from COVID-19 Pandemic

Correspondence from the Town of Midland to the Prime Minister of
Canada, dated March 23, 2020 asking that the Province of Ontario
consider their proposal to direct payment of federal funds to
municipalities to waive property taxes for the year 2020 to provide
financial help to alleviate the suffering from COVID-19 Pandemic.

11.1.1.7 Ministry of Municipal Affairs and Housing

RE: Development Charges Act (Proposed Amendments)

11.1.2 Union Water Supply System

- April 15, 2020 Regular Meeting Agenda (Virtual Meeting via Zoom)
- April 15, 2020 Special Meeting Agenda (Virtual Meeting via Zoom)

11.1.3 Alcohol and Gaming Commission of Ontario

RE: Applications Undergoing Public Notice

- Cannabis Applications in Essex

11.1.4 Media Release - Town of Essex

RE: Town of Essex to Provide Sandbags for Residents (April 9, 2020)

11.1.5 Town of Tecumseh

RE: Two Board System for Police Services Boards (PSB) in Essex County

Correspondence from the Town of Tecumseh to the Town of Lakeshore, dated March 31, 2020 supporting Lakeshore's Police Services Board's proposal for a "two board system" for Essex County as its preferred option.

11.2 Correspondence to be considered for receipt and support

12. Committee Meeting Minutes

13. Financial

13.1 Bank Payment Report

RE: March 2020

Moved by _____

Seconded by _____

That the Bank Payments Report, including the March cheque register, cheque number 51172 to cheque number 51322 inclusive in the amount of \$5,239,406.67, the Preauthorized Payments for the March 2020 in the amount of \$430,932.65; and the Payroll for March 2020 in the amount of \$457,528.55, be ratified as submitted.

14. New Business

15. Notices of Motion

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 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 third time and finally adopted on April 20, 2020.

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

17.2.1 By-Law 1900

Being a by-law to authorize the borrowing of money to meet current expenditures of The Corporation of the Town of Essex

Moved by _____

Seconded by _____

That By-Law 1900 being a by-law to authorize the borrowing of money to meet current expenditures of The Corporation of the Town of Essex, be read a first, a second and a third time and finally passed on April 20, 2020.

17.3 By-Laws that require a first and second reading

17.3.1 By-Law 1909

Being a by-law to confirm the proceedings of the April 20, 2020, Regular Meeting of the Council of The Corporation of the Town of Essex

Moved by _____

Seconded by _____

That By-Law 1909, being a by-law to confirm the proceedings of the April 20, 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 20, 2020.

18. Adjournment

Moved by _____

Seconded by _____

That the meeting be adjourned at [TIME].

19. Future Meetings

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

Location: TBD

19.2 Tuesday, May 19, 2020 - 6:00 - 9:00 PM - Regular Council Meeting

Location: TBD