



Regular Council Meeting Agenda

June 1, 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 June 1, 2020**

Moved by _____

Seconded by _____

That the published agenda for the June 1, 2020 Regular Council Meeting be adopted as presented / amended.

5. **Adoption of Minutes**

5.1 **Regular Council Meeting Minutes for May 19, 2020**

1

Moved by _____

Seconded by _____

That the minutes of the Regular Council Meeting held May 19, 2020 be adopted as circulated.

6. **Public Presentations**

No delegations for this Council meeting.

7. **Unfinished Business**

8. **Reports from Administration**

8.1 **Chief Administrative Officer (CAO), Chris Nepszy Verbal Report**

13

RE: COVID-19 Town's Response and Updates

8.2 **Planning Report 2020-07**

14

RE: Changes to Planning Act Timelines during COVID-19 Emergency

Moved by _____

Seconded by _____

That Planning Report 2020-07, entitled "Changes to Planning Act Timelines during COVID-19 Emergency", prepared by Rita Jabbour, Manager, Planning Services, dated June 1, 2020, be received; and

That Administration be directed to bring forward to Council for consideration Planning Act applications during the period of COVID-19

emergency.

8.3

Planning Report 2020-08

20

RE: Provincial Policy Statement (PPS), 2020

Moved by _____

Seconded by _____

That Planning Report 2020-08, entitled "Provincial Policy Statement (PPS), 2020", prepared by Rita Jabbour, Manager, Planning Services, dated June 1, 2020, be received.

8.4

Legal and Legislative Services Report 2020-07

30

RE: Court of Revision for James Shepley Drain Bolger Bridge

- By-Law 1918
Being a by-law to provide for the James Shepley Drain Bolger Bridge, Geographic Township of Colchester North, Project REI2020D002, Town of Essex, County of Essex

Moved by _____

Seconded by _____

That Legal and Legislative Services Report 2020-07, entitled "Court of Revision for the James Shepley Drain Bolger Bridge, Geographic Township of Colchester North, Project REI2020D002, Town of Essex, County of Essex", prepared by Robert Auger, Town Solicitor/Clerk, dated June 1, 2020, be received; and

That Kirk Carter, Percy Dufour and Dan Boudreau be appointed to sit as members of the Court of Revision for the James Shepley Drain Bolger Bridge, Project REI2020D002, pursuant to the Report prepared by Gerard Rood, Professional Engineer, Rood Engineering Limited, dated April 8, 2020, scheduled to convene at 4:30 PM on June 24, 2020 via electronic meeting , and

That By-Law 1918, being a by-law to provide for the James Shepley Drain Bolger Bridge, Geographic Township of Colchester North, Project REI2020D002, Town of Essex, County of Essex, be read a first and second time and provisionally adopted on June 1, 2020.

8.5

Fire and Rescue Services Report 2020-01

38

RE: Results of Request for Proposal - Supply and delivery of New Custom Mini-Pumper/Rescue Fire Truck

Moved by _____

Seconded by _____

That Fire and Rescue Services Report 2020-01, entitled "Results of Request for Proposal - Supply and Delivery of New Custom Mini-Pumper/Rescue Fire Truck, prepared by Jackson Tang, Assistant Manager, Business Services, dated June 1, 2020, be received; and

That Council awards the Request for Proposal - Supply and Delivery of New Custom Mini-Pumper/Rescue Fire Truck to Commercial Emergency Equipment Corporation in the total amount of \$359,931.73 including non-refundable HST; and

That Council approve the additional funding of \$59,931.73 above the approved 2020 Capital Budget of \$300,000.00 for the Supply and Delivery of one New Custom Mini-Pumper/Rescue Fire Truck (project

FD-19-0012) by approving additional funding in the amount of \$59,931.73 from the Asset Management Lifecycle Reserve.

8.6 **Infrastructure Services Report 2020-03** 44

RE: 2020 Bridge and Culvert Inspections

- Procurement Section 22

Moved by _____

Seconded by _____

That Infrastructure Services Report 2020-03, entitled "2020 Bridge and Culvert Inspections", prepared by Kevin Girard, Director of Infrastructure Services, dated June 1, 2020, be received; and

That Council appoints the engineering firm of Keystone Bridge Management Corporation (Keystone) to provide engineering services to complete the inspections of structures within the Town of Essex, in accordance with the completed request under Section 22(3) of the Town of Essex Procurement By-Law 1043.

9. **Reports from Youth Members**

10. **County Council Update**

11. **Correspondence**

11.1 **Correspondence to be received on Consent**

Moved by _____

Seconded by _____

That the correspondence items listed in Agenda item 11.1 be received on consent .and, where applicable, to further share such information using suitable methods of communication.

11.1.1 COVID-19 Virus Correspondence

11.1.1.1 Association of Municipalities of Ontario (AMO) 51

RE: COVID-19 Update - Municipal Fiscal Request, Emergency Orders, Pandemic Pay, LTC Homes Commission, Extended School and Child Care Closures and Summer Camps (May 19, 2020)

11.1.1.2 Office of the Premier 54

NEWS (May 14, 2020)

RE: Ontario Announces Additional Workplaces that Can Reopen

Additional seasonal, retail and household businesses must follow public health guidelines

11.1.2 City of Kitchener 58

RE: Establishment of a Universal Basic Income

Correspondence from the City of Kitchener to Prime Minister Trudeau, dated May 15, 2020 urging the Provincial government to pursue a partnership with the Federal

government for the establishment of a universal basic income.

- 11.1.3 Union Water Supply System - Joint Board of Management 60
- April 15, 2020 Regular Meeting Minutes
 - April 15, 2020 Special Meeting Minutes

11.2 Correspondence to be considered to receive only, or to receive and support:

- 11.2.1 Town of Tecumseh 68

RE: Request to Postmedia to Reconsider Permanent Closure of Community Weekly Newspapers

Correspondence from the Town of Tecumseh to Postmedia Network Inc., dated May 14, 2020 requesting that they reconsider their decision to permanently close Shoreline Week and other local community weekly newspapers and to consider the introduction of alternative models to maintain local news coverage.

Moved by _____

Seconded by _____

That correspondence from the Town of Tecumseh to Postmedia Network Inc., dated May 14, 2020 requesting that they reconsider their decision to permanently close Shoreline Week and other local community weekly newspapers in an effort to preserve an open forum for accountability and transparency in local government and continue to facilitate community engagement; and to consider the introduction of alternative models to maintain local news coverage, be (received/received and supported); and

If Council choses to support the proposed resolution, a letter of support be sent to Postmedia Network Inc.

12. Committee Meeting Minutes

- 12.1 Drainage Board - April 27, 2020 70

Consideration of Report

RE: James Shepley Drain Bridge for Herman Bolger and Wendy Sprague-Bolger

Moved by _____

Seconded by _____

That the minutes of the Drainage Board Meeting held April 27, 2020, together with the recommendations noted therein be received and adopted as circulated.

13. Financial

- 13.1 April Bank Payment Report 74

April Bank Payment Report

Moved by _____

Seconded by _____

That the Bank Payments Report, including the April cheque register,

cheque number 51323 to cheque number 51400 inclusive in the amount of \$620,388.79, the Preauthorized Payments for the month of April in amount of \$348,284.65; and the Payroll for April 2020 in the amount of \$400,258.92, be ratified as submitted.

14. **New Business**

15. **Notices of Motion**

15.1 **The following Notices of Motions were presented at the May 19, 2020 Regular Council Meeting, and are being brought forward for consideration this evening:**

15.1.1 Councillor Verbeek 83

RE: Outdoor spaces for businesses

Moved by Kim Verbeek

Seconded by _____

That Council and Administration look at ways to assist Town businesses, such as allowing outdoor spaces for businesses, in light of the limitations due the COVID pandemic.

15.1.2 Councillor Verbeek

RE: Improving recycling efforts in the municipality

Moved by Kim Verbeek

Seconded by _____

That Administration be directed to look at new ways to improve recycling efforts in the municipality

15.1.3 Councillor Bondy 84

RE: Geese Mitigation for Colchester Beach

Moved by Sherry Bondy

Seconded by _____

That Administration be directed to provide a Geese Mitigation Report for Colchester Beach, including the use of a walking dog to be used to scare geese in order to improve the beach user experience, water quality and student work load.

15.2 **The following Notice of Motion is being presented at this evening's Council Meeting for consideration at the June 15, 2020 Regular Council Meeting:**

15.2.1 Councillor Bondy 85

RE: 50 km extended on Third Concession to McLean Sideroad

That Council approve an extension of the 50 km speed limit zone on the Third Concession to include east of McLean Sideroad to act as a buffer zone.

16. **Reports and Announcements from Council Members**

17. **By-Laws**

17.1 **By-Laws that require a third and final reading**

Being a by-law to confirm the proceedings of the May 19, 2020, Regular Meeting of The Corporation of the Town of Essex

Moved by _____

Seconded by _____

That By-Law 1916 being a by-law to confirm the proceedings of the May 19, 2020 Regular Meeting of The Corporation of the Town of Essex, be read a third time and finally passed on June 1, 2020.

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

Moved by _____

Seconded by _____

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 third time and finally passed on June 1, 2020.

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

17.3 By-Laws that require a first and second reading

Being a by-law to confirm the proceedings of the June 1, 2020, Regular Meeting of the Council of The Corporation of the Town of Essex

Moved by _____

Seconded by _____

That By-Law 1917 being a by-law to confirm the proceedings of the June 1, 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 June 1, 2020.

18. Adjournment

Moved by _____

Seconded by _____

That the meeting be adjourned at [TIME].

19. Future Meetings

19.1 Monday, June 15, 2020 6:00 - 9:00 PM - Regular Council Meeting

Location: TBD

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

Location: TBD



The Corporation of the Town of Essex
Regular Council Meeting Minutes

May 19, 2020, 6:00 PM

This meeting was held electronically during a time of Declared Emergency pursuant to Town of Essex By-Law 1902.

Location: <https://www.youtube.com/user/EssexOntario>

Present: Mayor Larry Snively
Deputy Mayor Richard Meloche
Councillor Joe Garon
Councillor Morley Bowman
Councillor Kim Verbeek
Councillor Steve Bjorkman
Councillor Chris Vander Doelen
Councillor Sherry Bondy

Also Present: Robert Auger, Town Solicitor, Legal and Legislative Services/Clerk
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

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

1. Call to Order

The Mayor called the meeting to order at 6:00 PM.

2. Closed Meeting Report

3. Declarations of Conflict of Interest

Mayor Larry Snively declared a conflict of interest with respect to agenda 12.1: Essex Police Services Board Meeting - May 7, 2020 minutes. The stated conflict was in relation to the Mayor's correspondence requesting a leave of absence from the Police Services Board and asking that Council appoint a Council Member to take his place.

4. Adoption of Published Agenda

4.1 Regular Council Meeting Agenda for May 19, 2020

Moved By Councillor Bowman
Seconded By Councillor Verbeek

(R20-05-152) That the published agenda for the May 19, 2020 Regular Council Meeting, be adopted as amended with the following additions and changes:

- Two Notices of Motions from Councillor Verbeek, to be included as agenda items 15.2.1 and 15.2.2;
- A Notice of Motion from Councillor Bondy, to be included as agenda item 15.2.3;
- Agenda item 8.3 Drainage Report 2020-04 RE: Adoption of Section 77(3) Engineer's letter of Opinion for the Essex Outlet Drain to be moved forward in the agenda to item 6.1, and agenda item 6.1 RE: E.L.K. Energy Inc., be moved to agenda item 6.2; and
- That David Cassidy, Essex Resident and Business Owner, be allowed to speak as a delegate, at this evening's meeting as agenda item 6.3.

Carried

5. Adoption of Minutes

5.1 Regular Council Meeting Minutes for May 4, 2020

Moved By Deputy Mayor Meloche
Seconded By Councillor Bjorkman

(R20-05-153) That the minutes of the Regular Council Meeting held May 4, 2020, be adopted as circulated.

Carried

5.2 Special Council Meeting Minutes for May 1, 2019

Moved By Councillor Bowman
Seconded By Deputy Mayor Meloche

(R20-05-154) That the minutes of the Special Council Meeting held May 1, 2019, to review the Town of Essex 2019 Development Charges Study, be adopted as circulated.

Carried

6. Public Presentations

6.1 Anthony Saraceni, P. Eng.

Project Engineer, Planning and Design – West Region
Ministry of Transportation

Mr. Saraceni appeared before Council to provide additional information and answer any questions that Council may have with regards to Engineer's Letter of Opinion recommending the movement of the Essex Outlet Drain.

Mr. Saraceni told Council that they are currently retaining a Design Build Consultant through the procurement process for the Highway 3 Widening Project and Essex Outlet Drain Relocation. He advised that they are hopeful that this particular phase is expected to be finalized in early October 2020. He told Council that the relocation of the Essex Outlet

Drain is a critical step in the widening of the highway and that it is hopeful that the Highway 3 Widening Project can begin in the 2021 construction season.

Drainage Report 2020-04

RE: Adoption of Section 77(3) Engineer's Letter of Opinion for the Essex Outlet Drain

- Letter of Opinion - Essex Outlet
- Appendix A - Essex Outlet Drain - Recommended Plan
- Appendix B - Final Hwy 3 Culvert Hydrology and Condition Report

By-Law 1913

Being a by-law to adopt the Section 77(3) Engineer's Letter of Opinion to relocate the Essex Outlet Drain within the Ministry of Transportation Corridor

Moved By Councillor Vander Doelen

Seconded By Councillor Verbeek

(R20-05-155) That Drainage Report 2020-04, entitled "Adoption of Section 77(3) Engineer's Letter of Opinion for the Essex Outlet Drain", prepared by Norm Nussio, Manager Operations Drainage, dated May 19, 2020, be received and supported; and

That By-Law 1913 being a by-law to adopt and approve the Section 77(3) Engineer's Letter of Opinion to relocate the Essex Outlet Drain within the Ministry of Transportation (MTO) corridor, be read a first, a second and third time and finally passed on May 19, 2020.

Carried

6.2 E.L.K. Energy Inc.

Mark Danelon, Chief Financial Officer (CFO) & Director of Stakeholders Relations, appeared before Council as a delegate to present E.L.K. Energy Inc.'s 2019 Financial Statements and to provide the historical background of E.L.K. Energy Inc., a general overview of the accounting methodology behind the financial statements and to speak about service quality indicators of the electricity sector of E.L.K.

Mr. Danelon advised Council that the Pacific Economics Group (PEG) Research Report, dated August 2019 reported that the Local Distribution Company (LDC) buy rates for E.L.K. Energy are some of the lowest rates in the province. He stated that E.L.K. continues to strive to provide electricity to customers in a safe and efficient manner and at a fair and reasonable cost. He advised that E.L.K. is regulated by the Ontario Energy Board (OEB) through their submissions of quarterly and yearly reporting and that the OEB yearly reviews tariffs and rates.

He provided Council with a list of some of the significant projects accomplished this year in the municipality.

Council then had an opportunity to ask Mr. Danelon various questions with respect to the financial statements.

- **2019 Financial Statements**
- **Resolutions of the Sole Shareholder of E.L.K. Energy Inc.**

Moved By Councillor Garon

Seconded By Councillor Vander Doelen

(R20-05-156) That the presentation by E.L.K. Energy Inc. Director, Finance and Regulatory Affairs, Mark Danelon of the 2019 Financial Statements for E.L.K. Energy Inc. for the year ending December 31, 2019, be received; and

That Council supports the signing of the annual resolutions of E.L.K. Energy Inc. appointing the Directors and KPMG LLP as Auditor; and

That the Mayor be thereby authorized to sign the documents on behalf of The Corporation of the Town of Essex.

Carried

6.3 David Cassidy, Essex Resident and Business Owner **RE: COVID-19**

Mr. Cassidy appeared before Council as a concerned business owner. He asked Council to consider lobbying the province to allow business owners to operate outdoors. He asked Council to consider ways to help reduce the tax burden on business owners, and asked if the Town would allow a boot-camp style class outside their facility, taking into consideration all of the proper precautions in place at this time. Administration advised that current restrictions affecting his business were not municipal restrictions but rather were restrictions put into place by provincial orders.

Moved By Councillor Bondy

Seconded By Councillor Garon

(R20-05-157) That a letter be sent to the Honourable Doug Ford, Premier of Ontario asking that restrictions be lifted so as to allow small businesses such as bootcamps or exercise facilities to operate outdoors provided proper social distancing measures are in place and being followed; and

That a copy of the letter be sent to Taras Natyshak, MPP Essex and Chris Lewis, MP Essex.

Carried

Moved by Councillor Bjorkman

Seconded by Councillor Verbeek

(R20-05-158) That a letter be sent to the Honourable Doug Ford, Premier of Ontario requesting that a support program be created for those businesses who don't qualify within the current \$40,000 grant program for businesses.

Carried

7. Unfinished Business

8. Reports from Administration

8.1 Chief Administrative Officer (CAO), Chris Nepszy Verbal Report

RE: COVID-19 Town's Response and Updates

- Harbour opening on May 16, 2020
- Pro rating seasonal berths costs (change from May 1 to June 1)
- Opening dog parks, tennis courts and benches
- Staffing
- Availability of Building and Construction permits
- Realistic timelines and procedures for reopening Town Hall
- Recommend the elimination of the use of credit card payments outside of Recreation Services and Virtual CityHall

Moved By Councillor Vander Doelen

Seconded By Councillor Bjorkman

(R20-05-159) That the cost of seasonal boat berths at the Colchester Harbour be pro-rated and changed from May 1 to June 1, 2020 for this boating season.

Carried

Moved By Councillor Bowman

Seconded By Councillor Vander Doelen

(R20-05-160) That the Town eliminate the use of credit cards for all payments that are processed outside of the Recreation Services and Virtual CityHall and extend the waiver of the processing fee for credit card transactions on Virtual CityHall until December 31, 2020.

Carried

8.2 Economic Development Report 2020-05

- April 2020 Building Report
- Development Overview

Moved By Deputy Mayor Meloche

Seconded By Councillor Bowman

(R20-05-161) That Economic Development Report 2020-05, entitled "Building Report and Development Overview April 2020", prepared by Nelson Silveira, Economic Development Officer, dated May 19, 2020, be received.

Carried

8.3 Parks and Facilities Report 2020-02

RE: Results of Request for Tender - Remove, Supply and Install Four Condensing Boilers

Moved By Councillor Bjorkman

Seconded By Councillor Vander Doelen

(R20-05-162) That Parks and Facilities Report 2020-02, entitled "Results of Request for Tender - Remove, Supply and Install Four Condensing Boilers", prepared by Jackson Tang, Assistant Manager, Business Services, dated May 19, 2020, be received; and

That Council awards the Request for Tender - Remove, Supply and Install Four Condensing Boilers to Lekter Industrial Services Inc. in the amount of \$68,992.27 including non-refundable HST; and

That Council approves the addition of a third domestic hot water boiler at the Essex Centre Sports Complex and the funding of this new capital asset in the amount of \$15,820.00 including non-refundable HST be purchased by re-allocating \$10,000.00 from project CS-20-0047 (new Mural) and that the remaining \$5,820.00 to be funded through a forecasted under expenditure in the Essex Centre Sports Complex 2020 operating budget account "Building and Repairs - Other (52900)".

Carried

8.4 Parks and Facilities Report 2020-05

RE: Results of Request for Tender for Colchester Harbour Dock B Replacement

Moved By Councillor Bondy
Seconded By Councillor Bjorkman

(R20-05-163) That Parks and Facilities Report 2020-05, entitled "Results of Request for Tender for Colchester Harbour Dock B Replacement", prepared by Jackson Tang, Assistant Manager, Business Services dated May 19, 2020, be received; and

That Council awards the Request for Tender for Colchester Harbour Dock B Replacement to Kropf Industrial Inc. in the amount of \$160,180.42 including non-refundable HST.

Carried

8.5 Operations Report 2020-02

RE: Results of Request for Tender - Supply and Application of Maintenance Stone 2020

Moved By Councillor Bowman
Seconded By Councillor Vander Doelen

(R20-05-164) That Operations Report 2020-02, entitled "Results of Request for Tender - Supply and Application of Maintenance Stone 2020", prepared by Jackson Tang, Assistant Manager, Business Services, dated May 19, 2020, be received; and

That Council awards the Request for Tender - Supply and Application of Maintenance Stone 2020 to Southwestern Sales Corporation Limited in the amount of \$160,000.00 including non-refundable HST.

Carried

8.6 Planning Report 2020-09

RE: Repeal of Subdivision Agreement (Parts 1& 2 on 12R27717)

- By-Law 1915
Being a by-law to release the Subdivision Agreement over Parts 1 and 2 on 12R27717

Moved By Deputy Mayor Meloche
Seconded By Councillor Vander Doelen

(R20-05-165) That Planning Report 2020-09, entitled "Repeal of Subdivision Agreement (Parts 1 and 2 on 12R27717)", prepared by Rita Jabbour, Manager, Planning Services, dated May 19, 2020, be received; and

That By-Law 1915, being a by-law to release the Subdivision Agreement over Parts 1 and 2 on 12R27717, be read a first, a second and a third time and finally passed on May 19, 2020; and

That the Town's Solicitor/Clerk be directed to execute all documents necessary to give effect to the actions taken by this Council as described in By-Law 1915.

Carried

8.7 Operations Report 2020-03

RE: Results of Request for Tender - Supply of Winter Control Equipment for a Tandem Plow Truck and Supply of a Tandem Plow Truck Cab and Chassis 2020

Moved By Councillor Bowman
Seconded By Councillor Verbeek

(R20-05-166) That Operations Report 2020-03, entitled "Results of Request for Tender - Supply of Winter Control Equipment for a Tandem Plow Truck and Supply of a Tandem Plow Truck Cab and Chassis 2020, prepared by Jackson Tang, Assistant Manager, Business Services, be received; and

That Council awards the Request for Tenders as follows:

1. Supply of Winter Control Equipment for a Tandem Plow Truck with Stainless Steel Dump Body to Viking Cives Ltd. in the amount of \$144,888.94 including non-refundable HST.
2. Supply of Tandem Plow Truck Cab and Chassis 2020 to Team Truck Centres Ltd. in the amount of \$160,148.80 including non-refundable HST; and

That Council approves the additional funding of \$25,037.74 above the approved 2020 Capital Budget of \$280,000.00 for the Supply of Winter Control Equipment for a Tandem Plow Truck and Supply of a Tandem Plow Truck Cab and Chassis (project PW-20-0001) from the Town's Asset Management Lifecycle Reserve.

Carried

9. Reports from Youth Members

10. County Council Update

11. Correspondence

11.1 Correspondence to be received

Moved By Councillor Bondy
Seconded By Councillor Bowman

(R20-05-167) 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 COVID-19 Virus Correspondence

11.1.1.1 Media Release - Town of Essex

RE: Fun Fest and spring programs cancelled, limit on gatherings continues (May 6, 2020)

11.1.1.2 Office of the Premier - NEWS

RE: Declaration of Emergency Extended While Ontario Gradually Reopens the Economy

11.1.2 Town of Grimsby

RE: Support for Commercial Rent Assistance Programs

Correspondence dated May 6, 2020 advising of the Town of Grimsby Council supports Commercial Rent Assistance Programs

11.1.3 AMO Releases OPP Detachment Boards Discussion Papers

- New Ontario Provincial Police Detachment Boards: Building a Framework for Better Policing Governance Discussion Paper (May 1, 2020)

11.1.4 Essex-Windsor Solid Waste Authority Landfill Liaison Committee Meeting

May 20, 2020 Agenda

- Dialing In Instructions

11.1.5 Windsor-Essex County Health Unit

RE: Proposed Cannabis Retailer in the Town of Essex, located at 6 King Street East, Harrow

Correspondence, dated May 13, 2020 providing Council with their response to the pending approval of the Cannabis Retail Store Authorization application of 6 King Street East, Harrow.

11.2 Correspondence to be considered for receipt and support

11.2.1 Township of Armour

RE: Support Resolution - High Speed Internet Connectivity in Rural Ontario

Correspondence from the Township of Armour, dated April 29, 2020 to the Honourable Doug Ford supporting the need to make substantial investments in high-speed internet connectivity in the rural areas of Ontario.

Moved By Deputy Mayor Meloche
Seconded By Councillor Verbeek

(R20-05-168) That correspondence from the Township of Armour, dated April 29, 2020 to the Premier of Ontario, supporting the need to make substantial investments in high-speed internet connectivity in the rural areas of Ontario, be received and supported; and

That a letter of support be sent to The Honourable Doug Ford, Premier of Ontario and that a copy of the letter of support be sent to Taras Natyshak, MPP, Essex, Chris Lewis, MP, Essex and the Township of Armour.

Carried

11.2.2 Alcohol and Gaming Commission of Ontario

RE: Applications Undergoing Public Notice

- Cannabis Application in Harrow - 6 King Street East

Moved By Councillor Vander Doelen
Seconded By Councillor Bondy

(R20-05-169) That correspondence from the Alcohol and Gaming Commission of Ontario notifying Council of an application for a Cannabis Retail Store at 6 King Street in Harrow, be received and supported.

Carried

12. Committee Meeting Minutes

Mayor Snively declared a conflict of interest with regards to the Essex Police Services Board (EPSB) Meeting minutes held May 7, 2020, as his request for a leave of absence from the EPSB Board was considered at that meeting.

Mayor Snively vacated the Chair and took no part in the discussion or vote.

Deputy Mayor Meloche assumed the Chair.

12.1 Essex Police Services Board - May 7, 2020

(EPSB-20-05-18) That the March 3, 2020 correspondence from Mayor Snively advising of a leave of absence as a member of the Police Services Board, be received and accepted;

That Essex Town Council be requested to appoint another Council member to serve on the Police Services Board during the Mayor's leave of absence period; and

That Vice Chair Verbeek serve as Chair of the Police Services Board in place of the Mayor during the Mayor's leave of absence.

Moved By Councillor Verbeek
Seconded By Councillor Bjorkman

(R20-05-170) That the Police Services Board Meeting minutes dated May 7, 2020, be received and adopted as circulated; and

That the Town of Essex Council appoints Councillor Morley Bowman, to serve on the Police Services Board for the duration of the Mayor's leave of absence.

Carried

Mayor Snively returned to the Chair.

13. Financial

14. New Business

15. Notices of Motion

15.1 The following Notice of Motion was presented at the May 4, 2020 Regular Council Meeting, and is being brought forward for consideration this evening:

15.1.1 Councillor Bondy - Mayor's List of Round Table Items "Shoreline Protection of Public Property"

Moved By Councillor Bondy

Seconded By Deputy Mayor Meloche

(R20-05-171) That Council bring forward the item listed as "Shoreline Protection of Public Property" from the Mayor's list of round table items, in order to discuss and give direction to Administration as it relates to potential liability, budget considerations, shoreline protection of public property policy, timelines and fallen trees policy during this time of historic water levels.

Carried

15.2 The following Notices of Motions were presented at this evening's Council Meeting for Council's consideration at the June 1, 2020 Regular Council Meeting:

15.2.1 Councillor Verbeek

That Council and Administration look at ways to assist Town businesses, such as allowing outdoor spaces for businesses, in light of the limitations due to the COVID pandemic.

15.2.2 Councillor Verbeek

That Administration be directed to look at new ways to improve recycling efforts in the municipality.

15.2.3 Councillor Bondy

That Administration be directed to provide a Geese Mitigation Report for Colchester Beach, including the use of a walking dog to be used to scare geese in order to improve the beach user experience, water quality and student work load.

16. Reports and Announcements from Council Members

Each Council member was provided an opportunity to discuss their latest news and activities in the municipality.

17. By-Laws

17.1 By-Laws that require a third and final reading

17.1.1 By-Law 1911

Being a by-law to confirm the proceedings of the May 4, 2020 Regular Meeting of the Council of The Corporation of Town of Essex

Moved By Councillor Bowman
Seconded By Councillor Verbeek

(R20-05-172) That By-Law 1911 being a by-law to confirm the proceedings of the May 4, 2020 Regular Meeting of the Council of The Corporation of the Town of Essex, be read a third time and finally passed on May 19, 2020.

Carried

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

17.2.1 By-Law 1912

Being a by-law to amend By-Law Number 1037 The Comprehensive Zoning By-Law for the Town of Essex

Moved By Councillor Vander Doelen
Seconded By Councillor Garon

(R20-05-173) That By-Law 1912 being a by-law to amend By-Law 1037 The Comprehensive Zoning By-Law for the Town of Essex, be read a first, a second and a third time and finally passed on May 19, 2020.

Carried

17.2.2 By-Law 1914

Being a by-law to authorize an agreement between: Her Majesty the Queen in Right of Ontario as represented by the Minister of Municipal Affairs & Housing (the "Province") and The Corporation of the Town of Essex (the "Recipient")
(Municipal Modernization Program - Ontario Transfer Payment Agreement)

Moved By Deputy Mayor Meloche
Seconded By Councillor Bjorkman

(R20-05-174) That By-Law 1914 being a by-law to authorize an agreement between: Her Majesty the Queen in Right of Ontario as represented by the Minister of Municipal Affairs & Housing (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 May 19, 2020.

Carried

17.3 By-Laws that require a first and second reading

17.3.1 By-Law 1916

Being a by-law to confirm the proceedings of the May 19, 2020, Regular Meeting of the Council of The Corporation of the Town of Essex

Moved By Deputy Mayor Meloche
Seconded By Councillor Bowman

(R20-05-175) That By-Law 1916 being a by-law to confirm the proceedings of the May 19, 2020, Regular Meeting of The Corporation of the Town of Essex, be read a first and a second time and provisionally adopted of May 19, 2020.

Carried

18. Adjournment

Moved By Councillor Vander Doelen
Seconded By Deputy Mayor Meloche

(R20-05-176) That the meeting be adjourned at 9:15 PM.

Carried

Mayor

Clerk

No advanced correspondence available for presentation



Report to Council

Department: Development Services

Division: Planning

Date: June 1, 2020

Prepared by: Rita Jabbour, R.P.P.
Manager, Planning Services

Report Number: Planning2020-07

Subject: Changes to Planning Act Timelines during COVID-19
Emergency

Number of Pages: 6

Recommendation(s)

That Planning report Planning2020-07 Changes to Planning Act Timelines during COVID-19 Emergency prepared by Rita Jabbour, Manager, Planning Services dated June 1, 2020 be received, and

That Administration be directed to bring forward to Council for consideration Planning Act applications during the period of the COVID-19 emergency.

Purpose

To inform Council of changes to Planning Act timelines during the COVID-19 emergency.

Background and Discussion

On March 17, 2020, the Government of Ontario declared a state of emergency in an effort to contain the COVID-19 virus. In response, the provincial government enacted the *Coronavirus*

Support and Protection Act, 2020 on April 14. The legislation amended the *Planning Act* to allow the Minister of Municipal Affairs and Housing to make regulations governing various timelines within the *Planning Act* during the period of any emergency declaration under the *Emergency Management and Civil Protection Act*.

Ontario's stated intent for passing these amendments is to provide municipalities the time they need to focus on local public health priorities by making it possible to suspend certain planning decision timelines during a declared state of emergency. As such, on April 15, 2020, Ontario Regulation 149/20 (O. Reg 149/20) came into effect and established special rules for a number of timelines under the *Planning Act*.

In summary, where a municipality wishes to pause the processing of a development application during the COVID-19 emergency declaration, the time during the emergency declaration (March 17-present) will not count towards non-decision appeals. Where a municipality wishes to process planning applications, they may still do so by holding virtual/electronic public meetings and making decisions on planning matters during the period of the COVID-19 emergency declaration.

Although the agenda concerned applications that were submitted for decision **before** the declared emergency, the Town of Essex Committee of Adjustment recently held its first virtual Committee meeting on May 20, 2020. All members and relevant staff were in attendance, including the applicants and their agents, if applicable. Notice of the meeting with instructions for virtual participation were provided to surrounding property owners. While no members of the public registered to be participants, the opportunity to submit comments via mail, email or by contacting the Secretary-Treasurer by telephone was also made available.


Processing of Town of Essex Planning Applications during the COVID-19 Emergency

Since a separate public meeting from a Regular Council meeting is **not** required, Administration continues to process the following types of planning applications:

- Site Plan Approval
- Holding Zone Removal
- Part Lot Control Exemption
- Extension of Draft Plan Approval

Since a separate public meeting from a Regular Council meeting **is** required, Administration has not been processing the following types of new Planning applications:

- Committee of Adjustment (consents to sever, minor variances, certificate of validations)
- Zoning Bylaw amendments
- Official Plan Amendments
- Plans of Subdivision and Condominiums

The above position has been in line with practices at the County level and amongst our neighbouring municipalities. With recent amendments to the Town's Procedural Bylaw to allow for electronic/virtual Council and Committee meetings during this period, Administration recommends that new planning applications, including official plan and zoning by-law amendments, draft plans of subdivision, consents to sever, or minor variance, which in the opinion of Administration will not generate a significant number of delegates seeking to address Council, be processed and brought forward to Council and the Committee of Adjustment for public hearing. This direction would prevent unnecessary backlogs of development applications and ensure continuity in the economic development of the community. The true  benefit stemming from the recommendations in this report is related to greater continuity of economic development and growth within the community.

With the support of Council, it is recommended that during the COVID-19 Emergency a public meeting under the Planning Act be accommodated through methods such as:

- providing notice of a virtual public meeting with instructions for participation to surrounding property owners;

- posting notice of a virtual public meeting with instructions for participation to the Town's website and Council calendar;
- utilization of web-forms or surveys seeking feedback from the public on an application; and
- providing for members of the public to submit comments via mail, email, or telephone.

If Council chooses to follow the recommendations of this report, and a decision is made on a Planning Act matter during the declared state of emergency, the following shall apply:

- A notice of decision must be issued in accordance with the ordinary Planning Act rules (i.e. in the case of a zoning by-law amendment within 15 days of the date the by-law is passed.)
- Appeal rights commence after the notice of decision is issued in accordance with the ordinary Planning Act rules.
- If no appeal is filed, the instrument comes into effect after the appeal period expires in accordance with the ordinary Planning Act rules.
- If an appeal is filed, the Approval Authority's obligation to forward the appeal record to the Local Planning Appeal Tribunal ("LPAT" or "Tribunal") within stipulated timeline is paused for the period of the declared state of emergency ,however this does not preclude the Approval Authority from forwarding the appeal record if it so chooses to.

Financial Impact

The recommendation to bring forward Planning Act applications during the period of the COVID-19 emergency to Council for consideration may lead to collection of relevant planning application fees.

Consultations

Lori Chadwick, Director, Development Services

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:	Changes to Planning Act Timelines During COVID-19 Emergency.docx
Attachments:	
Final Approval Date:	May 25, 2020

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



Lori Chadwick, Director, Development Services - May 25, 2020 - 10:44 AM



Chris Nepszy, Chief Administrative Officer - May 25, 2020 - 11:32 AM



Report to Council

Department: Development Services
Division: Planning
Date: June 1, 2020
Prepared by: Rita Jabbour, R.P.P.
Manager, Planning Services
Report Number: Planning2020-08
Subject: Provincial Policy Statement (PPS), 2020
Number of Pages: 11

Recommendation(s)

That Planning report Planning2020-08 entitled "Provincial Policy Statement (PPS) 2020" prepared by Rita Jabbour, Manager, Planning Services, dated June 1, 2020 be received.

Purpose

To inform Council of changes to the Provincial Policy Statement (PPS) effective May 1, 2020, which will assist the Town of Essex in providing for diverse, development-ready opportunities.

Background and Discussion

The Provincial Policy Statement (PPS) is a consolidated statement of government policies issued under the *Planning Act*, which provides direction on key land use planning issues that affect Ontario's communities. In accordance with the *Planning Act*, all decisions affecting planning matters (i.e. official plan and zoning bylaw amendments, plans of subdivisions and consents) **must** be consistent with the PPS. As such, PPS policies are implemented through


the Town of Essex Official Plan which guides members of Council and the Committee of Adjustment in rendering decisions on planning matters.

As part of their five (5) year review of the PPS, the Government of Ontario commenced public consultation on the proposed changes in 2019 with an overall goal of encouraging an increased mix of housing and reducing barriers and costs for development. *PPS 2020* took effect on May 1, 2020 and works with other land use planning systems as an important part of the Government's *More Homes, More Choice: Ontario's Housing Supply Action Plan*.

The following is a summary of key changes under *PPS 2020* and their impact on the Town of Essex.

In an effort to **increase Ontario's housing supply and mix**, the following changes have been applied:

- Long term planning horizon increased from 20 to 25 years
- Housing land supply increased from 10 to 15 years
- New policy for settlement area boundary adjustments outside of the comprehensive review process
- New definition for "Housing Options"
- New references to meeting housing needs arising from demographic changes and employment opportunities

 For the Town of Essex, these changes now require the Town to ensure through its Official Plan that sufficient land is available to accommodate an appropriate range and mix of land uses to meet projected needs for up to 25 years as opposed to 20 years, and maintain at all times the ability to accommodate residential growth for a minimum of 15 years as opposed to 10 years. The Town may be required to allocate more land for development in its Official Plan if population projections warrant.

Residential growth is best accommodated through intensification and redevelopment in existing settlement areas, such as Essex Centre, Harrow, McGregor, Gesto, Colchester, and the

lakeshore district located west of Colchester but may also be accommodated through a re-designation of lands through adjustments of settlement area boundaries. Traditionally, the Town of Essex was only permitted to adjust settlement area boundaries at the time of a comprehensive review of their Official Plans. *PPS 2020* will now allow the Town of Essex to adjust settlement area boundaries outside a comprehensive review provided that:

- 1) There would be no net increase in land within the settlement areas;
- 2) The adjustment would support the municipality's ability to meet intensification and redevelopment targets;
- 3) Prime agricultural areas are addressed; and,
- 4) The settlement area to which lands would be added is appropriately serviced and there is sufficient reserve infrastructure capacity to service the lands.

Permissible housing options are now defined under the PPS as a range of housing types that include, but are not limited to, traditional single, semi and townhouse dwellings, additional residential units and tiny homes. "Housing Options" also refers to a variety of housing arrangements and forms such as life-lease and cooperative housing, and housing related to employment, institutional or educational uses.

Municipalities must now also permit and facilitate all housing options required to meet the needs arising from demographic changes and employment opportunities. Within the Town of Essex, for example, this could mean more land lease community housing options for an aging community with seasonal retirees.

In an effort to **support rural, northern and indigenous communities**, the following changes have been applied:

- Revised policy to promote rural residential development that is locally appropriate
- Clarification that individual on-site services may be used in settlement areas for infilling and minor rounding out of existing development
- New policy encouraging the use of an agricultural system approach

- Revised definition of “on-farm diversified use” to include ground mounted solar facilities

For the Town of Essex, these changes primarily affect Official Plan policies concerning residential development and lot creation on rural lands. The PPS defines “Rural Lands” as those lands located outside settlement areas and outside prime agricultural areas. For the Town of Essex, these lands are located outside the defined settlement areas. Within the Town’s Rural Lands, the predominant land use is “Agricultural”. The Town of Essex Official Plan, however, also identifies lands designated for rural residential and recreational (Parks and Open Space) purposes within this area.

For the Town of Essex, amended PPS policies concerning housing options and clarification on the allowance of residential development in rural areas may provide opportunities for the re-designation of seasonal campgrounds and recreational golf courses on rural lands.

Demographic changes have had an impact on these operations (i.e. less interest in golfing amongst millennials. More interest in permanent housing accommodations in proximity or in combination with recreational lands amongst retirees). Permitting the re-designation of these lands to allow permanent residential development may support Provincial and municipal objectives to accommodate more varied housing options, and provide more economic diversity for the property owner/business operator.

In an effort to **support certainty and economic growth**, the following changes have been applied:

- New policy encouraging planning authorities to facilitate conditions for economic investment
- Enhanced policy supporting mixed-use development, where appropriate, and prohibiting residential and prohibiting or limiting sensitive land uses that are not ancillary to the primary employment uses in areas planned for industrial/manufacturing uses

- New policy setting out tests for conversion of land in employment areas outside of comprehensive review process

For the Town of Essex, these changes will affect policies respecting the designation of future employment areas, and permitted uses within employment areas. Employment areas are defined under the PPS as those areas designated in an official plan for clusters of business and economic activities. Employment areas identified in the Town of Essex Official Plan include the Essex Centre and Harrow downtown commercial districts (“Town Centres”), and lands designated Industrial and Highway Commercial.

Since the adoption of the Official Plan (2009), more than 80 hectares of land in the Town of Essex has been re-designated to address a shortage of available industrial sites throughout the municipality and the County. They include lands within the Collavino Business Park in Colchester South, and lands along Pinkerton and South Talbot Road in Essex Centre and Colchester North.

Figure 1. Collavino Business Park

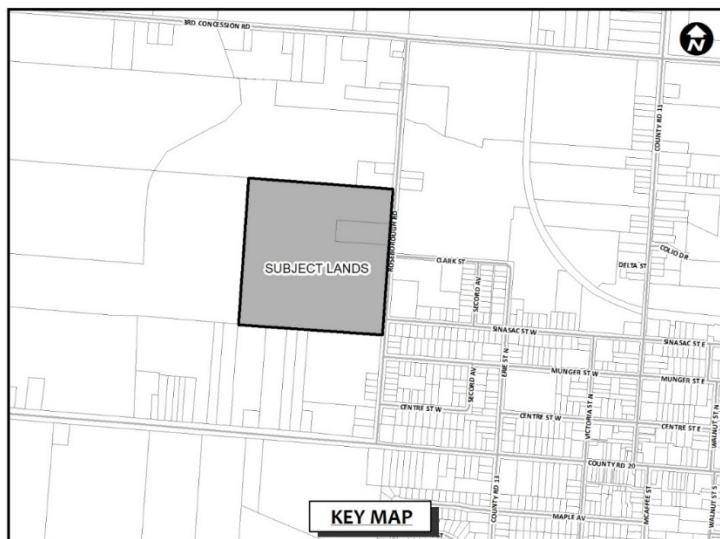
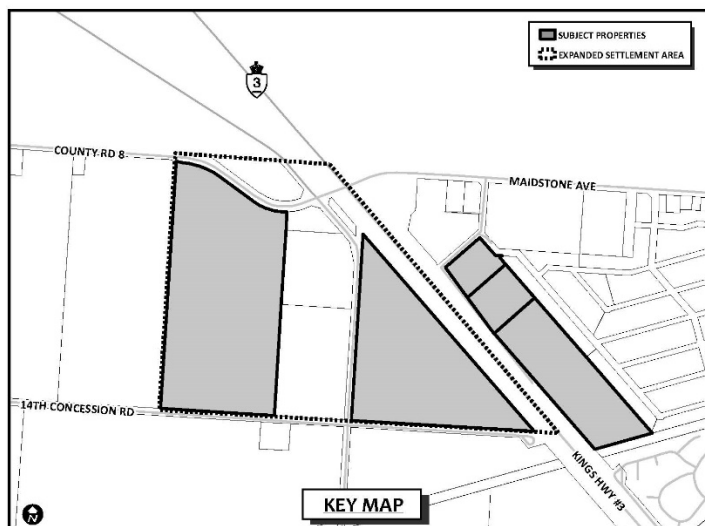


Figure 2. Industrial Lands along Pinkerton and South Talbot Road



In accordance with new PPS policies, existing employment areas within the Town of Essex Official Plan will be assessed to ensure the designations are appropriate for the planned function of the employment areas and provide for separation or mitigation from sensitive land uses, such as residential districts. Residential uses and other sensitive land uses are now prohibited in areas planned for industrial or manufacturing uses, unless they are ancillary to the primary employment uses (i.e. housing for on-site labourers).

Much like the expansion of settlement area boundaries, new PPS policies will allow the Town of Essex to convert employment areas to a designation that permits non-employment uses (such as residential) outside of an official plan review, provided that:

- 1) There is an identified need for the conversion and the land is not required for employment purposes over the long term;
- 2) The proposed uses would not adversely affect the overall viability of the employment area; and,
- 3) Existing or planned infrastructure and public service facilities are available to accommodate the proposed uses.

In an effort to **protect the environment and public safety**, the following changes have been applied:

- Enhancements to various policies now require planning authorities to prepare for the impacts of climate change
- New policy requiring planning authorities to integrate stormwater planning with planning for sewage and water services, ensure optimization, feasibility and financial viability of systems, and prepare for the impacts of a changing climate
- New definition for “impacts of a changing climate”
- Enhanced direction for the mitigation of risks to human health, safety, property and the environment
- New direction to ensure natural hazards policies are considered when locating infrastructure and public service facilities
- New policy supporting on-site and local re-use of excess soil while protecting human health and environment

For the Town of Essex, these changes largely affect Official Plan policies concerning the general development of the Municipality. Municipalities are now required to incorporate policies that prepare for the regional and local *impacts of a changing climate* when planning for land uses within settlement areas; infrastructure and public service facilities; sewage and water services; stormwater management; energy conservation; and, when evaluating the risk associated with natural hazards. Ensuring the protection of public health and safety is now also a consideration when planning for the location of infrastructure and public service facilities.

The use of green infrastructure which utilizes natural elements and features to enhance soil and water conservation and management, as an example, is encouraged under the PPS as an effective tool that prepares for the impact of a changing climate, when planning for storm water management systems.

The Town of Essex Official Plan has been updated in recent years to reflect these upcoming trends by committing to actions that promote a sustainable and resilient community. The Official Plan encourages low impact development and green infrastructure where feasible;

maximizes energy and water use efficiency; and, requires the provision of non-automotive forms of transportation. Additionally, the Town of Essex is undertaking a Climate Change Adaptation Plan and participating in a Regional Community Energy Plan.

In order to further implement the provisions of the PPS with respects to the protection of the environment and public safety, the Official Plan must work in combination with the Town's Development Standards Manual and Zoning Bylaw which establish minimum standards and regulations for construction. The Development Standards Manual and the municipal Zoning Bylaw, Bylaw 1037, will be reviewed and amended to include the new PPS provisions as well.

In an effort to **reduce barriers and costs**, the following changes have been applied:

- New policy to engage with indigenous communities and consider their interest in managing cultural heritage and archaeological resources
- Revisions to policies to support a broad range of energy typed and opportunities for increased energy supply

For the Town of Essex, these changes will impact how the Municipality engages with indigenous communities in cultural and heritage planning, and expands on the types of opportunities to increase energy supply. Planning authorities **must** now engage with indigenous communities and consider their interests when identifying, protecting and managing cultural heritage and archaeological resources. Opportunities for the provision of energy now include district energy and renewable energy systems and alternative energy systems.

Town of Essex Official Plan Review, 2020

The Town of Essex will be initiating a comprehensive review of the Official Plan in 2020. The Official Plan will be reviewed and amended to comply with the provision of the PPS and the Official Plan for the County of Essex. As a lower tier municipality, the Town of Essex Official Plan must comply with the upper-tier Official Plan (County of Essex). The County of Essex will be responsible for providing T population and employment projections to the lower-tier

municipalities to assist in the review of land supply for housing and employment needs. . The County of Essex proposes to commence their Official Plan review in 2020 as well. Council and the public will be an integral stakeholder in both reviews.

Financial Impact

None.

Consultations

Lori Chadwick, Director, Development Services

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:	Provincial Policy Statement (PPS) 2020 .docx
Attachments:	
Final Approval Date:	May 25, 2020

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



Lori Chadwick, Director, Development Services - May 25, 2020 - 10:39 AM



Chris Nepszy, Chief Administrative Officer - May 25, 2020 - 11:50 AM



Report to Council

Department: Office of the CAO

Division: Legal and Legislative Services

Date: June 1, 2020

Prepared by: Robert W. Auger, Town Solicitor/Clerk

Report Number: Legal and Legislative Services-2020-07

Subject: Court of Revision for James Shepley Drain Bolger Bridge, Geographic Township of Colchester North, Project REI2020Doo2, Town of Essex, County of Essex

Number of Pages: 3

Recommendation(s)

That the following three (3) members of the Drainage Board: Kirk Carter, Percy Dufour and Dan Boudreau be appointed to sit as members of the Court of Revision to be convened for the James Shepley Drain Bolger Bridge Geographic Township of Colchester North, Project REI2020Doo2, pursuant to the Report prepared by Gerard Rood, Professional Engineer, Rood Engineering Limited, and dated April 8th, 2020 (hereinafter the "Report"), such Court of Revision to be scheduled for 4:30 pm on June 24, 2020, via electronic meeting (if a Declared Emergency still exists) or at a time and place to be announced if the Province and/or Municipality is no longer in a Declared Emergency, and

That By-Law 1918 being a by-law to provide for the **James Shepley Drain Bolger Bridge, Geographic Township of Colchester North, Project REI2020Doo2, Town of Essex, County of Essex** be read a first and second time and be provisionally adopted on June 1, 2020.

Purpose

A Court of Revision is required in accordance with Section 46 of the Drainage Act, R.S.O. 1990, Chapter D. 17, as amended 2010 (hereinafter the "Drainage Act").

Background and Discussion

Rood Engineering was instructed by the Town of Essex on or about November 12th, 2019 to prepare a report for the above James Shepley Drain Bolger Bridge, pursuant to Section 78 of the Drainage Act.

On April 8th, 2020 the Report was prepared by Rood Engineering Inc. to provide the details, estimates and assessments therein.

A Consideration Meeting for this Report was held on April 27th, 2020. At this meeting the Drainage Board received public correspondence/delegations (if applicable) and heard the various concerns or comments made by those who attended. At this meeting the Drainage Board resolved and recommended that the said Report be adopted and that a provisional By-Law be prepared for Council's consideration (see Drainage Board minutes from the April 27th, 2020 consideration meeting, which minutes are included under Item 12 of the June 1st, 2020 Regular Council Meeting Agenda).

Appointment of Court of Revision Members:

The Court of Revision is to be comprised of three (3) members of the Drainage Board and so accordingly it is recommended that Court of Revision members when required to be convened shall be appointed on a rotating, alphabetical order basis. If an appointed member is not available then that appointed member shall be replaced by the next available member of the Drainage Board (based on the aforementioned rotating, alphabetical order basis).

It is therefore recommended that Kirk Carter, Percy Dufour and Dan Boudreau be selected and appointed to sit as the Court of Revision for the James Shepley Drain Bolger Bridge.

It is further recommended that By-law 1918 adopting the recommendations in the Rood Engineering Report dated April 8, 2020 be provisionally adopted so that this project can proceed to the Court of Revision specified in this report.

The Court of Revision is the next step in the process in accordance with Section 46 of the Drainage Act, R.S.O. 1990, Chapter D. 17, as amended 2010.

Financial Impact

There is no financial impact.

Consultations

Drainage Department.

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:	Court of Revision for James Shepley Drain Bolger Bridge - Legal and Legislative Services-2020-07.docx
Attachments:	
Final Approval Date:	May 26, 2020

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

No Signature - Task assigned to Chris Nepszy, Chief Administrative Officer was completed by workflow administrator Robert Auger, Town Solicitor, Legal and Legislative Services/Clerk

Chris Nepszy, Chief Administrative Officer - May 26, 2020 - 1:03 PM

The Corporation of the Town of Essex

By-Law Number 1918

Being a by-law to provide for the James Shepley Drain Bolger Bridge, Geographic Township of Colchester North, Project REI2020D002, Town of Essex, County of Essex.

Whereas the Town of Essex Drainage Department recommended that Council appoint a Drainage Engineer to prepare a drainage report for the James Shepley Drain Bolger Bridge, Geographic Township of Colchester North, Project REI2020D002, Town of Essex, County of Essex;

And Whereas Section 78 of the Drainage Act, R.S.O. 1990, Chapter D. 17, as amended 2010, states that the Council of any municipality whose duty it is to maintain and repair the drainage works or any part thereof, may on the report of an Engineer appointed by it, complete the drainage works as set forth in such report;

And Whereas an Engineers Drainage report dated April 8, 2020 and considered by the Drainage Board at its April 27, 2020 Consideration of Report meeting, has been procured and made by Gerard Rood, Professional Engineer, Rood Engineering Inc. and that the said report is attached hereto and forms part of this by-law as Schedule "A" hereto;

And Whereas the Council of The Corporation of the Town of Essex is of the opinion that the said drainage works and/or improvements are warranted and desirable;

Now therefore the Council of The Corporation of the Town of Essex pursuant to the Drainage Act enacts as follows:

1. That the considered report dated April 8, 2020 and attached hereto as Schedule A to this By-law is hereby adopted and that the said drainage works and/or improvements as therein indicated and set forth are hereby authorized and shall be completed in accordance therewith.
2. That the Corporation of the Town of Essex may borrow on the credit of the Corporation the amount of \$41,000.00, the amount necessary for the construction of the said drainage works.
3. That the Corporation may issue debentures for the amount borrowed less the total amount of:

- Grants received under Section 85 of the Drainage Act, R.S.O. 1990, Chapter D. 17, as amended, 2010;
- Commuted payments made in respect of lands and roads assessed within the Municipality;
- Money paid under Section 61(3) of the Drainage Act, R.S.O. 1990, Chapter D. 17, as amended 2010;

and such debentures shall be made payable: a) in the case of assessments in value of between \$500.00 and \$9,999.99 within (5) five years from the date of the debenture and shall bear interest at a rate not higher than the lending rates published by Infrastructure Ontario for municipalities; or b) in the case of assessments in value of \$10,000.00 and greater, within (10) ten years from the date of the debenture and shall bear interest at a rate not higher than the lending rates published by Infrastructure Ontario for municipalities

4. That a special equal annual rate sufficient to redeem the principal and interest on the debentures shall be levied upon the lands and roads as set forth in the Schedule, to be collected in the same manner as other taxes collected in each year for (5) five or (10) ten years (as applicable) after the passing of this by-law.
5. For paying the amount assessed upon the lands and roads belonging to or controlled by the Municipality, a special rate sufficient to pay the amount assessed plus interest thereon, shall be levied upon the whole rateable property in the Town of Essex, in each year for five years after the passing of this by-law to be collected in the same manner and at the same time as other taxes are collected.
6. All assessments of \$499.99 or less are payable in the first year in which the assessment is imposed.
7. The by-law comes into force on the passing thereof and may be cited as-“James Shepley Drain Bolger Bridge”.

Read a first and a second time and provisionally adopted on June 1, 2020.

Mayor

Clerk

Read a third time and finally passed on

Mayor

Clerk



Report to Council

Department: Community Services
Division: Fire and Rescue Services
Date: June 1, 2020
Prepared by: Jackson Tang, Assistant Manager, Business Services
Report Number: Fire and Rescue Services-2020-01
Subject: Results of Request for Proposal - Supply and Delivery of New Custom Mini-Pumper/Rescue Fire Truck
Number of Pages: 4

Recommendation(s)

That Fire and Rescue Services –2020-01 entitled Results of Request for Proposal – Supply and Delivery of New Custom Mini-Pumper/Rescue Fire Truck dated June 1, 2020 be received;

That Council award the Request for Proposal - Supply and Delivery of New Custom Mini-Pumper/Rescue Fire Truck to Commercial Emergency Equipment Corporation in the total amount of \$ 359,931.73 including non-refundable Harmonized Sales Tax; and

That Council approve the additional funding of \$59,931.73 above the approved 2020 Capital Budget of \$300,000.00 for the Supply and Delivery of one New Custom Mini-Pumper/Rescue Fire Truck (project FD-19-0012) by approving additional funding in the amount of \$59,931.73 from the Asset Management Lifecycle Reserve.

Purpose

In accordance with the Town Procurement By-Law Number 1043, Council approval is required for purchases in excess of \$100,000. This report is to seek Council's approval to appoint a qualified supplier to provide the Town with one New Custom Mini-Pumper/Rescue Fire Truck.

Background and Discussion

In 2017 the Town of Essex contracted Pomax Consulting to develop a five-year Master Fire Plan for Essex Fire and Rescue Services. The Master Plan is an organized set of decisions and directions proposed by our consulting team, on how to plan for the future.

The Master Plan identified that the Municipality should replace the 1999 International Rescue Unit at Station 3 – Harrow and replace it with a multi-purpose Mini Pumper/Rescue Unit. This replacement can be accomplished at near identical costing to a traditional Walk-In Rescue unit. A Mini Pumper/Rescue Unit will provide rescue capabilities in a timely manner, and it also provides fire suppression pumping capabilities. The Master Plan also identifies that replacing a Walk-In Rescue, with a Mini Pumper/Rescue will provide relief from the crowded conditions at Station 3 – Harrow.

Advantages in having a Mini Pumper/Rescue, is that there are currently some very confined and hard-to-reach areas with the Station 3 – Harrow response district where a traditional full size pumper and or Walk-In Rescue vehicle cannot effectively access.

Compact multi-purpose apparatus also reduces wear and tear on larger, more expensive apparatus and reduces long-term budget impacts for apparatus maintenance.

Fire Underwriters Survey (FUS) provide direction on performance, ability and overall acceptability of fire apparatus and has developed a standard acceptance of apparatus as the apparatus becomes less reliable with age and use.

Fire Underwriters Survey identifies firefighting apparatus that is older than 20 years, provides a no Credit in Grading. This grading provides underwriter's with community specific data on public fire protection for fire insurance.

Pomax consultants also addressed firefighting apparatus age, and estimated annual reserve fund contribution based on an expected vehicle replacement schedule of 15 years for each apparatus in the Master Fire Plan report.

A Request for Proposal, following the guidelines as set out in the Town's Procurement By-Law Number 1043 was posted both on the Town's website and Merx, and closed on March 11, 2020 at 3:00:00 pm.

The request for proposals received were evaluated using a scorecard approach, taking into consideration the fee proposal, qualifications and experience, quality of the proposal, work schedule and delivery date, warranties and workmanship, after sales services and technical assistance.

The proposal review process included a team made up of:

- Rick Arnel, Fire Chief, Fire and Rescue Services
- Rick Malott, Deputy Fire Chief, Fire and Rescue Services
- Elwood Defour, District Chief Station 3, Harrow
- Jackson Tang, Assistant Manager, Business Services

After reviewing each proposal as submitted and totaling the scores, Commercial Emergency Equipment Corporation submitted the lowest price and scored the highest as well. Commercial Emergency Equipment Corporation addressed all areas of the scope as identified in the request for proposal.

Financial Impact

The 2020 Capital Budget had an approved amount of \$300,000.00 (Project FD-19-0012) for the purchase of one New Custom Mini-Pumper/Rescue Fire Truck.

The 2020 Capital Budget for FD-19-0012 was estimated by taking the actual cost of a truck containing the same specifications that was purchased in 2014 (\$215,748) and inflated by an approximate 5.5% per year. The inflationary increase was included to account for any potential material, tariff, and exchange rate increases.

A budget is created at a point in time based on best estimates; due to this and the uncertainty surrounding labor and material costs, tariffs and exchange rates, the tender closed \$59,931.73 higher than the project budget.

Therefore, the 2020 approved budgeted amount for FD-19-0012 is not sufficient to cover the overall total cost of \$359,931.73. Additional funds in the amount of \$59,931.73 are required to be transferred from Asset Management Lifecycle Reserve.

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 Proposal - Supply and Delivery of New Custom Fire Truck - Fire and Rescue Services-2020-01.docx
Attachments:	
Final Approval Date:	May 27, 2020

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

Rick Arnel, Fire Chief - May 27, 2020 - 9:08 AM

No Signature - Task assigned to Doug Sweet, Director, Community Services/Deputy CAO was completed by workflow administrator Robert Auger, Town Solicitor, Legal and Legislative Services/Clerk

Doug Sweet, Director, Community Services/Deputy CAO - May 27, 2020 - 9:42 AM

No Signature - Task assigned to Chris Nepszy, Chief Administrative Officer was completed by workflow administrator Robert Auger, Town Solicitor, Legal and Legislative Services/Clerk

Chris Nepszy, Chief Administrative Officer - May 27, 2020 - 9:42 AM



Report to Council

Department: Infrastructure Services

Division: Infrastructure Services

Date: June 1, 2020

Prepared by: Kevin Girard, P.Eng., MBA
Director of Infrastructure Services

Report Number: Infrastructure Services-2020-03

Subject: 2020 Bridge and Culvert Inspections

Number of Pages: 6 (including attachments)

Recommendation(s)

That Infrastructure Services – 2020-03 entitled, “2020 Bridge and Culvert Inspections” prepared by Kevin Girard dated June 1, 2020 be received, and

That Council appoint the engineering firm of Keystone Bridge Management Corporation (Keystone) to provide engineering services to complete the inspections of structures within the Town of Essex in accordance with the completed request under section 22(3) of the Town of Essex Procurement By-Law 1043.

Purpose

This report has been developed to continue operations and maintenance of the Town of Essex culverts and bridges as required by the Public Transportation and Highway Improvement Act. In accordance with the Town Procurement By-Law Number 1043, Council approval is required to waive the requirements for proposals, tenders and quotations for

consulting and professional services under Section 22.02 of the procurement and disposal of goods and services policy.

Background and Discussion

The need for mobility requires that the Town's highway system be kept in good repair. Structures (culverts and bridges) are a vital part of this system. The efficiency of the system is impaired and the public inconvenienced if a structure fails or its load carrying capacity is reduced for any reason. To avoid such failings, an effective structure management system is required.

Approximately 12,000 of the 14,000 bridges in Ontario are located within municipalities and are their responsibility. The Town of Essex has 94 structures (56 bridges and 38 culverts). Responsibility for the safety and maintenance of these bridges are set out in the Public Transportation and Highway Improvement Act (Act). The Act requires that these structures be inspected every two (2) years under the direction of a professional engineer using the Ministry's Ontario Structure Inspection Manual (OSIM). The OSIM requires these inspections to be a "close-up" visual assessment of each element of a bridge to identify any material defects, performance deficiencies, or maintenance and rehabilitation needs.

In 2010 the Town let a Request for Proposal for structural inspections. The successful Consultant (Keystone) completed a detailed element by element visual assessment of each bridge (56) and culvert (38) and identified any material defects, performance deficiencies, and maintenance needs of each structure. This information was then utilized to update the Municipalities Structure Management System and allow access to the needs of each structure, for maintenance, rehabilitative treatments, preventative measures, or replacement. Keystone has successfully provided this inspection service in 2012, 2014, 2016, and 2018 as well.

Administration has maintained discussions with neighboring municipalities during their respective tendering process for similar services and confirmed Keystone continues to provide the Town of Essex a very competitive and thorough engineering review service.

In addition to the competitive cost, other advantages to maintaining Keystone as the consultant to perform the Town of Essex structural inspections include:

- Continuity in inspection reporting
- Savings in procurement costs
- Improved and additional supplementary reports, including calculation of Bridge Condition Indexes
- Culvert replacement cost reports
- Enhanced bridge inspection reports
- Replacement values for all culvert and bridges
- More accurate capital needs assessments.

Financial Impact

Keystone's fee for the inspections of bridges and culverts within the Town is \$33,255 including applicable HST. The Town's operational budget currently allocates \$33,000 for these inspections. The \$255 deficit will be absorbed by the Stormwater Management budget and have no net impact on the 2020 Operations budget.

Consultations

Jeffrey Morrison, Director of Corporate Services

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:	2020 Bridge and Culvert Inspections .docx
Attachments:	- Procurement Section 22.pdf
Final Approval Date:	May 27, 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".

Chris Nepszy, Chief Administrative Officer - May 27, 2020 - 10:41 AM



Request to Council to Waive Requirement
for Proposals, Tenders and Quotations

33 Talbot St. S. t 519 776 7336
Essex, ON N8M 1A8 f 519 776 8811
www.essex.ca

Note: Requests to waive the requirement for Proposals, Tenders and Quotations are restricted to acquisitions that are predominantly or exclusively for consulting and professional services and must be made in accordance with Section 22.02 of By-Law No. 1043, Procurement & Disposal of Goods & Services Policy. Consulting and professional services means those services requiring the skills of a professional for a defined service and may include architects, engineers, surveyors, planners, financial consultants, lawyers, real estate agents or brokers, etc. Refer to Section 1.02 of the Policy for further examples of consulting and professional services.

1. REASON FOR REQUEST

This represents a formal request to Council to waive the requirement for proposals, tenders and quotations for Consulting and Professional Services under Section 22.02 of the Procurement and Disposal of Goods and Services Policy. This request is being made on the basis of the following criteria (please select at least one of the options below):

- ☐ The works to be performed by the consultant or professional service are a continuation of a previous project (Section 22.02(a) of the By-Law)
- ☐ The firm being recommended has demonstrated unique qualifications to undertake the project (Section 22.02(b) of the By-Law)
- ☐ The project is subject to time constraints (Section 22.02(c) of the By-Law)
- ☐ Other (provide explanation in 3. below)

2. NAME AND TYPE OF CONSULTING OR PROFESSIONAL SERVICE

Name of Professional Service: _____

Type of Professional Service (select one):

- ☐ Engineer ☐ Architect ☐ Surveyor ☐ Financial
- ☐ Planner ☐ Lawyer ☐ Real Estate Agent ☐ IT
- ☐ Appraiser ☐ Other (specify) _____

3. EXPLANATION OF REQUEST

Provide full explanation of how this request meets the criteria of Section 22.02 of By-Law No. 1043, Procurement & Disposal of Goods & Services Policy:



4. REQUESTING DEPARTMENT INFORMATION

Name of Department Head: _____

Department Name: _____

Date of Request: _____

5. APPROVAL INFORMATION *(to be completed by the Mayor and the Clerk of the Town of Essex)*

☐ Request Approved

☐ Request Not Approved

Date Approved/Not Approved: _____

Mayor's Signature: _____

Clerk's Signature: _____

May 19, 2020

AMO COVID-19 Update – Municipal Fiscal Request, Emergency Orders, Pandemic Pay, LTC Homes Commission, Extended School and Child Care Closures, and Summer Camps

Municipal Fiscal Request

AMO today signed a [joint letter](#) with CUPE Ontario calling on the Province and the federal government to work together to provide much needed financial assistance to Ontario municipalities to assist with the COVID-19 emergency and recovery. The letter echoes AMO's [May 14th letter](#) to Premier Ford and Prime Minister Trudeau.

Extension of Emergency Orders

Today the Ontario government, in consultation with the Chief Medical Officer of Health, has [extended](#) all emergency orders currently in force until May 29, 2020. This includes the closure of bars and restaurants except for takeout and delivery only, restrictions on social gatherings of more than five people, and staff redeployment rules for long-term care homes and congregate settings like retirement homes and women's shelters.

The Province has officially entered the first stage of its [Framework for Reopening the Province](#). Effective today, the government is permitting the reopening of some [outdoor recreational amenities](#), including outdoor sports facilities and multi-use fields, off-leash dog areas, and outdoor picnic sites, benches and shelters in park and recreational areas. The government is also allowing drive-in [religious gatherings](#), and [public libraries](#) to provide curbside pickup.

Note that outdoor playgrounds, play structures and equipment, fitness equipment, public swimming pools, splash pads and similar outdoor water facilities will remain closed until later stages of the Province's reopening plan. The full list of businesses that can open is listed [here](#). Further details will be shared as they become available.

Pandemic Pay Update

Late on Friday, May 15th, the Province updated its [Pandemic Pay website](#) to say that “As of May 15, ministries have contacted all eligible employers, service delivery partners or employer associations”.

This raised confusion with many of our members as they, as municipal employers of public health, paramedic services and housing/shelter staff, had not yet been contacted by the Province on this program. We believe that the Province may have been referencing some very initial discussions on the pandemic pay program they have had with AMO staff, the Ontario Municipal Human Resources Association, and the City of Toronto as the above-mentioned contact with municipal employers.

We are awaiting further information on the program design and the eligibility criteria – which, of course, will form the crux of the program. At this point, the AMO update of May 7th is still our best understanding of the program, “Under this temporary program, municipal governments have eligible full and part-time front-line staff who work in the following program areas: public health, paramedic services, long-term care homes, and housing and shelters. This will involve three ministries and four program areas”.

That said, we are aware of a [May 15th letter](#) from the Deputy Minister, Ministry of Long-Term Care, Richard Steele, to Long-Term Care Home Licensees regarding their temporary pandemic pay programs. This letter indicates that the Ministry’s funding will be through the Licensees’ Direct Funding Agreements. Further program policy will outline the specific funding program requirements, and the funding will be subject to accountability and reporting requirements. Deputy Minister Steele noted that additional details regarding direct funding allocations and the detailed program policy will be communicated at the beginning of June and that it anticipated that the money would begin flowing as soon as possible.

As noted, we are not aware of any similar program details available yet for public health, paramedic services, long-term care homes, and housing and shelters employers. As this information becomes available, either by program area, ministry, or in an integrated municipal approach, we will update members immediately.

Independent Commission into Long-Term Care

Today the Minister of Long-Term Care, Dr. Fullerton, announced that the Province will be launching an independent non-partisan commission into Ontario’s long-term care system to begin in September. Over the next few months, the government will be finalizing details of the commission including terms of reference, membership, leadership of the commission, and reporting timelines.

The Commission is expected to examine the impact of and the response to COVID-19 in long-term care. Specifically, the government has asked for guidance on how to improve the long-term care system and better protect residents and staff from any future outbreaks. We will provide more information as it becomes available.

Updates on Schools, Child Care, and Summer Camps

The Province announced that [publicly funded schools](#) are closed for the rest of this 2019/20 school year. The government stated that it is planning for the reopening of public schools for the 2020-21 school year, the gradual reopening of child care when the Province is ready to move to Stage 2 of the *Framework for Reopening the Province*, and the opening of summer day camps subject to the continuing progress of key public health indicators. Overnight camps will not be permitted to operate in the summer of 2020.

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.

Ontario Announces Additional Workplaces that Can Reopen
Additional seasonal, retail and household businesses must follow public health guidelines

May 14, 2020 1:30 P.M.

TORONTO — Today, the Ontario government announced the retailers, seasonal businesses and health and community service providers who will be permitted to open or expand their services on Tuesday, May 19, 2020 at 12:01 a.m., provided that the general trend on health indicators continues to improve as part of the first stage of the government's reopening framework. The workplaces opening as part this stage are well-positioned to put workplace safety measures in place and get more people back to work, while not overburdening public transit and other services.

The government also announced additional seasonal services and activities will be permitted to open as early as Saturday May 16, 2020 at 12:01 a.m., in time for the Victoria Day long weekend, as key public health indicators continue to show progress.

The details were provided by Premier Doug Ford, Christine Elliott, Deputy Premier and Minister of Health, Rod Phillips, Minister of Finance, Vic Fedeli, Minister of Economic Development, Job Creation and Trade, and Monte McNaughton, Minister of Labour, Training and Skills Development.

"During the last several weeks, the people of Ontario have been called on to make incredible sacrifices to help us stop the spread of COVID-19, including staying home from work, closing down businesses and going without a regular paycheck," said Premier Ford. "However, we are reopening even more of our businesses beginning this long weekend. We are taking a cautious, balanced approach to our economic reopening, to protect the health and safety of everyone."

As soon as 12:01 a.m. on Saturday, May 16, 2020:

- Golf courses will be able to open, with clubhouses open only for washrooms and restaurants open only for take-out.
- Marinas, boat clubs and public boat launches may open for recreational use.
- Private parks and campgrounds may open to enable preparation for the season and to allow access for trailers and recreational vehicles whose owners have a full season contract.
- Businesses that board animals, such as stables, may allow boarders to visit, care for or ride their animal.

The government's responsible and measured approach to reopening will allow business owners and service provider's time to ensure workplaces are safe for staff, consumers and the general

public. Assuming trends in key public health indicators continue to improve, Ontario's first stage of reopening will begin on Tuesday, May 19, 2020 at 12:01 a.m. and will include:

- Retail services that are not in shopping malls and have separate street-front entrances with measures in place that can enable physical distancing, such as limiting the number of customers in the store at any one time and booking appointments beforehand or on the spot.
- Seasonal businesses and recreational activities for individual or single competitors, including training and sport competitions conducted by a recognized national or provincial sport organization. This includes indoor and outdoor non-team sport competitions that can be played while maintaining physical distancing and without spectators, such as tennis, track and field and horse racing.
- Animal services, specifically pet care services, such as grooming and training, and regular veterinary appointments.
- Indoor and outdoor household services that can follow public health guidelines, such as housekeepers, cooks, cleaning and maintenance.
- Lifting essential workplace limits on construction.
- Allowing certain health and medical services to resume, such as in-person counselling and scheduled surgeries based on the ability to meet pre-specified conditions as outlined in [A Measured Approach to Planning for Surgeries and Procedures During the COVID-19 Pandemic](#), as well as resuming professional services such as shifting Children's Treatment Centres from virtual to in-person.

"We are taking a cautious, practical and reasonable approach to restarting the economy, while maintaining the health and safety of the people of Ontario as our top priority," said Minister Phillips. "This will allow Ontario to emerge from this outbreak with a clear path to economic recovery that keeps people safe and healthy."

The government and health and safety associations have released more than [90 safety guidance documents](#) to assist employers in multiple sectors, including construction, retail, facilities maintenance and manufacturing. As new sectors of the economy begin to reopen, additional resources will be made available to help protect the safety of workers and the general public.

To support business-owners, workers and the economic recovery of the province, the government has launched a website to provide businesses with information on personal protective equipment (PPE) suppliers. The [Workplace PPE Supplier Directory](#) has an up-to-date list of Ontario companies and business associations that are ready to supply personal protective equipment.

"Ontario's businesses stepped up at the outset of this crisis not only to keep their workers and customers safe, but to come forward with innovative ideas and solutions that represent the best

of the Ontario Spirit," said Minister Fedeli. "This new website is truly a made-in-Ontario approach with Ontario businesses helping Ontario businesses."

The government continues to prioritize the needs of patients, frontline health care workers and first responders when it comes to having critical equipment and supplies to protect themselves during the COVID-19 outbreak. Businesses are encouraged to access only the PPE they need to keep their employees and customers safe.

"We will leave no stone unturned in our mission to keep workers in this province safe," said Minister McNaughton. "Ontario's labour laws are clear: businesses must protect the health and safety of workers, including against workplace hazards like COVID-19. That's why our ministry has released practical safety guidelines, doubled our capacity to help people by phone and hired more inspectors. We want to ensure everyone is safe at work."

To ensure that these first actions to reopen the province are a success, the public should continue to adhere to public health measures, including practising physical distancing or wearing a face covering when physical distancing is difficult or not possible, as well as regular handwashing and staying home when ill. The Chief Medical Officer of Health will closely monitor the evolving situation to advise when certain public health restrictions, including adjustments to social gatherings can be gradually loosened or if they need to be tightened.

"Because of the collective efforts of all Ontarians, we are making real and significant progress in our battle against COVID-19, with the number of new cases each day shrinking," said Minister Elliott. "As we move forward with caution, public health experts will closely monitor each stage of reopening to carefully assess the evolution of the outbreak, so we can benefit from the best practices and lessons learned across Ontario."

QUICK FACTS

- The province will be providing an update on school closures and child care early next week.
- If you have questions about what will be open or impacts to your business or employment, call the Stop the Spread Business Information Line at 1-888-444-3659.
- On April 30, 2020, the government, in partnership with Ontario's Health and Safety Associations, released sector-specific guidelines and posters to help protect workers, customers and the general public in preparation for the gradual reopening of the economy. These contain recommendations and tips for employers on how to keep workers and customers safe and prevent the spread of COVID-19.
- On April 27, 2020, the government released A Framework for Reopening our Province, which unveiled the guiding principles to the safe, stage-by-stage reopening of businesses, services and public spaces in Ontario. This gradual reopening is part of the first stage of Phase 2: Restart in Ontario's Framework for Reopening our Province.
- On March 25, 2020, the government launched Ontario's Action Plan: Responding to COVID 19, a \$17-billion package with funding targeted to protect the people of Ontario and support jobs, businesses and families as part of the government's initial response to the pandemic.

- The new Ontario Jobs and Recovery Committee wants to hear directly from people and organizations from all regions and sectors to help inform the next phases of Ontario's Action Plan in response to COVID-19. The survey, which is seeking feedback on the impacts of COVID-19 on personal finances, business supports and government relief measures, will be open until June 2020. Visit [Ontario.ca/reopen](https://ontario.ca/reopen) to learn how you can provide your input.

LEARN MORE

- [Learn more about Stage 1 of reopening Ontario.](#)
- [See the list of Stage 1 businesses](#)
- [Learn more about A Framework for Reopening our Province.](#)
- [Find workplace safety guidance documents to prepare for reopening.](#)
- [Information and advice to help your business navigate the economy during COVID-19.](#)
- [Provide your input on the economic impacts of COVID-19.](#)
- [See how your organization can help fight COVID-19.](#)
- [Visit Ontario's website to learn more about how the province continues to protect the people of Ontario from COVID-19.](#)

Emily Hogeveen Minister Phillips's Office
Emily.Hogeveen@ontario.ca
647 294-6166
Scott Blodgett Ministry of Finance
Scott.Blodgett@ontario.ca
416 728-9791

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



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jeff.bunn@kitchener.ca
TTY: 519-741-2385

May 15, 2020

The Right Honourable Justin Trudeau, Prime Minister of Canada
Office of the Prime Minister
80 Wellington Street
Ottawa, ON K1A 0A2

Dear Prime Minister Trudeau:

This is to advise that City Council, at a special electronic meeting held on May 11, 2020, passed the following resolution regarding universal basic income:

"WHEREAS The World Health Organization (WHO) on March 11, 2020 declared COVID-19 a pandemic, pointing to the growing number of cases of the coronavirus illness around the world and the sustained risk of further global spread; and,

WHEREAS in response to the COVID-19 pandemic, the Province of Ontario and the City of Kitchener have declared a state of emergency under the Emergency Management and Civil Protection Act; and,

WHEREAS the City of Kitchener has approved the Early Economic Support Plan, which provides financial and economic support measures to help reduce the financial strain on citizens and businesses during the COVID-19 pandemic; and,

WHEREAS Statistics Canada has reported that the unemployment rate has risen to 7.8 per cent, with 1,011,000 jobs lost in March 2020, and that the COVID-19 pandemic has impacted the employment of 3.1 million Canadians; and,

WHEREAS the Federal government has announced \$82 billion in relief funding for the COVID-19 Economic Response Plan, utilizing tax deferrals, subsidies, loans, and credits to support citizens, businesses, and industries; and,

WHEREAS according to a 2018 Parliamentary Budget Office report, a Canada-wide basic income of the type previously piloted in Ontario would have an annual net cost of \$44 billion; and,

WHEREAS a universal basic income would likely have many positive effects, including reducing poverty, reducing strain on health care and social assistance systems, supporting businesses and the economy, reducing crime, as well as reducing administrative complexity and creating efficiencies for those in need of financial and economic support measures;

THEREFORE BE IT RESOLVED that the Council of the City of Kitchener urges the Ontario Provincial government to pursue a partnership with the Federal government for the establishment of a universal basic income;

BE IT FINALLY RESOLVED that this resolution be forwarded to the Right Honourable Prime Minister of Canada; the Honourable Premier of Ontario; the Minister of Children, Community and Social Services; the Minister of Municipal Affairs and Housing; the Association of Municipalities of Ontario; the Local Members of Provincial Parliament; the Region of Waterloo; all Municipalities within the Province of Ontario; and, the Federation of Canadian Municipalities.”

Yours truly,



J. Bunn
Manager, Council & Committee Services/
Deputy City Clerk

- c. Honourable, Doug Ford, Premier
Honourable Amy Fee, M.P.P.
Honourable Belinda Karahalios, M.P.P.
Honourable Catherine Fife, M.P.P.
Honourable Laura Mae Lindo, M.P.P.
Honourable Mike Harris, M.P.P.
Honourable Todd Smith, Minister of Children, Community & Social Services
Honourable Steve Clark, Minister of Municipal Affairs and Housing
Monika Turner, Association of Municipalities of Ontario
Kris Fletcher, Regional Clerk, Region of Waterloo
Bill Karsten, Federation of Canadian Municipalities
Ashley Sage, Clerk, Township of North Dumfries
Danielle Manton, City Clerk, City of Cambridge
Dawn Mittelholtz, Director of Information and Legislative Services / Municipal Clerk, Township of Wilmot
Grace Kosch, Clerk, Township of Wellesley
Olga Smith, City Clerk, City of Waterloo
Val Hummel, Director of Corporate Services/Clerk, Township of Woolwich
All Ontario Municipalities



JOINT BOARD OF MANAGEMENT

Wednesday, April 15, 2020
9:00 AM

Virtually in Zoom

MINUTES

Members Present: Mayor MacDonald (Chair); Deputy Mayor Verbeke, Councillors Dunn, Jacobs, Hammond, Wilkinson - Leamington
Mayor Santos, Deputy Mayor Queen, Councillors DeYong, Neufeld, Patterson - Kingsville
Councillor VanderDoelen - Essex
Councillor Walstedt, Mayor Bain (alternate) - Lakeshore

UWSS Staff Present: Rodney Bouchard, Manager UWSS
Khristine Johnson, UWSS Recording Secretary

Municipal Staff Present: Laura Rauch, Shannon Belleau - Leamington
Andy Graf - Essex
Andrew Plancke - Kingsville
Kevin Girard - Lakeshore

OCWA Staff Present: Susan Budden
Dale Dillen, Ken Penney

Call to Order: 9:13 am

Disclosures of Pecuniary Interest: none

Adoption of Board Minutes:

No. UW-20-20

Moved by: Deputy Mayor Queen

Seconded by: Councillor Wilkinson

That Minutes of the UWSS Joint Board of Management meeting of February 19, 2020 be approved.

Carried

Business Arising Out of the Minutes:

There was none.

Report UW/11/20 dated April 10, 2020 re: Status Update of the UWSS Operations & Maintenance Activities and Capital Works to April 10, 2020

The Manager notes that things have certainly changed since the last meeting of the UWSS Board. He reviews his report with board members by splitting the zoom screen so members could follow along. He notes that he is meeting weekly with colleagues across Canada to discuss pressing issues during this time of Covid-19 crisis. He further explains that as of March 17th, 2020 the UWSS Water Treatment Plant turned over to essential staff only and non-essential staff were requested to work remotely. He explains that operators are still running the plant with maintenance staff rotating in as needed. The staff maintain social distancing and several of the UWSS facilities are not manned and therefore social distancing is not an issue.

The Manager also confirms that all contractors that had been working on projects at the Ruthven WTP have been sent home. He confirms that he is following the public health recommendations as to when contractors will be allowed to return to the site.

Clarifier #2 is back in service after being taken out of service to make repairs. However, since the Covid-19 situation arose prior to repairs being completed Clarifier #2 has been put back into service. He notes repairs will have to be made at a later date. Low Lift pump #5 has taken out of service for repairs and will be reinstalled at a time when work can be done safely.

The Manager reminds the board members of the Town of Essex request to provide water to Harrow during repairs to the Harrow Water Tower. However, those repairs have been put on hold.

The High Lift pump #4 was not functioning properly and it was determined that there was an electrical short in it. The pump has been sent to Phasor for repairs. Staff is now waiting for it to be returned and then this will be put back into service.

Flow meters for the raw water line #1 and #2 had been acting erratically. The Manager explains that accurate numbers are needed for the new CO2 pH adjustment system. An additional magnetic flow meter will be purchased and installed later in the year.

The Manager provides updates on the SCADA project. He explains that this project should have been completed by the end of April, however, with the current situation that is most likely not going to happen. Currently, operations staff have some new SCADA systems that are working well, while some parts of the system are still on the old system. The SCADA team will return once determined safe to do so to complete this project.

The CO2 project was also nearing completion, there is still some landscaping work that is needed to be completed later in the Spring. There are no penalties for either side associated with the delays and all the legalese has been attended to.

The refurbishment of the Kingsville Water Tower (KWT) has been started, with OCWA Engineering Services being retained to manage the project. During this time a lot of the background work has been completed and the tendering document is nearing completion. Currently the Manager is in communication with OCWA and will be

speaking with the Town of Kingsville as well. The Manager notes that this project is a time sensitive project, with limited weather for painting. Therefore, tendering might be completed this year with work to start in 2021.

The Manager confirms that Eramosa has been retained to retrofit the hydrants, consisting of 3 or 4 within each municipality. The Manager is working with the towns in order to determine where best to place the recorders in order to obtain real time data. He is anticipating that later in the summer this project can be in place.

Quotes have been requested for the security system, which will allow staff to get rid of real keys and move to the FOB system. This system will also increase the cameras capacity. The Manager then notes that NJ Peralta has been retained to provide engineering in order to remove the septic system and install the force main for the new parking lot.

The Manager then notes he forgot to include an update on the University of Windsor, Great Lakes Institute and the HAB monitoring project. He notes that the proposal has been completed and sent into NSERT for funding. He confirms that 14 buoys will be installed and provide data back to the UWSS. This system will allow early monitoring for blue-green algae, a potentially good news story for the UWSS.

The Manager then notes that the flows are up quite a bit, even during this time of COVID-19. This in turn means that the revenue is still coming in and the budget has not been affected.

The Board asks if the Manager is concerned that funding will be drying up and the buoy project could be in jeopardy. The Manager explains that the funding was already in place and earmarked for such projects. He feels that the money will still be available.

The Board asks why the flow meters were acting erratically. The Manager refers this question to the Operations Manager. Mr. Dillen explains that the original flow meters were pressure differential meters and they were not providing accurate readings. He further explains that the new clamp on meters provide more accurate readings, which is better for the new CO2 system.

The Board then asks if there is potential for the local residents tie in to the force main that is being proposed. Mayor Santos asks that the Manager speak with the Town of Kingsville to assist with this.

No. UW-21-20

Moved by: Councillor Hammond

Seconded by: Councillor Dunn

That report UW//20 dated April 10, 2020 re: Status Update of the UWSS Operations & Maintenance Activities and Capital Works to April 10, 2020 is received.

Report UW/12/20 dated April 10, 2020 re: 2019 UWSS Financials

The Manager turns the meeting over to Laura Rauch, Director of Finance and Business Services. Ms. Rauch confirms that her team at the municipality prepared this report, however, the external auditors did attend to provide an audit on the system.

The report highlights a few things, namely the financial position saw a \$3.2 million increase under PSAB. She further notes that the UWSS has a strong balance sheet which saw an increase to the wholesale billings and favourable expenses. These included extending the CO2 project into 2020, low repairs and maintenance expenses, and lower than expected operational programs and studies.

The Board asks Ms. Rauch her thoughts on approaching the Sun Life Company again to see if there is any benefit to paying off the debt to them. She indicates that she certainly could, however, in the past there has always been significant penalties to pay off this debt early. However, she will work with the Manager to see if anything has changed in this regard.

No. UW-22-20

Moved by: Councillor Jacobs

Seconded by: Councillor Wilkinson

That the 2019 Financial Report for the Union Water Supply System Joint Board of Management is approved.

Carried (UW/12/20)

Report UW/13/20 dated April 10, 2020 re: Payments from February 14th to April 10th, 2020**No. UW-23-20**

Moved by: Councillor Walstedt

Seconded by: Mayor Santos

That report UW/13/20 dated April 10, 2020 re: Payments from February 14 to April 10, 2020 is received.

Carried (UW/09/20)

New Business

Councillor Patterson suggests that the Manager provide the residents with a second News Release to remind everyone that during the COVID-19 outbreak that the water is still safe to drink. The Manager explains that he certainly can and will do that, however, he notes that when the outbreak started the reporters were not generally interested as this outbreak is not affecting the water supply. However, it is never a bad thing to promote safe drinking water.

Mayor MacDonald asks if the UWSS has considered setting up a Facebook page. The Manager allows the Recording Secretary to answer this question. The Recording Secretary notes that while a personal page is easy to set up a business page is slightly different and required assistance from the Communications Manager. She further explains that the page should be going live by the end of the week.

Adjournment

No. UW-24-20

Moved by: Councillor DeYong

Seconded by: Councillor Jacobs

That the meeting adjourn at 9:48 am

Carried

Date of Next Meeting: Wednesday, May 20th, 2020 9:00 am - TBD

/kmj



JOINT BOARD OF MANAGEMENT

Wednesday, April 15, 2020
9:00 AM

Virtually via Zoom

SPECIAL MEETING MINUTES

Members Present: Mayor MacDonald (Chair); Deputy Mayor Verbeke, Councillors Dunn, Jacobs, Hammond, Wilkinson - Leamington
Mayor Santos, Deputy Mayor Queen, Councillors DeYong, Neufeld, Patterson - Kingsville
Councillor VanderDoelen - Essex
Councillor Walstedt, Mayor Bain (alternate)

UWSS Staff Present: Rodney Bouchard, Manager UWSS
Khristine Johnson, UWSS Recording Secretary

Municipal Staff Present: Laura Rauch, Shannon Belleau - Leamington
Andy Graf - Essex
Andrew Plancke - Kingsville
Kevin Girard - Lakeshore

OCWA Staff Present: Susan Budden
Dale Dillen, Ken Penney

Call to Order: 9:03 am

Disclosures of Pecuniary Interest: none

Reports/Correspondence:

Report UW/10/20 dated April 3, 2020 Re: Emergency Measures during an Emergency - Electronic Meetings and Electronic Preparation

The Manager reviews his report with board members. He explains that in order for the UWSS to conduct meetings electronically there needs to be a procedure in place and therefore UWSS had to develop several policies to ensure these aspects were covered. The policies developed emulated those developed at the Municipality of Leamington. The Manager acknowledges that the policies were provided to the Board members late the prior evening, and apologizes for the lateness, but notes that they were being reviewed by the legal team and he only just received them late in the day.

Special Meeting of the UWSS Joint Board of Management Meeting Minutes

The Electronic Policy allows for electronic meetings to take place in whatever media format is chosen in order to meet quorum. This applies to both Special and Regular Meetings. His recommendation is to adopt this policy.

He does note a few changes that should be made. There were a few title changes that should be made referencing the Manager and the Office Coordinator.

He further explains that when voting on a motion the best practice would be for all board members to put their hand in front of the camera so the chair can ensure that all are in favour and if not in favour, then the board member must clearly state they are not in favour.

The Manager then moves on the Delegation of Authority policy and explains that this policy would allow the Manager to have authority to make decisions when and emergency has been declared and Board members have become ill due to Covid-19. This would allow for budgetary decisions over \$40,000 if having prior approval within the approved budget and allows the Manager to insure liabilities exceeding \$40,000, not in the budget, if they relate to the UWSS Board Emergency.

Deputy Mayor Queen suggests that each policy if voted on separately.

No. UW-17-20

Moved by: Councillor Jacobs

Seconded by: Councillor Patterson

That the Policy UW C01 - Electronic Meetings during an Emergency is adopted.

Carried

Deputy Mayor Queen then discusses the Policy regarding Delegation of Authority. He notes that it would not be prudent to have only the Manager in control during and emergency. He makes the suggestion the Delegation of Authority includes both the Manager and the Chair of the UWSS Joint Board of Management.

No. UW-18-20

Moved by: Deputy Mayor Queen

Seconded by: Councillor DeYong

That the Policy UW C01 - Temporary Delegate Certain Authority to the Manager in the Event of Loss of Quorum (COVID-19) is amended to include the Chair of the UWSS Board as well.

Carried

Adjournment

Special Meeting of the UWSS Joint Board of Management Meeting Minutes

No. UW-19-20

Moved by: Mayor Santos

Seconded by: Councillor Hammond

That the meeting adjourn at 9:12 am

Carried

/kmj



The Corporation of the Town of Tecumseh

May 14, 2020

Postmedia Network Inc.
365 Bloor Street East
Toronto, Ontario M4W 3L4

Attention: President, Andrew MacLeod

Dear Mr. MacLeod,

The Council of the Town of Tecumseh, at its regular meeting held Tuesday, May 12, 2020, gave consideration to a motion put forth by Deputy Mayor Joe Bachetti, requesting reconsideration of the permanent closing of the Shoreline Week and its sister community weekly newspapers owned by Post Media Inc.

At their meeting, Tecumseh Council passed the following resolution:

“Whereas community newspapers, including Shoreline Week, provide the only print source of local coverage and information in their communities, and facilitates pride and a sense of community that residents and businesses are proud of;

And Whereas the Shoreline Week maintains a strong readership and a valuable media source that residents go to for their local news;

And Whereas the Shoreline Week often provides the only voice for residents to facilitate involvement on local issues that ultimately shape our community, or to celebrate and acknowledge the Town's rich history, businesses and its people;

And Whereas community newspapers fulfill a major gap in local news coverage, where media coverage originating from larger municipalities is minimal or scarce;

And Whereas the permanent closure of operations for Shoreline Week, and other community newspapers will have a devastating effect on informing residents of news and events in small and rural communities, and shut down a community voice for discussion on local decisions;

And Whereas community newspapers are vital communications to area residents by municipalities and marketing tool for businesses in small and rural communities;

Now Therefore Be It Hereby Resolved that the permanent closure of **Shoreline Week and its sister** community weekly newspapers owned by Postmedia Network Inc. will hinder the ongoing efforts of the Town of Tecumseh to effectively reach and inform all residents of key Council decisions that affect their community and opportunities to participate in local community events;

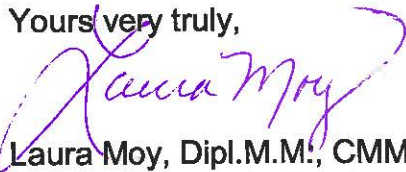
And that Postmedia Network Inc. reconsider their decision to permanently close Shoreline Week and other local community weekly newspapers in an effort to preserve an open forum for accountability and transparency in local government and continue to facilitate community engagement;

And that Postmedia Network Inc. consider the introduction of alternative models to maintain local news coverage in communities such as Tecumseh, such as continuing online community newspapers with portals such as those provided by Metroland Media Group;

And further that this resolution **be circulated** to Postmedia Network Inc. president Andrew MacLeod, and area municipalities for support.

Thank you in advance for your consideration of Tecumseh Council's request.

Yours very truly,



Laura Moy, Dipl.M.M., CMMIII HR Professional
Director Corporate Services & Clerk

LM/kc

CC: Town of LaSalle, arobertson@lasalle.ca
Town of Leamington, bpercy@leamington.ca
Town of Kingsville, jastrologo@kingsville.ca
Town of Lakeshore, knewman@lakeshore.ca
Town of Amherstburg, pparker@amherstburg.ca
Town of Essex, rauger@essex.ca
County of Essex, mbirch@countyofessex.ca



Drainage Board

Consideration of Report

Minutes

Monday, April 27, 2020 4:30 p.m.

Location: <https://www.youtube.com/user/EssexOntario>

James Shepley Drain

Bridge for Herman Bolger & Wendy Sprague-Bolger

Geographic Township of Colchester North, Town of Essex,

County of Essex, Project REI2020D002

1. Roll Call

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

Regrets: none

Also Present: Robert Auger, 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: The Clerk stated that there were no requests for delegation or attendance received by the Town of Essex.

The 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 Dufour
 - Seconded by Board Member Carter

That the published agenda for the April 27, 2020 Drainage Board Meeting be adopted as presented.

4. Election of Drainage Board Chair

Election of Drainage Board Chair and Vice-Chair for 2020.

The Chair asked the Clerk to run the election of the Drainage Board Chair and Vice-Chair. The Clerk administered the election of the Chair and Vice-Chair.

i) Election of Chair

Drainage Board Member Weight-Bienzle nominated Board Member Boudreau
Seconded by Board Member Dufour

Board Member Boudreau nominated Board Member Carter
Seconded by Board Member Martin

The Clerk asked how each Drainage Board Member voted.

Board Member Dufour voted for Board Member Boudreau

Board Member Martin voted for Board Member Carter

Board Member Weight-Bienzle voted for Board Member Boudreau

Board Member Carter voted for Board Member Boudreau

Board Member Boudreau voted for Board Member Carter

The Clerk advised that Board Member Boudreau stands as the Chair for 2020 fiscal year.

ii) Election of Vice-Chair

Moved by Board Member Dufour

Seconded by Board Member Weight-Bienzle

That Board Member Carter be elected as the Vice-Chair of the Drainage Board.

5. Adoption of Minutes

i) Consideration of Report for Bayliss Drain: Bridge Replacements & Maintenance Schedule on March 16, 2020.

The Chair asked if there are any discussions.

Mr. Dufour asked the Chair to amend the minutes to reflect that on page 3 of the minutes it should read as "Board Member Dufour asked Mr. Rood to provide the life expectancy of existing (not new) bridges."

Moved by Drainage Board Member Dufour

Seconded by Board Member Carter

That the minutes of the Drainage Board Meeting held on March 16, 2020, be adopted as amended.

6. List of Written Appeals

The Clerk informed that no written appeals were received by the Clerk's Office.

The Chair asked if Mr. Rood had received any appeals.

Mr. Rood replied that he had received a question from the bridge owner and has provided the response and there were no further questions.

7. Public Presentations

i) Gerard Rood, Professional Engineer

Re: Report from Rood Engineering Incorporated dated April 8, 2020 regarding James Shepley Drain Bolger Bridge, Geographic Township of Colchester North, Project REI2020D002, Town of Essex, County of Essex

Mr. Rood presented the overview of the report. The report is prepared in accordance with Section 78 of the Drainage Act and provides for construction of a new access bridge for Mr. & Mrs. Bolger. Mr. Rood provided an overview of the latest drainage works done on the James Shepley Drain. Mr. Rood also listed reports that were utilized to prepare the current report.

Mr. Rood explained the location of the new bridge and its technical characteristics and dimensions. Mr. Rood advised that the cost of the bridge and its additional length will be borne by the owner.

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

Mr. Rood explained how the cost of the project was calculated. Mr. Rood advised that lands designated under Farm Tax class rate will be eligible for the agricultural grant for the future maintenance works. Mr. Rood explained the cost sharing for the future maintenance of the bridge.

Mr. Rood recommended that a new bridge be constructed to serve lands of Mr. & Mrs. Bolger and the existing bridge be removed and abandoned.

The chair asked if there are any questions. There were no questions from the Drainage Board.

Moved by Board Member Carter

Seconded by Board Member Martin

That the presentation by Gerard Rood be received and that the Report for the **James Shepley Drain Bolger Bridge, Geographic Township of Colchester North, Project REI2020D002, Town of Essex, County of Essex** as prepared by Gerard Rood, Professional Engineer dated April 8th, 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.

8. Adjournment

Moved by Board Member Martin
Seconded by Board Member Weight-Bienzle
That the meeting be adjourned at 4:48 pm. Carried

Chair

Recording Secretary

Date



April 2020 Bank Payments Report

Contents Include

General Account Cheque Register

Pre-Authorized Payments

Payroll



General Account Cheque Register for April 2020

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Amount
51323	ANS002	Anson, Margaret	April 3, 2020	\$1,435.63
51324	BEZ006	Bezaire Partners	April 3, 2020	\$4,984.56
51325	DAV013	Davey Tree Expert Co. of Canad	April 3, 2020	\$4,463.50
51326	DEC005	Decker, June Marie	April 3, 2020	\$250.00
51327	ESS002	Essex 73's	April 3, 2020	\$727.50
51328	GAR014	Gardner Denver Canada Corp	April 3, 2020	\$1,512.64
51329	GYO002	Gyori Farms, Inc	April 3, 2020	\$611.33
51330	HAR001	The Harrow News & County Print	April 3, 2020	\$310.75
51331	LAC007	Lacasse Spg	April 3, 2020	\$169.50
51332	OKT001	O.K. Tire & Auto Service	April 3, 2020	\$409.91
51333	PRA001	Praxair Canada Inc	April 3, 2020	\$389.97
51334	SHR001	Shred-it International ULC	April 3, 2020	\$160.81
51335	SUM005	Summer Fun Guide/2705905 Ontar	April 3, 2020	\$224.87
51336	WAL024	Walker Aggregates Inc.	April 3, 2020	\$2,216.93
51337	WUR001	Wurth Canada Limited	April 3, 2020	\$233.68
51338	AON001	AOE Hewitt Inc.	April 9, 2020	\$3,955.00
51339	BIG002	Big Silver Inc.	April 9, 2020	\$2,090.50
51340	COX002	Coxon's Sales and Rentals Ltd.	April 9, 2020	\$4,604.75
51341	CUL001	Culligan Water	April 9, 2020	\$97.95
51342	DOM003	Domino's Pizza	April 9, 2020	\$112.91
51343	DOU004	Dougall Avenue Veterinary Hosp	April 9, 2020	\$75.00
51344	EPA001	ePACT	April 9, 2020	\$247.47
51345	ESS004	Essex Foodland	April 9, 2020	\$1,234.42
51346	GYO002	Gyori Farms, Inc	April 9, 2020	\$50.85
51347	MED010	Medteq Solutions CA Ltd.	April 9, 2020	\$8,650.15
51348	OMA001	OMAA	April 9, 2020	\$446.35
51349	STR017	Stryker Canada ULC	April 9, 2020	\$2,860.99
51350	TEA005	Team Aquatic Supplies Ltd.	April 9, 2020	\$2,187.68
51351	TOW003	Municipality of Leamington	April 9, 2020	\$225.00
51352	WAT007	Water & Ice North America Inc	April 9, 2020	\$724.78
51353	2TI001	2TINGA INC.	April 17, 2020	\$5,311.00
51354	ALL030	Allen, Amanda	April 17, 2020	\$205.00
51355	ARN006	Arnold, Shannon	April 17, 2020	\$193.50
51356	BRA016	BRACK ANIMAL HOSPITAL	April 17, 2020	\$300.00
51357	BRA029	Brandt	April 17, 2020	\$403.05
51358	BRE021	Brett, Richard (Dick)	April 17, 2020	\$289.32
51359	COL021	Colchester South & Harrow Agri	April 17, 2020	\$300.00
51360	CUL001	Culligan Water	April 17, 2020	\$154.52
51361	DIS005	Discovery Childcare	April 17, 2020	\$565.50
51362	ELK002	E.L.K. Energy Inc	April 17, 2020	\$727.72
51363	FRA011	Francotyp - Postalia Canada In	April 17, 2020	\$35.60
51364	KAN004	Kander, Len	April 17, 2020	\$375.00
51365	KIE002	Kiebert, Eric	April 17, 2020	\$270.00
51366	KIN023	Kinsmen, Eleanor & Don	April 17, 2020	\$1,794.54
51367	KIN025	Kinsmen, Rebecca	April 17, 2020	\$598.18
51368	LAJ004	Lajoie, Earl	April 17, 2020	\$84.00
51369	LAP012	Laporte, Rose	April 17, 2020	\$16.00
51370	LAT003	Latam, Todd	April 17, 2020	\$193.80
51371	MAR077	Margie's	April 17, 2020	\$423.75
51372	MAR083	Martin & Levesque Inc	April 17, 2020	\$104.98
51373	MCC013	McCallum, Peter	April 17, 2020	\$49.63
51374	NEW016	New Delta Driving School	April 17, 2020	\$182.50
51375	PAR035	Parent, Trent	April 17, 2020	\$94.00
51376	PRA001	Praxair Canada Inc	April 17, 2020	\$364.99
51377	PRI025	Prieur, Kelly (Lottery)	April 17, 2020	\$486.00
51378	PUB002	The Public Sector Digest Inc	April 17, 2020	\$449.51
51379	ROB029	Robinson, Ashley	April 17, 2020	\$67.55
51380	SIL009	Silvaggi, Santina	April 17, 2020	\$275.00
51381	SLA005	Slater, Julie	April 17, 2020	\$217.84
51382	STE035	Stevens, Chelsea	April 17, 2020	\$56.58
51383	STE036	Stevens, Sarah	April 17, 2020	\$145.00
51384	TAL006	Tallent, Melanie	April 17, 2020	\$146.00
51385	TRO010	Troy Life & Fire Safety Ltd.	April 17, 2020	\$791.00
51386	UKS001	UK Soccer	April 17, 2020	\$350.00
51387	XER001	Xerox Canada	April 17, 2020	\$228.65



General Account Cheque Register for April 2020

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Amount
51388	ZAK001	Zakoor, Laura	April 17, 2020	\$39.00
51389	BRI020	Britenbaugh, Veronica	April 24, 2020	\$67.55
51390	CAR030	Cardinal Couriers Ltd	April 24, 2020	\$83.49
51391	CCD001	Essex Countryside Chrysler-Dod	April 24, 2020	\$319.92
51392	CEN015	CentralSquare Canada Software	April 24, 2020	\$1,186.50
51393	DES026	DesRosiers, Dan	April 24, 2020	\$1,000.00
51394	FIE007	Field, Tom	April 24, 2020	\$391.50
51395	GYO002	Gyori Farms, Inc	April 24, 2020	\$245.78
51396	NOR013	Noratek Solutions Inc.	April 24, 2020	\$3,748.88
51397	ROB030	Robinet, Victoria	April 24, 2020	\$78.00
51398	SUC003	Suchiu Art	April 24, 2020	\$180.80
51399	TOW002	Town of Essex	April 24, 2020	\$2,229.00
51400	XER001	Xerox Canada	April 24, 2020	\$143.82
EFT002346	ACC004	Access Doors N More Inc	April 3, 2020	\$598.90
EFT002347	AGR002	Agris Co-Operative Ltd.	April 3, 2020	\$5,930.36
EFT002348	AJS001	A. J. Stone Company Ltd.	April 3, 2020	\$2,474.49
EFT002349	AQU001	Aquam Inc	April 3, 2020	\$379.88
EFT002350	AUT001	Auto Barn Parts	April 3, 2020	\$164.26
EFT002351	BEZ001	Bezaire, Mike	April 3, 2020	\$7,766.86
EFT002352	CLS001	Canadian Linen and Uniform Ser	April 3, 2020	\$238.19
EFT002353	COM030	Commercial Cleaning Services	April 3, 2020	\$3,203.55
EFT002354	COR004	Corporate Billing	April 3, 2020	\$1,504.66
EFT002355	CTY002	County of Essex	April 3, 2020	\$525.00
EFT002356	EMC002	EMCO Corporation	April 3, 2020	\$559.35
EFT002357	ERC001	Essex Region Conservation Auth	April 3, 2020	\$3,595.00
EFT002358	ESS019	Essex Home Hardware	April 3, 2020	\$26.45
EFT002359	FEE001	The Feed Store	April 3, 2020	\$94.81
EFT002360	GAR003	Garon, Joe	April 3, 2020	\$187.38
EFT002361	GRA025	Grand & Toy	April 3, 2020	\$551.04
EFT002362	GRE003	Greater Essex County District	April 3, 2020	\$9,150.00
EFT002363	GUN004	Gunning, Katherine	April 3, 2020	\$8,972.71
EFT002364	HER005	Hernandez Sanitation Services	April 3, 2020	\$4,833.58
EFT002365	HOL001	Holland Cleaning Solutions Ltd	April 3, 2020	\$1,432.38
EFT002366	HUR007	Hurricane SMS Inc.	April 3, 2020	\$791.00
EFT002367	KEL015	Kelcom - Radio Division	April 3, 2020	\$8,173.29
EFT002368	KEN002	Ken Lapain & Sons Ltd.	April 3, 2020	\$370.64
EFT002369	LAS001	Laser Art Inc	April 3, 2020	\$1,161.64
EFT002370	MAC043	MacDonald, Heather	April 3, 2020	\$68.44
EFT002371	MET004	Metcalfe, Heather	April 3, 2020	\$51.04
EFT002372	MON001	Monarch Office Supply Inc.	April 3, 2020	\$499.46
EFT002373	SNY001	Snyder Automotive	April 3, 2020	\$754.84
EFT002374	SOU041	Southpoint Equipment	April 3, 2020	\$1,586.92
EFT002375	TSC002	TSC Stores LP	April 3, 2020	\$120.96
EFT002376	WOR010	Work Authority	April 3, 2020	\$325.43
EFT002377	GUN003	Gunning, Katherine and Gunning	April 3, 2020	\$5,981.80
EFT002378	GUN004	Gunning, Katherine	April 3, 2020	\$26,954.74
EFT002379	ACT003	Active Network Ltd.	April 9, 2020	\$2,033.94
EFT002380	AGR002	Agris Co-Operative Ltd.	April 9, 2020	\$3,788.33
EFT002381	AIR001	Air Liquide Canada Inc.	April 9, 2020	\$20.67
EFT002382	ARC004	Architecttura	April 9, 2020	\$1,915.35
EFT002383	BOW001	Bowman, Morley	April 9, 2020	\$103.90
EFT002384	CAN037	Canadian Diesel Services	April 9, 2020	\$792.67
EFT002385	CIN001	Cintas Canada Limited	April 9, 2020	\$367.00
EFT002386	CLS001	Canadian Linen and Uniform Ser	April 9, 2020	\$58.57
EFT002387	COM030	Commercial Cleaning Services	April 9, 2020	\$559.35
EFT002388	CTY002	County of Essex	April 9, 2020	\$915.84
EFT002389	DEL013	Delta Power Equipment	April 9, 2020	\$146.12
EFT002390	EMC002	EMCO Corporation	April 9, 2020	\$1,378.22
EFT002391	EMP003	Empire Communications	April 9, 2020	\$759.32
EFT002392	ERC001	Essex Region Conservation Auth	April 9, 2020	\$40,513.00
EFT002393	FLA002	The Flag Shop	April 9, 2020	\$252.97
EFT002394	GAL009	Gallagher McDowall Associates	April 9, 2020	\$1,372.95
EFT002395	HER005	Hernandez Sanitation Services	April 9, 2020	\$234.42
EFT002396	HOL001	Holland Cleaning Solutions Ltd	April 9, 2020	\$674.19
EFT002397	JUT001	Jutzi Water Technologies	April 9, 2020	\$192.10



General Account Cheque Register for April 2020

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Amount
EFT002398	LAS001	Laser Art Inc	April 9, 2020	\$70.63
EFT002399	LEA001	Leamington Equipment Rentals	April 9, 2020	\$248.60
EFT002400	LIF001	Lifesaving Society	April 9, 2020	\$551.54
EFT002401	PUR001	Purolator Inc.	April 9, 2020	\$195.79
EFT002402	REG001	Reg Clark Truck Ltd	April 9, 2020	\$7,275.10
EFT002403	SEC002	Security One Alarm Systems Ltd	April 9, 2020	\$332.02
EFT002404	SMI040	Smith, Paul & Lynn	April 9, 2020	\$1,000.00
EFT002405	SNY001	Snyder Automotive	April 9, 2020	\$438.78
EFT002406	STA030	Stationery & Stuff Inc.	April 9, 2020	\$6.28
EFT002407	TSC002	TSC Stores LP	April 9, 2020	\$1,359.31
EFT002408	VEH001	Vehicle Venture	April 9, 2020	\$102.52
EFT002409	WAV002	Wave Direct Telecommunications	April 9, 2020	\$447.12
EFT002410	APP005	Applied Computer Solutions Inc	April 17, 2020	\$776.88
EFT002411	ARC004	Architecttura	April 17, 2020	\$13,432.88
EFT002412	BAR027	Barrette's Small Engines Inc.	April 17, 2020	\$851.44
EFT002413	BAR031	Barrette Excavating Inc.	April 17, 2020	\$13,063.24
EFT002414	BEZ001	Bezaire, Mike	April 17, 2020	\$728.85
EFT002415	BLA019	Blais, Katie	April 17, 2020	\$100.00
EFT002416	CAR011	Carrier Centers	April 17, 2020	\$272.38
EFT002417	CIN001	Cintas Canada Limited	April 17, 2020	\$419.73
EFT002418	COM030	Commercial Cleaning Services	April 17, 2020	\$282.50
EFT002419	COR004	Corporate Billing	April 17, 2020	\$335.77
EFT002420	DEL013	Delta Power Equipment	April 17, 2020	\$263.42
EFT002421	EMP003	Empire Communications	April 17, 2020	\$372.90
EFT002422	ERC001	Essex Region Conservation Auth	April 17, 2020	\$200.00
EFT002423	ESS030	Essex Windsor Solid Waste Auth	April 17, 2020	\$50,412.60
EFT002424	FEE001	The Feed Store	April 17, 2020	\$291.54
EFT002425	GFL001	GFL Environmental Inc.	April 17, 2020	\$86.32
EFT002426	GRE001	Great Lakes Safety Products	April 17, 2020	\$300.56
EFT002427	GRE005	Green Shield Canada	April 17, 2020	\$54,812.44
EFT002428	INT013	International Fabricating & Ma	April 17, 2020	\$2,458.60
EFT002429	JAC001	Jack's Auto Service	April 17, 2020	\$1,790.48
EFT002430	JEF003	Jeffrey, Ed	April 17, 2020	\$240.00
EFT002431	MON001	Monarch Office Supply Inc.	April 17, 2020	\$5,696.28
EFT002432	RCA001	RCAP Leasing Inc.	April 17, 2020	\$478.89
EFT002433	SCL001	Stantec	April 17, 2020	\$10,695.59
EFT002434	STI007	Stinson Equipment	April 17, 2020	\$1,476.65
EFT002435	SUN002	Sun Life Assurance Company of	April 17, 2020	\$16,883.68
EFT002436	TSC002	TSC Stores LP	April 17, 2020	\$56.49
EFT002437	VOL001	E.R. Vollans Ltd.	April 17, 2020	\$2,644.47
EFT002438	WAS004	Waste Connections of Canada In	April 17, 2020	\$1,320.60
EFT002439	WUR001	Wurth Canada Limited	April 17, 2020	\$80.46
EFT002440	BEZ001	Bezaire, Mike	April 17, 2020	\$3,766.66
EFT002441	183943	1839431 Ontario Ltd	April 24, 2020	\$2,627.25
EFT002442	AUT001	Auto Barn Parts	April 24, 2020	\$159.51
EFT002443	BON026	Bondy, Sherry	April 24, 2020	\$339.84
EFT002444	CIM001	CIMCO Refrigeration	April 24, 2020	\$818.78
EFT002445	CIN001	Cintas Canada Limited	April 24, 2020	\$52.68
EFT002446	CLS001	Canadian Linen and Uniform Ser	April 24, 2020	\$451.18
EFT002447	COL001	Colenutt Signs Limited	April 24, 2020	\$757.10
EFT002448	COR004	Corporate Billing	April 24, 2020	\$263.36
EFT002449	CUP001	Canadian Union of Public Emplo	April 24, 2020	\$3,418.50
EFT002450	DEL013	Delta Power Equipment	April 24, 2020	\$42.26
EFT002451	DER002	Deroy, Clint	April 24, 2020	\$12.00
EFT002452	EMP003	Empire Communications	April 24, 2020	\$643.77
EFT002453	ESS030	Essex Windsor Solid Waste Auth	April 24, 2020	\$55,369.72
EFT002454	ESS084	Essex County K9 Services	April 24, 2020	\$395.00
EFT002455	FEE001	The Feed Store	April 24, 2020	\$18.10
EFT002456	GFL001	GFL Environmental Inc.	April 24, 2020	\$30.58
EFT002457	HEA002	Heaton Sanitation	April 24, 2020	\$1,356.00
EFT002458	HOL001	Holland Cleaning Solutions Ltd	April 24, 2020	\$1,220.58
EFT002459	INT013	International Fabricating & Ma	April 24, 2020	\$359.11
EFT002460	KEL015	Kelcom - Radio Division	April 24, 2020	\$2,778.67
EFT002461	LAS001	Laser Art Inc	April 24, 2020	\$58.03
EFT002462	NEX002	NEXGEN MUNICIPAL	April 24, 2020	\$265.27



General Account Cheque Register for April 2020

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Amount
EFT002463	OME001	OMERS	April 24, 2020	\$120,539.46
EFT002464	ONT026	Ontario One Call Ltd	April 24, 2020	\$222.02
EFT002465	REG001	Reg Clark Truck Ltd	April 24, 2020	\$696.65
EFT002466	REN002	Larry Renaud Ford & RV Sales	April 24, 2020	\$169.30
EFT002467	SEC002	Security One Alarm Systems Ltd	April 24, 2020	\$462.70
EFT002468	SOU041	Southpoint Equipment	April 24, 2020	\$325.76
EFT002469	STE004	Stewart Gilbert Limited	April 24, 2020	\$77.46
EFT002470	ESS019	Essex Home Hardware	April 29, 2020	\$1,582.66
EFT002471	HHH001	Harrow Home Hardware	April 29, 2020	\$1,448.21
Total Cheques				\$620,388.79



Preauthorized Payments for April 2020

Date	Vendor	Description	Amount
April 2, 2020	API Alarm Monitoring	Miscellaneous Payment	\$22.60
April 15, 2020	957590 Global Leasing	Bill Payment	\$319.89
April 17, 2020	Allstream	Bill Payment	\$69.72
April 17, 2020	Allstream	Bill Payment	\$69.72
April 17, 2020	Allstream	Bill Payment	\$71.52
April 17, 2020	Allstream	Bill Payment	\$128.20
April 21, 2020	Allstream	Bill Payment	\$65.81
April 21, 2020	Allstream	Bill Payment	\$73.63
April 21, 2020	Allstream	Bill Payment	\$120.38
April 21, 2020	Allstream	Bill Payment	\$170.78
April 23, 2020	Allstream	Bill Payment	\$45.44
April 24, 2020	Allstream	Bill Payment	\$65.81
April 24, 2020	Allstream	Bill Payment	\$65.81
April 24, 2020	Allstream	Bill Payment	\$74.85
April 24, 2020	Allstream	Bill Payment	\$76.73
April 30, 2020	Allstream	Bill Payment	\$66.56
April 30, 2020	Allstream	Bill Payment	\$101.99
April 30, 2020	Allstream	Bill Payment	\$224.54
April 15, 2020	BAM Fee	Lease Payment	\$11.40
April 2, 2020	Bell Canada	Bill Payment	\$385.86
April 13, 2020	Bell Canada	Bill Payment	\$163.12
April 20, 2020	Bell Canada	Bill Payment	\$226.96
April 23, 2020	Bell Canada	Bill Payment	\$102.54
April 23, 2020	Bell Canada	Bill Payment	\$155.27
April 23, 2020	Bell Canada	Bill Payment	\$164.92
April 23, 2020	Bell Canada	Bill Payment	\$200.14
April 27, 2020	Bell Canada	Bill Payment	\$68.79
April 27, 2020	Bell Canada	Bill Payment	\$86.28
April 1, 2020	Cogeco Connexion	Bill Payment	\$141.19
April 6, 2020	Cogeco Connexion	Bill Payment	\$124.24
April 6, 2020	Cogeco Connexion	Bill Payment	\$169.44
April 7, 2020	Cogeco Connexion	Bill Payment	\$101.64
April 9, 2020	Cogeco Connexion	Bill Payment	\$137.74
April 21, 2020	Cogeco Connexion	Bill Payment	\$101.64
April 27, 2020	Cogeco Connexion	Bill Payment	\$122.19
April 29, 2020	Cogeco Connexion	Bill Payment	\$124.24
April 2, 2020	Dell Finance	Lease Payment	\$87.21
April 16, 2020	Dell Finance	Lease Payment	\$699.44
April 27, 2020	Dell Finance	Lease Payment	\$2,491.03
April 21, 2020	Dell Finance	Lease Payment	\$164.77
April 20, 2020	ELK Energy	Bill Payment	\$14.30
April 20, 2020	ELK Energy	Bill Payment	\$14.49
April 20, 2020	ELK Energy	Bill Payment	\$14.49
April 20, 2020	ELK Energy	Bill Payment	\$14.49
April 20, 2020	ELK Energy	Bill Payment	\$15.85
April 20, 2020	ELK Energy	Bill Payment	\$19.58
April 20, 2020	ELK Energy	Bill Payment	\$19.69
April 20, 2020	ELK Energy	Bill Payment	\$19.69
April 20, 2020	ELK Energy	Bill Payment	\$19.69
April 20, 2020	ELK Energy	Bill Payment	\$20.93
April 20, 2020	ELK Energy	Bill Payment	\$21.97
April 20, 2020	ELK Energy	Bill Payment	\$24.01
April 20, 2020	ELK Energy	Bill Payment	\$24.48
April 20, 2020	ELK Energy	Bill Payment	\$31.67
April 20, 2020	ELK Energy	Bill Payment	\$33.66
April 20, 2020	ELK Energy	Bill Payment	\$37.01
April 20, 2020	ELK Energy	Bill Payment	\$37.62
April 20, 2020	ELK Energy	Bill Payment	\$38.51
April 20, 2020	ELK Energy	Bill Payment	\$39.94
April 20, 2020	ELK Energy	Bill Payment	\$40.27



Preauthorized Payments for April 2020

Date	Vendor	Description	Amount
April 20, 2020	ELK Energy	Bill Payment	\$40.37
April 20, 2020	ELK Energy	Bill Payment	\$44.70
April 20, 2020	ELK Energy	Bill Payment	\$47.13
April 20, 2020	ELK Energy	Bill Payment	\$48.31
April 20, 2020	ELK Energy	Bill Payment	\$55.06
April 20, 2020	ELK Energy	Bill Payment	\$63.19
April 20, 2020	ELK Energy	Bill Payment	\$69.27
April 20, 2020	ELK Energy	Bill Payment	\$124.77
April 20, 2020	ELK Energy	Bill Payment	\$126.94
April 20, 2020	ELK Energy	Bill Payment	\$127.30
April 20, 2020	ELK Energy	Bill Payment	\$127.51
April 20, 2020	ELK Energy	Bill Payment	\$149.98
April 20, 2020	ELK Energy	Bill Payment	\$162.84
April 20, 2020	ELK Energy	Bill Payment	\$162.84
April 20, 2020	ELK Energy	Bill Payment	\$181.11
April 20, 2020	ELK Energy	Bill Payment	\$187.03
April 20, 2020	ELK Energy	Bill Payment	\$221.19
April 20, 2020	ELK Energy	Bill Payment	\$279.34
April 20, 2020	ELK Energy	Bill Payment	\$291.96
April 20, 2020	ELK Energy	Bill Payment	\$446.37
April 20, 2020	ELK Energy	Bill Payment	\$585.92
April 20, 2020	ELK Energy	Bill Payment	\$635.01
April 20, 2020	ELK Energy	Bill Payment	\$825.97
April 20, 2020	ELK Energy	Bill Payment	\$833.98
April 20, 2020	ELK Energy	Bill Payment	\$985.42
April 20, 2020	ELK Energy	Bill Payment	\$1,033.65
April 20, 2020	ELK Energy	Bill Payment	\$1,200.93
April 20, 2020	ELK Energy	Bill Payment	\$2,072.70
April 20, 2020	ELK Energy	Bill Payment	\$2,236.27
April 20, 2020	ELK Energy	Bill Payment	\$5,923.96
April 20, 2020	ELK Energy	Bill Payment	\$6,653.61
April 20, 2020	ELK Energy	Bill Payment	\$10,023.65
April 20, 2020	ELK Energy	Bill Payment	\$11,936.08
April 20, 2020	ELK Energy	Bill Payment	\$12,084.26
April 20, 2020	ELK Energy	Bill Payment	\$37,798.24
April 1, 2020	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$784.09
April 2, 2020	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$78.90
April 2, 2020	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$200.26
April 2, 2020	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$522.67
April 2, 2020	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$528.15
April 2, 2020	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$1,832.45
April 6, 2020	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$204.16
April 6, 2020	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$1,046.52
April 7, 2020	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$69.37
April 7, 2020	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$166.41
April 22, 2020	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$103.47
April 22, 2020	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$291.25
April 22, 2020	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$336.10
April 22, 2020	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$483.64
April 23, 2020	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$101.12
April 27, 2020	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$124.73
April 27, 2020	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$568.03
April 27, 2020	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$960.81
April 27, 2020	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$4,043.87
April 29, 2020	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$154.13
April 29, 2020	Enbridge Gas Inc. (Union Gas)	Bill Payment	\$350.33
April 27, 2020	GFL (WDS)	Miscellaneous Payment	\$203.33
April 27, 2020	GFL (WDS)	Miscellaneous Payment	\$56,146.35
April 1, 2020	Hydro One	Bill Payment	\$2,116.88
April 8, 2020	Hydro One	Bill Payment	\$192.00



Preauthorized Payments for April 2020

Date	Vendor	Description	Amount
April 9, 2020	Hydro One	Bill Payment	\$204.60
April 9, 2020	Hydro One	Bill Payment	\$3,445.43
April 14, 2020	Hydro One	Bill Payment	\$6.52
April 14, 2020	Hydro One	Bill Payment	\$59.60
April 14, 2020	Hydro One	Bill Payment	\$414.85
April 15, 2020	Hydro One	Bill Payment	\$7,342.40
April 15, 2020	Hydro One	Bill Payment	\$8,979.19
April 16, 2020	Hydro One	Bill Payment	\$28.96
April 16, 2020	Hydro One	Bill Payment	\$28.96
April 16, 2020	Hydro One	Bill Payment	\$52.92
April 16, 2020	Hydro One	Bill Payment	\$67.06
April 16, 2020	Hydro One	Bill Payment	\$104.85
April 16, 2020	Hydro One	Bill Payment	\$715.45
April 16, 2020	Hydro One	Bill Payment	\$8,278.48
April 20, 2020	Hydro One	Bill Payment	\$57.42
April 20, 2020	Hydro One	Bill Payment	\$613.69
April 21, 2020	Hydro One	Bill Payment	\$30.75
April 21, 2020	Hydro One	Bill Payment	\$84.86
April 22, 2020	Hydro One	Bill Payment	\$28.30
April 22, 2020	Hydro One	Bill Payment	\$34.83
April 22, 2020	Hydro One	Bill Payment	\$557.80
April 27, 2020	Hydro One	Bill Payment	\$30.63
April 27, 2020	Hydro One	Bill Payment	\$678.71
April 28, 2020	Hydro One	Bill Payment	\$89.58
April 28, 2020	Hydro One	Bill Payment	\$92.80
April 28, 2020	Hydro One	Bill Payment	\$105.72
April 28, 2020	Hydro One	Bill Payment	\$113.12
April 28, 2020	Hydro One	Bill Payment	\$141.50
April 28, 2020	Hydro One	Bill Payment	\$164.06
April 28, 2020	Hydro One	Bill Payment	\$285.55
April 29, 2020	Hydro One	Bill Payment	\$50.06
April 13, 2020	Ontario Clean Water	Miscellaneous Payment	\$90,242.35
April 17, 2020	Reliance Comfort	Bill Payment	\$33.90
April 22, 2020	Reliance Comfort	Bill Payment	\$28.70
April 23, 2020	Reliance Comfort	Bill Payment	\$22.60
April 28, 2020	Reliance Comfort	Bill Payment	\$28.70
April 29, 2020	Reliance Comfort	Bill Payment	\$16.95
April 29, 2020	Reliance Comfort	Bill Payment	\$28.70
April 29, 2020	Reliance Comfort	Bill Payment	\$159.10
April 24, 2020	Superpass	Bill Payment	\$463.04
April 20, 2020	Telus Mobility	Bill Payment	\$3,163.58
April 9, 2020	US Bank	Bill Payment	\$5,806.79
April 3, 2020	Union Water WBP	Bill Payment	\$37,672.74
Total Pre-Authorized Payments			\$348,284.65



Payroll for April 2020

Pay Week Ending	Pay Date	Amount
March 28, 2020	April 2, 2020	\$82,118.70
April 4, 2020	April 9, 2020	\$79,565.05
April 11, 2020	April 16, 2020	\$74,921.08
April 18, 2020	April 23, 2020	\$76,167.59
April 25, 2020	April 30, 2020	\$74,701.06
Council Remuneration	April 30, 2020	\$12,785.44
Total		\$400,258.92

The following Notices of Motions were presented at the May 19, 2020 Regular Council Meeting and are being brought forward for consideration this evening:

1. Moved by Councillor Verbeek

Seconded by

That Council and Administration look at ways to assist Town businesses, such as allowing outdoor spaces for businesses, in light of the limitations due to the COVID pandemic.

2. Moved by Councillor Verbeek

Seconded by

That Administration be directed to look at new ways to improve recycling efforts in the municipality.

The following Notice of Motion was presented at the May 19, 2020 Regular Council Meeting and is being brought forward for consideration this evening:

Moved by Councillor Bondy

Seconded by

That Administration be directed to provide a Geese Mitigation Report for Colchester Beach, including the use of a walking dog to be used to scare geese in order to improve the beach user experience, water quality and student work load.

That the following Notice of Motion is being presented at this evening's Council Meeting for consideration at the June 15, 2020 Regular Council Meeting:

Councillor Bondy

RE: 50 km extended on Third Concession to McLean Sideroad

That Council approve an extension of the 50 km speed limit zone on the Third Concession to include east of McLean Sideroad to act as a buffer zone.

The Corporation of the Town of Essex

By-Law Number 1916

Being a by-law to confirm the proceedings of the May 19, 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 May 19, 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 May 19, 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 May 19, 2020.

Mayor

Clerk

Read a third time and finally adopted on June 1, 2020.

Mayor

Clerk

The Corporation of the Town of Essex

By-Law Number 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

Whereas the Town of Essex Drainage Department recommended that Council appoint a Drainage Engineer to prepare a drainage report for the for Bayliss Drain (Bridge Replacements and Maintenance Schedule), Geographic Township of Colchester South, Project REI2016D024, Town of Essex, County of Essex;

And Whereas Section 78 of the Drainage Act, R.S.O. 1990, Chapter D. 17, as amended 2010, states that the Council of any municipality whose duty it is to maintain and repair the drainage works or any part thereof, may on the report of an Engineer appointed by it, complete the drainage works as set forth in such report;

And Whereas an Engineers Drainage report dated February 18, 2020 and considered by the Drainage Board at its March 16, 2020 Consideration of Report meeting, has been procured and made by Gerard Rood, Professional Engineer, Rood Engineering Inc. and that the said report is attached hereto and forms part of this by-law;

And Whereas the Council of The Corporation of the Town of Essex is of the opinion that the said drainage works and/or improvements are warranted and desirable;

Now therefore the Council of The Corporation of the Town of Essex pursuant to the Drainage Act enacts as follows:

1. That the considered report dated February 18, 2020 and attached hereto as Schedule A to this By-law is hereby adopted and the said drainage works and/or improvements as therein indicated and set forth is hereby authorized and shall be completed in accordance therewith.
2. That the Corporation of the Town of Essex may borrow on the credit of the Corporation the amount of \$126,500.00, the amount necessary for the construction of the said drainage works.

3. That the Corporation may issue debentures for the amount borrowed less the total amount of:

- Grants received under Section 85 of the Drainage Act, R.S.O. 1990, Chapter D. 17, as amended, 2010;
- Commuted payments made in respect of lands and roads assessed within the Municipality;
- Money paid under Section 61(3) of the Drainage Act, R.S.O. 1990, Chapter D. 17, as amended 2010;

and such debentures shall be made payable: a) in the case of assessments in value of between \$500.00 and \$9,999.99 within (5) five years from the date of the debenture and shall bear interest at a rate not higher than the lending rates published by Infrastructure Ontario for municipalities; or b) in the case of assessments in value of \$10,000.00 and greater, within (10) ten years from the date of the debenture and shall bear interest at a rate not higher than the lending rates published by Infrastructure Ontario for municipalities

4. That a special equal annual rate sufficient to redeem the principal and interest on the debentures shall be levied upon the lands and roads as set forth in the Schedule, to be collected in the same manner as other taxes collected in each year for (5) five or (10) ten years (as applicable) after the passing of this by-law.
5. For paying the amount assessed upon the lands and roads belonging to or controlled by the Municipality, a special rate sufficient to pay the amount assessed plus interest thereon, shall be levied upon the whole rateable property in the Town of Essex, in each year for five years after the passing of this by-law to be collected in the same manner and at the same time as other taxes are collected.
6. All assessments of \$499.99 or less are payable in the first year in which the assessment is imposed.
7. The by-law comes into force on the passing thereof and may be cited as "Bayliss Drain: Bridge Replacements and Maintenance Schedule".

Read a first and a second time and provisionally adopted on April 20, 2020.

Mayor

Clerk

Read a third time and finally passed on

Mayor

Clerk

The Corporation of the Town of Essex

By-Law Number 1917

Being a by-law to confirm the proceedings of the June 1, 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 June 1, 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 June 1, 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 June 1, 2020.

Mayor

Clerk

Read a third time and finally adopted on June 15, 2020.

Mayor

Clerk