



## Regular Council Meeting Agenda

July 6, 2020, 6:00 pm

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

Accessible formats or communication supports are available upon request. Please contact the Clerk's Office at [clerks@essex.ca](mailto:clerks@essex.ca) or 519-776-7336 extension 1100 or 1101.

**1. Call to Order**

**2. Closed Meeting Report**

**3. Declarations of Conflict of Interest**

**4. Adoption of Published Agenda**

**4.1 Regular Council Meeting Agenda for July 6, 2020**

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

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

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

**5. Adoption of Minutes**

**5.1 Regular Council Meeting Minutes for June 15, 2020**

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

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

**That** the minutes of the Regular Council Meeting held June 15, 2020, be adopted as circulated.

**6. Public Presentations**

**6.1 Mike Cowan, BDO Partner**

2019 Audited Financial Statements

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

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

**That** the presentation of the 2019 Audited Financial Statements for the Town of Essex by Mike Cowan, Partner BDO Canada LLP, be received; and

**That** the 2019 Audited Financial Statements for the Town of Essex, be adopted as presented.

**7. Unfinished Business**

**8. Reports from Administration**

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

RE: COVID-19 Town Response and Updates

## 8.2 Infrastructure Services Report 2020-06

RE: Policy for Establishing Speed Limits

- Policy 2020-01 - Establishing Speed Limits on Town of Essex Roads
- Petition Form - Speed Limit Review on Town of Essex Road

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

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

**That** Infrastructure Services Report 2020-06, entitled "Policy for Establishing Speed Limits", prepared by Kevin Girard, Director, Infrastructure Services, dated July 6, 2020; and

**That** Council adopts the Transportation Association of Canada's Guidelines for Establishing Posted Speed Limits as the standard for establishing speed limits on Town of Essex roadways; and

**That** Council adopts Infrastructure Services Policy 2020-01 titled, "Establishing Speed Limits n Town of Essex Roads".

## 8.3 Infrastructure Services Report 2020-07

RE: Vulnerable Children and Children at Play Signage Requests

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

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

**That** Infrastructure Services Report 2020-07, entitled "Vulnerable Children and Children at Play Signage Requests", prepared by Kevin Girard, Director of Infrastructure Services, dated July 6, 2020, be received; and

**That** Council authorizes and directs the Infrastructure Services Department to no longer install signage indicating "vulnerable children" or "children at play" in the Town of Essex; and

**That** Council authorizes the removal of the existing "vulnerable children" and "children at play" signs when the existing signs fall into disrepair or when the child it serves reaches the age of majority or moves from the area, whichever comes first.

## 8.4 Drainage Department Report 2020-05

RE: Adoption of Section 77(3) Engineer Letter of Opinion Richmond Drain Bank Repairs

- By-Law 1928  
Being a by-law to authorize the repairs of Drainage Works pursuant to Section (3) of the Drainage Act, R.S.O. 1990, c.D. 17

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

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

**That** Drainage Department Report 2020-05, entitled "Adoption of Section 77 (3) Engineer Letter of Opinion Richmond Bank Repairs", prepared by Norman Nussio, Manager of Operations/Drainage, dated July 6, 2020; be received and supported; and

**That** By-Law 1928, being a by-law to adopt the Section 77(3) Engineer's Letter of Opinion Richmond Drain Bank Repairs, be read a first, a second and a third time, and finally passed on July 6, 2020.

## 8.5 Community Services Report 2020-03

RE: LIFE lease of Kinsmen Fieldhouse

- By-Law 1927  
Being a by-law to authorize the execution of a lease agreement between the Town of Essex and Learning in Friendship and Equality (LIFE)

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

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

**That** Community Services Report 2020-03, entitled "CS-2020-LIFE lease of Kinsmen Fieldhouse", prepared by Doug Sweet, Director of Community Services, dated July 6, 2020, be received; and

**That** Council approves entering into an agreement with Learning in Friendship and Equality (LIFE) for leased space at the Kinsmen Fieldhouse located at 50 Fairview Avenue West in Essex Centre for one year commencing on the first day of August, 2020 and concluding on July 31, 2021, with an option to renew for an additional two years beginning on August 1, 2021 subject to the general terms and conditions as outlined in By-Law 1927; and further

**That** By-Law 1927 being a by-law to authorize the execution of a lease agreement between the Town of Essex and Learning in Friendship and Equality (LIFE), be read a first, a second and a third time, and finally passed on July 6, 2020.

## 8.6 Economic Development Report 2020-09

RE: Essex Tourism Events Fund Application

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

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

**That** Economic Development Report 2020-09, entitled "Essex Tourism Events Fund Application", prepared by Nelson Silveira, Economic Development Officer, dated July 6, 2020, be received; and

**That** Council approves the distribution of \$1,000.00 of funding to the Rotary Club of Harrow from the Essex Tourism Events Fund.

## 8.7 Strategic Communications Report 2020-03

RE: Community Policing Survey Results

- Community Policing Satisfaction Survey

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

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

**That** Communications Report 2020-03, entitled "Community Policing Survey Results", prepared by Alex Denonville, Manager, Strategic Communications, dated July 6, 2020, be received as information.

## 8.8 Planning Department Report 2020-13

RE: Site Specific Zoning By-Law Amendment, 128 Harvey Street (Lots 23 and 25 on Registered Plan 249)

- By-Law 1923  
Being a by-law to amend By-Law 1037 The Comprehensive Zoning By-Law for the Town of Essex  
(128 Harvey)

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

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

**That** Planning Report 2020-13, entitled "Site Specific Zoning By-Law Amendment, 128 Harvey Street (Lots 23 and 25 on Registered Plan 249)", prepared by Rita Jabbour, Manager, Planning Services, dated July 6, 2020, be received; and

**That** By-Law 1923 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 adopted on July 6, 2020.

**8.9 Capital Works and Infrastructure Report 2020-05**

RE: Results of Request for Tender - Surface Treatment 2020

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

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

**That** Capital Works and Infrastructure Report 2020-05, entitled "Results of Request for Tender - Surface Treatment 2020", dated July 6, 2020, prepared by Jackson Tang, Assistant Manager, Business Services, be received; and

**That** Council awards the Request for Tender - Surface Treatment 2020 to Shepley Road Maintenance Limited in the amount of \$209,046.33 including non-refundable HST.

**8.10 Capital Works and Infrastructure Report 2020-06**

RE: Results of Request for Tender - Surface Treatment Rehabilitation 2020

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

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

**That** Capital Works and Infrastructure Report 2020-06, entitled "Results of Request for Tender - Surface Treatment Rehabilitation 2020", prepared by Jackson Tang, Assistant Manager, Business Services, dated July 6, 2020, be received; and

**That** Council awards the Surface Treatment Rehabilitation 2020 to Norjohn Contracting and Paving Limited in the amount of \$1,097,501.00 including all non-refundable HST.

**9. Reports from Youth Members**

**10. County Council Update**

**11. Correspondence**

**11.1 Correspondence to be received on Consent**

Chair to ask Council Members if any correspondence to be moved to 11.2 Received and Support.

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

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

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

**11.1.1 COVID-19 Virus Correspondence**

**11.1.1.1 Windsor-Essex County Health Unit**

Class Order effective June 26, 2020

RE: Mandatory Face Covering inside Commercial Establishment and Establishment must ensure the availability of alcohol-based hand rub at all entrances and exits for the use of all Person entering or exiting the premises.

**11.1.1.2 Windsor-Essex County Health Unit**

RE: Guidance for Hosting or Attending Yard Sales

11.1.1.3 Ontario Association of Cemetery and Funeral Professionals

- Bereavement Authority of Ontario

RE: Attendance Guidance: Funerals and Visitations (June 15, 2020)

- NEWS Ministry of Health

RE: Ontario Eases Restrictions on Wedding and Funeral Ceremonies (June 13, 2020)

11.1.1.4 Association of Municipalities Ontario - June 29, 2020

RE: AMO Policy Update

- Emergency Orders Extension
- Towing Industry Oversight

11.1.1.5 Media Release - Town of Essex

RE: June 22, 2020 - Colchester Beach to Close

11.1.1.6 Media Release - Town of Essex

RE: June 19, 2020 - Town of Essex Preparing for Extension of Patios and Outdoor Retail Spaces

11.1.1.7 Windsor-Essex County Health Unit - June 17, 2020

RE: Potential expansion of licensed patios on municipal or commercial property

11.1.2 Union Water Supply System

- Joint Board of Management Minutes - May 20, 2020
- Joint Board of Management Agenda - June 17, 2020

11.1.3 Town of Kingsville

RE: Town of Kingsville Resolution #364-2020 RE: Request to County of Essex to consider that the traffic island at the intersection of McCain Sideroad and Heritage Road in the Town of Kingsville be redeveloped into a pollinator habitat

11.1.4 Association of Municipalities Ontario (AMO) - June 2, 2020

RE: AMO Policy Update - Provincial Emergency Extended and Tribunals Ontario

11.1.5 Town of Amherstburg

RE: Town of Amherstburg supports Town of Essex's resolution regarding their request for urgent and emergency action to be taken by all levels government to support all local farm works, including migrant workers as it relates to the COVID-19 pandemic, with the exception of mandatory testing.

11.1.6 EnerQuest

RE: Tax Reprieve

Correspondence from Arlene Parr, Secretary/Treasurer of EnerQuest, dated June 26, 2020 asking if the Town of can assist with the amount of taxes this year, either by reduction or deferral, due to the COVID pandemic.

11.1.7 Media Release - Town of Essex (June 22, 2020)

RE: Town of Essex Seeking Feedback on County Road 50 Sign By-Law

11.1.8 Media Release - Town of Essex (June 19, 2020)

RE: Town of Essex Launches Digital Growth Grant for Local Businesses

11.1.9 Town of Amherstburg

RE: Universal Basic Income

Correspondence from the Town of Amherstburg, dated June 25, 2020 advising of their support of the City of Kitchener's resolution requesting that the Ontario Provincial Government pursue a partnership with the Federal Government for the establishment of a universal basic income.

11.1.10 SWIFT (SouthWestern Integrated Fibre Technology) - June 17, 2020

RE: Announcement - SWIFT Released RFP to Bring High-Speed Internet to More Residents in Essex County

11.1.11 Ombudsman Ontario

RE: Message from Ontario Ombudsman Paul Dube, dated June 30, 2020

Notifying that his latest Annual Report, dated June 30, 2020 is available for viewing at: <https://www.ombudsman.on.ca/resources/reports-and-case-summaries/annual-reports>

**11.2 Correspondence to be considered for receipt and support**

11.2.1 City of Sarnia

RE: Resolution - Long Term Care Home Improvements

Correspondence from the City of Sarnia dated June 24, 2020, asking that the Town of Essex send a letter to Premier Ford to start implementing the resolutions to the problems in the Long Term Care Homes that have been clearly identified.

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

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

That correspondence from the City of Sarnia, dated June 24, 2020 requesting that the Town of Essex consider urging Premier Ford to start implementing the required resolutions to the problems that have been identified at our Long Term Care Homes, be (received/received and supported); and

If Council choses to support the City of Sarnia' s resolution, a letter be sent to the Honourable Doug Ford, Premier of Ontario requesting that the Province begin implementing the changes immediately; and

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

**12. Committee Meeting Minutes**

**12.1 Court of Revision - January 15, 2020**

RE: Shepley Drain: Replacement Bridges for Elwood Defour and Garry & Bonny Quick

**12.2 Drainage Board - May 6, 2020**

Consideration of Contract Price for Shepley Drain: Replacement Bridges for Elwood Defour and Garry & Bonny Quick

**12.3 Co-An Park - June 10, 2020**

**12.4 Committee of Adjustment - January 21 2020 (Revised)**

**13. Financial**

**14. New Business**

**15. Notices of Motion**

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

**15.1.1 Councillor Bondy**

RE: Consultant to valuate E.L.K. Energy

Moved by Councillor Bondy

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

That Council designate funds for the 2021 budget process to hire a Consultant for a valuation of E.L.K. Energy, being that it is a town owned asset and knowing its value is important to our shareholders.

**15.2 Notice of Motion moved from the June 1, 2020 Regular Council Meeting**

**15.2.1 Councillor Verbeek**

Re: Improving recycling efforts in the municipality

Councillor Verbeek has asked that her Notice of Motion be deferred to the August 4, 2020 Regular Council Meeting.

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

**17. By-Laws**

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

**17.1.1 By-Law 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

**17.1.2 By-Law 1922**

Being a by-law to confirm the proceedings of the June 15, 2020 Regular Meeting of the Council of The Corporation of the Town of Essex

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

**17.3 By-Laws that require a first and second reading**

17.3.1 By-Law 1930

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

**18. Adjournment**

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

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

That the meeting be adjourned at [TIME].

**19. Future Meetings**

**19.1 Monday, July 13, 2020 6:00 - 7:30 PM - Special Council Meeting**

RE: Sign By-Law

Location: TBD

**19.2 Monday, July 20, 2020 - 6:00 - 9:00 PM - Regular Council Meeting**

Location: TBD