



## **Essex County Council Regular Meeting Minutes**

**Wednesday, May 18, 2022**

**7:00 PM**

**Council Chambers, 2nd Floor**

**360 Fairview Avenue West**

**Essex, Ontario N8M 1Y6**

**<https://video.isilive.ca/countyofessex/live.html>**

Council: Gary McNamara, Warden, Mayor, Town of Tecumseh  
Tracey Bailey, Deputy Mayor, Municipality of Lakeshore  
Tom Bain, Mayor, Municipality of Lakeshore  
Steve Bjorkman, Deputy Mayor - Town of Essex  
Marc Bondy, Mayor, Town of LaSalle  
Aldo DiCarlo, Mayor, Town of Amherstburg  
Hilda MacDonald, Mayor, Municipality of Leamington  
Crystal Meloche, Deputy Mayor, Town of LaSalle  
Leo Meloche, Deputy Mayor, Town of Amherstburg  
Richard Meloche, Mayor, Town of Essex  
Gord Queen, Deputy Mayor, Town of Kingsville  
Nelson Santos, Deputy Warden, Mayor, Town of Kingsville  
Larry Verbeke, Deputy Mayor, Municipality of Leamington

Absent: Joe Bachetti, Deputy Mayor, Town of Tecumseh

Administration: Mike Galloway, Chief Administrative Officer  
Mary Birch, Director, Legislative and Community Services/Clerk  
Allan Botham, Director, Infrastructure & Planning Services  
Jayne Brooks Keller, Administrator - Sun Parlor Home  
Kristie Cronin, Director of Human Resources  
Katherine Hebert, Deputy Clerk  
Bruce Krauter, Chief, Essex Windsor Emergency Medical Services  
Don McArthur, Manager, Communication and Organizational Development  
David Sundin, County Solicitor

Crystal Sylvestre, Administrative Assistant, Legislative  
and Community Services  
Sandra Zwiers, Director, Financial Services/Treasurer  
Karyn Templin, Manager, Design & Construction

**1. Closed Meeting**

There was a Closed Meeting held on May 18, 2022 at 6:00PM.

**108-2022**

**Moved By** Marc Bondy

**Seconded By** Tom Bain

That Council move into a closed meeting pursuant to Section 239 (3.1)(1) of the Municipal Act, 2001, as amended for the following reason(s):

- Education and Training.

**Carried**

**110-2022**

**Moved By** Gord Queen

**Seconded By** Leo Meloche

That Council adjourn, and rise from the closed meeting at 6:32 PM.

**Carried**

**2. Moment of Reflection**

**3. Singing of 'O Canada'**

**4. Land Acknowledgement Statement**

We begin by acknowledging that the land on which we gather is the traditional territory of the Three Fires Confederacy of First Nations, comprised of the Ojibway, Odawa and Potawatomie Peoples.

To recognize the land is an expression of gratitude to those whose territory you reside on, and a way of honouring the Indigenous people who have been living and working on the land from time immemorial.

We value the significant historical and contemporary contributions of local and regional First Nations and all the Original Peoples of Turtle Island.

**5. Recording of Attendance**

Warden McNamara and members of Council attended the meeting at the Essex County Civic Centre, Council Chambers.

Tracey Bailey participated in the meeting virtually, via video conferencing from an alternate remote location.

Joe Bachetti was absent.

## **6. County Warden's Welcome and Remarks**

Warden McNamara welcomed the members of County Council, Administration and members of the public and delivered the following greeting:

"Good evening.

I would like to begin by acknowledging the health care heroes who work for the County of Essex.

Last week was National Nursing Week, next week is Paramedic Services Week and tomorrow is Personal Support Workers Day. The Paramedics of Essex-Windsor EMS and the nurses and PSWs at Sun Parlor Home have stood strong on the COVID-19 frontlines and I want them to know that Essex County Council and the residents of Essex County are grateful for their ongoing dedication and service.

I would also like to acknowledge the incredible work being done by the Essex County Accessibility Advisory Committee, which is making a presentation later this evening about some of their ground-breaking initiatives.

They will be unveiling tonight a new flag that we will hoist above the Civic Centre on May 30 to mark National AccessAbility Week. The flag features seven chevrons pointing in the same direction, representing the unified efforts of our local municipalities to promote accessibility and remove barriers in our community.

Community Living Essex County likewise does so much to promote inclusivity in our community and I would like to commend them during Community Living Month for being such an enduring community pillar. We are shining blue and green lights on the Civic Centre this week as part of their Shine A Light campaign.

Speaking of blue and green, and red and orange for that matter, we are in the midst of a provincial election campaign and all of the parties are vying for your support.

County Council has identified several priorities for Essex County and we encourage residents to look at which candidate and party can best address those priorities and improve the quality of life for local residents. We have posted discussion papers online as part of our Essex County

Counts campaign and will be sharing them on social media in the coming days.

County Council has identified six main issues when it comes to Essex County:

1. A new hospital system for Windsor-Essex: Which candidate and party will deliver the state-of-the-art hospital this region so desperately needs?
2. Increased infrastructure funding, including desperately needed energy to allow for continue economic development.
3. Affordable Housing: The wait list for affordable housing locally is at more than 5,000 and growing. We need provincial funding to address the housing crisis.
4. High-Speed Internet: We need more funding to ensure everyone has access to reliable Internet, from the farm field to the factory floor.
5. Climate Change: The County of Essex has passed a Regional Energy Plan but we can only capitalize on transformational economic opportunities with provincial assistance.
6. Insurance Costs: The skyrocketing cost of municipal insurance will result in higher taxes or reduced services for residents unless the Province reforms a system that is broken.

Ask your candidates about these priorities when they knock on your door or send them a message to see where they stand. The 401 doesn't end in London and it's important Essex County send to Queen's Park representatives who understand local issues and who will fight for local interests.

No matter which party and candidate you end up supporting, please get out and vote!"

## **7. Disclosure of Pecuniary Interest**

There were no disclosures of pecuniary interest raised.

## **8. Adoption of Regular Meeting Minutes**

**111-2022**

**Moved By** Crystal Meloche

**Seconded By** Richard Meloche

That the minutes of the May 4th, 2022 Regular Meeting of Essex County Council be adopted as presented.

## 9. Delegations and Presentations

### 9.1 Essex County Accessibility Advisory Committee (ECAAC)

Christine Easterbrook, Chair, Gord Queen, Vice-Chair, Debbie Alexander, Rachel Jewell, Diana Kirkbride, Stephanie Olewski and Brad Frenette to make a presentation regarding the status of the ECAAC activities and upcoming initiatives.

Gord Queen provided an introduction and a brief history of the committee's previous endeavors and commitments.

Christine Easterbrook shared information regarding National AccessAbility Week. Ms. Easterbrook explained that the week focused on celebrating the contributions people with disabilities have made to our communities. The events of the week would include a flag raising ceremony of the new Essex County Accessibility Flag. The flag was custom designed for the municipalities of Essex County and would be shared with all of the Accessibility Advisory Committees to be displayed.

Ms. Easterbrook updated Council on the WE Check The Trails initiative, being a feedback tool to identify and remove barriers to accessibility on the local recreational trail system.

Brad Frenette introduced the Navilens wayfinding application for the blind and visually impaired. Vice Chair Gord Queen, recognized and commended the Town of Essex for implementing the Navilens application in their public spaces.

Rachel Jewell provided Council with information regarding a speaker's forum the Committee would be hosting in June 2022. The forum, named No Barriers, No Problem, featured speakers Julie Sawchuk and Michael Jacques and would be held virtually.

Ms. Jewell explained the process the committee was taking to update the Multi Year Accessibility Plan. The Plan would provide information and goals focused on preventing and removing barriers.

#### **112-2022**

**Moved By** Hilda MacDonald

**Seconded By** Larry Verbeke

That the delegation from the Essex County Accessibility Advisory Committee be permitted to address County Council.

**Carried**

## **9.2 Tourism Windsor Essex Pelee Island (TWEPI)**

Gordon Orr, Chief Executive Officer, Lynnette Bain, Vice President, Destination Development, and Jason Toner, Director of Marketing and Communications for Tourism Windsor Essex Pelee Island to make a presentation regarding the 2022/2023 Official Visitor's Guide

Gordon Orr introduced the refreshed visitors guide. Mr. Orr highlighted the areas of focus and goals for 2022.

Lynnette Bain highlighted the various programs that TWEPI had implemented and continued for 2022-23.

Jason Toner outlined TWEPI's plans to showcase Windsor-Essex to visitors from other areas. Mr. Toner noted that the Staycation would continue to be promoted in the 2022 guide.

Warden McNamara commended TWEPI group for their steadfast commitment to the industry in Windsor-Essex throughout the pandemic and congratulated them on their lobbying efforts for the benefit of the community.

### **113-2022**

**Moved By** Nelson Santos

**Seconded By** Crystal Meloche

That the delegation from Tourism Windsor Essex Pelee Island (TWEPI) be permitted to address County Council.

**Carried**

## **10. Communications**

### **10.1 Correspondence**

#### **114-2022**

**Moved By** Nelson Santos

**Seconded By** Aldo DiCarlo

That the correspondence listed on the Regular Agenda for May 18, 2022, be received and any noted action approved.

**Carried**

## **115-2022**

**Moved By** Marc Bondy

**Seconded By** Tom Bain

That Essex County Council support the Windsor-Essex County Health Unit letter of support in Response to the Opioid Crisis.

**Carried**

### **10.1.1 Windsor-Essex County Health Unit (WECHU)**

May 6, 2022 - Letter of Support from WECHU to the Hon. Christine Elliot RE Response to the Opioid Crisis in Ontario-Wide

### **10.1.2 Invest Windsor-Essex**

- [IWE Quarterly Report - Q1 2022 and Q1 2022 - Performance Metrics](#)
- May 11, 2022 - [BRE & Economic Development Week 2022](#)

### **10.1.3 Great Lakes and St. Lawrence Cities Initiative (GLSLCI)**

Making Waves Newsletter - [Online Edition](#)

### **10.1.4 Ontario Ministry of Northern Development, Mines, Natural Resources and Forestry**

Decision Notice - Proposed Regulation Changes under the Aggregate Resources Act

### **10.1.5 Ontario Premier's Office**

May 3, 2022 - [News Release, Ontario Election to be Held on June 2, 2022](#)

### **10.1.6 Ontario Premier's Office**

May 2, 2022 - [News Release, Major Investments Secure Automotive Manufacturing Futures for Windsor and Brampton](#)

### **10.1.7 Town of Essex**

Resolution RE Joint and Several Liability

### **10.1.8 Township of Tay Valley**

Resolution RE Support for AMO and Firefighter Certification

### **10.1.9 City of Thorold**

Resolution RE Russian Sanctions

**10.1.10 Association of Municipalities of Ontario (AMO)**

May 3, 2022 - [AMO Advanced Land Use Planning Training, A Deeper Dive](#)

**10.1.11 Association of Municipalities of Ontario (AMO)**

May 3, 2022 - [Members' Update: Provincial Election Watch](#)

**10.1.12 Association of Municipalities of Ontario (AMO)**

May 5, 2022 - [AMO Watchfile Online](#)

**10.1.13 Association of Municipalities of Ontario (AMO)**

May 10, 2022 - [Members' Update: Provincial Election Watch](#)

**10.1.14 Association of Municipalities of Ontario (AMO)**

May 12, 2022 - [AMO Watchfile Online](#)

**10.2 Resolutions**

There were no resolutions for Council's consideration for May 18th, 2022.

**11. Consent Agenda**

**116-2022**

**Moved By** Hilda MacDonald

**Seconded By** Larry Verbeke

That the recommendation in the Administrative Report listed as item 11.1, on the Consent Agenda for May 18, 2022, be approved and that the information item listed as 11.2 on the said Consent Agenda be received.

**Carried**

**11.1 Approval of Invoices – Legal/Consulting Services**

Report number 2022-0518-LCS-R10-DS, Approval of Invoices – Legal/Consulting Services, dated May 18, 2022 from David Sundin, County Solicitor

**11.2 Essex-Windsor Solid Waste Authority (EWSWA)**

2021 Residential Waste Diversion Report, Essex-Windsor Solid Waste Authority, Mayor Aldo DiCarlo, Vice-Chair

**12. Reports and Questions**



### **12.1 Essex County Accessibility Advisory Committee (ECAAC)**

Minutes of the April 14, 2022 Essex County Accessibility Advisory Committee meeting, Deputy Mayor Gord Queen, Vice-Chair

**117-2022**

**Moved By** Gord Queen

**Seconded By** Marc Bondy

That the minutes of the Essex County Accessibility Advisory Committee for the meeting held April 14, 2022, be adopted.

**Carried**

### **12.2 Essex-Windsor Solid Waste Authority (EWSWA)**

Minutes of the April 2, 2022 Essex-Windsor Solid Waste Authority Board meeting, Mayor Aldo DiCarlo, Vice-Chair.

**118-2022**

**Moved By** Aldo DiCarlo

**Seconded By** Hilda MacDonald

That the minutes of the Essex-Windsor Solid Waste Authority, for the meeting held April 2, 2022, be received.

**Carried**

### **12.3 Essex Windsor EMS Supply and Delivery of Linen and Blankets, Contract 2022-0207**

Report number 2022-0518-EMS-R04-BK, Essex Windsor EMS Supply and Delivery of Linen and Blankets, Contract 2022-0207, dated May 18, 2022, from Bruce Krauter, Chief, Essex-Windsor Emergency Medical Services

Chief Bruce Krauter provided Council with the tender summary explaining the procurement process used and the results.

The evaluation determined that there was one suitable supplier for this contract.

Discussion included the requirement for Council to approve extension years beyond the term of the contract presented.

**119-2022**

**Moved By** Tracey Bailey

**Seconded By** Marc Bondy

That the Essex Windsor EMS Supply and Delivery of Linen and Blankets, Contract 2022-0207 be awarded to EMS Surplus Canada Inc. for the period of 2022 to 2024, at a base cost of \$713,600 (plus HST) and the inclusion of a possible three (3) year extension.

And Further, that Essex County Council authorize the Warden and Clerk to execute the contract on behalf of the Corporation of the County of Essex.

**Carried**

#### **12.4 Tender Summary - County Road 8, Culvert Over Cameron Curry Drain - RC-08-335**

Report number 2022-0518-ISD-R14-AB, Tender Summary - County Road 8, Culvert Over Cameron Curry Drain - RC-08-335, dated May 18, 2022 from Allan Botham, Director, Infrastructure and Planning Services

Allan Botham provided the report outlining the details of the construction project. The project required a detour around the closed section of County Road 8 for four weeks beginning in late July 2022. Mr. Botham indicated that the tender results were within the budgeted amount for the project.

##### **120-2022**

**Moved By** Leo Meloche

**Seconded By** Tom Bain

That Essex County Council receive Report number 2022-0518-ISD-R14-AB and award a contract for the County Road 8 Culvert over Cameron Curry Drain (RC-08-335) to Sterling Ridge Infrastructure Inc., in the amount of \$394,500.00 (plus applicable taxes).

**Carried**

#### **12.5 Connecting Link Paving - County Road 20 in the Town of Essex**

Report number 2022-0518-ISD-R15-AB, Connecting Link Paving - County Road 20 in the Town of Essex, dated May 18, 2022 from Allan Botham, Director, Infrastructure and Planning Services

Allan Botham explained the connecting link section of King Street East in Harrow. Mr. Botham explained this section was in the vicinity of another County project and would be an efficient manner to repair this section of road on behalf of the Town of Essex.

The report included considerations for the increasing prices of asphalt paving and was approved by the Council of the Town of Essex at their Monday, May 16, 2022 meeting.

Richard Meloche explained that significant savings would be realized by acting on this project while paving crews were in the area.

**121-2022**

**Moved By** Richard Meloche

**Seconded By** Steve Bjorkman

That Essex County Council receive Report number 2022-0518-ISR-R15-AB, and approve extending the 2022 Rehabilitation program to include a Connecting Link project within the Town of Essex to mill and pave King Street East, from Walnut Street to Sunset Drive, for an estimated cost of \$211,000 (plus applicable taxes);

And further that the County of Essex portion be funded from the Roadway Expansion Reserve;

And further that the approval be dependent on project approval by the Council of the Town of Essex.

**Carried**

## **12.6 Asphalt Escalation Impact to 2022 Paving Program**

Report number 2022-0518-ISR-R16-AB, Asphalt Escalation Impact to 2022 Paving Program, dated May 18, 2022 from Allan Botham, Director, Infrastructure and Planning Services

Allan Botham provided Council with the report that outlined the increase in the price of asphalt cement and the consequences to County infrastructure projects. Mr. Botham explained there were clauses in the contract language that allowed the County to furnish impacts of increases.

Mr. Botham outlined that the report proposed to alter the project schedule initially planned in order to offset a portion of the costs associated with the increase in asphalt cement. Mr. Botham explained that the projects proposed for delay were initially scheduled for future years but were escalated when additional Ontario Community Infrastructure Fund (OCIF) funding were received. Returning them to their previously held position would not negatively impact the asset.

Nelson Santos suggested maintaining the schedule as originally drafted. Sandra Zwiers confirmed for Council that there were

sufficient funds in the Rate Stabilization Reserve to proceed with the full project schedule, despite the higher costs, due to escalating asphalt cement prices.

**122-2022**

**Moved By** Nelson Santos

**Seconded By** Marc Bondy

That Essex County Council receive Report number 2022-0518-ISR16-AB and amend the proposed report recommendation to approve additional funding from the Rate Stabilization Reserve, up to \$420,016, to mitigate the cost of escalating asphalt cement prices.

**Carried**

**12.7 Proposed Policy for Travel, Meetings and Conferences - Council, Committees, Agencies and Boards**

Report number 2022-0518-LCS-R10-MB, Proposed Policy for Travel, Meetings and Conferences - Council, Committees, Agencies and Boards, dated May 18, 2022 from Mary Birch, Director, Legislative and Community Services/Clerk

Mary Birch provided Council with the report introducing the new policy. Ms. Birch reviewed in detail the updates from the previous policy including rate increases for per diem, meals, mileage and other travel related items.

**123-2022**

**Moved By** Marc Bondy

**Seconded By** Tom Bain

That Essex County Council receive Report number 2022-0518-LCS-R010-MB, repeal Policy 94-004, regarding Conference/Convention Attendance for Members of Council and adopt Corporate Policy 2022-003 regarding Travel, Meetings & Conferences of Council, Committees, Agencies and Boards.

**Carried**

**12.8 Proposed Policy, Corporate Credit Cards**

Report number 2022-0518-FIN-R07-SZ, Proposed Policy, Corporate Credit Cards, dated May 18, 2022 from Sandra Zwiers, Director, Financial Services/Treasurer

Sandra Zwiers explained that the new policy was being introduced to close a policy gap and establish rules for the use of corporate credit cards. Ms. Zwiers reviewed the various operational needs where access to credit cards were the most efficient and practical method of payment. The policy included a cardholder agreement to be signed by each person issued a card. A global limit was assigned to the credit card program for the Corporation.

**124-2022**

**Moved By** Leo Meloche

**Seconded By** Steve Bjorkman

That Essex County Council receive Report number 2022-0518-FIN-R07-SZ and approve the Corporate Credit Card Use Policy 2022-004.

**Carried**

**12.9 2021 County of Essex Consolidated Financial Report**

Report number 2022-0518-FIN-R08-SZ, 2021 County of Essex Consolidated Financial Report, dated May 18, 2022 from Sandra Zwiers, Director, Financial Services/Treasurer

Sandra Zwiers recognized the members of the finance team that were involved in the development of the financial reports.

Ms. Zwiers stated that KPMG had provided the County of Essex a clean accounting report and she explained details on how the audit was conducted.

Ms. Zwiers reviewed the results of the Financial Indicator Threshold Results received from the Ministry of Municipal Affairs and Housing that report on and reinforce the County's positive financial health.

She explained that the Statement of Remeasurement Gains and Losses was a new financial statement for 2021 which provided insight into investments that have matured and also projections of how the County's investments were performing.

Discussion included the value of reserves currently held and the continued contribution to reserves. Ms. Zwiers explained that the balance of the reserve is representative of 18 percent of the historical cost of the County's assets and advised against reducing contributions to reserves, reminding Council there was a plan in place to replace assets over time without impacting the annual tax rate.

**125-2022****Moved By** Larry Verbeke**Seconded By** Leo Meloche

That Essex County Council receive the 2021 County of Essex Consolidated Financial Report;

That Essex County Council approve the 2021 County of Essex Consolidated Financial Statements; and

That Essex County Council approve the 2021 Sun Parlor Home Residents' Trust Fund Statements.

**Carried**

**13. Unfinished Business****13.1 Impacts of Hwy 3 Construction to County Road 27 and County Road 34 Intersection**

Allan Botham updated Council with his findings in response to a question posed to him regarding the intersection of County Road 27 and County Road 34 at the May 4, 2022 meeting.

Mr. Botham reported that the Infrastructure Services staff have been monitoring and gathering data regarding the intersection since 2019. The information had not been utilized as it was anticipated the traffic volume and other contributing factors would change with the widening of Highway 3 and subsequent closure of other arterial routes. Mr. Botham notified Council that he would be preparing a report for Council's consideration to amend the traffic by-law for this intersection over the coming months.

**14. New Business****14.1 Road Surfacing Alternatives**

Warden McNamara returned to the subject of the increasing cost of asphalt cement and asked Director Allan Botham to prepare a report investigating the merits of alternative road surfacing products, specifically concrete paving.

Mr. Botham stated that his department would conduct an analysis of the life cycle for concrete versus asphalt paving, how the alternatives would relate to County infrastructure and report back to Council with their findings.

## **14.2 Public Reporting of Closed Meeting**

A Closed Meeting of Essex County Council was held at 6:00 p.m., prior to the regular Council meeting this evening, pursuant to Section 239 (3.1)(1) of the Municipal Act, 2001, as amended.

Administration provided Council with education and training.

## **15. Adoption of By-Laws**

### **126-2022**

**Moved By** Crystal Meloche

**Seconded By** Aldo DiCarlo

That By-law 2022-16, having been read a first, second and third time, be finally passed and enacted.

**Carried**

### **15.1 By-law Number 2022-16**

Being a by-law to confirm the proceedings of the Council of the Corporation of the County of Essex, for May 18, 2022.

## **16. Notice of Motion**

There were no Notices of Motion for May 18, 2022.

## **17. Adjournment**

That the Essex County Council meeting for May 18, 2022 be adjourned at 8:53 PM.

### **127-2022**

**Moved By** Gord Queen

**Seconded By** Richard Meloche

**Carried**

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Gary McNamara

Warden - County of Essex

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Mary Birch

Director, Legislative and Community Services/Clerk