



The Corporation of the Town of Essex
Regular Council Meeting Minutes

November 2, 2020, 6:00 PM
County of Essex Council Chamber
360 Fairview Avenue West, Essex, Ontario

This meeting was hosted and chaired from the Essex County Civic Centre Council Chambers, 360 Fairview Avenue West, Essex. Due to the ongoing COVID-19 pandemic and the Essex County Civic Centre building not being open to the public at this time, this meeting was only available electronically to the public via livestream on YouTube with delegates as well being able to participate electronically.

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
- Shelley Brown, Deputy Clerk, Legal and Legislative Services
- 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
- Katelynn Guirissevich, Manager, Finance and Business Services/Deputy Treasurer
- Jack Barron, Manager, Information Technology
- Ehva Hoffman, Youth Council Member

1. Call to Order

Mayor Snively called the meeting to order at approximately 6:05 PM.

2. Closed Meeting Report

3. Declarations of Conflict of Interest

There were no declarations of conflict of interest noted at this time.

4. Adoption of Published Agenda

4.1 Regular Council Meeting Agenda for November 2, 2020

R20-11-401

Moved By Councillor Bondy

Seconded By Councillor Bowman

That the published agenda for the November 2, 2020 Regular Council Meeting be adopted with the following changes and additions:

1. Councillor Bondy has a Notice of Motion to be presented this evening as Agenda item 15.2.2 to be brought back for Council's consideration at the next Regular Meeting of Council;
2. Deputy Mayor Meloche has a Notice of Motion to be presented this evening as Agenda item 15.2.3 to be brought back for Council's consideration at the next Regular Meeting of Council; and
3. At the request of Tim O'Hagan on behalf of St. Vincent de Paul Essex Chapter that the delegation, listed on this evening's as Agenda item 6.1, be deferred until the next Regular Council Meeting on November 16, 2020.

Carried

5. Adoption of Minutes

5.1 Regular Council Meeting Minutes for October 19, 2020

R20-11-402

Moved By Deputy Mayor Meloche

Seconded By Councillor Bjorkman

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

Carried

5.2 Special Council Meeting Minutes for September 21, 2020

R20-11-403

Moved By Councillor Verbeek

Seconded By Councillor Garon

That the minutes of the Special Council Meeting held September 21, 2020 to receive an update on the Climate Change Adaptation Plan, be adopted as circulated.

Carried

6. Public Presentations

6.1 St. Vincent de Paul Essex Chapter

RE: Centre Street Parking Signage Request

- Map - Parking Request

At the request of Tim O'Hagan on behalf of St. Vincent de Paul Essex Chapter, their presentation was deferred to the next Regular Council Meeting, scheduled for November 16, 2020.

7. Unfinished Business

8. Reports from Administration

8.1 Parks and Facilities Report 2020-08

RE: Results of Request for Tender - Supply and Install Roof Access Ladders at Harrow OPP Station

R20-11-404

Moved By Councillor Bowman

Seconded By Councillor Bjorkman

That Parks and Facilities Report 2020-12, entitled "Results of Request for Tender - Supply and Install Roof Access Ladders at Harrow OPP Station", prepared by John Olsen, Manager, Parks and Facilities, dated November 2, 2020 be received; and

That Council awards the Request for Tender - Supply and Install Roof Access Ladders at Harrow OPP Station to Gillett Roofing Inc. in the amount of \$36,521.66 including non-refundable harmonized sales tax; and

That Council approves the additional funding of \$6,521.66 above the allocated 2020 Roof Access Ladder Harrow OPP Station capital budget of \$30,000 with the additional funds coming from 2020 OPP Capital Contingency budget which currently has a \$25,000 balance.

Carried

8.2 Legal and Legislative Services Report 2020-14

RE: Animal Control By-Law 1606 Revisions to Dog Tag Requirements

Shelley Brown, Deputy Clerk, Legal and Legislative Services, provided Council with a summary of the report.

R20-11-405

Moved By Councillor Bowman

Seconded By Councillor Verbeek

That Legal and Legislative Services Report 2020-14, entitled "Animal Control By-Law 1606 Revisions to Dog Tag Requirements", prepared by Shelley Brown, Deputy Clerk, Legal and Legislative Services, dated November 2, 2020, be received; and

That Part 3 of By-Law 1606 - Licensing and Control of Dog, be amended to reflect the recommendations noted as follows:

- That one tag be issued for the lifetime of the dog;
- That there be one annual rate for all dogs whether they are spayed/neutered;
- That there be a flat-rate fee of \$20 for any tags purchased between January 1 and March 31 and a fee of \$40 for any dog tags purchased between April 1 and December 31, to be implemented in 2021;
- That an online electronic application be created and offered; and
- That Administration bring back for Council's consideration an amended and consolidated Animal Control by-law to reflect the items and

changes noted and recommended in this report.

Carried

8.3 Legal and Legislative Services Report 2020-15

RE: 2021 Regular Council Meeting Dates

R20-11-406

Moved By Councillor Verbeek

Seconded By Councillor Garon

That Legal and Legislative Services Report 2020-15, entitled "2021 Regular Council Meeting Dates", prepared by Shelley Brown, Deputy Clerk, Legal and Legislative Services, dated November 2, 2020, be received; and

That the Regular Meeting dates proposed therein, be approved.

Carried

8.4 Legal and Legislative Services Report 2020-16

RE: Cemetery By-Law Approval from the Bereavement Authority of Ontario (BAO)

- BAO Letter of Approval to Proposed Cemetery By-Law
- By-Law 1812
Being a by-law respecting the maintenance, management, regulation and control of any cemetery owned or operated by The Corporation of the Town of Essex

R20-11-407

Moved By Councillor Bjorkman

Seconded By Councillor Garon

That Legal and Legislative Services Report 2020-16, entitled "Cemetery By-Law Approval from the Bereavement Authority of Ontario (BAO)", prepared by Shelley Brown, Deputy Clerk, dated November 2, 2020, be received; and

That By-Law 1812, being the "Cemetery By-Law" for the Town of Essex with the minor amendments required by the Bereavement Authority of Ontario (BAO), be read a third time and finally passed on November 2, 2020.

Carried

8.5 Legal and Legislative Services Report 2020-17

RE: Extension of Municipal Waste Collection Services Contract

R20-11-408

Moved By Councillor Bowman

Seconded By Deputy Mayor Meloche

That Legal and Legislative Services Report 2020-17, entitled "Extension of Municipal Waste Collection Services Contract", prepared by Robert

Auger, Town Solicitor, Legal and Legislative Services/Clerk, dated November 2, 2020, be received; and

That Council agrees to extending the existing contract with Windsor Disposal Services Ltd. to December 31, 2021.

Carried

8.6 Legal and Legislative Services Report 2020-18

RE: Court of Revision for North Rear Road Drain South Side (New Bridge for Grondin), Geographic Township of Colchester North, Town of Essex, County of Essex, Project REI2020D010

- By-Law 1964
Being a by-law to provide for the North Rear Road Drain South Side (New Bridge for Grondin), Geographic Township of Colchester North, Project REI2020D010, Town of Essex, County of Essex

R20-11-409

Moved By Councillor Verbeek

Seconded By Deputy Mayor Meloche

That Legal and Legislative Services Report 2020-18, entitled "Court of Revision for North Rear Road Drain South Side (New Bridge for Grondin), Geographic Township of Colchester North, Town of Essex, County of Essex, Project REI2020D010", dated November 2, 2020, be received; and

That the following three (3) members of the Drainage Board: Kirk Carter, Percy Dufour and Felix Weigt-Bienzle be appointed to sit as members of the Court of Revision to be convened for the North Rear Road Drain South Side (New Bridge for Grondin) Geographic Township of Colchester North, Project REI2020D010, pursuant to the Report prepared by Gerard Rood, Professional Engineer, Rood Engineering Limited, dated September 24, 2020 (hereinafter the "Report"), and such Court of Revision be scheduled for 5:00 PM on November 25, 2020, via electronic meeting; and

That By-Law 1964 being a by-law to provide for the North Rear Road Drain South Side (New Bridge for Grondin), Geographic Township of Colchester North, Project REI2020D010, Town of Essex, County of Essex be read a first and a second time and provisionally adopted on November 2, 2020.

Carried

8.7 Finance and Business Services Report 2020-04

RE: COVID-19 Financial Impact as of September 30, 2020

- 2020 Operating Budget Summary Including only COVID-19 Related Groupings

Katelynn Guirissevich, Manager, Finance and Business Services/Deputy Treasurer provided an overview of the report.

R20-11-410

Moved By Councillor Bowman

Seconded By Councillor Garon

That Finance and Business Services Report 2020-04, entitled "COVID-19 Financial Impact as of September 30, 2020", prepared by Katelynn Giurissevich, Manager, Finance and Business Services, dated November 2, 2020 be received.

Carried

9. Reports from Youth Members

10. County Council Update

11. Correspondence

11.1 Correspondence to be received

R20-11-411

Moved By Councillor Bjorkman

Seconded By Councillor Bowman

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 DWQMS Management Review - Meeting Minutes - July 28, 2020

RE: Essex Water Distribution System

11.1.2 Ministry of the Environment, Conservation and Parks

RE: Essex Drinking Water System - Essex (Union) DS
Inspection Report, dated August 20, 2020

11.1.3 Dog Pound Committee Meeting Agenda

October 28, 2020

11.1.4 Union Water Supply System - Board of Management

RE: Minutes - September 16, 2020

11.1.5 Windsor Parade Corporation

RE: Cancellation of 2020 Santa Claus Parade

Correspondence from the Windsor Parade Corporation, dated October 17, 2020 advising Council that they are unable to provide a COVID acceptable Santa Clause Parade in our community for 2020.

11.1.6 Town of Essex Media Release - October 27, 2020

RE: Libro Rink at Essex Centre Sports Complex to Re-open on
October 28, 2020

11.2 Correspondence to be considered for receipt and support

11.2.1 City of Clarence - Rockland

Resolution - Cannabis Retail Stores

Correspondence from the City of Clarence - Rockland, dated
October 22, 2020 to the Ministry of Finance and the Ministry of the

Attorney General requesting a modification to the regulations governing the establishment of cannabis retail stores.

R20-11-412

Moved By Councillor Bondy

Seconded By Councillor Bowman

That correspondence from the City of Clarence - Rockland, dated October 22, 2020, to the Ministry of Finance and the Ministry of the Attorney General requesting a modification to the regulations governing the establishment of cannabis retail stores, be received and supported; and

That a letter of support be sent to the Honourable Rod Phillips, Minister of Finance of Ontario and to the Honourable Doug Downey, Attorney General of Ontario requesting the Ministry to modify the regulations governing the establishment of cannabis retail stores to instruct the Alcohol and Gaming Commission to consider over-concentration as an evaluation criteria and provide added weight to the comments of a municipality concerning matters in the public interest when considering the application of new stores; and further

That a copy of the letter of support be sent to the City of Clarence-Rockland.

Carried

11.2.2 Township of Blandford-Blenheim

RE: Unlicensed and Unmonitored Cannabis Grow Operations

Correspondence from the Township of Blandford-Blenheim, dated October 13, 2020 concerning loopholes in the Federal Cannabis legislation and regulations with respect to unlicensed and unmonitored cannabis grow operations.

R20-11-413

Moved By Deputy Mayor Meloche

Seconded By Councillor Verbeek

That the resolution from the Township of Blandford-Blenheim, dated October 13, 2020 urging the Federal Government to amend existing legislation that allows large scale cannabis grow operations to be established and operated without any of the regulations or protocol, to ensure the safety and rights of the local communities in which they are situated are respected, be received and supported; and

That a letter of support be sent to the Federal Minister of Health, the Federal Minister of Justice and Attorney General, the Federal Minister of Public Safety and Emergency Preparedness, Essex MP Chris Lewis, Essex MPP Taras Natyshak and a copy of the letter be sent to the Township of Blandford-Blenheim.

Carried

11.2.3 Cameron Soucie

RE: Resignation Youth Council Member

R20-11-414

Moved By Councillor Bowman

Seconded By Councillor Verbeek

That the message from Cameron Soucie, dated October 14, 2020 advising that he would no longer be able to continue as Youth Council Member for the Town of Essex, be received with regret; and

That a letter be sent to Cameron thanking him for his time spent on Council and wishing him the very best in the future.

Carried

12. Committee Meeting Minutes

R20-11-415

Moved By Councillor Verbeek

Seconded By Councillor Bjorkman

That the minutes listed in Agenda 12, together with any recommendations to Council noted therein, be received, approved and adopted as circulated.

Carried

12.1 Arts, Culture and Tourism Committee - October 14, 2020

12.2 Drainage Board Meeting - July 9, 2020

RE: Crystal Beach Drain: Repair and Improvement of Covered Drains

12.3 Committee of Adjustment - September 15, 2020

13. Financial

13.1 September 2020 Bank Payments Report

R20-11-416

Moved By Councillor Bowman

Seconded By Deputy Mayor Meloche

That the Bank Payments Report, including the September cheque register, cheque number 51855 to 52006 inclusive in the amount to \$5,667,144.23, the Preauthorized Payments for the month of September in the amount of \$333,527.86; and Payroll for month of September in the amount of \$468,441.24, be ratified as submitted.

Carried

14. New Business

15. Notices of Motion

15.1 That following Notices of Motions were presented at the October 19, 2020 Regular Council Meeting and are being presented this evening for Council's consideration:

15.1.1 Councillor Bondy

RE: Mileage for Committee of Adjustment Members

At Councillor Bondy's request her Notice of Motion regarding mileage for Committee of Adjustment members was withdrawn, but with a request to add as an item for discussion at the next Special Council Meeting held for Roundtable discussion.

15.1.2 Councillor Bondy

RE: Opposition to further Amalgamation

R20-11-417

Moved By Councillor Bondy

Seconded By Councillor Garon

That the Town of Essex is strongly opposed to any further amalgamation at this time;

Whereas we feel our residents are best served now by the current model in terms of dollars and services; and

Whereas we appreciate the Municipal Modernization Grant and are working hard to ensure our municipal operations are more efficient internally and looking for possible efficiencies externally; and

Whereas we are opposed to further restructuring at this time, but we are not opposed to sharing some services where our service quality, safety and price to our residents is not compromised; and

That a letter be sent to the Honourable Doug Ford, Premier of Ontario and that a copy of the letter be sent to the County of Essex, all Essex County municipalities and the Association of Municipalities of Ontario (AMO) advising them of the Town of Essex's position with regards to any further amalgamation at this time.

	Support	Opposed
Mayor Snively	X	
Deputy Mayor Meloche	X	
Councillor Garon	X	
Councillor Bowman	X	
Councillor Verbeek	X	
Councillor Bjorkman		X
Councillor Vander Doelen		X
Councillor Bondy	X	
Results	6	2

Carried (6 to 2)

15.2 The following Notice of Motion is being presented this evening and will be brought forward at the November 16, 2020 Regular Council Meeting for Council's consideration:

15.2.1 Councillor Bondy

RE: Installation of a traffic light at the corner of Erie and King Street in 2021

That Council discuss the installation of a traffic light at the corner of Erie and King Street in 2021.

15.2.2 Councillor Bondy

RE: Kingsville Odour By-Law

That Administration review for implementation of a by-law prohibiting and regulating lights and odours, similar to that recently passed by the Town of Kingsville.

15.2.3 Deputy Mayor Meloche

RE: Town of Essex 2021 Tax Rate Increase

That being the current calendar year of 2020 has been a financial stress to many Essex residents with the special circumstances regarding COVID-19, and being that it is likely these stresses will continue into 2021, that Administration come to Council with a 0% increase in the general tax levy for our initial budget discussions, in the hope that Essex Council can keep the general tax levy at a zero percent increase for a second year in a row.

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 1960

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

R20-11-418

Moved By Councillor Bowman

Seconded By Councillor Bjorkman

That By-Law 1960, being a by-law to confirm the proceedings of the October 19, 2020 Regular Meeting of the Council of The Corporation of the Town of Essex, be read a third time and finally adopted on November 2, 2020.

Carried

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

17.2.1 By-Law 1961

Being a by-law to provide for the issue of debentures in the amount of \$182,518.95 for works completed for drainage

R20-11-419

Moved By Deputy Mayor Meloche

Seconded By Councillor Verbeek

That By-Law 1961 being a by-law to provide for the issue of debentures in the amount of \$182,518.95 for works completed for drainage, be read a first, a second and a third time and finally passed on November 2, 2020.

Carried

17.2.2 By-Law 1962

A by-law of The Corporation of the Town of Essex to authorize the borrowing upon amortizing debentures in the principal amount of \$12,550.00 towards the cost of the Shoreline Loan Program

R20-11-420

Moved By Councillor Bowman

Seconded By Councillor Bjorkman

That By-Law 1962 being a by-law of The Corporation of the Town of Essex to authorize the borrowing upon amortizing debentures in the principal amount of \$12,550.00 towards the cost of the Shoreline Loan Program, be read a first, a second and a third time and finally passed November 2, 2020.

Carried

17.2.3 By-Law 1965

Being a by-law to authorize the execution of a lease assignment between the Town of Essex, Robbie Ross Klie carrying on business as South Shore Fitness and Mike Huston for rentable space within the Harrow and Colchester South Recreation Complex located at 243 McAfee Street, Harrow, Ontario

R20-11-421

Moved By Councillor Bjorkman

Seconded By Councillor Garon

That By-Law 1965, being a by-law to authorize the execution of a lease assignment between the Town of Essex, Robbie Ross Klie carrying on business as South Shore Fitness and Mike Huston for rentable space within the Harrow and Colchester South Recreation Complex located at 243 McAfee Street, Harrow, Ontario, be read a first, a second and a third time and finally passed on November 2, 2020.

Carried

17.3 By-Laws that require a first and second reading

17.3.1 By-Law 1963

Being a by-law to confirm the proceedings of the November 2, 2020, Regular Meeting of the Council of The Corporation of the Town of Essex

R20-11-422

Moved By Deputy Mayor Meloche

Seconded By Councillor Garon

That By-Law 1963 being a by-law to confirm the proceedings of the November 2, 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 November 2, 2020.

Carried

18. Adjournment

R20-11-423

Moved By Councillor Verbeek

Seconded By Councillor Bjorkman

That the meeting be adjourned at approximately 7:50 PM.

Carried

Mayor

Clerk