



## Report to Council

Department: Infrastructure Services  
Division: Capital Works and Asset Management  
Date: September 15, 2025  
Prepared by: David McBeth, C.E.T.  
Manager, Capital Works and Asset Management  
Report Number: Capital Works and Asset Management-2025-20  
Subject: Sidewalk at Victoria Avenue at Thomas Street  
Number of Pages: 3

### Recommendation(s)

**That** Capital Works and Asset Management-2025-20 entitled Sidewalk at Victoria Avenue at Thomas Street by David McBeth, Manager, Capital Work & Asset Management dated September 15, 2025 be received.

### Purpose

This report to provide Town Council with an update on the sidewalk between Thomas Street and Victoria Avenue.

### Background and Discussion

At the June 3<sup>rd</sup>, 2024, Council Meeting, **Resolution Number R24-06-238** was passed;

**That** Council direct Administration to come back a report with options to complete the sidewalk between Thomas Street and Victoria Avenue.

**Moved By:** Councilor Garon

**Seconded By:** Deputy Mayor Shepley

Afterward this resolution, Administration contacted the property owner who was not looking to sell part of their property, but seemed amendable to an easement agreement to allow for the sidewalk installation.

At the October 7<sup>th</sup>, 2024, Council Meeting, Administration provided a report to Town Council #2024-15 from Capital Works and Asset Management where Council directed Administration to start negotiations on an easement agreement to complete the sidewalk connection.

After the October 7<sup>th</sup> meeting, Capital Works and Legal Services worked on a draft of the easement agreement and this draft was provided to the property owner on February 19, 2025. The property owner acknowledged receipt and indicated that they were looking for a few changes in a phone conversation in early April 2025. Administration asked the property owner for the changes that they wanted, but this was never received. Numerous phone calls and emails have been sent over the past 5 months since then with no reply or responses from the property owner.

On July 25<sup>th</sup>, a final correspondence was sent to the property owner as them to respond back by August 15<sup>th</sup>, and that if we do not hear back that the Town will assume that they are no longer interested in moving forward with an agreement. No response was received. As such, Administration is now under the belief that this agreement will not be reached and wanted to inform Council as such.

## **Financial Impact**

There is no financial impact.

## Consultations

Kevin Girard, Director, Infrastructure Services

### Link to Strategic Priorities

- Embrace asset management best practices to build, maintain, and continuously improve our municipally owned infrastructure.
- Leverage our Town's competitive advantages to promote jobs and economic investment.
- Take care of our natural environment and strengthen the sense of belonging to everyone who makes Essex "home".
- Deliver friendly customer service in an efficient, effective, and transparent manner while providing an exceptional working environment for our employees.
- Build corporate-level and community-level climate resilience through community engagement and partnership and corporate objectives.

## Report Approval Details

Document Title:	Sidewalk at Victoria Avenue at Thomas Street - Capital Works and Asset Management-2025-20.docx
Attachments:	
Final Approval Date:	Sep 10, 2025

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



**Kevin Girard, Director, Infrastructure Services - Sep 10, 2025 - 11:48 AM**



**Kate Giurissevich, Chief Administrative Officer - Sep 10, 2025 - 1:45 PM**