

**The Corporation of the Town of Essex**

**Drainage Board**

**Consideration of Report Minutes**

November 6, 2025, 5:00 pm

Shaheen Room, Essex Centre Sports Complex, 60 Fairview Avenue West

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.

Present: Vice Chair - Sauve, Danny  
Member - Bezaire Arevalo, Daniel  
Member - Dougherty, Janice  
Member - Pocock, Tiffany

Also Present: Lindsay Dean, Drainage Superintendent  
Tanya Tuzlova, Recording Secretary  
Shelley Brown, Deputy Clerk, Legal and Legislative Services

Snyder Branch Drain, Replacement Bridge for MN 10901 10<sup>th</sup> Concession Road, Geographic Township of Colchester North, Project REI2023D014, report dated April 4<sup>th</sup>, 2025, Town of Essex, County of Essex

Upper Portion of the Taylor Drain Improvements, Geographic Township of Colchester South, Town of Essex, County of Essex, Project No. D23-071

Present for the Snyder Branch Drain:  
Gerald Czajkowski and Dina Jones, 10901 10<sup>th</sup> Concession Road  
Cyril Poisson, 9912 9<sup>th</sup> Concession Road, Essex  
Rob Shepley, Essex

Present for the Upper Portion of the Taylor Drain Improvements:  
Karen Simon, 2728 and 2730 County Road 20E  
Paul Struhar, 3693 Concession Road 3  
Bill Elford for 1924979 Ontario Ltd, 3602 Concession Road 3  
Richard Kokovai, 3757 Concession Road 3  
Kornelia Franz, 3565 Concession Road 3  
Mike Lavin, 4978 RR #3, Maidstone  
Rob Shepley, Essex

**1. Call to Order**

The Chair called meeting to order at 5:00 PM.

**2. Land Acknowledgement**

We acknowledge that this land is the traditional territory of the Three Fires Confederacy of First Nations (comprised of the Ojibway, the Odawa, and the Potawatomi Peoples), and of the Huron-Wendat Peoples. We value the significant historical and contemporary

contributions of local and regional First Nations and all of the Original Peoples of Turtle Island who have been living and working on the land from time immemorial.

**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 Drainage Board Meeting Agenda for November 6, 2025.**

**DB-25-11-01**

Moved By Janice Dougherty, Member

Seconded By Tiffany Pocock, Member

**That** the published agenda for the November 6, 2025, Drainage Board be adopted as presented.

**Carried**

**5. Adoption of Minutes**

**5.1 Adoption of Minutes for August 6, 2025.**

Langlois-Arner Drainage System and the Colchester Heights Drainage Scheme

**DB-25-11-02**

Moved By Janice Dougherty, Member

Seconded By Tiffany Pocock, Member

**That** the minutes of the Drainage Board Meeting held August 6, 2025, be adopted as circulated.

**Carried**

**6. Snyder Branch Drain**

RE: Consideration of Contract Price

Snyder Branch Drain, Replacement Bridge for MN 10901 10th Concession Road, Geographic Township of Colchester North, report dated April 14th, 2025, as amended on May 16, 2025, Town of Essex, County of Essex, Project REI2023D014

**6.1 Verbal Report by David Montigny, E.I.T., Rood Engineering Inc.**

David Montigny, E.I.T., informed how pricing was obtained and that two prices were received for the Snyder Branch Drain. Mr. Montigny explained that the lowest price of \$113,500 (excluding all taxes) was submitted by South Shore Contracting of Essex County Inc. which was more than 133% over the engineer's estimate of \$76,6000 (excluding all taxes). Mr. Montigny reviewed options the Drainage Board could consider and his recommendation to accept the lowest quote received.

**DB-25-11-03**

Moved By Janice Dougherty, Member

Seconded By Tiffany Pocock, Member

**That** the Verbal Report provided by David Montigny, E.I.T., Rood Engineering Inc., regarding the Snyder Branch Drain, Replacement Bridge for MN 10901 10<sup>th</sup>

Concession Road, Geographic Township of Colchester North, Project REI2023D014, report dated April 14th, 2025, as amended on May 16, 2025, Town of Essex, County of Essex, be received.

**Carried**

## **6.2 Public Delegations/Presentations**

Dina Jones and Gerald Czajkowski said that they would like to proceed with the project and would like to accept the lowest price received.

Janice Dougherty, Drainage Board Member, asked if obtaining another price could be done earlier than in six months.

Ms. Dean explained that six months is the minimum recommended time by the procurement department to receive additional pricing. Ms. Dean added that it seems reasonable to proceed with construction now given that the property owner currently needs access to their property since the current crossing is unusable.

## **6.3 Decision**

### **DB-25-11-04**

Moved By Tiffany Pocock, Member

Seconded By Daniel Bezaire Arevalo, Member

That the quote received from South Shore Contracting of Essex County Inc. for the Snyder Branch Drain, Replacement Bridge for MN 10901 10<sup>th</sup> Concession Road, Geographic Township of Colchester North, Project REI2023D014, report dated April 14th, 2025, as amended on May 16, 2025, Town of Essex, County of Essex, be accepted.

**Carried**

## **7. Taylor Drain**

RE: Consideration of Report

Upper Portion of the Taylor Drain Improvements, Geographic Township of Colchester South, report dated September 29, 2025, Town of Essex, County of Essex, Project No. D23-071

### **7.1 Presentation by Drainage Superintendent**

Lindsay Dean, Drainage Superintendent, explained the process under the Drainage Act and the purpose of the Consideration of Report meeting. Ms. Dean explained the responsibilities of the property owners during the project and outlined the next steps in the process. Ms. Dean encouraged property owners to ask questions about the project.

### **DB-25-11-05**

Moved By Janice Dougherty, Member

Seconded By Tiffany Pocock, Member

**That** the presentation by the Drainage Superintendent be adopted as presented.

Carried

**7.2 Written Appeals Received before the Due Date**

Shelley Brown, Deputy Clerk, informed that no written appeals were received by the Clerk's Office by the due date.

**7.3 Written Appeals Received after the Due Date**

Shelley Brown, Deputy Clerk, informed that no written appeals were received by the Clerk's Office after the due date.

**7.4 Verbal Report by Antonio B. Peralta, P. Eng., N.J. Peralta Engineering Ltd.**

Antonio B. Peralta, Professional Engineer, presented the detailed review of the report.

**DB-25-11-06**

Moved By Tiffany Pocock, Member

Seconded By Janice Dougherty, Member

That the Verbal Report provided by Antonio B. Peralta, P.Eng., N.J. Peralta Engineering Inc., regarding Upper Portion of the Taylor Drain Improvements, Geographic Township of Colchester South, report dated September 29, 2025, Town of Essex, County of Essex, Project No. D23-071, be received.

Carried

**7.5 Public Delegations/Presentations**

Paul Struhar, 3693 Concession Road 3, asked about the timeline of the project.

Mr. Peralta replied that the construction will be during winter.

Richard Kokovai, 3757 Concession Road 3, asked when the meeting will be held to discuss assessments.

Ms. Dean explained that it is likely that the meeting will be scheduled somewhere in December after the provisional by-law is adopted by Council.

Mr. Peralta noted that he is available to discuss the assessments after the meeting.

There were no further questions.

**7.6 Decision**

**DB-25-11-07**

Moved By Janice Dougherty, Member

Seconded By Daniel Bezair Arevalo, Member

**That** the report provided by Antonio B. Peralta, Professional Engineer, N. J. Peralta Engineering Limited regarding Upper Portion of the Taylor Drain Improvements, Geographic Township of Colchester South, Town of Essex, County of Essex, dated September 29, 2025, Project No. D23-071, be recommended for adoption and that the provisional by-law be prepared for Council's consideration.

Carried

**8. Adjournment**

**DB-25-11-08**

Moved By Janice Dougherty, Member

Seconded By Daniel Bezaire Arevalo, Member

**That** the meeting be adjourned at 5:25PM.

**Carried**

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Chair

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Recording Secretary