



The Corporation of the Town of Essex
Regular Council Meeting Minutes

April 6, 2020, 6:13 pm

This meeting was held electronically during a time of Declared Emergency,
pursuant to the Town of Essex By-Law 1902.

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

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

1. Call to Order

Mayor Snively called the meeting to order at 6:13 PM.

Councillor Bowman was electronically disconnected and deemed to have left the meeting, prior to the Call to Order.

2. Closed Meeting Report

3. Declarations of Conflict of Interest

There were no declarations of conflict of interest.

4. Adoption of Published Agenda

4.1 Regular Council Meeting Agenda for April 6, 2020

Moved By Councillor Verbeek
Seconded By Councillor Garon

(R20-04-097) That the published agenda for the April 6, 2020 Regular Council Meeting, be adopted as presented with the addition of correspondence from the Essex B.I.A., to be included as agenda item 11.1.6.
Carried

5. Adoption of Minutes

5.1 Regular Council Meeting Minutes for March 16, 2020

Moved By Councillor Bjorkman
Seconded By Deputy Mayor Meloche

(R20-04-098) That the minutes of the Regular Council Meeting held March 16, 2020, be adopted as circulated.

Carried

5.2 Special Council Meeting Minutes for February 13, 2020

Moved By Councillor Bjorkman
Seconded By Councillor Vander Doelen

(R20-04-099) That the minutes of the Special Council Meeting held February 13, 2020, for the purpose of providing background information and receiving public comments concerning a proposed zoning amendment related to the vacant land on Gosfield Townline in Essex (Ward 1), be adopted as circulated.

Carried

6. Public Presentations

There are no delegations for the April 6, 2020 Regular Council Meeting.

7. Unfinished Business

7.1 Community Services Report 2020-03 (Amended)

At it's March 2, 2020 Regular Council Meeting, Community Services Report 2020-03 entitled "Rename Essex Community Centre to Maedel Community Centre", deferred the Director's report for one month to achieve public input (Resolution R20-03-065).

Community Services Report 2020-03 (Amended), dated April 6, 2020 has been amended to include the results of the public feedback.

Moved By Councillor Verbeek
Seconded By Deputy Mayor Meloche

(R20-04-100) That Community Services Report 2020-03 (Amended), entitled "Rename Essex Community Centre to Maedel Community Centre", prepared by Doug Sweet, Director of Community Services, dated April 6, 2020, be received; and

That Council approves the renaming of the Essex Community Centre located at 25 Gosfield Townline in Essex Centre to the Maedel Community Centre in honour of Edward Charles Maedel.

Carried

Councillor Bowman electronically reconnected and was deemed to have joined the meeting at 6:15 PM.

8. Reports from Administration

8.1 Chief Administrative Officer (CAO) and Director's Verbal Reports

RE: COVID-19 Town's Response Updates

Chris Nepszy, Chief Administrative Officer, Doug Sweet, Director, Community Services/Deputy Chief Administrative Officer, Jeffrey Morrison, Director, Corporate Services/Treasurer and Lori Chadwick, Director, Development Services, each provided an update to Council. The verbal reports included:

- Staffing
- Harbour/Parks/Facilities
- Building Department Operations
- Request to Council to consider waiving interest on Water and Wastewater until June 30, 2020
- Request to Council to consider that individuals who remove themselves from Preauthorized Payments (PAP) and once they rejoin for the month of July, their outstanding balance can be equalized over the remaining PAP payments for the year.
- Credit card payments over the phone that we cannot add a surcharge or service fee.
- Capital Projects and impacts.

Moved By Councillor Bowman

Seconded By Councillor Bjorkman

(R20-04-101) That Council approves waiving the interest on Water and Wastewater accounts until June 30, 2020.

Carried

Moved By Councillor Verbeek

Seconded By Deputy Mayor Meloche

(R20-04-102) That Council approves that individuals who remove themselves from Preauthorized Payments (PAP) and once they rejoin for the month of July, their outstanding balance can be equalized over the remaining PAP payments for the year.

Carried

Moved By Councillor Garon

Seconded By Councillor Vander Doelen

(R20-04-103) That the verbal reports presented Chris Nepszy, Chief Administrative Officer, Doug Sweet, Director, Community Services/Deputy Chief Administrative Officer, Jeffrey Morrison, Director, Corporate Services/Treasurer and Lori Chadwick, Director, Development Services, providing an update on Town's response to the COVID-19, be received.

Carried

8.2 Capital Works and Infrastructure Report 2020-02

RE: Results of Request for Tender - Essex Soil Steel Structure Replacements and Bridge Deck Rehabilitation

Moved By Councillor Vander Doelen
Seconded By Councillor Bowman

(R20-04-104) That Capital Works and Infrastructure Report 2020-02, entitled "Results of Request for Tender - Essex Soil Steel Structure Replacements and Bridge Deck Rehabilitation", prepared by Jackson Tang, Assistant Manager, Business Services, dated April 6, 2020, be received; and

That Council awards the Request for Tender - Essex Soil Steel Structure Replacements and Bridge Deck Rehabilitation to Sterling Ridge Infrastructure Inc. in the amount of \$502,582.47, including non-refundable HST.

Carried

8.3 Drainage Report 2020-01

RE: Appointment of an Engineer under Section 78 of the Drainage Act to replace a culvert over the Shepley Drain

Moved By Councillor Verbeek
Seconded By Councillor Bowman

(R20-04-105) That Drainage Report 2020-01, entitled "Appointment of an Engineer under Section 78 of the Drainage Act to replace a culvert over the Shepley Drain", prepared by Lindsay Dean, Drainage Superintendent, dated April 6, 2020, be received; and

That Council appoints Rood Engineering Incorporated under Section 78 of the Drainage Act for a replacement culvert over the Shepley Drain.

Carried

9. Reports from Youth Members

10. County Council Update

No updates were given.

11. Correspondence

11.1 Correspondence to be received

Moved By Councillor Vander Doelen
Seconded By Councillor Verbeek

(R20-04-106) That the 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 Robert J. Swayze, Barrister and Solicitor

RE: Annual Report of the Integrity Commissioner for 2019

Correspondence reporting to Council on activity by the Integrity Commissioner for the Town of Essex during the 2019 calendar year.

11.1.2 Association of Municipalities of Ontario (AMO)

RE: Ontario's Flooding Strategy Released

Email dated March 10, 2020, from AMO Update notifying Council that the Ministry of Natural Resources and Forestry has released Ontario's Flooding Strategy: <https://www.ontario.ca/page/protecting-people-property-ontarios-flooding-strategy>

11.1.3 Municipal Engineer Association

RE: Municipal Engineers Association (MEA) 2020 Bursary Awards Program

Correspondence dated March 9, 2020 advising Council of the MEA's 2020 Bursary Program

11.1.4 Diocese of London

RE: Letter of gratitude for leadership and service during the coronavirus pandemic.

11.1.5 COVID-19 Virus Correspondence

11.1.5.1 Ministry of the Solicitor General

RE: Set Fines for Offences under the Emergency Management and Civil Protection Act (March 19, 2020)

11.1.5.2 Ministry of the Attorney General

RE: Court Services Division (March 23, 2020)

11.1.5.3 Ministry of Municipal Affairs and Housing, Tim Ryall, Municipal Advisor

RE: Ontario Closing At-Risk Workplaces to Protect Health and Safety (March 23, 2020)

- List of Essential Workplaces

11.1.5.4. NOTICE TO PUBLIC

RE: *Provincial Offences Act* Matters (March 23, 2020)

11.1.5.5. Media Release – Town of Essex

RE: Town of Essex Declares State of Emergency (March 4, 2020)

11.1.5.6 Ministry of Finance

RE: Deferral of Education Property Tax Remittance (March 25, 2020)

11.1.5.7 Media Release – Town of Essex

RE: Update of COVID-19 Response (March 26, 2020)

- 11.1.5.8 Municipality of Leamington
RE: Temporary Suspension of Leamington to Windsor (LTW) Transit Service (March 27, 2020)
- 11.1.5.9 Tourism Windsor Essex Pelee Island
RE: COVID-19 Updates – Positive stories from the business communities
- 11.1.5.10 Office of the Solicitor General/Ministry of Municipal Affairs and Housing
Emergency Orders (March 27, 2020)
- 11.1.5.11 The Ontario Association of Cemetery and Funeral Professionals (OACFP)
RE: COVID-19 Update and Information – Notice to the Membership (March 29, 2020)
- 11.1.5.12 Association of Municipalities of Ontario (AMO)
RE: COVID-19 Update – Ontario Extends COVID-19 Emergency and Closes Outdoor Recreational Amenities (March 31, 2020)
- 11.1.5.13 Media Release – Town of Essex
RE: Update on COVID-19 Response – Interest and penalties waived for property tax accounts, all recreational amenities closed (March 31, 2020)

11.1.6 Essex Centre BIA

RE: Consideration to lower or eliminating the 2020 BIA Levy

Correspondence asking Council to consider lowering or the elimination of the 2020 Essex BIA Levy.

11.2 Correspondence to be considered for receipt and support

11.2.1 Town of Essex Committee Appointments

Correspondence dated April 6, 2020 advising that Expressions of Interest were received by the Clerk's Office and that accordingly it is being recommended that the people so named be appointed to the Committees noted.

Moved By Deputy Mayor Meloche
Seconded By Councillor Bowman

(R20-04-107) That the correspondence dated April 6, 2020, recommending Committee Appointments, be received and supported; and

That the following individuals be appointed the Committees listed below, effective immediately:

Essex Accessibility Advisory Committee:

Breanna Caverhill
Fern Walsh

Arts, Culture and Tourism Committee:

Jeannette Kervoelen
Joseph Cornwall
Grant McGuire

Essex Fun Fest:

Ryan Harnadek
Heather Escobar; and

That Schedule A to By-Law 1777 the Town's Committee Appointment by-law, be amended accordingly.

Carried

12. Committee Meeting Minutes

Moved By Councillor Vander Doelen
Seconded By Councillor Bowman

(R20-04-108) That the minutes listed in Agenda Item 12, together with any recommendations noted therein, be received, approved and adopted as circulated.

- Consideration of Report Minutes – March 16, 2020
RE: Bayliss Drain: Bridge Replacements & Maintenance Schedule

Carried

13. Financial

14. New Business

15. Notices of Motion

15.1 At the request of the each of the Presenters, the following Notices of Motion were deferred from the March 16th Regular Council Meeting and are being presented this evening for Council's consideration:

15.1.1 Councillor Bondy

RE: Tendering of Cold Roll Recycled Material and Pulverized Tar and Chip Material

Moved By Councillor Bondy
Seconded By Councillor Vander Doelen

(R20-04-109) That Council acknowledge having had a discussion with regards to road tendering of both the cold roll recycled material and the pulverized tar and chip material in order to provide a comparison of the two applications.

Carried

15.1.2 Deputy Mayor Meloche

RE: Town's Policy on Special Needs Street Signs and Warning Signs of Deer or Turtle Crossings

Moved By Deputy Mayor Meloche
Seconded By Councillor Garon

(R20-04-110) That Administration prepare a report on the Town's policy on Special Needs Street Signs and warning signs of Deer or Turtle Crossings.

Carried

15.1.3 Councillor Verbeek

RE: Consideration to the Installation of Surveillance Cameras at Co An Park as soon as possible

Moved By Councillor Verbeek
Seconded By Deputy Mayor Meloche

(R20-04-111) That Council discuss and have Administration look into having surveillance cameras installed as Co An Park; and

That Administration be directed to contact the Town of Amherstburg to obtain their corresponding commitment.

Councillor Bondy asked for a recorded vote.

Recorded	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	8	0

With a recorded vote of 8 in support, the motion is Carried

15.1.4 Councillor Bjorkman

RE: Essex Region Conservation Authority Donation

Moved By Councillor Bjorkman
Seconded By Councillor Verbeek

(R20-04-112) That the Council of the Town of Essex discuss ways to appropriate funds through, but not limited to the sale of existing properties including part of the Colchester School House property and other developable properties in Colchester; and

Whereas the Town of Essex wishes to have a Tourist Information Centre in the south end of the Town, preferably on County Road 50; and

Whereas the businesses, wineries, restaurants, artists, gift shops, outfitters, golf courses, B & B's, breweries, On Farm retailers, flower shops, orchards, bike rentals, tour operators, etc. will benefit from the added exposure; and

Whereas the preferred location being the Old School House in Colchester Village is years and hundreds of thousands of dollars away from the use as a Tourist Information Centre; and

Whereas this Council understands that residential and commercial development in the south end of the Town is accelerating;

Therefore the Council of the Town of Essex resolves to donate \$100,000.00 to the John R. Park Homestead Education Centre in return for a designated Tourist Information Centre named for the Town of Essex.

Deputy Mayor Meloche was electronically disconnected from the meeting at 8:35 PM, but reconnected immediately via cell phone and was able to participate in the discussion and vote.

Councillor Bondy asked for a recorded vote.

Recorded	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	8	0

With a recorded vote of 8 in support, the motion is Carried

16. Reports and Announcements from Council Members

No reports or announcements.

17. By-Laws

17.1 By-Laws that require a third and final reading

17.1.1 By-Law 1898

Being a by-law to confirm the proceedings of the March 16, 2020, Regular Meeting of the Council of The Corporation of the Town of Essex

Moved By Councillor Bowman
Seconded By Councillor Bjorkman

(R20-04-113) That By-Law 1898 being a by-law to confirm the proceedings of the March 16, 2020 Regular Meeting of the Council of The Corporation of the Town of Essex, be read a third time and finally adopted on April 6, 2020.

Carried

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

17.2.1 By-Law 1905

Being a by-law to appoint a Drainage Superintendent for The Corporation of the Town of Essex
(Lindsay Dean)

Moved By Councillor Bjorkman
Seconded By Councillor Vander Doelen

(R20-04-114) That By-Law 1905 being a by-law to appoint a Drainage Superintendent for The Corporation of the Town of Essex, be read a first, a second and a third time and finally passed on April 6, 2020 and that By-Laws 376, 824, 1172 and 1895, be repealed accordingly.

Carried

17.3 By-Laws that require a first and second reading

17.3.1 By-Law 1906

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

Moved By Councillor Verbeek
Seconded By Councillor Bowman

(R20-04-115) That By-Law 1906 being a by-law to confirm the proceedings of the April 6, 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 April 6, 2020.

Carried

18. Adjournment

Moved By Councillor Vander Doelen
Seconded By Councillor Bowman

(R20-04-116) That the meeting be adjourned at 9:17 PM.

Carried

Mayor

Clerk