



**The Corporation of the Town of Essex**

**Regular Council Meeting Minutes**

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

April 19, 2021, 6:00 pm

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

This meeting was hosted and chaired from the Town of Essex Municipal Building. Due to the ongoing COVID-19 pandemic this meeting was not open to the public for in person attendance but was available electronically via livestream and also for viewing post-meeting on YouTube at [www.youtube.com/EssexOntario](https://www.youtube.com/EssexOntario)

Present:

- Mayor Larry Snively
- Deputy Mayor Richard Meloche
- Ward 1 Councillor Joe Garon
- Ward 1 Councillor Morley Bowman
- Ward 2 Councillor Kim Verbeek
- Ward 3 Councillor Steve Bjorkman
- Ward 4 Councillor Chris Vander Doelen
- Ward 4 Councillor Sherry Bondy

Also Present:

- 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
- Robert Auger, Town Solicitor, Legal and Legislative Services/Clerk
- Shelley Brown, Deputy Clerk, Legal and Legislative Services
- Cassandra Roy, Legislative Clerk, Legal and Legislative Services
- Nelson Silveira, Economic Development Officer
- Alex Denonville, Manager, Strategic Communications
- Rita Jabbour, Manager, Planning Services
- Jason Pillon, Deputy Fire Chief
- Rick Arnel, Fire Chief
- Jake Morassut, Manager, Parks and Facilities
- Edua Marczinko, Youth Council Member
- Ehva Hoffman, Youth Council Member

**1. Call to Order**

Mayor Snively called the meeting to order at 6:03 P.M.

**2. National Anthem**

**3. Closed Meeting Report**

Robert Auger, Town Solicitor, Legal and Legislative Services/Clerk, provided a verbal report on the Closed Meeting held on April 19, 2021. He reported that Council met

electronically in Closed Session, on April 19, 2021 at 4:00 PM as permitted to do so by sections 239 (2) (b) and 239 (2) (c) of the Municipal Act.

At the Closed Meeting Council discussed personal matters about an identifiable individual, discussed a proposed acquisition of land by the municipality, and a proposed disposition of land by the municipality.

At this meeting Council gave direction to Administration to disclose in public session this evening that Council wishes Administration to send a letter of acknowledgement to the Essex-County Chinese Canadian Association regarding its recent media release received by the Town dated April 10, 2021.

Further, Council gave direction to Administration to disclose in public session that Council wishes Administration to send an invitation to the Greater Essex County School Board to schedule a meeting to discuss the former Harrow High School Property.

Lastly, Council gave direction to Administration to disclose in public session its intention to declare as surplus to the needs of the Municipality the properties known as First Street, and Second Street on Plan 1461 Colchester and that portion of Erie Street outlined in Plan 1461, and identified as property identification number 751880058, these properties collectively being unopened road allowances within the property commonly known as Caboto Park.

**R21-04-144**

Moved By Councillor Bjorkman

Seconded By Councillor Bowman

**That** Council declare the properties known as First Street, Second Street and the portion of Erie Street outlined in Plan 1461 (property identification number 751880058) as being surplus to the needs of the municipality; and

**That** Administration be directed further to bring to Council at the May 3, 2021 Regular Council Meeting a by-law authorizing the sale of those properties by way of direct sale to the abutting land owners being the current owner of the property commonly known as Caboto Park.

**Carried**

**4. Declarations of Conflict of Interest**

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

**5. Adoption of Published Agenda**

**5.1 Regular Council Meeting Agenda for April 19, 2021**

**R21-04-145**

Moved By Councillor Verbeek

Seconded By Councillor Garon

**That** the published agenda for the April 19, 2021 Regular Council Meeting be adopted with the following additions/amendments:

1. That a verbal report by Doug Sweet, Director, Community Services/Deputy CAO regarding Town of Essex facilities and the recent orders issued by the Province be added to the Agenda as Item 9.1;

- 2. That Agenda Item 12.1.1.3 be moved to Correspondence to be Considered for Receipt and Support and added as Agenda item 12.2.2;
- 3. That two Notices of Motion by Councillor Verbeek be added to the Agenda as Agenda Items 16.2.2 and 16.2.3 for presentment and to be brought back for Council’s consideration at the next Regular Meeting of Council.

**Carried**

**6. Adoption of Minutes**

**6.1 Regular Council Meeting Minutes for April 6, 2021**

**R21-04-146**

Moved By Deputy Mayor Meloche  
Seconded By Councillor Bowman

**That** the minutes of the Regular Council Meeting held April 6, 2021 be adopted as circulated.

**Carried**

**7. Public Presentations**

**8. Unfinished Business**

**9. Reports from Administration**

**9.1 Director, Community Services/Deputy CAO, Doug Sweet Verbal Report**

RE: COVID-19 Facilities

Doug Sweet, Director, Community Services/Deputy CAO, provided a verbal report regarding the recent Stay-at-Home order issued by the Province. Mr. Sweet advised that the Colchester Harbour, Colchester Beach, sports fields, skate parks, picnic areas and pavilions are now closed however outdoor playgrounds, parks, greenspace and washroom facilities remain open. Mr. Sweet further advised that the Town would continue to offer virtual programs while the recreational facilities are closed.

**R21-04-147**

Moved By Councillor Garon  
Seconded By Councillor Bjorkman

**That** the verbal report by Doug Sweet, Community Services/Deputy CAO, be received.

**Carried**

**9.2 Economic Development-2021-05**

RE: Agritourism Development Strategy

In conjunction with this report, Trevor Jonas Benson, Vice President and Caroline Morrow, Senior Destination Development Officer from the Culinary Tourism Alliance provided Council with a high-level presentation/summary of the Agritourism Development Strategy detailing the immediate and short-term actions recommended in the report

**R21-04-148**

Moved By Councillor Bowman

Seconded By Councillor Bjorkman

**That** Economic Development-2021-05 entitled Agritourism Development Strategy prepared by Nelson Silveira, Economic Development Officer dated April 19, 2021 be received;

**That** the presentation from Mr. Benson and Ms. Morrow of the Culinary Tourism Alliance be received; and

**That** Council adopt the Town of Essex Agritourism Development Strategy and direct Administration to begin the implementation process.

**Carried**

**9.3 Economic Development-2021-03**

RE: Building Report and Development Overview March 2021

**R21-04-149**

Moved By Councillor Bowman

Seconded By Deputy Mayor Meloche

**That** Economic Development-2021-03 entitled Building Report and Development Overview March 2021 prepared by Nelson Silveira, Economic Development Officer dated April 19, 2021 be received for information.

**Carried**

**9.4 Economic Development-2021-04**

RE: Community Improvement Plan Update (Quarter 1 2021)

**R21-04-150**

Moved By Councillor Bondy

Seconded By Councillor Garon

**That** Economic Development-2021-04 entitled Community Improvement Plan Update (Quarter 1 2021) Summary prepared by Nelson Silveira, Economic Development Officer dated April 19, 2021 be received.

**Carried**

**9.5 Parks and Facilities-2021-02**

RE: Free Menstrual Products at Two Recreational Facilities

**R21-04-151**

Moved By Councillor Verbeek

Seconded By Councillor Bjorkman

**That** Community Services Report 2021-004 entitled Free Menstrual Products at Two Town Recreational Facilities be received; and

**That** Council approve the installation of menstrual dispensers and disposal containers at the Essex Centre Sports Complex and Harrow and Colchester South Complex for one year beginning in August 2021 as a pilot project to provide free access to menstrual products in Town of Essex recreation facilities.

**Carried**

**9.6 Parks and Facilities-2021-03**

RE: Refrigeration System at the Essex Centre Sports Complex

**R21-04-152**

Moved By Councillor Bowman  
Seconded By Councillor Verbeek

**That** Parks and Facilities-2021-03 report entitled Capital Project CS-21-0057 Refrigeration System at the Essex Centre Sports Complex, Scope Addition prepared by Jake Morassut, Manager, Parks and Facilities, dated April 19, 2021 be received;

**That** Council approve the additional work of replacing of two Bitzer Compressors in 2021;

**That** Council approve the addition of replacing two motor bearings while the compressors are being replaced; and

**That** Council approve the addition of repairing the heat exchanger gaskets while the compressors and bearings are being replaced.

**Carried**

**9.7 Planning-2021-08**

RE: Site Plan Control Approval - 3900 North Malden Road

**R21-04-153**

Moved By Deputy Mayor Meloche  
Seconded By Councillor Bowman

**That** Planning-2021-08 entitled Site Plan Control Approval (3900 North Malden Road, Colchester North, Ward 2) prepared by Corinne Chiasson, Assistant Planner, Planning Services, dated April 19, 2021 be received; and

**That** By-Law 2009, being a By-Law to enter into a Site Plan Control Agreement between the Corporation of the Town of Essex and Lorne McKim for the conversion of the existing dwelling to accommodate the housing of farm help at 3900 North Malden Road, be read a first, a second and a third time and finally passed April 19, 2021.

**Carried**

**9.7.1 By-Law 2009**

RE: By-Law to enter into a Site Plan Control Agreement between The Corporation of the Town of Essex and Lorne McKim

## 9.8 Planning-2021-09

RE: Official Plan and Zoning By-Law Amendment(s) to permit Second Dwelling Unit (SDU) Policies and Regulations for the Town of Essex

Ms. Jabbour gave a detailed summary of her Report and answered the questions of Council in regards to same.

### R21-04-154

Moved By Councillor Bowman

Seconded By Councillor Vander Doelen

**That** Planning-2021-09 entitled Official Plan and Zoning By-Law Amendment(s) to permit Second Dwelling Unit (SDU) Policies and Regulations for the Town of Essex prepared by Rita Jabbour, RPP, Manager, Planning Services dated April 19, 2021 be received;

**That** Council direct Administration to prepare a Zoning By-Law Amendment with the proposed zoning regulations concerning Second Dwelling Units under Appendix B; and

**That** By-Law Number 2013, being a By-Law to Amend the Official Plan for the Town of Essex to Permit Second Dwelling Unit Policies in Detached Structures on Lands Designated "Agricultural", be read a first, a second and a third time and finally passed April 19, 2021.

**Carried**

## 10. Reports from Youth Members

Both Ms. Hoffman and Ms. Marczinko had nothing to report this evening

## 11. County Council Update

## 12. Correspondence

### 12.1 Correspondence to be received

#### R21-04-155

Moved By Deputy Mayor Meloche

Seconded By Councillor Bowman

**That** all of the correspondence listed in Agenda Item 12.1 be received and, where indicated, to further share such information with the community using suitable methods of communication.

**Carried**

#### 12.1.1 Correspondence relating to COVID-19 Pandemic

##### 12.1.1.1 Ministry of Municipal Affairs and Housing

RE: Declaration of Provincial Emergency under the  
*Emergency Management and Civil Protection Act* and  
Amendments to the *Reopening Ontario Act*

##### 12.1.1.2 Ministry of Solicitor General

RE: Declaration of Provincial Emergency under the  
*Emergency Management and Civil Protection Act* and  
Amendments to the *Reopening Ontario Act*

- 12.1.2 The Corporation of The Town of Amherstburg  
RE: Amendments to the *Agricultural Tile Drainage Installation Act*
- 12.1.3 City of Kitchener  
RE: Planning Act Timelines
- 12.1.4 Township of Essa  
RE: Support - Bill 257, Schedule C
- 12.1.5 The Corporation of the Township of Hudson  
RE: Support for Fire Departments
- 12.1.6 Harrow Early Immigrant Research Society  
RE: Letter of thanks for Essex Community Partnership Fund donation
- 12.1.7 Canadian Transportation Museum and Heritage Village  
RE: Letter of thanks for Community Partnership Fund donation

## **12.2 Correspondence to be considered for receipt and support**

- 12.2.1 County of Essex, Essex-Windsor Emergency Medical Services  
RE: Paramedic Recognition Banners

### **R21-04-156**

Moved By Councillor Bjorkman

Seconded By Councillor Bowman

**That** the correspondence from the County of Essex, Essex-Windsor Emergency Medical Services requesting that temporary banners be hung in Essex Centre and Harrow for the period of May 16 to June 6, 2021 in support of Paramedic Services Week, be received and supported; and

**That** Administration send a letter of no objection to E.L.K. Energy Inc. in support of the temporary banners.

**Carried**

- 12.2.2 The Corporation of the Town of Amherstburg  
RE: Universal Paid Sick Days in Ontario

### **R21-04-157**

Moved By Councillor Verbeek

Seconded By Councillor Bondy

**That** the correspondence from The Town of Amherstburg and St. Catharines regarding universal paid sick days be received and supported, and

**That** a letter of support be sent to the Province of Ontario, The Town of Amherstburg and the City of St. Catharines.

A recorded vote was requested by Councilor Bondy.

	<b>Support</b>	<b>Opposed</b>
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	
<b>Results</b>	<b>3</b>	<b>5</b>

**Defeated (3 to 5)**

**13. Committee Meeting Minutes**

**R21-04-158**

Moved By Councillor Bowman

Seconded By Councillor Garon

**That** all the Committee Meeting minutes listed in Agenda Item 13, together with any recommendations to Council noted therein, be received, approved and adopted as circulated.

**Carried**

**13.1 Essex Municipal Heritage Committee - February 25, 2021**

**13.2 Essex Police Services Board - March 4, 2021**

**13.3 Arts, Culture and Tourism Committee - March 10, 2021**

**13.4 Committee of Adjustment - March 16, 2021**

**13.5 Court of Revision - March 17, 2021**

**14. Financial**

**15. New Business**

**16. Notices of Motion**

**16.1 The following Notices of Motion were presented at the April 6, 2021 Regular Council Meeting and are being brought forward this evening for Council's consideration:**

**16.1.1 Mayor Snively**

RE: Land Acknowledgement



**R21-04-159**

Moved By Mayor Snively  
Seconded By Councillor Verbeek

**That** Administration research and consult with local First Nations, indigenous organizations and other community champions in creating or developing a land acknowledgement statement for the Town of Essex.

**Carried**

16.1.2 Councillor Bondy

RE: Safe and Reliable Supply of Electricity from Hydro One

**R21-04-160**

Moved By Councillor Bondy  
Seconded By Councillor Garon

**That** Essex Council send a letter to Hydro One to let them know of the concerns we have in our municipality of frequent power outages that are negatively impacting both our residential homes and businesses.

A recorded vote was requested by Councilor Bondy:

	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
Carried (8 to 0)		

**16.2 The following Notice of Motion is being presented this evening and will be brought forward for Council's consideration at the May 3, 2021 Regular Council Meeting:**

16.2.1 Mayor Snively

RE: Recognizing Significant Dates

Moved By Mayor Snively

**That** the Town of Essex Council recognizes significant dates such as special milestone anniversaries and birthdays for members in our community.

16.2.2 Councillor Verbeek

RE: Fill By-Law

Moved By Councillor Verbeek

**That** when permits are issued in accordance with By-Law 1799 referred to as the Fill By-Law that such permits only be extended or renewed once after the initial permit to limit the negative impact the ongoing extensions are having on community residents and roadways.

16.2.3 Councillor Verbeek

RE: Secondary Plan for McGregor

Moved By Councillor Verbeek

**That** a secondary plan be created for McGregor (Ward 2) similar to those issued in Essex Centre, Harrow and Colchester South and as indicated in the Strategic Plan for this term of Council.

**17. Reports and Announcements from Council Members**

**18. By-Laws**

**18.1 By-Laws that require a third and final reading**

18.1.1 By-Law 2007

Being a by-law to confirm the proceedings of the April 6, 2021, Regular Meeting of Council of The Corporation of the Town of Essex

**R21-04-160**

Moved By Deputy Mayor Meloche

Seconded By Councillor Bowman

**That** By-Law 2007 being a by-law to confirm the proceedings of the April 6, 2021, Regular Meeting of Council of The Corporation of the Town of Essex, be read a third time and finally passed April 19, 2021.

**Carried**

18.1.2 By-Law 1988

Being a by-law to provide for the 13th Concession West Drain Reconsidered Report: New Bridge for Martin, Geographic Township of Colchester North, Project REI2020D027, Town of Essex, County of Essex

**R21-04-161**

Moved By Councillor Bjorkman

Seconded By Councillor Garon

**That** By-Law 1988 being a by-law to provide for the 13th Concession West Drain Reconsidered Report: New Bridge for Martin, Geographic Township of Colchester North, Project REI2020D027, Town of Essex, County of Essex be read a third time and finally passed April 19, 2021.

**Carried**

## **18.2 By-Laws that require a first, second, third and final reading**

### **18.2.1 By-Law 2008**

Being a by-law to amend By-Law Number 1666, 1682, 1698, 1715, 1734, 1793, 1807, 1808, 1824, 1837, 1849, 1859, 1860, 1861, 1871, 1904, 1920, 1964, 1968, 1987, being by-laws to authorize Drainage works pursuant to the Drainage Act, R.S.O. 1990.

#### **R21-04-162**

Moved By Councillor Bowman

Seconded By Councillor Bjorkman

**That** By-Law 2008 being a by-law to amend By-Law Number 1666, 1682, 1698, 1715, 1734, 1793, 1807, 1808, 1824, 1837, 1849, 1859, 1860, 1861, 1871, 1904, 1920, 1964, 1968, 1987, being by-laws to authorize Drainage works pursuant to the Drainage Act, R.S.O. 1990 be read a first, a second and a third time and finally passed April 19, 2021.

**Carried**

### **18.2.2 By-Law 2010**

Being a by-law to establish tax rates and additional charges for Municipal, County and Education purposes for the year 2021

#### **R21-04-163**

Moved By Councillor Garon

Seconded By Councillor Bowman

**That** By-Law 2010 being a by-law to establish tax rates and additional charges for Municipal, County and Education purposes for the year 2021 be read a first, a second and a third time and finally passed April 19, 2021.

**Carried**

### **18.2.3 By-Law 2014**

Being a by-law to appoint a Deputy Fire Chief for the Town of Essex

#### **R21-04-164**

Moved By Councillor Bondy

Seconded By Councillor Vander Doelen

**That** By-Law 2014 being a by-law to appoint a Deputy Fire Chief for the Town of Essex be read a first, a second and a third time and finally passed April 19, 2021.

**Carried**

**18.3 By-Laws that require a first and second reading**

18.3.1 By-Law 2015

Being a by-law to confirm the proceedings of the April 19, 2021, Regular Meeting of Council of The Corporation of the Town of Essex

**R21-04-165**

Moved By Councillor Bjorkman

Seconded By Councillor Garon

**That** By-Law 2015 being a by-law to confirm the proceedings of the April 19, 2021, Regular Meeting of Council of The Corporation of the Town of Essex be read a first and a second time and provisionally adopted on April 19, 2021.

**Carried**

**19. Adjournment**

**R21-04-166**

Moved By Deputy Mayor Meloche

Seconded By Councillor Verbeek

**That** the meeting be adjourned at 8:15 P.M.

**Carried**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk