



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**

June 1, 2020, 6:00 pm

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

Present: Mayor Larry Snively
Deputy Mayor Richard Meloche
Councillor Joe Garon
Councillor Morley Bowman
Councillor Steve Bjorkman
Councillor Chris Vander Doelen
Councillor Sherry Bondy

Also Present: Robert Auger, Town Solicitor, Legal and Legislative
Services/Clerk
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

Regrets: Councillor Kim Verbeek
Ehva Hoffman, Youth Council Member
Cameron Soucie, Youth Council Member

1. Call to Order

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

2. Closed Meeting Report

Robert Auger, Town Solicitor/Clerk, Legal and Legislative Services provided a verbal report on the Closed Meeting held prior to tonight's regular council meeting. He stated that it was held pursuant to the Municipal Act, R.S.O. 2001, c.25, as amended, Section 239 (2) (c) a proposed pending acquisition or disposition of land by the municipality or local Board and Section 239 (2) (e) to discuss litigation or potential litigation affecting the municipality.

The Clerk advised that Council received an update and gave direction with regards to a potential land agreement and a litigation matter affecting the town.

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 June 1, 2020

Moved By Deputy Mayor Meloche
Seconded By Councillor Bowman

(R20-06-177) That the published agenda for the June 1, 2020 Regular Council Meeting be adopted as amended with the following changes and additions:

- a) Agenda item 15.1.2, Councillor Verbeek's Notice of Motion RE: Improving recycling efforts in the municipality, be moved to the June 15, 2020 Regular Council Meeting; and
- b) A Notice of Motion from Councillor Bondy, to be included as Agenda item 15.2.2.

Carried

5. Adoption of Minutes

5.1 Regular Council Meeting Minutes for May 19, 2020

Moved By Councillor Garon
Seconded By Councillor Bowman

(R20-06-178) That the minutes of the Regular Council Meeting held May 19, 2020 be adopted as circulated.

Carried

6. Public Presentations

There were no delegations for the June 1, 2020 Regular Council Meeting.

7. Unfinished Business

8. Reports from Administration

8.1 Chief Administrative Officer (CAO), Chris Nepszy Verbal Report

RE: COVID-19 Town's Response and Updates

Chief Administrative Officer, Chris Nepszy updated Council on the Town's response and updates regarding the COVID-19 situation.

1. Municipal Buildings

- Town Hall and Gesto Office have been opened between the hours of 11:30 AM and 1:30 PM
- protocols and procedures are in place for visitors, deliveries and staff

2. Windsor Essex County Health Unit COVID-19 Testing

- The Windsor Essex County Health Unit will be doing random testing for COVID-19 from 9 AM to 5 PM at the Essex Arena on June 2
- Notice of this testing has been posted to Facebook and the Health Unit is expecting a minimum of 200 people to be tested. The Health Unit is looking for a true random testing of people who tested positive for COVID-19 whether symptomatic or not

3. Food Hamper Program

- The Unemployment Health Centre and Unifor Local 444 are holding a food hamper program in Essex from 9 AM to 11 AM and in Harrow from 12 PM to 2 PM on Saturday, June 6th.

4. Beaches and Boot Camps/Physical Fitness Camps in Passive Parks

- The use of beaches and parks as passive parks do not present a problem provided the users are following social distancing regulations such as remaining two metres apart and in groups of less than five people.

5. Jeffrey Morrison, Director of Corporate Services/Treasurer

- Jeffrey Morrison provided Council with a verbal financial update and recommended the extension of waiving periods relating to penalty and interest.

Moved By Deputy Mayor Meloche

Seconded By Councillor Bowman

(R20-06-179) That Council direct Administration to extend the waiver of penalty and interest on property taxes until July 31, 2020, and

That the interest on water and wastewater be waived until July 31, 2020.

Carried

Moved By Councillor Bjorkman

Seconded By Councillor Vander Doelen

(R20-06-180) That the Verbal Report given by Chris Nepszy, Chief Administrative Officer regarding the Town's Response and Updates to COVID-19 be received.

Carried

8.2 Planning Report 2020-07

RE: Changes to Planning Act Timelines during COVID-19 Emergency

Lori Chadwick, Director, Development Services provided Council with a summary to Planning Report 2020-07, with respect to changes to the Planning Act timelines during the COVID-19 Emergency.

Moved By Councillor Bjorkman

Seconded By Councillor Vander Doelen

(R20-06-181) That Planning Report 2020-07, entitled "Changes to Planning Act Timelines during COVID-19 Emergency", prepared by Rita Jabbour, Manager, Planning Services, dated June 1, 2020, be received; and

That Administration be directed to bring forward to Council for consideration Planning Act applications during the period of COVID-19 emergency.

Carried

8.3 Planning Report 2020-08

RE: Provincial Policy Statement (PPS), 2020

Lori Chadwick, Director, Development Services and Rita Jabbour, Manager, Planning Services, spoke to Council concerning changes to the Provincial Policy Statement effective May 1, 2020.

Moved By Councillor Bowman

Seconded By Councillor Vander Doelen

(R20-06-182) That Planning Report 2020-08, entitled "Provincial Policy Statement (PPS), 2020", prepared by Rita Jabbour, Manager, Planning Services, dated June 1, 2020, be received.

Carried

8.4 Legal and Legislative Services Report 2020-07

RE: Court of Revision for James Shepley Drain Bolger Bridge

- By-Law 1918

Being a by-law to provide for the James Shepley Drain Bolger Bridge, Geographic Township of Colchester North, Project REI2020D002, Town of Essex, County of Essex

Moved By Councillor Bowman

Seconded By Councillor Bjorkman

(R20-06-183) That Legal and Legislative Services Report 2020-07, entitled "Court of Revision for the James Shepley Drain Bolger Bridge, Geographic Township of Colchester North, Project REI2020D002, Town of Essex, County of Essex", prepared by Robert Auger, Town Solicitor/Clerk, dated June 1, 2020, be received; and

That Kirk Carter, Percy Dufour and Dan Boudreau be appointed to sit as members of the Court of Revision for the James Shepley Drain Bolger Bridge, Project REI2020D002, pursuant to the Report prepared by Gerard Rood, Professional Engineer, Rood Engineering Limited, dated April 8, 2020, scheduled to convene at 4:30 PM on June 24, 2020 via electronic meeting , and

That By-Law 1918, being a by-law to provide for the James Shepley Drain Bolger Bridge, Geographic Township of Colchester North, Project REI2020D002, Town of Essex, County of Essex, be read a first and second time and provisionally adopted on June 1, 2020.

Carried

8.5 Fire and Rescue Services Report 2020-01

RE: Results of Request for Proposal - Supply and delivery of New Custom Mini-Pumper/Rescue Fire Truck

Moved By Councillor Bjorkman

Seconded By Councillor Bowman

(R20-06-184) That Fire and Rescue Services Report 2020-01, entitled "Results of Request for Proposal - Supply and Delivery of New Custom Mini-Pumper/Rescue Fire Truck, prepared by Jackson Tang, Assistant Manager, Business Services, dated June 1, 2020, be received; and

That Council awards the Request for Proposal - Supply and Delivery of New Custom Mini-Pumper/Rescue Fire Truck to Commercial Emergency Equipment Corporation in the total amount of \$359,931.73 including non-refundable HST; and

That Council approve the additional funding of \$59,931.73 above the approved 2020 Capital Budget of \$300,000.00 for the Supply and Delivery of one New Custom Mini-Pumper/Rescue Fire Truck (project FD-19-0012) by approving additional funding in the amount of \$59,931.73 from the Asset Management Lifecycle Reserve.

Carried

8.6 Infrastructure Services Report 2020-03

RE: 2020 Bridge and Culvert Inspections

- Procurement Section 22

Moved By Councillor Vander Doelen
Seconded By Councillor Bowman

(R20-06-185) That Infrastructure Services Report 2020-03, entitled "2020 Bridge and Culvert Inspections", prepared by Kevin Girard, Director, Infrastructure Services, dated June 1, 2020, be received; and

That Council appoints the engineering firm of Keystone Bridge Management Corporation (Keystone) to provide engineering services to complete the inspections of structures within the Town of Essex, in accordance with the completed request under Section 22(3) of the Town of Essex Procurement By-Law 1043.

Carried

9. Reports from Youth Members

There were no reports from the Youth Council Members.

10. County Council Update

Deputy Mayor Meloche advised Council that Mayor Snively and several other municipalities had brought up at County Council the issue of the slow delivery of the Southwestern Integrated Fibre Technology (SWIFT) project relating to bringing more fibre optic access to the region. It is believed that with the Provincial Government trying to implement at home virtual education system the process will be facilitated. He noted that Fort Erie has sent a letter requesting support to the County requesting the province dedicate more money to fibre optic access and expand it into the rural areas. He will provide that letter to Essex Town Council when it is available for their support.

The Deputy Mayor also advised Council that the provincial government has advised the County of Essex, Town of Kingsville and the Town of Leamington of their intention to move forward with the next section of the Highway 3 expansion.

11. Correspondence

11.1 Correspondence to be received on Consent

Moved By Councillor Bowman
Seconded By Councillor Bjorkman

(R20-06-186) That the correspondence items listed in Agenda item 11.1 be received on consent and, where applicable, to further share such information using suitable methods of communication.

Carried

11.1.1 COVID-19 Virus Correspondence

11.1.1.1 Association of Municipalities of Ontario (AMO)

RE: COVID-19 Update - Municipal Fiscal Request, Emergency Orders, Pandemic Pay, LTC Homes Commission, Extended School and Child Care Closures and Summer Camps (May 19, 2020)

11.1.1.2 Office of the Premier

NEWS (May 14, 2020)

RE: Ontario Announces Additional Workplaces that Can Reopen

Additional seasonal, retail and household businesses must follow public health guidelines

11.1.2 City of Kitchener

RE: Establishment of a Universal Basic Income

Correspondence from the City of Kitchener to Prime Minister Trudeau, dated May 15, 2020 urging the Provincial government to pursue a partnership with the Federal government for the establishment of a universal basic income.

11.1.3 Union Water Supply System - Joint Board of Management

- April 15, 2020 Regular Meeting Minutes
- April 15, 2020 Special Meeting Minutes

11.2 Correspondence to be considered to receive only, or to receive and support:

11.2.1 Town of Tecumseh

RE: Request to Postmedia to Reconsider Permanent Closure of Community Weekly Newspapers

Correspondence from the Town of Tecumseh to Postmedia Network Inc., dated May 14, 2020 requesting that they reconsider their decision to permanently close Shoreline Week and other local community weekly newspapers and to consider the introduction of alternative models to maintain local news coverage.

Moved By Councillor Bowman
Seconded By Deputy Mayor Meloche

(R20-06-187) That correspondence from the Town of Tecumseh to Postmedia Network Inc., dated May 14, 2020 requesting that they reconsider their decision to permanently close Shoreline Week and other local community weekly newspapers in an effort to preserve an open forum for accountability and transparency in local government and continue to facilitate community engagement; and to consider the introduction of alternative models to maintain local news coverage, be received and supported; and

That a letter of support be sent to Postmedia Network Inc.

Carried

12. Committee Meeting Minutes

12.1 Drainage Board - April 27, 2020

Consideration of Report

RE: James Shepley Drain Bridge for Herman Bolger and Wendy Sprague-Bolger

Moved By Deputy Mayor Meloche
Seconded By Councillor Bowman

(R20-06-188) That the minutes of the Drainage Board Meeting held April 27, 2020, together with the recommendations noted therein be received and adopted as circulated.

Carried

13. Financial

13.1 April Bank Payment Report

April Bank Payment Report

Moved By Councillor Garon
Seconded By Councillor Bjorkman

(R20-06-189) That the Bank Payments Report, including the April cheque register, cheque number 51323 to cheque number 51400 inclusive in the amount of \$620,388.79, the Preauthorized Payments for the month of April in amount of \$348,284.65; and the Payroll for April 2020 in the amount of \$400,258.92, be ratified as submitted.

Carried

14. New Business

15. Notices of Motion

15.1 The following Notices of Motions were presented at the May 19, 2020 Regular Council Meeting, and are being brought forward for consideration this evening:

15.1.1 Councillor Verbeek

RE: Outdoor spaces for businesses

Moved By Deputy Mayor Meloche

Seconded By Councillor Bowman

(R20-06-190) That Council and Administration look at ways to assist Town businesses, such as allowing outdoor spaces for businesses, in light of the limitations due the COVID pandemic.

Carried

15.1.2 Councillor Verbeek

RE: Improving recycling efforts in the municipality

Councillor Verbeek's Notice of Motion regarding improving recycling efforts in the municipality, is moved to the June 15, 2020 Regular Council Meeting agenda.

15.1.3 Councillor Bondy

RE: Geese Mitigation for Colchester Beach

Moved By Councillor Bondy

Seconded By Councillor Bjorkman

(R20-06-191) That Administration be directed to provide a Geese Mitigation Report for Colchester Beach, including the use of a walking dog to be used to scare geese in order to improve the beach user experience, water quality and student work load.

Carried

15.2 The following Notice of Motion is being presented at this evening's Council Meeting for consideration at the June 15, 2020 Regular Council Meeting:

15.2.1 Councillor Bondy

RE: 50 km extended on Third Concession to McLean Sideroad

(R20-06-192) That Council approve an extension of the 50 km speed limit zone on the Third Concession to include east of McLean Sideroad to act as a buffer zone.

15.2.2 Councillor Bondy

RE: 2018 Election Review

(R20-06-193) That Council hire a Consultant to review the 2019 election policies and by-laws, as seen as a priority to Council at the September 3 Council Meeting, and due to work load and nature of the review has not been completed yet and that Council sees the

review as necessary to have elections with public trust in mind in the future, and that we use the funds earmarked in the budget for Council wage increases.

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 1916

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

Moved By Deputy Mayor Meloche
Seconded By Councillor Bowman

(R20-06-194) That By-Law 1916 being a by-law to confirm the proceedings of the May 19, 2020 Regular Meeting of The Corporation of the Town of Essex, be read a third time and finally passed on June 1, 2020.

Carried

17.1.2 By-Law 1904

Being a by-law to provide for Bayliss Drain (Bridge Replacements and Maintenance Schedule), Geographic Township of Colchester South, Project REI2016D024, Town of Essex, County of Essex

Moved By Councillor Bjorkman
Seconded By Councillor Vander Doelen

(R20-06-195) That By-Law 1904 being a by-law to provide for Bayliss Drain (Bridge Replacements and Maintenance Schedule), Geographic Township of Colchester South, Project REI2016D024, Town of Essex, County of Essex, be read a third time and finally passed on June 1, 2020.

Carried

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

17.3 By-Laws that require a first and second reading

17.3.1 By-Law 1917

Being a by-law to confirm the proceedings of the June 1, 2020, Regular Meeting of the Council of The Corporation of the Town of Essex

Moved By Councillor Garon
Seconded By Councillor Bowman

(R20-06-196) That By-Law 1917 being a by-law to confirm the proceedings of the June 1, 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 June 1, 2020.

Carried

18. Adjournment

Moved By Deputy Mayor Meloche
Seconded By Councillor Bjorkman

(R20-06-197) That the meeting be adjourned at 8:00 PM.

Carried

Mayor

Clerk