



## Regular Council Meeting Agenda

March 21, 2022, 6:00 pm

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

Accessible formats or communication supports are available upon request. Please contact the Clerk's Office at [clerks@essex.ca](mailto:clerks@essex.ca) or 519-776-7336 extension 1100 or 1101.

This meeting will be hosted and chaired from the Town of Essex Municipal Building. Due to the ongoing COVID-19 pandemic this meeting is not currently open to the public for in person attendance. This meeting can be viewed by the public electronically via livestream and post-meeting on YouTube at [www.youtube.com/EssexOntario](http://www.youtube.com/EssexOntario)

Pages

1. **Call to Order**

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. **National Anthem**

4. **Closed Meeting Report**

5. **Declarations of Conflict of Interest**

6. **Adoption of Published Agenda**

6.1. **Regular Council Meeting Agenda for March 21, 2022**

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** the published agenda for the March 21, 2022 Regular Council Meeting be adopted as presented / amended.

7. **Adoption of Minutes**

7.1. **Regular Council Meeting Minutes for March 7, 2022**

1

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** the minutes of the Regular Council Meeting held March 7, 2022 be adopted as circulated.

8. **Public Presentations**

8.1. **Ronald Fobe**

RE: Statement regarding the December 7, 2020 Regular Council Meeting

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** the delegation by Ronald Fobe regarding the December 7, 2022 Regular Council Meeting be received.

**8.2. Sebastian Schmoranz**

14

RE: Notice of Intention to Demolish the building known as the Harrow Antique Store located at 15 King Street

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** the delegation by Sebastien Schmoranz regarding the Notice of Intention to demolish the building known as the Harrow Antique Store located at 15 King Street be received;

**That** the Notice of Intention to Demolish submitted for the listed property at 15 King Street be (received OR received and supported); and if so supported

**That** reference to the property at 15 King Street be removed from the Town of Essex Heritage Register following the 60 day notice period; and

**That** the March 10, 2022 minutes of the Essex Municipal Heritage Committee including any recommendations to Council noted therein be received , approved and adopted as circulated.

8.2.1. Minutes of the Essex Municipal Heritage Committee- March 10, 2022

24

**Recommendation to Council:**

EMHC22-03-13

Moved by: Vice Chair Paniccia

Seconded by Member Basden

That the Committee supports the heritage application to demolish listed property 15-17 King Street (Harrow Antique Shop) in Harrow.

Carried

**9. Unfinished Business**

**9.1. From the March 7, 2022 Regular Council Meeting : Legal and Legislative Services Report -2022-09**

28

RE: 2022 Municipal Election Voting Method

- Appendix A to Legal and Legislative Services-2022-09 dated March 21, 2022

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** Legal and Legislative Services-2022-09 Report entitled 2022 Municipal Election Voting Method together with Appendix A to said Report dated March 21, 2022 all as prepared by Robert W. Auger Town Solicitor/Clerk dated March 21, 2022 be received;

**That** the method of voting for the 2022 Municipal Election be the

following \_\_\_\_\_; and

**That** Council direct Administration to return to the April 4, 2022 Regular Council Meeting with an authorizing by-law pursuant to the Municipal Elections Act to confirm the method of voting (including the use of alternative voting methods if applicable) and establish advance voting for the 2022 Municipal Election.

9.1.1. Appendix A 43

**10. Reports from Administration**

**10.1. Office of the CAO-2022-03 51**

RE: Canadian Transportation Museum and Heritage Village (CTMHV) Light Pole Donation

Recommended Action:

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** Office of the CAO-2022-03 Report entitled Canadian Transportation Museum and Heritage Village (CTMHV) Light Pole Donation Request dated March 21, 2022 be received;

**That** Council declare the old Harrow Light Poles as surplus in accordance with Section 35 of the Town's Procurement By-Law 2129; and

**That** the old Harrow Light Poles be donated to the Canadian Transportation Museum and Heritage Village (CTMHV).

**10.2. Human Resources 2022-05 55**

RE: COVID-19 Vaccination Policy Review

Recommended Action:

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** Human Resources-2022-05 Report entitled COVID-19 Vaccination Policy Review prepared by Brandi Sieben, Manager, Human Resources dated March 21, 2022, be received; and

**That** Council suspend the COVID-19 Vaccination Policy for the Town of Essex effective March 22, 2022.

**10.3. Planning-2022-03 58**

RE: County Road 50 West CWATS Paved Shoulders – Finance Model and Federal Active Transportation Funding Application

Recommended Action:

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** Planning-2022-03 Report entitled County Road 50 West County-Wide Active Transportation System ("CWATS") Paved Shoulders – Finance Model and Federal Active Transportation Funding Application prepared by Corinne Chiasson, Assistant Planner dated March 21,

2022 be received;

**That** Council pre-approve the multi-year Capital Project for the completion of County Road 50 West Paved Shoulders with a total cost of \$2,268,444, in partnership with the County of Essex, to be funded from 2023 through to 2026 by a total operating contribution of \$375,000 and a total grant funding allocation of \$1,893,444; and

**That** Council support administration applying and partnering with the County of Essex for the Federal Active Transportation Fund, through Infrastructure Canada, for the construction of paved shoulders along County Road 50 West between County Road 41 and Dahinda Drive.

**10.4. Economic Development-2022-04**

69

RE: Building Report and Development Overview February 2022

Recommended Action:

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** Economic Development-2022-04 Report entitled Building Report and Development Overview February 2022 prepared by Nelson Silveira, Economic Development Officer dated March 21, 2022, be received for information.

**10.5. Capital Works and Asset Management-2022-01**

77

RE: 3rd Concession Paved Shoulder Overage

Recommended Action:

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** Capital Works and Asset Management-2022-01 Report entitled 3rd Concession Paved Shoulder Overage prepared by Kevin Girard, Director, Infrastructure Services dated March 21, 2022 be received; and

**That** Council approve the additional expenditure in the amount of \$31,751.42 (including applicable taxes) for PW-21-0042: 3rd Concession Paved Shoulder to be funded from the unallocated Ontario Community Infrastructure Funds (OCIF).

**10.6. Parks and Facilities-2022-05**

81

RE: Colchester Harbour Maintenance Dredging Update

Recommended Action:

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** Parks and Facilities-2022-05 Report entitled Colchester Harbour Maintenance Dredging Update prepared by Rodney Klie, Acting Assistant Manager, Parks and Facilities dated March 21, 2022 be received for council and public information.

**10.7. Finance and Business Services-2022-03**

85

RE: 2021 Operating Transfers

Recommended Action:

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** Finance and Business Services-2022-03 Report entitled 2021 Operating Transfers prepared by Kate Giurissevich, CPA, CA, Director, Corporate Services dated March 21, 2022 be received; and

**That** the unused budget amounts for the items identified in Schedule A to this report be transferred to reserves for the use(s) designated in Schedule A.

**10.8. Legal and Legislative Services-2022-10 90**

RE: Light Abatement By-Law Update

Recommended Action:

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** Legal and Legislative Services-2022-10 Report entitled Update re: Light Abatement By-Law prepared by Robert Auger, Town Solicitor/Clerk and Matthew Ducharme, Legislative Intern, dated March 21, 2022, be received for Information; and

**That** Council direct Administration to prepare and return with a by-law to regulate public nuisances related to interior greenhouse light emissions in the Town of Essex, following the best practice recommendations that are expected to be received in 2022 from the greenhouse industry.

**11. Reports from Youth Members**

**12. County Council Update**

**12.1. Essex County Council Regular Meeting Minutes - February 16, 2022 100**

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** the minutes of the Regular County Council Meeting held February 16, 2022 be received.

**13. Correspondence**

**13.1. Correspondence to be received**

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** all of the correspondence listed in Agenda Item 13.1 be received and, where indicated, to further share such information with the community using suitable methods of communication.

**13.1.1. Windsor-Essex Community Housing Corporation 113**

RE: Canada Ontario Housing Benefit (COHB)

**13.1.2. Association of Municipalities Ontario (AMO) 118**

RE: AMO Policy Update - Consolidated Homelessness Prevention Program, New PTSD Rehabilitation Centre for First Responders, Getting Ontario Connected Act, 2022, AMO Statement on Ukraine

- 13.1.3. Ministry of Infrastructure, Broadband Strategy Division 120  
RE: Getting Ontario Connected Act, 2022
- 13.1.4. Town of Mono 122  
RE: Greater Material Support to Ukraine in their fight against Russia
- 13.1.5. The Township of Woolwich 124  
RE: Mental Health Supports

**13.2. Correspondence to be considered for receipt and support**

- 13.2.1. Brain Tumour Foundation 126  
RE: Brain Tumour Awareness Month - May 2022  
  
Moved by \_\_\_\_\_  
Seconded by \_\_\_\_\_  
That the Proclamation request to declare May 2022 as Brain Tumour Awareness Month in the Town of Essex be received and supported and that Council hereby adopts the following proclamation as published:

**WHEREAS**, the causes of and cure for brain tumours are unknown and early detection and treatment is vital to prolonged and improved survival; and  
**WHEREAS** brain tumours strike people of all ages from newborns to seniors, crossing all economic, social and ethnic boundaries; and  
**WHEREAS**, brain tumours are the most common cause of solid cancer death in children and young adults; and  
**WHEREAS**, the Brain Tumour Registry of Canada is needed to know the number of Canadian children and adults diagnosed every day; and  
**WHEREAS**, the mission of Brain Tumor Foundation of Canada is to reach every Canadian affected by a brain tumour through support, education, information and research;  
**NOW THEREFORE** I Mayor Meloche hereby proclaim the month of May 2022 as Brain Tumour Awareness Month in the Town of Essex.

- 13.2.2. Autism Ontario 128  
RE: World Autism Day - April 2, 2022  
  
Moved by \_\_\_\_\_  
Seconded by \_\_\_\_\_  
That the Proclamation request to declare April 2, 2022 as World Autism Day in the Town of Essex be received and supported and that Council hereby adopts the following proclamation as published:

**WHEREAS**, Autism Spectrum Disorder (ASD) affects more than 135,000 Ontarians. Autism Spectrum Disorder is a

neurodevelopmental disorder affecting 1 in every 66 Canadian children, as well as their friends, family, and community; and approximately 1 - 2% of the Canadian population is on the autism spectrum.

**WHEREAS**, ASD is a spectrum disorder, which means it not only manifests itself differently in every individual in whom it appears, but its characteristics will change over the life of each person as well. A child on the autism spectrum will become an adult on the autism spectrum; and

**WHEREAS**, Autism Ontario is the leading source of information and referral on autism and one of the largest collective voices representing the autism community. Since 1973, Autism Ontario has been providing support, information, and opportunities for thousands of families and individuals across the province.

**WHEREAS**, Autism Ontario is dedicated to increasing public awareness about autism and the day-to-day issues faced by individuals with autism, their families, and the professionals with whom they interact. The association and its Regions share common goals of providing information and education, supporting research, and advocating for programs and services for the autism community; and

**NOW THEREFORE** I Mayor Meloche, do hereby declare April 2 as World Autism Day in the Town of Essex.

#### 14. Committee Meeting Minutes

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** the Committee Meeting minutes listed in Agenda Item 14, together with any recommendations to Council noted therein, be received, approved and adopted as circulated.

14.1.	Committee of Adjustment - December 21, 2021	130
14.2.	Arts, Culture, and Tourism Committee - January 5, 2022	141
14.3.	Police Service Board - January 6, 2022	144
14.4.	Essex Business Improvement Area Board - January 11, 2022	148
14.5.	Police Service Board - February 3, 2022	155
14.6.	Essex Business Improvement Area Board - February 8, 2022	159
14.7.	Arts, Culture and Tourism Meeting - February 9, 2022	168
14.8.	Committee of Adjustment - February 15, 2022	171
14.9.	Essex Municipal Heritage Committee - February 17, 2022	183

#### 15. Financial

15.1.	Section 284 - Statement of Remuneration and Expenses Paid 2021	186
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Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** the Section 284 - Statement of Remuneration and Expenses Paid 2021 be received for public information.

**16. New Business**

**17. Notices of Motion**

**17.1. The following Notice of Motion was presented at the March 7, 2022 Regular Council Meeting and is being brought forward this evening for Council's consideration:**

17.1.1. Councillor Bondy

Moved by Councillor Bondy

Seconded by \_\_\_\_\_

**That** Council have a discussion regarding the lack of progress on a new High School being built in the Kingsville area for high school students of the Harrow/Colchester area.

**17.2. The following Notices of Motion is being presented this evening and will be brought forward for Council's consideration at the April 4, 2022 Regular Council Meeting:**

17.2.1. Councillor Bondy

Moved by Councillor Bondy

Seconded by \_\_\_\_\_

**That** the vacant seat on the E.L.K Energy Board be filled by someone in the community through an application process based on qualifications and not another member of Essex Council.

17.2.2. Councillor Bondy

Moved by Councillor Bondy

Seconded by \_\_\_\_\_

**That** as part of our policies and procedures governing our election sign by-law that "Re-Elect" only be permissible when a Candidate is duly elected to an office directly by the citizens during a general election or by-election, not by appointment of Council colleagues.

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

**19. By-Laws**

**19.1. By-Laws that require a third and final reading**

19.1.1. By-Law 2137

187

Being a by-law to confirm the proceedings of the March 7, 2022, Regular Meeting of Council of The Corporation of the Town of Essex

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** By-Law 2137 being a by-law to confirm the proceedings of the March 7, 2022, Regular Meeting of Council of The



Corporation of the Town of Essex be third time and finally passed on March 21, 2022.

19.1.2. By-Law 2111 189

Being a by-law to provide for Bassett Drain: Replacement Bridge and Enclosure for 730-01300, Former Geographic Township of Colchester South, Project REI2021D008, Town of Essex, County of Essex

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** By-Law 2111 being a by-law to provide for Bassett Drain: Replacement Bridge and Enclosure for 730-01300, Former Geographic Township of Colchester South, Project REI2021D008, Town of Essex, County of Essex be read a third time and finally passed on March 21, 2022.

**19.2. By-Laws that require a first, second, third and final reading**

19.2.1. By-Law 2135 192

Being a by-law to appoint a Director, Community Services for the Town of Essex

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** By-Law 2135 being a by-law to appoint a Director, Community Services for the Town of Essex be read a first, a second and third time and finally passed on March 21, 2022.

19.2.2. By-Law 2138 193

Being a by-law to establish tax rates and additional charges for Municipal, County and Education purposes for the year 2022

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** By-Law 2138 being a by-law to establish tax rates and additional charges for Municipal, County and Education purposes for the year 2022 be read a first, a second and finally passed March 21, 2022.

**19.3. By-Laws that require a first and second reading**

19.3.1. By-Law 2140 202

Being a by-law to confirm the proceedings of the March 21, 2022, Regular Meeting of Council of The Corporation of the Town of Essex

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** By-Law 2140 being a by-law to confirm the proceedings of the March 21, 2022, Regular Meeting of Council of The Corporation of the Town of Essex be read a first and a second time and provisionally adopted on March 21, 2022.

**20. Adjournment**

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** the meeting be adjourned at [TIME].

**21. Future Meetings**

**21.1. Monday, March 28, 2022 - 5:00 - 6:30 PM Special Council Meeting**

RE: Zoning By-Law Amendment: 6954 6th Concession Road

Location: Electronic Meeting via Zoom

Livestream Available at [www.youtube.com/Essex/Ontario](http://www.youtube.com/Essex/Ontario)

**21.2. Monday, April 4, 2022 6:00 - 9:00 PM Regular Council Meeting**

Location: Electronic Meeting via Zoom

Livestream Available at [www.youtube.com/Essex/Ontario](http://www.youtube.com/Essex/Ontario)

**21.3. Tuesday, April 19, 2022 - 6:00 - 9:00 PM Regular Council Meeting**

Location: Electronic Meeting via Zoom

Livestream Available at [www.youtube.com/Essex/Ontario](http://www.youtube.com/Essex/Ontario)