



Regular Council Meeting Agenda

May 7, 2018, 6:00 pm
Essex Civic Centre
360 Fairview Avenue West
Essex, Ontario

Pages

1. **Call to Order**
2. **Closed Meeting Report**
3. **Declarations of Conflict of Interest**
4. **Adoption of Published Agenda**
 - 4.1 **Regular Council Meeting Agenda for May 7, 2018**

That the published agenda for the May 7, 2018 Regular Council Meeting be adopted as presented / amended.
5. **Adoption of Minutes**
 - 5.1 **Regular Council Meeting Minutes for April 16, 2018** 1

That the minutes of the Regular Council Meeting held April 16, 2018 be adopted as circulated.
 - 5.2 **Special Council Meeting Minutes for May 1, 2017** 17

That the minutes of the Special Council Meeting held May 1, 2017 to discuss Repayment for Tow and Storage Services, be adopted as circulated.
 - 5.3 **Special Council Meeting Minutes for May 15, 2017** 19

That the minutes of the Special Council Meeting held May 15, 2017 to consider the Council and Ward Structure Review Interim Report, be adopted as circulated.
 - 5.4 **Special Council Meeting Minutes for July 24, 2017** 21

That the minutes of the Special Council Meeting held July 24, 2017 to discuss the Ward 3 Council Vacancy 2017 By-Election, be adopted as circulated.
6. **Public Presentations**
 - 6.1 **Academic Achievement - Shelley Brown** 25

RE: Winner of AMCTO's Award for Excellence in Municipal Law
 - 6.2 **Ryan Casier** 26

RE: Introduction of New Business in Ward One- Wood Craft Pizza, 47 Talbot Street North, Essex

7. Unfinished Business

7.1 Communications Report 2018-02 28

RE: Public Feedback on Colchester Park Renaming

At the April 16, 2018 Regular Council Meeting Council received Communications Report 2018, entitled "Public Feedback on Colchester Park Renaming". During agenda item 16. Reports and Announcement from Council Members, Council requested that this report be placed on the May 7, 2018 Agenda for further discussion.

8. Reports from Administration

8.1 Community Services Report 2018-015 40

RE: Shining a Light on Compassion Community Awards

That Community Services Report 2018-015, entitled "Shining a Light on Compassion Community Awards", prepared and submitted by Doug Sweet, Director of Community Services, dated May 7, 2018 be received for council information;

And that Administration be directed to assist in promoting the "Shining a Light on Compassion Awards", and encourage the community to nominate residents who meet the criteria for exemplifying compassion in their community.

8.2 Finance and Business Services Report 2018-01 44

RE: Credit Card Transaction Processing Changes

That Finance and Business Services Report 2018-01, entitled "Credit Card Transaction Processing Changes", prepared by Kate Bailey, Manager, Finance and Business Services and submitted by Jeffrey Morrison, Director, Corporate Services, dated May 7, 2018, be received;

And that effective June 30, 2018 Council approve Administration to move forward with no longer accepting credit card payments for property taxes owing over the phone at Town Hall;

And that effective June 30, 2018 Council approve Administration to move forward with capping in person credit card transactions to a maximum of \$1,000 per transaction at Town Hall and the Gesto Office.

8.3 Corporate Services Report 2018-04 48

RE: Landfill Compensation Reserve Update and Forecast
2016/17 Actual plus 2018 - 2022 Forecast of Cash Position

That Corporate Services Report 2018-04, entitled "Landfill Compensation Reserve Update and Forecast", providing Council with the 2016/17 Actual and the 2018 to 2022 Forecast of Cash Position, be received.

8.4 Infrastructure and Development Report 2018-06 49

RE: 2018 Structure Culvert and Bridge Inspections

Request to Council to Waive Requirement for Proposals, Tenders and Quotations for Structural Engineering

That Infrastructure and Development Report 2018-06, entitled "2018

	Structure Culvert and Bridge Inspections", dated May 7, 2018 , as prepared and submitted by Chris Nepszy, Director, Infrastructure and Development, be received;	
	And that Council appoint the engineering firm of Keystone Bridge Management Corporation (Keystone) to provide engineering services to complete the structure inspections within the Town of Essex in accordance with the completed and attached Request pursuant to Section 22 (3) of the Town of Essex Procurement By-Law 1043.	
8.5	Planning Report 2018-21	52
	RE: 214 Maidstone Avenue West Rezoning	
	By-Law 1701	
	Being a by-law to amend By-Law 1037 The Comprehensive Zoning By-Law for the Town of Essex	
	That Planning Report 2018-21, entitled "214 Maidstone Avenue West Rezoning", prepared by Rita Jabbour, Assistant Planner and submitted by Chris Nepszy, Director of Infrastructure and Development, dated May 7, 2018, be received;	
	And that By-Law 1701 being a by-law to amend By-Law 1037, The Comprehensive Zoning By-Law for the Town of Essex be read a first and a second time and provisionally adopted on May 7, 2018.	
8.6	Planning Report 2018-22	63
	RE: Overview of changes to the Planning Act under Bill 139.	
	That Planning Report 2018-22, entitled "Changes to the Planning Act under Bill 139", prepared by Jeff Watson, Policy Planner and submitted by Chris Nepszy, Director, Infrastructure and Development, dated May 7, 2018 outlining the changes to the Planning Act stemming from the adoption of Bill 139, the Building Better Communities and Conserving Watersheds Act, 2017, be received.	
8.7	Infrastructure and Development Report 2018-07	70
	RE: 2018 Federation of Canadian Municipalities: Grant Application	
	That Infrastructure and Development Report 2018-07, entitled "2018 Federation of Canadian Municipalities: Grant Application", prepared by Norman Nussio, Assistant Manager of Operations/Drainage and submitted by Chris Nepszy, Director, Infrastructure and Development, dated May 7, 2018, be received;	
	And that Council authorize the submission of an application to receive funding from the Federation of Canadian Municipalities Municipal Asset Management Program for a road needs assessment.	
8.8	Chief Administrative Officer, Donna Hunter	72
	Verbal Report - Update on power outages to the Harrow Service Area	
	That the verbal update provided by Donna Hunter, Chief Administrative Officer relating to the outages in the Harrow Services Area, be received.	
8.9	Building Department Report 2018-04	73
	RE: April 2018 Building Report	

That Building Department Report 2018-04, entitled "April 2018 Building Department", dated May 2, 2018 providing Council with an update on building activity within the Town of Essex for the month of April, be received.

8.10

Corporate Service Report 2018-06

77

RE: Extension Agreement - Tax Sale Property

By-Law 1705

Being a by-law to authorize an Extension Agreement with the Owner of Roll Number 440-000-00600-000 for the payment of outstanding taxes in the amount of \$11,240.00 to February 7, 2019

That Corporate Services Report 2018-06, entitled "Extension Agreement - Pare" prepared and submitted by Jeffrey Morrison, Director, Corporate Services, dated May 3, 2018, be received;

And that By-Law 1705 being a by-law to authorize an Extension Agreement with the Owner of Roll Number 440 000 00600 0000 for the payment of outstanding taxes to the amount of \$11,240.00 to February 7, 2019, be read a first, a second and a third time and finally passed May 7, 2018.

9.

Reports from Youth Members

10.

County Council Update

11.

Correspondence

11.1

Correspondence to be received

That 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.

11.1.1

Ministry of Citizenship and Immigration

82

RE: Champion of Diversity Award
Call for nominations for individuals, groups and employers who actively promote diversity and inclusion and immigrant economic success in Ontario
Deadline for submission is May 15, 2018

11.1.2

Essex-Windsor Solid Waste Authority

83

RE: Essex-Windsor Solid Waste Authority 2017 Waste Diversion Annual Report

11.1.3

Windsor Essex County Environment Committee Meeting

107

April 5, 2018 Minutes

11.1.4

Windsor Essex Community Foundation

115

RE: 2018 Vital Signs Survey Promotion

11.1.5

2018 Premier's Award for Agri-Food Innovation Excellence

117

Call for nominations for primary producers, processors and agri-food organizations that foster the spirit of innovation in Ontario's agricultural sector.

Deadline for nominations is May 25, 2018

11.1.6	Ministry of Education RE: Public Accommodation Review Guideline (PARG)	118
11.1.7	County of Essex Correspondence from the County of Essex to The Honourable Kathryn McGarry RE: OGRA Delegation Highway 3.	122
11.1.8	Erie St. Clair Local Health Integration Network (LHIN) Board Meeting RE: April 30, 2018 Agenda	127
11.1.9	Town of Essex Resolution (R18-01-013) - Offering School Property to Municipalities As a result of Resolution R18-01-013 the following letters have been received: City of Belleville (Support) County of Lennox &Addington (Support)	129
11.1.10	Town of Essex Resolution (R18-03-096) - User Pay Childcare Services at AMO and FCM Conferences As a result of Resolution R18-03-096 the following letter have been received: Town of The Blue Mountains (Received) Municipality of Neebing (Supports in principle) Township of Zorra (Support) Municipality of Mississippi Mills (Support) Township of Fauquier-Strickland (Support)	131
11.1.11	Municipality of East Ferris RE: Anglers and Hunters - Algonquin Wolves	138
11.2	Correspondence to be considered for receipt and support	
11.2.1	E.L.K. Solutions Inc. - Acknowledgement and Waiver E.L.K. Energy Inc. - Acknowledgement and Waiver - Resolutions of the Sole Voting Shareholder (2) That Council acknowledges receipt of the financial statements of E.L.K. Solutions and E.L.K. Energy Inc. for the year ending December 31, 2015; the resolutions of E.L.K. Energy appointing KPMG LLP as Auditor, and the appointment of Directors, be received; And that the Mayor be authorized to sign the documents on behalf of The Corporation of the Town of Essex.	139
11.2.2	Timothy Berthiaume, Town of Amherstburg Chief of Police	142

RE: Township of Baldwin and Bill C-71

That correspondence from Timothy Berthiaume, Town of Amherstburg Chief of Police, dated April 24, 2018 seeking the Town's comments on the request from the Township of Baldwin to lobby the Provincial government to cancel Bill C-71, be (received/received and supported);

And that if Council chooses to support the Provincial government cancelling Bill C-71, a letter of support be sent to Tracey Ramsey, M.P., the Township of Baldwin and Town of Amherstburg's Chief of Police.

11.2.3 Ernie Hardeman, M.P.P. Oxford 146

RE: Bill 16, Respecting Municipal Authority Over Landfilling Sites

- Township of Uxbridge
RE: Bill 16, Respecting Municipal Authority Over Landfilling Sites

That correspondence from Ernie Hardeman, M.P.P. Oxford, dated March 26, 2018 and correspondence from the Township of Uxbridge, dated April 19, 2018 seeking support for Bill 16, Respecting Municipal Authority Over Landfilling Sites, be (received/received and supported);

And that if Council chooses to support Bill 16, a letter of support be sent to Catherine McKenna, Minister of the Environment and Climate Change, Kathleen Wynne, Premier of Ontario, Ernie Hardeman, M.P.P. Oxford, Taras Natyshak, M.P.P. Essex and the Township of Uxbridge.

11.2.4 Ryan Siversns 150

RE: Resignation from the Essex Funfest Committee

That the email from Ryan Siversns, dated April 18, 2018 advising of his resignation from the Essex Fun Fest Committee, be received with regret.

12. Committee Meeting Minutes

That minutes listed in Agenda Item 12, together with the recommendations noted therein be received, and adopted as circulated.

12.1	Essex Police Services Board - April 5, 2018	151
12.2	Arts, Culture and Tourism (ACT) - April 11, 2018	154
12.3	Committee of Adjustment - April 17, 2018	158
12.4	Fun Fest Committee - April 19, 2018	166
12.5	Communities in Bloom - April 24, 2018	172
12.6	Personnel Committee - April 25,2018	176
	• Respectful Workplace Policy (PC-18-005) Recommendation to Council that the revised Respectful Workplace Policy presented as highlighted in the	

policy, be approved and that the revised policy be implemented.

13. Financial

14. New Business

15. Notices of Motion

15.1 Councillor Bondy 210

RE: Idling By-Law

That Council ask Administration to review and bring back a draft bylaw which limits the idling of vehicles in the Town of Essex.

15.2 Councillor Bondy 211

RE: Traffic Signal at the corner of Erie and King Street

That Administration be requested to bring back a report on the possibility of a traffic signal at the corner intersection of Erie and King Streets in Ward Four.

16. Reports and Announcements from Council Members

17. By-Laws

17.1 By-Laws that require a third and final reading

17.1.1 By-Law 1700 214

Being a by-law to confirm the proceedings of the April 16, 2018 Regular Meeting of the Council of The Corporation of the Town of Essex

That By-Law 1700 being a by-law to confirm the proceedings of the April 16, 2018 Regular Meeting of the Council of The Corporation of the Town of Essex, be read a third time and finally passed on May 7, 2018.

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

17.2.1 By-Law 1686 216

Being a by-law to amend By-Law 1344 being a by-law for the imposition of Development Charges for The Corporation of the Town of Essex

That By-Law 1686 being a by-law to amend By-Law 1344, being a by-law for the imposition of Development Charges for The Corporation of the Town of Essex, be read a first, a second and a third time and finally passed on May 7, 2018.

17.2.2 By-Law 1698 218

Being a by-law to establish tax rates and additional charges for Municipal, County and Education purposes for the year 2018

That By-Law 1698 being a by-law to establish tax rates and

additional charges for Municipal, County and Education purposes for the year 2018, be read a first, a second and a third time and finally passed on May 7, 2018.

17.2.3 By-Law 1702 224

Being a by-law to authorize an agreement between The Association of Municipalities of Ontario ("AMO") and The Corporation of the Town of Essex (the "Recipient") Ontario's Main Street Revitalization Initiative

That By-Law 1702 being a by-law to authorize an agreement between The Association of Municipalities of Ontario ("AMO") and The Corporation of the Town of Essex (the "Recipient") Ontario's Main Street Revitalization Initiative be read a first, a second and a third time and finally passed on May 7, 2018.

17.2.4 By-Law 1703 243

Being a by-law to authorize the borrowing of money to meet current expenditures of The Corporation of the Town of Essex

That By-Law 1703 being a by-law to authorize the borrowing of money to meet current expenditures of The Corporation of the Town of Essex be read a first, a second and a third time and finally passed on May 7, 2018.

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

17.3.1 By-Law 1704 245

Being a by-law to confirm the proceedings of the May 7, 2018 Regular Meeting of the Council of The Corporation of the Town of Essex

That By-Law 1704 being a by-law to confirm the proceedings of the May 7, 2018 Regular Meeting of the Council of The Corporation of the Town of Essex, be read a third time and finally passed on May 22, 2018.

18. **Adjournment**

Moved by
Seconded by

That the meeting be adjourned at [TIME].

19. **Future Meetings**

19.1 ***TUESDAY*, May 22, 2018 - 5:00 - 5:30 PM - Consideration of Report for the White Drain**

Location: County of Essex Council Chambers, 360 Fairview Ave. West, Essex

19.2 ***TUESDAY*, May 22, 2018 - 5:30 - 6:00 PM - Court of Revision 8th Concession Drain**

Location: County of Essex Council Chambers, 360 Fairview Ave. West, Essex

19.3 ***TUESDAY*, May 22, 2018 - 6:00 - 9:00 PM - Regular Council Meeting**

Location - County of Essex Council Chambers, 360 Fairview Ave.
West, Essex