



## Regular Council Meeting Agenda

April 16, 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 April 16, 2018

That the published agenda for the April 16, 2018 Regular Council Meeting be adopted as presented / amended.
5. Adoption of Minutes
  - 5.1 Regular Council Meeting Minutes for April 3, 2018 1

That the minutes of the Regular Council Meeting held April 3, 2018 be adopted as circulated.
  - 5.2 Special Council Meeting Minutes for October 30, 2017 17

That the minutes of the Special Council Meeting held October 30, 2017 held for the Declaration of the Elected Office, be adopted as circulated.
  - 5.3 Special Council Meeting Minutes for October 30, 2017 19

That the minutes of the Special Council Meeting held October 30, 2017 for 2018 budget deliberations, be adopted as circulated.
  - 5.4 Special Council Meeting Minutes for November 20, 2017 21

That the minutes of the Special Council Meeting held November 20, 2017 for the purpose of considering revisions to the Town's Zoning By-Law 1037, be adopted as circulated.
6. Public Presentations
  - 6.1 Academic Achievement - Shelley Brown  
RE: Winner of AMCTO's Award for Excellence in Municipal Law
  - 6.2 Infrastructure and Development Services Report 2018-05 23  
RE: McGregor Sanitary Works: Information  
Chris Nepszy, Director, Infrastructure and Development  
Also present: Antonietta Giofu, Director of Engineering and Public Works, Town of Amherstburg

**That** Infrastructure and Development Services Report 2018-05, prepared by Chris Nepszy, Director, Infrastructure and Development, and Antonietta Giofu, Director of Engineering and Public Works, Town of Amherstburg, and submitted by Chris Nepszy, Director, Infrastructure and Development, entitled "McGregor Sanitary Works: Information", dated April 16, 2018 providing information to Council regarding the Town of Amherstburg sanitary sewer system and Town of Essex storm water systems which serve Town of Essex residents in McGregor Centre, be received.

### 6.3 David Brian 31

Academie Ste. Cecile International School (ASCIS)  
RE: Essex County Cemetery Outreach Project

**That** the public presentation by David Brian, Geography Teacher, and students, Victoria Hung, Anson Leung, Billy Siu, Queenie Wu, Rayan El-Cheikh, Mila Di Mambro and Jason Leung of the Academie Ste. Cecile International School, proposing a partnership to participate in a "Community Outreach Project", to record and publish a digital map of the "lost cemeteries" of Essex County with a focus on the Black Cemeteries, be (received/received and supported).

### 6.4 Mark and Jenn Nenadov, 155 Talbot Street South 34

RE: Request for Second Driveway Entrance at 155 Talbot Street South

**That** the public presentation by Mark and Jenn Nenadov, 155 Talbot Street South asking Council to consider allowing them to add a second driveway entrance to their property at the northwest corner of their lot, exiting onto Irwin Avenue be (approved/denied)and if Council approves the request;

**That** the Resident consult with the Manager of Operations to ensure the entrance will have a minimal impact to Irwin Avenue.

### 6.5 Rodney Bouchard, Manager 39

Union Water Supply System (UWSS)  
RE: Proposed Business Case for Restructuring UWSS into a Municipal Service Corporation

**That** the public presentation and Report by Rodney Bouchard, Manager of the Union Water Supply System providing Council with a "Proposed Business Case for Restructuring Union Water Supply System (UWSS) into a Municipal Service Corporation" dated March 28, 2018, be received;

**And that** Council direct Administration to review and report back to Council with recommendations pertaining to the Proposed Business Case for Restructuring Union Water Supply System (UWSS) into a Municipal Service Corporation as set out in the Report received at this meeting.

## 7. Unfinished Business

### 7.1 Nominations for Senior of the Year Award 143

At the April 3, 2018 Regular Council Meeting, Council received correspondence from the Ontario Minister Responsible for Seniors Affairs which invited Council to participate in nominations for the 2018

Senior of the Year Award by forwarding the name of one outstanding local senior who, after the age of 65, has enriched the social, cultural or civic life of our community.

Seniors who qualify for the award may have contributed in many different fields, such as the arts, literature, community service, voluntarism, fitness and sport, or humanitarian activities.

To date Administration has received two nominations for Council's Consideration: Brenda Anger and Diana Dennis.

**That** the following name \_\_\_\_\_ be submitted as the Town of Essex's nomination as Senior of the Year 2018.

**8. Reports from Administration**

**8.1 Planning Report 2018-13 145**

RE: Colchester and County Road 50 Community Improvement Expansion

By-Law 1689  
Being a by-law to enlarge the Community Improvement Project Area of the Colchester Centre Community Improvement Plan

**That** Planning Report 2018-13, entitled "Colchester and County Road 50 Community Improvement By-Law (Ward 3)", prepared by Jeff Watson, Policy Planner and submitted by Chris Nepszy, Director of Infrastructure and Development, dated April 16, 2018 recommending that Council approve the expansion of the Colchester Community Improvement Plan Project Area (CCIPPA) along County Road 50, be received;

**And that** By-Law 1689 being a by-law to enlarge the Community Improvement Project Area of the Colchester Centre Community Improvement Plan, be read a first, a second and a third time and finally passed on April 16, 2018.

**8.2 Planning Report 2018-16 156**

RE: Rezoning By-Law 80 Maidstone Avenue West (Ward 1)

By-Law 1690  
Being a by-law to Amend By-Law 1037 The Comprehensive Zoning By-Law for the Town of Essex

**That** Planning Report 2018-16, entitled "Rezoning by-law for 80 Maidstone Avenue West (Ward 1)", prepared by Jeff Watson, Policy Planner and submitted by Chris Nepszy, Director of Infrastructure and Development, dated April 16, 2018, be received;

**And that** By-Law 1690 being a by-law to amend By-Law 1037, The Comprehensive Zoning By-Law for the Town of Essex be read a first, a second and a third time and finally passed April 16, 2018.

**8.3 Planning Report 2018-19 160**

RE: Heritage Listings

**That** Planning Report 2018-19, entitled "Heritage Listings", prepared by Rita Jabbour, Assistant Planner and submitted by Chris Nepszy, Director of Infrastructure and Development, dated April 16, 2018, be

received;

**And that** the properties known municipally as 9567 County Road 11 and 400 County Road 13 be listed on the Essex Municipal Heritage Register pursuant to subsection 27 (1.2) of the Ontario Heritage Act.

#### 8.4 Community Services Report 2018-012

169

RE: Communities in Bloom Proclamation - Week of May 7, 2018

**That** Community Services Report 2018-012, entitled "Communities in Bloom Proclamation - Week of May 7", prepared and submitted by Doug Sweet, Director of Community Services, dated April 16, 2018, be received;

**And that** Council proclaim Communities in Bloom Week for the week of May 7, 2018 and adopt the following resolution:

**Whereas**, in Canada we are fortunate to have a multitude of communities committed to fostering civic pride, environmental responsibility and beautification; and

**Whereas**, communities are committed to ensuring sustainable development for future generations; and

**Whereas**, participation in Communities in Bloom builds communities, strengthens volunteer and community development, enhances social interaction, and creates community pride; and

**Whereas**, the benefits provided by Communities in Bloom may boost the economy, create sustainability, enhance property values, attract new business, and increase tourism; and

**Whereas**, our parks, open spaces, green spaces, and trails ensure sustainability, provide space to enjoy nature, help maintain clean air and water, and preserve plant and animal wildlife; and

**Whereas**, all community levels: municipal, residential, commercial, and institutional work together to ensure the voluntary sector and private enterprise throughout the Country participate in the planning, development, and operation of recreation and parks programs, services, and facilities.

**Now, Therefore be it Resolved**, that Communities in Bloom does hereby proclaim that the week of May 7 and has been designated as Communities in Bloom Week which will annually recognize and celebrate the benefits derived from Communities in Bloom and the countless volunteers and individuals that make our communities great places to live.

**Therefore**, the Council of the Town of Essex, in recognition of the benefits and values that Communities in Bloom does provide, do hereby designate the week of "May 7, 2018 as Communities in Bloom Week".

#### 8.5 Community Services Report 2018-013

172

RE: Significant Event Status - 7th Annual McGregor Mug Run and International Beer Fest - Saturday, September 22, 2018

**That** Community Services Report 2018-013, entitled "Significant Event Status - 7th Annual McGregor Mug Run and International Beer Fest -

Saturday, September 22, 2018", prepared and submitted Doug Sweet, Director of Community Services dated April 16, 2018, be received;

**And that** Council approve the 7th Annual McGregor Mug Run and International Beer Fest for Significant Event Status for the purpose of applying for their Special Occasion Permit (SOP) for the event to be held on Saturday, September 22, 2018; and further

**That** Council approve the proposed route and road closures as requested for the 2018 Mug Run (Appendix "A" to the report).

**8.6 Community Services Report 2018-014 177**

RE: New Mural to be located at 47 Talbot Street North

By-Law 1697

Being a by-law to enter into an agreement with John Spevak for the placement of an outdoor mural to the building located at 47 Talbot Street North, Essex, Ontario

**That** Community Services Report 2018-014, entitled "New Mural to be located at 47 Talbot Street North", prepared by Cynthia Cakebread, Manager, Recreation and Culture, and submitted by Doug Sweet, Director of Community Services dated April 16, 2018, be received;

**And that** the Town of Essex enter into an agreement with John Spevak to allow the Town of Essex to install a mural on the southeast wall of the property located at 47 Talbot Street North (side of Wood Craft Pizza) in Essex Centre;

**And that** By-Law 1697 being a by-law to enter into an agreement with John Spevak for the placement of an outdoor mural to the building located at 47 Talbot Street North, Essex, Ontario be read a first, a second and a third time and finally passed on April 16, 2018.

**8.7 Community Services Report 2018-016 183**

RE: Special Events Resource Team (SERT) April Update

**That** Community Services Report 2018-016, entitled "Special Events Resource Team (SERT) April Update", prepared and submitted by Doug Sweet, Director of Community Services, dated April 16, 2018 providing Council with an update on the events and requests that have been reviewed by the Town of Essex Special Events Resource Team (SERT), be received.

**8.8 Building Department Report 2018-03 186**

RE: March 2018 Building Report

**That** Building Department Report 2018-03, entitled "March 2018 Building Report", dated April 3, 2018 providing Council with an update on building activity within the Town of Essex for the month of March, be received.

**8.9 Information Technology Report 2018-02 190**

RE: Purchase of Digital Video Surveillance Recording Equipment

**That** Information and Technology Report 2018-02, entitled "Purchase of Digital Video Surveillance Recording Equipment", prepared by Jack

Barron, Manager, Information Technology and submitted by Jeffrey Morrison, Director, Corporate Services, dated March 26, 2018, be received;

**And that** Council approve the allocation of funds for the purchase of Digital Video Surveillance Recording Equipment to be purchased in 2018 from the underspent portion of the 2017 Information Technology Operating Budget from reserve.

**8.10 Economic Development Report 2018-06 192**

RE: Tourism Marketing 2018

**That** Economic Development Report 2018-06, entitled "Tourism Marketing 2018", prepared by Nelson Silveira, Economic Development Officer and Alex Denonville, Manager, Communications, and submitted by Donna Hunter, Chief Administrative Officer, dated April 16, 2018 providing Council with an overview of tourism marketing efforts in 2018, be received.

**8.11 Communications Report 2018-02 198**

RE: Public Feedback on Colchester Park Renaming

**That** Communications Report 2018-02, prepared by Alex Denonville, Manager, Communications and submitted by Donna Hunter, Chief Administrative Officer, dated April 16, 2018, entitled "Public Feedback on Colchester Park Renaming", be received.

**8.12 Corporate Services Report 2018-01 210**

RE: Stray Cat Intake Agreement with Windsor-Essex County Humane Society

By-Law 1693

Being a by-law to enter into an Agreement with the Windsor-Essex County Humane Society for Intake of Stray Cats for the Town of Essex

**That** Corporate Services Report 2018-01, prepared and submitted by Jeffrey Morrison, Director, Corporate Services, dated April 16, 2018, entitled "Stray Cat Intake Agreement with the Windsor-Essex County Humane Society", dated April 16, 2018, be received;

**That** the Town enter into a three (3) year agreement (retroactive to January 1, 2018) with the Windsor-Essex County Humane Society for the intake of stray cats; and

**That** By-Law 1693 being a by-law to enter into an Agreement with the Windsor-Essex County Humane Society for the intake of stray cats for the Town of Essex be read a first, a second and a third time and finally passed on April 16, 2018.

**8.13 Clerks Report 2018-007 214**

RE: Court of Revision for the 8th Concession West Drain: Bridge for Walter & Amy Howson (Part of Lot 14, Concession 8)

By-Law 1698

Being a by-law to provide for the 8th Concession West Drain: Bridge for Walter & Amy Howson (Part of Lot 14, Concession 8) Geographic Township of Colchester North, Project REI 2017D025, Town of Essex, County of Essex

**That** Clerks Report 2018-007, entitled "Court of Revision for 8th Concession West Drain: Bridge for Walter & Amy Howson", prepared by Robert Auger, Clerk and submitted by Donna Hunter, Chief Administrative Officer, dated April 16, 2018, be received

**That** Councillor Rogers, Mayor McDermott and Deputy Mayor Meloche be selected to sit as members of the Court of Revision for the 8th Concession West Drain: Bridge for Walter & Amy Howson, and such Court of Revision be scheduled for 5:30PM on May 22, 2018 in the County of Essex Civic Centre Council Chambers, 360 Fairview Avenue West, Essex; and

**That** By-Law 1698 being a by-law to provide for the 8th Concession West Drain: Bridge for Walter & Amy Howson (Part of Lot 14, Concession 8) Geographic Township of Colchester North, Project REI 2017D025, Town of Essex, County of Essex, be read a first, and a second time and provisionally adopted on April 16, 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 | Union Water Supply System                                                                                                                                | 221 |
|        | RE: Joint Board of Management - February 21, 2018 Minutes                                                                                                |     |
| 11.1.2 | Ministry of Finance                                                                                                                                      | 229 |
|        | RE: Business Vacancy Rebate and Reduction Programs Update<br>March 2018                                                                                  |     |
| 11.1.3 | Ministry of Finance                                                                                                                                      | 237 |
|        | Correspondence acknowledging receipt of the Town's letter to the Honourable Charles Sousa conveying interest in hosting an Ontario Cannabis Store (OCS). |     |
| 11.1.4 | Town of Essex Resolution (R18-01-013) - Offering School Property to Municipalities                                                                       | 238 |
|        | As a result of Resolution R18-01-013 the following letters have been received:                                                                           |     |
|        | Municipality of McDougall (Support)                                                                                                                      |     |
|        | Township of Rideau Lakes (Support)                                                                                                                       |     |
|        | Municipality of St. Charles (Support)                                                                                                                    |     |
|        | Town of Parry Sound (Support)                                                                                                                            |     |
|        | Township of Joly (Support)                                                                                                                               |     |
|        | Township of Enniskillen (Support)                                                                                                                        |     |
|        | Loyalist Township (Support)                                                                                                                              |     |
|        | Township of McNab/Braeside (Support)                                                                                                                     |     |

|        |                                                                                                                                                                         |     |
|--------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|
| 11.1.5 | Town of Essex Resolution (R18-03-096) - User Pay Childcare Services at AMO and FCM Conferences                                                                          | 250 |
|        | As a result of Resolution R18-03-096 the following letters have been received:                                                                                          |     |
|        | Township of Douro-Dummer (Support)                                                                                                                                      |     |
|        | Town of Orangeville (No action taken)                                                                                                                                   |     |
|        | Municipality of Dutton Dunwich (Support)                                                                                                                                |     |
|        | Peterborough County (Support)                                                                                                                                           |     |
|        | Municipality of Marmora and Lake (Support)                                                                                                                              |     |
|        | Municipality of Northern Bruce Peninsula (Support)                                                                                                                      |     |
|        | City of Stratford (No action taken)                                                                                                                                     |     |
| 11.1.6 | Association of Municipalities of Ontario (AMO)                                                                                                                          | 257 |
|        | RE: Benefits of the Federal Gas Tax Fund 2014-2016                                                                                                                      |     |
| 11.1.7 | Ministry of Citizenship and Immigration                                                                                                                                 | 305 |
|        | RE: Lincoln M. Alexander Award                                                                                                                                          |     |
|        | Call for nominations for up to three young Ontarians who have demonstrated exemplary leadership in contributing to the elimination of racial discrimination in Ontario. |     |
|        | Deadline for nominations is May 21, 2018                                                                                                                                |     |
| 11.1.8 | Erie St. Clair Local Health Integration Network (LHIN)                                                                                                                  | 306 |
|        | RE: Opening a nursing clinic in Wallaceburg                                                                                                                             |     |

## 11.2 Correspondence to be considered for receipt and support

## 12. Committee Meeting Minutes

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

|      |                                                                                                                                                                                                  |     |
|------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|
| 12.1 | <b>Essex Accessibility Advisory Committee - February 1, 2018</b>                                                                                                                                 | 308 |
|      | (EAAC18-02-03) <b>Recommendation to Council</b> that Council direct Administration to work with the Committee to explore fundraising for the mobi mat at Colchester Beach.                       |     |
|      | (EAAC18-02-06) <b>Recommendation to Council</b> that Site Plan Control require an accessible parking template on the asphalt and a vertical accessible parking sign in accessible parking spots. |     |
| 12.2 | <b>Essex Centre B.I.A. - February 13, 2018</b>                                                                                                                                                   | 314 |
| 12.3 | <b>Co-An Park Committee</b>                                                                                                                                                                      | 317 |
|      | March 14, 2018 (including Costing Report at March 12, 2018)                                                                                                                                      |     |
|      | April 2, 2018                                                                                                                                                                                    |     |
| 12.4 | <b>Committee of Adjustment - March 20, 2018</b>                                                                                                                                                  | 329 |
| 12.5 | <b>Communities in Bloom - March 27, 2018</b>                                                                                                                                                     | 356 |
| 12.6 | <b>Essex Municipal Heritage Committee (EMHC) - March 29, 2018</b>                                                                                                                                | 362 |

## 13. Financial

|        |                                                                                                                                                                                                                                                                                                                                        |     |
|--------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|
| 13.1   | <b>Bank Payments Report</b>                                                                                                                                                                                                                                                                                                            | 368 |
|        | RE: January 2018                                                                                                                                                                                                                                                                                                                       |     |
|        | <b>That</b> the Bank Payments Report, including January cheque register, cheque number 44777 to cheque number 45370 inclusive in the amount of \$1,632,673.14, the Preauthorized Payments for January 2018 in the amount of \$317,959.91, and the Payroll for January 2018 in the amount of \$346,773.39, be ratified as submitted.    |     |
| 13.2   | <b>Bank Payments Report</b>                                                                                                                                                                                                                                                                                                            | 379 |
|        | RE: February 2018                                                                                                                                                                                                                                                                                                                      |     |
|        | <b>That</b> the Bank Payments Report, including February cheque register, cheque number 45371 to cheque number 45669 inclusive in the amount of \$2,040,786.27, the Preauthorized Payments for February 2018 in the amount of \$316,426.49, and the Payroll for February 2018 in the amount of \$330,701.17, be ratified as submitted. |     |
| 14.    | <b>New Business</b>                                                                                                                                                                                                                                                                                                                    |     |
| 14.1   | <b>Councillor Snively</b>                                                                                                                                                                                                                                                                                                              | 390 |
|        | RE: Colchester 2018 Summer Event                                                                                                                                                                                                                                                                                                       |     |
| 15.    | <b>Notices of Motion</b>                                                                                                                                                                                                                                                                                                               |     |
| 16.    | <b>Reports and Announcements from Council Members</b>                                                                                                                                                                                                                                                                                  |     |
| 17.    | <b>By-Laws</b>                                                                                                                                                                                                                                                                                                                         |     |
| 17.1   | <b>By-Laws that require a third and final reading</b>                                                                                                                                                                                                                                                                                  |     |
| 17.1.1 | By-Law 1691                                                                                                                                                                                                                                                                                                                            | 391 |
|        | Being a by-law to amend By-Law 1037 The Comprehensive Zoning By-Law for the Town of Essex                                                                                                                                                                                                                                              |     |
|        | <b>That</b> By-Law 1691 being a by-law to amend By-Law 1037 The Comprehensive Zoning By-Law for the Town of Essex, be read a third time and finally passed on April 16, 2018.                                                                                                                                                          |     |
| 17.1.2 | By-Law 1695                                                                                                                                                                                                                                                                                                                            | 395 |
|        | Being a by-law for the declaration of surplus lands by The Corporation of the Town of Essex (Part of Tawasentha Park)                                                                                                                                                                                                                  |     |
|        | <b>That</b> By-Law 1695 being a by-law for the declaration of surplus lands by The Corporation of the Town of Essex, be read a third time and finally passed on April 16, 2018.                                                                                                                                                        |     |
| 17.1.3 | By-Law 1696                                                                                                                                                                                                                                                                                                                            | 397 |
|        | Being a by-law to confirm the proceedings of the April 3, 2018 Regular Meeting of the Council of The Corporation of the Town of Essex                                                                                                                                                                                                  |     |
|        | <b>That</b> By-Law 1696 being a by-law to confirm the proceedings of the April 3, 2018 Regular Meeting of the Council of The Corporation of the Town of Essex, be read a third time and finally passed on April 16, 2018.                                                                                                              |     |

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

**17.2.1 By-Law 1699 399**

Being a by-law to provide for the indemnification of a Member of the Council of the Town of Essex against loss or liability incurred while acting in the capacity as a Member of Council.

**That** By-Law 1699 being a by-law to provide for the indemnification of a Member of the Council of the Town of Essex against loss or liability incurred while acting in the capacity as a Member of Council, be read a first, a second and a third time, and finally passed on April 16, 2018.

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

**17.3.1 By-Law 1700 401**

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 first, and a second time and provisionally adopted on April 16, 2018.

**18. Adjournment**

That the meeting be adjourned at [TIME].

**19. Future Meetings**