



## Regular Council Meeting Agenda

April 3, 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 3, 2018

That the published agenda for the April 3, 2018 Regular Council Meeting be adopted as presented / amended.
5. Adoption of Minutes
  - 5.1 Regular Council Meeting Minutes for March 19, 2018 1

That the minutes of the Regular Council Meeting held March 19, 2018 be adopted as circulated.
6. Public Presentations
7. Unfinished Business
8. Reports from Administration
  - 8.1 Community Services Report 2018-008 13

RE: Results of Request for Tender - Supply of Three Trucks 2018

That Community Services Report 2018-008, entitled "Results of Request for Tender - Supply of Three Trucks 2018", prepared by Jackson Tang, Assistant Manager, Business Services and submitted by Doug Sweet, Director of Community Services, dated April 3, 2018 be received;

And that Council award the Request for Tender Supply of Three Trucks 2018 to Ken Knapp Ford in the amount of \$122,084.52 including applicable taxes.
  - 8.2 Community Services Report 2018-009 16

RE: Harrow Lion's Club and Hall

That Community Services Report 2018-009, entitled "Harrow Lions Club and Hall", prepared and submitted by Doug Sweet, Director of Community Services, dated April 3, 2018 informing Council that effective July 31, 2018 the Harrow Lions Club lease to operate the Lions Hall facility located on McAfee Street in Harrow will be terminated, and

the operations of the Lion's Hall will be turned back over to the Town of Essex, be received.

- 8.3 Community Services Report 2018-010** 21
- RE: Significant Event Status - 26th Annual Colchester Walleye Derby - Saturday, June 9, 2018
- That** Community Services Report 2018-010, entitled "Significant Event Status - 26th Annual Colchester Walleye Derby - Saturday, June 9, 2018", prepared and submitted by Doug Sweet, Director of Community Services dated April 3, 2018, be received;
- And that** Council approve the 26th Annual Colchester Walleye Derby for Significant Event Status for the purpose of applying for their Special Occasion Permit (SOP) for the event to be held on Saturday, June 9, 2018.
- 8.4 Community Services Report 2018-011** 23
- RE: Significant Event Status - 31st Essex Fun Fest - July 5, 6, 7, and 8, 2018
- That** Community Services Report 2018-011, entitled "Significant Event Status - 31st Essex Fun Fest - July 5, 6, 7, and 8, 2018", prepared and submitted by Doug Sweet, Director of Community Services, dated April 3, 2018, be received;
- And that** Council approve the 31st Essex Fun Fest for Significant Event Status for the purpose of applying for their Special Occasion Permit (SOP) for the event to be held on July 5, 6, 7, and 8, 2018.
- 8.5 Planning Report 2018-15** 25
- RE: Rezoning application 80 Maidstone Avenue West (Ward 1)
- That** Planning Report 2018-15, entitled "Rezoning application 80 Maidstone Avenue West (Ward 1)", prepared by Jeff Watson, Policy Planner, and submitted by Chris Nepszy, Director of Infrastructure and Development, dated April 3, 2018 recommending the preparation of a by-law to provide for the rezoning to a special residential zoning category to permit semi-detached and townhome dwellings, in addition to the presently permitted single detached dwellings, be received;
- And that** Council support and authorize the preparation of a by-law to provide for the rezoning to lands at 80 Maidstone Avenue West, from R1.1 to R2.3 to permit single detached, semi-detached and townhome dwellings.
- 8.6 Planning Report 2018-18** 34
- RE: 106 Talbot Road North Rezoning
- By-Law 1691  
Being a by-law to amend By-Law 1037 The Comprehensive Zoning By-Law for the Town of Essex
- That** Planning Report 2018-18, entitled "106 Talbot Road North Rezoning", prepared by Rita Jabbour, Assistant Planner, and submitted by Chris Nepszy, Director, Infrastructure and Development, dated April 3, 2018 recommending the rezoning application of lands at 106 Talbot Road North, be received;

**And that** Council approve the rezoning of lands at 106 Talbot Road North;

**And that** 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 first and a second time and provisionally adopted on April 3, 2018.

**8.7 Clerks Report 2018-05 48**

RE: 2018 Municipal Election Accessibility Plan

**That** Clerks Report 2018-05, entitled "2018 Municipal Election Accessibility Plan", prepared by Laurie Brett, Deputy Clerk, and submitted by Robert Auger, Clerk, dated April 3, 2018 advising Council on the plans to ensure that persons with disabilities have the opportunity to participate fully in the 2018 municipal election process, be received for Council Information purposes.

**8.8 Clerks Report 2018-06 62**

RE: Appointment to Fill Committee Vacancies

**That** Clerks Report 2018-06, entitled "Appointment to Fill Committee Vacancies", prepared by Laurie Brett, Deputy Clerk, and submitted by Robert Auger, Clerk, dated April 3, 2018 providing Council with a list of proposed candidates to fill the vacancy on both the Committee of Adjustment and Property Standards Committee, and to propose methods by which Council may select a new committee member, be received;

**That** Council appoints \_\_\_\_\_ (one person to be chosen) to fill the vacancy on the Committee of Adjustment and Property Standards Committee; and

**That** Schedule "A" to By-Law 1376 be amended accordingly.

**8.9 Infrastructure and Development Report 2018-04 74**

RE: Results of Request for Tender

Supply of Winter Control Equipment for a Tandem Plow Truck 2018 and Supply of Tandem Plow Truck Cab and Chassis 2018

**That** Infrastructure and Development Report 2018-04, entitled "Results of Request for Tender - Supply of Winter Control Equipment for a Tandem Plow Truck 2018 and Supply of Tandem Plow Truck Cab and Chassis 2018", prepared by Jackson Tang, Assistant Manager, Business Services, and submitted by Chris Nepszy, Director, Infrastructure and Development, dated April 3, 2018, be received;

**And that** Council award the Request for Tenders as follows:

- a) ID-18-004 Supply of Winter Control Equipment for a Tandem Plow Truck 2018 to Viking-Cives Ltd. in the amount of \$107,214.33, including all applicable taxes; and
- b) ID-18-003 Supply of Tandem Plow Truck Cab and Chassis 2018 to Team Truck Centres Ltd., in the amount of \$143,989.38, including all applicable taxes.

**8.10 Communications Report 2018-01 77**

RE: Purchase of New Chain of Office

**That** Communications Report 2018-01, entitled "Purchase of New Chain

of Office", prepared and submitted by Alex Denonville, Manager, Communications, dated April 3, 2018 advising Council of the purchase of a new Chain of Office, be received.

**8.11 Drainage Report 2018-03**

80

RE: Appointment of a Drainage Engineer to prepare a report on behalf of Essex Region Conservation Authority ("ERCA") for a new pedestrian walkway over the Essex Outlet Drain

**That** Drainage Report 2018-03, entitled "Appointment of a Drainage Engineer to prepare a report on behalf of ERCA for a new pedestrian walkway over the Essex Outlet Drain", prepared by Norman Nussio, Assistant Manager, Operations/Drainage, and submitted by Chris Nepszy, Director, Infrastructure and Development, dated April 3, 2018, be received;

**And that** Council appoint the engineering firm of Rood Engineering Incorporated, pursuant to the Drainage Act Revised Statutes of Ontario 1990, to prepare a drainage report for a pedestrian walkway over the Essex Outlet Drain.

**8.12 Drainage Report 2018-04**

RE: Appointment of a Drainage Engineer to prepare a report for a new Access Culvert over the Bowler/South Malden Road Drain

**That** Drainage Report 2018-04, entitled "Appointment of a Drainage Engineer to prepare a report for a new Access Culvert over the Bowler/South Malden Road Drain", prepared by Norman Nussio, Assistant Manager, Operations/Drainage and submitted by Chris Nepszy, Director, Infrastructure and Development, dated April 3, 2018, be received;

**And that** Council appoint the engineering firm of Rood Engineering Incorporated, pursuant to the Drainage Act Revised Statutes of Ontario 1990, to prepare a drainage report for an access culvert over the Bowler/South Malden Road Drain.

**8.13 Drainage Report 2018-05**

84

RE: Appointment of a Drainage Engineer to prepare a report for a new Access Culvert over the 8th Concession West Drain

**That** Drainage Report 2018-05, entitled "Appointment of a Drainage Engineer to prepare a report for a new Access Culvert over the 8th Concession West Drain", prepared by Norman Nussio, Assistant Manager, Operations/Drainage, and submitted by Chris Nepszy, Director, Infrastructure and Development, dated April 3, 2018, be received;

**And that** Council appoint the engineering firm of Rood Engineering Incorporated, pursuant to the Drainage Act Revised Statutes of Ontario 1990, to prepare a drainage report for a new access culvert over the 8th Concession West Drain.

**8.14 Drainage Report 2018-06**

88

RE: Appointment of a Drainage Engineer to prepare a report for a new Access Culvert over the James Shepley Drain

**That** Drainage Report 2018-06, entitled "Appointment of a Drainage

Engineer to prepare a report for a new Access Culvert over the James Shepley Drain", prepared by Norman Nussio, Assistant Manager, Operations/Drainage, and submitted by Chris Nepszy, Director, Infrastructure and Development, dated April 3, 2018, be received;

**And that** Council appoint the engineering firm of Rood Engineering Incorporated, pursuant to the Drainage Act Revised Statutes of Ontario 1990, to prepare a drainage report for a new access culvert over the James Shepley Drain.

**8.15      Economic Development Report 2018-005      92**

RE: Ontario's Main Street Revitalization Initiative

**That** Economic Development Report 2018-005, entitled "Ontario's Main Street Revitalization Initiative", prepared by Nelson Silveira, Economic Development Officer, and submitted by Donna Hunter, Chief Administrative Officer, dated April 3, 2018, providing Council with the next steps and an overview of the Main Street Revitalization Initiative recently established by the Ontario Ministry of Agriculture Food and Rural Affairs (OMAFRA) administered by the Association of Municipalities of Ontario (AMO), be received.

**8.16      Economic Development Update Report      95**

RE: January - February 2018 Development

**That** the Town of Essex Economic Development Update, prepared by Nelson Silveira, Economic and Development Officer, providing Council with an update on development within the Town of Essex for the months of January and February 2018, be received.

**8.17      Chief Administrative Officer, Donna Hunter Verbal Report      96**

RE: Extension of Integrity Commissioner Agreement (By-Law 1468)

Seeking Council's support to authorize an additional extension to the Integrity Commissioner Agreement between The Corporation of the Town of Essex and Robert J. Swayze, Barrister and Solicitor, to December 31, 2018 to allow the Town to complete its procurement process.

**That** the verbal report by Chief Administrative Officer, Donna Hunter, seeking Council's approval to authorize an additional extension to the Integrity Commissioner Agreement between The Corporation of the Town of Essex and Robert J. Swayze, Barrister and Solicitor, to December 31, 2018 to allow the Town to complete its procurement process.

**8.18      Chief Administrative Officer - Donna Hunter Verbal Report      97**

RE: Update(s) on Planning, Building and Economic Development offices/facilities

**That** the verbal report by Chief Administrative Officer, Donna Hunter's providing Council with update(s) on renovations to house Planning, Building and Economic Development offices/facilities.

**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.

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|--------|--|-----|
| 11.1.1 | Minister of Seniors Affairs<br><br>RE: 2018 Senior of the Year Award<br>Call for nomination deadline - April 30, 2018  | 98  |
| 11.1.2 | Essex Region Conservation Authority<br><br>Letter of thanks for the opportunity to address Council on March 5, 2018.   | 99  |
| 11.1.3 | Town of Essex Resolution (R18-01-013) - Offering School Property to Municipalities<br><br>As a result of Resolution R18-01-013 the following letters have been received:<br><br>City of Hamilton ((Support)<br>Municipality of Tweed (Support)<br>Township of Nairn and Hyman (Support)<br>Municipality of Killarney (Support) | 100 |
| 11.1.4 | Town of Essex Resolution (R18-03-096) - User Pay Childcare Services at AMO and FCM Conferences<br><br>As a result of Resolution R18-03-096 the following letters have been received:<br><br>Township of Scugog (Received)  | 105 |
| 11.1.5 | AMO Policy Update<br><br>RE: One-Third Tax Free Exemption for Municipal Officials<br><br>Providing Council with an update on the federal government's intention to eliminate the one-third tax free exemption for municipal elected officials in 2019.   | 106 |

### 11.2 Correspondence to be considered for receipt and support

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|--------|---|-----|
| 11.2.1 | Greater Essex County District School Board<br><br>RE: Cannabis - Production Facilities for Medical Purposes and Legalization<br><br>That correspondence from the Greater Essex County District School Board, dated March 22, 2018 asking Council to consider using their authority over land use regulations to create land use controls on cannabis production facilities for medical purposes and cannabis retail stores, in order to limit the proximity to school facilities and to establish a process to inform school boards of any potential sites, be (received/received and supported). | 108 |
| 11.2.2 | Town of Lakeshore   | 110 |

RE: Dog Pound Services

Seeking Council's input and comments regarding the short and long term vision of the dog pound and possible name change of facility.

Moved by

Seconded by

**That** the Town of Lakeshore, dated March 9, 2018 inviting the Town of Essex to provide input and comments regarding the short term and long term vision of the dog pound and possible name change of the facility, be (received/received and supported).

**12. Committee Meeting Minutes**

**That** correspondence listed in Agenda Item 12, together with any recommendations noted therein be received, and adopted as circulated.

12.1	Essex Police Services Board - March 8, 2018	111
12.2	Arts, Culture and Tourism (ACT) - March 14, 2018	114
12.3	Fun Fest - March 22, 2018	118

**13. Financial**

**14. New Business**

**15. Notices of Motion**

15.1	The following Notices of Motion were presented at the March 19, 2018 Regular Council Meeting and are being brought forward for consideration this evening:	123
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15.1.1 Councillor Rogers

RE: That the Town of Essex engage an engineering firm to develop the required engineering to reconstruct Snake Lane in Ward 3.

Moved by Councillor Rogers

Seconded by

**That** the Town of Essex engage an engineering firm to develop the required engineering to reconstruct Snake Lane in Ward 3.

15.1.2 Councillor Rogers

RE: That upon receipt of the executive summary of the workplace assessment of Essex Fire and Rescue Services that Council be provided the opportunity to review the original document in its entirety prior to implementation of any proposed changes or actions, preceded by the signing of a confidentiality agreement by each Council Member.

Moved by Councillor Rogers

Seconded by

**That** upon receipt of the executive summary of the workplace assessment of Essex Fire and Rescue Services that Council

be provided the opportunity to review the original document in its entirety prior to implementation of any proposed changes or actions, preceded by the signing of a confidentiality agreement by each Council Member.

15.1.3 Councillor Voakes

RE: That all of Essex be included in the Community Improvement Program Area and if need be that the monies be taken from the reserves to fund it.

Moved by Councillor Voakes  
Seconded by

**That** all of Essex be included in the Community Improvement Program Area and if need be the monies be taken from the reserves to fund it.

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 1688 124

Being a by-law to confirm the proceedings of the March 19, 2018 Regular Meeting of the Council of The Corporation of the Town of Essex

**That** By-Law 1688, being a by-law to confirm the proceedings of the March 19, 2018 Regular Meeting of the Council of The Corporation of the Town of Essex, be read a third time and finally passed on March 19, 2018.

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

17.2.1 By-Law 1692 126

Being a by-law to Appoint a Manager, Human Resources for the Town of Essex

**That** By-Law 1692, being a by-law to appoint a Manager, Human Resources for the Town of Essex, be read a first, a second and a third time and finally passed on April 3, 2018.

17.2.2 By-Law 1694 127

Being a by-law to authorize an agreement between Her Majesty the Queen in Right of Ontario as represented by the Minister of Agriculture, Food and Rural Affairs (the "Province") and The Corporation of the Town of Essex (the "Recipient") (Rural Economic Development Program)

**That** By-Law 1694, being a by-law to authorize an agreement between Her Majesty the Queen in Right of Ontario as represented by the Minister of Agriculture, Food and Rural Affairs (the "Province") and The Corporation of the Town of Essex (the "Recipient"), be read a first, a second and a third time and finally passed on April 3, 2018.



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

#### **17.3.1 By-Law 1695 162**

Being a by-law for the declaration of surplus lands by The Corporation of the Town of Essex  
(Part of Tawasentha Park)

**That** By-Law 1695, being a by-law for the declaration of surplus lands by The Corporation of the Town of Essex, be read a first and a second time and provisionally adopted on April 3, 2018.

#### **17.3.2 By-Law 1696 164**

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

**That** 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 first and a second time and provisionally adopted on April 3, 2018.

### **18. Adjournment**

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

### **19. Future Meetings**

#### **19.1 Monday, April 16, 2018 - 4:30 - 6:00 PM - Special Council Meeting**

This Special Council Meeting is being held to receive information from Jeff Watson, Policy Planner relating to Ontario's Climate Change Action Plan.

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

#### **19.2 Monday, April 16, 2018 - 6:00 - 9:00 PM - Regular Council Meeting**

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

#### **19.3 Monday, April 23, 2018 - 6:00 - 8:00 PM - Special Council Meeting**

Development Charges Commercial Notice

Location: Municipal Building Large Meeting Room, 33 Talbot Street South, Essex