



## **Essex County Council Regular Meeting Minutes**

**Wednesday, June 19, 2019**

**7:00 PM**

**Council Chambers, 2nd Floor**

**360 Fairview Avenue West**

**Essex, Ontario N8M 1Y6**

**519-776-6441, ext. 1335**

- Council: Nelson Santos, Deputy Warden, Mayor, Town of Kingsville  
Tracey Bailey, Deputy Mayor, Town of Lakeshore  
Tom Bain, Mayor, Town of Lakeshore  
Marc Bondy, Mayor, Town of LaSalle  
Hilda MacDonald, Mayor, Municipality of Leamington  
Crystal Meloche, Deputy Mayor, Town of LaSalle  
Leo Meloche, Deputy Mayor, Town of Amherstburg  
Richard Meloche, Deputy Mayor, Town of Essex  
Gord Queen, Deputy Mayor, Town of Kingsville  
Larry Verbeke, Deputy Mayor, Municipality of Leamington
- Absent: Joe Bachetti, Deputy Mayor, Town of Tecumseh  
Aldo DiCarlo, Mayor, Town of Amherstburg  
Gary McNamara, Warden, Mayor, Town of Tecumseh  
Larry Snively, Mayor, Town of Essex
- Administration: Mary Birch, Director of Council & Community Services/Clerk  
Robin Greenall, CEO/Chief Librarian, Essex County Library  
Katherine Hebert, Council & Community Services Administrative Assistant  
Bruce Krauter, Chief, Essex Windsor EMS  
Rob Maisonville, Chief Administrative Officer  
Jane Mustac, Director of Infrastructure Services/County Engineer  
Renée Trombley, Manager Corporate Communications and Accessibility  
Sandra Zwiers, Director of Financial Services/Treasurer

### **1. Closed Meeting**

There was no Closed Meeting scheduled for June 19, 2019.

**2. Moment of Reflection**

**3. Singing of 'O Canada'**

**4. Recording of Attendance**

The following members of Essex County Council were absent from the June 19, 2019 meeting: Warden McNamara, Aldo DiCarlo, Larry Snively and Joe Bachetti.

**5. Disclosure of Pecuniary Interest**

There were no conflicts of pecuniary interest declared.

**6. Adoption of Regular Meeting Minutes**

June 5, 2019 County Council Minutes

**114-2019**

**Moved By** Gord Queen

**Seconded By** Crystal Meloche

That the minutes of the June 5, 2019 Regular Meeting of Essex County Council be adopted as presented.

**Carried**

**7. County Warden's Welcome and Remarks**

Deputy Warden, Nelson Santos Chaired the meeting in the absence of the Warden.

Deputy Warden Santos welcomed members of County Council, Administration and the general public. He noted that with festival season underway, as well as summer rapidly approaching, there would be lots of activity for the Warden to report over the coming weeks.

**8. Delegations and Presentations**

There were no delegations for the June 19, 2019 meeting of County Council.

**9. Communications**

**9.1 Correspondence**

**115-2019**

**Moved By** Leo Meloche

**Seconded By** Larry Verbeke

That the correspondence listed on the regular agenda for June 19, 2019, be received and any noted action approved.

**Carried**

**9.1.1 Association of Municipalities of Ontario (AMO)**

View the online versions of the AMO Watch File Newsletter, dated June 6 and 13, 2019.

**9.1.2 AMO**

Received e-mailed AMO Communications, dated June 5, 2019 regarding "Sustainable Public Sector Act deals with labour compensation".

**9.1.3 AMO**

Received e-mail, dated June 7, 2019 regarding AMO Conference - Request for Delegation Meetings Now Available.

**9.1.4 AMO**

Received e-mailed AMO Policy Update, dated June 7, 2019 regarding Bill 108 Receives Royal Assent with Several Amendments.

**9.1.5 AMO**

Received e-mailed AMO Policy Update, dated June 10, 2019 regarding The Legislature Rises and Waste Related Developments.

**9.1.6 City of Guelph, Town of Newmarket, City of Toronto, Town of Georgina and Town of Orangeville**

Received e-mails referring to their Council's resolutions regarding Bill 108 - More Homes, More Choice Act, 2019.

**9.1.7 Hydro One Networks Inc.**

Received e-mailed copy of correspondence, dated June 11, 2019 regarding Hydro One's Class Environmental Assessment Community Information Centre for the Lakeshore Transformer Station, scheduled for June 26, 2019.

**9.1.8 New Tecumseth**

Received e-mailed correspondence, dated May 30, 2019 from Barbara Kane, Deputy Clerk referring to their Council's resolution regarding Reduction in Provincial Funding to Libraries.

## **9.2 Resolutions**

There were no resolutions for the June 19, 2019 meeting.

## **10. Consent Agenda**

### **116-2019**

**Moved By** Marc Bondy

**Seconded By** Tom Bain

That the recommendations in the Administrative Reports listed as item(s) 10.1 and 10.2, on the Consent Agenda for June 19, 2019 be approved.

**Carried**

### **10.1 Approval of Invoices - Legal/Consulting Services**

Report Number 2019-0619-ADM-R09-RM, dated June 19, 2019 from Robert Maisonville, Chief Administrative Officer.

### **10.2 Municipal Drainage Report & Assessment**

Report Number 2019-0619-IS-R016-JM, dated June 19, 2019 from Jane Mustac, Director of Infrastructure Services/County Engineer.

## **11. Reports and Questions**

### **11.1 Essex County Library Board**

Minutes of the Essex County Library Board meeting, dated March 27, 2019, Mr. Nelson Santos, Chair.

#### **117-2019**

**Moved By** Larry Verbeke

**Seconded By** Tracey Bailey

That the minutes of the Essex County Library Board for March 27, 2019 be received.

**Carried**

### **11.2 2518543 Ontario Inc. Purchase Service Agreement and Program Update**

Report Number 2019-0619-CCS-R003-MB, dated July 19, 2019 from Mary Birch, Director of Council and Community Services/Clerk.

Ms. Birch provided a summary of the report, outlining some recent activity with the Housing with Supports program.

She advised that the County of Essex had been formally notified, that Chez Nous Lodge, one of the contracted homes with the Housing with Supports Program, would be terminating their contract with the County effective July 31st, 2019. She noted that the termination would impact approximately twenty residents subsidized through the Housing with Supports Program.

Additionally, she advised that on June 5th, 2019, the County was notified that the Community Homelessness Prevention Initiative (CHPI) provincial funding had been reduced retroactively for 2019, which would impact the Housing with Supports Programs in both the City and County. She advised that the financial impact on the County would result in a reduction in the number of subsidized residents in the County Housing with Supports program from the average of 226 to 218. She explained, however, that in anticipation of the funding reduction, the Housing with Supports Program had been operating conservatively for 2019, therefore most of the impact had already been mitigated for the current year, however, she advised that the County program would have a longer waiting list.

Council was advised that County Administration had been in discussions with the Director of Care at Heritage Court of Amherstburg, a new potential Housing with Supports facility that was opening their residence mid-June and had inquired about contracting with the County of Essex. Ms. Birch stated that the timing of this facility becoming available would help re-house some of the residents displaced from Chez Nous closing. She noted that County Administration would continue to work with Heritage Court of Amherstburg to ensure their facility was compliant with the Housing with Supports Standards and was ready to receive some of the subsidized residents.

Ms. Birch discussed the proposed agreement, by-law and recommendation.

Richard Meloche joined the meeting at 7:20 pm.

**118-2019**

**Moved By** Marc Bondy

**Seconded By** Tom Bain

That Essex County Council adopt By-law 25-2019, authorizing the purchase of service agreement with 2518543 Ontario Inc., known as Heritage Court of Amherstburg (184 Victoria Street, Amherstburg) for the provision of Housing Supports under the County of Essex Housing with Supports Program.

**Carried**

**11.3 Strategic Asset Management Policy**

Report Number 2019-0619-FIN-R010-SZ, dated June 19, 2019 from Sandra Zwiers, Director of Financial Services/Treasurer.

Ms. Zwiers provided some background on the philosophy of asset management in general and the evolution of the legislated responsibilities of municipalities for asset management policies and the process over time, for the County of Essex. She further noted the new Strategic Asset Management policy and highlighted compliance and reporting sections for Council's consideration.

**119-2019**

**Moved By** Marc Bondy

**Seconded By** Crystal Meloche

That County Council adopt Policy 2019-002 Strategic Asset Management.

**Carried**

**11.4 2019 - 20 Property & Liability Insurance Coverage**

Report Number 2019-0619-FIN-R011-SZ, dated June 19, 2019 from Sandra Zwiers, Director of Financial Services/Treasurer.

Ms. Zwiers provided Council with background information regarding favourable insurance premiums and coverage of years past. She indicated that current claim trends, new areas of risk, global impacts, as well as the County's own claim experience over the past few years have all impacted the increase to the premiums for the County insurance policy.

Mr. Bondy advised that it may be possible to reduce the premiums for areas where the County had not made claims, for instance, the insurance to buildings.

Mr. Meloche proposed that the County may want to seek information regarding self-insurance in some areas.

Ms. Zwiers expressed that Administration would take the suggestions under advisement and noted that Administration had previously explored the self-insurance model, but at that time it did not prove to be advantageous, however, they could revisit that as a possibility for the County.

**120-2019**

**Moved By** Marc Bondy

**Seconded By** Richard Meloche

That County Council accept the insurance program proposal submitted by Aon Risk Solutions for the period commencing June 30, 2019 to June 30, 2020 at \$862,016 plus applicable taxes.

**Carried**

**11.5 2018 Consolidated Financial Report**

Report Number 2019-0619-FIN-R012-SZ, dated June 19, 2019 from Sandra Zwiers, Director of Financial Services/Treasurer.

Ms. Zwiers provided a summary of the report and financial statements indicating that the auditors, KPMG, had expressed a clean (unqualified) audit opinion following its examination of the accounts of the Corporation. She explained that an unqualified audit opinion was an auditor's judgment that the Corporation's results of operations for the year ended December 31, 2018, and its financial position as at December 31, 2018 were fairly and appropriately represented in accordance with Generally Accepted Accounting Principles (GAAP) in the Consolidated Financial Report.

She further noted that Administration was preparing an update to the Corporation's Reserve Strategy with the intention of bringing a formal Reserve and Reserve Fund Policy to County Council for adoption in the coming months.

**121-2019**

**Moved By** Leo Meloche

**Seconded By** Tom Bain

That County Council receive the Administrative Report presenting the 2018 County of Essex Consolidated Financial Report, and approve the 2018 County of Essex Consolidated Financial Statements.

**Carried**

**11.6 County of Essex Procurement Policy 2019-003**

Report Number 2019-0619-FIN-R013-SZ, dated June 19, 2019 from Sandra Zwiers, Director of Financial Services/Treasurer.

Ms. Zwiers provided a summary of the report and procurement policy. She noted that the policy was updated to reflect compliance with trade agreements, CETA and CFTA, as well as some standards for purchasing.

Mr. Bain expressed concern regarding the substantial increase in the delegated approval authority to Administration, as the new policy was proposing a value of \$500,000 before the procurement required County Council approval. He noted that currently County Council approval was required for expenditures in excess of \$200,000. He suggested that an increase in the delegated approval authority to Administration to a limit of \$300,000 would be more appropriate.

Mr. Queen agreed that County Council would be left out of significant financial procurement decisions, based on the proposed amount.

**122-2019**

**Moved By** Tom Bain

**Seconded By** Gord Queen

That Section 4.11 of the proposed Procurement Policy 2019-003 be amended to reflect the Procurement Approval Authority for competitive public tenders and direct purchases with a value over \$300,000, to be County Council.

**Carried**



**123-2019**

**Moved By** Gord Queen

**Seconded By** Marc Bondy

That County Council approve the proposed Procurement Policy 2019-003 with the amendment to Section 4.11 to decrease the proposed procurement value requiring County Council approval from \$500,000 to \$300,000, and adopt the authorizing by-law.

**Carried**

**11.7 Tender Summary - 2019 Rehabilitation - Hot Mix Overlay**

Report Number 2019-0619-IS-R017-JM, dated June 19, 2019 from Jane Mustac, Director of Infrastructure Services/County Engineer.

Ms. Mustac provided an overview of the report, discussed the tender process and the results. She noted that the engineers' estimate was exceeded by all bidders.

**124-2019**

**Moved By** Richard Meloche

**Seconded By** Tracey Bailey

That the 2019 Rehabilitation Hot Mix Overlay tender be awarded to Mill-Am Corporation for a total tender amount of \$4,715,395.00 plus H.S.T.

**Carried**

**11.8 County Road 22 Corridor Study**

Report Number 2019-0619-IS-R018-JM, dated June 19, 2019 from Jane Mustac, Director of Infrastructure Services/County Engineer.

Ms. Mustac updated Council on the status of the County Road 22 corridor and the report from 2018. She noted that, at the time of the report, it was expressed that a joint undertaking would be optimal for the corridor since the Town and the County would have to be involved. She explained that County Road 22 was a controlled access highway, however, the Town had needs for development accommodation in some way as Lakeshore had completed a strategy to transform the County Road 22 corridor into an urban route. She stated that County Administration was seeking to engage a consultant to perform a study on the corridor to propose solutions for on how to implement the Town of Lakeshore strategy while managing the traffic and maintaining the integrity of the

corridor. She noted that the cost for the consultants work would be split 50/50.

**125-2019**

**Moved By** Tracey Bailey

**Seconded By** Tom Bain

That County Council authorize the execution of an agreement with WSP for the provision of consulting engineering services for the County Road 22 Corridor Study.

**Carried**

**12. Unfinished Business**

**13. New Business**

**13.1 Active Transportation Education**

Mr. Leo Meloche questioned whether education programs or online materials were available for people using non-motorized modes of transportation who were not utilizing the active transportation corridors when they were available and potentially endangering themselves and motorists. He expressed that now that the weather was favourable for outdoor activities, there was a need to increase awareness of the correct way to use the roadways and paths designated for bikes and pedestrians.

**13.2 Funding and Development Charges**

Mr. Leo Meloche noted that at a recent meeting, he was made aware that there were new regulations related to Development Charges and questioned if that was something County Councillors should be provided more information on.

Mr. Maisonville indicated that County Council had not historically been in favour of implementing development charges at the County level, however, given the changes to the legislation, Administration was currently looking into the potential for this revenue source and would provide more information in the future.

**14. Adoption of By-Laws**

**126-2019**

**Moved By** Hilda MacDonald

**Seconded By** Gord Queen

That By-law(s) 24-2019 through 26-2019, having been read a first, second and third time, be finally passed and enacted.

**Carried**

**14.1 By-law Number 24-2019**

A By-law to adopt a Procurement Policy for The Corporation of the County of Essex. (Procurement Policy Number 2019-003)

**14.2 By-law Number 25-2019**

A By-law Authorizing the Execution of an Agreement Between The Corporation of the County of Essex and 2518543 Ontario Inc. (Housing with Supports Services - Heritage Court of Amherstburg, 184 Victoria St. S., Amherstburg).

**14.3 By-law Number 26-2019**

A By-law to Confirm the Proceedings of the Council of The Corporation of the County of Essex. (June 19, 2019)

**15. Notice of Motion**

**16. Adjournment**

**127-2019**

**Moved By** Larry Verbeke

**Seconded By** Crystal Meloche

That the Essex County Council meeting for June 19, 2019 be adjourned at 8:15 PM.

**Carried**

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Nelson Santos

Deputy Warden - County of Essex

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Mary Birch

Director of Council and Community Services/Clerk

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Date Signed