



The Corporation of the Town of Essex
Personnel Committee Meeting Minutes

April 22, 2024, 2:30 pm
Location: Essex Municipal Building, 33 Talbot Street South

Present: Chair - Verbeek, Kim, Councillor
Vice Chair - Shepley, Rob, Deputy Mayor
Mayor - Bondy, Sherry

Absent: Councillor - Garon, Joe, Ward 1

Also Present: Doug Sweet, Chief Administrative Officer
Brandi Sieben, Manager, Human Resources
Kate Giurissevich, Director, Corporate Services

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

1. Call to Order

Councillor Kim Verbeek, Chair, called the meeting to order at 2:30PM.

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. Declarations of Conflict of Interest

There were no declarations of conflict of interest noted at this time.

4. Adoption of Published Agenda

4.1 Personnel Committee Meeting Agenda for April 22, 2024.

PC-24-01

That the published agenda for the April 22, 2024, Personnel Committee Meeting be adopted as presented.

Carried

5. Adoption of Minutes

5.1 Personnel Committee Minutes for September 26, 2023.

PC-24-02

Moved By Mayor Bondy

Seconded By Deputy Mayor Shepley, Vice Chair

That the minutes of the Personnel Committee meeting held September 26, 2023, be adopted as circulated.

Carried

6. Closed Meeting

PC-24-03

Moved By Deputy Mayor Shepley, Vice Chair

Seconded By Mayor Bondy

That the Personnel Committee move into Closed session pursuant to Section 239 2(b) of the Municipal Act, S.O. 2001, c. 25, as amended.

Carried

PC-24-04

Moved By Deputy Mayor Shepley, Vice Chair

Seconded By Mayor Bondy

That the Personnel Committee move out of Closed Meeting and move back into Open Meeting.

Carried

7. Reports from Administration/Applications

7.1 Service and Retirement Recognition Policy

PC-24-05

Moved By Mayor Bondy

Seconded By Deputy Mayor Shepley, Vice Chair

That the Personnel Committee recommend to Council the adoption of the Service and Retirement Recognition Policy as presented in Human Resources Report 2024-02 by resolution at the next Regular Council Meeting.

Carried

8. Adjournment

PC-24-06

Moved By Deputy Mayor Shepley, Vice Chair

Seconded By Mayor Bondy

That the meeting be adjourned at 3:00PM.

Carried



Chair

Handwritten signature in cursive script, appearing to read "J. Bell".

Recording Secretary