



The Corporation of the Town of Essex

Special Council Meeting Minutes

September 16, 2024, 5:00 pm

Location: Essex Municipal Building, 33 Talbot Street South

Present: Mayor Sherry Bondy
Deputy Mayor Rob Shepley
Ward 1 Councillor Joe Garon
Ward 1 Councillor Katie McGuire-Blais
Ward 2 Councillor Kim Verbeek
Ward 3 Councillor Brad Allard
Ward 3 Councillor Jason Matyi
Ward 4 Councillor Rodney Hammond

Also Present: Doug Sweet, Chief Administrative Officer
Joseph Malandrucolo, Director, Legal and Legislative Services/Clerk
Lori Chadwick, Director, Development Services
Kate Giurissevich, Director, Corporate Services
Jake Morassut, Director, Community Services
Norm Nussio, Manager, Operations and Drainage
Diane Emery, Customer Service Representative

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.

The purpose of this meeting is to present the Organizational Review Update.

1. Call to Order

Mayor Bondy called the meeting to order at 5:04 PM.

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 Special Council Meeting Agenda for September 16, 2024

R24-09-001

Moved By Deputy Mayor Shepley
Seconded By Councillor Hammond

That the published agenda for the September 16, 2024 Special Council Meeting be adopted as presented.

Carried

5. Public Presentations

5.1 Kelly Linton, Partner, Linton Consulting Services Inc.

RE: Town of Essex Achieving Organizational Excellence: Organizational Review Project

Mr. Linton provided a brief overview of the Organizational Review Draft Final Report Version 6.0 and provided recommendations for various departments in the Town of Essex.

SP24-09-002

Moved By Councillor Verbeek
Seconded By Councillor Allard

That the presentation by Kelly Linton, Partner, Linton Consulting Services Inc., regarding the Organizational Review Project be received.

Carried

6. Reports from Administration

6.1 Office of the CAO-2024-10

RE: Organizational Review Update

Doug Sweet, Chief Administrative Officer, stated that it was important to proceed with Phase 1: Foundation Building recommendations except for R2 as a large number of these changes will improve customer service expectations and standards.

Administration responded to Council's questions and comments. A discussion was held on the timeline for the implementation of the report.

Councillor McGuire-Blais was opposed to the motion.

SP24-09-003

Moved By Councillor Verbeek
Seconded By Councillor Hammond

That Office of the CAO Report-CAO-2024-10 entitled Organizational Review Update prepared by Doug Sweet, Chief Administrative Officer dated September 16, 2024, be received;

That Council endorse in principle all recommendations within the Town of Essex Organizational Review Final report as presented by Linton Consulting Inc.;

That Council approve all recommendations within Phase 1: Foundation Building except for recommendation R2 which will be brought forward during 2025 budget deliberations;

That Council review all other recommendations within the Town of Essex Organizational Review report during budget deliberations over the next 3 years; and

That Council approve the 2024 post budget expense in the amount of \$16,268 to be funded from the Town’s Salary Stabilization Reserve (as per Phase 1 critical recommendations identified in report CAO-2024-08).

Carried

7. Adjournment

SP24-09-004

Moved By Councillor Matyi
Seconded By Deputy Mayor Shepley

That the meeting be adjourned at 5:58 PM.

Carried

Mayor

Clerk