



Essex County Council, Regular Meeting Minutes

Wednesday, November 20, 2024

6:00 PM

Council Chambers, 2nd Floor

360 Fairview Avenue West

Essex, Ontario N8M 1Y6

<https://video.isilive.ca/countyofessex/live.html>

- Council:
- Michael Akpata, Deputy Mayor - Town of LaSalle
 - Joe Bachetti, Deputy Warden / Deputy Mayor - Town of Tecumseh
 - Tracey Bailey, Mayor - Municipality of Lakeshore
 - Sherry Bondy, Mayor - Town of Essex
 - Chris Gibb, Deputy Mayor - Town of Amherstburg
 - Hilda MacDonald, Warden / Mayor - Municipality of Leamington
 - Gary McNamara, Mayor - Town of Tecumseh
 - Crystal Meloche, Mayor - Town of LaSalle
 - Dennis Rogers, Mayor - Town of Kingsville
 - Rob Shepley, Deputy Mayor - Town of Essex
 - Larry Verbeke, Deputy Mayor - Municipality of Leamington
 - Kirk Walstedt, Deputy Mayor - Municipality of Lakeshore
 - Tony Gaffan, Councillor, Town of Kingsville - (Alternate Member)
 - Diane Pouget, Councillor, Town of Amherstburg (Alternate Member)
- Absent:
- Kimberly DeYong, Deputy Mayor - Town of Kingsville
 - Michael Prue, Mayor - Town of Amherstburg
- Administration:
- Allan Botham, Director, Infrastructure & Planning Services
 - Jayne Brooks Keller, Administrator - Sun Parlor Home
 - Adam Craig, CEO and Chief Librarian - Essex County Library
 - Katherine Hebert, County Clerk
 - Darrel Laurendeau, Director, Information Technology

Don McArthur, Manager, Communication and Organizational Development
Kyla Pritiko, Director, Human Resources
Melissa Ryan, Director, Financial Services/Treasurer
David Sundin, Director, Legal and Legislative Services
Crystal Sylvestre, Coordinator, Legislative and Community Services
Sandra Zwiers, Chief Administrative Officer
Jerry Behl, Manager, Transportation Planning and Development
Dee Blais, Administrative Assistant to the CAO
Brady Boghean, Manager, Corporate Health and Safety
Slawomir Pulcer, Deputy Chief, Professional Standards - EWEMS

1. Closed Meeting

A Closed Meeting was held at 5:30 PM on November 20, 2024.

308-2024

Moved By Crystal Meloche

Seconded By Joe Bachetti

That Council move into a closed meeting pursuant to Section 239 (2) (d) of the Municipal Act, 2001, as amended for the following reason:

- (d) labour relations or employee negotiations

(Voted by show of hands)

Carried

309-2024

Moved By Gary McNamara

Seconded By Tracey Bailey

That the minutes from the October 16, 2024 Closed Meeting of Essex County Council, be approved.

(Voted by show of hands)

Carried

310-2024

Moved By Dennis Rogers

Seconded By Kirk Walstedt

That Essex County Council adjourn, and rise from the November 20, 2024
Closed Meeting at 5:41 PM

(Voted by show of hands)

Carried

2. Moment of Reflection

3. Singing of 'O Canada'

4. Land Acknowledgement Statement

We acknowledge the land on which the County of Essex is located is the traditional territory of the Three Fires Confederacy of First Nations, comprised of the Ojibway, Odawa and Potawatomie Peoples.

We specifically recognize Caldwell First Nation and other First Nations which have provided significant historical and contemporary contributions to this region.

We also value the contributions of all Original Peoples of Turtle Island, who have been living and working on this land from time immemorial.

5. Recording of Attendance

Warden MacDonald and members of Council attended the meeting at the Essex County Administration Building, Council Chambers.

Kimberly DeYong and Michael Prue were absent. Tony Gaffan attended as an alternate member for the Town of Kingsville and Diane Pouget as an alternate member for the Town of Amherstburg.

Rob Shepley and Allan Botham attended the meeting virtually from remote locations.

6. County Warden's Welcome and Remarks

Warden MacDonald reminded residents to drive safely and sober during the holiday season. Drivers were encouraged to remain patient and cautious. Police across the county would be actively addressing impaired and unsafe driving to ensure road safety.

The Warden highlighted the Transportation Master Plan expert panel presentation scheduled for December 5, 2024 at the Ciociaro Club in Tecumseh from 5 p.m. to 7 p.m. The event aims to explore ideas and opportunities for the County's transportation future. Details were available on the County of Essex website.

7. Disclosure of Pecuniary Interest

There were no disclosures of pecuniary interest raised.

8. Adoption of Regular Meeting Minutes

Minutes of the Essex County Council, Regular Meeting dated November 6, 2024

311-2024

Moved By Joe Bachetti

Seconded By Chris Gibb

That the minutes of the November 6, 2024 Regular Meeting of Essex County Council be adopted as presented.

(Voted by show of hands)

Carried

9. Delegations and Presentations

9.1 Invest WindsorEssex

Joe Goncalves, Interim CEO, Sabrina DeMarco, Executive Director, Small Business & Entrepreneurship Centre, Ed Dawson, Executive Director, Automobility and Innovation, and Wendy Stark, Director, Business Retention & Expansion provided an update on Invest WindsorEssex activities through 2024.

Joe Goncalves, Interim CEO provided an update on Invest WindsorEssex' key initiatives and achievements since January 2023 in business retention, investment attraction, small business support, and regional productivity.

Sabrina DeMarco, Executive Director, Small Business & Entrepreneurship Centre explained the outreach program that delivered workshops and seminars across local municipalities. The Essex satellite office offered mentorship and support services, including access to business loans and technical assistance.

312-2024

Moved By Crystal Meloche

Seconded By Larry Verbeke

That the delegation from Invest WindsorEssex be permitted to make a presentation to County Council.

(Voted by show of hands)

Carried

9.2 Tourism Windsor-Essex Pelee Island (TWEPI)

Gordon Orr, Chief Executive Officer and Jason Toner – Vice President of Marketing & Communications, Tourism Windsor-Essex Pelee Island provided a presentation for Council regarding the status of TWEPI activities.

Gordon Orr presented Council with updates on regional tourism performance and priorities. From 2021 to 2023, visitor numbers, visitor spending and workforce engagement were all showing significant increases.

Jason Toner identified key priorities for the visitor economy include downtown Windsor revitalization, fostering public-private collaboration with community input, improving regional connectivity, and diversifying tourism promotion.

TWEPI emphasized aligning initiatives with local values and leveraging partnerships to maintain growth and strengthen the region's competitive position.

313-2024

Moved By Tony Gaffan

Seconded By Chris Gibb

That the delegation from Tourism Windsor Essex Pelee Island be permitted to make a presentation to Council.

(Voted by show of hands)

Carried

9.3 Windsor Essex Home Builders Association

Brent Klundert, Chair and Norbert Bolger, Vice Chair, Windsor Essex Home Builders Association to speak on the Notice of Motion brought forward by Kingsville to move subdivision approvals to local levels.

Brent Klundert explained the value of maintaining the centralized process through the County to ensure consistency for all applications in Essex County.

Dennis Rogers withdrew his Notice of Motion.

314-2024

Moved By Tracey Bailey

Seconded By Joe Bachetti

That the delegation from Windsor Home Builders Association be permitted to make a presentation to Council and that the associated correspondence from the delegation be received.

(Voted by show of hands)

Carried

10. Communications

10.1 Correspondence

315-2024

Moved By Chris Gibb

Seconded By Crystal Meloche

That the correspondence listed on the Regular Agenda for November 20, 2024, be received and any noted action approved.

(Voted by show of hands)

Carried

10.1.1 Tourism Windsor Essex Pelee Island

- [W.E. Keep You Informed: 2024 Holiday Gift Guide, Holiday Social, NEW Photos Released & MORE!](#)
- [Kick Off The Holiday Season and WIN! Check out our just released 6th Annual Holiday Gift Guide!](#)

10.1.2 Western Ontario Wardens' Caucus (WOWC)

[October 2024 Newsletter](#)

10.1.3 Association of Municipalities of Ontario (AMO)

- AMO [Watchfile Newsletter](#)
- AMO [Policy Updates](#)
- AMO [Calendar](#)

10.1.4 Enbridge Gas' Integrated Resource Planning (IRP)

Enbridge Gas' Integrated Resource Planning (IRP) team [invites you to sign up for an upcoming webinar taking place for the Southeast and Southwest Regions.](#)

Date: Nov. 28, 2024

Time: 1:00 p.m. - 2:00 p.m. EST.

10.1.5 Windsor-Essex Regional Chamber of Commerce (WERCC)

[2024 Business Confidence Survey](#)

10.1.6 Innovation, Science and Economic Development Canada

Seeking nominations for the [Prime Minister's Awards for Teaching Excellence, for Teaching Excellence in Science, Technology, Engineering and Math, and for Excellence in Early Childhood Education](#)

10.1.7 Federation of Canadian Municipalities (FCM)

[FCM Voice: PCP Annual Report | Collective webinar | SSC 2025 | and more](#)

10.1.8 Ontario Good Roads Association (OGRA)

Correspondence RE Establishment of a Rural Road Safety Program

10.1.9 Town of Puslinch

Resolution RE Provincial Projects Excess Soil Management Programs

10.1.10 Pelee Coast Resilience

[News Item](#) and [Weblink - Pelee Coast Resilience Program](#)

10.1.11 Regional Health Care Partners Working Together

County of Essex News - [Regional Health Care Partners Working Together to Prepare for High Seasonal Volumes](#)

10.1.12 Windsor Essex County Health Unit

Correspondence dated November 12, 2024 RE WECHU Organizational Structure

10.1.13 Lakeland Homes

2024-11-19 Email correspondence received from Mike McMahon, President - Lakeland Homes RE Agenda item 14.2 Delegation of Approval Authority for Planning

10.2 Resolutions

There were no resolutions for consideration for November 20, 2024.

11. Consent Agenda

316-2024

Moved By Diane Pouget

Seconded By Crystal Meloche

That the recommendations in the Administrative Reports listed as item 11.1, on the Consent Agenda for November 20, 2024, be approved and further that the Minutes listed as items 11.2 and 11.3 on the said Consent Agenda be received and adopted.

(Voted electronically)

In Favour (12): Michael Akpata, Joe Bachetti, Tracey Bailey, Sherry Bondy, Chris Gibb, Hilda MacDonald, Crystal Meloche, Dennis Rogers, Rob Shepley, Larry Verbeke, Tony Gaffan, and Diane Pouget

Carried

11.1 Summary of Outstanding Reports

Report number 2024-1120-LCS-R36-KH, Summary of Outstanding Reports, dated November 20, 2024 from Katherine Hebert, County Clerk

11.2 Essex-Windsor Solid Waste Authority (EWSWA)

Minutes of the Essex-Windsor Solid Waste Authority (EWSWA) Board Meetings, dated July 10, 2024 and September 11, 2024

11.3 Essex County Library Board (ECLB)

Minutes of the Essex County Library Board (ECLB) dated September 25, 2024

12. Reports and Questions

12.1 2024 County of Essex Credit Rating- Standard and Poor's

Report number 2024-1120-FIN-R23-MR, 2024 County of Essex Credit Rating- Standard and Poor's, dated November 20, 2024 from Melissa Ryan, Director, Financial Services/Treasurer

Melissa Ryan reported that the County of Essex had maintained a AAA rating with a stable outlook from Standard and Poor's again in 2024.

This rating signifies the highest creditworthiness for a county-level government in Ontario, reflecting low financial risk, attractive interest rates for potential debt issuance, and robust financial management practices.

317-2024

Moved By Kirk Walstedt

Seconded By Gary McNamara

That Essex County Council receive report number 2024-1120-FIN-R23-MR, 2024 County of Essex Credit Rating- Standard and Poor's as information.

(Voted Electronically)

In Favour (14): Michael Akpata, Joe Bachetti, Tracey Bailey, Sherry Bondy, Chris Gibb, Hilda MacDonald, Gary McNamara, Crystal Meloche, Dennis Rogers, Rob Shepley, Larry Verbeke, Kirk Walstedt, Tony Gaffan, and Diane Pouget

Carried

12.2 New Corporate Policy- Workplace Violence and Harassment and Annual Policy Statements

Report number 2024-1120-HR-R02-BB, New Corporate Policy- Workplace Violence and Harassment and Annual Policy Statements, dated November 20, 2024 from Brady Boghean, Manager, Corporate Health and Safety

Brady Boghean provided an overview of the new consolidated Workplace Violence and Harassment Policy and Program.

The consolidated policy streamlines procedures, incorporates best practices and enhances reporting mechanisms to ensure a safe and respectful workplace.

318-2024

Moved By Gary McNamara

Seconded By Chris Gibb

That Essex County Council receive report 2024-1120-HR-R02-BB Corporate Policy- Workplace Violence and Harassment and Annual Policy Statements as information; and,

That by-law 2024-51 be approved at the appropriate time for the adoption of Corporate Policy 2024-015 Workplace Violence and Harassment Policy and Program, Workplace Violence and Harassment Policy Statement, and Occupational Health and Safety Policy Statement.

(Voted electronically)

In Favour (14): Michael Akpata, Joe Bachetti, Tracey Bailey, Sherry Bondy, Chris Gibb, Hilda MacDonald, Gary McNamara, Crystal Meloche, Dennis Rogers, Rob Shepley, Larry Verbeke, Kirk Walstedt, Tony Gaffan, and Diane Pouget

Carried

12.3 Transportation Master Plan

Report number 2024-1120-IPS-R31-JB, Transportation Master Plan, dated November 20, 2024 from Jerry Behl, Manager, Transportation Planning and Development

Jerry Behl, along with Alvaro Almuina, Project Manager, R.J. Burnside and Associates Ltd. provided an update on the Transportation Master Plan (TMP) update. The TMP was being revised to address significant changes in population, employment, traffic volumes, and transportation industry practices since the original 2005 plan. The updated TMP would include a 30-year strategy for safe, sustainable, and multi-modal transportation infrastructure, addressing equity, road safety, and economic growth.

The project included reviewing guiding documents, stakeholder and public engagement, and the development of a regional transportation model in coordination with the City of Windsor.

An open house held in June 2024 provided valuable feedback, further engagement opportunities were planned. Next steps include drafting a Needs, Opportunities, and Constraints report, modeling network scenarios, and developing alternative mobility solutions to 2051.

319-2024

Moved By Sherry Bondy

Seconded By Gary McNamara

That Essex County Council receive report number 2024-1120-IPS-R31-JB, Master Transportation Plan as information.

(Voted electronically)

In Favour (14): Michael Akpata, Joe Bachetti, Tracey Bailey, Sherry Bondy, Chris Gibb, Hilda MacDonald, Gary McNamara, Crystal Meloche, Dennis Rogers, Rob Shepley, Larry Verbeke, Kirk Walstedt, Tony Gaffan, and Diane Pouget

Carried

12.4 Appointment of the Director, Legislative and Legal Services/County Solicitor as a Deputy Clerk for the Corporation of the County of Essex

Report number 2024-1120-LCS-R37-KH, Appointment of the Director, Legislative and Legal Services/County Solicitor as a Deputy Clerk for the Corporation of the County of Essex, dated November 20, 2024 from Katherine Hebert, County Clerk

Katherine Hebert explained that the appointment of a Deputy Clerk ensures coverage of statutory duties should the Clerk be unavailable to act.

320-2024

Moved By Michael Akpata

Seconded By Tony Gaffan

That Essex County Council receive report 2024-1120-LCS-R37-KH as information, and approve, by way of passing By-law Number 2024-50, for the appointment of the Director, Legislative and Legal Services/County Solicitor, as a Deputy Clerk for the Corporation of the County of Essex and that by-law 2024-18 be repealed.

(Voted electronically)

In Favour (14): Michael Akpata, Joe Bachetti, Tracey Bailey, Sherry Bondy, Chris Gibb, Hilda MacDonald, Gary McNamara, Crystal Meloche, Dennis Rogers, Rob Shepley, Larry Verbeke, Kirk Walstedt, Tony Gaffan, and Diane Pouget

Carried

13. Unfinished Business

There was no Unfinished Business for November 20, 2024.

14. New Business

14.1 Public Reporting of Closed Meeting

A Closed Meeting of Essex County Council was held at 5:30PM, prior to the regular Council meeting this evening, pursuant to Section 239 (2) (d) of the Municipal Act, 2001.

Council provided Administration direction regarding a labour relations and employee negotiation matter.

321-2024

Moved By Chris Gibb

Seconded By Crystal Meloche

That Essex County Council direct administration to negotiate a Collective Agreement with the Ontario Nurses Association within the parameters outlined in report 2024-1120-HR-R02-KP.

(Voted by Show of Hands)

Carried

14.2 Delegation of Approval Authority for Planning

Dennis Rogers withdrew the following Notice of Motion at the time of the delegation listed under 9.3 the Windsor Essex Home Builders Association.

To request that the County administration bring forward a report regarding the delegation of its approval authority for plans of subdivision and plans of condominium to the local municipalities.

And further request that the county administration consult with the administration of each local municipality.

And further request that administration outline in its report which two tier municipalities in Ontario have delegated this authority to the local level.

15. Adoption of By-Laws

322-2024

Moved By Tracey Bailey

Seconded By Diane Pouget

That By-laws 2024-50 through 2024-52, having been read a first, second and third time, be finally passed and enacted.

(Voted electronically)

In Favour (14): Michael Akpata, Joe Bachetti, Tracey Bailey, Sherry Bondy, Chris Gibb, Hilda MacDonald, Gary McNamara, Crystal Meloche, Dennis Rogers, Rob Shepley, Larry Verbeke, Kirk Walstedt, Tony Gaffan, and Diane Pouget

Carried

15.1 By-law Number 2024-50

Being a by-law to appoint the Director, Legislative and Legal Services/County Solicitor, David Sundin, as a Deputy Clerk for the Corporation of the County of Essex

15.2 By-law Number 2024-51

Being a by-law to adopt Corporate Policy 2024-015 Workplace Violence and Harassment and Annual Policy Statements for the Corporation of the County of Essex

15.3 By-law Number 2024-52

Being a by-law to confirm the proceedings of the Council of the Corporation of the County of Essex for November 20, 2024

16. Notice of Motion

There were no Notices of Motion at the November 20, 2024 meeting.

17. Adjournment

323-2024

Moved By Larry Verbeke

Seconded By Gary McNamara

That the Essex County Council meeting for November 20, 2024 be adjourned at 7:47 PM.

(Voted by Show of Hands)

Carried

Hilda MacDonald,
Warden, County of Essex

Katherine Hebert,
County Clerk