



**The Corporation of the Town of Essex**

**Regular Council Meeting Minutes**

January 13, 2025, 6:00 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, Virtual
- Ward 3 Councillor Brad Allard, Virtual
- 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
- Jake Morassut, Director, Community Services
- Kate Giurissevich, Director, Corporate Services
- Lori Chadwick, Director, Development Services
- Kevin Girard, Director, Infrastructure Services
- Cassandra Roy, Legislative Clerk
- Lauryn Smith, Youth Council Member
- Cole Foster, Youth Council Member

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

**1. Call to Order**

Deputy Mayor Shepley called the meeting to order at 6:00 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. National Anthem**

**4. Closed Meeting Report**

Joe Malandrucolo, Director, Legal & Legislative Services/Clerk reported that on January 13, 2025 at 5:30 PM Council moved into Closed Session as permitted to do so pursuant

to Section 239 2(c) of the *Municipal Act, 2001, c. 25. as amended* to discuss a proposed or pending acquisition or disposition of land by the municipality or local board.

**5. Declarations of Conflict of Interest**

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

**6. Adoption of Published Agenda**

**6.1 Regular Council Meeting Agenda for January 13, 2025**

**R25-01-001**

Moved By Councillor Matyi

Seconded By Councillor Hammond

**That** the published agenda for the January 13, 2025 Regular Council Meeting be adopted with the following amendment:

That By-Law 2396, being a by-law to provide for the 14th Concession East Drain and branch be added to Agenda Item 19.1.2 to reflect the published Addendum.

**Carried**

**7. Adoption of Minutes**

**7.1 Regular Council Meeting Minutes for December 16, 2024**

**R25-01-002**

Moved By Councillor Garon

Seconded By Councillor McGuire-Blais

**That** the minutes of the Regular Council Meeting held December 16, 2024 be adopted as circulated.

**Carried**

**8. Public Presentations**

**8.1 Dane Sanford, Owner of Sanford and Son Super Market**

RE: Parking Concerns on Walnut Street near Sanford and Son Super Market's east entrance

Dane Sanford, Owner of Sanford and Son Super Market explained that the delivery trucks exit toward the residential side of Walnut Street and the delivery trucks maneuver around the corner by jack-knifing or driving into resident's driveways to avoid the parked vehicles. He presented photos and stated that his business requires more room for the trucks to turn in and out of the parking lot during the hours of 6:00 AM until 3:00 or 4:00 PM.

Kevin Girard, Director, Infrastructure Services, noted that the two residential properties on Walnut Street South only have one vehicle driveways.

Council discussed the request and directed Administration to implement and erect no parking signs on Walnut Street South near Sanford and Son Super Market.

**R25-01-003**

Moved By Councillor Matyi

Seconded By Councillor McGuire-Blais

**That** the delegation by Dane Sanford, Owner of Sanford and Son Super Market, regarding parking concerns on Walnut Street South near Sanford and Son's Super Market be received.

**Carried**

**R25-01-004**

Moved By Mayor Bondy

Seconded By Councillor Hammond

**That** Council direct Administration to erect no parking signs at the intersection of Walnut Street South and County Road 20 East to the light post at 20 Walnut Street South; and

**That** Council direct Administration to amend the parking by-law to authorize such restriction.

**Carried**

**8.2 Essex Region Conservation Authority (ERCA)**

RE: Essex Region Conservation Authority (ERCA) 2025 Draft Budget

Tim Byrne, CAO/Secretary Treasurer, Essex Region Conservation Authority (ERCA) provided Council with the 2024 highlights including the approval of the new storm water standards for the entire region, the completion of the coastal hazards mapping for the entire shoreline and further highlighted ERCA's efforts in responding to the significant flooding in our region.

Mr. Byrne announced that ERCA was awarded the single largest grant from the federal government for a conservation authority outside the Golden Triangle for \$14 million dollars and stated that \$6.3 million dollars will be used to reestablish our watershed stewardship programing that deals with 75% of the watershed in rural areas of this region.

He further announced the completion of the Clean Water Green Space's 20-year summary and thanked municipalities across the region for their contributions that totaled 14.8 million dollars with an additional 15.2 million dollars contributed from ERCA for a 30 million dollar investment to acquire at risk properties threatened by development and undertake reforestation/restoration throughout the region in future years.

Mr. Bryne provided an overview of the 2025 budget and noted the global increase is slightly under 3%.

**R25-01-005**

Moved By Councillor McGuire-Blais

Seconded By Councillor Hammond

**That** Council allow the delegate Tim Byrne, CAO/Secretary Treasurer, Essex Region Conservation Authority, an additional 5 minutes.

**Carried**

**R25-01-006**

Moved By Councillor Matyi

Seconded By Councillor Garon

**That** the presentation by Tim Byrne, CAO/Secretary Treasurer, Essex Region Conservation Authority, regarding the Draft 2025 Budget be received; and

**That** the correspondence from the Essex Region Conservation Authority (ERCA) dated December 13, 2024 containing the ERCA 2025 Draft Budget, Discussion and Analysis be received.

**Carried**

**9. Unfinished Business**

**10. Reports from Administration**

**10.1 Verbal Report by Doug Sweet, CAO**

RE: Holiday Garbage Pickup

Doug Sweet, CAO, provided a verbal report on the holiday garbage collection and provided solutions that the Town has implemented to prevent future issues with the garbage collection calendar.

**R25-01-007**

Moved By Mayor Bondy

Seconded By Councillor Hammond

**That** the verbal report by Doug Sweet, CAO, regarding the holiday garbage pickup be received.

**Carried**

**10.2 Capital Works and Asset Management-2025-01**

RE: Update on Driveway at 33 Irwin Avenue

**R25-01-008**

Moved By Councillor McGuire-Blais

Seconded By Councillor Garon

**That** Capital Works and Asset Management Report-2025-01 entitled Update on Driveway at 33 Irwin Avenue by David McBeth, Manager, Capital Works and Asset Management, dated January 13, 2025, be received; and

**That** Council approve the construction for approximately 600mm (2') of additional driveway with a 300mm (1') flare on the south side of the existing driveway at 33 Irwin Avenue from the Irwin Avenue Reconstruction project budget.

**Carried**

**10.3 Planning-2025-01**

RE: ZBA-10-24 (0 Maidstone Avenue West, Essex Centre)

**R25-01-009**

Moved By Councillor McGuire-Blais

Seconded By Mayor Bondy

**That** Planning Report-2025-01 entitled ZBA-10-24 (0 Maidstone Avenue West, Essex Centre) prepared by Ian Rawlings, Junior Planner, dated January 13, 2025 be received; and

**That** By-Law Number 2400, being a By-Law to amend By-Law 1037, the Comprehensive Zoning By-Law for the Town of Essex, be read a third time and finally passed on January 13, 2025.

**Carried**

**10.4 Capital Works and Asset Management-2025-02**

RE: CLI-ECA Amherstburg Access Agreement, Ducharme Lane

Kevin Girard, Director, Infrastructure Services provided an overview of the CLI-ECA Amherstburg Access Agreement and stated that Administration is recommending that Council authorize this agreement.

**R25-01-010**

Moved By Councillor Hammond

Seconded By Mayor Bondy

**That** Capital Works and Asset Management Report-2025-02 entitled CLI-ECA Amherstburg Access Agreement, Ducharme Lane prepared by Erica Tilley, Assistant Manager, Capital Works and Asset Management dated January 13, 2025, be received; and

**That** Council authorizes Administration to enter into the Authorization Agreement for Phase 2 of the Ducharme Lane Development with the Town of Amherstburg as attached.

**Carried**

**11. Reports from Youth Members**

**12. County Council Update**

**R25-01-011**

Moved By Councillor Hammond

Seconded By Mayor Bondy

**That** the County of Essex, Regular Meeting minutes listed in Agenda Item 12, be received.

**Carried**

**12.1 County of Essex, Regular Council Meeting Minutes - November 20, 2024**

**13. Correspondence**

**13.1 Correspondence to be received**

**R25-01-012**

Moved By Councillor Matyi

Seconded By Mayor Bondy

**That** all of the correspondence listed in Agenda Item 13.1 be received and, where indicated, to further share such information with the community using suitable methods of communication.

**Carried**

13.1.1 City of Toronto

RE: Paid Plasma Free Zone

13.1.2 The Municipality of Kincardine

RE: Property Taxation Implications Related to Non-Market Valuation of Electricity Industry Properties

**13.2 Correspondence to be considered for receipt and support**

13.2.1 The Corporation of the Town of Cobalt

RE: Resume the Assessment Cycle

**R25-01-013**

Moved By Councillor Verbeek

Seconded By Councillor McGuire-Blais

**That** the correspondence from the Corporation of the Town of Cobalt dated December 11, 2024, regarding the assessment cycle be received and supported; and

**That** a letter of support be sent to the Honourable Doug Ford, Premier of Ontario, Rural Ontario Municipalities Association, Municipalities Property Assessment Corporation and the Association of Municipalities of Ontario.

**Carried**

13.2.2 Arts, Culture, and Tourism Committee

RE: Appointment of Arts, Culture and Tourism Committee Member

**R25-01-014**

Moved By Mayor Bondy

Seconded By Councillor Matyi

**That** the application by Devika Thunnaru Kandi to be appointed to the Arts, Culture, and Tourism Committee be received and supported.

**Carried**

**14. Committee Meeting Minutes**

**R25-01-015**

Moved By Councillor McGuire-Blais

Seconded By Councillor Hammond

**That** the Committee Meeting minutes listed in Agenda Item 14, together with any recommendations to Council noted therein, be received, approved and adopted as circulated.

**Carried**

**14.1 Court of Revision - December 5, 2024**

**14.2 Personnel Committee - December 10, 2024**

**Recommendations to Council:**

**PC-24-14**

Moved By Deputy Mayor Shepley, Vice Chair

Seconded By Sherry Bondy, Mayor

**That** the Personnel Committee recommend to Council the adoption of the Flextime Policy as presented in HR Report 2024-06 for a trial period of 18 months, by resolution at the next regular Council meeting.

**PC-24-15**

Moved By Deputy Mayor Shepley, Vice Chair

Seconded By Sherry Bondy, Mayor

**That** the Personnel Committee recommend to Council the adoption of the Attendance Management Policy as presented in HR Report 2024-07 by resolution at the next regular Council meeting.

**14.3 Arts, Culture and Tourism - December 11, 2024**

**14.4 Striking Committee - December 16, 2024**

**Recommendations to Council:**

**SC24-12-003**

Moved By Kim Verbeek, Councillor Ward 2

Seconded By Rob Shepley, Deputy Mayor

**That** the Recommendation to Council is to increase the number of Community Members on the Affordable Housing Task Force for the remainder of the current Task Force term, ending November 15, 2026, to a maximum of eleven (11) Community Members.

**Carried**

**SC24-12-004**

Moved By Rob Shepley, Deputy Mayor

Seconded By Jason Matyi, Councillor Ward 3

**That** the Recommendation to Council is for Jo-Ann Conrod and Rachael Mills to be the appointed members of the Affordable Housing Task Force for the term ending November 15, 2026.

**Carried**

**SC24-12-005**

Moved By Rob Shepley, Deputy Mayor

Seconded By Jason Matyi, Councillor Ward 3

**That** the Recommendation to Council is for Nancy Shangi to be an appointed member of the Essex Accessibility Advisory Committee for the term ending November 15, 2026.

**15. Financial**

**16. New Business**

**17. Notices of Motion**

**17.1 The following Notice of Motion was presented at the December 16, 2024 Regular Council Meeting and is being brought forward this evening for Council's consideration:**

**17.1.1 Mayor Bondy**

**R25-01-016**

Moved By Mayor Bondy

Seconded By Councillor Hammond

**That** Council request a report from Administration outlining initiatives and projects completed in 2024 and planned for in 2025 that help to address flooding in the municipality.

**Carried**

**17.2 The following Notices of Motion are for presentment only and will be brought forward for Council's consideration at the February 3, 2025 Regular Council Meeting:**

**17.2.1 Councillor McGuire-Blais**

Moved by Councillor McGuire-Blais

**That** Council direct Administration to provide a report on the status of negotiations with the Ministry of Transportation (MTO) on the sidewalk expansion on South Talbot from the Cypher Systems Group Greenway to Reed Street and the Hanlan Road Expansion; and

**That** the report should include information and timelines on the funding the Town is expected to receive from the MTO for both projects.

**17.2.2 Councillor McGuire-Blais**

Moved by Councillor McGuire-Blais

**Whereas** in 2023, Association of Municipalities Ontario (with industry partners) began advocating for a timely return to the assessment cycle given that outdated assessments can be inaccurate, increase volatility, and are not fully transparent; and

**Whereas** a result of this advocacy was a letter from the Minister of Finance Office, Peter Bethlenfalvy stating that a review of the property assessment and taxation system would be conducted and therefore reassessment would be deferred until such review was completed; and

**Whereas** to date no further information has been provided on a potential reassessment or findings on the review of the system.



**Now Therefore**, be it resolved that the Council of the Town of Essex direct Administration to send a letter to the local MPP office, MPAC representatives and the office of the Minister of Finance, with AMO included for receipt, requesting a status update on the property taxation and assessment review and timelines for the introduction of the next reassessment cycle.

**18. Reports and Announcements from Council Members**

**19. By-Laws**

**19.1 By-Laws that require a third and final reading**

**19.1.1 By-Law 2411**

RE: Being a by-law to confirm the proceedings of the December 16, 2024, Regular Meeting of Council of the Corporation of the Town of Essex

**R25-01-017**

Moved By Councillor Matyi

Seconded By Councillor Hammond

**That** By-Law 2411 being a by-law to confirm the proceedings of the December 16, 2024, Regular Meeting of Council of the Corporation of the Town of Essex be read a third time and finally passed on January 13 2024.

**Carried**

**19.1.2 By-Law 2396**

RE: Being a by-law to provide for the 14th Concession East Drain and Branch (Inspiration Industrial Park Bridge) in the Town of Essex

**R25-01-018**

Moved By Councillor Garon

Seconded By Councillor McGuire-Blais

**That** By-Law 2396 being a by-law to provide for the 14th Concession East Drain and Branch (Inspiration Industrial Park Bridge) in the Town of Essex be read a third time and finally passed on January 13, 2024.

**Carried**

**19.1.3 By-Law 2397**

RE: Being a by-law to provide for Walker Drain Repairs and Improvements

**R25-01-019**

Moved By Councillor Hammond

Seconded By Councillor Matyi

**That** By-Law 2397 being a by-law to provide for Walker Drain Repairs and Improvements be read a third time and finally passed on January 13, 2025.

**Carried**

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

**19.3 By-Laws that require a first and second reading**

**19.3.1 By-Law 2413**

RE: Being a by-law to confirm the proceedings of the January 13, 2025, Regular Meeting of Council of the Corporation of the Town of Essex

**R25-01-020**

Moved By Councillor McGuire-Blais

Seconded By Councillor Verbeek

**That** By-Law 2413 being a by-law to confirm the proceedings of the January 13, 2025, Regular Meeting of Council of the Corporation of the Town of Essex be read a first and a second time and provisionally passed on January 13, 2025.

**Carried**

**20. Adjournment**

**R25-01-021**

Moved By Councillor Hammond

Seconded By Councillor Verbeek

**That** the meeting be adjourned at 6:48 PM.

**Carried**

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Mayor

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Clerk