



**The Corporation of the Town of Essex**

**Special Council Meeting Minutes**

December 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  
Kevin Girard, Director, Infrastructure Services  
Kate Giurissevich, Director, Corporate Services  
Jake Morassut, Director, Community Services  
Cassandra Roy, Legislative Clerk  
Ian Rawlings, Junior Planner, Planning Services  
Rita Jabbour, Manager, Planning Services

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.

The purpose of this statutory meeting was for the proposed Zoning By-Law Amendment at 0 Maidstone Avenue West, Essex Centre.

**1. Call to Order**

Mayor Bondy called the meeting to order at 5:00 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. 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 December 16, 2024**

**SP24-12-041**

Moved By Councillor Matyi  
Seconded By Councillor Allard

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

**Carried**

**5. Reports from Administration**

**5.1 Planning-2024-35**

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

Ian Rawlings, Junior Planner, Planning Services, presented the proposed site-specific zoning amendment for 0 Maidstone Avenue West, Essex Centre. He stated that the property is designated as a Highway Corridor Commercial Area 1 in the Town of Essex Official Plan and is zoned as Commercial District 1.1 under the Town of Essex Zoning By-Law. He outlined permitted uses, regulations, policy considerations, and noted that there were no comments or objections.

Mr. Rawlings explained that the applicants are requesting a site-specific zoning amendment to By-Law 1037 for the subject lands to permit additional site-specific main uses such as a bakeshop, a drive-through restaurant, a drive-through food outlet, a health studio, a micro-brewery, a veterinary office, a wholesale store, and to request relief from subsection 18.1 b) ii) of the Zoning By-Law which limits the maximum gross floor area of a business, financial or medical office, light repair shop, personal service shop, professional studio, retail store, restaurant and takeout food outlet to 250 sqm. He noted that the proposed amendments are being requested as the applicant is looking to increase the development potential for the subject property.

Administration recommended that Council provisionally adopt By-Law 2400.

**SP24-12-042**

Moved By Deputy Mayor Shepley  
Seconded By Councillor Verbeek

**That** Planning Report-2024-35- entitled ZBA-10-24 (0 Maidstone Avenue West, Essex Centre) prepared by Ian Rawlings, Junior Planner, dated December 16, 2024, be received; and

**That** By-Law 2400, being a By-Law to amend By-Law 1037, the Comprehensive Zoning By-Law for the Town of Essex, to permit additional main uses and to request relief from subsection 18.1 b) ii) of the Zoning By-Law, be read a first and a second time and provisionally adopted on December 16, 2024.

**Carried**

**6. Public Presentations**

**7. Adjournment**

**SP24-12-043**

Moved By Councillor McGuire-Blais  
Seconded By Councillor Hammond

**That** the meeting be adjourned at 5:11 PM.

**Carried**

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Mayor

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Clerk