



**The Corporation of the Town of Essex**  
**Finance Committee Meeting Minutes**

February 18, 2025, 5:15 pm  
Location: Essex Municipal Building, 33 Talbot Street South

Present: Deputy Mayor - Shepley, Rob  
Mayor - Bondy, Sherry  
Councillor - Garon, Joe, Ward 1  
Councillor - Hammond, Rodney, Ward 4

Also Present: Doug Sweet, Chief Administrative Officer  
Kate Giurissevich, Director, Corporate Services  
Jake Morassut, Director, Community Services  
Ann-Marie Unis, Manager, Finance & Business Services  
Rita Jabbour, Manager, Planning Services  
Jill Brett, Recording Secretary

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**

**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**

**4. Adoption of Published Agenda**

**4.1 Finance Committee Meeting Agenda for February 18, 2025**

**FIN25-02-12**

Moved By Councillor Garon

Seconded By Councillor Hammond

**That** the published agenda for the February 18, 2025 Finance Committee Meeting be adopted as presented.

**Carried**

**5. Adoption of Minutes**

**5.1 Finance Committee Minutes for January 13, 2025**

**FIN25-02-13**

Moved By Mayor Bondy  
Seconded By Councillor Hammond

**That** the minutes of the Finance Committee meeting held January 13, 2025 be adopted as circulated.

**Carried**

**6. Reports from Administration/Applications**

**6.1 Community Partnership Fund Application - Youth Diversion, Essex County Diversion Program**

**FIN25-02-14**

Moved By Mayor Bondy  
Seconded By Councillor Hammond

**That** the 2025 Community Partnership Fund Application for Youth Diversion, Essex County Diversion Program be approved for the room rental portion only in the amount of \$5771.25 (in-kind).

**Carried**

**FIN25-02-15**

Moved By Mayor Bondy  
Seconded By Councillor Garon

**That** the Finance Committee recommend that Council direct the Community Services staff meet with the Executive of the Essex Youth Centre to see what programs for youth were provided in 2024 and what programs are scheduled for 2025 to avoid duplication in programs.

**Carried**

**6.2 Request for Fee Refund**

**FIN25-02-16**

Moved By Mayor Bondy  
Seconded By Councillor Hammond

**That** the request from Mr. Tim Ennis for a refund of the fees for minor variance and severance (consent) of \$2296.80 be denied but any applicable information from first application be transferred to the revised application. Application fee is still applicable but may be adjusted if transfer of information results in administrative time savings.

**Carried**

**7. Unfinished Business**

**8. Adjournment**

**FIN25-02-17**

Moved By Mayor Bondy  
Seconded By Councillor Hammond

**That** the meeting be adjourned at 5:34 p.m.

**Carried**

**9. Future Meetings**

No meetings scheduled at this time.

---

Chair

---

Recording Secretary