



**The Corporation of the Town of Essex**

**Regular Council Meeting Minutes**

March 17, 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  
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  
Jake Morassut, Director, Community Services  
Kate Giurissevich, Director, Corporate Services  
Lori Chadwick, Director, Development Services  
Kevin Girard, Director, Infrastructure Services  
Lauryn Smith, Youth Council Member  
Cassandra Roy, Legislative Clerk  
Cole Foster, Youth Council Member  
Jack Barron, Manager, Information Technology  
David McBeth, Manager, Capital Works & Asset Management  
Norm Nussio, Manager, Operations and Drainage  
Rodney Klie, Manager, Parks and Facilities  
Heather MacDonald, Manager, Revenue and Customer Relations

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**

Mayor Bondy 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**

**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 March 17, 2025**

**R25-03-108**

Moved By Councillor Matyi

Seconded By Deputy Mayor Shepley

**That** the published agenda for the March 17, 2025 Regular Council Meeting be adopted as presented.

**Carried**

**7. Adoption of Minutes**

**7.1 Regular Council Meeting Minutes for March 3, 2025**

**R25-03-109**

Moved By Councillor Verbeek

Seconded By Councillor Allard

**That** the minutes of the Regular Council Meeting held March 3, 2025 be adopted as circulated.

**Carried**

**8. Public Presentations**

**9. Unfinished Business**

**10. Reports from Administration**

**10.1 Parks and Facilities-2025-04**

RE: Essex Accessibility Advisory Committee Council Update for 2024

Rodney Klie, Manager, Parks and Facilities provided an update on the action items completed by the Essex Accessibility Advisory Committee in 2024.

**R25-03-110**

Moved By Deputy Mayor Shepley

Seconded By Councillor Allard

**That** Parks and Facilities Report-2025-04 entitled Essex Accessibility Advisory Committee Council Update for 2024 prepared by Rodney Klie, Manager, Parks and Facilities dated March 17, 2025, be received for information.

**Carried**

**10.2 Parks and Facilities-2025-05**

RE: Request for Additional Funds for Capital Projects, CS-23-0029 and CS-23-0028

**R25-03-111**

Moved By Councillor Hammond

Seconded By Councillor Matyi

**That** Parks and Facilities Report-2025-05 entitled Request for Additional Funds for Capital Projects, CS-23-0029 and CS-23-0028 prepared by Rodney Klie, Manager, Parks and Facilities dated March 17, 2025, be received;

**That** Council approve the additional funding of \$2,191.36 above the approved Capital Budget of \$32,000.00 for replacement of Washroom Stall Partitions at the Essex Centre Sports Complex (CS-23-0028) from the Asset Management Plan (AMP) Reserve; and

**That** Council approve the additional funding of \$1,565.44 above the approved Capital Budget of \$8,000.00 for replacement of the Harrow Arena Canteen Exhaust Fan (CS-23-0029) from the AMP Reserve.

**Carried**

**10.3 Information Technology-2025-01**

RE: Bill 194 Enhancing Digital Security and Trust

**R25-03-112**

Moved By Deputy Mayor Shepley

Seconded By Councillor Garon

**That** Information Technology Report-2025-01 entitled Bill 194 Enhancing Digital Security prepared by Jack Barron, Manager, Information Technology dated March 17, 2025 be received for information.

**Carried**

**10.4 Finance and Business Services-2025-01**

RE: 2025 Union Water Supply System Wholesale Water Rate

**R25-03-113**

Moved By Councillor McGuire-Blais

Seconded By Councillor Verbeek

**That** Finance and Business Services Report-2025-01 entitled 2025 Union Water Supply System Wholesale Water Rate prepared by Heather MacDonald, Manager, Revenue and Customer Relations dated March 17, 2025 be received; and

**That** By-Law 2434 being a by-law to establish water and wastewater rates and charges be read a first, a second and a third time and finally passed on March 17, 2025.

**Carried**

**10.5 Finance and Business Services-2025-02**

RE: Elimination of Reduced Wastewater Rates

**R25-03-114**

Moved By Councillor Allard  
Seconded By Deputy Mayor Shepley

**That** Finance and Business Services Report-2025-02 entitled Elimination of Reduced Wastewater Rates prepared by Heather MacDonald, Manager, Revenue and Customer Relations dated March 17, 2025 be received; and

**That** Council approve the elimination of reduced wastewater rates.

**Carried**

**10.6 Operations-2025-02**

RE: Harrow Legion Banner Application

**R25-03-115**

Moved By Councillor Hammond  
Seconded By Councillor Garon

**That** Operations Report-2025-02 entitled, Harrow Legion Banner Application prepared by David McBeth, Manager, Capital Works and Asset Management and Norm Nussio, Manager, Operations and Drainage, dated March 17, 2025, be received;

**That** Council approve the banner application and banner design in the attached application from the Harrow Legion for the use of the streetlight banners arms on King Street, Queen Street and McAfee Street in Harrow from approximately mid-September to the Friday following Remembrance Day; and

**That** Council's approval of this application is considered annually approval without the need to re-apply moving forward, unless the program changes/ends or the banner design changes, requiring Council's approval.

**Carried**

**10.7 Operations-2025-03**

RE: Essex Legion Banner Application

**R25-03-116**

Moved By Deputy Mayor Shepley  
Seconded By Councillor McGuire-Blais

**That** Operations Report-2025-03 entitled, Essex Legion Banner Application prepared by David McBeth, Manager, Capital Works and Asset Management and Norm Nussio, Manager, Operations and Drainage, dated March 17, 2025, be received;

**That** Council approve the banner application and banner design in the attached application from the Essex Legion for the use of the streetlight banners arms on Talbot Street North and Talbot Street South in Essex from approximately mid-September to the Friday following Remembrance Day; and

**That** Council's approval of this application is considered annually approval without the need to re-apply moving forward, unless the program changes/ends or the banner design changes, requiring Council's approval.

**10.8 Drainage-2025-01**

RE: Phragmites

Norm Nussio, Manager, Operations and Drainage, explained that Administration has met with the Essex County Phragmites Working Group to discuss different approaches that each municipality takes to target Phragmites and best management practices to combat Phragmites. He explained the method for Phragmites control in the Town of Essex and recommended that it remain status quo.

**R25-03-117**

Moved By Councillor Matyi

Seconded By Councillor Hammond

**That** Operations Report-2025-01 entitled, Phragmites prepared by Norm Nussio, Manager, Operations and Drainage, dated March 17, 2025, be received; and

**That** Council remain status quo and continue to manage phragmites in house.

Carried

**10.9 Operations-2025-04**

RE: Results of Tandem Axle Plow Truck and Winter Control Equipment

**R25-03-118**

Moved By Councillor McGuire-Blais

Seconded By Councillor Allard

**That** Operations Report-2025-04 entitled Results of Tandem Axle Plow Truck and Winter Control Equipment prepared by Norm Nussio Manager, Operations and Drainage dated March 17, 2025, be received;

**That** Council award Request for Tender-RFT-ID-25-005 Supply of Tandem Axle Plow Truck Cab and Chassis 2025 to 401 Truck Source in the amount of \$245,079.00 including non-refundable Harmonized Sales Tax; and

**That** Council award Results of Request for Proposal-RFP-ID-25-006 Supply of Winter Control Equipment for a Tandem Axle Plow Truck to Viking Cives Ltd in the amount of \$199,775.23 including non-refundable Harmonized Sales Tax.

Carried

**10.10 Capital Works and Asset Management-2025-04**

RE: 2025 Road Surface Treatment Program Tender

**R25-03-119**

Moved By Councillor Verbeek

Seconded By Councillor Matyi

**That** Capital Works and Asset Management Report-2025-04 entitled 2025 Road Surface Treatment Program Tender by David McBeth, Manager, Capital Works and Asset Management dated Mach 17, 2025 be received; and

**That** Council award the 2025 Road Surface Treatment Program Tender (RFT-ID-25-001) to Shepley Road Maintenance Ltd. in the amount of \$1,674,652.62, including provisional items and non-refundable Harmonized Sales Tax.

**Carried**

#### **10.11 Capital Works and Asset Management-2025-05**

RE: Iler Road Rehabilitation, Phase 1 - Tender Results

##### **R25-03-120**

Moved By Deputy Mayor Shepley

Seconded By Councillor Matyi

**That** Capital Works and Asset Management Report-2025-05 entitled Iler Road Rehabilitation, Phase 1 – Tender Results by David McBeth, Manager, Capital Works and Asset Management dated March 17, 2025 be received; and

**That** Council award the Iler Road Rehabilitation, Phase 1 (RFT-ID-25-002) to Walker Construction Ltd. in the amount of \$ 544,924.80, including non-refundable Harmonized Sales Tax.

**Carried**

#### **10.12 Capital Works and Asset Management-2025-06**

RE: Bridge Rehabilitation Tender for 2025

##### **R25-03-121**

Moved By Councillor Garon

Seconded By Deputy Mayor Shepley

**That** Capital Works and Asset Management Report-2025-06 entitled Bridge Rehabilitation Tender for 2025 by David McBeth, Manager, Capital Works and Asset Management dated March 17, 2025 be received;

**That** Council award the Bridge Rehabilitation Tender for 2025 (RFT-ID-25-003) to Intrepid General Ltd. in the amount of \$ 844,812.43, including non-refundable Harmonized Sales Tax; and

**That** Council approve the award of onsite inspection and contract administration services to RC Spencer Associates in the amount of \$41,395.97, including non-refundable Harmonized Sales Tax.

**Carried**

#### **10.13 Development Services-2025-03**

RE: Annual Development Update

Lori Chadwick, Director, Development Services, provided an overview of the Annual Development Update and highlighted notable developments on the various potential residential, industrial and commercial projects in the Town of Essex.

Kate Giurissevich, Director, Corporate Services, explained that the development charges aim to recover capital costs associated with residential and non-residential growth in our municipality.

**R25-03-122**

Moved By Councillor Allard

Seconded By Councillor Hammond

**That** Development Services Report-2025-03 entitled Annual Development Update prepared by Lori Chadwick, Director, Development Services dated March 17, 2025 be received for information.

**Carried**

**10.14 Office of the CAO-2025-03**

RE: 2023-2027 Strategic Action Plan Annual Progress Report

Doug Sweet, CAO, provided an annual update of the Strategic Action Plan that was passed by Council in 2023. He outlined the four priorities which includes safe and reliable infrastructure, jobs and economic opportunities, welcoming and caring community and responsible and people focused government.

He stated that as of December 31, 2024, 100% of the projects have been initiated, 47% of the projects have been fully completed and over 50% have been at least 50% completed which demonstrates the Town's commitment to accountability and the successful execution of the Strategic Action Plan.

**R25-03-123**

Moved By Councillor Matyi

Seconded By Councillor Verbeek

**That** CAO Report-2025-03 entitled 2023-2027 Strategic Action Plan Annual Progress Report prepared by Doug Sweet, Chief Administrative Officer dated March 17, 2025, be received for information.

**Carried**

**11. Reports from Youth Members**

Cole Foster, Youth Council Member, congratulated the OFSAA swim team.

Lauryn Smith, Youth Council Member, congratulated the boy's hockey team who are on their way to Sudbury to compete at OFSAA championship.

**12. County Council Update**

Deputy Mayor Shepley explained that County Council received an update on Erie Shores HealthCare and that County Council joined the Border Mayors Alliance to coordinate advocacy efforts in response to U.S. tariffs. He further explained other matters considered by County Council.

**R25-03-124**

Moved By Councillor Matyi

Seconded By Councillor McGuire-Blais

**That** the County of Essex, Regular Meeting minutes listed in Agenda Item 12, be received and the County Council update by Deputy Mayor Shepley be received.

Carried

**12.1 County of Essex, Regular Council Meeting Minutes - February 5, 2025**

**13. Correspondence**

**13.1 Correspondence to be received**

**R25-03-125**

Moved By Deputy Mayor Shepley

Seconded By Councillor McGuire-Blais

**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 Support Canadian Business and Consumers

13.1.2 Coleman Township

RE: Northern Highway Safety Plan

13.1.3 Niagara on the Lake

RE: Province of Ontario Reconsider the Amendment of Subsection 29(1.2) of the Ontario Heritage Act

13.1.4 County of Essex

RE: Border Mayors Alliance 2025 Funding

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

13.2.1 Town of Amherstburg

RE: Travel Health Grant for Southwestern Ontario, Windsor-Essex County

**R25-03-126**

Moved By Councillor Verbeek

Seconded By Councillor McGuire-Blais

**That** the correspondence from the Town of Amherstburg dated December 19, 2024, advocating for a Travel Health Grant for Southwestern Ontario be received and supported; and

**That** a letter of support be sent to Anthony Leardi, Member of Provincial Parliament, Essex, the Honourable Doug Ford, Premier of Ontario, the Honourable Sylvia Jones, Minister of Health and Marit Stiles, leader of the Official Opposition of Ontario.

Carried

13.2.2 Town of LaSalle

RE: Tariffs on Canadian Production



**R25-03-127**

Moved By Councillor McGuire-Blais

Seconded By Councillor Verbeek

**That** the correspondence from the Town of LaSalle dated March 4, 2025, regarding tariffs on Canadian production be received and supported; and

**That** a letter from the Town of Essex be sent to The Honourable Doug Ford, Premier of Ontario, The Right Honourable Mark Carney, Office of the Prime Minister, Association of Municipalities of Ontario (AMO), Anthony Leardi, MPP, Essex, Lisa Gretzky, MPP Windsor West, Andrew Dowie, MPP Windsor-Tecumseh, Chris Lewis, MP, Essex, Irek Kusmierczyk, MP Windsor-Tecumseh, and Brian Masse, MP Windsor West.

**Carried**

13.2.3 The Regional Municipality of Durham

RE: Protecting Canadian Values: Ban the Nazi Swastika in Canada

**R25-03-128**

Moved By Councillor Verbeek

Seconded By Councillor Allard

**That** the correspondence from the Regional Municipality of Durham dated February 28, 2025, requesting that the Government of Canada pass legislation banning the public display of Nazi symbols and iconography be received and supported; and

**That** a letter of support be sent to The Honourable Arif Virani, Minister of Justice, and B'nai Brith Canada.

**Carried**

**14. Committee Meeting Minutes**

**R25-03-129**

Moved By Councillor Hammond

Seconded By Deputy Mayor Shepley

**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 Essex Accessibility Advisory Committee - November 1, 2024**

**15. Financial**

**15.1 Section 284 Council Remuneration - 2024 Statement of Remuneration and Expenses**

RE: Statement of Remuneration and Expenses 2024

**R25-03-130**

Moved By Deputy Mayor Shepley

Seconded By Councillor Verbeek

**That** the Section 284 Statement of Remuneration and Expenses 2024, be received.

**Carried**

**16. New Business**

**17. Notices of Motion**

**17.1 The following Notices of Motion were presented at the March 3, 2025 Regular Council Meeting and are being brought forward this evening for Council's consideration:**

17.1.1 Mayor Bondy

**R25-03-131**

Moved By Mayor Bondy

Seconded By Councillor Verbeek

**That** Council direct Administration to prepare a report identifying ways the Town can encourage Canadian purchasing, while still acting within applicable legislation, including an assessment of our current procurement by-law and potential revisions to achieve this.

**Carried**

17.1.2 Deputy Mayor Shepley

By way of a friendly amendment Council requested Administration to assess the traffic flow and safety of the intersections on Arthur Avenue and Talbot Street South and Victoria Avenue and Talbot Street North.

**R25-03-132**

Moved By Deputy Mayor Shepley

Seconded By Councillor Garon

**Whereas** the Essex Centre Streetscape project is now complete; and

**Whereas** it is essential to evaluate how the revised streetscape plan has affected traffic flow and to identify opportunities for improving signage to enhance traffic efficiency and pedestrian safety; the key goals of the project.

**Be it resolved that** Council direct Administration to prepare a report addressing the following traffic efficiency and pedestrian safety aspects of the project, as a thorough review of these aspects will help ensure that traffic flow remains efficient and pedestrian safety is optimized in alignment with the Streetscape project's objectives:

**1. No Left Turn Restriction into Schinkel's**

- Provide the rationale for the existing restriction on left turns into Schinkel's when traveling north on Talbot.

- Explore options for removing the restriction, including potential impacts and considerations.
2. **No Left Turn Restriction onto Laird Avenue**
    - Provide the rationale for the newly implemented restriction on left turns onto Laird Avenue when traveling north on Talbot.
    - Assess the feasibility of removing this restriction or introducing a time-based restriction, including potential impacts and considerations.
  3. **Feasibility of Flashing Indicators at Key Crosswalks**
    - Evaluate the potential for implementing flashing indicator functions at the two busiest crosswalks in Essex Centre:
      - Talbot Street North and Wilson Avenue
      - Talbot Street North and Laird Avenue
    - Include legislative requirements, estimated costs, and necessary steps for implementing new crosswalk controls at these locations.
  4. **Assess the Traffic Flow and Safety of the intersection at Arthur Avenue and Talbot Street South**
  5. **Assess the Traffic Flow and Safety of the intersection at Victoria Street and Talbot Street North**

**Carried**

#### 17.1.3 Councillor Matyi

**R25-03-133**

Moved By Councillor Matyi

Seconded By Councillor Verbeek

**Whereas** the Town of Essex recognizes high-speed internet access as a basic human right and essential for residents, businesses, and agriculture; and

**Whereas** due to the challenges of limited broadband in rural areas, particularly in Essex County, Council for the Town of Essex advocates for increased investment in rural broadband infrastructure; and

**Whereas** Council for the Town of Essex urges that the procurement for these services prioritize Canadian-based companies and exclude foreign providers, ensuring security, job creation, and adherence to Canadian standards.

**Now therefore, that** Council direct Administration to draft a letter to be signed by the Mayor of the Town and sent to the Ontario and Federal Governments, as well as local MPPs and MPs advocating for these priorities, highlighting the importance of equitable access to reliable internet and emphasizing that rural broadband is crucial for economic development, education, healthcare, and overall community well-being.

**17.2 The following Notice of Motion is for presentment only and will be brought forward for Council's consideration at the April 7, 2025 Regular Council Meeting:**

17.2.1 Mayor Bondy

Moved by Mayor Bondy

**That** Essex Council direct Administration to prepare a report on the feasibility of redirecting unspent funding from the Colchester and County Road 50 Community Improvement Plan (CIP) program including information on potential improvements to existing programs and/or introduction of new programs, and budget impacts.

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

Councillor McGuire-Blais announced that the Funfest Committee is seeking vendors and businesses who are interested can apply on the Essex Funfest website.

Councillor Hammond announced the recent passing of Brian Pollard of Harrow who was a former Councillor.

Councillor Garon announced that the Essex 73s advanced to the finals and their first game is Friday night on March 21, 2025, against Lakeshore.

Mayor Bondy congratulated those that received the King Coronation Medals.

**19. By-Laws**

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

19.1.1 By-Law 2427

RE: Being a by-law to confirm the proceedings of the March 3, 2025, Regular Meeting of Council of the Corporation of the Town of Essex

**R25-03-134**

Moved By Councillor Garon

Seconded By Deputy Mayor Shepley

**That** By-Law 2427 being a by-law to confirm the proceedings of the March 3, 2025, Regular Meeting of Council of the Corporation of the Town of Essex be read a third time and finally passed on March 17, 2025.

Carried

19.1.2 By-Law 2422

RE: Being a by-law to repeal and replace By-Law 2038 to prohibit and regulate noise in the Town of Essex

**R25-03-135**

Moved By Deputy Mayor Shepley

Seconded By Councillor Matyi

**That** By-Law 2422, being a by-law to repeal and replace By-Law 2038 to prohibit and regulate noise in the Town of Essex, be read a third time and finally passed on March 17, 2025.

**Carried**

#### 19.1.3 By-Law 2423

RE: Being a By-Law to amend By-Law 384, being a by-law respecting fences to be erected within the municipal limits of the Town of Essex

**R25-03-136**

Moved By Deputy Mayor Shepley

Seconded By Councillor Garon

**That** By-Law 2423 being a By-Law to amend By-Law 384, being a by-law respecting fences to be erected within the municipal limits of the Town of Essex be read a third time and finally passed on March 17, 2025.

**Carried**

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

#### 19.2.1 By-Law 2428

RE: Being a by-law to authorize the execution of a Lease Agreement between the Town of Essex and The Corporation of the Town of Amherstburg) and Pursuit 4 Happiness Ventures Inc. for the Operation of Concession Services for Co-An Park, 11071 Concession Road 11 in McGregor, Ontario

**R25-03-137**

Moved By Councillor Verbeek

Seconded By Councillor Matyi

**That** By-Law 2428 being a By-Law to authorize the execution of a Lease Agreement between the Town of Essex and The Corporation of the Town of Amherstburg) and Pursuit 4 Happiness Ventures Inc. for the Operation of Concession Services for Co-An Park, 11071 Concession Road 11 in McGregor, Ontario be read a first, a second and a third time and finally passed on March 17, 2025.

**Carried**

#### 19.2.2 By-Law 2429

Being a by-law to appoint a Manager, Legal, Licensing and Enforcement for the Town of Essex

**R25-03-138**

Moved By Deputy Mayor Shepley

Seconded By Councillor Matyi

**That** By-Law 2429 being a by-law to appoint a Manager, Legal, Licensing and Enforcement for the Town of Essex be read a first, a second and a third time and finally passed on March 17, 2025.

Carried

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

19.3.1 By-Law 2433

RE: Being a by-law to confirm the proceedings of the March 17, 2025, Regular Meeting of Council of the Corporation of the Town of Essex

**R25-03-139**

Moved By Councillor Garon

Seconded By Councillor McGuire-Blais

**That** By-Law 2433 being a by-law to confirm the proceedings of the March 17, 2025, Regular Meeting of Council of the Corporation of the Town of Essex be read a first and a second time and provisionally adopted on March 17, 2025.

Carried

**20. Adjournment**

**R25-03-140**

Moved By Councillor Hammond

Seconded By Deputy Mayor Shepley

**That** the meeting be adjourned at 7:40 PM.

Carried

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Mayor

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Clerk