



**The Corporation of the Town of Essex**

**Regular Council Meeting Minutes**

June 2, 2025, 6:00 pm

Location: Essex Municipal Building, 33 Talbot Street South

Present: Mayor Sherry Bondy  
Deputy Mayor Rob Shepley  
Ward 1 Councillor Katie McGuire-Blais  
Ward 2 Councillor Kim Verbeek  
Ward 3 Councillor Jason Matyi  
Ward 4 Councillor Rodney Hammond

Regrets: Ward 1 Councillor Joe Garon  
Ward 3 Councillor Brad Allard

Also Present: Kate Giurissevich, Chief Administrative Officer  
Joseph Malandruccolo, Director, Legal and Legislative Services/Clerk  
Jake Morassut, Director, Community Services  
Lori Chadwick, Director, Development Services  
Kevin Girard, Director, Infrastructure Services  
Cassandra Roy, Legislative Clerk  
Nelson Silveira, Manager, Economic Development  
Cynthia Cakebread, Manager, Recreation and Culture  
David McBeth, Manager, Capital Works & Asset Management

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 June 2, 2025**

**R25-06-255**

Moved By Deputy Mayor Shepley

Seconded By Councillor McGuire-Blais

**That** the published agenda together with its published addendum for the June 2, 2025 Regular Council Meeting be adopted with the following amendment:

1. That Agenda Item 17.2.1 be added to allow for the presentment of a Notice of Motion by Councillor Verbeek.

**Carried**

**7. Adoption of Minutes**

**7.1 Regular Council Meeting Minutes for May 20, 2025**

**R25-06-256**

Moved By Councillor Matyi

Seconded By Councillor McGuire-Blais

**That** the minutes of the Regular Council Meeting held May 20, 2025 be adopted as circulated.

**Carried**

**8. Public Presentations**

**9. Unfinished Business**

**10. Reports from Administration**

**10.1 Capital Works and Asset Management-2025-16**

RE: Walnut Street Reconstruction, as presented at the Regular Council Meeting of May 20, 2025

David McBeth, Manager, Infrastructure Services, explained that at the Regular Council Meeting of May 20, 2025 Council outlined three options for the reconstruction on Walnut Street and Council postponed the motion until the June 2, 2025 Regular Council Meeting. Mr. McBeth presented a detailed overview of the design layouts and recommended that Council proceed with Option 1.

Council discussed the options and postponed the decision to allow for additional time for public feedback.

**R25-06-257**

Moved By Councillor Matyi

Seconded By Councillor Hammond

**That** Capital Works and Asset Management Report-2025-16 entitled Walnut Street Reconstruction by David McBeth, Manager, Capital Works and Asset Management dated May 20, 2025 be received; and

**That** Council direct Administration to proceed with Option #1 as described within this report.

Councillor McGuire-Blais requested a recorded vote:

|                          | <b>Support</b> | <b>Opposed</b> | <b>Conflict</b> | <b>Regrets</b> |
|--------------------------|----------------|----------------|-----------------|----------------|
| Mayor Bondy              |                | X              |                 |                |
| Deputy Mayor Shepley     | X              |                |                 |                |
| Councillor Garon         |                |                |                 | X              |
| Councillor McGuire-Blais |                | X              |                 |                |
| Councillor Verbeek       | X              |                |                 |                |
| Councillor Allard        |                |                |                 | X              |
| Councillor Matyi         |                | X              |                 |                |
| Councillor Hammond       | X              |                |                 |                |
| <b>Results</b>           | <b>3</b>       | <b>3</b>       | <b>0</b>        | <b>2</b>       |

**Defeated (3 to 3)**

**R25-06-258**

Moved By Councillor McGuire-Blais  
 Seconded By Councillor Verbeek

**That** Council direct Administration to defer the motion until the Regular Council Meeting of July 7, 2025.

**Carried**

10.1.1 Walnut Street Reconstruction Presentation

**10.2 Recreation and Culture-2025-01**

RE: Lifesaving Society Affiliate Recognition 2024

Cynthia Cakebread, Manager Recreation and Culture, announced that the Town received awards as recognition for their programming efforts. She highlighted that the Town of Essex is the 84<sup>th</sup> largest municipality in Ontario and in the top 40 of providers for Ontario. She announced that they received first place for Bredin Stapells Cup which is awarded to the affiliate member with the largest leadership training program and second place for Scarborough Cup which is

awarded to the municipal affiliate with the largest lifesaving program in a community with a population between 10,000 and 50,000.

**R25-06-259**

Moved By Deputy Mayor Shepley

Seconded By Councillor Verbeek

**That** Recreation and Culture Report-2025-01 entitled Lifesaving Society Affiliate Recognition prepared by Cynthia Cakebread Manager, Recreation and Culture dated June 2, 2025, be received; and

**That** the Lifesaving Society Annual Report Affiliate Recognition 2024 be received for Council and public information.

**Carried**

**10.3 Recreation and Culture-2025-02**

RE: June is Recreation and Parks Month 2025

**R25-06-260**

Moved By Councillor McGuire-Blais

Seconded By Councillor Hammond

**That** Recreation and Culture Report-2025-02 entitled June is Recreation and Parks Month 2025 prepared by Cynthia Cakebread, Manager, Recreation and Culture dated June 2, 2025 be received; and

**That** Council proclaim June as Recreation and Parks Month for the Town of Essex by adopting the following resolution:

**Whereas**, in the Town of Essex, we are fortunate to have a variety of recreation and parks systems providing countless recreational opportunities for residents and visitors from around the world;

**And Whereas**, recreation enhances quality of life, balanced living and lifelong learning; helps people live happier and longer; develops skills and positive self-image in children and youth; develops creativity; and builds healthy bodies and positive lifestyles;

**And Whereas**, recreational participation builds family unity and social capital; strengthens volunteer and community development; enhances social interaction; creates community pride and vitality; and promotes sensitivity and understanding to cultural diversity;

**And Whereas**, parks, open space and trails provide active and passive outdoor recreation opportunities, help maintain clean air and water; and promote stewardship of the natural environment;

**And Whereas**, recreation, therapeutic recreation and leisure education are essential to the rehabilitation of individuals who have become ill or disabled, or disadvantaged, or who have demonstrated anti-social behaviour;

**And Whereas**, the benefits provided by recreation programs, services and parks, and open space, reduce healthcare and social service costs; serve to boost the economy, economic renewal and sustainability; enhance property values; attract new business; increase tourism; and curb employee absenteeism;

**And Whereas**, all levels of government, the voluntary sector and private enterprise throughout the Province participate in the planning, development and operation of recreation and parks program, services and facilities;

**Therefore**, I, Mayor Sherry Bondy, in recognition of the benefits and values of Recreation and Parks, do hereby designate the month of June as Recreation and Parks Month in the Town of Essex.

**Carried**

#### **10.4 Economic Development-2025-06**

RE: Sponsorship and Naming Rights Policy

Nelson Silveira, Manager, Economic Development, provided a verbal report on the Sponsorship and Naming Rights Policy and recommended that Council replace the 2010 Naming Rights Policy with the newly created Sponsorships and Naming Rights Policy.

Mayor Bondy left the meeting at 6:30 PM until 6:33 PM and passed the gavel to Deputy Mayor Shepley.

##### **R25-06-261**

Moved By Councillor Verbeek

Seconded By Councillor McGuire-Blais

**That** Economic Development Report-2025-06 entitled Sponsorship and Naming Rights Policy prepared by Nelson Silveira, Manager, Economic Development, dated June 2, 2025, be received;

**That** Council approve the new Sponsorships and Naming Rights Policy, attached to this report (the Sponsorships and Naming Rights Policy);

**That** Naming Rights Policy – Municipal Parks and Facilities, also attached to this report, (the 2010 Naming Rights Policy) be expired and replaced by the Sponsorships and Naming Rights Policy, effective June 2, 2025; and

**That** Council direct Administration to provide more information.

**Carried**

#### **10.5 Environmental Services-2025-02**

RE: Health and Safety Water Stream Application

##### **R25-06-262**

Moved By Deputy Mayor Shepley

Seconded By Councillor McGuire-Blais

**That** Environmental Services Report-2025-02, entitled Health and Safety Water Stream Application prepared by Rob Mackie, Manager, Environmental Services dated March 3, 2025, be received;

**That** Council direct Administration to make an application to the Health and Safety Water Stream fund for the design and construction of upgrades to the Harrow Raw Sewage Pumping Station; and

**That** Council approve (upon successful grant award) the post budget approval of \$115,000 for the Capital Project SS-25-0012 Harrow Lagoon Pumpstation Upgrades to be funded fully from the Development Charges Reserve.

**Carried**

#### **10.6 Community Services-2025-14**

RE: Special Event Notice – Our Lady of Fatima Festival Parade

##### **R25-06-263**

Moved By Councillor Verbeek

Seconded By Deputy Mayor Shepley

**That** Community Services Report-2025-14 entitled Special Event Notice – Our Lady of Fatima Festival Parade, prepared by Jake Morassut, Director, Community Services, dated June 2, 2025, be received;

**That** Council approve the Our Lady of Fatima Festival for Significant Event Status for the purposes of applying for their Special Occasion Permit (SOP) for their event on August 9, 2025; and

**That** Council approve closing Munger Avenue West between Erie Street North and Victoria Street North, Victoria Street North between Centre Street West and Sinasac Street West, Centre Street West between Erie Street North and Victoria Street North, Erie Street North between Sinasac Street West and Centre Street West, and Sinasac Street West between Erie Street North and Victoria Street North in Harrow on Sunday, August 10, 2025, between 1:00 PM and 2:00 PM for the Our Lady of Fatima Festival procession.

**Carried**

#### **10.7 Community Services-2025-15**

RE: Special Events Resource Team (SERT) – June 2025

##### **R25-06-264**

Moved By Deputy Mayor Shepley

Seconded By Councillor Matyi

**That** Community Services Report-2025-15 entitled Special Event Resources Team (SERT) – June 2025 prepared by Jake Morassut, Director, Community Services, dated June 2, 2025, be received for information.

**Carried**

#### **11. Reports from Youth Members**

Mayor Bondy on behalf of the Lauryn Smith, Youth Councillor, announced that the Youth Councillors were attending a leadership retreat.

#### **12. County Council Update**

Deputy Mayor Shepley provided Council with an update on the Provincial Offences Act Program and the County's investment performance that highlight continued financial strength at the County level.

### 13. Correspondence

#### 13.1 Correspondence to be received

##### R25-06-265

Moved By Councillor Matyi

Seconded By Deputy Mayor Shepley

**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 Strong Mayor Powers

13.1.1.1 Municipality of Huron East

13.1.1.2 Town of Mattawa

##### 13.1.2 Ministry of Municipal Affairs and Housing

RE: Protect Ontario by Building Faster and Smarter Act, 2025 (Bill 17)

##### 13.1.3 Ontario Provincial Police - Crime Prevention and Community Support Bureau

RE: Municipal Policing Bureau

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

##### 13.2.1 Bill 5, Protect Ontario by Unleashing our Economy Act

##### R25-06-266

Moved By Councillor Verbeek

Seconded By Councillor Matyi

**That** the correspondence from Municipality of Kincardine, Town of Plympton-Wyoming, and County of Prince Edward, regarding Bill 5, Protect Ontario by Unleashing our Economy Act be received and supported; and

**That** a letter from the Town of Essex be sent to Honourable Doug Ford, Premier of Ontario, Todd McCarthy, Minister of the Environment, Conservation and Parks, Honourable Stephen Lecce, Minister of Energy and Mines, Rob Flack, Minister of Municipal Affairs and Housing, MPP, and Association of Municipalities of Ontario (AMO).

**Carried**

13.2.1.1 Municipality of Kincardine

13.2.1.2 Town of Plympton-Wyoming

13.2.1.3 County of Prince Edward

##### 13.2.2 St. Paul's Anglican Church

RE: Flag Request from St. Paul's Anglican Church for Windsor-Essex Pride Festival - August 6, 2025

**R25-06-267**

Moved By Councillor McGuire-Blais

Seconded By Councillor Verbeek

**That** the request from St. Paul's Anglican Church for their flag to be flown at Town Hall on August 6, 2025, in support of Windsor-Essex Pride Festival in the Town of Essex be received and supported.

**Carried**

**14. Committee Meeting Minutes**

**R25-06-268**

Moved By Councillor Matyi

Seconded By Councillor McGuire-Blais

**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 Committee of Adjustment - April 15, 2025**

**14.2 Essex Business Improvement Area Board - April 16, 2025**

**14.3 Essex Festival Committee - April 17, 2025**

**14.4 Essex Municipal Heritage Committee - April 24, 2025**

**15. Financial**

**15.1 2026 Budget Initiation Memo**

Kate Giurissevich, CAO/Treasurer provided a verbal report on the Budget Initiation Memo and announced that the Town will be starting the budget process.

**R25-06-269**

Moved By Councillor Matyi

Seconded By Deputy Mayor Shepley

**That** the 2026 Budget Initiation Memo be received for information.

**Carried**

**16. New Business**

**17. Notices of Motion**

**17.1 The following Notice of Motion was presented at the May 20, 2025 Regular Council Meeting and is being brought forward this evening for Council's consideration:**

**17.1.1 Mayor Bondy**

Mayor Bondy passed the gavel to Deputy Mayor Shepley at 7:07 PM.

**R25-06-270**

Moved By Mayor Bondy  
Seconded By Councillor Matyi

**That** Council direct Administration to provide a report, prior to 2026 budget deliberations, on the levels of service provided by all Heritage groups that lease space at Town of Essex facilities, including but not limited to their revenues and expenses, governance structures and facility needs.

**Carried**

**17.2 The following Notice of Motion is for presentment only and will be brought forward for Council's consideration at the June 16, 2025 Regular Council Meeting:**

17.2.1 Councillor Verbeek

Moved By: Councillor Verbeek

**That** Council direct Administration to return with a report on the impact and opportunities to the Town of Essex resulting from the proposed County of Essex imposed Development Charges once a formal implementation plan for such proposed Development Charges has been presented by the County.

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

Councillor Verbeek announced that the Grey 5K for the Jaida Foundation was successful in helping to raise money for cancer and announced that the McGregor Music Festival is taking place this upcoming weekend at Co-An Park.

Mayor Bondy announced that on Saturday, June 7, 2025 the annual Mayors Charity Yard Sale will take place from 9 AM to 3 PM at the Harrow soccer fields.

**19. By-Laws**

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

19.1.1 By-Law 2449

RE: Being a by-law to confirm the proceedings of the May 20, 2025, Regular Meeting of Council of the Corporation of the Town of Essex

**R25-06-271**

Moved By Deputy Mayor Shepley  
Seconded By Councillor Verbeek

**That** By-Law 2449 being a by-law to confirm the proceedings of the May 20, 2025, Regular Meeting of Council of the Corporation of the Town of Essex be read a third time and finally passed on June 2, 2025.

**Carried**

19.1.2 By-Law 2450

RE: Being a by-law to repeal and replace 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

**R25-06-272**

Moved By Councillor Matyi

Seconded By Mayor Bondy

**That** By-Law 2450 being a by-law to repeal and replace 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 June 2, 2025.

**Carried**

19.1.3 By-Law 2445

RE: Being a By-Law to amend By-Law 455, being a by-law to prohibit the dumping or disposing of garbage, refuse, or domestic or industrial waste of any kind on property within the Town of Essex

**R25-06-273**

Moved By Councillor Verbeek

Seconded By Deputy Mayor Shepley

**That** By-Law 2445 being a by-law to amend By-Law 455, being a By-Law to prohibit the dumping or disposing of garbage, refuse, or domestic or industrial waste of any kind on property within the Town of Essex be read a third time and finally passed on June 2, 2025.

**Carried**

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

19.2.1 By-Law 2451

RE: Being a by-law to provide for the issue of debentures in the amount of \$42,094.03 for works completed on the Austin C. Wright Drain

**R25-06-274**

Moved By Councillor McGuire-Blais

Seconded By Deputy Mayor Shepley

**That** By-Law 2451 being a by-law to provide for the issue of debentures in the amount of \$42,094.03 for works completed on the Austin C. Wright Drain be read a first, a second and a third time and finally passed on June 2, 2025.

**Carried**

19.2.2 By-Law 2454

RE: Being a by-law to Appoint the Chief Administrative Officer for the Town of Essex

**R25-06-275**

Moved By Deputy Mayor Shepley  
Seconded By Councillor McGuire-Blais

**That** By-Law 2454 being a by-law to Appoint the Chief Administrative Officer for the Town of Essex be read, a first, a second and a third time and finally passed on June 2, 2025.

**Carried**

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

19.3.1 By-Law 2453

RE: Being a by-law to confirm the proceedings of the June 2, 2025, Regular Meeting of Council of the Corporation of the Town of Essex

**R25-06-276**

Moved By Councillor Matyi  
Seconded By Councillor Hammond

**That** By-Law 2453 being a by-law to confirm the proceedings of the June 2, 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 June 2, 2025.

**Carried**

**20. Adjournment**

**R25-06-277**

Moved By Deputy Mayor Shepley  
Seconded By Councillor Matyi

**That** the meeting be adjourned at 7:15 PM.

**Carried**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk