



Report to Council

Department: Office of the CAO
Division: Office of the CAO
Date: November 17, 2025
Prepared by: Kate Giurissevich, CPA, CA, Chief Administrative Officer
Report Number: Office of the CAO-2025-09
Subject: 2026 Community Member Appointment – Essex County
OPP Detachment Board (North)
Number of Pages: 4

Recommendation(s)

That CAO-2025-09 entitled Community Member Appointment- Essex County OPP Detachment Board (North) prepared by Kate Giurissevich, CPA, CA, dated November 17, 2025 be received, and

That Council appoint Don Williamson to be the second Town of Essex at-large Community Member on the Essex County OPP Detachment Board (North) effective January 1, 2026, for a one-year term and;

That Council direct Administration to forward Council's 2026 appointee for the at-large Community Member to the Municipality of Lakeshore and Town of Tecumseh for their consideration.

Purpose

This appointment is required to fulfill the appointment requirements of the Essex County OPP Detachment Board 1 under the *Community Safety and Policing Act* and Ontario Regulation 135/24 (OPP Detachment Boards).

Background and Discussion

On March 4, Council passed the following **R24-03-071**:

Moved By Councillor Verbeek Seconded By Deputy Mayor Shepley

That CAO Report-2024-02 entitled New Regional Police Service Board -Town of Essex Community Member Appointment prepared by Doug Sweet, Chief Administrative Officer dated March 4, 2024, be received.

That Council appoint Dave Kigar to be the Town of Essex Community Member representative on the new regional Essex County OPP Detachment Board (North), that includes the Town of Tecumseh, Municipality of Lakeshore, and the Town of Essex, once the Community Safety and Policing Act, 2019 (CSPA) comes into force April 1, 2024; and Regular Council Meeting Minutes - March 4, 2024 Page 6

That the selection for the at-large community representative follow option 1 as listed in this report for the remainder of this term of Council and then option 2 as listed in this report take effect with the new term of Council in 2026.

Option 1 within that report is as below:

“For the initial appointment of a member to serve for the remainder of this term, each municipal Council could appoint an eligible member to serve for a +/- 1-year term. For example, for the remainder of 2024, the at-large member would be from Tecumseh, for 2025 the member would be from Lakeshore and for 2026, the member would be from Essex.”

Administration posted a call for applications to fill the Town of Essex at-large community appointee on October 10th, 2025. Applications were reviewed against the following criteria: daytime meeting availability, previous Board experience, and professional/resident experience. All candidates who met the criteria were interviewed. Interviews were conducted by the current Town of Essex at-large Community member and the current Town of Essex Municipal Liaison, on Friday November 7th, 2025 and scored accordingly.

The candidate selected by the Interview Panel is that of Don Williamson. Don has over 35 years in supervisory roles with 19 of those as a Fire Chief. He currently serves as Fire Chief for the Municipality of Leamington. Don has previous experience serving on Municipal Boards, specific to Colchester North.

Administration and the Community-at-large member recommends the selection of Don to serve the 1-year term as the second Community-at-large member for the Town of Essex on the Essex County OPP Detachment Board (North).

Financial Impact

There are currently no financial implications to appointing a community member to the board. The cost for the member is included in the approved Operating Budget. Future expenses will be through this budget with inflationary increases expected.

Consultations

Link to Strategic Priorities

- Embrace asset management best practices to build, maintain, and continuously improve our municipally owned infrastructure.
- Leverage our Town's competitive advantages to promote jobs and economic investment.
- Take care of our natural environment and strengthen the sense of belonging to everyone who makes Essex "home".
- Deliver friendly customer service in an efficient, effective, and transparent manner while providing an exceptional working environment for our employees.
- Build corporate-level and community-level climate resilience through community engagement and partnership and corporate objectives.