



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

January 26, 2026, 4:00 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: Kate Giurissevich, CAO  
Kate Rowe, Director, Corporate Services  
Jake Morassut, Director, Community Services  
Ann-Marie Unis, Manager, Finance  
Maddison Tulett, Financial Analyst  
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 January 26, 2026**

**FIN26-01-01**

Moved By Councillor Garon

Seconded By Councillor Hammond

**That** the published agenda for the January 26, 2026 Finance Committee Meeting be adopted as amended.

**Carried**

**5. Adoption of Minutes**

**5.1 Finance Committee Minutes for November 17, 2025**

**FIN26-01-02**

Moved By Councillor Hammond

Seconded By Councillor Garon

**That** the minutes of the Finance Committee meeting on November 17, 2025 be adopted as circulated.

**Carried**

**6. Election of Chair and Vice Chair 2026**

**6.1 Election of the Chair 2026**

**FIN26-01-03**

Moved By Councillor Hammond

Seconded By Councillor Garon

**That** Deputy Mayor Rob Shepley be elected as Chair of the Finance Committee for 2026.

**6.2 Election of the Vice Chair 2026**

**FIN26-01-04**

Moved By Councillor Garon

Seconded By Deputy Mayor Shepley

**That** Councillor Rodney Hammond be elected as Vice Chair of the Finance Committee for 2026.

**Carried**

**7. Reports from Administration/Applications**

**7.1 Dr. M. Tabib, Colchester Heights Development Inc.**

**FIN26-01-05**

Moved By Mayor Bondy

Seconded By Councillor Garon

**That** the request by Colchester Heights Development Inc. for a waiver of the deferred committee of adjustment application with public circulation fee in the amount of \$600 regarding the B-22-25 application for consent to sever 0 County Road 50 West (former Colchester South, Ward 3) be received.

**Carried**

**FIN26-01-07**

Moved By Councillor Hammond

Seconded By Councillor Garon

**That** the request by Colchester Heights Development Inc. for a waiver of the deferred committee of adjustment application with public circulation fee in the amount of \$600 regarding the B-22-25 application for consent to sever 0 County Road 50 West (former Colchester South, Ward 3) be denied and that Dr. Tabib be notified in writing.

Carried

**7.2 2026 Community Partnership Fund Grant Applications**

Review of the 2026 Community Partnership Fund Grant Applications as presented by Kate Rowe, Director of Corporate Services.

**FIN26-01-06**

Moved By Mayor Bondy  
Seconded By Councillor Hammond

**That** the 2026 grants for the Essex Community Partnership Fund be approved as amended in Schedule "A" attached

Carried

**8. Unfinished Business**

**9. Adjournment**

**FIN26-01-08**

Moved By Councillor Garon  
Seconded By Councillor Hammond

**That** the meeting be adjourned at 6:25 p.m.

Carried

**10. Future Meetings**

To be determined

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Chair

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Recording Secretary

## Schedule "A"

Town of Essex

For the Years 2023-2026

Essex Community Partnership Fund	Grant Request	Approved 2026	Requested 2026	% of 2025 Approved Grant	Approved 2025	Approved 2024	Approved 2023
Current Year Budget		75,000.00	75,000.00	125%	60,000	100,000	102,500
<b>Total Amount Available</b>		<b>75,000.00</b>	<b>75,000.00</b>	<b>125%</b>	<b>60,000</b>	<b>100,000</b>	<b>102,500</b>
<b>Committed Donations:</b>							
Co-An Park							
Community Support Centre of Essex County		29,000.00	29,000.00	322%	9,000	20,000	20,000
Guardian Marine (formerly Colchester Guardian)		1,649.00	1,649.00	100%	1,649	1,649	1,649
Harrow Electric Eels Aquatic Team (HEEAT)	In-kind grant for Liability insurance	1,000.00	1,000.00	100%	1,000	1,500	810
Heritage Essex		25,000.00	25,000.00	100%	25,000	25,000	25,000
<b>Sub-Total</b>		<b>56,649.00</b>	<b>56,649.00</b>	<b>155%</b>	<b>36,649</b>	<b>48,149</b>	<b>26,649</b>
<b>Ad-Hoc Donations:</b>							
County Hockey Moms	Waiver of fees to use Harrow Arena lobby for equipment sale fundraiser	400.00	500.00	100%	500	1,000	334
FunFit4Youth	To provide after school program 5-days a weeks, PA days and March break	1,000.00	10,000.00	N/A			
Ghana Essex Family - Essex	In-kind grant will be used to rent Shaheen Hall for the clothes giveaway and a possible in person lecture series and cash for operations such as instrument rentals, clothes for giveaway, advertising, etc.	250.00	1,800.00	360%	500		
Girl Guides of Canada (Harrow)	Waiver of Fees for the Harrow Community Center for weekly meetings	1,500.00	1,906.88	N/A		1,472	1,046
Greater Amherstburg Tennis League	Waiver of Fees of the tennis courts for annual tennis clinic	0.00	300.00	N/A	0	300	
Harrow & Colchester South Chamber of Commerce	Cash Grant to help put on their New Years and Open Street Events	1,800.00	2,000.00	100%	2,000	2,000	1,000
Harrow Early Immigrant Research Society	Waiver of fees for Harrow Arena lease and Cash Grant for replacing exterior signage and purchasing a pull-up banner for use at public events	2,642.89	2,642.89	104%	2,531	3,000	2,500
Heritage Colchester	Cash grant to help put on their multi-event initiatives throughout 2026 such as promotion/advertising, venue expenses, equipment, etc. Events include a Heritage Week Celebration, summer theatre performances, a series of Colchester Village Country Markets and historic walking tours	1,500.00	5,000.00	N/A			
Junior Achievement South Western Ontario	Cash grant will be used exclusively to support the delivery of JA programs for youth in the Town of Essex such as program materials, volunteer training, and staff coordination	0.00	5,000.00	N/A			
Kingsville Essex Associated Band	Cash grant for operations (\$6,000) and uniform fundraising (\$6,000) and \$4,000 in-kind for practice space and fundraising	2,758.11	16,000.00	533%	3,000	6,500	6,500
Kinsman Club of Harrow	In-Kind Grant for Waiver of Fees for various events including facility rentals and tent permits	1,000.00	1,500.00	250%	600	3,000	
Natural Pathways Learning Centre	Cash grant for a program to offer a series of 11 outdoor, nature-based sessions across public green spaces in Essex for youth and families in Essex County	0.00	5,000.00	N/A			
The Canadian Transportation Museum & Heritage Village	Cash Grant for the reorganization and update of the Permanent Exhibit Gallery. The project will evaluate current displays, develop an improved floor plan, implement updated interpretive methods, and create a cohesive plan that reflects local history and the cultural heritage of the Town of Essex. Funding will support the planning, coordination, and practical work required to carry out improvements.	500.00	2,000.00	N/A	0		
The Purple Theatre Company	Funding request to put on five theatrical events held throughout the summer celebrating the town's rich history through live performance. In-Kinds funds would be to waive rental fee for Heritage Gardens and cash grant for production costs (artist fees, administrative costs, advertising, equipment rentals, etc.)	0.00	4,495.00	N/A			
Windsor Essex Child/Youth Advocacy Centre (WECYAC)	Cash Grant to support the Child/Youth Victim Advocacy Program, which provides trauma-informed, child-focused support to children and youth in the Town of Essex who have experienced abuse, violence, or exploitation.	0.00	5,000.00	N/A			
Windsor Essex Community Arts Project	Cash grant for stage lighting (such as light bars and required cables)	2,500.00	7,500.00	250%	3,000	2,500	2,000
Windsor-Essex Therapeutic Riding Association	Cash grant to enhance the washroom facilities at WETRA by converting the existing painted cement floors to a high-quality epoxy surface which will improve safety, sanitation, and longevity of the facility.	2,500.00	3,000.00	100%	3,000	3,000	1,500
<b>Sub-Total</b>		<b>18,351.00</b>	<b>73,644.76</b>	<b>322%</b>	<b>22,902</b>	<b>39,147</b>	<b>49,099</b>
<b>Total Grants / Donations</b>		<b>75,000.00</b>	<b>130,293.76</b>	<b>219%</b>	<b>59,551</b>	<b>87,296</b>	<b>75,748</b>
<b>(Over)/Under Budget</b>		<b>0.00</b>	<b>(55,293.76)</b>	<b>-12322%</b>	<b>449</b>	<b>12,704</b>	<b>26,752</b>