



The Corporation of the Town of Essex

Affordable Housing Task Force Meeting Minutes

November 10, 2025, 4:00 pm

Location: Essex Municipal Building, 33 Talbot Street South

Present: Richard Kokovai - Vice-Chair
William Baker
Sherry Bondy, Mayor
Chris Carpenter
Fiona Coughlin
Fred Groves
Rodney Hammond, Ward 4 Councillor
Rachael Mills
Kim Verbeek, Councillor Ward 2

Absent: Lynda Leopold - Chair
Jo-Ann Conrod
Dorene Lester

Also Present: Lori Chadwick, Director, Development Services
Rita Jabbour, Manager, Planning Services
Marsha Buchta

Accessible formats or communication supports are available upon request. Please contact the Clerk's Office at clerks@essex.ca or 519-776-7336 extension 1100 or 1101.

1. Call to Order

The Vice-Chair, Richard Kokovai, called the meeting to order at 4:00 p.m. Chris Carpenter arrives at 4:05 p.m.

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

There were no declarations of conflict of interest noted at this time.

4. Adoption of Published Agenda

4.1 Affordable Housing Task Force Meeting Agenda for November 10, 2025

AHTF25-11-20

Moved By Fiona Coughlin

Seconded By Kim Verbeek, Councillor Ward 2

That the published agenda for the November 10, 2025 Affordable Housing Task Force Meeting be adopted as presented.

Carried

5. Adoption of Minutes

5.1 Affordable Housing Task Force Minutes for September 9, 2025

AHTF25-11-21

Moved By Sherry Bondy, Mayor

Seconded By Rodney Hammond, Ward 4 Councillor

That the minutes of the Affordable Housing Task Force meeting held September 9, 2025 be adopted as circulated.

Carried

6. Unfinished Business

AHTF25-11-22

Moved By Rodney Hammond, Ward 4 Councillor

Seconded By Rachael Mills

That all the items listed in Agenda Item 6 Unfinished Business be received.

Carried

6.1 Essex Non-Profit - Kathleen Tilson - Manager, Community Housing Operations

Mr. Hans Kogel, President of Haerko Inc and Project Coordinator for Essex Non-Profit, provided an overview of the current status and the urgent funding required for Essex Non-Profit. Ms. Kathleen Tilson, Manager of Community Housing Operations was also present. Significant capital repairs are required due to original construction flaws and aging assets; however, Essex Non-Profit has little to no reserve funds. Five homes currently have temporary structural fixes and will be deemed unfit for habitation if repairs aren't completed. Some government funding was received through CMHC and FCM but grant programs don't coincide and some grant programs exclude capital repairs and retrofit programs. Condition Assessments, \$2500-\$3000 per unit, are typically required before being eligible to submit for Grant funding. As the Affordable Housing Task Force tries to find ways to increase the Affordable Housing stock, without proper funding, the stock may actually decrease.

AHTF25-11-23

Moved By William Baker

Seconded By Fiona Coughlin

That the Committee send a letter of support recommending Council put \$12,000 into the Budget to help support Non-Profits maintain current Affordable Housing Stock and that a Delegate from the Affordable Housing Task Force, Fred Groves, attend the Regular Council Meeting on Monday, November 17, 2025.

6.2 Affordable Housing Strategy: Update on Progress, NPG Planning Solutions

NPG Planning Solutions planners as retained by the Town of Essex, Rob Fiedler and Max Fedchyshak provided an overview of the work completed by the Town of Essex Task Force by way of a presentation and matrix to assist in streamlining recommendations into a strategic framework. They provided a preliminary assessment with consideration of the Town's Role in implementation. The summary specifies opportunities for actions based on feasibility, risk, cost, time, resources, difficulty as well as suitability with the region. Members are to review all of the information provided and identify what they believe should be the Town's top 1-2 priority tactics / actions items by January 9th, 2026. This information will be presented to the Task Force at the February meeting.

6.3 2026 Budget Requests: Housing Related

Two proposed projects for 2026 under Development Services:

1. Residential Intensification Strategy
2. Urban Design Guidelines

Purpose & Context:

Intensification (adding more housing units in established neighborhoods) is increasing but creates challenges:

Perceived impacts on mature neighborhoods.

Concerns about compatibility of new developments.

Current tools for managing compatibility are limited.

Expected Outcomes:

Provide clear direction for:

- Administration when reviewing applications.
- Committee of Adjustment and Council during decision-making.
- Encourage intensification in suitable corridors.
- Align with practices in other municipalities (e.g., Windsor).

7. New Discussions

AHTF25-11-24

Moved By Rodney Hammond, Ward 4 Councillor

Seconded By Rachael Mills

That all the items listed in New Discussion under Agenda Item 7. be received.

Carried

7.1 Voices for Impact Event on Affordable Housing

7.1.1 Delegation by Frazier Fathers

Mr. Frazier Fathers provided an overview of his presentation on inequality and housing affordability which summarized:

1. Inequality is growing. Windsor-Essex ranks 5th in Canada for income inequality.
2. Housing is unaffordable for most. Median earners can't afford homes in most of Essex County.
3. Middle-class purchasing power is shrinking. Attainable housing nearly impossible.
4. Systemic change is urgently needed.

7.2 Pathway to Potential Annual Report

Update on Council report C752025 and P2P Annual Impact Report

Plans to meet with County Lawyer and a City of Windsor representative in two weeks to clarify details, as no Windsor representatives attended the council meeting. Council members are invited to forward any questions in before the meeting.

7.3 Update on the City of Windsor's role as Social Housing Service Provider & Manager for the County of Essex

On October 15th, County of Essex Council, by way of County Councillor Sherry Bondy's Notice of Motion, directed County Administration to invite the Service Manager for Windsor/Essex social housing to an upcoming meeting of County Council to discuss concerns and opportunities related to its operations and social housing stock.

Concerns raised:

- County contributes \$16M annually but lacks clarity on how funds are used.
- No county representation on boards of the 32 housing providers; communication with the City is limited.
- Questions about new builds in the county (e.g., Meadowbrook model in Windsor praised for mixed-market approach).
- Need for supportive housing for high-needs individuals (mental health, addictions) alongside affordable housing.

7.4 Municipal Affordable Housing Subsidy

Creation of a subsidy program for existing affordable housing stock.

Was discussed under 6.1. See motion.

7.5 Affordable Housing Meeting Schedule 2026

AHTF25-11-25

Moved By Fiona Coughlin

Seconded By Kim Verbeek, Councillor Ward 2

That the 2026 proposed Affordable Housing Task Force meeting schedule be adopted as presented.

Carried

8. Adjournment

AHTF25-11-26

Moved By Fiona Coughlin

Seconded By Rodney Hammond, Ward 4 Councillor

That the meeting be adjourned at 6:06 p.m.

Carried

9. Future Meetings

Tuesday, February 10, 2026, at 4:00 p.m. at Town Hall, Council Chambers, 33 Talbot Street South, Essex.

Chair

Recording Secretary