



**The Corporation of the Town of Essex**

**Regular Council Meeting Minutes**

March 2, 2026, 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: Kate Giurissevich, Chief Administrative Officer  
Joseph Malandrucolo, Director, Legal and Legislative Services/Clerk  
Jake Morassut, Director, Community Services  
Kate Rowe, Director, Corporate Services  
Lori Chadwick, Director, Development Services  
Kevin Girard, Director, Infrastructure Services  
Lauryn Smith, Youth Council Member  
Cole Foster, Youth Council Member  
Lyndsay Phoenix, Legislative Clerk  
Cory Simard, Manager, Legal, Licensing and Enforcement  
Ian Rawlings, Jr. Planner  
Mike Diemer, By-Law Enforcement Officer

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**

Joseph Malandrucolo, Director, Legal & Legislative Services/Clerk reported that on February 17, 2026 at 7:30 PM Council moved into Closed Session as permitted to do so pursuant to Section 239 (2) (e), and (f) of the Municipal Act, 2001, S.O. 2001, c.25, as amended to discuss an Ontario Land Tribunal matter related to 195, 197 and 199 Brien Avenue.

Joseph Malandrucolo, Director, Legal & Legislative Services/Clerk reported that on March 2, 2026 at 4:00 PM Council moved into Closed Session as permitted to do so pursuant to Section 239 (2) (e), (f), (j), and (k) of the Municipal Act, 2001, S.O. 2001, c.25, as amended to receive an update on a By-Law enforcement matter and to discuss a Town contract.

**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 2, 2026**

**R26-03-070**

Moved By Councillor Hammond

Seconded By Councillor McGuire-Blais

**That** the published agenda for the March 2, 2026 Regular Council Meeting be adopted as presented.

**Carried**

**7. Adoption of Minutes**

**7.1 Regular Council Meeting Minutes for February 17, 2025**

**R26-03-071**

Moved By Councillor Matyi

Seconded By Councillor McGuire-Blais

**That** the minutes of the Regular Council Meeting held February 17, 2026 be adopted as circulated.

**Carried**

**7.2 Special Council Meeting Minutes for February 17, 2026**

**R26-03-072**

Moved By Councillor Verbeek

Seconded By Councillor Allard

**That** the minutes of the Special Council Meeting held February 17, 2026 be adopted as circulated.

**Carried**

**8. Public Presentations**

**8.1 Rodney Bouchard, Union Water Supply System Inc.**

Rodney Bouchard, Chief Executive Officer, Union Water Supply System Inc. presented on the approved budget for 2026. Mr. Bouchard provided details regarding wholesale water demand/usage, wholesale water revenue, operating expenses, and capital projects budget.

**R26-03-073**

Moved By Councillor Verbeek

Seconded By Councillor Allard

**That** Council allow an additional 5 minutes to the delegate

**Carried**

**R26-03-074**

Moved By Deputy Mayor Shepley

Seconded By Councillor McGuire-Blais

**That** the delegation by Rodney Bouchard on behalf of Union Water Supply System inc. be received for information;

**That** all correspondence listed in Agenda Item 8.1 be received; and

**That** administration work with Mr. Bouchard to provide a date for members of Council as shareholders, along with members of youth council if they wish, to tour the Union Water Supply System Inc. facility.

**Carried**

8.1.1 Union Water Supply System Inc.

RE: Annual Report (2025)

8.1.2 Union Water Supply System Inc.

RE: Union Water Supply System Annual Report for 2025

8.1.3 Union Water Supply System Inc.

RE: Union Water Supply System Inc. Summary Report (2025)

**9. Unfinished Business**

**10. Reports from Administration**

**10.1 Legal and Legislative Services-2026-01**

RE: Bi-Annual By-Law Report – July 1, 2025 to December 31, 2025

Cory Simard, Manager, Legal Licensing & Enforcement presented the Bi-Annual By-Law Report for July 1, 2025 to December 31, 2025 on by-law issues investigated during this time period noting the amount of resolved versus active issues, the most reported violations and method of complaint breakdown.

**R26-03-075**

Moved By Deputy Mayor Shepley

Seconded By Councillor Hammond

**That** Legal and Legislative Services Report 2026-01 entitled Bi-Annual By-Law Report – July 1, 2025 to December 31, 2025 prepared by Mike Diemer, By-law/Property Standards Officer dated January 26, 2026 be received.

Carried

## 10.2 Planning-2026-01

RE: ZBA(H)-01-26 – Removal of Holding Provision for 0 Draper Street

### R26-03-076

Moved By Deputy Mayor Shepley

Seconded By Councillor McGuire-Blais

**That** Planning Report 2026-01 entitled ZBA(H)-01-26 – Removal of Holding Provision for 0 Draper Street prepared by Ian Rawlings, Junior Planner, dated March 2, 2026, be received; and

**That** By-Law Number 2510, being a by-law to remove the holding provision for 0 Draper Street be adopted.

Carried

## 10.3 Development Services-2026-02

RE: Annual Major Development Update

Lori Chadwick, Director, Development Services presented on the annual development update for residential and non-residential projects. Ms. Chadwick advised that in Essex Centre there were several residential development updates being Essex Town Centre Phases 2, 3, 4, 7 & 9, former Home Hardware site at 47 Wilson, Sobey's Residential Lands at 205 Talbot Street North, Gianni Estates Phase 1, Viscount Estates and a combined use building at 89 Talbot Street North as well as non-residential development updates being Inspiration Industrial Park, Highway 3 hotel parcels, limestone fabrication at 144 Keown and ETC commercial Maidstone/Peters.

Ms. Chadwick noted that in McGregor there is a residential development update for the former Home Hardware building at 9529 Walker Road.

In Colchester there were several residential development updates being Colchester Bay, combined use building at Jackson and 80 County Road 50 West, Lypps Beach subdivision, Wellesley Drive, Erie Shores (Levergood) and Goodchild Beach / Erie Blue Road as well as a non-residential development updates for International Door Co. at 1170 County Road 13.

In Harrow there were several residential development updates being the final phase of Sunset Gardens, Bhullar subdivision at 2544 County Road 20 East, former Harrow High School at 45 Wellington, and a combined use building at 36 Queen Street as well as non-residential development updates being Integra at 360 Queen Street and a commercial plaza at 175 King Street.

### R26-03-077

Moved By Councillor McGuire-Blais

Seconded By Councillor Verbeek

**That** Development Services Report 2026-02 entitled Annual Major Development Update prepared by Lori Chadwick, Director, Development Services dated March 16, 2026 be received.

Carried

**10.4 Drainage-2026-05**

RE: Appointment of an Engineer under Section 84(3) of the Drainage Act for the proposed Skeates Drain Abandonment

**R26-03-078**

Moved By Deputy Mayor Shepley

Seconded By Councillor Matyi

**That** Drainage Report 2026-05 entitled Appointment of an Engineer under Section 84(3) of the Drainage Act for the proposed Skeates Drain Abandonment prepared by Lindsay Dean, Drainage Superintendent dated March 2, 2026 be received; and

**That** Council appoint N.J. Peralta Engineering Ltd. under Section 84(3) of the Drainage Act to conduct an abandonment of the Skeates Drain in accordance with the received request.

Carried

**10.5 Drainage-2026-06**

RE: Appointment of an Engineer under Section 78 of the Drainage Act for the Philip Ferris Drain- East Branch

**R26-03-079**

Moved By Deputy Mayor Shepley

Seconded By Councillor Allard

**That** Drainage Report 2026-06 entitled Appointment of an Engineer under Section 78 of the Drainage Act for the Philip Ferris Drain- East Branch prepared by Lindsay Dean, Drainage Superintendent dated March 2, 2026 be received; and

**That** Council appoint N.J. Peralta Engineering Ltd. under Section 78 of the Drainage Act for the Philip Ferris Drain- East Branch.

Carried

**10.6 Corporate Services-2026-02**

RE: Refuse and Compostainer Level of Service Summary

Kate Rowe, CPA, Director, Corporate Services/Treasurer presented a summary on current level of service for garbage, organics and yard waste in the Town of Essex. The recommendation is to schedule public consultation regarding the level of service in the Fall of 2026 to discuss reduction in refuse collection from weekly to bi-weekly.

**R26-03-080**

Moved By Councillor Verbeek

Seconded By Deputy Mayor Shepley

**That** Corporate Services Report 2026-02 entitled Refuse and Compostainer Level of Service Summary prepared by Kate Rowe, CPA, Director, Corporate Services/Treasurer dated February 16, 2026 be received;

**That** Council direct Administration to initiate a public consultation in the Fall of 2026 on proposed service levels; and

**That** Council direct Administration to provide a report on the results of the public consultation, including consideration of reducing collection frequency to bi-weekly, effective in 2028.

**Carried**

**11. Reports from Youth Members**

Cole Foster reported that the EDHS swim team would be competing in the SWOSSAA swim meet in Windsor on March 3 and 4. Lauryn Smith reported that two athletes on the wrestling team would be competing in Peterborough this week as well.

**12. County Council Update**

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

12.1.1 County of Essex

RE: County Council Highlights for February 18, 2026

Deputy Mayor Shepley advised that on Wednesday the County will be discussing the Green Bin Program.

**R26-03-081**

Moved By Deputy Mayor Shepley

Seconded By Councillor Hammond

**That** the correspondence listed in Agenda Item 12.1.1 be received.

**Carried**

**13. Correspondence**

**13.1 Correspondence to be received**

**R26-03-082**

Moved By Councillor Hammond

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 Municipality of Magnetawan

RE: Bell Fibre Resolution

13.1.2 Township of Perry

RE: Reduced Rate Distribution of Library Materials

13.1.3 Ontario Clean Water Agency

RE: 2025 Annual Summary Report for Harrow-Colchester South Water Treatment Plant

13.1.4 Ontario Clean Water Agency

RE: Summary Report for Harrow-Colchester South Water Treatment Plant

13.1.5 Essex-Windsor Solid Waste Authority

RE: Regular Board Minutes

13.1.6 The Corporation of the Municipality of St. Charles

RE: Strengthening Self-Defence Protections and Addressing Rising Home Invasions in Ontario

13.1.7 The Corporation of the Municipality of St. Charles

RE: Small Northern New Residential Property Tax Class

13.1.8 Corporation of the Township of Harley

RE: Legislative Changes to OMERS Act - Bill 68

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

13.2.1 Santa's Village Committee

RE: Resignation of Tiffany Desjardins from Santa's Village Committee

**R26-03-083**

Moved By Deputy Mayor Shepley

Seconded By Councillor McGuire-Blais

**That** Council direct Administration to write a letter of appreciation and thanks for the member's commitment to Santa's Village Committee.

**Carried**

13.2.2 Santa's Village Committee

RE: Resignation of Leighanne Boose from Santa's Village Committee

**R26-03-084**

Moved By Deputy Mayor Shepley

Seconded By Councillor Verbeek

**That** Council direct Administration to write a letter of appreciation and thanks for the member's commitment to Santa's Village Committee.

**Carried**

13.2.3 Municipality of Lakeshore

RE: Regional Consolidated Municipal Service Manager (CMSM) Model for Social Services

**R26-03-085**

Moved By Deputy Mayor Shepley

Seconded By Councillor Hammond

**That** correspondence from the Municipality of Lakeshore regarding Regional Consolidated Municipal Service Manager (CMSM) Model for Social Services, be received and supported;

**That** a letter from the Town of Essex be sent to The County of Essex, the Honourable Rob Flack, Minister of Municipal Affairs and Housing, the Honourable Michael Parsa, Ministry of Children, Community and Social Services, MPP Anthony Leardi, MPP Trevor Jones, MPP Andrew Dowie and local municipalities; and

**That** an invitation be extended to Windsor Essex Community Housing Corporation to attend Council to discuss their policies regarding social housing within Essex.

**Carried**

#### 13.2.4 Essex Centre Business Improvement Area

RE: Financial Support for Rural Businesses Impacted by Power Outages

**R26-03-086**

Moved By Councillor McGuire-Blais

Seconded By Councillor Allard

**That** the correspondence from the Essex Centre Business Improvement Area regarding financial support for rural businesses impacted by power outages be received and supported.

**Carried**

#### **14. Committee Meeting Minutes**

**R26-03-087**

Moved By Deputy Mayor Shepley

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 Affordable Housing Taskforce - November 10, 2025**

**14.2 Essex Municipal Heritage Committee - November 27, 2025**

**14.3 Santa's Village Committee - December 4, 2025**

**14.4 Co-An Park Committee - January 14, 2026**

**14.5 Arts, Culture and Tourism Committee - January 14, 2026**

**14.6 Committee of Adjustment - January 20, 2026**

**14.7 Essex Centre Business Improvement Area - January 21, 2026**

**14.8 Essex Festival Committee - January 22, 2026**

**14.9 Finance Committee - January 26, 2026**

**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" of the Finance Committee Meeting Minutes.

**15. Financial**

**16. New Business**

**17. Notices of Motion**

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

Mayor Bondy provided an update on her recent conference and workshop attendances, along with an update on recent and upcoming community events.

**19. By-Laws**

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

19.1.1 By-Law 2508

RE: Being a by-law to confirm the proceedings of the February 17, 2026, Regular Meeting of Council of the Corporation of the Town of Essex

**R26-03-088**

Moved By Deputy Mayor Shepley

Seconded By Councillor Garon

**That** by-Law 2508 being a by-law to confirm the proceedings of the February 17, 2026, Regular Meeting of Council of the Corporation of the Town of Essex be read a third time and finally passed on March 2, 2026.

**Carried**

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

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

19.3.1 By-Law 2513

RE: Being a by-law to confirm the proceedings of the March 2, 2026, Regular Meeting of Council of the Corporation of the Town of Essex

**R26-03-089**

Moved By Councillor Hammond

Seconded By Councillor Matyi

**That** By-Law 2513 being a by-law to confirm the proceedings of the March 2, 2026, Regular Meeting of Council of the Corporation of the Town of Essex be read a first time and a second time and provisionally adopted on March 2, 2026.

**Carried**

19.3.2 By-Law 2514

RE: being a by-law to authorize the execution of a lease agreement between The Corporation of the Town of Essex and Harrow Health Centre

Inc for office space at the McGregor Community Centre located at 9571 Walker Road, McGregor, Ontario

**R26-03-090**

Moved By Councillor Verbeek

Seconded By Councillor Allard

**That** By-Law 2514 being a by-law to authorize the execution of a lease agreement between The Corporation of the Town of Essex and Harrow Health Centre Inc for office space at the McGregor Community Centre located at 9571 Walker Road, McGregor, Ontario be read a first time and a second time and provisionally adopted on March 2, 2026.

**Carried**

**20. Adjournment**

**R26-03-091**

Moved By Deputy Mayor Shepley

Seconded By Councillor Hammond

**That** the meeting be adjourned at 7:42 PM.

**Carried**

**21. Future Meetings**

**21.1 Monday, March 16, 2026 6:00 - 9:00 PM - Regular Council Meeting**

Location: 33 Talbot Street South, Essex, ON N8M 1A8

Livestream available at <https://www.youtube.com/EssexOntario>

**21.2 Tuesday, April 7, 2026 6:00 - 9:00 PM - Regular Council Meeting**

Location: 33 Talbot Street South, Essex, ON N8M 1A8

Livestream available at <https://www.youtube.com/EssexOntario>

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Mayor

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Clerk