



The Corporation of the Town of Essex

Regular Council Meeting Minutes

March 16, 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 3 Councillor Brad Allard
 - Ward 4 Councillor Rodney Hammond
- Regrets:**
- Ward 2 Councillor Kim Verbeek
 - Ward 3 Councillor Jason Matyi
- Also Present:**
- Joseph Malandrucolo, Director, Legal and Legislative Services/Clerk
 - Kate Rowe, Director, Corporate Services
 - Lori Chadwick, Director, Development Services
 - Lauryn Smith, Youth Council Member
 - Lyndsay Phoenix, Legislative Clerk
 - Rodney Klie, Manager, Parks and Facilities
 - Norm Nussio, Manager, Operations and Drainage
 - David McBeth, Manager, Capital Works & Asset Management
 - Brendan Greenwell, Legal Clerk

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

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

Joe Malandrucolo, Director, Legal & Legislative Services/Clerk reported that on February 23, 2026 at 4:30 PM, March 3, 2026 at 4:30 PM and March 9, 2026 at 11:00 AM the Legal Advisory Committee moved in Closed Session as permitted to do so

pursuant to Section 239(2) (f) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended to receive legal advice related to a tribunal hearing regarding addresses 195, 197 and 199 Brien Avenue.

5. Declarations of Conflict of Interest

Councillor McGuire-Blais declared a conflict of interest pertaining to Agenda Item 19.2.2.

6. Adoption of Published Agenda

6.1 Regular Council Meeting Agenda for March 16, 2026

R26-03-092

Moved By Councillor Hammond

Seconded By Councillor Garon

That the published agenda for the March 16, 2026 Regular Council Meeting be adopted as presented.

Carried

7. Adoption of Minutes

7.1 Regular Council Meeting Minutes for March 2, 2026

R26-03-093

Moved By Councillor Hammond

Seconded By Deputy Mayor Shepley

That the minutes of the Regular Council Meeting held March 2, 2026 be adopted as circulated.

Carried

8. Public Presentations

9. Unfinished Business

10. Reports from Administration

10.1 Parks and Facilities-2026-02

RE: Essex Accessibility Advisory Committee Council Update for 2025

Rodney Klie, Manager, Parks and Facilities presented the 2025 updates from the Essex Accessibility Advisory Committee on the status of accessibility initiatives and various accomplishments.

R26-03-094

Moved By Councillor Hammond

Seconded By Councillor Allard

That Parks and Facilities Report 2026-02 entitled Essex Accessibility Advisory Committee Council Update for 2025 prepared by Rodney Klie, Manager, Parks and Facilities dated March 16, 2026, be received for information.

Carried

10.2 Operations-2026-02

RE: Iler Avenue Parking Review

Norm Nussio, Manager, Operations and Drainage presented a report regarding on-street parking matters on Iler Avenue in the areas adjacent to Iler Lodge Extendicare and Retirement Home.

R26-03-095

Moved By Councillor McGuire-Blais
Seconded By Deputy Mayor Shepley

That Operations Report 2026-02 entitled Iler Avenue Parking Review prepared by Norm Nussio, Manager of Operations and Drainage dated March 17, 2026, be received.

Carried

10.3 Capital Works and Asset Management-2026-03

RE: 2026 Road Surface Treatment Program Tender

David McBeth, Manager, Capital Work & Asset Management presented a report summarizing the Road Surface Treatment Program.

R26-03-096

Moved By Councillor McGuire-Blais
Seconded By Deputy Mayor Shepley

That Capital Works and Asset Management Report 2026-03 entitled 2026 Road Surface Treatment Program Tender by David McBeth, Manager, Capital Work & Asset Management dated March 16, 2026, be received; and

That Council award the 2026 Road Surface Treatment Program Tender (RFT-ID-26-002) to Shepley Road Maintenance Ltd. in the amount of \$589,757.26, including provisional items and non-refundable Harmonized Sales Tax.

Carried

10.4 Capital Works and Asset Management-2026-04

RE: Iler Road Rehabilitation, Phase 2 - Tender Results

David McBeth, Manager, Capital Work & Asset Management presented the tender results for Phase 2 of Iler Road Rehabilitation (Ward 3).

R26-03-097

Moved By Councillor Hammond
Seconded By Councillor McGuire-Blais

That Capital Works and Asset Management Report 2026-04 entitled Iler Road Rehabilitation, Phase 2 – Tender Results by David McBeth, Manager, Capital Work & Asset Management dated March 16, 2026, be received; and

That Council award the Iler Road Rehabilitation, Phase 2 (RFT-ID-26-003) to Walker Construction Ltd. in the amount of \$ 649,796.62, including non-refundable Harmonized Sales Tax.

Carried

10.5 Capital Works and Asset Management-2026-02

RE: Results of the Request for Supply of Pickup Trucks for 2026 Tender

R26-03-098

Moved By Councillor Garon

Seconded By Councillor McGuire-Blais

That Capital Works and Asset Management Report 2026-02 entitled Tender Results of the Request for Supply of Pickup Trucks for 2026 Tender by David McBeth, Manager, Capital Work & Asset Management dated March 16, 2026, be received.

That Council award the Supply of Pickup Trucks for 2026 Tender (RFT-26-005) to Ken Knapp Ford in the amount of \$192,157.48, including non-refundable HST.

Carried

10.6 Legal and Legislative Services-2026-04

RE: 2026 Municipal Election Procedures for Voting and Vote-counting Equipment

Joe Malandrucolo, Director, Legal & Legislative Services/Clerk presented a report summarizing the vote counting procedure.

R26-03-099

Moved By Councillor McGuire-Blais

Seconded By Deputy Mayor Shepley

That Legal and Legislative Services Report 2026-04 2026 Municipal Election Procedures for Voting and Vote-counting Equipment, be received for information.

Carried

10.7 Legal and Legislative Services-2026-11

RE: Election Proxy Procedures Policy

Joe Malandrucolo, Director, Legal & Legislative Services/Clerk presented a report summarizing the Election Proxy Procedure Policy.

R26-03-100

Moved By Deputy Mayor Shepley

Seconded By Councillor Garon

That Legal and Legislative Services Report 2026-11 entitled Election Proxy Procedures Policy prepared by Joe Malandrucolo, Director, Legal and Legislative Services/Clerk dated March 16, 2026, be received; and

That the Town of Essex Proxy Procedures Policy attached hereto to this Report be adopted as presented.

Carried

11. Reports from Youth Members

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 March 4, 2026

R26-03-101

Moved By Deputy Mayor Shepley

Seconded By Councillor Garon

That the correspondence listed in Agenda Item 12.1.1 be received.

Carried

13. Correspondence

13.1 Correspondence to be received

R26-03-102

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 The Regional Municipality of York

RE: Blue Box Extended Producer Responsibility

13.1.2 Rideau Lakes Township

RE: Alto High Speed Rail Project (Bill C-15 Budget)

13.1.3 City of Ottawa

RE: Proposed New Regulation under the Restricting Public Consumption of Illegal Substances Act

13.2 Correspondence to be considered for receipt and support

Mayor Bondy passed the gavel to Deputy Mayor Shepley at 6:35 PM. The gavel was returned at 6:36 PM.

13.2.1 Township of McNab / Braeside

RE: Ontario Heritage Organization Development Grant Advocacy

R26-03-103

Moved By Mayor Bondy

Seconded By Councillor Allard

That correspondence from the Township of McNab/Braeside regarding Ontario Heritage Organization Development Grant Advocacy, be received and supported;

That Council direct Administration to prepare and send a letter of support to the Minister of Tourism, Culture and Gaming, MPP Anthony Leardi, AMO, and local municipalities.

Carried

13.2.2 Arts, Culture and Tourism Committee

RE: Resignation of Diane Quinn-Ouellette from Arts, Culture and Tourism Committee

R26-03-104

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 the Arts, Culture and Tourism Committee.

Carried

14. Committee Meeting Minutes

R26-03-105

Moved By Deputy Mayor Shepley

Seconded By Councillor McGuire-Blais

That 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 Appeals Committee - December 2, 2025

14.2 Essex Municipal Heritage Committee - January 29, 2026

15. Financial

15.1 Finance and Business Services-2026-01

RE: Tax Adjustments – Section 357(1), Section 358, and Section 359

Heather MacDonald, Manager, Revenue and Customer Relations presented the report regarding Tax Adjustments - Section 357(1), Section 358 and Section 359.

R26-03-106

Moved By Councillor Allard

Seconded By Councillor McGuire-Blais

That Finance and Business Services Report 2026-01 entitled Tax Adjustments – Section 357(1), Section 358, and Section 359; summarizing the cancellation, reduction, refund or increases of taxes, for the years 2023, 2024, and 2025, in accordance with the provisions under Section 357(1), Section 358, and Section 359 of the Municipal Act, 2001 and By-law 2439; prepared by Heather MacDonald, Manager, Revenue and Customer Relations and Michael Woodiwiss, Tax Coordinator dated March 16, 2026, be received.

Carried

15.2 Finance and Business Services-2026-02

RE: 2026 Union Water Supply System Wholesale Water Rate

Heather MacDonald, Manager, Revenue and Customer Relations presented the report regarding 2026 Union Water Supply System Wholesale Water Rate and explained the updated rates and potential implications for residents serviced by Union Water.

R26-03-107

Moved By Councillor Allard

Seconded By Councillor Garon

That Finance and Business Services Report 2026-02 entitled 2026 Union Water Supply System Wholesale Water Rate prepared by Heather MacDonald, Manager, Revenue and Customer Relations dated March 16, 2026, be received, and

That By-Law 2512 being a by-law to establish water and wastewater rates and charges be read a first, a second and a third time and finally passed on March 16, 2026.

Carried

15.3 Section 284 Council Remuneration - 2025 Statement of Remuneration and Expenses

RE: Statement of Remuneration and Expenses 2025

R26-03-108

Moved By Deputy Mayor Shepley

Seconded By Councillor Hammond

That the Section 284 Statement of Remuneration and Expenses 2025, be received.

Carried

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 and the Town Hall renovations. Mayor Bondy also thanked the Apostolate Christian Church of Nazareth in Harrow for their donation to the local Food Banks. Councillor McGuire-Blais provided 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 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

R26-03-109

Moved By Deputy Mayor Shepley

Seconded By Councillor Garon

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 third time and finally passed on March 16, 2026.

Carried

19.1.2 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 McGregor Community Centre located at 9571 Walker Road, McGregor, Ontario

R26-03-110

Moved By Councillor Allard

Seconded By Deputy Mayor Shepley

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 McGregor Community Centre located at 9571 Walker Road, McGregor, Ontario be read a third time and finally passed on March 16, 2026.

Carried

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

19.2.1 By-Law 2516

RE: Being a by-law to appoint a Deputy Chief Administrative Officer of the Town of Essex

R26-03-111

Moved By Deputy Mayor Shepley

Seconded By Councillor McGuire-Blais

That By-Law 2516 being a by-law to appoint a Deputy Chief Administrative Officer of the Town of Essex be read a first time, a second time and a third time and finally passed on March 16, 2026.

Carried

19.2.2 By-Law 2517

RE: Being a by-law to enter into a Wage and Benefit Agreement between the Corporation of the Town of Essex and its Firefighters

Councillor McGuire-Blais abstained from the vote.

R26-03-112

Moved By Councillor Garon

Seconded By Councillor Allard

That By-Law 2517 being a by-law to enter into a Wage and Benefit Agreement between the Corporation of the Town of Essex and its Firefighters be read a first time, a second time and a third time and finally passed on March 16, 2026.

Carried

19.3 By-Laws that require a first and second reading

19.3.1 By-Law 2515

RE: Being a by-law to confirm the proceedings of the March 16, 2026, Regular Meeting of Council of the Corporation of the Town of Essex

R26-03-113

Moved By Deputy Mayor Shepley

Seconded By Councillor Hammond

That By-Law 2515 being a by-law to confirm the proceedings of the March 16, 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 16, 2026.

Carried

20. Adjournment

R26-03-114

Moved By Councillor Allard

Seconded By Deputy Mayor Shepley

That the meeting be adjourned at 6:51 PM.

Carried

21. Future Meetings

21.1 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>

21.2 Monday, April 13, 2026 4:00 - 6:00 PM - Notice of Special Meeting: Committee of the Whole

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

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

21.3 Monday, April 27, 2026 5:00 -7:00 PM - Notice of Special Meeting: Zoning By-Law Amendments for 47 Wilson and 80-86 County Road 50 West

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

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

Mayor
