



**The Corporation of the Town of Essex**

**Special Council Meeting Minutes**

November 29, 2021, 4:30 pm

Location: <https://www.youtube.com/user/EssexOntario>

This meeting was hosted and chaired from the Essex Municipal Building. Due to the ongoing COVID-19 pandemic this meeting was not currently open to the public for in person attendance. This meeting can be viewed by the public electronically via livestream on YouTube at [www.youtube.com/EssexOntario](https://www.youtube.com/EssexOntario)

The purpose of this meeting was to discuss the 2022 Draft Operations and Capital Budget.

Present:

- Mayor Larry Snively
- Deputy Mayor Richard Meloche
- Ward 1 Councillor Joe Garon
- Ward 1 Councillor Morley Bowman
- Ward 2 Councillor Kim Verbeek
- Ward 3 Councillor Steve Bjorkman
- Ward 4 Councillor Sherry Bondy
- Ward 3 Councillor Chris Vander Doelen

Also Present:

- Doug Sweet, Director, Chief Administrative Officer
- Lori Chadwick, Director, Development Services
- Kevin Girard, Director, Infrastructure Services
- Kate Giurissevich, Director, Corporate Services
- Robert Auger, Town Solicitor, Legal and Legislative Services/Clerk
- Shelley Brown, Deputy Clerk, Legal and Legislative Services
- Rita Jabbour, Manager, Planning Services
- Heather MacDonald, Assistant Manager, Finance
- Jake Morassut, Manager, Parks and Facilities
- Rick Arnel, Fire Chief
- Jason Pillon, Deputy Fire Chief
- Norm Nussio, Manager Operations and Drainage
- Andy Graf, Manager, Environmental Services
- Nelson Silveira, Economic Development Officer

**1. Call to Order**

Mayor Snively called the meeting to order at 4:33 PM.

**2. Declarations of Conflict of Interest**

There were no conflicts of interest noted at this time.

**3. Adoption of Published Agenda**

**3.1 Special Council Meeting Agenda for November 29, 2021**

**SP21-11-004**

Moved By Councillor Garon

Seconded By Councillor Bjorkman

**That** the published agenda for the November 29, 2021 Special Council Meeting be adopted as presented.

**Carried**

**4. Closed Meeting Report**

**4.1 Harrow High Property (45 Wellington)**

Robert Auger, Town Solicitor/Clerk provided an overview of previous Closed meetings pertaining to the Harrow High property. He reported that Council met electronically May 17, 2021 in Closed Session as permitted to do so by section 239 2 (b) of the Municipal Act. At the Closed Session Council provided Administration direction to contact the Greater Essex County District School Board and advise of the Town's desire to purchase the entire former Harrow High property.

At a subsequent Closed meeting held on July 12, 2021 Council met electronically in Closed Session as permitted to do so by section 239 2 (b) of the Municipal Act. At the Closed Session Council directed Administration to make an offer to purchase the former Harrow High property at an offering price equal to the fair market value of the property.

At a further Closed meeting held on November 15, 2021 Council met electronically in Closed Session as permitted to do so by section 239 2 (b) of the Municipal Act. At the Closed Session Council was advised that the schoolboard was agreeable to the offer to purchase the property and while the completion of this transaction is subjected to Council's approval Council further directed Administration to finance any future purchase of the Harrow High property from the Landfill Reserve.

Mr. Auger stated that the purchase of the property has an expected closing date of December 3, 2021.

**SP21-11-005**

Moved By Councillor Verbeek

Seconded By Councillor Garon

**That** Council approve the purchase of the former Harrow High School property in the amount of \$845,900.00 to be funded from the Landfill Reserve.

**Carried**

**5. Reports from Administration**

**5.1 Kate Giurissevich, Director, Corporate Services/Treasurer**

RE: Town of Essex 2022 Draft Operating and Capital Budget

Doug Sweet, Chief Administrative Officer, explained that the 2022 Town of Essex Draft Operating and Capital Budget reflects service efforts designed to achieve Council's strategic priorities. Mr. Sweet advised that Administration continues to focus on ensuring the Town of Essex has efficient and effective

systems in place to support responsible growth. The recommendations in the Draft Budgets were guided by Council's 6 strategic values.

Mr. Sweet noted that the impact of COVID-19 has lead to facilitating numerous service delivery adaptations and modernizations to support continued service delivery to the community.

Kate Giurissevich, Director, Corporate Services/Treasurer provided a walkthrough of the proposed 2022 Operating and Capital Budgets. She discussed the Operating Budget outlining the proposed tax rate, county comparators and consumer price index (CPI). The Capital Budget walkthrough focused on funding sources, asset management, reserves, proposed debt levels, a financial indicator review, and a proposed project summary which was provided by each corresponding department manager. Ms. Giurissevich reiterated that the purpose of the meeting was to merely introduce the proposed budgets for the public and Council to review further. She advised that further Budget meetings for Council to consider and deliberate the budget further have been scheduled.

**SP21-11-006**

Moved By Councillor Vander Doelen  
Seconded By Councillor Bjorkman

**That** the presentation by Kate Giurissevich, Director, Corporate Services/Treasurer entitled 2022 Operating and Capital Budget, be received.

**Carried**

**6. Adjournment**

**SP21-11-007**

Moved By Deputy Mayor Meloche  
Seconded By Councillor Verbeek

**That** the meeting be adjourned at 8:17 PM.

**Carried**

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Mayor

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Clerk