



Essex County Council, Regular Meeting Minutes

Wednesday, August 6, 2025

6:00 PM

Council Chambers, 2nd Floor

360 Fairview Avenue West

Essex, Ontario N8M 1Y6

<https://video.isilive.ca/countyofessex/live.html>

- Council:
- Michael Akpata, Councillor
 - Joe Bachetti, Deputy Warden
 - Tracey Bailey, Councillor
 - Sherry Bondy, Councillor
 - Kimberly DeYong, Councillor
 - Chris Gibb, Councillor
 - Hilda MacDonald, Warden
 - Gary McNamara, Councillor
 - Crystal Meloche, Councillor
 - Michael Prue, Councillor
 - Dennis Rogers, Councillor
 - Rob Shepley, Councillor
 - Larry Verbeke, Councillor
 - Kirk Walstedt, Councillor
- Administration:
- Allan Botham, Director, Infrastructure & Planning Services
 - Katherine Hebert, County Clerk
 - Justin Lammers, Chief, Essex-Windsor EMS
 - Darrel Laurendeau, Director, Information Technology
 - Don McArthur, Manager, Communication and Organizational Development
 - Kyla Pritiko, Director, Human Resources
 - Melissa Ryan, Director, Financial Services / Treasurer
 - David Sundin, Director, Legislative and Legal Services / County Solicitor
 - Crystal Sylvestre, Manager, Records and Accessibility / Deputy Clerk
 - Sandra Zwiers, Chief Administrative Officer
 - Natasha Sheeler, Director, Health and Community

Services/Administrator

1. Closed Meeting

A Closed Meeting was held at 5:00 PM on August 6, 2025.

214-2025

Moved By Rob Shepley

Seconded By Chris Gibb

That Essex County Council proceed into a Closed Meeting pursuant to Section 239 (2) (d) of the Municipal Act, 2001, as amended for the following reason:

(d) labour relations or employee negotiations

Carried

218-2025

Moved By Rob Shepley

Seconded By Kirk Walstedt

That Essex County Council adjourn and rise from the Closed Meeting of Essex County Council for August 6, 2025 at 5:20 PM.

Carried

2. Moment of Reflection

3. Singing of 'O Canada'

4. Land Acknowledgement Statement

We acknowledge the land on which the County of Essex is located is the traditional territory of the Three Fires Confederacy of First Nations, comprised of the Ojibway, Odawa and Potawatomie Peoples.

We specifically recognize Caldwell First Nation and other First Nations which have provided significant historical and contemporary contributions to this region.

We also value the contributions of all Original Peoples of Turtle Island, who have been living and working on this land from time immemorial.

5. Recording of Attendance

Warden MacDonald and all members of Council attended the meeting at the Essex County Civic Centre, Council Chambers.

Gary McNamara attended virtually from a remote location.

6. County Warden's Welcome and Remarks

Warden MacDonald welcomed everyone to the Regular meeting and reported that the roundabout project at the intersection of County Road 42 and Manning Road was halfway finished. The east-side portion of the roundabout was nearly complete and work was to begin on the westside. To prepare for the incredible growth coming to the County, the County was spending more than \$98 million on their construction program in 2025, including \$67.6 million for capacity expansion to ensure traffic keeps moving as the population and economy expands.

Essex-Windsor EMS had launched a new AED loaner program initiative to provide for life-saving AEDs to be on hand at local events.

Essex-Windsor Solid Waste Authority had started distributing almost 120,000 green bins across Windsor and Essex County in advance of the Green Bin program's launch in October.

The Green Bin program will help residents in participating municipalities keep food waste out of their garbage and out of the regional landfill; preserving the environment and saving money.

7. Disclosure of Pecuniary Interest

There were no disclosures of pecuniary interest raised.

8. Adoption of Regular Meeting Minutes

219-2025

Moved By Larry Verbeke

Seconded By Chris Gibb

That the minutes of the July 16, 2025 Regular Meeting of Essex County Council be adopted as presented.

Carried

9. Delegations and Presentations

9.1 Windsor Essex Regional Chamber of Commerce (WERCC)

Ryan Donally, CEO, to provide a presentation to Council regarding an overview of the WERCC services and a recap of 2024-2025.

Ryan Donally provided Council with an outline of how the Chamber is organized and the opportunities offered to organizations who are members of the WERCC. The Three Pillars of Member Benefits are: Exclusive Member Discounts, Networking Opportunities, and Policy

and Advocacy. The Chamber is privately funded through membership dues, events, affinity partnerships, and sponsors.

The Chamber prioritizes advocacy for its members and the Essex-Windsor region as a whole. This advocacy is accomplished through meaningful commentary and policy submissions, fostering transparency and access opportunities for political representatives and through rapid response to immediate need for support.

All local municipalities are members of the WERCC as a complementary service and support for its other members. Having the relationships at the table is a meaningful resource for our community, especially during uncertain political and challenging economic times.

10. Communications

10.1 Correspondence

220-2025

Moved By Kirk Walstedt

Seconded By Rob Shepley

That the correspondence listed on the Regular Agenda for August 6, 2025, be received and any noted action approved.

Carried

10.1.1 Association of Municipalities of Ontario (AMO)

- [AMO Watchfile Newsletter](#)
- [AMO Policy Update - Bill 9 OPP Billing Review, Waste Management and OMA Consultations at the AMO Conference](#)
- [AMO Calendar - Education Events](#)
- [AMO Conference Program](#)

10.1.2 County of Essex News, Notices and Announcements

County of Essex - [News, Notices and Announcements](#)

- [Subscribe Here](#)

10.1.3 Essex-Windsor Solid Waste Authority (EWSWA)

July 15, 2025 Correspondence from Michelle Bishop, General Manager, EWSWA, RE Resolution of EWSWA Board – Green

Bin Program Promotion and Education & Green Bin Program
Campaign 3 Summary: The Green Bins Are Coming!

10.1.4 Windsor Essex County Health Unit

- [Windsor Essex Community Opioid and Substance Strategy Annual Report 2024](#)

10.1.5 Tourism Windsor Essex Pelee Island (TWEPI)

- [Caldwell First Nation - First Annual PowWow - August 9 and 10, 2025](#) - More information on the [Caldwell Website](#)
- What's Happening in Windsor Essex: [EPIC Afternoons, Summer Nights and More!](#)

10.2 Resolutions

There were no resolutions for consideration for August 6, 2025

11. Consent Agenda

221-2025

Moved By Chris Gibb

Seconded By Kimberly DeYong

That the recommendations in the Administrative Reports listed as items 11.1 and 11.2 on the Consent Agenda for August 6, 2025, be approved and further that the minutes listed as item 11.3 on the said Consent Agenda be received.

Carried

11.1 Summary of Outstanding Reports - August 6, 2025

Report number 2025-0806-LLS-R36-KH, Summary of Outstanding Reports, dated August 6, 2025, from Katherine Hebert, County Clerk

11.2 Financial Projected Results of Operations 2025

Report number 2025-0806-FIN-R20-MR, Financial Projected Results of Operations 2025, dated August 6, 2025, from Melissa Ryan, Director, Financial Services/Treasurer

11.3 Essex-Windsor Solid Waste Authority (EWSWA)

Minutes of the Essex-Windsor Solid Waste Authority Regular Board Meeting, dated June 3, 2025

12. Reports and Questions

12.1 2025 Update to Roadway Expansion Funding Model

Report number 2025-0806-FIN-R22-MR, 2025 Update to Roadway Expansion Funding Model, dated August 6, 2025, from Melissa Ryan, Director, Financial Services/Treasurer

Melissa Ryan provided Council with an overview of the Roadway Expansion Funding model, and outlined changes in cost of the program in relation to inflation, land acquisition costs, and other associated expenses.

The County's funding approach had not changed, and assumptions were based on current market realities, and would evolve as costs are refined. There were no provisions included in the model for Provincial or Federal funding (grants) as those programs were not available at the time. Funding the program to meet the needs as outlined results in a levy increase within the County's budget.

222-2025

Moved By Joe Bachetti

Seconded By Crystal Meloche

That Essex County Council receive report number 2025-0806-FIN-R22-MR, 2025 Update to Roadway Expansion Funding Model as information.

In Favour (14): Michael Akpata, Joe Bachetti, Tracey Bailey, Sherry Bondy, Kimberly DeYong, Chris Gibb, Hilda MacDonald, Gary McNamara, Crystal Meloche, Michael Prue, Dennis Rogers, Rob Shepley, Larry Verbeke, and Kirk Walstedt

Carried

12.2 Proposed Funding Model for Essex Windsor EMS Master Plan Implementation

Report number 2025-0806-FIN-R23-MR, Proposed Funding Model for Essex Windsor EMS Master Plan Implementation, dated August 6, 2025 from Melissa Ryan, Director, Financial Services/Treasurer

Melissa Ryan provided a high-level summary proposed financing strategy for capital infrastructure projects identified in the Essex-Windsor EMS Master Plan, specifically related to the implementation of a Hub and Spoke station model. The estimated total cost for EMS station infrastructure, based on preliminary analysis from the

County's Development Charges study, was projected to be approximately \$55.6 million.

Council would be updated when further details were known, and the preliminary plan was further developed. As the details of the project unfold, additional funding opportunities would be explored. At this time a phased in levy funding plan for a portion of the costs would be included in the draft budget for 2026.

Councillor Prue questioned the rationale for having the facility located in Windsor, rather than in the County, considering the border for the County is very near the proposed location. Land cost could also be less expensive in the County.

Justin Lammers indicated that the Windsor site was chosen, due to its proximity to the new hospital site. This was the recommendation from the Strategy where the model was proposed.

223-2025

Moved By Larry Verbeke

Seconded By Rob Shepley

That Essex County Council receive report number 2025-0806-FIN-R23-MR, Proposed Funding Model for Essex Windsor EMS Master Plan Implementation as information.

In Favour (14): Michael Akpata, Joe Bachetti, Tracey Bailey, Sherry Bondy, Kimberly DeYong, Chris Gibb, Hilda MacDonald, Gary McNamara, Crystal Meloche, Michael Prue, Dennis Rogers, Rob Shepley, Larry Verbeke, and Kirk Walstedt

Carried

12.3 County Development Charges Initiative Update and Summary of Public Feedback

Report number 2025-0806-FIN-R21-MR, County Development Charges Initiative Update and Summary of Public Feedback, dated August 6, 2025, from Melissa Ryan, Director, Financial Services/Treasurer

Melissa Ryan provided an update on the status of the County of Essex Development Charges (DC) study, and summarized the feedback received from the public meetings held across the County.

It was noted that Administration was seeking Council's guidance on which elements to include in the draft DC By-law to be presented for consideration later in 2025. Council members may provide

feedback this evening or up to August 31st by email, on what they'd like to have included for consideration.

It was noted that DCs do not apply to affordable housing, which was one of the concerns that was expressed in the feedback received.

Discussion took place with regard to local municipalities and the formula used to calculate target rates.

Further discussion took place regarding the Community Improvement Plan (CIP) report which is forthcoming, and the timing of that report being presented to Council ahead of the DC by-law. Further, there was concern over outstanding studies and master plans that may reveal further municipal financial obligations not being completed ahead of the DC decision.

It was noted that discussion with the local municipalities Administrations revealed no related impact for DCs as any changes to the road ownership/responsibility would remain tied to the DCs collected for those roads; meaning the funds collected for specific roads would be passed to the receiving municipality, should a road be downloaded.

Considerable discussion took place regarding the need for DCs at the upper tier level, and options available for consideration.

Some members of Council expressed a concern about continuing the process of developing a draft by-law through the consultant, if there was a certain disinterest from Council as a whole to support it ultimately.

224-2025

Moved By Rob Shepley

Seconded By Tracey Bailey

That Essex County Council defer the decision until the September 17, 2025 meeting.

In Favour (3): Tracey Bailey, Rob Shepley, and Kirk Walstedt

Opposed (11): Michael Akpata, Joe Bachetti, Sherry Bondy, Kimberly DeYong, Chris Gibb, Hilda MacDonald, Gary McNamara, Crystal Meloche, Michael Prue, Dennis Rogers, and Larry Verbeke

Lost

225-2025

Moved By Chris Gibb

Seconded By Michael Prue

THAT Essex County Council receive approve report number 2025-0806-FIN-R21-MR, County Development Charges Initiative Update and Summary of Public Feedback as information; and

THAT Essex County Council direct Administration to prepare a draft Development Charges By-law for Council's review and deliberation, taking into consideration guidance provided by Council to date and considering any feedback provided by individual members of Council up to August 31, 2025.

In Favour (11): Michael Akpata, Joe Bachetti, Sherry Bondy, Kimberly DeYong, Chris Gibb, Hilda MacDonald, Gary McNamara, Crystal Meloche, Michael Prue, Dennis Rogers, and Larry Verbeke

Opposed (3): Tracey Bailey, Rob Shepley, and Kirk Walstedt

Carried

12.4 Tax Deferral Program Discussion

Report number 2025-0806-FIN-R24-MR, Tax Deferral Program Discussion, dated August 6, 2025 from Melissa Ryan, Director, Financial Services/Treasurer

Melissa Ryan provided a summary of discussion that led to conclusions regarding the Tax Deferral Program option. Recognizing the supports already available to businesses through other orders of government, Administration is not recommending a County led deferral program at this time. However, Administration intends to continue working with municipal and economic development partners to identify other tools that may support business resiliency.

Tracey Bailey, Councillor left the meeting at 7:29 pm.

Gary McNamara, Councillor left the meeting at 7:30 pm.

Tracey Bailey, Councillor left the meeting at 7:29 pm.

Gary McNamara, Councillor left the meeting at 7:30 pm.

226-2025

Moved By Sherry Bondy

Seconded By Joe Bachetti

That Essex County Council receive report number 2025-0806-FIN-R24-MR, Tax Deferral Program Discussion as information and that no further action be taken regarding a municipal property tax deferral program at this time.

In Favour (12): Michael Akpata, Joe Bachetti, Sherry Bondy, Kimberly DeYong, Chris Gibb, Hilda MacDonald, Crystal Meloche, Michael Prue, Dennis Rogers, Rob Shepley, Larry Verbeke, and Kirk Walstedt

Carried

12.5 Ratification of CUPE 860 and ONA Collective Agreements

Report number 2025-0806-HR-R08-KP, Ratification of CUPE 860 and ONA Collective Agreements, dated August 6, 2025 from Kyla Pritiko, Director, Human Resources

Kyla Pritiko provided a summary of two bargaining processes and the resulting negotiated agreements with CUPE 860 and ONA 8. Both contracts were negotiated within the parameters established by Council at previous meetings.

Tracey Bailey, Councillor joined the meeting at 7:32 pm.

Tracey Bailey, Councillor joined the meeting at 7:32 pm.

Gary McNamara, Councillor joined the meeting at 7:32 pm.

Gary McNamara, Councillor left the meeting at 7:32 pm.

227-2025

Moved By Dennis Rogers

Seconded By Kimberly DeYong

That Essex County Council receive report number 2025-0806-HR-R08-KP, Ratification of CUPE 860 and ONA Collective Agreements as information; and,

that the Warden and Clerk be authorized to execute the associated by-laws at the appropriate time.

In Favour (13): Michael Akpata, Joe Bachetti, Tracey Bailey, Sherry Bondy, Kimberly DeYong, Chris Gibb, Hilda MacDonald, Crystal Meloche, Michael Prue, Dennis Rogers, Rob Shepley, Larry Verbeke, and Kirk Walstedt

Carried

13. Unfinished Business

14. New Business

14.1 Public Reporting of Closed Meeting

Essex County Council met in a Closed Meeting at 5:00PM today, as permitted, and pursuant to Section 239 (2) (d) of the Municipal Act, 2001, to receive information related to report number 2025-0806-R07-KP, Vacation with Pay for Non-Union Employees Policy.

Council provided administration with direction and instruction to adopt the proposed revisions to the Policy and to re-designate the Policy as an Administrative Policy.

Council further met in Closed Meeting as permitted, and pursuant to Section 239 (2) (d) of the Municipal Act, 2001, to receive information from a consultant, regarding the development of a Chief Administrative Officer Performance Appraisal System.

Upon review of the information, Council provided direction for Administration to prepare a Corporate Policy regarding CAO Performance Appraisals, to be brought before Council for adoption at a future meeting of County Council.

15. Adoption of By-Laws

228-2025

Moved By Rob Shepley

Seconded By Tracey Bailey

That By-laws 2025-31 through 2025-33 be given three readings, and having been read a first, second and third time, be finally passed and enacted.

In Favour (13): Michael Akpata, Joe Bachetti, Tracey Bailey, Sherry Bondy, Kimberly DeYong, Chris Gibb, Hilda MacDonald, Crystal Meloche, Michael Prue, Dennis Rogers, Rob Shepley, Larry Verbeke, and Kirk Walstedt

Carried

15.1 By-law Number 2025-31

Being a By-law to Authorize the Execution of a Collective Agreement between CUPE Local 860 (Sun Parlor Home Workers) and the Corporation of the County of Essex

15.2 By-law Number 2025-32

Being a By-law to Authorize the Execution of a Collective Agreement between the Ontario Nurses Association (ONA) Local 8 and the Corporation of the County of Essex

15.3 By-law Number 2025-33

Being a By-law to Confirm the Proceedings of the Council of the Corporation of the County of Essex for the Regular and Closed Meetings held August 6, 2025

16. Notice of Motion

There were no Notices of Motion brought forward for August 6, 2025

17. Adjournment

229-2025

Moved By Kimberly DeYong

Seconded By Michael Akpata

That the Essex County Council meeting for August 6, 2025 be adjourned at 7:35 PM.

Carried

Hilda MacDonald,
Warden, County of Essex

Katherine Hebert,
County Clerk