

**THE CORPORATION OF THE TOWNSHIP OF ESSA  
REGULAR COUNCIL MEETING  
WEDNESDAY, JANUARY 15, 2025**

**MINUTES**

A Regular Council meeting was held in person on Wednesday January 15, 2025, in the Council Chambers at the Administration Centre located at 5786 County Road 21, Utopia.

In attendance: Mayor Sandie Macdonald  
Deputy Mayor Michael Smith  
Councillor Pieter Kiezebrink  
Councillor Henry Sander  
Councillor Liana Maltby

Staff in attendance: M. Mikael, Chief Administrative Officer  
C. Rankin, Manager of Parks and Recreation  
D. Dollmaier, Manager of Finance  
S. Haniff, Manager of Planning  
J. Kolb, Manager of Public Works  
P. Granes, Chief Building Official  
S. Corbett, Deputy Clerk  
L. Lehr, Manager of Legislative Services

**1. OPENING OF MEETING BY THE MAYOR**

Mayor Macdonald opened the meeting at 6:11 p.m.

**2. DISCLOSURE OF PECUNIARY INTEREST**

None.

**3. ADOPTION OF PREVIOUS MINUTES AND MOTIONS**

**Resolution No: CR001-2025 Moved by: Kiezebrink Seconded by: Maltby**

***BE IT RESOLVED THAT*** the motions duly passed and approved at the Committee of the Whole meeting of this date be approved; and  
***THAT*** the minutes of the Special Budget, Public Meeting, Committee of the Whole, Closed Session and Regular Council meetings held on the 18<sup>th</sup> day of December, 2024 be adopted as circulated.

**---Carried---**

**4. CONSENT AGENDA**

**Resolution No: CR002-2025 Moved by: Maltby Seconded by: Sander**

***BE IT RESOLVED THAT*** the items listed in the Consent Agenda dated January 15<sup>th</sup> 2025, be received for information; and  
***THAT*** item A5 be referred to Staff for action.

**---Carried---**

5. COMMITTEE REPORTS

Resolution No: CR003-2025 Moved by: Sander Seconded by: Smith

a. Minutes of the Essa Public Library Board

*BE IT RESOLVED THAT the minutes of the Essa Public Library Board from their meeting of November 25, 2024, be received.*

---Carried---

6. PETITIONS

7. MOTIONS AND NOTICES OF MOTIONS

8. UNFINISHED BUSINESS

9. BY-LAWS

By-law 2025-01 was withdrawn by the Manager of Planning.

Resolution No: CR004-2025 Moved by: Sander Seconded by: Smith

a. By-law 2025-02 – A By-law to authorize the temporary use of land, buildings or structures within the Corporation of the Township of Essa (253 Barrie Street).

b. By-law 2025-03 – A By-law to amend the Township's Zoning By-law, By-law 2003-50, affecting all lands throughout the Municipality (Housekeeping).

*BE IT RESOLVED THAT By-laws 2025-02, and 2025-03 be read a first, and taken as read a second and third time and finally passed.*

---Carried---

10. QUESTIONS

11. CLOSED SESSION

12. CONFIRMATION BY-LAW

By-law 2025-04

Resolution No: CR005-2025 Moved by: Kiezebrink Seconded by: Maltby

*BE IT RESOLVED THAT leave be granted to introduce By-law 2025-04, that being a By-law to confirm the proceedings of the Committee of the Whole, Closed and Council meetings held on this 15<sup>th</sup> day of January, 2025; and, that said By-law be read a first, and taken as read a second and third time and finally passed.*


---Carried---

13. **ADJOURNMENT**

**Resolution No: CR006-2025    Moved by: Smith                      Seconded by: Maltby**

Recommendation: **BE IT RESOLVED THAT** *this meeting of Council of the Township of Essa adjourn at 6:15 p.m. to meet again on the 5<sup>th</sup> day of February, 2025 at 6:00 p.m.*

**---Carried---**



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Sandie Macdonald  
Mayor



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Lisa Lehr  
Manager of Legislative Services