

**THE CORPORATION OF THE TOWNSHIP OF ESSA  
SPECIAL MEETING – 2025 BUDGET DELIBERATIONS  
TUESDAY DECEMBER 10, 2024**

**MINUTES**

A Special Meeting of Council was held in person on Tuesday December 10, 2024, in the Council Chambers of the Administration Centre, for the purpose of deliberating the 2025 Capital and Operating Budgets.

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

Staff in attendance: Michael Mikael, Chief Administrative Officer  
Deborah Dollmaier, Manager of Finance  
Lisa Lehr, Manager of Legislative Services

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

Mayor Macdonald opened the meeting at 8:30 a.m.

The Clerk delegated the powers and duties as assigned under section 228(4) of the *Municipal Act, 2001*, to the Chief Administrative Officer for the Closed Session portion of the Budget Meeting.

**2. DISCLOSURE OF PECUNIARY INTEREST**

None.

**CONSIDERATION OF ITEMS REQUIRING DISCUSSION AND GENERAL NATURE THEROF:**

**3. CLOSED SESSION**

**Resolution No: CW089-2024 Moved by: Smith Seconded by: Sander**

*Be it resolved that Council proceed into Closed Session in order to address matters pertaining to:*

**Confidential Staff Report CAO030-24, re: Staff Compensation**

- Personal Matters about Identifiable Individuals [s.239(2)(b)]
- Labour Relations or Employee Negotiations [s. 239(2)(d)]

**----Carried----**

Council proceeded into Closed Session deliberations at 8:32 a.m.

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**Motion to Rise and Report from Closed Session Deliberations of December 10, 2024:**

**Resolution No: CW090-2024 Moved by: Smith Seconded by: Sander**

***BE IT RESOLVED THAT*** Council rise and report from the Closed Session Meeting at 9:47 a.m.

**----Carried----**

The following item was passed by Council:

- a. **PLANS AND INSTRUCTIONS FOR NEGOTIATIONS – [s.239(2)(k)]  
LABOUR RELATIONS OR EMPLOYEE NEGOTIATIONS - [s. 239(2)(d)]  
Confidential Staff Report CAO030-24 submitted by the Chief Administrative Officer, re: Staff Compensation.**

**Resolution No: CW091-2024 Moved by: Smith Seconded by: Maltby**

***BE IT RESOLVED THAT*** Confidential Staff Report CAO030-24 be received; and ***THAT*** Council direct staff in accordance with Option No. 1 as amended, Option No. 2 as amended, and Option No. 5 as amended.

**----Carried----**

**4. PRESENTATION OF 2<sup>nd</sup> DRAFT 2024 BUDGET**

**Review of proposed changes and discussion:**

The Chief Administrative Officer provided Council with an overview of the working papers for the Draft 2025 Budget, of which included summaries of the following:

- 2025 Operational Changes
- 2025 Capital Changes
- Proposed Tax Levy Impact

**5. OTHER**

**6. CONFIRMATION BY-LAW**

**By-law 2024-58**

**Resolution No: CW092-2024 Moved by: Kiezebrink Seconded by: Maltby**

***BE IT RESOLVED THAT*** leave be granted to introduce By-law 2024-58, that being a By-law to confirm the proceedings of the Special Meeting of Council held on this 10<sup>th</sup> day of December, 2024, and that said By-law be read a first, and taken as read a second and third time and finally passed.

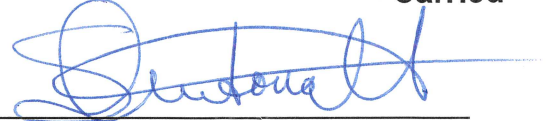
**----Carried----**

**7. ADJOURNMENT**

**Resolution No: CW093-2024 Moved by: Smith Seconded by: Sander**

***BE IT RESOLVED THAT this Special Meeting of the Council of the Township of Essa adjourn at 10:43 a.m. to reconvene on the 18<sup>th</sup> day of December 2024 at 6:00 p.m.***

**----Carried----**



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Sandie Macdonald  
Mayor



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Lisa Lehr  
Manager of Legislative Services