



Township of Essa Council Meeting Minutes

A Council meeting was held in person on Wednesday September 2, 2026, in the Council Chambers of the Administration Centre.

In attendance: Mayor Macdonald
Deputy Mayor Smith
Councillor Kiezebrink
Councillor Sander
Councillor Maltby

Staff in Attendance: Michael Mikael, Chief Administrative Officer
Chris Rankin, Manager of Parks and Recreation
John Kolb, Manager of Public Works
Lisa Lehr, Manager of Automated Photo Enforcement
Pedro Granes, Chief Building Official
Samuel Haniff, Manager of Planning
Sarah Corbett, Deputy Clerk
Krista Pascoe, Manager of Legislative Services/Clerk

1. OPENING OF THE MEETING BY THE MAYOR

Mayor Macdonald opened the meeting at 6:40 p.m.

2. DISCLOSURE OF PECUNIARY INTEREST

Deputy Mayor Smith declared an indirect interest on Item 9b – By-law 2026-32.

Councillor Kiezebrink declared an indirect interest on Item 5a – Award of Tender – Snow Removal, that has been deferred from the Committee of the Whole Agenda to follow Closed Session.

3. ADOPTION OF MINUTES OF PREVIOUS MEETING

Resolution:

Moved by Councillor Kiezebrink, Seconded by Councillor Sander

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 Planning, Committee of the Whole, Council and Closed Session meetings held on the 29th day of June 2026, be adopted as circulated. Motion Carried.

4. CONSENT AGENDA

Resolution:

Moved by Councillor Sander, Seconded by Deputy Mayor Smith

Be It Resolved That the items listed in the Consent Agenda dated September 2, 2026, be received for information. Motion Carried.

5. COMMITTEE REPORTS

No items.

6. PETITIONS

No items.

7. MOTIONS AND NOTICES OF MOTIONS

a) Proclamation – Childhood Cancer Awareness Month – September 2026

Resolution:

Moved by Councillor Sander, Seconded by Councillor Maltby

Whereas the month of September is recognized nationally as Childhood Cancer Awareness Month; and

Whereas the most recent data shows that cancer remains the leading cause of non-accidental death in Canadian children; and

Whereas an estimated two-thirds of childhood cancer survivors experience at least one chronic or long-term side effect from their treatment; and

Whereas the awareness we create for childhood cancer will help fund further research to improve diagnosis and treatment in children and continue to decrease the death rate;

Now Therefore Be It Resolved that Council of the Corporation of the Township of Essa hereby proclaims September, 2026 as Childhood Cancer Awareness Month. Motion Carried.

b) Proclamation – National Day for Truth and Reconciliation – September 30, 2026

Resolution:

Moved by Councillor Maltby, Seconded by Deputy Mayor Smith

Whereas in June of 2021, the federal government passed a new legislation making September 30 a national statutory holiday to commemorate the tragic legacy of residential schools in Canada; and

Whereas the establishment of a national holiday is in response to the 80th call to action in the Truth and Reconciliation Commission of Canada: Calls to Action; and

Whereas the date coincides with Orange Shirt Day, which began in 2013 and has become a symbol of remembrance to honour Indigenous children forced to leave their families to attend residential schools; and

Whereas the orange shirt symbol originated in the experience of Phyllis (Jack) Webstad of the Stswecem'c Xgat'tem First Nation, who shared her story of how her new orange shirt was taken away from her on her first day at St. Joseph Mission Residential School, leaving her with feelings of worthlessness and insignificance; and

Whereas this day will provide a way for our community to publicly commemorate the history and legacy of residential schools and the resilience of residential school survivors, commemoration being a vital component of the reconciliation process; and

Whereas, the Township of Essa is a community that encourages and celebrates its cultural diversity;

Now Therefore Be It Resolved that Council of the Corporation of the Township of Essa hereby proclaims September 30, 2026 as a National Day for Truth and Reconciliation. Motion Carried.

c) Proclamation – National Breastfeeding Week – October 1 to 7, 2026

Resolution:

Moved by Councillor Kiezebrink, Seconded by Councillor Maltby

Whereas Exclusive breastfeeding for the first six months of life, and continued breastfeeding for two years and beyond, provides unique nutritional and non-nutritional long-term benefits for an infant's growth, development, and lifelong health; and

Whereas The World Health Organization's Global Strategy on Infant and Young Child Feeding calls on governments worldwide to create environments that enable mothers, families, and other caregivers to make informed choices about feeding practices for infants and young children; and

Whereas Breastfeeding is a human right, and the Ontario Human Rights Code protects a woman's right to breastfeed in a public area without discrimination; and

Whereas October 1st to October 7th is recognized as National Breastfeeding Week—an initiative to raise awareness of the numerous benefits of breastfeeding, to strengthen individual, family, and community support for breastfeeding, and to further strategies that promote breastfeeding practices; and

Whereas The global campaign focus for 2026, "Breastfeeding for a Sustainable Start in Life: Strengthen What Works", shifts the conversation toward accountability by tracking local progress, implementing data-driven policies that protect infant nutrition, securing family food systems, and reducing systemic poverty; and

Whereas Breastmilk is a low-cost, locally available source of equity that delivers vital economic returns to families and nations, requiring a synchronized "Warm Chain of Support" across health systems, workplaces, and communities to protect, promote, and anchor these critical practices;

Now Therefore Be It Resolved that Council of the Corporation of the Township of Essa hereby proclaims October 1-7, 2026, as National Breastfeeding Week in the Township of Essa. Motion Carried.

8. UNFINISHED BUSINESS

No items.

9. BY-LAWS

Deputy Mayor Smith recused himself from the Council table for the following item:

- a) **By-law 2026-31 – Establish a Joint Compliance Audit Committee**
- b) **By-law 2026-32 – By-law to amend Zoning By-law 2003-50 (8800 and 8866 Smith Road)**
- c) **By-law 2026-33 –Deeming By-law (5002 25th Sideroad)**

Resolution:

Moved by Councillor Kiezebrink, Seconded by Councillor Maltby

Be It Resolved That By-laws 2026-31, 2026-32 and 2026-33 be read a first, and taken a second and third time and finally passed. Motion Carried

Deputy Mayor Smith returned to the Council table for the remainder of the meeting.

10. QUESTIONS

No Items.

11. CLOSED SESSION

Resolution:

Moved by Deputy Mayor Smith, Seconded by Councillor Sander

Be It Resolved That Council proceed to a Closed Session in order to address matters pertaining to:

- a) **Confidential Verbal Update by the Chief Administrative Officer, re: Development Charge Reduction Program (DCRP) Grant**
 - Information Supplied in Confidence by Another Level of Government (s.239(2)(h))
- b) **Confidential Verbal Update by the Chief Administrative Officer, re: Staffing Matter**
 - Personal Matters About an Identifiable Individual (s.239(2)(b))
 - Labour Relations or Employee Negotiations (s.239(2)(d)). Motion Carried.

Motion to Rise and Report from the Closed Session Meeting of September 2, 2026.

Resolution:

Moved by Councillor Kiezebrink, Seconded by Councillor Sander

Be It Resolved That Council rise and report from the Closed Session Meeting at 7:26 p.m.

**a) Confidential Verbal Update by the Chief Administrative Officer, re:
Development Charge Reduction Program (DCRP) Grant**

Resolution:

Moved by Councillor Maltby, Seconded by Councillor Sander

That the confidential verbal update from the CAO be received for information. Motion Carried.

**b) Confidential Verbal Update by the Chief Administrative Officer, re: Staffing
Matters**

Resolution:

Moved by Deputy Mayor Smith, Seconded by Councillor Maltby

That the confidential verbal update from the CAO be received for information. Motion Carried.

This item was deferred from the Committee of the Whole Agenda to follow Closed Session.

Councillor Kiezebrink recused himself from Council Chambers for the following item:

**a) Staff Report PR009-26 submitted by the Manager of Planning, re: Award of
Tender – Snow Removal**

Resolution:

Moved by Deputy Mayor Smith, Seconded by Councillor Maltby

Be It Resolved that Staff Report PR009-26 be received; and

That the quotation received from Sunshine Grounds Care be accepted for Snow Removal & Distribution of Pickled Sand in the amount of \$352,634.57 (excluding HST) as per Township specifications, contingent upon WSIB Clearance Certificate and a copy of Insurance being provided to the Municipality for the three-year term and;

That Council authorize the purchase and installation of one truck-mounted snowplows and one truck-mounted salters for an existing Township Truck, to an upset allowance of \$25,000 to come from the Asset Management Reserve. Motion Carried.

Councillor Kiezebrink returned to Council Chambers for the remainder of the meeting.

12. CONFIRMATORY BY-LAW

Resolution:

Moved by Councillor Sander, Seconded by Councillor Maltby

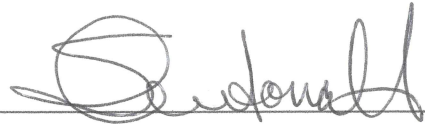
Be It Resolved That leave be granted to introduce By-law 2026-34, that being a By-law to confirm the proceedings of the Committee of the Whole, Closed Session and Council meetings held on this 2nd day of September, 2026; and, that said By-law be read a first, and taken as read a second and third time and finally passed. Motion Carried.

13. ADJOURNMENT

Resolution:

Moved by Deputy Mayor Smith, Seconded by Councillor Kiezebrink

Be It Resolved That this meeting of Council of the Township of Essa Adjourn at 7:30 p.m. Motion Carried.



Sandie Macdonald,
Mayor



Krista Pascoe, Manager of Legislative
Services/Clerk