

**THE CORPORATION OF THE TOWNSHIP OF ESSA
REGULAR COUNCIL MEETING
WEDNESDAY, JULY 2, 2025
(To follow Committee of the Whole)**

AGENDA

Members of the public wishing to attend can do so by attending in person to the Council Chambers located in the Administration Centre at 5786 County Road 21, Utopia.

1. OPENING OF MEETING BY THE MAYOR

2. DISCLOSURE OF PECUNIARY INTEREST

3. ADOPTION OF PREVIOUS MINUTES AND MOTIONS

- p. 1 Recommendation: ***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 Committee of the Whole, and Regular Council meetings held on the 18th day of June, 2025 be adopted as circulated.

4. CONSENT AGENDA

Recommendation: ***BE IT RESOLVED THAT*** the items listed in the Consent Agenda dated July 2, 2025, be received for information.

5. COMMITTEE REPORTS

a. **Minutes of the Traffic Advisory Committee.**

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Recommendation: ***BE IT RESOLVED THAT*** the minutes of the Traffic Advisory Committee from their meeting held on 22nd day of April, 2025, be received.

6. PETITIONS

7. MOTIONS AND NOTICES OF MOTIONS

a. **Proclamation – Overdose Awareness Day – August 31, 2025**

WHEREAS, the Township of Essa does affirm and acknowledge the harm and hardship caused by drug poisonings; and

WHEREAS, we recognize the purpose of International Overdose Awareness Day as remembering loved ones lost to overdose and ending the stigma of drug-related deaths; and

WHEREAS, we resolve to play our part in reducing the toll of overdose in our community, which claimed the lives of 136 (confirmed and probable) residents in Simcoe Muskoka in 2022 which was 22% lower than the 171 in 2021, while recognizing that despite this, 2022 deaths remain substantially higher than what was observed before the pandemic and four of these 136 deaths occurred in the Township of Essa with countless more lives affected forever; and

WHEREAS, we affirm that the people affected by overdose are our sons and daughters, our mothers and fathers, our brothers and sisters, and deserving of our love, compassion and support;

NOW THEREFORE BE IT RESOLVED THAT Council of the Corporation of the Township of Essa hereby proclaims August 31st, 2025, as Overdose Awareness Day in Essa Township.

**b. Proclamation – Fierté Simcoe Pride –August 4 to 15, 2025
(Flag Raising Ceremony - TBD)**

WHEREAS Fierté Simcoe Pride was formed on May 13, 2012, and its purpose is to create a safe and inclusive Simcoe County that supports gender and sexual diversity through services, activities and events; and

WHEREAS the Rainbow Pride Flag is raised to honour gender and sexual diversity in Simcoe County and is a symbol of the Pride movement and the advancement of human rights for sexual orientation, gender identity and expression, and sex characteristics; and

WHEREAS the colour red signifies life, orange symbolizes healing, yellow symbolizes sunlight, green symbolizes nature, blue symbolizes serenity, peace and harmony; and finally, purple symbolizes spirit; and

WHEREAS the mission of Fierté Simcoe Pride is “to create and offer inclusive events, services, and educational opportunities that rise above heterosexism, heteronormativity and homo/bi/transphobia, promoting safe communities within Simcoe County”; and

WHEREAS Fierté Simcoe Pride is filled with numerous events and activities that focus on education, awareness, community development, creative expression and fun for the whole family.

NOW THEREFORE BE IT RESOLVED THAT Council of the Corporation of the Township of Essa hereby proclaims August 4 to 15, 2025 as a time to support Fierté Simcoe Pride and the activities of Fierté Simcoe Pride.

8. UNFINISHED BUSINESS

9. BY-LAWS

- p. 11 By-law 2025-36 – A By-law to amend By-law 2023-33 (CSZ By-law)

Recommendation: **BE IT RESOLVED THAT** By-law 2025-36 be read a first, and taken as read a second and third time and finally passed.

10. QUESTIONS

11. CLOSED SESSION

Recommendation: **BE IT RESOLVED THAT** Council proceed to a Closed Session in order to address matters pertaining to:

**a. Confidential Verbal Update from the Chief Administrative Officer
re: 152 Greenwood.**

- *Plans and Instructions for Negotiation (s. 239(2)(k))*

- b. **Confidential Staff Report CAO009-25 from the Chief Administrative Officer re: Staffing Matters (Tax Collector).**
 - *Personal Matters About an Identifiable Individual [s.239(2)(b)]*
 - *Labour Relations or Employee Negotiations (s. 239(2)(d))*
- c. **Confidential Staff Report CAO010-25 from the Chief Administrative Officer re: Potential Litigation – HRTO.**
 - *Personal Matters About an Identifiable Individual [s.239(2)(b)]*
 - *Litigation or Potential Litigation [s.239(2)(e)]*

Motion to Rise and Report from Closed Session Meeting of July 2, 2025.

Recommendation: **BE IT RESOLVED** that Council rise and report from the Closed Session Meeting at _____ p.m.

12. CONFIRMATION BY-LAW

p. 12 **By-law 2025-37**

Recommendation: **BE IT RESOLVED THAT** leave be granted to introduce By-law 2025-37, that being a By-law to confirm the proceedings of the Committee of the Whole, and Council meetings held on this 2nd day of July, 2025; and, that said By-law be read a first, and taken as read a second and third time and finally passed.

13. ADJOURNMENT

Recommendation: **BE IT RESOLVED THAT** this meeting of Council of the Township of Essa adjourn at _____ p.m. to meet again on the 3rd day of September, 2025 at 6:00 p.m.

**THE CORPORATION OF THE TOWNSHIP OF ESSA
COMMITTEE OF THE WHOLE MEETING
WEDNESDAY, JUNE 18, 2025
6:00 p.m.**

MINUTES

A Committee of the Whole meeting was held in person on Wednesday June 18, 2025, in the Council Chambers at the Administration Centre located at 5786 County Road 21, Utopia.

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

Staff in attendance: M. Mikael, Chief Administrative Officer
C. Rankin, Manager of Parks and Recreation
L. Lehr, Manager of Automated Speed Enforcement
J. Kolb, Manager of Public Works
S. Corbett, Acting Clerk

1. OPENING OF MEETING BY THE MAYOR

The Township of Essa acknowledges that we are situated on land within the area of Treaty 18, also known as the Lake Simcoe-Nottawasaga Treaty, signed on October 17, 1818 between the Government of Upper Canada and the Anishinaabe Indigenous peoples. The Anishinaabe include the Ojibwe, Odawa and Pottawatomi Nations collectively known as the Three Fires Confederacy. We are dedicated to honouring Indigenous history and culture and committed to moving forward in the spirit of reconciliation and respect with all First Nation, Metis and Inuit People.

Mayor Macdonald opened the meeting at 6:00 p.m.

2. DISCLOSURE OF PECUNIARY INTEREST

None.

3. DELEGATIONS / PRESENTATIONS / PUBLIC MEETINGS

a. Presentation

Essa Water and Wastewater Rate Study - Watson and Associates

Byron Tan, Watson and Associates provided a presentation on the Township of Essa Water and Wastewater Rate Study. He identified current and future Water and Wastewater capital need and cost recovery. He also identified the cost recovery options, and a review of rate structures and recommended new rates to recover the costs associated with Township of Essa Water and Wastewater systems.

STAFF REPORTS**4. PLANNING AND DEVELOPMENT / BUILDING****5. PARKS AND RECREATION / COMMUNITY SERVICES**

- a. Staff Report PR011-25 submitted by the Manager of Parks and Recreation, re: Designation of Park Area Adjacent to Utopia Soccer Pitch as "Dobson Park".

Motion Amended.

Resolution No: CW050-2025 Moved by: Smith Seconded by: Kiezebrink

BE IT RESOLVED THAT Staff Report PR011-25 be received; and
THAT Council approve the naming of the Township Park space containing playground structures, located adjacent to the Utopia Soccer Pitch on Line 6 in Utopia, as "**Dobson Park**"; and

THAT the name "Utopia Soccer Pitch" remain in place to identify the active play field; and

THAT staff be directed to coordinate the design and installation of appropriate signage for "Dobson Park," with all associated costs to be covered by the Township, consistent with past naming practices; and

THAT the renaming will be funded from the Parks and Recreation Reserve Account.

---Carried---

- b. Staff Report PR012-25 submitted by the Manager of Parks and Recreation, re: U7 Hockey Request for 2025/2026 Season.

Resolution No: CW051-2025 Moved by: Maltby Seconded by: Smith

BE IT RESOLVED THAT Staff Report PR012-25 be received; and

THAT Council direct Staff to proceed with booking a reduced 50% ice rate for U7 Essa Minor and Thornton Minor Hockey for a quantity of 2, 1-hour sessions per week to be invoiced monthly for the 2025/2026 season; and

THAT Council direct Staff to include 10 free room rentals (non-licensed events) for 3 hours per rental per minor hockey organization for the 2025/2026 season.

---Carried---

6. FIRE AND EMERGENCY SERVICES**7. PUBLIC WORKS**

- a. Staff Report PW012-25 submitted by the Manager of Public Works and the Manager of Parks and Recreation, re: Amendment to Parking By-law 2005-96 - Wildflower Park Additional Parking Stalls.

Resolution No: CW052-2025 Moved by: Maltby Seconded by: Kiezebrink

BE IT RESOLVED THAT Staff Report PW012-25 be received; and
THAT Council approve an amendment to schedule A of Parking By-law 2005-96 to implement revised parking restrictions on McCarthy Crescent south side from Darren Drive easterly to Sandy Lane and north side from Parkside Crescent easterly to Sandy Lane at anytime for safety, visibility, emergency access and traffic flow improvements; and
THAT a By-law amendment to By-law 2005-96 be presented to Council; and
THAT Council authorize Staff to proceed with the Wildflower Park improvements to create additional parking space as contained in this report.

---Carried---

8. **FINANCE**

9. **CLERKS / BY-LAW ENFORCEMENT / IT**

- a. **Staff Report C009-25 submitted by the Acting Clerk, re: Special Occasion Permit Request – Essa Public Library.**

Resolution No: CW053-2025 Moved by: Sander Seconded by: Maltby

BE IT RESOLVED THAT Staff Report C009-25 be received, and
THAT Council approve the request from the Essa Public Library to serve alcohol on between the hours of 7:00 to 8:00 p.m. at the 8529 County Road 10 (Banquet Hall, Angus Recreation Centre) on September 25, 2025.

---Carried---

10. **CHIEF ADMINISTRATIVE OFFICER (C.A.O.)**

11. **OTHER BUSINESS**

- Council has asked Staff to investigate and report back on proposed changes to the Procedural By-law 2017-77 including:
 - reduction in the number of Council Meetings per month:
 - availability and cost of livestreaming
 - inclusion of a public participation
- Council has asked Staff to investigate and report back on updates to our current Canine Control By-law 2006-18 and the feasibility of the inclusion of feeding of wildlife and animal control provisions.

12. **ADJOURNMENT**

Resolution No: CW054-2025 Moved by: Smith Seconded by: Maltby

3

BE IT RESOLVED THAT *this meeting of Committee of the Whole of the Township of Essa adjourn at 7:10 p.m., to meet again on the 2nd day of July, 2025 at 6:00 p.m.*

---Carried---

Sandie Macdonald
Mayor

Sarah Corbett
Acting Clerk

4

**THE CORPORATION OF THE TOWNSHIP OF ESSA
REGULAR COUNCIL MEETING
WEDNESDAY, JUNE 18, 2025**

MINUTES

A Council meeting was held in person on Wednesday June 18, 2025, in the Council Chambers at the Administration Centre located at 5786 County Road 21, Utopia.

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

Staff in attendance: M. Mikael, Chief Administrative Officer
C. Rankin, Manager of Parks and Recreation
J. Kolb, Manager of Public Works
L. Lehr, Manager of Automated Speed Enforcement
S. Corbett, Acting Clerk

1. OPENING OF MEETING BY THE MAYOR

Mayor Macdonald opened the meeting at 7:10 p.m.

2. DISCLOSURE OF PECUNIARY INTEREST

None.

3. ADOPTION OF PREVIOUS MINUTES AND MOTIONS

Resolution No: CR079-2025 Moved by: Sander Seconded by: Kiezebrink

***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 Committee of the Whole, Closed Session, and Regular Council meetings held on the 4th day of June, 2025 be adopted as circulated.*

---Carried---

4. CONSENT AGENDA

Resolution No: CR080-2025 Moved by: Kiezebrink Seconded by: Sander

***BE IT RESOLVED THAT** the items listed in the Consent Agenda dated June 18, 2025, be received for information.*

---Carried---

5. COMMITTEE REPORTS

a. Minutes of the Essa Public Library Board.

3
Resolution No: CR081-2025 Moved by: Smith Seconded by: Kiezebrink

BE IT RESOLVED THAT the minutes of the Essa Public Library Board from their meeting held on 24th day of March, 2025, be received.

---Carried---

6. PETITIONS

7. MOTIONS AND NOTICES OF MOTIONS

a. Notice of Motion – Opposition to Bill 5

Resolution No: CR082-2025 Moved by: Kiezebrink Seconded by: Maltby

WHEREAS the Government of Ontario has introduced Bill 5: Protecting Ontario by Unleashing Our Economy Act, 2025, which proposes substantial changes to environmental planning legislation, including the repeal of the Endangered Species Act and the creation of “Special Economic Zones” that may override local planning authority; and

WHEREAS the Township of Essa supports increasing housing supply and economic growth, but believes this must be achieved without undermining environmental protections or compromising the integrity of municipal planning processes; and

WHEREAS Bill 5, as proposed, risks weakening safeguards for Ontario’s natural heritage and reducing the role of municipalities in managing growth in a responsible and locally informed manner;

NOW THEREFORE BE IT RESOLVED THAT Council for the Township of Essa:

- Opposes the provisions in Bill 5 that would reduce environmental protections or override municipal planning authority;
- Urges the Province of Ontario to advance housing and infrastructure growth through policies that respect sound environmental planning principles and uphold the planning tools available to local governments;
- Urges the Province to support municipalities through ensuring responsible growth through infrastructure projects designed to ensure protection of sensitive wildlife and natural resources; and

FURTHER, directs that this resolution be forwarded to:

- The Honourable Doug Ford, Premier of Ontario,
- The Honourable Rob Flack, Minister of Municipal Affairs and Housing,
- The Honourable Todd McCarthy, Minister of the Environment, Conservation and Parks,
- Brian Saunderson, MPP for Simcoe-Grey,
- The Association of Municipalities of Ontario (AMO),
- All Ontario municipalities for their awareness and consideration,
- All Conservation Authorities in Ontario,
- Conservation Ontario

---Carried---

b. Notice of Motion – Nottawasaga Community Safety and Well-Being Plan
2025 - 2029

Resolution No: CR083-2025 Moved by: Maltby Seconded by: Smith

WHEREAS the Government of Ontario made Community Safety and Well-Being Plan a legislative requirement under Bill 175 Safer Ontario Act (2018); and

WHEREAS the Nottawasaga Community Safety and Well-Being Plan was developed collaboratively with local governments, police and community partners in the health, community and social services sectors working together towards addressing local needs based on local risk factors; and

WHEREAS to complete the Nottawasaga Community Safety and Well-Being Plan, the County of Simcoe has been subdivided into Geographical Municipal Groupings. The Township of Essa was grouped with the Township Adjala-Tosorontio and Town of New Tecumseth to form the Nottawasaga Grouping; and

WHEREAS the Nottawasaga Community Safety and Well-Being Plan has prioritized three areas of focus—mental health and addictions, housing and homelessness, and access to services and support..

NOW THEREFORE BE IT RESOLVED THAT Council of the Township of Essa support the adoption of the 2025-2029 Nottawasaga Community Safety and Well-Being Plan.

---Carried---

8. UNFINISHED BUSINESS

9. BY-LAWS

a. By-law 2025-34 – A By-law amend By-law 2005-96 (Parking By-law)

Resolution No: CR084-2025 Moved by: Maltby Seconded by: Kiezebrink

BE IT RESOLVED THAT By-law 2025-34 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 2025-35

Resolution No: CR085-2025 Moved by: Sander Seconded by: Smith

BE IT RESOLVED THAT leave be granted to introduce By-law 2025-35, that being a By-law to confirm the proceedings of the Committee of the Whole, and Council meetings held on this 18th day of June, 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: CR086-2025 Moved by: Smith Seconded by: Maltby

BE IT RESOLVED THAT this meeting of Council of the Township of Essa adjourn at 7:19 p.m. to meet again on the 2nd day of July, 2025 at 6:00 p.m.

---Carried---

Sandie Macdonald
Mayor

Sarah Corbett
Acting Clerk



**TOWNSHIP OF ESSA
TRAFFIC ADVISORY COMMITTEE**

5a

**TUESDAY, April 22, 2025 – 3:15 p.m.
ZOOM MEETING
MINUTES**

In attendance: Mayor Sandie Macdonald, Chair
Councillor Henry Sander
Michael Mikael, CAO
John Kolb, Manager of Public Works
Nottawasaga OPP
Michael Owen, Ward 1 Committee Representative
Vanessa Kupch, Secretary

Regrets: Rick Foley, Ward 2 Committee Representative
Dan Tucker, Ward 3 Committee Representative

1. OPENING OF THE MEETING

Sgt. Chris McConnell opened the meeting at 3:23 p.m.

2. APPROVAL OF AGENDA

Moved by: Sander **Seconded by:** Owen

Be it resolved that the Agenda as presented be approved.

3. ADOPTION OF MINUTES OF PREVIOUS MEETING

Moved by: Owen **Seconded by:** Sander

Be it resolved that the minutes of the Traffic Advisory Committee meeting dated January 28, 2025, be approved as printed.

4. BUSINESS ARISING FROM PREVIOUS MEETING

4.1

5. NEW BUSINESS

5.1 Resident Concerns:

DATE	CONCERN LOCATION:	CONCERN:
January 27, 2025	8 th Line & 25 th Sideroad	Resident is concerned of the number of accidents that have taken place at the intersection of the 8 th Line and the 25 th Sideroad. The resident is requesting for a four way stop to be installed.

March 25, 2025	Queen Street	Resident is requesting for OPP enforcement on Queen Street due to off road vehicles speeding and causing noise disruptions to the residents in the neighbourhood.
March 28, 2025	Coulson Avenue	Resident is requesting for speed bumps to be installed on Coulson Avenue, as drivers are utilizing Coulson Avenue to avoid traffic on Mill Street. The resident noted that many children use the sidewalk as it is close to the school.

6. OTHER BUSINESS

6.1 Round Table Comments/Questions.

The Committee members requested an update of speed bumps installation on designated streets this summer.

A Committee member requested data from the automated speed enforcement cameras (ASE) for the next TAC meeting.

7. ESTABLISH DATE AND TIME OF NEXT MEETING

The next Traffic Advisory Committee meeting will be scheduled virtually for September 9, 2025, at 3:15 p.m.

Thank you to everyone for their attendance and input during this term of Council.

9. ADJOURNMENT

Moved by: Macdonald Seconded by: Sander

Be it resolved that this meeting of the Traffic Advisory Committee of the Township of Essa adjourn at 4:00 PM.

THE CORPORATION OF THE TOWNSHIP OF ESSA

BY-LAW NO. 2025 – 36

**A By-law to Amend By-law 2023-33, being a
By-law to designate “Community Safety
Zones”.**

WHEREAS Section 214.1(1) of the *Highway Traffic Act*, R.S.O. 1990, Chapter H.8, as amended by Bill 26, Chapter 6, Statutes of Ontario 1998 provides the Council of a municipality to designate community safety zones on parts of highways under its jurisdiction; and

WHEREAS Council of The Corporation of the Township of Essa enacted By-law 2023-33 to establish Community Safety Zones within the Township of Essa;

NOW THEREFORE Council of The Corporation of the Township of Essa enacts as follows:

1. THAT By-law 2023-33 be and is hereby amended to include the addition of the following Community Safety Zone:

21.	5th Sideroad	A point 200m West of 5539 5th Sideroad	A point 100m East of 5450 5th Sideroad	At any time January 1st to December 31st
22.	5th Sideroad	A point 50m West of 5312 5th Sideroad	A point 130m East of 5248 5th Sideroad	At any time January 1st to December 31st

2. THAT this By-law shall come into force and take effect from the final passing thereof.

READ A FIRST, AND TAKEN AS READ A SECOND AND THIRD TIME AND FINALLY PASSED this 2nd day of July, 2025.

Sandie Macdonald, Mayor

Sarah Corbett, Acting Clerk

THE CORPORATION OF THE TOWNSHIP OF ESSA

BY-LAW 2025 - 37

Being a By-law to confirm the proceedings of the Council meeting held on the 2nd day of July, 2025.

**THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF ESSA
HEREBY ENACTS AS FOLLOWS:**

THAT the action of the Council at its meeting held on the 2nd day of July, 2025 and, in respect of each recommendation contained in the Regular Council meeting held on the 18th day of June, 2025, and the Minutes of the Committee of the Whole meeting held on the 18th day of June, 2025, and, in respect of each motion, resolution and other action passed and taken by Council at the said meetings, is, except where prior approval of the Ontario Municipal Board is required, hereby adopted, ratified and confirmed.

THAT the Mayor and the proper officials of the Township of Essa are hereby authorized and directed to do all things necessary to give effect to the said actions or to obtain approvals where required, and to execute all documents as may be necessary in that behalf and the Clerk is hereby authorized and directed to affix the Corporate Seal to all such documents.

READ A FIRST, AND TAKEN AS READ A SECOND AND THIRD TIME AND
FINALLY PASSED on this the 2nd day of July, 2025.

Sandie Macdonald, Mayor

Sarah Corbett, Acting Clerk