

THE CORPORATION OF THE TOWNSHIP OF ESSA
REGULAR COUNCIL MEETING
WEDNESDAY, APRIL 16, 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 19th day of March, 2025 be adopted as circulated.

4. **CONSENT AGENDA**

Recommendation: **BE IT RESOLVED THAT** the items listed in the Consent Agenda dated April 16th 2025, be received for information.

5. **COMMITTEE REPORTS**

- p. 8 a. **Minutes of the Essa Public Library Board.**

Recommendation: **BE IT RESOLVED THAT** the minutes of the Essa Public Library Board from their meetings held on February 24, 2025, be received.

6. **PETITIONS**

7. **MOTIONS AND NOTICES OF MOTIONS**

- a. **Proclamation – April 2, 2025 – World Autism Day 2025
Flag Raising – 6:00 p.m. on April 16, 2025.**

Recommendation: **WHEREAS** World Autism Day is recognized on April 2, 2025, in Canada. Autism Ontario is one of the largest collective voices representing the autism community, and the work we do helps all autistic individuals and families in their communities have access to meaningful support, information, and connections — not only on April 2 but every day throughout the year; and **WHEREAS** Autism impacts more than 135,000 individuals in Ontario, representing 1 in every 50 Canadian children and youth. It not only influences the lives of autistics but also their friends, families, and communities. It's crucial for us to raise awareness, and acceptance, provide support and promote a more inclusive society; and **WHEREAS** Autism is a diverse spectrum that varies widely among individuals. Each person's experience with autism can change over time. This evolving journey highlights

the uniqueness of every autistic individual, emphasizing the need for understanding and support tailored to their specific needs; and

WHEREAS Autism Ontario is the leading source of information and referral on autism, and since 1973, has been providing support, information, and opportunities for thousands of families and individuals across the province; and

WHEREAS Autism Ontario is devoted to raising public awareness about autism and addressing the everyday challenges faced by individuals with autism, their families, and the professionals who work alongside them. We urge everyone to recognize and celebrate the unique differences and needs of others, fostering an inclusive environment where all individuals can participate fully in activities and discussions. Together, we can create a society that values and includes everyone.

NOW THEREFORE BE IT RESOLVED that I, Mayor Macdonald, do hereby recognize April 2nd as World Autism Day while committing to embrace awareness and acceptance today and every day throughout the year.

ITEM **b. Motion – NVCA.**
ADDE

Recommendation: **BE IT RESOLVED THAT** Staff be directed to draft correspondence to the Township of Oro-Medonte indicating that the Township of Essa is not prepared to support the proposed amalgamation of the Nottawasaga Valley Conservation (NVCA) and the Lake Simcoe Region Conservation Authority at this time due to the absence of a comprehensive business case evaluating the financial, operational, environmental impacts and long-term sustainability of such an amalgamation; and

THAT the Township of Essa supports the development of a comprehensive business case assessing the potential amalgamation, including a detailed analysis of financial impacts, operational efficiencies, service delivery, and long-term sustainability; and **THAT** upon completion of the business case, the Township of Essa commits to reviewing the findings to determine whether amalgamation is in the best interest of the Township of Essa and its residents; and

THAT Councillor Pieter Kiezebrink is hereby delegated to represent the Township of Essa in all discussions and engagements related to the potential amalgamation, in accordance with the Conservation Authorities Act; and

THAT Staff be directed to copy the Nottawasaga Valley Conservation Authority, the Lake Simcoe Region Conservation Authority and all their municipalities on the correspondence.

8. UNFINISHED BUSINESS

9. BY-LAWS

- p. 12 **a.** By-law 2025-22 – A By-law to establish a Site Plan Control Area within the limits of the Township of Essa.
- p. 13 **b.** By-law 2025-23 – A By-law to appoint a Manager of Automated Speed Enforcement.
- p. 14 **c.** By-law 2025-24 – A By-law to appoint an Interim Clerk.

Recommendation: **BE IT RESOLVED THAT** By-law 2025-22, By-law 2025-23, and By-law 2025-24 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. **Staff Report CAO005-25, re: Staffing.**
 - *Personal Matters About an Identifiable Individual – s.239(2)(b)*
 - *Labour Relations or Employee Negotiations – s.239(2)(d)*
- b. **Staff Report CAO006-25, re: Group Benefits.**
 - *Labour Relations or Employee Negotiations – s.239(2)(d)*
- c. **Verbal Update from Chief Administrative Officer, re: 6537 Browns Line.**
 - *Plans and Instructions for Negotiation – s. 239(2)(k)*
 - *Information Supplied in Confidence by a Third Party - s.239(2)(i)*
- d. **Staff Report C006-25, re: Appointment of Committee Member – Healthy Accessible Community and Parks Committee.**
 - *Personal Matters About an Identifiable Individual – s.239(2)(b)*

Motion to Rise and Report from Closed Session Meeting of April 16, 2025.

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

12. CONFIRMATION BY-LAW

p. 15 **By-law 2025-25**

Recommendation: **BE IT RESOLVED THAT** leave be granted to introduce By-law 2025-25, that being a By-law to confirm the proceedings of the Committee of the Whole, Closed Session, and Council meetings held on this 16th day of April, 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 7th day of May, 2025 at 6:00 p.m.

**THE CORPORATION OF THE TOWNSHIP OF ESSA
COMMITTEE OF THE WHOLE MEETING
WEDNESDAY, MARCH 19, 2025
6:00 p.m.**

MINUTES

A Committee of the Whole meeting was held in person on Wednesday March 19, 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
S. Haniff, Manager of Planning
C. Rankin, Manager of Parks and Recreation
P. Granes, Chief Building Official
J. Kolb, Manager of Public Works
L. Lehr, Manager of Automated Speed Enforcement
S. Corbett, Acting Manager of Legislative Services

1. OPENING OF MEETING BY THE MAYOR

Mayor Macdonald opened at 6:00 p.m.

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.

2. DISCLOSURE OF PECUNIARY INTEREST

3. DELEGATIONS / PRESENTATIONS / PUBLIC MEETINGS

- a. Presentation**
Mike McCann, SunFlow Solar.

Mike McCann and Dana Berman, SunFlow Solar provided Council a presentation of the availability of Solar use for Municipally owned buildings.

STAFF REPORTS

4. PLANNING AND DEVELOPMENT / BUILDING

- a. **Staff Report PD007-25 submitted by the Development Planner, re: SPA – 5902 County Road 10 – English Logistics.**

Resolution No: CW019-2025 Moved by: Sander Seconded by: Smith

BE IT RESOLVED THAT Staff Report PD007-25 be received for information purposes.

---Carried---

5. PARKS AND RECREATION / COMMUNITY SERVICES

- a. **Staff Report PR002-25 submitted by the Manager of Parks and Recreation, re: Ivy Baseball Fees Waived.**

Resolution No: CW020-2025 Moved by: Kiezebrink Seconded by: Maltby

BE IT RESOLVED THAT Staff Report PR005-25 be received for information purposes.

THAT Council approve the request of Ivy Minor Baseball to waive the applicable fees in respect to Challenger baseball rentals for the 2025 season for Ivy Minor Baseball.

---Carried---

6. FIRE AND EMERGENCY SERVICES

7. PUBLIC WORKS

- a. **Staff Report PW003-25 submitted by the Manager of Public Works, re: Award of Quotation – 2025 Granular Gravel Supply.**

Resolution No: CW021-2025 Moved by: Sander Seconded by: Smith

*BE IT RESOLVED THAT Staff Report PW003-25 be received; and THAT the quotation as received from **Duivenvoorden Haulage Ltd.** be accepted in the amount of **\$305,020.00 (excluding HST)**, to supply and place Granular 'A' Gravel on various locations within the Township limits, and to deliver to stockpile granular for supply, contingent upon a WSIB Clearance Certificate and a copy of Insurance being provided to the Township, to the Township's satisfaction.*

---Carried---

- b. **Staff Report PW004-25 submitted by the Manager of Public Works, re: Award of Tender - 2025 Dust Suppressant Application.**

Resolution No: CW022-2025 Moved by: Kiezebrink Seconded by: Maltby

*BE IT RESOLVED THAT Staff Report PW004-25 be received; and THAT the quotation as received from **Den-Mar Brines Ltd.** be accepted in the amount of **\$39,390 (excluding HST)**, to supply and place Calcium Chloride Dust Suppressant*

on the Township's gravel roads, contingent upon a WSIB Clearance Certificate and a copy of Insurance being provided to the Township, to the Township's satisfaction.

---Carried---

- c. **Staff Report PW005-25 submitted by the Manager of Public Works, re: Award of Tender - 2025 Street Sweeping.**

Resolution No: CW023-2025 Moved by: Sander Seconded by: Maltby

BE IT RESOLVED THAT Staff Report **PW005-25** be received; and **THAT** the quotation as received from **Glen's Sweeping Ltd.** for the 2025 Street Sweeping RFQ be accepted in the amount of **\$70,465.88 (excluding HST)** as per Township specifications, contingent upon WSIB Clearance Certificate and a copy of Insurance being provided to the Municipality; and **THAT** the Roads Supervisor be authorized to arrange for the necessary works to be completed.

---Carried---

- d. **Staff Report PW006-25 submitted by the Manager of Public Works, re: Award of Quotation - 2025 Line Paint and Traffic Calming Pavement Markings.**

Resolution No: CW024-2025 Moved by: Kiezebrink Seconded by: Sander

BE IT RESOLVED THAT Staff **PW006-25** be received; and **THAT** the quotation as received from **Precision Markings Inc.** for Line Paint & Traffic Calming Pavement Markings be accepted in the amount of **\$22,000.00 (excluding HST)** contingent upon a WSIB Clearance Certificate and a copy of Insurance being provided to the Township, to the Township's satisfaction.

---Carried---

8. FINANCE

9. CLERKS / BY-LAW ENFORCEMENT / IT

- a. **Staff Report C004-25 submitted by the Acting Clerk, re: Community Assistance Grants.**

Resolution No: CW025-2025 Moved by: Kiezebrink Seconded by: Smith

BE IT RESOLVED THAT Staff Report **C004-25** be received; and **THAT** Council approve the recommended tax exemption and donation amounts as presented in Attachment No. 2 of this Report, as amended.

---Carried---

- b. **Staff Report C005-25 submitted by the Acting Clerk, re: Special Occasion Permit Request - Murphy's Farm Market.**

Resolution No: CW026-2025 Moved by: Kiezebrink Seconded by: Maltby

BE IT RESOLVED THAT Staff Report **C005-25** be received, and

THAT Council approve the request from Murphy's Farm Market to serve alcohol on between the hours of 11: a.m. to 7:00 p.m. at 5141 County Road 10 on the following dates:

- July 25 through July 27, 2025; and

THAT this approval is conditional upon a copy of the certificate of insurance in the amount of \$5,000,000.00 being provided to this municipality, listing the Township of Essa as additional insured.

---Carried---

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

11. OTHER BUSINESS

- South Simcoe Streams Network has confirmed that tree planting at Bob Geddes Park on May 10, 2025 at 9 a.m. Thornton has not been confirmed at this time.

12. ADJOURNMENT

Resolution No: CW027-2025 Moved by: Smith Seconded by: Maltby

BE IT RESOLVED THAT this meeting of Committee of the Whole of the Township of Essa adjourn at 6:39 p.m., to meet again on the 2nd day of April, 2025 at 6:00 p.m.

---Carried---

Sandie Macdonald
Mayor

Sarah Corbett
Acting Manager of Legislative Services

**THE CORPORATION OF THE TOWNSHIP OF ESSA
REGULAR COUNCIL MEETING
WEDNESDAY, MARCH 19, 2025**

MINUTES

A Regular Council meeting was held in person on Wednesday March 19, 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
S. Haniff, Manager of Planning
C. Rankin, Manager of Parks and Recreation
P. Granes, Chief Building Official
J. Kolb, Manager of Public Works
L. Lehr, Manager of Automated Speed Enforcement
S. Corbett, Acting Manager of Legislative Services

1. OPENING OF MEETING BY THE MAYOR

Mayor Macdonald opened the meeting at 6:40 pm

2. DISCLOSURE OF PECUNIARY INTEREST

3. ADOPTION OF PREVIOUS MINUTES AND MOTIONS

Resolution No: CR031-2025 Moved by: Sander 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 Committee of the Whole, Closed Session and Regular Council meetings held on the 5th day of March, 2025 be adopted as circulated.*

---Carried---

4. CONSENT AGENDA

Resolution No: CR032-2025 Moved by: Smith Seconded by: Maltby

***BE IT RESOLVED THAT** the items listed in the Consent Agenda dated March 19th 2025, be received for information; and*

***THAT** Items A2, A3, A4 and A5 be referred to Staff for action.*

---Carried---

5. COMMITTEE REPORTS

6. PETITIONS

- a. Petition to Acknowledge Parking Concerns at Our Lady of Grace Catholic School

Resolution No: CR033-2025 Moved by: Kiezebrink Seconded by: Maltby

BE IT RESOLVED THAT the petition as provided regarding acknowledgement of parking concerns at Our Lady of Grace Catholic School, be received.

---Carried---

7. MOTIONS AND NOTICES OF MOTIONS

- a. Playing for Connor – Request for Angus Community Park Baseball Diamond Fees to be Waived.

Resolution No: CR034-2025 Moved by: Kiezebrink Seconded by: Sander

BE IT RESOLVED THAT Council waive the rental fee for Angus Community Park Baseball Diamond for the "Playing for Connor" event to be held on August 17, 2025; and THAT the Manager of Parks and Recreation work with the organizers of "Playing for Connor" to ensure that required insurance is obtained.

---Carried---

8. UNFINISHED BUSINESS

9. BY-LAWS

Resolution No: CR035-2025 Moved by: Sander Seconded by: Kiezebrink

- a. By-law 2025-20 – A By-law to authorize the issuance of the Certificate of Substantial Completion External Works – SCDSB Forcemain, Marshall (Brookfield) Subdivision, (Brookfield Residential (Ontario) Limited), Registered Plan 51M-1256.

BE IT RESOLVED THAT By-law 2025-20 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 2025-21

Resolution No: CR036-2025 Moved by: Maltby Seconded by: Kiezebrink

***BE IT RESOLVED THAT** leave be granted to introduce By-law 2025-21, that being a By-law to confirm the proceedings of the Committee of the Whole, and Council meetings held on this 19th day of March, 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: CR037-2025 Moved by: Smith Seconded by: Sander

***BE IT RESOLVED THAT** this meeting of Council of the Township of Essa adjourn at 6:53 p.m. to meet again on the 2nd day of April, 2025 at 6:00 p.m.*

---Carried---

Sandie Macdonald
Mayor

Sarah Corbett
Acting Manager of Legislative Services

Essa Public Library Board
Minutes
Monday, February 24, 2025, 7:00pm
Virtual

5a

Directors Present: J. Hunter, Chair; C. Cryer, Vice-Chair; J. Bushey; S. Hyatt;
L. Maltby, Council Representative

Regrets: J. Eagleson

Staff Present: L. Wark, CEO/Secretary/Treasurer; G. Newbatt, Manager of Library Services

1. Respect and Acknowledgement Declaration: (S. Hyatt)

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 are committed to moving forward in the spirit of reconciliation and respect with all First Nations, Metis and Inuit People. We are grateful to work and live on this land.

2. Call to Order at 7:01pm by Chair, J. Hunter.

3. Chairperson's Remarks:

4. Approval of the Agenda

2025:007 Moved: CC

Seconded: JB

Carried

THAT the Agenda for February 24, 2025 be approved as circulated.

5. Declaration of Conflicts of Interest for proceedings before this Board: None

6. Minutes of the Preceding Regular Meeting

2025:008 Moved: SH

Seconded: JB

Carried

THAT the January 27, 2025, Regular Meeting Minutes be approved as circulated.

7. Business Arising from past Minutes: None

8. Communications: None

9. Treasurer Report:

9.1 *Actual to Budget Year to Date Report 20Feb2025*

9.2 CW004-2025 Council Approved mileage adjustment from \$.61 to \$.72 per km.

9.3 Thornton Branch selected for Tim Horton's Smile Cookie Campaign fundraiser

9.4 Grants & Donations:

Canada Summer Jobs – Applied

Provincial Summer Employment Opportunity refreshes for 2026

Adjala-Tosorontio 2025 Library Services Contract - \$8,050 Received.

Federal New Horizon Grant – Approved: \$14,326

Scotiabank Spark employee charity donation \$600

Remaining balance of Simcoe Age Friendly Grant to be received \$2,867.10

5a

2025:009 Moved: JB Seconded: CC Carried
THAT the Library Board receives the Treasurer's Report, including the Actual to Budget Year to Date Report to February 20, 2025, as circulated.

- 10. CEO Report, February 2025
 - 10.1 January Library Report
 - 10.2 Manager Report
 - 10.3 NPSS & EPL Working Committee Minutes
 - 10.4 OLA-FOPL Election Toolkit

2025:010 Moved: SH Seconded: LM Carried
THAT the Library Board receives the CEO Report as circulated.

- 11. Ontario Library Service Trustee report: None
- 12. Virtual Policy Review Committee meeting Tues, Feb.18th with Hunter, Hyatt and CEO.

General Policies:

12.1 EPL GEN:001 Facilities Policy

Health and Safety Policies:

12.2 EPL H&S:005 Joint Health and Safety Committee Policy

12.3 EPL H&S:006 Employee Safe Return to Work (Modified Work) Policy

2025:011 Moved: CC Seconded: JB Carried
THAT the Library Board approve updates to EPL GEN:001 Facilities Policy, EPL H&S:006 Employee Safe Return to Work (Modified Work) Policy as circulated and EPL H&S:005 Joint Health and Safety Committee Policy as amended.

- 13. Closed Meeting:

2025:012 Moved: LM Seconded: SH Carried
THAT the Board proceed to Closed Session at 7:35pm to discuss:

- ✓ other matters pertaining to personal matters about an identifiable individual, including Board employees

2025:013 Moved: CC Seconded: JB Carried
THAT the Board rise from the Closed Session at 7:41pm.

2025:014 Moved: LM Seconded: JB Carried
THAT the Closed Meeting Report is received by the Library Board.

- 14. Other Business: None
- 15. Next meeting: March 24, 2025, 7pm, Thornton Branch.

- 16. Adjournment

2025:015 Moved: CC Carried
THAT the Meeting be adjourned at 7:48pm.

APPROVED March 24, 2025


 C. Cryer, Vice-Chair
 
 L. Wark, CEO

9

Chairperson's remarks – February 2025

Welcome to our 2nd meeting of 2025, and our last virtual meeting for this winter season. Spring is coming, and this is advanced notice that the March meeting will be held in person at the Thornton branch. I will not be available, so Carol will be chairing the meeting.

Thank you, Laura, for sending the podcast "Library Lobby – Talking to Candidates Who Want your Vote", and the Fifth Estate episode – A Shadow War on Libraries (CBS News). It is very important that we are aware of what is going on in the larger library landscape. I hope everyone had a chance to view or listen to them.

I had seen the Fifth Estate episode when it was originally aired and was very disturbed by the content. I would like to take a moment to review censorship in the public library. In short – with the exception of something illegal such as pornography, there is no room for library or political censorship other than for the parent's right to decide what is suitable for their own children to read, view, or participate in. It is the Public Library's duty to offer a wide variety of information and allow those who use the library the ability to choose what they wish to access.

Canadian libraries don't exist to coerce anyone's beliefs or commitments. However, varying opinions about what should or should not be available in Canada's publicly funded libraries surfaced as a constant topic in the Canadian media in 2024. (Article by FOPL)

Ontario's [Public Libraries Act](#) (PLA) is the key piece of legislation governing Ontario's public libraries. It supports the provision of equal and universal access to information and establishes free public library services in Ontario through governance and regulations.

Overview [About the Public Libraries Act | ontario.ca](#)

A strong library system is a cornerstone of a strong community. It contributes to education, literacy and life-long learning.

[Section 2\(b\)](#) of the Charter of Rights specifically addresses "freedom of thought, belief, opinion, and expression, including freedom of the press and other media of communication."

I would just like to finish with a quote from Andrew Carnegie (1835 – 1919)

"A library outranks any one thing a community can do to benefit its people. It is a never-failing spring in the desert."

Essa Public Library
A place to imagine, discover and connect

CEO Report February 2025

Library Report: prepared by E. Nakeff [10.1]
Manager Report: prepared by G. Newbatt [10.2]

2025-2028 Strategic Plan

Active Highlights –

Spotlight a place to imagine, discover and connect goals:

Plan outreach at Ivy Days, Canada Day and other local events – underway.

Purposeful Fiscal Application goals:

Explore fundraising opportunities and grants for specific library needs – Honda grant application for STEM programming and tools.

Modern Library Services goals:

Community requested programs – stained glass workshop offered twice

Invest in Multilingual Resources – Lote4Kids multilingual digital resource featuring children's picture books in a variety of languages.

Community Supports – Simcoe Muskoka District Health Unit, prenatal classes available

Language Opportunities – Partnership for English Conversation Circle with the YMCA in Barrie under discussion.

* Strategic Plan tracking spreadsheet being developed for March Library Board meeting.

Meetings & Training:

Essa Township Senior Management Team meeting 5Feb, CEO chaired.

Simcoe Digital Library Service meeting with Simcoe CEOs scheduled for 18Mar

Ontario Library Service: Excel Training, Coordinator of Public Engagement

Administrators of Medium Sized Public Libraries in Ontario (AMPLO), CEO 30Jan

EPL/NPSS Working Committee meeting 18Feb

Minutes from Working Committee Meeting 16Jan [10.3]

Ontario Library Association Super Conference Jan 30-31, CEO & Manager – focus on Intellectual Property; employee wellness; Library and Archives updates.

Mental Health in the Workplace for Leaders/Staff – Manager, Library Technician 20Feb

Monthly EPL H&S meeting – CEO and Worker JHSC Rep - 21Feb

Monthly Cyber-Security Training via Simcoe County IT

Technology: Additional NestCam installed at Angus Branch.

Facility: 2025 Furniture updates/replacement under review for each branch.

Thornton Branch: Signage and window replacement in Spring, laptop bars on order

Angus Branch: Following the Administrative Committee meeting in November, the tall red locational sign outside Angus Branch is being assessed for repair/replacement. The digital display has not worked for years, logos are peeling off, and the postal code is not current.

Local Landscape: OLA-FOPL Election Toolkit resource (Feb 2025). [10.4]

Larger Landscape: [The Fifth Estate - A shadow war on libraries CBC News](#) Also available to watch on [YouTube](#).

9a

THE CORPORATION OF THE TOWNSHIP OF ESSA

BY-LAW 2025 – 22

Being a By-law to establish a Site Plan Control Area within the limits of the Township of Essa (Site Plan Control Area By-law).

WHEREAS Section 41 (2) of the Planning Act, R.S.O 1991, c. P. 13, as amended provides that a municipality may, by by-law, establish a Site Plan Control Area.

WHEREAS the Official Plan of the Township of Essa establishes site plan control policies and outlines the areas to which these policies may apply;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF ESSA HEREBY ENACTS AS FOLLOWS:

1. That the entire Township of Essa planning area is hereby designated a site plan control area, save and except for the following:
 - a. All lands zoned and used solely for agricultural purposes
 - b. All residential developments on an existing parcel of land containing up to 10 residential units.
2. That notwithstanding the areas designated under Part 1 of this by-law, site plan control areas may be designated as deemed necessary by the Council of the Corporation of the Township of Essa in accordance with the provisions of the Official Plan.
3. That this By-law may be referred to as the "Site Plan Control Area By-law"
4. That the Site Plan Control Area By-law shall apply to all developments with up to 10 residential units where the development is proposed within 300 metres of a railway line, and within 120 metres of a shoreline, inland lake, wetland, or river or stream valley.
5. That By-law No. 2001-68 and any amendments made thereto are hereby repealed as of the date this by-law comes into force and effect.
6. THAT this By-law shall take effect as of the date of passing, subject to the provisions of the Planning Act, R.S.O. 1990, Chap. P.13 as amended.

READ A FIRST AND TAKEN AS READ A SECOND AND THIRD TIME AND FINALLY PASSED on this the 16th day of April 2025.

Sandie Macdonald, Mayor

12

Sarah Corbett, Acting Manager of Legislative Services

THE CORPORATION OF THE TOWNSHIP OF ESSA

BY-LAW NO. 2025 - 23

Being a By-law to appoint a Manager of Automated Speed Enforcement.

WHEREAS to ensure the business continuity of the Council of the Corporation of the Township of Essa deems it desirable and necessary to appoint a Manager of Automated Speed Enforcement; and

NOW THEREFORE BE IT RESOLVED THAT Council of the Corporation of the Township of Essa hereby enacts as follows:

1. That Lisa Lehr be and is hereby appointed to the position of Manager of Automated Speed Enforcement of the Township of Essa.
2. That said appointment shall remain in effect while Lisa Lehr is an employee of the Township of Essa.
3. THAT By-law 2017-62 be repealed effective March 17, 2025.
4. That the said appointment shall become effective on March 17, 2025.

READ A FIRST, AND TAKEN AS READ A SECOND AND THIRD TIME AND FINALLY PASSED on this 16th day of April, 2025.

Sandie Macdonald, Mayor

Sarah Corbett, Acting Manager of Legislative Services

9c

THE CORPORATION OF THE TOWNSHIP OF ESSA

BY-LAW NO. 2025 - 24

Being a By-law to appoint an Interim Clerk of the Township of Essa.

WHEREAS section 9 of the Municipal Act, 2011, S.O. c. 25 (the "Act") provides that a municipality has the capacity, right, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act; and

WHEREAS Section 228 (1) section 228(1) of the Act provides that a municipality shall appoint a clerk.

WHEREAS section 3(1) of the Municipal Freedom of Information and Protection of Privacy Act R.S.O. 1990, c. M.56 provides that members of the council of a municipality may by By-law designate an individual to act as head of the municipality for the purpose of the Act; and

WHEREAS, the Municipal Clerk has accepted a position within the Township of Essa, effective March 17, 2025.

NOW THEREFORE BE IT RESOLVED THAT Council of the Corporation of the Township of Essa hereby enacts as follows:

1. THAT Sarah Corbett be and is hereby appointed as Interim Clerk of the Corporation of the Township of Essa pursuant to section 228(1) of the Municipal Act, 2001 and shall exercise all the authority, powers and rights and shall perform all the duties and obligations which are or may be conferred by statute of by-law.
2. THAT Sarah Corbett be and is hereby designated the Interim Clerk for the purposes of the Municipal Freedom of Information and Protection of Privacy Act.
3. THAT Sarah Corbett be and is hereby appointed as a person authorized to issue marriage licenses and perform civil ceremonies in and for the Corporation of the Township of Essa.
4. THAT By-law 2023-25 be repealed effective March 17, 2025.
5. THAT this appointment shall become effective on March 17, 2025.

READ A FIRST, AND TAKEN AS READ A SECOND AND THIRD TIME AND FINALLY PASSED on this 16th day of April, 2025.

Sandie Macdonald, Mayor

14 _____
Michael Mikael, CAO/Deputy Clerk

THE CORPORATION OF THE TOWNSHIP OF ESSA

BY-LAW 2025 - 25

Being a By-law to confirm the proceedings of the Council meeting held on the 16th day of April, 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 16th day of April, 2025 and, in respect of each recommendation contained in the Regular Council meeting held on the 19th day of March, 2025, and the Minutes of the Committee of the Whole meeting held on the 19th day of March, 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 16th day of April, 2025.

Sandie Macdonald, Mayor

Sarah Corbett, Acting Clerk