

**THE CORPORATION OF THE TOWNSHIP OF ESSA
COMMITTEE OF THE WHOLE MEETING
WEDNESDAY, MAY 7, 2025
6:00 p.m.**

MINUTES

A Committee of the Whole meeting was held in person on Wednesday May 7, 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

Regrets: 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
D. Dollmaier, Manager of Finance
L. Lehr, Manager of Automated Speed Enforcement
S. Corbett, Acting Manager of Legislative Services

1. OPENING OF MEETING BY THE MAYOR

The Mayor opened the meeting 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

Councillor Kiezebrink declared an interest on item 5(a) as he has a business relationship with one of the proposed operators.

3. DELEGATIONS / PRESENTATIONS / PUBLIC MEETINGS

a. Delegation

Darren Putnam – Street Naming Request - R. C. Putnam.

Darren Putnam provided council with a delegation requesting that a future street in Angus be named after his father, R. C. Putnam. Robert "Clive" Putnam was a long-time resident of Angus. In the 1960's he was a Constable on the local Angus OPP and was shot in the line of duty while responding to a domestic call. Mr. Putnam survived and went on to continue serving the community. He was also a volunteer Firefighter and extensively involved in Minor Hockey in the Thornton/Angus area for a number of years.

b. Presentation

Jasmine Shadd, Asset Management Advisor – PSD Citywide Inc.

Jasmine Shadd, Asset Management Advisor for PSD Citywide Inc, provided Council with a presentation on the impact of lifecycle strategies, investment timing and long-term asset sustainability within the Township.

STAFF REPORTS

4. PLANNING AND DEVELOPMENT / BUILDING

5. PARKS AND RECREATION / COMMUNITY SERVICES

Councillor Kiezebrink declared an interest on Item 5(a) He recused himself from participating in any discussion and did not vote on this Item.

- a. Staff Report PR009-25 submitted by the Manager of Parks and Recreation, re: Summer Camp Programs Proposal.**

Resolution No: CW037-2025 Moved by: Maltby Seconded by: Sander

BE IT RESOLVED THAT Staff Report PR009-25 be received; and ***THAT*** Council approve the operation of 2025 Summer Camp through Elevation Athletics and Side Door Yoga, to provide a variety of recreational programming for children during the summer months.

---Carried---

6. FIRE AND EMERGENCY SERVICES

7. PUBLIC WORKS

- a. Staff Report PW009-25 submitted by the Manager of Public Works, re: Award of Tender – Aged Bridge Culverts Replacement.**

Resolution No: CW038-2025 Moved by: Kiezebrink Seconded by: Maltby

BE IT RESOLVED THAT Staff Report PW009-25 be received; and ***THAT*** the quotation as received from **South Shore Contracting** be accepted in the amount of **\$3,562,503.60 (including 1.76% HST)**, to complete the replacement of the aged bridge culverts project contingent upon a WSIB Clearance Certificate and a copy of Insurance being provided to the Township to the Township's satisfaction; and ***THAT*** Council authorize Staff to utilize the remaining non-regulatory capital funding envelope(surplus) to complete further roads emergency repairs as contained in this report.

---Carried---

8. FINANCE

9. CLERKS / BY-LAW ENFORCEMENT / IT

- a. Staff Report C007-25 submitted by the Acting Manager of Legislative Services, re: Special Occasion Permit – Lavender Valley Farm.

Resolution No: CW039-2025 Moved by: Kiezebrink Seconded by: Maltby

BE IT RESOLVED THAT Staff Report C007-25 be received; and
THAT That Council approve the request from Lavender Valley Farm to serve alcohol at 5505 6th Line, Essa on the following dates and times:

- July 5 (6 p.m. - 8 p.m.) – Picnic and Pic Event (40 people max)
- July 6 (11a.m. - 2 p.m.) – Paint and Sip Event (20 people max)
- July 12 (6 p.m. - 8 p.m.) - Picnic and Pic Event (40 people max)
- July 17 (6 p.m. – 10 p.m.) – Lavender Field Dinner Event (20 people max)
- July 24 (6 p.m. - 8 p.m.) – Wellness Event (25 people max)
- July 27 (11a.m. - 2 p.m.) – Paint and Sip Event (20 people max); and

THAT a copy of the certificate of insurance in the amount of \$5,000,000.00 be provided, listing the Township of Essa as additional insured.

---Carried---

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

11. OTHER BUSINESS

12. ADJOURNMENT


Resolution No: CW040-2025 Moved by: Maltby Seconded by: Kiezebrink

Recommendation: **BE IT RESOLVED THAT** this meeting of Committee of the Whole of the Township of Essa adjourn at 6:47 p.m., to meet again on the 21st day of May, 2025 at 6:00 p.m.

---Carried---



Sandie Macdonald
Mayor



Sarah Corbett
Acting Clerk