



Committee of the Whole Meeting Minutes

A Committee of the Whole 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
John Kolb, Manager of Public Works
Lisa Lehr, Manager of Automated Speed Enforcement
Pedro Granes, Chief Building Official
Samuel Haniff, Manager of Planning
Chris Rankin, Manager of Parks and Recreation
Abbey McClinton, Parks & Facilities Booking Coordinator
Sarah Corbett, Deputy Clerk
Krista Pascoe, Manager of Legislative Services/Clerk

1. OPENING OF THE MEETING BY THE MAYOR

Mayor Macdonald opened the meeting by reading the Indigenous Land Acknowledgement.

2. DISCLOSURE OF PECUNIARY INTEREST

Deputy Mayor Smith declared an indirect interest on Item 4a – Zoning By-law Amendment 8800 and 8866 Smith Road.

Councillor Kiezebrink declared an indirect interest on Item 5a – Award of Tender – Snow Removal.

3. DELEGATIONS/PRESENTATIONS/PUBLIC MEETINGS

a) Presentation – Matthews House Hospice – Mandy McCurdy Donation from Essa Golf Tournament

Council presented Mandy McCurdy, Executive Director on behalf of Matthews House Hospice, with a donation of \$16,000 from the funds raised at the Essa Golf Tournament held in June 2026.

Mandy McCurdy thanked Council and staff for their efforts and commented on the importance of their donation.

**b) Presentation – Stevenson Memorial Hospital Foundation – Ted Vandevs
Donation from Essa Golf Tournament**

Council presented Ted Vandevs, Board Chair on behalf of Stevenson Memorial Hospital Foundation, with a donation of \$16,000 from the funds raised at the Essa Golf Tournament held in June 2026.

Ted Vandevs thanked Council and staff for their efforts and commented on the importance of their donation and the upcoming expansion of the Stevenson Memorial Hospital.

**c) Presentation – Royal Victoria Regional Health Foundation – Trina Duncan
Donation from Essa Golf Tournament**

Council presented Trina Duncan, Events Officer, on behalf of the Royal Victoria Regional Health Foundation, with a donation of \$16,000 from the funds raised at the Essa Golf Tournament held in June 2026.

Trina Duncan thanked Council and staff for their efforts and commented on the importance of their donation.

STAFF REPORTS

4. PLANNING AND DEVELOPMENT

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

a) Staff Report PD016-26 submitted by the Consultant Planner, re: Zoning By-law Amendment Z2-26 (Housekeeping) – 8800 and 8866 Smith Road

Resolution:

Moved by Councillor Maltby, Seconded by Councillor Sander

Be It Resolved that Staff Report PD016-26 be received for information; and

That Council amend the Township's Zoning By-law 2003-50, for lands legally known as Lot 21, Concession 6, municipally known as 8800 and 8866 Smith Road (subject lands) to rezone the majority of the lands from Environmental Protection (EP) Zone to a site-specific Agricultural with Special Provisions (A-15) and Agricultural with Special Provisions (A-16) Zone and a small portion from Agricultural (A) Zone to Environmental Protection (EP) Zone to permit the creation of a new lot to contain an existing dwelling unit. Motion Carried.

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

b) Staff Report PD017-26 submitted by the Manager of Planning, re: Status of Economic Development Strategic Plan

Resolution:

Moved by Councillor Kiezebrink, Seconded by Deputy Mayor Smith

Be It Resolved that Staff Report PD017-26 be received for information.

5. PARKS & RECREATION

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

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

In accordance with the Township's Procedure By-law, Section 11.5, Staff Report, PR009-26 was moved to the Council Agenda and followed Closed Session.

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

6. FIRE & EMERGENCY SERVICES

No items.

7. PUBLIC WORKS

No items.

8. FINANCE

No items.

9. AUTOMATED SPEED ENFORCEMENT (ASE)

No items.

10. CLERKS / BY-LAW ENFORCEMENT / IT

a) Staff Report C020-26 submitted by the Clerk, re: Joint Compliance Audit Committee

Resolution:

Moved by Councillor Kiezebrink, Seconded by Councillor Sander

Be It Resolved that Staff report C020-26 be received; and

That Council approve the attached by-law be brought presented during the Council meeting to formally establish the Joint Compliance Audit Committee and to appoint its members. Motion Carried.

- a) Staff Report C021-26 submitted by the Deputy Clerk, re: Special Occasion Permit/Municipally Significant Event Request – Essa Public Library – Trivia Fundraiser**

Resolution:

Moved by Councillor Sander, Seconded by Councillor Maltby

Be It Resolved that Staff report C021-26 be received; and

That Council approve the request from Essa Public Library, for a Special Occasion Permit to serve alcohol between the hours of 7:00 p.m. to 8:30 p.m. at the Banquet Hall, Angus Recreation Centre, 8529 County Road 10, Angus on September 17, 2026; and

That Council designate the Triva Fundraising event, hosted by Essa Public Library as a Municipally Significant Event on the date listed above. Motion Carried.

11. CHIEF ADMINISTRATIVE OFFICER

- a) Staff Report CAO015 submitted by the Chief Administrative Officer, re: Vehicle Purchase for By-law Enforcement Services**

Resolution:

Moved by Councillor Kiezebrink, Seconded by Councillor Maltby

Be It Resolved that Staff Report CAO015-26 be received; and

That Council endorse the purchase of a replacement vehicle for By-Law Enforcement Services which was inspected by a certified mechanic; and

That Council authorize staff to dispose of the existing 2007 Dodge Caravan through public sale. Motion Carried as amended.

- b) Staff Report CAO016 submitted by the Chief Administrative Officer, re: Interim Development Charge Measures to Facilitate Building Permit Processing During By-law Review**

Resolution:

Moved by Councillor Maltby, Seconded by Councillor Sander

Be It Resolved that Staff Report CAO016-26 be received; and

That Council authorize staff to implement interim measures to allow building permits to continue to be processed in accordance with the recent changes to the Development Charges Act, 1997 introduced through Bill 17; and

That Council authorize staff to engage Hemson Consulting Ltd. to review and recommend revisions to the Township's Development Charges By-law to reflect the Provincial changes; and

That staff bring forward a subsequent report to Council with the recommended amendments to the Development Charges By-law (By-law 2023-32) for Council's consideration and approval. Motion Carried.

11.OTHER BUSINESS

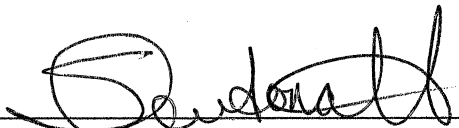
- a) Mayor Macdonald reminded residents that the upcoming Essa Salmon Derby, details to be announced.
- b) Mayor Macdonald reminded residents that Rock and Roll Angus will be held on September 18-20, 2026, benefiting the Essa Fire Fighters Association and Peace Keepers Park.
- c) Mayor Macdonald reminded residents of the Anarchy in Angus Wrestling Event will be held on September 26, 2026, benefiting Special Olympics Ontario-South Simcoe.
- d) Councillor Sander reminded residents of Ivy Days being held on September 12, 2026 and the Thornton Corn Roast on September 13

12.ADJOURNMENT

Resolution:

Moved by Deputy Mayor Smith, Seconded by Councillor Kiezebrink

Be It Resolved That this meeting of Committee of the Whole of the Township of Essa Adjourn at 6:40 p.m. Motion Carried.



Sandie Macdonald,
Mayor



Krista Pascoe, Manager of Legislative
Services/Clerk