

Township of Essa Committee of the Whole Meeting Minutes

A Committee of the Whole meeting was held in person on Wednesday December 10, 2025, 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
Doug Burgin, Fire Chief
Pedro Granes, Chief Building Official
Samuel Haniff, Manager of Planning
Chris Rankin, Manager of Parks & Recreation
Krista Pascoe, Manager of Legislative Services/Clerk

Guests: Tim Cane, SGL Planning and Design Inc.

1. OPENING OF THE MEETING BY THE MAYOR

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

2. DISCLOSURE OF PECUNIARY INTEREST

None.

3. DELEGATIONS/PRESENTATIONS/PUBLIC MEETINGS

a) Argo Corporation – Public Transit

The presenter was unable to attend the meeting due to inclement weather. This item will be rescheduled in 2026.

b) SGL Planning and Design Inc. – Update on New Official Plan – Draft 1

Tim Cane provided Council with a presentation summarizing the progress of the New Official Plan Draft including the public comment summary, how growth is managed, criteria for expanding settlements, draft policy directions and next steps.

c) Multi Use Facility – New Station Two

Fire Chief, Doug Burgin provided Council with a presentation outlining the proposed site, including its goals and proposed design requirements for the new Multi Use Facility.

STAFF REPORTS

4. PLANNING AND DEVELOPMENT

- a) **Staff Report PD020-25 submitted by the Manager of Planning, re: Third Party Planning Reviews.**

Resolution:

Moved by Councillor Kiezebrink, Seconded by Deputy Mayor Smith

Be It Resolved That Staff Report PD020-25 be received; and

That Council authorize staff to utilize Third-Party Planning Consulting services at cost to the applicant where small Planning Applications are deemed to require higher-than-normal work output. Motion Carried.

5. PARKS & RECREATION

- a) **Staff Report PR017-25 submitted by the Manager of Parks & Recreation, re: Emergency Replacement of Ice Resurfacer Water Heater – Angus Arena.**

Resolution:

Moved by Councillor Maltby, Seconded by Councillor Sander

Be It Resolved That Staff Report PR017-25 be received; and

That Council approve the emergency replacement of the Ice Resurfacer Water Heater at the Angus Arena in the amount of \$21,344.16 (Including 1.76% HST), to be funded from surplus of the LeClair Park Improvement Capital Project. Motion Carried.

6. FIRE & EMERGENCY SERVICES

No items.

7. PUBLIC WORKS

No items.

8. FINANCE

- a) **Correspondence from the Township Engineer AECOM, re: Reduction in Securities – Birchwood Estates Subdivision – Wynstar Developments Inc.**

Resolution:

Moved by Deputy Mayor Smith, Seconded by Councillor Sander

Be It Resolved That Council approve a reduction in securities relating to Birchwood Estates (Wynstar) Subdivision, as recommended by AECOM as follows:

Current Securities Held by Township of Essa:	\$573,259.42
Reduction as Recommended by AECOM:	\$457,077.42
Securities to be Retained by the Township of Essa:	\$116,182.00;

and

That this approval is conditional upon the Developer providing the municipality with a Statutory Declaration indicating that all accounts have been paid in full, including all of the Township's legal and engineering costs. Motion Carried.

9. AUTOMATED SPEED ENFORCEMENT (ASE)

- a) Staff Report A005-25 submitted by the Manager of Automated Speed Enforcement, re: Automated Speed Enforcement Update

Resolution:

Moved by Councillor Sander, Seconded by Councillor Kiezebrink

Be It Resolved That Staff Report A002-25 be received for information. Motion Carried.

10. CLERKS/BY-LAW ENFORCEMENT/IT

No items.

11. CHIEF ADMINISTRATIVE OFFICER

No items.

12. OTHER BUSINESS

Mayor Macdonald

- Reminded residents of the upcoming Tree Lighting events in Angus and Thornton and the tractor parade hosted by the Essa & District Agricultural Society
- Wished Mrs. Franks a Happy 100th Birthday

Councillor Sander

- Thanked staff for all their hard work in keeping up with the snow removal
- Asked the Manager of Parks & Recreation if the outdoor rinks will be open prior to the Christmas Break and to please keep Council posted on the status

Councillor Maltby

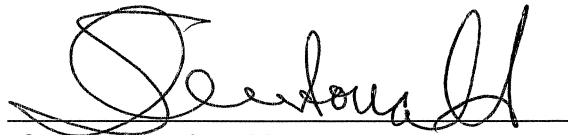
- Advised that the South Simcoe Streams Network planted a total of 896 trees this year with 103 people volunteering

13. ADJOURNMENT

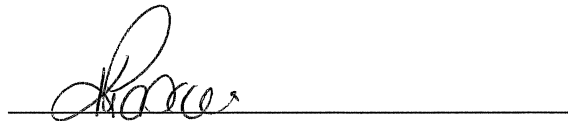
Resolution:

Moved by Deputy Mayor Smith, Seconded by Councillor Sander

Be It Resolved That this meeting of Committee of the Whole of the Township of Essa Adjourn at 7:10 p.m. Motion Carried.

A handwritten signature in black ink, appearing to read "Sandie Macdonald", written over a horizontal line.

Sandie Macdonald,
Mayor

A handwritten signature in black ink, appearing to read "Krista Pascoe", written over a horizontal line.

Krista Pascoe, Manager of Legislative
Services/Clerk