



## Township of Essa Special Council Meeting Minutes

A Council meeting was held in person on Wednesday December 17, 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
- Deborah Dollmaier, Manager of Finance
- Doug Burgin, Fire Chief
- John Kolb, Manager of Public Works
- Pedro Granes, Chief Building Official
- Samuel Haniff, Manager of Planning
- Chris Rankin, Manager of Parks & Recreation
- Krista Pascoe, Manager of Legislative Services/Clerk

### 1. OPENING OF THE MEETING BY THE MAYOR

Mayor Macdonald opened the meeting at 5:00 p.m.

### 2. DISCLOSURE OF PECUNIARY INTEREST

None.

### 3. CLOSED SESSION

**Resolution:**

Moved by Councillor Sander, Seconded by Deputy Mayor Smith

Be It Resolved That Council proceed to a Closed Session in order to address matters pertaining to:

a. **Staff Report CAO018-25 submitted by the Chief Administrative Officer, re: Staff Matters.**

- Labour Relations or Employee Negotiations (s. 239(2)(d))
- Plans and instructions for Negotiation (s. 239(2)(k))

Motion to Rise and Report from the Closed Session Meeting of December 17, 2025.

**Resolution:**

Moved by Councillor Sander, Seconded by Councillor Kiezebrink.

Be It Resolved That Council rise and report from the Closed Session Meeting at 5:34 p.m. Motion Carried.

**a. Staff Report CAO018-25 submitted by the Chief Administrative Officer, re: Staff Matters.**

Councillor Sander requested that the motion be divided as follows:

**Resolution:**

Moved by Councillor Kiezebrink, Seconded by Councillor Maltby

Be It Resolved That Council receive Confidential Staff Report CAO018-25 and staff be directed to proceed with Options 1 and 2 as amended within the report. Motion Carried as Amended.

**Resolution:**

Moved by Councillor Sander, Seconded by Deputy Mayor Smith

Be It Resolved That Council receive Confidential Staff Report CAO018-25 and staff be directed to proceed with Option 3 as contained within the report. Motion Carried.

**4. STAFF REPORTS**

**a. Staff Report CAO019-25 submitted by the Chief Administrative Officer, re: Award of Tender – New Angus Joint Use Fire Station, Public Works, Parks and Recreation Facility.**

**Resolution:**

Moved by Councillor Kiezebrink, Seconded by Councillor Maltby

Be It Resolved That Staff Report CAO019-25 be received; and

That the quotation as received from DOMM Construction Ltd. be accepted in the amount of \$4,838,103.27 (including 1.76% HST & excluding contract administration & Provisional Items), to construct the New Angus Joint Use Fire Station, Public Works, Parks and Recreation Facility located at 14 Huron Street, Angus contingent upon a WSIB Clearance Certificate and a copy of Insurance being provided to the Township to the Township's satisfaction. Motion Carried.

**5. PRESENTATION OF DRAFT 2026 BUDGET # 2**

The CAO provided Council with a review of the 2026 Draft Budget outlining the 2026 Operational changes resulting from the November 18, 2025, Budget meeting, as well as department request highlights and financial impacts. Further, the CAO reviewed the 2026 estimated blended impact and next steps.

**6. CONFIRMATORY BY-LAW**

**Resolution:**

Moved by Councillor Kiezebrink Seconded by Councillor Maltby

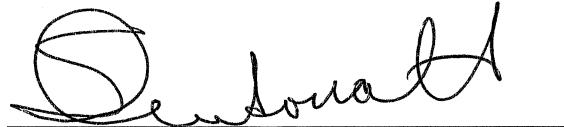
Be It Resolved That leave be granted to introduce By-law 2025-55, that being a By-law to confirm the proceedings of the Special Council meeting held on this 10<sup>th</sup> day of December, 2025; and, that said By-law be read a first, and taken as read a second and third time and finally passed. Motion Carried.

## 7. ADJOURNMENT

### Resolution:

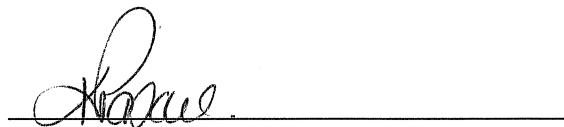
Moved by Deputy Mayor Smith, Seconded by Sander

Be It Resolved That this meeting of Council of the Township of Essa Adjourn at 6:20 p.m.  
Motion Carried.



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Sandie Macdonald,  
Mayor



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Krista Pascoe, Manager of Legislative  
Services/Clerk