

**THE CORPORATION OF THE TOWNSHIP OF ESSA
COMMITTEE OF THE WHOLE MEETING
WEDNESDAY, JUNE 4, 2025
6:00 p.m.**

MINUTES

A Committee of the Whole meeting was held in person on Wednesday June 4, 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
Deputy Mayor Michael Smith

Staff in attendance: M. Mikael, Chief Administrative Officer
C. Rankin, Manager of Parks and Recreation
S. Haniff, Manager of Planning
D. Dollmaier, Manager of Finance
J. Kolb, Manager of Public Works
S. Corbett, Acting Manager of Legislative Services

1. OPENING OF MEETING BY THE MAYOR

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.

Mayor Macdonald opened the meeting at 6:04 p.m.

2. DISCLOSURE OF PECUNIARY INTEREST

3. DELEGATIONS / PRESENTATIONS / PUBLIC MEETINGS

a. Presentation

Township of Essa, 2025 Asset Management Plan

M. Mikael, CAO provided a presentation on the Township of Essa, 2025 Asset Management Plan. He outlined funding sources to bridge the deficit gap in the funding revenues for the Township assets. He commented that once adopted the Asset Management Plan is to be updated again in 2030.

Resolution No: CW043-2025 Moved by: Sander Seconded by: Kiezebrink

Motion Amended.

WHEREAS the Province of Ontario, through Ontario Regulation 588/17: Asset Management Planning for Municipal Infrastructure under the Infrastructure for Jobs and Prosperity Act, 2015, requires municipalities to prepare and adopt asset management plans for their infrastructure assets; and

WHEREAS the Township of Essa has developed an Asset Management Plan in accordance with the requirements set out in O. Reg. 588/17; and

WHEREAS the Asset Management Plan is intended to guide the Township of Essa in making informed decisions regarding the maintenance, rehabilitation, replacement, and expansion of its infrastructure assets, ensuring sustainability, accountability, and transparency;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Township of Essa hereby endorses the 2025 Asset Management Plan as presented; and

FURTHER THAT staff be directed to implement the strategies and recommendations outlined in the Plan, and continue to update and improve the Plan in accordance with provincial regulations and best asset management practices, subject to annual budget review.

---Carried----

STAFF REPORTS

4. PLANNING AND DEVELOPMENT / BUILDING

- a. Staff Report PD011-25 submitted by the Manager of Planning, re: Bill 17 – Protect Ontario by Building Faster and Smarter Act, 2025 – Township of Essa Comments.

Resolution No: CW044-2025 Moved by: Kiezebrink Seconded by: Sander

BE IT RESOLVED THAT Staff Report PD011-25 be received; and
THAT Council approve submission of the attached Staff comments to the Environmental Registry of Ontario (ERO number 025-0450) on Bill 17 – Protect Ontario by Building Faster and Smarter Act, 2025 by June 11, 2025.

---Carried----

5. PARKS AND RECREATION / COMMUNITY SERVICES

6. FIRE AND EMERGENCY SERVICES

7. PUBLIC WORKS

- a. Staff Report PW010-25 submitted by the Manager of Public Works, re: Angus Water Supply & Storage Expansion Detailed Design.

Resolution No: CW045-2025 Moved by: Smith Seconded by: Maltby

BE IT RESOLVED THAT Staff Report PW010-25 be received; and

***THAT** the RFQ as received from Greenland International Consulting Ltd be accepted in the amount of **\$1,064,377.00** (excluding applicable tax) to proceed with the Angus Water Supply and Storage Expansion detailed Design.*

---Carried---

- b. **Staff Report PW011-25 submitted by the Manager of Public Works, re: Angus Wastewater Treatment Plant Schedule “C” Environmental Assessment.**

Resolution No: CW046-2025 Moved by: Smith Seconded by: Sander

***BE IT RESOLVED THAT** Staff Report PW011-25 be received; and **THAT** the RFQ as received from Greenland International Consulting Ltd be accepted in the amount of **\$367,738.00** (excluding applicable tax) to proceed with the Angus Wastewater Treatment Plant Schedule “C” Environmental Assessment.*

---Carried---

8. FINANCE

- a. **Staff Report TR003-25 submitted by the Manager of Finance, re: Statement of Treasurer – Remuneration 2024.**

Resolution No: CW047-2025 Moved by: Kiezebrink Seconded by: Maltby

Recommendation: ***BE IT RESOLVED THAT** Staff Report TR003-25 be received; **THAT** the Treasurer’s Statement of Remuneration and Expenses of Council and Members appointed by Council for the year ending December 31, 2024, be received as circulated.*

---Carried---

9. CLERKS / BY-LAW ENFORCEMENT / IT

- a. **Staff Report C008-25 submitted by the Acting Clerk, re: Letter of Non-Objection - Royal Canadian Legion, Branch 499 – Canada Day.**

Resolution No: CW048-2025 Moved by: Sander Seconded by: Maltby

Motion Amended.

Recommendation: ***BE IT RESOLVED THAT** Staff Report C008-25 be received; **THAT** Council approve the request for a Letter of Non-Objection from the Edward Macdonald Branch 499 Angus of the Royal Canadian Legion – to host a Beer Garden for the Canada Day celebrations at Angus Community Park on Tuesday July 1, 2025 between the hours of 11:00 a.m. to 6:00 p.m.; and **THAT** this approval is conditional upon a copy of the certificate of insurance to the specifications of the Township and in the amount of \$5,000,000.00 being provided to this municipality, listing the Township of Essa as additional insured, as well as the necessary approvals being obtained from the Parks and Recreation Department and Fire Department.*

---Carried---

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

11. OTHER BUSINESS

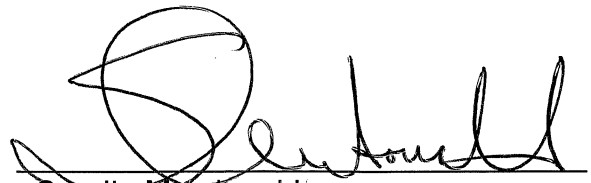
Council thanked Staff for their efforts and the sponsors for the Annual Golf Tournament.

12. ADJOURNMENT

Resolution No: CW049-2025 Moved by: Smith Seconded by: Maltby

Recommendation: **BE IT RESOLVED THAT** this meeting of Committee of the Whole of the Township of Essa adjourn at 6:33 p.m., to meet again on the 18th day of June, 2025 at 6:00 p.m.

---Carried---



Sandie Macdonald
Mayor



Sarah Corbett
Acting Clerk