

**THE CORPORATION OF THE TOWNSHIP OF ESSA  
REGULAR COUNCIL MEETING  
WEDNESDAY, APRIL 16, 2025**

**MINUTES**

A Council meeting was held in person on Wednesday April 16, 2025, in the Council Chambers at the Administration Centre located at 5786 County Road 21, Utopia.

In attendance: Mayor Sandie Macdonald  
Deputy Mayor Michael Smith  
Councillor Pieter Kiezebrink  
Councillor Henry Sander  
Councillor Liana Maltby

Staff in attendance: M. Mikael, Chief Administrative Officer  
S. Haniff, Manager of Planning  
C. Rankin, Manager of Parks and Recreation  
J. Kolb, Manager of Public Works  
L. Lehr, Manager of Automated Speed Enforcement  
S. Corbett, Acting Manager of Legislative Services

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

Mayor Macdonald opened at 6:18 p.m.

**2. DISCLOSURE OF PECUNIARY INTEREST**

Deputy Mayor Smith declared an interest on Item 11(b) as he has a family member employed by the municipality.

**3. ADOPTION OF PREVIOUS MINUTES AND MOTIONS**

**Resolution No: CR038-2025   Moved by: Maltby   Seconded by: Sander**

***BE IT RESOLVED THAT the motions duly passed and approved at the Committee of the Whole meeting of this date be approved; and  
THAT the minutes of the Committee of the Whole, and Regular Council meetings held on the 19<sup>th</sup> day of March, 2025 be adopted as circulated.***

**---Carried---**

**4. CONSENT AGENDA**

**Resolution No: CR039-2025   Moved by: Smith   Seconded by: Sander**

***BE IT RESOLVED THAT the items listed in the Consent Agenda dated April 16<sup>th</sup> 2025, be received for information; and  
THAT Items A3, and A9 be referred to Staff for action.***

**---Carried---**

**5. COMMITTEE REPORTS**

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a. Minutes of the Essa Public Library Board.

Resolution No: CR040-2025 Moved by: Sander Seconded by: Smith

*BE IT RESOLVED THAT the minutes of the Essa Public Library Board from their meeting held on February 24, 2025, be received.*

---Carried---

6. PETITIONS

7. MOTIONS AND NOTICES OF MOTIONS

a. Proclamation – April 2, 2025 – World Autism Day 2025  
Flag Raising – 6:00 p.m. on April 16, 2025.

Resolution No: CR041-2025 Moved by: Sander Seconded by: Smith

*WHEREAS World Autism Day is recognized on April 2, 2025, in Canada. Autism Ontario is one of the largest collective voices representing the autism community, and the work we do helps all autistic individuals and families in their communities have access to meaningful support, information, and connections — not only on April 2 but every day throughout the year; and*

*WHEREAS Autism impacts more than 135,000 individuals in Ontario, representing 1 in every 50 Canadian children and youth. It not only influences the lives of autistics but also their friends, families, and communities. It's crucial for us to raise awareness, and acceptance, provide support and promote a more inclusive society; and*

*WHEREAS Autism is a diverse spectrum that varies widely among individuals. Each person's experience with autism can change over time. This evolving journey highlights the uniqueness of every autistic individual, emphasizing the need for understanding and support tailored to their specific needs; and*

*WHEREAS Autism Ontario is the leading source of information and referral on autism, and since 1973, has been providing support, information, and opportunities for thousands of families and individuals across the province; and*

*WHEREAS Autism Ontario is devoted to raising public awareness about autism and addressing the everyday challenges faced by individuals with autism, their families, and the professionals who work alongside them. We urge everyone to recognize and celebrate the unique differences and needs of others, fostering an inclusive environment where all individuals can participate fully in activities and discussions. Together, we can create a society that values and includes everyone.*

*NOW THEREFORE BE IT RESOLVED that I, Mayor Macdonald, do hereby recognize April 2<sup>nd</sup> as World Autism Day while committing to embrace awareness and acceptance today and every day throughout the year.*

---Carried---

**b. Motion – NVCA.**

**Resolution No: CR042-2025 Moved by: Maltby Seconded by: Kiezebrink**

**BE IT RESOLVED THAT** Staff be directed to draft correspondence to the Township of Oro-Medonte indicating that the Township of Essa is not prepared to support the proposed amalgamation of the Nottawasaga Valley Conservation (NVCA) and the Lake Simcoe Region Conservation Authority at this time due to the absence of a comprehensive business case evaluating the financial, operational, environmental impacts and long-term sustainability of such an amalgamation; and  
**THAT** the Township of Essa supports the development of a comprehensive business case assessing the potential amalgamation, including a detailed analysis of financial impacts, operational efficiencies, service delivery, and long-term sustainability; and  
**THAT** upon completion of the business case, the Township of Essa commits to reviewing the findings to determine whether amalgamation is in the best interest of the Township of Essa and its residents; and  
**THAT** Councillor Pieter Kiezebrink is hereby delegated to represent the Township of Essa in all discussions and engagements related to the potential amalgamation, in accordance with the Conservation Authorities Act; and  
**THAT** Staff be directed to copy the Nottawasaga Valley Conservation Authority, the Lake Simcoe Region Conservation Authority and all their municipalities on the correspondence.

**---Carried---**

**8. UNFINISHED BUSINESS**

**9. BY-LAWS**

- a.** By-law 2025-22 – A By-law to establish a Site Plan Control Area within the limits of the Township of Essa
- b.** By-law 2025-23 – A By-law to appoint a Manager of Automated Speed Enforcement.
- c.** By-law 2025-24 – A By-law to appoint an Interim Clerk.

**Resolution No: CR043-2025 Moved by: Smith Seconded by: Kiezebrink**

**BE IT RESOLVED THAT** By-law 2025-22, By-law 2025-23, and By-law 2025-24 be read a first, and taken as read a second and third time and finally passed.

**---Carried---**

**10. QUESTIONS**

**11. CLOSED SESSION**

**Resolution No: CR044-2025 Moved by: Sander Seconded by: Maltby**

**BE IT RESOLVED THAT** Council proceed to a Closed Session in order to address matters pertaining to:

- a. **Staff Report CAO005-25 submitted by the Chief Administrative Officer, re: Staffing.**
  - *Personal Matters About an Identifiable Individual – s.239(2)(b)*
  - *Labour Relations or Employee Negotiations – s.239(2)(d)*
- b. **Staff Report CAO006-25 submitted by the Chief Administrative Officer, re: Group Benefits.**
  - *Labour Relations or Employee Negotiations – s.239(2)(d)*
- c. **Verbal Update from Chief Administrative Officer, re: 6537 Browns Line**
  - *Plans and Instructions for Negotiation – s. 239(2)(k)*
  - *Information Supplied in Confidence by a Third Party - s.239(2)(i)*
- d. **Staff Report C006-25 submitted by the Acting Clerk, re: Appointment of Committee Member – Healthy Accessible Community and Parks Committee.**
  - *Personal Matters About an Identifiable Individual – s.239(2)(b)*

---Carried---

**Motion to Rise and Report from Closed Session Meeting of April 16, 2025.**

**Resolution No: CR045-2025 Moved by: Sander Seconded by: Smith**

***BE IT RESOLVED THAT*** Council rise and report from the Closed Session Meeting at 6:52 p.m.

---Carried---

The following items were passed by Council:

- a. **Staff Report CAO005-25 submitted by the Chief Administrative Officer, re: Staffing.**

**Resolution No: CR046-2025 Moved by: Kiezebrink Seconded by: Maltby**

***BE IT RESOLVED THAT*** Confidential Staff Report CAO005-25 be received; and ***THAT*** Council direct staff in accordance with Option #2 as contained within the body of the confidential report.

---Carried---

Deputy Mayor Smith declared an interest on Item11(b). He recused himself from participating in any discussion and did not vote on this Item.

- b. **Staff Report CAO006-25 submitted by the Chief Administrative Officer, re: Group Benefits.**

**Resolution No: CR047-2025 Moved by: Sander Seconded by: Kiezebrink**

***BE IT RESOLVED THAT*** Confidential Staff Report CAO006-25 be received; and ***THAT*** Council direct staff in accordance with Options 1 and 2 as contained within the body of the confidential report.

---Carried---

c. Verbal Update submitted by the Chief Administrative Officer, re: 6537 Browns Line.

Resolution No: CR048-2025 Moved by: Maltby Seconded by: Sander

**BE IT RESOLVED THAT** Confidential verbal update from the CAO be received for information.

d. Staff Report C006-25 from the Acting Clerk, re: Appointment of Committee Member – Healthy Accessible Community and Parks Committee.

Resolution No: CR049-2025 Moved by: Sander Seconded by: Kiezebrink

**BE IT RESOLVED THAT** Confidential Staff Report C006-25 be received; and **THAT** Council appoint Clarisse Esteban as a member of the Healthy Accessible Community and Parks Committee.

---Carried---

## 12. CONFIRMATION BY-LAW

By-law 2025-25

Resolution No: CR050-2025 Moved by: Sander Seconded by: Kiezebrink

**BE IT RESOLVED THAT** leave be granted to introduce By-law 2025-25, that being a By-law to confirm the proceedings of the Committee of the Whole, Closed Session, and Council meetings held on this 16<sup>th</sup> day of April, 2025; and, that said By-law be read a first, and taken as read a second and third time and finally passed.

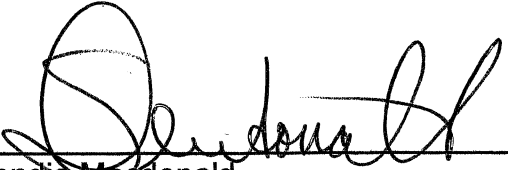
---Carried---


## 13. ADJOURNMENT

Resolution No: CR051-2025 Moved by: Smith Seconded by: Sander

**BE IT RESOLVED THAT** this meeting of Council of the Township of Essa adjourn at 6:55 p.m. to meet again on the 7<sup>th</sup> day of May, 2025 at 6:00 p.m.

---Carried---

  
Sandie Macdonald  
Mayor

  
Sarah Corbett  
Acting Manager of Legislative Services