



Committee of the Whole Meeting Minutes

A Committee of the Whole meeting was held in person on Monday, June 29, 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
Debbie Dollmaier, Manager of Finance
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
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 3b – Zoning By-law Amendment 8800 Smith Road.

3. DELEGATIONS/PRESENTATIONS/PUBLIC MEETINGS

a) Presentation – Comparative Analysis, Baker Tilly – Richard Steinginga

Resolution:

Moved by Councillor Sander, Seconded by Deputy Mayor Smith

Be It Resolved that the Draft 2025 Consolidated Financial Statements for the Township of Essa, the Essa Public Library Board and the Angus Business Improvement Area Board be approved as presented. Motion Carried.

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

b) Public Meeting – Zoning By-law Amendment 8800 Smith Road

See separate set of minutes.

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

STAFF REPORTS

4. PLANNING AND DEVELOPMENT

- a) **Staff Report PD013-26 submitted by the Manager of Planning, re: Provincial Planning Legislation Update**

Resolution:

Moved by Councillor Sander, Seconded by Deputy Mayor Smith

Be It Resolved that Staff Report PD013-26 be received for information. Motion Carried.

- b) **Staff Report PD014-26 submitted by the Manager of Planning, re: Funding Application – Ontario Transit Investment Fund**

Resolution:

Moved by Councillor Kiezebrink, Seconded by Councillor Maltby

Be It Resolved that Staff Report PD014-26 be received for information; and

That Council direct staff to apply for funding to the Ontario Transit Investment Fund towards a new transit service to close a demonstrable transit gap and to commit to a 50% cost-sharing if granted. Motion Carried.

5. PARKS & RECREATION

- a) **Staff Report PR011-26 submitted by the Manager of Parks and Recreation, re: Amendment to Schedule E – Parks and Recreation Department Fees and Charges By-law**

Resolution:

Moved by Councillor Maltby, Seconded by Councillor Kiezebrink

Be It Resolved that Staff Report PR011-26 be received; and

That Council approve an amendment to Schedule E- Parks and Recreation Department Fees and Charges to revise item 3.7 "Last Minute Ice Time" from \$138.00 per hour plus taxes to \$99.00 per hour plus taxes; and

That By-law 2026-07 be amended accordingly. Motion Carried.

6. FIRE & EMERGENCY SERVICES

No items.

7. PUBLIC WORKS

- a) **Staff Report PW010-26 submitted by the Manager of Public Works, re: Award of Tender – Concrete Culvert Structure Replacement**

Resolution:

Moved by Councillor Kiezebrink, Seconded by Deputy Mayor Smith

Be It Resolved that Staff Report PW010-26 be received; and

That the quotation as received from Sierra Excavating be accepted in the amount of \$1,491,538.83 (including 1.76% HST) to complete the replacement of the three (3) aged concrete culverts project contingent upon a WSIB Clearance Certificate and a copy of Insurance being provided to the Township to the Township's satisfaction. Motion Carried.

- b) **Staff Report PW011-26 submitted by the Manager of Public Works, re: Road Safety Initiatives Fund (RSIF) – Application for Additional Funding for Automated Speed Enforcement Camera Replacement Program**

Resolution:

Moved by Councillor Sander, Seconded by Councillor Maltby

Be It Resolved that Staff Report PW011-26 be received; and

That Council acknowledge that we have received interim funding from MTO relating to the replacement of the ASE cameras in the amount of \$230,642.00; and

That Council acknowledge that there is additional funding available for traffic calming measures under the RSIF Fund, which will have to be applied for; and

That Council authorize staff to submit an application to the Ontario Ministry of Transportation's Road Safety Initiatives Fund (RSIF) for additional funding to support the replacement of Automated Speed Enforcement (ASE) camera equipment. Motion Carried.

8. FINANCE

No items.

9. AUTOMATED SPEED ENFORCEMENT (ASE)

In accordance with the Township's Procedure By-law, Section 11.5, Staff Report, A002-26 was moved to the Council Agenda and followed Closed Session.

- a) **Staff Report A002-26 submitted by the Manager of ASE, re: Red Light Camera Program**

10. CLERKS / BY-LAW ENFORCEMENT / IT

- a) Staff Report C019-26 submitted by the Deputy Clerk, re: Letter of Non-Objection – Royal Canadian Legion, Branch 499 – Canada Day**

Resolution:

Moved by Councillor Sander, Seconded by Deputy Mayor Smith

Be It Resolved that Staff report C019-26 be received; and

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 Wednesday July 1, 2026, between the hours of 11:00 a.m. to 5:00 p.m.; and

That this approval is conditional upon a copy of the certificate of insurance 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, Fire Department and Building Department. Motion Carried.

11. CHIEF ADMINISTRATIVE OFFICER

- a) Staff Report CAO007-26 submitted by the Chief Administrative Officer, re: Essa Food Bank (Angus Food Bank) – Commercial Lease**

Resolution:

Moved by Councillor Kiezebrink, Seconded by Councillor Maltby

Be It Resolved that Staff Report CAO007-26 be received; and

That Council acknowledges the growing need for accessible food assistance services within the Township and recognizes the importance of supporting residents and experiencing food insecurity; and

That Council authorizes the execution of the commercial lease agreement with the Essa Food Bank (Angus Food Bank) within a Township-owned facility subject to all required insurance, regulatory, and legal requirements being satisfied. Motion Carried.

- b) Staff Report CAO010-26 submitted by the Chief Administrative Officer, re: OCWA – Draft Agreement – Operations of the Baxter Wastewater Treatment Facility**

Resolution:

Moved by Councillor Maltby, Seconded by Councillor Kiezebrink

Be It Resolved that Staff Report CAO010-26 be received; and

That Council approve the change order to the existing operating agreement with OCWA to include the addition of the Baxter Wastewater Treatment Facility in the amount of \$195,617.60 for phase one of the development excluding HST to be covered by the developer based on the information contained in this report. Motion Carried.

**c) Staff Report CAO011-26 submitted by the Chief Administrative Officer, re:
Request for Financial Assistance - Angus Clinic Parking Lot Rehabilitation**

Resolution:

Moved by Councillor Matlby, Seconded by Deputy Mayor Smith

Be It Resolved that Staff Report CAO011-26 be received; and

That Council approve the request from the Angus Walk-in Clinic for financial assistance toward the repaving of the clinic parking lot located at 18 King Street, Angus, and that no further financial assistance or funding be provided by the Township beyond any funding previously approved; and

That Council further direct the Walk-in Clinic to provide proof that the Township has been added as additional insured under the clinics insurance policy. Motion Carried as amended.

11. OTHER BUSINESS

- a) Mayor Macdonald reminded residents of the Canada Day celebrations taking place at Community Park in Angus on July 1st
- b) Mayor Macdonald congratulated all the graduates within the Township and wished all the students and safe and fun summer
- c) Councillor Maltby advised that the South Simcoe Streams had a successful tree plant this year with 35 volunteers and 500 trees planted at Bob Geddes Park in Angus, and 29 volunteers and 402 trees planted in Thornton

12. ADJOURNMENT

Resolution:

Moved by Deputy Mayor Smith, Seconded by Councillor Maltby

Be It Resolved That this meeting of Committee of the Whole of the Township of Essa Adjourn at 6:44 p.m. Motion Carried.



Sandie Macdonald,
Mayor



Krista Pascoe, Manager of Legislative
Services/Clerk