

**THE CORPORATION OF THE TOWNSHIP OF ESSA  
REGULAR COUNCIL MEETING  
WEDNESDAY, SEPTEMBER 3, 2025**

**MINUTES**

A Council meeting was held in person on Wednesday September 3, 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  
D. Dollmaier, Manager of Finance  
P. Granes, Chief Building Official  
S. Haniff, Manager of Planning  
J. Kolb, Manager of Public Works  
C. Rankin, Manager of Parks and Recreation  
L. Lehr, Manager of Automated Speed Enforcement  
S. Corbett, Acting Manager of Legislative Services

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

Mayor Macdonald opened the meeting at 7:04 p.m.

**2. DISCLOSURE OF PECUNIARY INTEREST**

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

**Resolution No: CR101-2025 Moved by: Maltby Seconded by: Sanders**

***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, Closed and Regular Council meetings held on the 2<sup>nd</sup> day of July, 2025 be adopted as circulated.

**---Carried---**

**4. CONSENT AGENDA**

**Resolution No: CR102-2025 Moved by: Sanders Seconded by: Smith**

***BE IT RESOLVED THAT*** the items listed in the Consent Agenda dated September 3, 2025, be received for information; and  
***THAT*** Item A8 be referred to Staff for Action.

**---Carried---**

5. COMMITTEE REPORTS

a. Minutes of the Healthy Accessible Parks and Community Committee.

Resolution No: CR103-2025 Moved by: Smith Seconded by: Kiezebrink

*BE IT RESOLVED THAT the minutes of the Healthy Accessible Parks and Community Committee from their meeting held on 17<sup>th</sup> day of July, 2025, be received.*

**---Carried---**

6. PETITIONS

7. MOTIONS AND NOTICES OF MOTIONS

Resolution No: CR104-2025 Moved by: Smith Seconded by: Sander

a. Proclamation – Childhood Cancer Awareness Month – September 2025  
Flag Raising – September 3, 2025 at 5:45 p.m.

*WHEREAS, the month of September is recognized nationally as Childhood Cancer Awareness Month; and*

*WHEREAS, the most recent data shows that cancer remains the leading cause of non-accidental death in Canadian children; and*

*WHEREAS, an estimated two-thirds of childhood cancer survivors experience at least one chronic or long-term side effect from their treatment; and*

*WHEREAS, the awareness we create for childhood cancer will help fund further research to improve diagnosis and treatment in children and continue to decrease the death rate;*

*NOW THEREFORE BE IT RESOLVED THAT Council of the Corporation of the Township of Essa hereby proclaims September 2025 as “Childhood Cancer Awareness Month” in the Township of Essa.*

**---Carried---**

b. Angus Food Bank Request

Resolution No: CR104-2025 Moved by: Sander Seconded by: Kiezebrink

*BE IT RESOLLVED THAT Council approve the request of the Angus Food Bank to take over the Early Years' location at the end of their lease on December 31, 2025; and THAT rent is set at the current rate of the Angus Food Bank of \$1 per year; and THAT all renovations are at the expense of the Angus Food Bank; and THAT a written lease with the above provisions will be executed by Staff.*

**---Carried---**

8. UNFINISHED BUSINESS

9. **BY-LAWS**

**By-law 2025-38** – A By-law to appoint a Hearing Officer (ASE).

**Resolution No: CR105-2025 Moved by: Smith Seconded by: Maltby**

***BE IT RESOLVED THAT*** By-law 2025-38 be read a first, and taken as read a second and third time and finally passed.

**---Carried---**

10. **QUESTIONS**

11. **CLOSED SESSION**

12. **CONFIRMATION BY-LAW**

**By-law 2025-39**

**Resolution No: CR106-2025 Moved by: Kiezebrink Seconded by: Maltby**

***BE IT RESOLVED THAT*** leave be granted to introduce By-law 2025-39, that being a By-law to confirm the proceedings of the Committee of the Whole, and Council meetings held on this 3<sup>rd</sup> day of September, 2025; and, that said By-law be read a first, and taken as read a second and third time and finally passed.

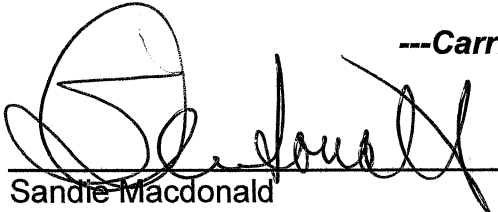
**---Carried---**


13. **ADJOURNMENT**

**Resolution No: CR107-2025 Moved by: Smith Seconded by: Maltby**

***BE IT RESOLVED THAT*** this meeting of Council of the Township of Essa adjourn at \_\_\_\_\_ p.m. to meet again on the 17<sup>th</sup> day of September, 2025 at 6:00 p.m.

**---Carried---**

  
\_\_\_\_\_  
Sandie Macdonald  
Mayor

  
\_\_\_\_\_  
Sarah Corbett  
Acting Clerk