



## Township of Essa Committee of the Whole Meeting Minutes

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A Committee of the Whole meeting was held in person on Wednesday March 4, 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  
Chris Rankin, Manager of Parks and Recreation  
John Kolb, Manager of Public Works  
Samuel Haniff, Manager of Planning  
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**

None.

### **3. DELEGATIONS/PRESENTATIONS/PUBLIC MEETINGS**

#### **a) Rescue Lake Simcoe Coalition – Jonathan Scott**

Jonathan Scott, Executive Director presented to Council regarding the protection and restoration of Lake Simcoe. The presentation highlighted ongoing environmental challenges, including elevated phosphorus levels and increasing road salt, while recognizing municipal efforts to address these issues through infrastructure and environmental initiatives.

### **STAFF REPORTS**

### **4. PLANNING AND DEVELOPMENT**

#### **a) Staff Report PD002-26 submitted by the Planning and Development Coordinator, re: Housekeeping By-law**

#### **Resolution:**

Moved by Deputy Mayor Smith, Seconded by Councillor Kiezebrink

Be It Resolved That Staff Report PD002-26 be received for information; and That Council approve the proposed amendments to the Township Zoning By-law (2003-50) as contained in this report, with the By-law being presented at a future meeting.  
Motion Carried.

**b) Staff Report PD003-26 submitted by the Manager of Planning, re: Provincial Planning Legislation Update**

**Resolution:**

Moved By Councillor Sander, Seconded by Councillor Kiezebrink

Be It Resolved That Staff Report PD003-26 be received for information. Motion Carried.

**c) Staff Report PD004-26 submitted by the Planning and Development Coordinator, re: Site Plan Control Area By-law**

**Resolution:**

Moved By Councillor Maltby, Seconded by Councillor Sander

Be It Resolved That Staff Report PD004-26 be received for information; and That Council approve repealing By-law 2025-22 and replacing it with an updated By-law that reflects changes resulting from Bill 17, *Protect Ontario by Building Faster and Smarter Act, 2025*. Motion Carried.

**d) Staff Report PD005-26 submitted by the Manager of Planning and Chief Building Official, re: 380 Mill Street**

**Resolution:**

Moved By Councillor Sander, Seconded by Deputy Mayor Smith

**The following motion was deferred by Council:**

Be It Resolved That Staff Report PD005-26 be received for information; and

That Council direct Staff to continue processing Planning applications associated with the proposed commercial use of the property at 380 Mill Street, as outlined in this report, as conditions of an occupancy permit. Motion Deferred.

**5. PARKS & RECREATION**

**a) Staff Report PR003-26 submitted by the Manager of Parks and Recreation, re: Supply and Installation of Thornton Skate Park and Baxter Pump Track**

**Resolution:**

Moved By Deputy Mayor Smith, Seconded by Councillor Maltby

Be It Resolved That Staff Report PR003-26 be received for information; and That the quotations as received from Canadian Ramp Company, in the total amount of \$420,000.00 (including 1.76% applicable tax), be approved, utilizing the CANOE Procurement Program, which provides approximately 8% in cost savings and,

That both projects proceed without tendering, as procurement through the CANOE program satisfies the Township's purchasing requirements and results in a lower overall cost contingent upon receipt of a WSIB Clearance Certificate and required Insurance documentation. Motion Carried.

## 6. FIRE & EMERGENCY SERVICES

No items.

## 7. PUBLIC WORKS

- a) **Staff Report PW001-26 submitted by the Manager of Public Works, re:  
Award of Quotation – 2026 Granular Gravel Supply**

### **Resolution:**

Moved by Councillor Kiezebrink, Seconded by Councillor Sander

Be It Resolved That Staff Report PW001-26 be received for information; and

That the quotation as received from Duivenvoorden Haulage Ltd. be accepted in the amount of \$279,350.00 (excluding HST), to supply and place Granular 'A' Gravel on various locations within the Township limits, and to deliver to stockpile granular for supply, 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 PW002-26 submitted by the Manager of Public Works, re:  
Award of Quotation – Line Paint and Traffic Calming Pavement Markings**

### **Resolution:**

Moved by Councillor Maltby, Seconded by Deputy Mayor Smith

Be It Resolved That Staff Report PW002-26 be received for information; and

That the quotation as received from Precision Markings Inc. for Line Paint & Traffic Calming Pavement Markings be accepted in the amount of \$17,920.00 (excluding HST) contingent upon a WSIB Clearance Certificate and a copy of Insurance being provided to the Township, to the Township's satisfaction. Motion Carried.

- c) **Staff Report PW003-26 submitted by the Manager of Public Works, re:  
Award of Quotation – 2026 Street Sweeping**

### **Resolution:**

Moved by Councillor Sander, Seconded by Councillor Maltby

Be It Resolved That Staff Report PW003-26 be received for information; and

That the quotation as received from Glen's Sweeping Ltd. for the 2026 Street Sweeping RFQ be accepted in the amount of \$72,999.00 (excluding HST) as per Township specifications, contingent upon WSIB Clearance Certificate and a copy of Insurance being provided to the Municipality; and

That the Roads Supervisor be authorized to arrange for the necessary works to be completed. Motion Carried.

**d) Staff Report PW004-26 submitted by the Manager of Public Works, re:  
Award of Quotation – 2026 Dust Suppressant Application**

**Resolution:**

Moved by Deputy Mayor Smith, Seconded by Councillor Sander

Be It Resolved That Staff Report PW004-26 be received for information; and

That the quotation as received from Den-Mar Brines Ltd. be accepted in the amount of \$40,320 (excluding HST), to supply and place Calcium Chloride Dust Suppressant on the Township's gravel roads, contingent upon a WSIB Clearance Certificate and a copy of Insurance being provided to the Township, to the Township's satisfaction.

That the Roads Supervisor be authorized to arrange for the necessary works to be completed. Motion Carried.

**e) Staff Report PW005-26 submitted by the Manager of Public Works, re:  
Emergency Purchase Sidewalk MV6 Machine - Purchase of 2027 Cab and  
Chassis, plus Plow and Sanding Equipment**

**Resolution:**

Moved by Councillor Sander, Seconded by Councillor Maltby

Be It Resolved That Staff Report PW005-26 be received for information; and

That Council approve the emergency purchase of one (1) Maclean MV6 sidewalk machine in the amount of \$244,000 (including 1.76% HST) to replace unit 15 (1999 model) to be funded from the Asset Management Reserve and;

That Council authorize placing an order for a 2027 Western Star cab and chassis from Complete Western Star Truck Centre in Barrie including plow and sander equipment from Viking Cives Ltd at a cost of \$438,932 (including 1.76% applicable tax - radio and greasing). Motion Carried.

**f) Staff Report PW006-26 submitted by the Manager of Public Works, re:  
Slurry Seal Treatment**

**Resolution:**

Moved by Councillor Kiezebrink, Seconded by Councillor Sander,

Be It Resolved That Staff Report PW006-26 be received for information; and

That the quotation as received from Duncor Enterprises Inc. be accepted in the amount of \$422,350.64 (excluding HST), to complete the 2026 Slurry Seal Treatment program on various locations within the Township limits, contingent upon a WSIB Clearance Certificate and a copy of Insurance being provided to the Township, to the Township's satisfaction. Motion Carried.

**g) Staff Report PW007-26 submitted by the Manager of Public Works, re: 2026 Double Surface Treatment**

**Resolution:**

Moved by Councillor Kiezebrink, Seconded by Councillor Maltby

Be It Resolved That Staff Report PW007-26 be received for information; and

That the quotation as received from Duncor Enterprises Inc. be accepted in the amount of \$309,471.00 (excluding HST), to complete the 2026 double surface treatment projects, contingent upon a WSIB Clearance Certificate and a copy of Insurance being provided to the Township, to the Township's satisfaction. Motion Carried.

**h) Correspondence submitted by Ontario Clean Water Agency (OCWA), re: Schedule 22 Summary Reports (2025) for the Angus, Baxter and Thornton Drinking Water Systems**

**Resolution:**

Moved by Councillor Sander, Seconded by Councillor Maltby

Be It Resolved That the 2025 Schedule 22 Summary Reports from the Ontario Clean Water Agency for the Angus, Baxter and Thornton Drinking Water and Distribution Systems be received; and

That a notice be posted on the Township's website stating that the 2025 Summary Reports are available for inspection at the Administration Centre or on the Township website by any member of the public during normal business hours, at no charge. Motion Carried.

**8. FINANCE**

**a) Staff Report TR002-26 submitted by the Manager of Finance, re: Statement of Treasurer – Remuneration 2025**

**Resolution:**

Moved by Councillor Maltby, Seconded by Councillor Sander

Be It Resolved That Staff Report TR002-26 be received; and

That the Treasurer's Statement of Remuneration and Expenses of Council and Members appointed by Council for the year ending December 31, 2025 be received as circulated. Motion Carried.

**9. AUTOMATED SPEED ENFORCEMENT (ASE)**

No items.

## 10. CLERKS/BY-LAW ENFORCEMENT/IT

- a) **Staff Report C004-26 submitted by the Deputy Clerk, re: 2026 General Assistance Grants and Intake Date Adjustment on Policy #A01-19 “Community Assistance Grants”**

### **Resolution:**

Moved by Councillor Kiezebrink, Seconded by Deputy Mayor Smith

Be It Resolved that Staff Report C004-26 be received; and

That Council approve the tax exemption and municipal grant amounts as presented in Attachment No. 2 of this report, including the two amendments made; and

That Council direct staff to request a Delegation to Council from the Strong Heart Program Inc. and the Take a Hike Youth Mental Health Foundation; and

That Council approve the amendment to Policy #A019-Community Assistance Grants reflecting the Intake deadline as attached. Motion Carried as amended.

- b) **Staff Report C005-26 submitted by the Deputy Clerk, re: Fees and Charges By-law 2026**

### **Resolution:**

Moved by Councillor Sander, Seconded by Councillor Kiezebrink

Be It Resolved that Staff Report C005-26 be received; and

That Council approve the proposed amendments as attached to this Report, and

That a Fees and Charges By-law be brought forward for Council's approval. Motion Carried.

- c) **Staff Report C006-26 submitted by the Deputy Clerk, re: Building Department Fees and Charges By-law 2026**

### **Resolution:**

Moved by Councillor Sander, Seconded by Deputy Mayor Smith

Be It Resolved that Staff Report C006-26 be received; and

That Staff be directed to schedule a Public Meeting in accordance with the Building Code Act. Motion Carried.

## 11. CHIEF ADMINISTRATIVE OFFICER

- a) **Staff Report CAO003-26 submitted by the Chief Administrative Officer, re: Angus Water System Upgrades - Award of Quotation - Mill Street Well 1A Installation and Flow Testing**

### **Resolution:**

Moved by Councillor Kiezebrink, Seconded by Councillor Maltby

Be It Resolved that Staff Report CAO003-26 be received; and

That Council award the installation and flow testing of the proposed Mill street Well 1A to Well Initiatives Limited in the amount of \$1,597,462.50 (excluding HST), contingent upon a WSIB Clearance Certificate and a copy of Insurance being provided to the Township, to the Township's satisfaction. Motion Carried.

## 12. OTHER BUSINESS


- 1) Deputy Mayor Smith attended the Essa Historical Society's AGM which had a great turnout
- 2) Councillor Maltby reminded Council that the tentative dates for the South Simcoe Streams Tree Planting dates are May 9<sup>th</sup> at 9:00 a.m. in Angus and May 10<sup>th</sup> at 1:00 p.m. in Thornton
- 3) Mayor Macdonald read an email from a resident expressing appreciation to Public Works staff for their dedication in maintaining the roads and sidewalks throughout a challenging season of record level snowfalls
- 4) Mayor Macdonald asked for Council's support in amending the approval letter sent to Angus Morrison Elementary School changing the date to October 2<sup>nd</sup>, 2027, for their 75<sup>th</sup> Anniversary rather than 2026
- 5) Mayor Macdonald asked for Council's support in directing the Clerk to bring a resolution to the next Council meeting relating to a request from the Angus Legion and their upcoming 100<sup>th</sup> Birthday celebration
- 6) Mayor Macdonald asked for Council's support in directing staff to amend the current Retail Business By-law 77-6 pertaining to Retail Business hours on Statutory holidays, by prohibiting retail businesses to open on Christmas Day and New Years Day, while permitting Retail Business' to open on all other statutory holidays recognized in Ontario between the hours of 9:00 am to 7:00 pm
- 7) Mayor Macdonald reminded Council that the April 1<sup>st</sup> Council meeting has been rescheduled to April 15<sup>th</sup>

## 13. ADJOURNMENT

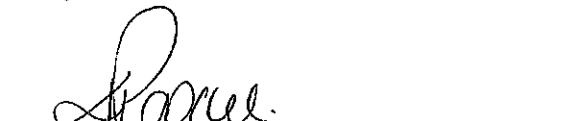
### Resolution:

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 6:52 p.m. Motion Carried.



Sandie Macdonald,  
Mayor



Krista Pascoe, Manager of Legislative  
Services/Clerk