

**THE CORPORATION OF THE TOWNSHIP OF ESSA  
COMMITTEE OF THE WHOLE MEETING  
WEDNESDAY, FEBRUARY 5, 2025**

**MINUTES**

A Committee of the Whole meeting was held in person on Wednesday February 5, 2025, in the Council Chambers of the Administration Centre, Township of Essa.

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  
C. Rankin, Manager of Parks and Recreation  
D. Dollmaier, Manager of Finance  
S. Haniff, Manager of Planning  
J. Kolb, Manager of Public Works  
L. Lehr, Manager of Legislative Services

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

Mayor Macdonald opened the meeting at 6:00 pm.

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.

**2. DISCLOSURE OF PECUNIARY INTEREST**

Deputy Mayor Smith declared an interest on Item3(e) as he has familial relations that reside adjacent to subject property.

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

**a. Presentation**  
**Thornton Food Bank**  
Re: Cheque Presentation

Mayor Macdonald presented the Thornton Food Bank with a donation cheque on behalf of Essa's Solicitor, Paul Rabinovitch, HR Graham and Partners. Mayor Macdonald thanked the Thornton Food Bank for their ongoing support of the residents of Essa.

**b. Presentation**

Carrie Green, Chief Operating Officer - Axxima Insurance Services provided a presentation outlining the benefits of participation in a Municipal Insurance Pool with other participating Municipalities.

**c. Public Meeting**

**Zoning By Law Amendment**

Re: Additional Residential Units (ARU) (Z2-25)

See separate set of Minutes.

**d. Public Meeting**

**Zoning By Law Amendment**

Re: SCDSB recommendations (Z1-25)

See separate set of Minutes.

Deputy Mayor Smith declared a conflict on Item3(e). He recused himself from Council Chambers and did not participate in any discussion on this Item.

**e. Public Meeting**

**Official Plan (OPA 47) and Zoning By-law Amendments (Z15-23), and Site Plan Application (SP3-23)**

Re: 8949 Smith Road

See separate set of Minutes.

**STAFF REPORTS**

**4. PLANNING AND DEVELOPMENT / BUILDING**

- a. Staff Report PD002-25 submitted by the Manager of Planning, re: New Official Plan – Draft Vision and Principals.**

**Resolution No: CW006-2025 Moved by: Kiezebrink Seconded by: Sander**

***BE IT RESOLVED THAT*** That Staff Report PD002-25 be received; and ***THAT*** Council adopt the Vision and Principles contained in this report as the framework for drafting the Township's New Official Plan.

**---Carried---**

**5. PARKS AND RECREATION / COMMUNITY SERVICES**

**6. FIRE AND EMERGENCY SERVICES**

**7. PUBLIC WORKS**

**8. FINANCE**

- a. **Correspondence from Township Engineer AECOM, re: Reduction in Securities.**

**Resolution No: CW007-2025 Moved by: Sander Seconded by: Maltby**

*BE IT RESOLVED THAT Council approve a reduction in securities relating to Briarwood Angus Subdivision, as recommended by AECOM as follows:*

Current Securities Held by Township of Essa	\$3,516,121.30
Reduction as Recommended by AECOM	\$649,053.37
Securities to be Retained by Township of Essa	\$2,867,067.93

*And,*

*THAT this approval is conditional upon the Developer providing the municipality with a Statutory Declaration indicating that all accounts have been paid in full, including all of the Township's legal and engineering costs.*

**---Carried---**

**9. CLERKS / BY-LAW ENFORCEMENT / IT**

- a. **Staff Report C001-25 submitted by the Manager of Legislative Services / Clerk, re: Automated Speed Enforcement Program Evaluation.**

**Resolution No: CW008-2025 Moved by: Kiezebrink Seconded by: Maltby**

*BE IT RESOLVED THAT Staff Report C001-25 be received for information.*

**---Carried---**

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

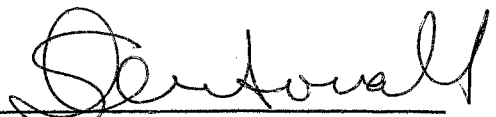
**11. OTHER BUSINESS**

**12. ADJOURNMENT**

**Resolution No: CW009-2025 Moved by: Smith Seconded by: Sander**

*BE IT RESOLVED THAT this meeting of Committee of the Whole of the Township of Essa adjourn at 7:19 pm., to meet again on the 19<sup>th</sup> day of February, 2025 at 6:00 p.m.*

**---Carried---**



Sandie Macdonald  
Mayor



Lisa Lehr  
Manager of Legislative Services