

**THE CORPORATION OF THE TOWNSHIP OF ESSA
COMMITTEE OF THE WHOLE MEETING
WEDNESDAY, SEPTEMBER 17, 2025
6:00 p.m.**

MINUTES

A Committee of the Whole meeting was held in person on Wednesday September 17, 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
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 Clerk

1. OPENING OF MEETING BY THE MAYOR

Mayor Macdonald opened the meeting at 6:00 p.m.

2. DISCLOSURE OF PECUNIARY INTEREST

Deputy Mayor Micheal Smith declared an interest in Item 3(c) as he has a familial relationship with the adjacent property owner.

3. DELEGATIONS / PRESENTATIONS / PUBLIC MEETINGS

a. Presentation

Makayla Robinson

Re: U17 East Ultimate Frisbee Canada Team - Pan American Youth Ultimate Championships

Council presented Makayla Robinson a certificate of congratulations for her participation and representation of Essa Township in the U17 East Ultimate Frisbee Canada Team at the Pan American Youth Ultimate Championships.

b. Presentation

Matthews House Hospice

Re: Donation from Essa Golf Tournament

Council presented Crystal Terranova, Events & Fundraising Coordinator – Matthews House Hospice, with a donation of \$15,000 from the funds raised at the Essa Golf Tournament held in June 2025.

Crystal Terranova, Events & Fundraising Coordinator, thanked Council and staff for their efforts and commented on the importance of their donation.

Deputy Mayor Micheal Smith declared an interest in Item 3(c). He recused himself from participating in any discussion and did not vote on this Item.

- c. **Presentation**
Innovative Planning Solutions
Re: 8949 Smith Road – Stormwater Management

STAFF REPORTS

4. PLANNING AND DEVELOPMENT / BUILDING

5. PARKS AND RECREATION / COMMUNITY SERVICES

- a. **Staff Report PR014-25 submitted by the Manager of Parks and Recreation, re: Repurposing of Former Skate Park Area - Angus.**

Resolution No: CW068-2025 Moved by: Maltby Seconded by: Kiezebrink

BE IT RESOLVED THAT Staff Report PR014-25 be received; and
THAT Council approve the repurposing of the fenced area formerly used as the skate park at the Angus Arena into a multi-use recreational space featuring pickleball and basketball courts, in place of the previously proposed outdoor rink, to be funded from the 2025 approved capital budget in the amount of \$45,000.

---Carried---

6. FIRE AND EMERGENCY SERVICES

7. PUBLIC WORKS

- a. **Staff Report PW014-25 submitted by the Manager of Public Works, re: Winter Sand Tender Results.**

Resolution No: CW069-2025 Moved by: Kiezebrink Seconded by: Sander

BE IT RESOLVED THAT Staff Report PW014-25 be received; and
THAT Council approve the tender received from **G. Priest Services Inc.** for the purchase, mixing and stacking of winter sand in the amount of **\$ 187,848.96 (including 1.76% H.S.T)** be accepted as per the Township specifications, as amended.

---Carried---

8. FINANCE

9. CLERKS / BY-LAW ENFORCEMENT / IT

CHIEF ADMINISTRATIVE OFFICER (C.A.O.)

10. OTHER BUSINESS

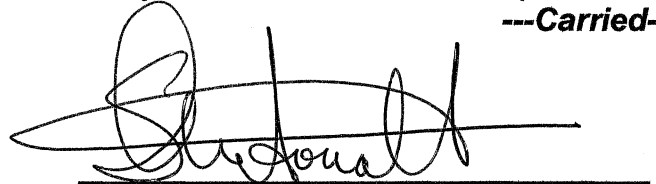
- Councillor Sander thanked Council and Staff for a successful Corn Fest.
- The Essa Salmon Derby will take place on September 21, 2025 starting at 7:30 a.m.
- Mayor Macdonald congratulated the Rock and Roll Festival for raising over \$5,000 for the community.

11. ADJOURNMENT

Resolution No: CW070-2025 Moved by: Smith Seconded by: Kiezebrink

BE IT RESOLVED THAT this meeting of Committee of the Whole of the Township of Essa adjourn at 6:30p.m., to meet again on the 1st day of October, 2025 at 6:00 p.m.

---Carried---



Sandie Macdonald
Mayor



Sarah Corbett
Acting Clerk