

**THE CORPORATION OF THE TOWNSHIP OF ESSA
REGULAR COUNCIL MEETING
WEDNESDAY, FEBRUARY 19, 2025**

MINUTES

A Regular Council meeting was held in person on Wednesday February 19, 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

Regrets: Deputy Mayor Michael Smith

Staff in attendance: M. Mikael, Chief Administrative Officer
S. Haniff, Manager of Planning
J. Kolb, Manager of Public Works
C. Rankin, Manager of Parks and Recreation
P. Granes, Chief Building Official
S. Corbett, Deputy Clerk
L. Lehr, Manager of Legislative Services

1. OPENING OF MEETING BY THE MAYOR

Mayor Macdonald opened the meeting at 6:31 pm.

2. DISCLOSURE OF PECUNIARY INTEREST

3. ADOPTION OF PREVIOUS MINUTES AND MOTIONS

Resolution No: CR014-2025 Moved by: Sander Seconded by: Maltby

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 Public, Committee of the Whole and Regular Council meetings held on the 5th day of February, 2025 be adopted as circulated.

---Carried---

4. CONSENT AGENDA

Resolution No: CR015-2025 Moved by: Kiezebrink Seconded by: Maltby

BE IT RESOLVED THAT the items listed in the Consent Agenda dated February 19th 2025, be received for information.

---Carried---

5. COMMITTEE REPORTS

Resolution No: CR016-2025 Moved by: Sander Seconded by: Maltby

a. Minutes of the Traffic Advisory Committee

BE IT RESOLVED THAT the minutes of the Essa Traffic Advisory Committee from their meetings held on July 2, 2024, September 24, 2024 and January 28, 2025, be received.

---Carried---

b. Minutes of the Angus Business Improvement Area Board

Resolution No: CR017-2025 Moved by: Sander Seconded by: Maltby

BE IT RESOLVED THAT the minutes of the Angus Business Improvement Area Board from their meeting held on October 23, 2024, be received.

---Carried---

6. PETITIONS

7. MOTIONS AND NOTICES OF MOTIONS

8. UNFINISHED BUSINESS

9. BY-LAWS

Resolution No: CR018-2025 Moved by: Kiezebrink Seconded by: Maltby

a. By-law 2025-09 – A By-law to appoint a Secretary-Treasurer to the Committee of Adjustment and to appoint a Zoning Administrator.

---Carried---

BE IT RESOLVED THAT By-law 2025-09, be read a first, and taken as read a second and third time and finally passed.

10. QUESTIONS

11. CLOSED SESSION

Council did not proceed into Closed Session

The following items were passed by Council:

a. Staff Report CAO003-25, re: Staffing

Resolution No: CR019-2025 Moved by: Maltby Seconded by: Sander

BE IT RESOLVED THAT Confidential Staff Report CAO003-25 be received; and
THAT Council direct staff in accordance with Option #2 as contained within the body of
this confidential report.

---Carried---

b. Staff Report C002-25, re: Committee Member Removal and Replacement

Resolution No: CR019-2025 Moved by: Kiezebrink Seconded by: Sander

BE IT RESOLVED THAT Confidential Staff Report C002-25 be received; and
THAT Council direct staff in accordance with Option #2 as contained within the body of
this confidential report.

---Carried---

12. CONFIRMATION BY-LAW

By-law 2025-10

Resolution No: CR020-2025 Moved by: Maltby Seconded by: Sander

BE IT RESOLVED THAT leave be granted to introduce By-law 2025-10, that being a
By-law to confirm the proceedings of the Committee of the Whole, Closed and Council
meetings held on this 19th day of February, 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: CR020-2025 Moved by: Sander Seconded by: Maltby

BE IT RESOLVED THAT this meeting of Council of the Township of Essa adjourn at
6:35 p.m. to meet again on the 5th day of March, 2025 at 6:00 p.m.

---Carried---



Sandie Macdonald
Mayor



Lisa Lehr
Manager of Legislative Services