



Township of Essa Council Meeting Minutes

A Council 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
John Kolb, Manager of Public Works
Samuel Haniff, Manager of Planning
Chris Rankin, Manager of Parks & Recreation
Krista Pascoe, Manager of Legislative Services/Clerk

1. OPENING OF THE MEETING BY THE MAYOR

Mayor Macdonald opened the meeting at 6:52 p.m.

2. DISCLOSURE OF PECUNIARY INTEREST

No items.

3. ADOPTION OF MINUTES OF PREVIOUS MEETING

Resolution:

Moved by Councillor Kiezebrink, Seconded by Councillor Sander

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 Planning, Committee of the Whole, Closed, and Regular Council meetings held on the 4th day of February, 2026 be adopted as circulated. Motion Carried.

4. CONSENT AGENDA

Resolution:

Moved by Councillor Smith, Seconded by Councillor Sander

Be It Resolved That the items listed in the Consent Agenda dated March 4, 2026, be received for information. Motion Carried.

5. COMMITTEE REPORTS

Resolution:

Moved by Deputy Mayor Smith, Seconded by Councillor Maltby

Be It Resolved That the minutes of the Essa Public Library Board from it's meeting of December 15, 2025, be received. Motion Carried.

6. PETITIONS

No items.

7. MOTIONS ANDNOTICES OF MOTIONS

a) Proclamation - #ITSTARTS Month

Resolution:

Moved by Councillor Maltby, Seconded by Councillor Kiezebrink

Whereas, Inclusion, acceptance, and equity are important approaches to the diversity of residents living in any community, especially in our growing and changing Township; and

Whereas, March 21st is recognized as the International Day for the Elimination of Racial Discrimination; and

Whereas, the Simcoe County Local Immigration Partnership (SCLIP) is a community partnership focused on the development of settlement strategies for newcomers. These strategies bring together and support service delivery to newcomers in Simcoe County while promoting positive relationships, opportunity, and use of local resources effectively; and

Whereas, we encourage all to celebrate the differences in each other such as race, culture, colour, national origin, gender, age, disability and religion; and

Whereas, this month presents an opportunity to further the resolve as we pause to celebrate the diversity of the human race rather than allow our dissimilarities to become a reason for racial separation.

Now Therefore Be It Resolved That Council of the Township of Essa hereby proclaims the month of March as #ITSTARTS Month in our community and encourages everyone to take a stand and participate in and learn more about the #ITSTARTS campaign. Motion Carried.

b) Proclamation – International Women’s Day – March 8, 2026

Resolution:

Moved by Councillor Maltby, Seconded by Councillor Kiezebrink

Whereas, in 1977, the United Nations General Assembly adopted a resolution calling on member states to proclaim a day for women's rights and international peace; and,

Whereas, following the United Nations' lead, Canada chose March 8th as International Women's Day; and,

Whereas, in 1979 the United Nations adopted the "Convention of the Elimination of Discrimination Against Women" (CEDAW), providing a mechanism for governments to make commitments ensuring women's equal access to equal opportunities in political and public life, as well as education, health and employment; and,

Whereas, International Women's Day is observed around the world and provides an opportunity to recognize and reflect on the progress made to advance women's equality, to celebrate the gains made by women in our society, and reflect on the challenges and barriers women continue to face; and,

Whereas, Women's Enterprise Skills Training of Windsor Inc. states its commitment towards the elimination of inequality and all forms of discrimination, and is in the forefront of efforts to establish a caring, compassionate society in which all of its members have the right to live in conditions of good health, safety, dignity, respect, and peace; and,

Now Therefore Be It Resolved That Council of the Township of Essa hereby proclaims March 8, 2026 as International Women's Day in the Township of Essa. Motion Carried.

8. UNFINISHED BUSINESS

No items.

9. BY-LAWS

a) By-law 2026-07 – Fees and Charges By-law

Resolution:

Moved by Councillor Maltby, Seconded by Councillor Kiezebrink

Be It Resolved That By-laws 2026-07 be read a first, and taken a second and third time and finally passed. Motion Carried.

10. QUESTIONS

None.

11. CLOSED SESSION

Resolution:

Moved by Deputy Mayor Smith, Seconded by Councillor Sander

Be It Resolved That Council proceed to a Closed Session in order to address matters pertaining to:

a) **Confidential Staff Report PD006-26 from the Manager of Planning, re: Funding Opportunity**

- Information Supplied in Confidence by Another Level of Government – s. 239(2)(c)

b) **Confidential Verbal Report from the Chief Administrative Officer, re: Planning and Development Matters**

- Personal Matters About an Identifiable Individual (s. 239(2)(b))
- Labour Relations or Employee Negotiations (s. 239(2)(d)). Motion Carried.

Motion to Rise and Report from the Closed Session Meeting of February 4, 2026.

Resolution:

Moved by Councillor Kiezebrink, Seconded by Councillor Sander

Be It Resolved That Council rise and report from the Closed Session Meeting at 7:19 p.m. Motion Carried.

a) **Confidential Report PD006-26 from the Manager of Planning, re: Funding Opportunity**

Resolution:

Moved by Deputy Mayor Smith, Seconded by Councillor Maltby

That Confidential Staff Report PD006-26 be received; and

That Council approve the allocation of funds from the previously committed \$50,000 Township contribution towards the development of the Economic Development Strategic Plan; and

That Council direct Staff to proceed with a Request for Proposal (RFP) for an Economic Development Strategic Plan for Essa Township after a public announcement of the grant is made by the Province. Motion Carried.

b) **Confidential Verbal Report from the Chief Administrative Officer, re: Staff Matter**

Resolution:

Moved by Councillor Sander, Seconded by Councillor Kiezebrink

Be It Resolved That the Confidential Verbal Report from the CAO be received. Motion Carried.

12. CONFIRMATORY BY-LAW

Resolution:

Moved by Councillor Kiezebrink, Seconded by Councillor Maltby

Be It Resolved That leave be granted to introduce By-law 2026-08, that being a By-law to confirm the proceedings of the Committee of the Whole, Closed Session and Council

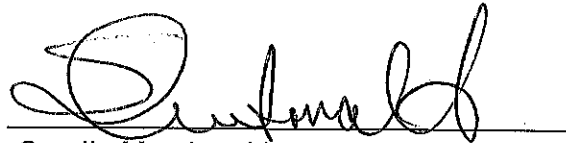
meetings held on this 4th day of March, 2026; and, that said By-law be read a first, and taken as read a second and third time and finally passed. Motion Carried.

13. ADJOURNMENT

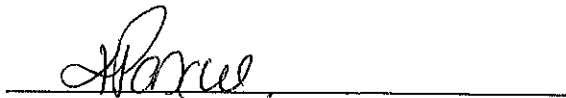
Resolution:

Moved by Deputy Mayor Smith, Seconded by Councillor Sander

Be It Resolved That this meeting of Council of the Township of Essa Adjourn at 7:21 p.m. Motion Carried.



Sandie Macdonald,
Mayor



Krista Pascoe, Manager of Legislative
Services/Clerk