



Committee of the Whole Meeting Minutes

A Committee of the Whole meeting was held in person on Wednesday April 15, 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
Doug Burgin, Fire Chief
Deborah Dollmaier, Manager of Finance
Pedro Granes, Chief Building Official
Rachele Brown, Deputy Chief Building Official
Owen Curnew, Development Planner
Samuel Haniff, Manager of Planning
Sarah Corbett, Deputy Clerk
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) Presentation – Doug Burgin, Fire Chief

Council presented Fire Chief Doug Burgin with a certificate of recognition for his 40 years of fire service.

b) Presentation – Thornton Minor Hockey Association

Council congratulated Thornton Minor Hockey Association on a successful season.

c) Presentation – Strong Heart Programs Inc

Louise Vallanos, Founder, provided Council with an overview of the Heart Strong Program and levels of service that she provides. She outlined that this program is a new initiative that aims to improve student awareness of heart disease and heart health.

d) Public Meeting – Building Department Fees

See separate set of minutes.

e) Public Meeting – Township of Essa, New Official Plan

See separate set of minutes.

STAFF REPORTS

4. PLANNING AND DEVELOPMENT

- a) Staff Report PD007-26 submitted by the Manager of Planning, re: New Official Plan – Implementation through a new Community Planning Permit System (CPP).**

Resolution:

Moved by Councillor Kiezebrink, Seconded by Councillor Maltby

Be It Resolved That Staff Report PD007-26 be received for information purposes; and That Council direct staff to extend SGL Planning & Design Inc. and Dillon Consulting firms scope of work to implement a Community Planning Permit (CPP) By-law based on the information contained in this report. Motion Carried.

- b) Staff Report PD008-26 submitted by the Manager of Planning and Chief Building Official, re: 380 Mill Street - Update**

Resolution:

Moved By Councillor Kiezebrink, Seconded by Deputy Mayor Smith

Be It Resolved That Staff Report PD008-26 be received; and

That Council direct staff to proceed with a lot line adjustment between 370 Mill Street and 380 Mill Street, to be undertaken by the Township Solicitor at the expense of the owner of 380 Mill Street. Motion Carried.

- c) Staff Report PD009-26 submitted by the Planning and Development Coordinator, re: Briarwood Subdivision Trail**

Resolution:

Moved By Deputy Mayor Smith, Seconded by Councillor Maltby

Be It Resolved That Staff Report PD009-26 be received; and

That Council direct staff to permit the developer to construct a fenced and lighted trail around the stormwater ponds as well as a man gate instead of the original Subdivision-approved forest trail. Motion Deferred.

5. PARKS & RECREATION

- a) **Staff Report PR004-26 submitted by the Manager of Parks and Recreation,
re: Trail Catalyst Fund Grant**

Resolution:

Moved By Deputy Mayor Smith, Seconded by Councillor Kiezebrink

Be It Resolved That Staff Report PR004-26 be received; and

That Council authorize staff to execute the funding agreement and purchase all necessary equipment based on the information contained in this report. Motion Carried.

- b) **Staff Report PR005-26 submitted by the Manager of Parks and Recreation,
re: Supply and Installation of Bleachers at Ivy & Angus Community Ball
Diamond**

Resolution:

Moved By Councillor Sander, Seconded by Deputy Mayor Smith

Be It Resolved That Staff Report PR005-26 be received; and

That the quotation as received from W.H. Reynolds be accepted in the amount \$54,094.00, (including 1.76% of HST and excluding delivery), to supply and install the Bleachers at Ivy and Angus Community Ball Diamond, 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 PR006-26 submitted by the Manager of Parks and Recreation,
re: Supply and Installation of Parkour and Playground Equipment - Maple
Lane and McGeorge Park**

Resolution:

Moved By Councillor Kiezebrink, Seconded by Deputy Mayor Smith

Be It Resolved That Staff Report PR006-26 be received; and

That the quotation as received from Park N Water be accepted in the amount \$187,946.18 (including 1.76% HST), to supply and install the Parkour and Playground equipment at Maple Lane and McGeorge parks, contingent upon a WSIB Clearance Certificate and a copy of Insurance being provided to the Township, to the Township's satisfaction. Motion Carried.

6. FIRE & EMERGENCY SERVICES

No items.

7. PUBLIC WORKS

No items.

8. FINANCE

No items.

9. AUTOMATED SPEED ENFORCEMENT (ASE)

No items.

10. CLERKS/BY-LAW ENFORCEMENT/IT

- a) **Staff Report C007-26 submitted by the Manager of Legislative Services/
Clerk, re:2026 Municipal Election – Restricted Acts (Lame Duck Provisions)**

Resolution:

Moved by Councillor Sander, Seconded by Deputy Mayor Smith

Be It Resolved that Staff Report C007-26 be received; and

That Council authorize the delegation of authority to the Chief Administrative Officer (CAO), by by-law to undertake actions otherwise restricted under Section 275 of the Municipal Act, 2001, should Council become subject to the “lame duck” provisions; and

That the CAO report back to Council on any actions taken under such delegated authority. Motion Carried.

- b) **Staff Report C008-26 submitted by the Deputy Clerk, re: Retail Business
Holiday Act Exemption**

Resolution:

Moved by Deputy Mayor Smith, Seconded by Councillor Sander

Be It Resolved that Staff Report C008-26 be received; and

That Council direct staff to prepare a By-law that exempts the Township of Essa from the *Retail Business Holidays Act*, and provides retail business establishments with a blanket exemption from holiday closures; and

That Council direct staff to prepare an additional By-law that establishes the following holidays for mandatory closure:

- New Years Day – January 1
- Christmas Day – December 25; and

Restricts hours of Operation from 9:00 a.m. to 6:00 p.m. on all other statutory holidays.
Motion Carried.

c) Staff Report C009-26 submitted by the Deputy Clerk, re: Feeding of Wildlife Regulation

Resolution:

Moved by Councillor Kiezebrink, Seconded by Councillor Maltby

Be It Resolved that Staff Report C009-26 be received; and

That Council direct staff to prepare a by-law regulating the feeding of wildlife within the Township of Essa. Motion Carried.

d) Staff Report C010-26 submitted by the Deputy Clerk, re: Special Occasion Permit/Municipally Significant Event Request – Barrie Cheesecake and Taco Fest and Barrie Pickle Lovers and Poutine Fest

Resolution:

Moved by Councillor Sander, Seconded by Councillor Maltby

Be It Resolved that Staff Report C010-26 be received; and

That Council approve the request from KB Events Canada, for a Special Occasion Permit to serve alcohol at the Essa Agriplex, on:

Barrie Cheesecake & Taco Fest:

- June 27, 2026 from 11 a.m. to 5 p.m.
- June 28, 2026 from 11 a.m. to 4 p.m.

Barrie Pickle Lovers & Poutine Fest:

- October 17, 2026 from 11 a.m. to 4 p.m.
- October 18, 2026 from 11 a.m. to 3 p.m.; and

That Council designate the Barrie Cheesecake & Taco Fest and Barrie Pickle Lovers & Poutine Fest events, hosted by KB Events Canada as Municipally Significant Events on the dates listed above. Motion Carried.

e) Staff Report C011-26 submitted by the Deputy Clerk, re: Nottawasaga Pines Secondary School – Food Truck Exemption

Resolution:

Moved by Deputy Mayor Smith, Seconded by Councillor Kiezebrink

Be It Resolved that Staff Report C011-26 be received; and

That Council approve the request from Nottawasaga Pines Secondary School to allow food trucks at their Relay For Life event on May 29, 2026, from 9:00 a.m. to 4:00 p.m.; and further that NPSS ensures all necessary Health Unit approvals are in place.

f) Staff Report C012-26 submitted by the Deputy Clerk, re: Special Occasion Permit/Municipally Significant Event Request – Barrie Collector Car Auction

Resolution:

Moved by Councillor Maltby, Seconded by Councillor Kiezebrink

Be It Resolved that Staff Report C012-26 be received; and

That Council approve the request from Coast 2 Coast Auctions (Barrie Collector Car Auction), for a Special Occasion Permit to serve alcohol at the Essa Agriplex, on:

Barrie Collector Car Auction

- Thursday May 21, 2026 from 11 a.m. to 8 p.m.
- Friday May 22, 2026 from 11 a.m. to 8 p.m.
- Saturday May 23, 2026 from 11 a.m. to 8 p.m.

That Council designate the Barrie Collector Car Auction event, hosted by Coast 2 Coast Auctions as a Municipally Significant Event on the dates listed above. Motion Carried.

g) Staff Report C013-26 submitted by the Manager of Legislative Services/ Clerk and the Manager of Public Works, re: Parking by-law Amendments - 2025-96

Resolution:

Moved by Councillor Kiezebrink, Seconded by Councillor Maltby

Be It Resolved that Council of the Township of Essa hereby receive Staff Report C013-26; and

That Council approve the amendments to Parking By-law 2005-96 to implement additional “No Parking” and “No Stopping” restrictions on streets surrounding Our Lady of Grace Elementary School in Angus, as contained in the Draft By-law attached to this report; and

That Council approve that all new school zone parking restrictions be in effect annually from September 1 to June 30, between the hours of 7:00 a.m. and 5:00 p.m., Monday to Friday, excluding statutory holidays; and

That Council approve the implementation of a “No Parking” restriction on Simcoe Street from Elizabeth Street West to the dead end of Simcoe Street, annually from September 1 to June 30, between the hours of 7:00 a.m. to 9:00 a.m. and 3:00 p.m. to 5:00 p.m. Monday to Friday, excluding statutory holidays, to address seasonal traffic and safety concerns. Motion Carried.

h) Staff Report C014-26 submitted by the Manager of Legislative Services/ Clerk, re: Joint Compliance Audit Committee

Resolution:

Moved by Councillor Sander, Seconded by Deputy Mayor Smith

Be It Resolved that Council of the Township of Essa hereby receive Staff Report C014-26; and

That Council authorize the Township of Essa participating in the Joint Compliance Audit Committee facilitated and administered by the County of Simcoe for the 2026 Municipal and School Board Election; and

That a by-law be brought forward to establish and appoint members to the Joint Compliance Audit Committee prior to October 1, 2026. Motion Carried.

11. CHIEF ADMINISTRATIVE OFFICER

No items.

12. OTHER BUSINESS

- 1) CAO, Michael Mikael requested that Council support a Tax Clinic that has been historically provided in conjunction with the Essa Public Library. He commented that in 2023 and 2024 this service was utilized in excess of 120 individuals. Council supported the request and passed the following motion:

Resolution:

Moved by Deputy Mayor Smith, Seconded by Councillor Sander

Be It Resolved that council approves hosting a Community Volunteer Income Tax Clinic through the Essa Public Library, offering a 5 day blitz and one monthly pop-up clinic per month beginning in May 2026 running through to November 2026 for a total cost of \$2,963.68. Motion Carried.

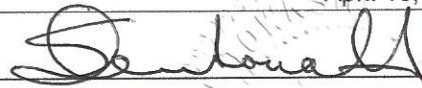
- 2) Councillor Sander asked for Council's support in directing staff to prepare a staff report on snow clearing within the Township to assess the growing demand on the current fleet.
- 3) Mayor Macdonald reminded all in attendance that the Hat Trick Hockey is taking place on April 19, 2026 in support of the Stevenson Memorial Hospital Foundation.

13. ADJOURNMENT

Resolution:

Moved by Deputy Mayor Smith, Seconded by Councillor Sander

Be It Resolved That this meeting of Committee of the Whole of the Township of Essa Adjourn at 7:39 p.m. Motion Carried.



Sandie Macdonald,

Mayor



Krista Pascoe, Manager of Legislative
Services/Clerk