



COUNCIL MEETING MINUTES WEDNESDAY NOVEMBER 5, 2025

A Council meeting was held in person on Wednesday November 5, 2025, 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
Pedro Granes, Chief Building Official
Samuel Haniff, Manager of Planning
Krista Pascoe, Manager of Legislative Services/Clerk
Chris Rankin, Manager of Parks & Recreation
Lisa Lehr, Manager of Automated Speed Enforcement
Sarah Corbett, Deputy Clerk
Owen Curnew, Development Planner

1. OPENING OF THE MEETING BY THE MAYOR

Mayor Macdonald opened the meeting at 8:08 p.m.

2. DISCLOSURE OF PECUNIARY INTEREST

None.

3. ADOPTION OF MINUTES OF PREVIOUS MEETING

Resolution:

Moved by Councillor Sander, Seconded by Councillor Kiezebrink

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 Committee of the Whole, Closed, and Regular Council meetings held on the 1st day of October, 2025 be adopted as circulated. Motion Carried.

4. CONSENT AGENDA

Resolution:

Moved by Councillor Kiezebrink, Seconded by Councillor Maltby

Be It Resolved That the items listed in the Consent Agenda dated November 5, 2025, be received for information; and

That items A5, A8, A9, and A16 be referred to Staff for Action. Motion Carried.

5. COMMITTEE REPORTS

Resolution:

Moved by Councillor Kiezebrink, Seconded by Councillor Sander

Be It Resolved That the minutes of the Essa Public Library Board from it's meeting of June 23, 2025, be received. Motion Carried.

6. PETITIONS

No items.

7. MOTIONS ANDNOTICES OF MOTIONS

Resolution:

a) Motion – Red-Light Camera Endorsement

Moved by Councillor Kiezebrink, Seconded by Councillor Maltby

WHEREAS traffic safety remains a significant concern for residents of the Township of Essa; and

WHEREAS Essa residents regularly witness drivers running red lights and stop signs, creating dangerous situations on local roads; and

WHEREAS there is significant risk for injury resulting from collisions where motorists run red lights; and

WHEREAS advancements in technology have made traffic safety devices, including red-light cameras, much more affordable and accessible to municipalities of various sizes; and

WHEREAS Red Light Camera technology has proven to be effective at reducing collisions and enhancing road safety at intersections;

NOW THEREFORE BE IT RESOLVED THAT Council of the Township of Essa hereby endorses a Red-Light Camera Program in the Township of Essa, and further,

1. Council directs staff to investigate options for implementing a Red-Light Camera Program within the Township of Essa;
2. Directs staff to prepare a Staff Report for consideration, to be presented to Council of which shall include:

- a. An analysis of potential locations for red light camera installations in the Township of Essa, based on collision data and traffic patterns;
 - b. Estimated costs for implementation and ongoing operation of the Program;
 - c. Projected revenue from fines;
 - d. Potential impact on traffic safety and collision rates in the Township of Essa;
 - e. Implementation timelines and resource requirements.
3. That Staff be directed to consult with other municipalities that have implemented Red Light Camera Programs to gather best practices and lessons learned.
4. That Staff explore potential agreements and memorandums of understanding to facilitate an implementation of a Red-Light Camera Program in the Township of Essa. Motion Carried.

b) Proclamation – October 15, 2025 – Learning Disabilities Awareness Day

Resolution:

Moved by Councillor Smith, Seconded by Councillor Sander

WHEREAS, each October, we recognize Learning Disabilities Awareness Month. A time to raise understanding, reduce stigma, and support the millions of children, youth, and adults who learn in different ways; and

WHEREAS, Learning disabilities affect one in ten Canadians of all ages, and while lifelong disabilities, they are not an indicator of intelligence, effort, or potential; and

WHEREAS, Learning disabilities are neurological differences in how the brain receives, stores, processes, and communicates information, affecting important skills such as reading, writing, math, organization, and attention; and

WHEREAS, Individuals with Learning Disabilities are at significantly higher risk of mental health challenges, including anxiety, depression, and suicidal thoughts, often due to social isolation, feelings of inadequacy, and academic struggles. and

WHEREAS, October has been recognized as Learning Disabilities Awareness Month, a time to build understanding, break down stigma, and celebrate the strengths and talents of individuals with learning disabilities; and

WHEREAS, October 15 has been designated as Learning Disabilities Awareness Day, providing an opportunity to shine a light and focus attention on the unique challenges and achievements of individuals with learning disabilities; and

NOW THEREFORE, Council of the Township of Essa, do hereby recognize the month of October as Learning Disabilities Awareness Month, and further proclaim October 15, 2025, as Learning Disabilities Awareness Day in the Township of Essa. I encourage all citizens to recognize the importance of learning disabilities awareness, to support equitable opportunities, and to celebrate the contributions of individuals with learning disabilities to our community. Motion Carried.

8. UNFINISHED BUSINESS

No items.

9. BY-LAWS

- a) **By-law 2025-44 – Appoint a Municipal Clerk**
- b) **By-law 2025-44 – Appoint a Deputy Clerk**
- c) **By-law 2025-46 – Certificate of Substantial Completion (Aboveground Works – Birchwood Estates)**
- d) **By-law 2025-47 – Amend Parking By-law 2005-96**
- e) **By-law 2025-48 – Amend Stop-Sign By-law 2019-40**

Resolution:

Moved by Councillor Maltby, Seconded by Councillor Kiezebrink

Be It Resolved That By-laws 2025-44, 2025-45, 2025-46, 2025-47 and 2025-48, 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 Councillor Sander, Seconded by Deputy Mayor Smith

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

- a) **Confidential Verbal Update from the Chief Administrative Officer re: Staffing and Policies Matters.**
 - Personal Matters About an Individual (s. 239(2)(b))
 - Litigation or Potential Litigation (s. 239(2)(e))

- b) **Confidential Staff Report PD018-25 from the Manager of Planning re: Kell Consent – 5322 and 5332 CR 27.**
 - Litigation or Potential Litigation (s. 239(2)(e))
 - Plans and Instructions for Negotiation (s. 239(2)(k)). Motion Carried.

Motion to Rise and Report from the Closed Session Meeting of November 5, 2025.

Resolution:

Moved by Councillor Kiezebrink, Seconded by Councillor Maltby

Be It Resolved That Council rise and report from the Closed Session Meeting at 8:28 p.m.

a. Confidential Verbal Update from the Chief Administrative Officer re: Staffing and Policies Matters.

Resolution:

Moved by Councillor Kiezebrink, Seconded by Councillor Maltby

Be It Resolved That Council receive the verbal update and staff be directed to proceed as directed by Council. Motion Carried.

b. Confidential Staff Report PD018-25 from the Manager of Planning re: Kell Consent – 5322 and 5332 CR 27.

Resolution:

Moved by Councillor Sander, Seconded by Deputy Mayor Smith

Be It Resolved That Staff Report PD018-25 be received; and

THAT Council authorize staff to proceed with Option No. 2 as contained within the Confidential report.

12. CONFIRMATORY BY-LAW

Resolution:

Moved by Councillor Kiezebrink, Seconded by Councillor Maltby

Be It Resolved That leave be granted to introduce By-law 2025-49, that being a By-law to confirm the proceedings of the Committee of the Whole, Closed Session and Council meetings held on this 5th day of November, 2025; 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 8:30 p.m., to meet again on the 10th day of December, 2025 at 6:00 p.m. Motion Carried.



Sandie Macdonald,
Mayor



Krista Pascoe, Manager of Legislative
Services/Clerk