

**THE CORPORATION OF THE TOWNSHIP OF ESSA
COMMITTEE OF THE WHOLE MEETING
WEDNESDAY, MAY 17, 2023**

MINUTES

A Committee of the Whole meeting was held in person on Wednesday May 17, 2023 in the Council Chambers of the Administration Centre, Township of Essa.

In attendance: Mayor Sandie Macdonald
Deputy Mayor Michael Smith
Councillor Pieter Kiezebrink
Councillor Henry Sander
Councillor Liana Maltby

Staff in attendance: C. Healey-Dowdall, Chief Administrative Officer
M. Mikael, Manager of Public Works
D. Dollmaier, Manager of Finance
S. Haniff, Manager of Planning
S. Corbett, Deputy Clerk
L. Lehr, Manager of Legislative Services

1. OPENING OF MEETING BY THE MAYOR

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

Mayor Macdonald provided acknowledgement that Essa Township lands are situated on the traditional land of the Anishinaabeg, Huron-Wendat and the Tiononati people. We are dedicated to honouring Indigenous history and culture and committed to moving forward in the spirit of reconciliation and respect with all First Nation, Métis and Inuit people.

2. DISCLOSURE OF PECUNIARY INTEREST

None.

3. DELEGATIONS / PRESENTATIONS / PUBLIC MEETINGS

a. Public Meeting
Re: Development Charges

See separate set of minutes.

b. Public Meeting
Re: Zoning By-law Amendment Z3-23 (96 King Street, Angus)

See separate set of minutes.

- c. **Public Meeting**
Re: Zoning By-law Amendment Z3-22 (125 Sydenham Street, Angus)

See separate set of minutes.

STAFF REPORTS

4. PLANNING AND DEVELOPMENT

- a. **Staff Report PD012-23 submitted by the Manager of Planning, re: Charged for Change Program - Earth Day Canada Funding Agreement Electric Vehicle Chargers - Township of Essa**

Resolution No: CW050-2023 Moved by: Kiezebrink Seconded by: Smith

BE IT RESOLVED THAT Staff Report PD012-23 be received.

----Carried-----

- b. **Staff Report PD013-23 submitted by the Manager of Planning, re: Short Term Accommodations in the Township of Essa.**

Resolution No: CW051-2023

Moved by: Kiezebrink Seconded by: Maltby

BE IT RESOLVED THAT BE IT RESOLVED THAT Staff Report PD013-23 be received; and

THAT Council direct Staff to update the Township of Essa's Zoning By-law 2003-50 to accommodate Short-Term Accommodations based on specific criteria including:

- *Updating the definition of 'Bed and Breakfast' to include a requirement that the proprietor must reside in the subject property;*
- *Adding a definition for 'Short-Term Accommodation' that relates directly to the Bed and Breakfast definition; and*
- *Including provisions in the 'Short-Term Accommodation' definition limiting rentals to principal residences and maximum consecutive rental days.*

----Carried-----

- c. **Staff Report PD015-23 submitted by Township's Planning Consultants (MHBC Planning), re: Brookfield Homes Subdivision (Part of Lot 16, Con. 4) E-T-0602; SCDSB Condition of Draft Approval and Status Update on Subdivision Agreement and WWTP Servicing Agreement.**

Resolution No: CW052-2023 Moved by: Sander Seconded by: Smith

BE IT RESOLVED THAT BE IT RESOLVED THAT Staff Report PD015-23 be received; and

THAT Council endorse the addition of a condition of draft plan approval requested by the Simcoe County District School Board for the Brookfield Homes draft plan of subdivision E-T-0602; and

THAT Council receives the status update on the Brookfield Homes Subdivision Agreement and Waste Water Treatment Plant (WWTP) Servicing Agreement.

----Carried-----

5. PARKS AND RECREATION / COMMUNITY SERVICES

- a. Staff Report PR010-23 submitted by the Manager of Parks and Recreation, re: Award of Tender – Snow Removal.**

Resolution No: CW053-2023 Moved by: Maltby Seconded by: Smith

BE IT RESOLVED THAT Staff Report PR010-23 be received; and THAT the quotation as received from Marcus Contracting in the amount of \$100,000.00 (excluding HST) for the Snow Removal and Distribution of Pickled Sand tender be accepted as per Township specifications, contingent upon WSIB Clearance Certificate and a copy of Insurance being provided to the municipality.

----Carried----

6. FIRE AND EMERGENCY SERVICES

7. PUBLIC WORKS

- a. Staff Report PW001-23 submitted by the Township Engineers, Ainley Group, re: Proposed Baxter Wastewater Treatment Plant Assessment of ECA Application Package.**

Resolution No: CW054-2023 Moved by: Sander Seconded by: Kiezebrink

BE IT RESOLVED THAT Staff Report Staff Report PW001-23 be received; and THAT Council accept that the Environmental Compliance Approval application for the proposed Baxter Wastewater Treatment Plant (WWTP) is suitable for submission to the Ministry of the Environment, Conservation and Parks (MECP).

----Carried----

- b. Staff Report PW007-23 submitted by the Manager of Public Works, re: Award of Quotation - Double Surface Treatment - Slurry Seal (Combined).**

Resolution No: CW055-2023 Moved by: Sander Seconded by: Smith

BE IT RESOLVED THAT Staff Report PW007-23 be received; and THAT the quotation as received from DUNCOR ENTERPRISES be accepted in the amount of \$594,975.00 (excluding HST & including provisional items), to complete the 2023 double surface treatment projects, contingent upon a WSIB Clearance Certificate and a copy of Insurance being provided to the Township, to the Township's satisfaction; and THAT the quotation as received from DUNCOR ENTERPRISES be accepted in the amount of \$122,700.00 (excluding HST) to complete the 2023 slurry seal treatment projects, contingent upon a WSIB Clearance Certificate and a copy of Insurance being provided to the Township, to the Township's satisfaction; and THAT Council authorize Staff to utilize the remaining (surplus) non-obligatory capital funding to repair and reconstruct the 5th Line between Highway 89 to Underhill Court (Nicolston Dam area) and the 10th Line between County Road 21 to the 10th Sideroad.

----Carried----

8. FINANCE

- a. **Staff Report TR008-23 submitted by the Deputy Treasurer, re: Budget to Actuals Update as of March 31, 2023.**

Resolution No: CW056-2023 Moved by: Sander Seconded by: Kiezebrink

BE IT RESOLVED THAT Staff Report TR008-23 be received.

----Carried----

9. CLERKS / BY-LAW ENFORCEMENT / IT

10. CHIEF ADMINISTRATIVE OFFICER (C.A.O.)

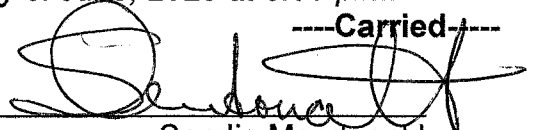
11. OTHER BUSINESS

12. ADJOURNMENT

Resolution No: CW057-2023 Moved by: Smith Seconded by: Sander

BE IT RESOLVED THAT this meeting of Committee of the Whole of the Township of Essa adjourn at 6:54 p.m., to meet again on the 7th day of June, 2023 at 6:00 p.m.

----Carried----



Sandie Macdonald
Mayor



Lisa Lehr
Manager of Legislative Services