

**THE CORPORATION OF THE TOWNSHIP OF ESSA
REGULAR COUNCIL MEETING**

**WEDNESDAY, MARCH 1, 2023
(To follow Committee of the Whole)**

AGENDA

Members of the public wishing to attend can do so by attending in person to the Council Chambers located in the Administration Centre at 5786 County Road 21, Utopia.

1. OPENING OF MEETING BY THE MAYOR

2. DISCLOSURE OF PECUNIARY INTEREST

3. ADOPTION OF PREVIOUS MINUTES AND MOTIONS

- p. 1 Recommendation: *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 Special Budget, Closed Session, Committee of the Whole and Regular Council meetings held on the 15th day of February, 2023 be adopted as circulated; and That the minutes of the Special Budget and Closed Session meeting held on the 17th day of February, 2023 be adopted as circulated.*

4. CONSENT AGENDA

Recommendation: *Be it resolved that the items listed in the Consent Agenda dated March 1, 2023 be received for information, and that the necessary actions be taken.*

5. COMMITTEE REPORTS

6. PETITIONS

7. MOTIONS AND NOTICES OF MOTIONS

a. Proclamation - #ITSTARTS Month

Recommendation: *WHEREAS Inclusion, acceptance, and equity are important approaches to the diversity of residents living in any community, especially in our growing and changing region; and WHEREAS March 21 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 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; and WHEREAS we encourage all to celebrate the differences in each other such as race, culture, colour, national origin, gender, age, disability and religion; NOW THEREFORE Council of the Corporation of the Township of Essa, on behalf of Simcoe County Council, do hereby proclaim the month of March, 2023, as “#ITSTARTS Month” in the County of Simcoe, and encourages everyone to take a stand and participate in and learn more about the #ITSTARTS campaign.

8. UNFINISHED BUSINESS

9. BY-LAWS

p. 17 **a. By-law 2023-13 Borrowing for Current Expenditures for 2023**

Recommendation: *Be it resolved that leave be granted to introduce By-law 2023-13, that being a By-law to authorize municipal borrowing for current expenditures for 2023; and, that said By-law be read a first, and taken as read a second and third time, and finally passed.*

10. QUESTIONS

11. CLOSED SESSION

Recommendation: *Be it resolved that Council proceed to a Closed Session in order to address matters pertaining to:*

- *Litigation or Potential Litigation [Municipal Act, s. 239(2)(e)]*
- *Advice Subject to Solicitor-Client Privilege [Municipal Act, s. 239(2)(f)]*

Motion to Rise and Report from Closed Session Meeting of March 1, 2023.

Recommendation: *Be it resolved that Council rise and report from the Closed Session Meeting at _____ p.m.*

12. CONFIRMATION BY-LAW

p. 19 **By-law 2023-14**

Recommendation: *Be it resolved that leave be granted to introduce By-law 2023-14, that being a By-law to confirm the proceedings of the Council and Committee of the Whole meetings held on this 1st day of March, 2023; and that said By-law be read a first, and taken as read a second and third time and finally passed.*

13. ADJOURNMENT

Recommendation: *Be it resolved that this meeting of Council of the Township of Essa adjourn at _____ p.m. to meet again on the 22nd day of March, 2023 at 6:00 p.m.*

**THE CORPORATION OF THE TOWNSHIP OF ESSA
SPECIAL MEETING - BUDGET MEETING
WEDNESDAY, FEBRUARY 15, 2023**

MINUTES

A Special Meeting of Council was held in person on Wednesday February 15, 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
G. McNamara, Deputy Fire Chief
J. Coleman, Manager of Parks and Recreation
S. Haniff, Manager of Planning
P. Granes, Chief Building Official
L. Lehr, Manager of Legislative Services

1. OPENING OF MEETING BY THE MAYOR

Mayor Macdonald opened the meeting at 1:00 p.m.

2. DISCLOSURE OF PECUNIARY INTEREST

None.

3. DELEGATIONS / PRESENTATIONS

STAFF REPORTS AND MEMORANDUMS

4. TREASURY

- a. **Staff Report TR001-23 submitted by the Manager of Finance, re: Carry Forward Reserve.**

Resolution No: SCW001-2023 Moved by: Sander Seconded by: Smith

Be it resolved that Staff Report TR001-23 be received and that up to \$236,000.00 be transferred to the Carry Forward Reserve as part of the 2022 year end; and Further that the opening 2022 balance of \$47,738.00 in the Carry Forward Reserve be transferred to the Asset Management Reserve as part of the 2022 year end.

----Carried-----

b. Staff Report TR002-23 submitted by the Manager of Finance, re: Long Term Financial Plan.

Resolution No: SCW002-2023 Moved by: Maltby Seconded by: Sander

*Be it resolved that Staff Report TR002-23 be received; and
That the Township begin the process of developing a long term Financial Plan and
defer any capital projects other than those required for emergency reasons that are
not fully funded until a long term Financial Plan is completed.*

----Carried-----

**CONSIDERATION OF ITEMS REQUIRING DISCUSSION AND GENERAL NATURE
THEROF:**

5. CLOSED SESSION

Resolution No: SCW003-2023 Moved by: Sander Seconded by: Maltby

*Be it resolved that Council proceed to a Closed Session in order to address matters
pertaining to:*

- *personal matters about an identifiable individual, including Municipal or local board employees [s. 239(2)(b)]; and*
- *labour relations or employee negotiations [s. 239(2)(d)].*

----Carried-----

Council proceeded into Closed Session Deliberations at 1:08 p.m.

[This portion of the meeting is not open to the public.]

Motion to Rise and Report from Closed Session Deliberations of February 15, 2023.

Resolution No: SCW004-2023 Moved by: Kiezebrink Seconded by: Maltby

Be it resolved that Council rise and report from Closed Session Deliberations at 1:43 p.m.

----Carried-----

Council proceeded into a department-specific review of the 2023 Draft Operating and Capital Budget.

Opening Remarks and Budget Introduction

A presentation was provided by the Chief Administrative Officer, the Manager of Public Works, and the Manager of Finance, which included a summary of the Draft 2023 Operating and Capital Budget

2023 Department Budget Presentations

➤ Fire and Emergency Services

The Deputy Fire Chief provided Council with an overview of the operating and capital budgetary requests for the Fire Department (Stations 1 and 2).

➤ Parks and Recreation

The Manager of Parks and Recreation provided Council with an overview of the operating and capital budgetary requests specific to the Parks and Recreation Department, including the Angus and Thornton Arenas, Parks Operations and Administration, Facilities, Community Events, and Cemeteries.

Council requested information be brought forward at the next Budget meeting for consideration of minor upgrades to the existing park in Baxter, including the installation of basketball nets.

➤ Planning and Development

The Manager of Planning provided Council with an overview of the operating budgetary requests for the Planning Department.

➤ Building Department

The Chief Building Officer briefly reviewed the operating budgetary requests for the Building Department.

➤ Chief Administrative Officer

The Chief Administrative Officer provided an overview of the operating budgetary requests specific to her department as well as for Policing.

➤ Clerk's Department

The Manager of Legislative Services provided an overview of the operating budgetary requests specific to Council, the Clerks Department, Operating Assistance, By-law, and Canine Control.

➤ Treasury

The Manager of Finance provided an overview of the operating budgetary requests specific to the Treasury Department.

5. CLOSED SESSION

- a. PERSONAL MATTERS ABOUT AN IDENTIFIABLE INDIVIDUAL [s.239(2)(b)]
LABOUR RELATIONS OR EMPLOYEE NEGOTIATIONS [s.239(2)(d)]
Confidential Verbal Report and Presentation – 2022 and 2023 Budget.**

Resolution No: SCW005-2023 Moved by: Smith Seconded by: Sander

Be it resolved that the Confidential verbal report and presentation regarding personal matters about identifiable individuals and labour relations be received.

----Carried-----

6. CONFIRMATION BY-LAW

By-law 2023-08

Resolution No: SCW006-2023 Moved by: Maltby Seconded by: Kiezebrink

Be it resolved that leave be granted to introduce By-law 2023-08, that being a By-law to confirm the proceedings of the Special Meeting of Council held on this 15th day of February, 2023; and that said By-law be read a first, and taken as read a second and third time and finally passed.

----Carried-----

7. ADJOURNMENT

Resolution No: SCW007-2023 Moved by: Smith Seconded by: Sander

Be it resolved that this Special Meeting of the Council of the Township of Essa adjourn at 5:15 p.m.

----Carried-----

Sandie Macdonald, Mayor

Lisa Lehr, Manager of Legislative Services

**THE CORPORATION OF THE TOWNSHIP OF ESSA
COMMITTEE OF THE WHOLE MEETING
WEDNESDAY, FEBRUARY 15, 2023**

MINUTES

A Committee of the Whole meeting was held in person on Wednesday February 15, 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
J. Coleman, Manager of Parks and Recreation
S. Haniff, Manager of Planning
M. Mikael, Manager of Public Works
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 lands of the Anishinaabeg, Huron-Wendat and the Tiononati people and advised that Essa is 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) Presentation – Nicole LaFrance, Account Manager - MPAC**
re: Property Assessment in Ontario

Representatives from MPAC were in attendance to provide Council with an overview of the duties and responsibilities of the Municipal Property Assessment Corporation (MPAC), in addition to the assessment process.

- b) Delegation – Bev Nix and Jody Levac, Stevenson Memorial Hospital**
re: Alliston and Area Physician Recruitment Committee Overview

Representatives from the Alliston and Area Physician Recruitment Committee were in attendance to provide Council with an overview of the mandate of the Alliston and Area Physician Recruitment Committee. They reviewed their critical need for the recruitment

of more doctors and general practitioners in Stevenson Memorial Hospital's catchment area. They requested that Essa Council consider providing financial support in the amount of \$8,000.00.

STAFF REPORTS

4. PLANNING AND DEVELOPMENT

- a. **Staff Report PD005-23 submitted by the Manager of Planning, re: 7670 9th Line – Garden Suite to Additional Residential Unit.**

Resolution No: CW011-2023 Moved by: Sander Seconded by: Smith

Be it resolved that Staff Report PD005-23 be received; and That Council approve the termination of the Temporary Garden Suite Agreement related to a secondary detached dwelling at 7670 9th Line, with the condition that an Additional Residential Unit (ARU) be registered in its place.

----Carried-----

- b. **Staff Report PD006-23 submitted by the Manager of Planning, re: Charged for Change Program – Earth Day Canada Application for Electric Vehicle Chargers in the Township of Essa.**

Resolution No: CW012-2023 Moved by: Smith Seconded by: Maltby

Be it resolved that Staff Report PD006-23 be received; and That Council direct Staff to pursue an Application for Electric Vehicle Chargers in the Township of Essa through the Earth Day/Aviva Charged for Change Program at no net cost to the Municipality.

----Carried-----

5. PARKS AND RECREATION / COMMUNITY SERVICES

- a. **Staff Report PR003-23 submitted by the Manager of Parks and Recreation, re: Barrie Thornton Fiddle Club Request.**

Resolution No: CW013-2023 Moved by: Sander Seconded by: Smith

Be it resolved that Staff Report PR003-23 be received; and That Council direct the Manager of Parks and Recreation to proceed with waiving the Set-up and Clean-up Fee associated for each Arena monthly rental for the Barrie Thornton Fiddle Club effective immediately in 2023 and until December 31, 2026, and to only charge the hourly rate on the approved Fee Schedule.

----Carried-----

6. FIRE AND EMERGENCY SERVICES

7. PUBLIC WORKS

8. FINANCE

9. CLERKS / BY-LAW ENFORCEMENT / IT

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

- a. Staff Report CAO005-23 submitted by the Chief Administrative Officer, re: Summary of Bill 23.

Resolution No: CW014-2023 Moved by: Kiezebrink Seconded by: Smith

*Be it resolved that Staff Report CAO005-23 be received; and
That the Township request additional funding from the Province to ensure that the municipality is able to keep up with the demands associated with growth.*

----Carried-----

11. OTHER BUSINESS

- a. Mosaic of Black Culture – Essa Public Library (Angus) Event

Mayor Macdonald encouraged Council, staff and those in attendance to attend the “Mosaic of Black Culture” event scheduled to take place on February 18, 2023 (10:00 am to 12:00 pm) at the Angus Branch of the Essa Public Library.

- b. Request for Letter of Support – New Elementary School in Angus

Council advised of their support of the need for a new elementary school in Angus. Staff were directed to draft a letter to the Minister of Education.

- c. Special Olympics

Mayor Macdonald reminded all in attendance that the Special Olympics were scheduled to take place on March 8, 2023.

12. ADJOURNMENT

Resolution No: CW015-2023 Moved by: Smith Seconded by: Sander

Be it resolved that this meeting of Committee of the Whole of the Township of Essa adjourn at 6:39 p.m., to meet again on the 1st day of March, 2023 at 6:00 p.m.

----Carried-----

Sandie Macdonald, Mayor

Lisa Lehr, Manager of Legislative Services

THE CORPORATION OF THE TOWNSHIP OF ESSA
REGULAR COUNCIL MEETING
WEDNESDAY, FEBRUARY 15, 2023

MINUTES

The Regular Meeting of Council was held in person on Wednesday February 15, 2023, following the Committee of the Whole 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
J. Coleman, Manager of Parks and Recreation
S. Haniff, Manager of Planning
M. Mikael, Manager of Public Works
L. Lehr, Manager of Legislative Services

1. OPENING OF MEETING BY THE MAYOR

Mayor Macdonald opened the meeting at 6:39 p.m.

A Notice of Motion was provided requesting Council's support for submission of an application for funding under the Green and Inclusive Community Buildings Fund.

2. DISCLOSURE OF PECUNIARY INTEREST

None.

3. ADOPTION OF PREVIOUS MINUTES AND MOTIONS

Resolution No: CR021-2023 Moved by: Kiezebrink 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 Committee of the Whole and Regular Council meetings held on the 1st day of February, 2023 be adopted as circulated.
Amended-minutes of previous meeting*

----Carried-----

4. CONSENT AGENDA

Resolution No: CR022-2023 Moved by: Sander Seconded by: Smith

Be it resolved that the items listed in the Consent Agenda dated February 15, 2023 be received for information, and that the necessary actions be taken.

----Carried-----

5. COMMITTEE REPORTS

a. Healthy, Accessible Community and Parks Committee Minutes

This Item was deferred to a later date.

6. PETITIONS

7. MOTIONS AND NOTICES OF MOTIONS

a. Disaster Mitigation and Adaptation Fund

Resolution No: CR023-2023 Moved by: Kiezebrink Seconded by: Maltby

WHEREAS the Disaster Mitigation and Adaption Fund is a national, competitive, and merit-based contribution program intended to support infrastructure projects designed to mitigate current and future climate-related risks and disasters triggered by natural hazards, such as floods, wildland fires, droughts and seismic events; and WHEREAS the maximum federal contribution from all sources of total eligible expenditures for a given project, if approved, is based on asset ownership; and WHEREAS the Township of Essa commenced an Environmental Assessment to propose replacement of the 5th Line Bridge due to aging infrastructure, ongoing erosion and sediment deposition in the river at the bridge location resulting in ice and debris jams causing flooding; and WHEREAS erosion and deposition continues in the river at the bridge location and the frequency and severity of both the erosion and flooding hazard is increasing, with heavy erosion of the riverbanks having caused sediment deposition resulting in a downstream "island" which has resulted in the narrowing of the river, reduced water depth and increased flow velocities, thus exacerbating the erosion problem; and WHEREAS the Township Engineer has identified the 5th Line Bridge as municipal infrastructure approaching its end of functional life at 71 years old and requires replacement in the very near future; and WHEREAS the application to be submitted under the Disaster Mitigation and Adaptation Fund has identified eligible replacement costs estimated at \$8.5 million; NOW THEREFORE BE IT RESOLVED THAT Council of the Corporation of the Township of Essa hereby supports an application being submitted for consideration of approval for funding under the Disaster Mitigation and Adaption Fund.

----Carried-----

b. Green and Inclusive Community Buildings (GIBC) Fund

Resolution No: CR024-2023 Moved by: Smith Seconded by: Kiezebrink

WHEREAS the Green and Inclusive Community Buildings Fund (GICB) is a five-year \$1.5 billion Green and Inclusive Community Buildings Program which supports green and accessible retrofits, repairs or upgrades of existing public community buildings and the construction of new publicly-accessible community buildings that serve high-needs, underserved communities across Canada; and

WHEREAS the GICB Program supports the first pillar of the Strengthened Climate Plan by improving the places Canadians live and gather by cutting pollution (e.g. reducing GHG emissions, increasing energy efficiency, building resiliency to climate change and encouraging new builds to net zero standards), making life more affordable and supporting thousands of good jobs; and

WHEREAS the maximum federal contribution from all sources of total eligible expenditures for a given project, if approved, will only cover the design and construction contracts as eligible costs; and

WHEREAS the Township of Essa commenced the design and construction of a public community centre in Angus, Ontario, and attached to the proposed new firehall is 52.3% and 47.69% net floor area split respectively targeting net zero standards, increasing energy efficiency and building resiliency to climate change; and

WHEREAS the application to be submitted under the Green and Inclusive Community Buildings (GICB) Fund has identified eligible costs for the proposed Community Center at \$5.8 million;

NOW THEREFORE BE IT RESLOVED THAT Council of the Corporation of Township of Essa hereby supports an application being submitted for consideration of approval for funding under the Green and Inclusive Community Buildings (GICB) Fund.

----Carried----

8. UNFINISHED BUSINESS

9. BY-LAWS

a. By-law 2023-09 Livestock Guardian and Herding Dogs

Resolution No: CR025-2023 Moved by: Sander Seconded by: Smith

Be it resolved that leave be granted to introduce By-law 2023-09, that being a By-law to exempt Livestock Guardian and Herding Dogs from certain provisions of Essa's Canine Control By-law 2006-18; and, that said By-law be read a first, and taken as read a second and third time, and finally passed.

----Carried----

b. By-law 2023-10 Zoning By-law Amendment – 8677 County Road 56

Resolution No: CR026-2023 Moved by: Maltby Seconded by: Sander

Be it resolved that leave be granted to introduce By-law 2023-10, that being a By-law to amend the Township's Zoning By-law 2003-50 as amended affecting property at Part Lot 30 Con 7, known municipally as 8677 County Road 56, in the Township of Essa, from Commercial Recreational (C4) to Rural (RL) Zone; and, that said By-law be read a first, and taken as read a second and third time, and finally passed.

----Carried----

10. QUESTIONS

11. CLOSED SESSION

Resolution No: CR027-2023 Moved by: Maltby Seconded by: Sander

Be it resolved that Council proceed to a Closed Session in order to address matters pertaining to:

- *Labour Relations or Employee Negotiations [Municipal Act, s. 239(2)(d)]*
- *Litigation or Potential Litigation [Municipal Act, s. 239(2)(e)]*
- *Advice Subject to Solicitor-Client Privilege [Municipal Act, s. 239(2)(f)]*

----Carried-----

Council proceeded into Closed Session Deliberations at 6:48 p.m.

Motion to Rise and Report from Closed Session Meeting of February 15, 2023.

Resolution No: CR028-2023 Moved by: Kiezebrink Seconded by: Maltby

Be it resolved that Council rise and report from the Closed Session Meeting at 8:43 p.m.

----Carried-----

The Chief Administrative Officer informed all in attendance that the Clerk provided a written Delegation of Powers and Duties as assigned under s. 228(4) of the Municipal Act, specific to Closed Session Deliberations and the remainder of the meeting thereafter.

- a. **LABOUR RELATIONS OR EMPLOYEE NEGOTIATIONS [s.239(2)(d)]
Confidential Staff Report CAO001-23 from the Chief Administrative Officer, re: Staff Matters and the Proposed 2023 Budget.**

Council deferred their consideration of this matter to a later date.

- b. **LITIGATION OR POTENTIAL LITIGATION [s.239(2)(e)]
ADVICE SUBJECT TO SOLICITOR-CLIENT PRIVILEGE [s.239(2)(f)]
Confidential Staff Report CAO003-23 from the Chief Administrative Officer, re: Litigation Matter.**

Council deferred their consideration of this matter to a later date.

12. CONFIRMATION BY-LAW

By-law 2023-11

Resolution No: CR029-2023 Moved by: Smith Seconded by: Maltby

Be it resolved that leave be granted to introduce By-law 2023-11, that being a By-law to confirm the proceedings of the Council and Committee of the Whole meetings held on this 15th day of February, 2023; 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: CR030-2023 Moved by: Smith Seconded by: Maltby

*Be it resolved that this meeting of Council of the Township of Essa adjourn at 8:39 p.m.
to meet again on the 1st day of March, 2023 at 6:00 p.m.*

----Carried-----

Sandie Macdonald, Mayor

Lisa Lehr, Manager of Legislative Services

THE CORPORATION OF THE TOWNSHIP OF ESSA
SPECIAL MEETING – 2023 BUDGET
FRIDAY FEBRUARY 17, 2023

MINUTES

A Special Budget Meeting of Council was held in person on Wednesday February 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
B. Gauley, Deputy Treasurer
J. Coleman, Manager of Parks and Recreation
L. Wark, Essa Public Library CEO
L. Lehr, Manager of Legislative Services

Guests: G. Cowan, Manager of IT - Town of Innisfil
J. Hunter, Chair, Essa Public Library Board

1. OPENING OF MEETING BY THE MAYOR

Mayor Macdonald opened the meeting at 1:00 p.m.

2. DISCLOSURE OF PECUNIARY INTEREST

None.

3. 2023 DRAFT TOWNSHIP OF ESSA BUDGET

Continuation of Review of Department Budgetary Requests:

➤ **Information Technology**

Grant Cowan, Manager of IT (Town of Innisfil) provided an overview of Essa’s proposed 2023 Operating and Capital budgetary requests for information technology.

➤ **Essa Public Library (Angus and Thornton Branches)**

Laura Wark, Essa Public Library CEO, provided Council with an overview of the Thornton and Angus Branch Operating and Capital budgetary requests.

➤ **Parks and Recreation – Follow-up Information**

As follow-up to the Budget Meeting held on February 15, 2023, the Manager of Parks and Recreation provided Council with additional information specific to expenses associated with:

- installation of basketball nets at Baxter Park (inside the tennis court)
- benches, and
- roto-till and top-up sand

Council requested that further information be brought forward at a later date specific to revenue and expenses associated with the creation of a Recreation Programmer position, as a means of follow-up 12, 18 and 24 months from now, with a contract position to be created on a Pilot Project basis immediately.

➤ **Public Works, Roads, Water and Wastewater, Storm Sewers**

The Manager of Public Works provided an overview of operating and capital budgetary requests for the Public Works Department, Roads, Water and Wastewater, and Storm Sewers.

CONSIDERATION OF ITEMS REQUIRING DISCUSSION AND THE GENERAL NATURE THEROF:

4. CLOSED SESSION

Resolution No: SCW008-2023 Moved by: Smith Seconded by: Maltby

Be it resolved that Council proceed into Closed Session in order to address matters pertaining to:

- *Litigation or Potential Litigation [s.239(2)(e)]*
- *Advice Subject to Solicitor Client Privilege [s.239(2)(f)]*
- *Labour Relations or Potential Litigation [s.239(2)(d)]*
- *Personal Matters about Identifiable Individuals [s.239(2)(b)]*

----Carried-----

The Clerk provided the delegated powers and duties of the Clerk to the Chief Administrative Officer for a portion of the Council meeting, specifically Closed Session Deliberations, in accordance with s. 228(4) of the Municipal Act, 2001.

Council proceeded into Closed Session Deliberations at 2:23 p.m.

Motion to Rise and Report from Closed Session Deliberations of February 17, 2023.

Resolution No: SCW009-2023 Moved by: Maltby Seconded by: Kiezebrink

Be it resolved that Council rise and report from Closed Session Deliberations at 4:09 p.m.

----Carried-----

- a. **LITIGATION OR POTENTIAL LITIGATION – s.239(2)(e)
ADVICE SUBJECT TO SOLICITOR-CLIENT PRIVILEGE – s.239(2)(f)
Confidential Staff Report CAO003-23 submitted by the Chief
Administrative Officer, re: Litigation Matter.**

This Item was deferred.

- b. **LABOUR RELATIONS OR EMPLOYEE NEGOTIATIONS s. 239(2)(d)
PERSONAL MATTERS ABOUT IDENTIFIABLE INDIVIDUAL(S) – s.239(2)(b)
Confidential Staff Report CAO001-23 submitted by the Chief
Administrative Officer, re: Staff Matters and Proposed 2023 Budget.**

Resolution No: SCW010-2023 Moved by: Kiezebrink Seconded by: Maltby

*Be it resolved that Confidential Staff Report CAO001-23 be received; and
That Staff be directed to proceed with Option Nos. 1, 2 and 3 as contained in the
Confidential Report.*

----Carried-----

5. OTHER

- a. **2023 Draft Budget**

Staff was directed to provide Council with of the final 2023 Operating and Capital Budget on March 22, 2023.

Resolution No: SCW012-2023 Moved by: Smith Seconded by: Kiezebrink

Be it resolved that the 2023 Draft Budget be received.

----Carried-----

6. CONFIRMATION BY-LAW

By-law 2023-12

Resolution No: SCW013-2023 Moved by: Kiezebrink Seconded by: Maltby

Be it resolved that leave be granted to introduce By-law 2023-12, that being a By-law to confirm the proceedings of the Special Meeting of Council held on this 17th day of February, 2023; and that said By-law be read a first, and taken as read a second and third time and finally passed.

----Carried-----

7. ADJOURNMENT

Resolution No: SCW014-2023 Moved by: Smith Seconded by: Sander

*Be it resolved that this Special Meeting of the Council of the Township of Essa
adjourn at 4:51 p.m.*

----Carried-----

Sandie Macdonald, Mayor

Lisa Lehr, Manager of Legislative
Services

THE CORPORATION OF THE TOWNSHIP OF ESSA

BY-LAW 2023 - 13

Being a By-law to authorize municipal borrowing for current expenditures for 2023.

WHEREAS the Council of the Corporation of the Township of Essa deems it necessary to borrow the sum of Two Million Dollars (\$2,000,000) to meet the current expenditures of the Corporation for the year, until the taxes are collected;

NOW THEREFORE BE IT ENACTED as a By-law of the said Corporation as follows:

1. The Mayor and the Manager of Finance are hereby authorized to borrow from the Bank of Nova Scotia from time to time by way of promissory note a sum or sums not exceeding at any one time, Two Million Dollars (\$2,000,000) to meet, until the taxes are collected, the current expenditures of the Corporation for the year.
2. The Mayor and the Manager of Finance are hereby authorized to sign on behalf of the Corporation and to furnish to the said Bank from time to time a promissory note or notes sealed with the corporate seal for the sum or sums so borrowed with interest at such rate as the said Bank may from time to time determine.
3. The Manager of Finance is hereby authorized and directed to furnish to the said Bank, as it may from time-to-time request, a statement showing the nature and amount of the estimated revenues of the current year not yet collected or of the estimated revenues of the Corporation as set forth in the estimates adopted for the next preceding year, that have not been repaid.
4. All sums borrowed from the said Bank shall, with interest thereon, be a charge upon the whole or any part or parts of the revenues of the Corporation for the current year and for any preceding years, as and when such revenues are received.
5. The Manager of Finance is hereby authorized and directed to apply in payment of all sums borrowed from the said Bank, with interest thereon, all of the money hereafter collected or received on account or realized in respect of the taxes levied for the current year and for any preceding years and all of the monies collected or received from any other source.
6. That this By-law shall come into force and take effect on the day it is finally passed.

READ A FIRST, AND TAKEN AS READ A SECOND AND THIRD TIME AND FINALLY PASSED on this the 1st day of March, 2023.

Sandie Macdonald, Mayor

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Lisa Lehr, Manager of Legislative Services

Appendix A to By-law 2023 - 13

AGREEMENT

BETWEEN:

THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ESSA
(hereinafter called the "Corporation" of the one part);

and

THE BANK OF NOVA SCOTIA
(hereinafter called the "Bank" of the other part);

WHEREAS a By-law passed by the Council of the Corporation on the 1st day of March, 2023, provides authority to the Mayor and the Manager of Finance of the Corporation to borrow from the Bank the monies therein mentioned, and by such By-law this agreement was authorized; and

WHEREAS the Corporation desires to borrow the said monies by promissory notes and the Bank, in consideration of the execution of this agreement by the Corporation, has consented thereto subject to and upon the terms and conditions hereinafter set forth;

IT IS NOW HEREBY AGREED that the said monies may be borrowed by the Mayor and the Manager of Finance for the Corporation from the Bank upon the promissory notes of the Corporation signed by the Mayor and the Manager of Finance and sealed with the seal of the Corporation.

IT IS FURTHER AGREED that the Corporation shall repay the monies so advanced with interest on such date as shall be agreed with the Bank and in any event not later than the 31st day of December next ensuing.

As security for repayment of the monies so advanced by the Bank and interest thereon, all the revenues of the Corporation of whatever nature and kind are hereby charged to and in favour of the Bank, and the Bank shall have a lien upon all such revenues until the charge hereby and by said By-law created is satisfied.

IN WITNESS WHEREOF the Corporation has caused its corporate seal to be hereunto affixed under the hands of its Mayor and Treasurer on the date and year first above written.

THE CORPORATION OF THE TOWNSHIP OF ESSA.

Sandie Macdonald, Mayor

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Deborah Dollmaier, Manager of Finance

THE CORPORATION OF THE TOWNSHIP OF ESSA

BY-LAW 2023 – 14

Being a By-law to confirm the proceedings of the Council meeting held on the 1st day of March, 2023.

THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF ESSA HEREBY ENACTS AS FOLLOWS:

THAT the action of the Council at its meeting held on the 1st day of March, 2023 and, in respect of each recommendation contained in the Special Budget meeting held on the 15th day of February 2023, the Regular Council meeting held on the 15th day of February, 2023, the Committee of the Whole meeting held on the 15th day of February, 2023, and the Special Budget meeting held on the 17th day of February, 2023 and, in respect of each motion, resolution and other action passed and taken by Council at the said meetings, is, except where prior approval of the Ontario Municipal Board is required, hereby adopted, ratified and confirmed.

THAT the Mayor and the proper officials of the Township of Essa are hereby authorized and directed to do all things necessary to give effect to the said actions or to obtain approvals where required, and to execute all documents as may be necessary in that behalf and the Clerk is hereby authorized and directed to affix the Corporate Seal to all such documents.

READ A FIRST, AND TAKEN AS READ A SECOND AND THIRD TIME AND FINALLY PASSED on this the 1st day of March, 2023.

Sandie Macdonald, Mayor

Lisa Lehr, Manager of Legislative Services