

**THE CORPORATION OF THE TOWNSHIP OF ESSA  
COMMITTEE OF THE WHOLE MEETING  
WEDNESDAY, JUNE 5, 2024**

**MINUTES**

A Committee of the Whole meeting was held in person on Wednesday June 5, 2024, 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: M. Mikael, Chief Administrative Officer  
C. Rankin, Manager of Parks and Recreation  
S. Haniff, Manager of Planning  
J. Kolb, Manager of Public Works  
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.

The Township of Essa acknowledges that we are situated on land within the area of Treaty 18, also known as the Lake Simcoe-Nottawasaga Treaty, signed on October 17, 1818 between the Government of Upper Canada and the Anishinaabe Indigenous peoples. The Anishinaabe include the Ojibwe, Odawa and Pottawatomi Nations collectively known as the Three Fires Confederacy. 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, Metis and Inuit People.

**2. DISCLOSURE OF PECUNIARY INTEREST**

None.

**3. DELEGATIONS / PRESENTATIONS / PUBLIC MEETINGS**

**STAFF REPORTS**

**4. PLANNING AND DEVELOPMENT / BUILDING**

**5. PARKS AND RECREATION / COMMUNITY SERVICES**

6. FIRE AND EMERGENCY SERVICES
7. PUBLIC WORKS
8. FINANCE
9. CLERKS / BY-LAW ENFORCEMENT / IT

- a. Staff Report C008-24 submitted by the Deputy Clerk, re: Letter of Non-Objection – Royal Canadian Legion, Branch 499 – Canada Day.

**Resolution No: CW053-2024 Moved by: Kiezebrink Seconded by: Maltby**

***BE IT RESOLVED THAT** Staff Report C008-24 be received for information; and **THAT** Council approve the request for a Letter of Non-Objection from the Edward Macdonald Branch 499 Angus of the Royal Canadian Legion – to host a Beer Garden for the Canada Day celebrations at Angus Community Park on Monday July 1, 2024 between the hours of 11:00 a.m. to 6:00 p.m.; and **THAT** this approval is conditional upon a copy of the certificate of insurance in the amount of \$5,000,000.00 being provided to this municipality, listing the Township of Essa as additional insured, as well as the necessary approvals being obtained from the Parks and Recreation Department and Fire Department.*

----Carried----

- a. Staff Report C009-24 submitted by the Manager of Legislative Services, re: Closed Meeting Investigator.

**Resolution No: CW054-2024 Moved by: Smith Seconded by: Sander**

***BE IT RESOLVED THAT** Staff Report C009-24 be received and **That** Council direct Staff to allow the Agreement with LAS (Aird and Berlis LLP) to lapse on December 31, 2024, thereby defaulting closed meeting investigations to the Ontario Ombudsman's Office effective January 1, 2025.*

----Carried----

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

- a. Staff Report CAO018-24 submitted by the Chief Administrative Officer, re: Brookfield Park Development Plan.

**Resolution No: CW055-2024 Moved by: Kiezebrink Seconded by: Sander**

***BE IT RESOLVED THAT** Staff Report CAO018-24 be received and; **THAT** Council authorize Staff to work with Brookfield on preparing a Park Development Agreement at Brookfield's cost; and **THAT** this Agreement be presented to Council at a future date for Council approval.*

----Carried----

**11. OTHER BUSINESS**

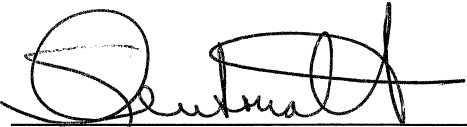
- Essa Challenge Golf Tournament was a great success. Thank you to Parks and Recreation Department, Staff and Committee members for their hard work.
- A resident in Thornton would like to install a flagpole in memory of a loved one (at Cunningham Park located 35 Kevin Crescent, Thornton). Council requested staff contact the resident.
- Council requested that Staff provide a communication and/or report specific to the 5<sup>th</sup> Line Road Closure.
- Brayford Sod Farms 50<sup>th</sup> Anniversary takes place on Saturday June 8, 2024 at 10:00 a.m.


**12. ADJOURNMENT**

**Resolution No: CW056-2024 Moved by: Smith      Seconded by: Maltby**

***BE IT RESOLVED THAT** this meeting of Committee of the Whole of the Township of Essa adjourn at 6:14 p.m., to meet again on the 19<sup>th</sup> day of June, 2024 at 6:00 p.m.*

**----Carried----**

  
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Sandie Macdonald  
Mayor

  
\_\_\_\_\_  
Lisa Lehr  
Manager of Legislative Services