

**THE CORPORATION OF THE TOWNSHIP OF ESSA
COMMITTEE OF THE WHOLE MEETING
WEDNESDAY, FEBRUARY 7, 2024**

MINUTES

A Committee of the Whole meeting was held in person on Wednesday February 7, 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, Manager of Public Works/Interim CAO
S. Haniff, Manager of Planning
C. Rankin, Manager of Parks and Recreation
D. Dollmaier, Manager of Finance
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 honoring 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

Councillor Kiezebrink declared an interest on Item 4(a) as his employer has a pecuniary interest in the proposal.

3. DELEGATIONS / PRESENTATIONS / PUBLIC MEETINGS

a. Delegation

Mary Thomas, CEO Stephenson Memorial Hospital Foundation and Jody Levac, CEO Stephenson Memorial Hospital provided a delegation regarding the future expansion of the SMH and advised of an upcoming Community Town Hall Series meeting to be held on Thursday February 22, 2024 at the Angus Arena.

STAFF REPORTS

4. PLANNING AND DEVELOPMENT

Councillor Kiezebrink declared an interest on Item 4(a). He recused himself from Council Chambers and did not participate in any discussion on this Item.

- a. **Staff Report PD002-24 submitted by the Development Planner, re: 14 & 18 Margaret Street.**

Resolution No: CW005-2024 Moved by: Smith Seconded by: Sander

BE IT RESOLVED THAT *Staff Report PD002-24 be received; and THAT Council adopt a By-law to allow the Mayor and Clerk to execute an Amendment to the Official Plan, which would redesignate the properties municipally known as 14 & 18 Margaret Street from 'Institutional' to 'Residential'; and THAT Council approve an amendment to the Township's Zoning By-law (2003-50), for lands municipally known as 14 & 18 Margaret Street from 'Institutional (I) Zone' and 'Residential, Low Density, Detached (R1) Zone to the 'Residential, Medium Density, Townhouses with Special Provisions (R3-11) Zone' and 'Residential, Medium Density, Townhouses with Special Provisions (R3-12) Zone' respectively, and from 'Residential, Low Density, Detached (R1)' to 'Residential, Medium Density, Townhouses with Special Provisions (R3-13) Zone'.*

----Carried----

Councillor Kiezebrink resumed his seat for the remainder of the meeting.

5. PARKS AND RECREATION / COMMUNITY SERVICES

- a. **Staff Report PR001-24 submitted by the Manager of Parks and Recreation, re: Business Advertising Locations Enhancement.**

Resolution No: CW006-2024 Moved by: Maltby Seconded by: Kiezebrink

BE IT RESOLVED THAT *Staff Report PR001-24 be received; and THAT Council authorize the Manager of Parks and Recreation to permit additional business advertising locations and spaces to various assets within the Township as contained in this report.*

----Carried----

6. FIRE AND EMERGENCY SERVICES

7. PUBLIC WORKS

- a. **Staff Report PW001-24 submitted by the Interim CAO / Manager of Public Works, re: River Drive – Parking Restrictions.**

Resolution No: CW007-2024 Moved by: Kiezebrink Seconded by: Maltby

BE IT RESOLVED THAT *Staff Report PW001-24 be received; and*

THAT the proposed amendments to Essa’s Parking By-law 2005-96 as contained in Staff Report C026-23 be amended at this time to remove the proposed parking restrictions on the north side of River Drive; and
THAT Staff be directed to investigate implementing parking restrictions on River Drive once the new development located at 150 Mill Street, Angus, is complete; and
THAT Council direct Staff to send a formal letter to neighbouring business and property owners regarding the parking restrictions as contained in sections 5.2 and 5.4 of Essa’s Parking By-Law 2005-96.

----Carried-----

- b. **Staff Report PW002-24 submitted by the Interim CAO / Manager of Public Works, re: Award of Tender – Thornton Pressure Relief Valve (PRV) Supply and Installation.**

Resolution No: CW008-2024 Moved by: Sander Seconded by: Smith

BE IT RESOLVED THAT Staff Report PW002-24 be received; and
THAT the quotation as received from **CC Underground** be accepted in the amount of **\$536,652 (excluding HST)**, to supply and install the Pressure Relief Valves in the Village of Thornton, contingent upon a WSIB Clearance Certificate and a copy of Insurance being provided to the Township, to the Township’s satisfaction.

----Carried-----

8. FINANCE

- a. **Correspondence from the Interim CAO / Manager of Public Works, re: Release of Securities – Phoenix Building Components Inc.**

Resolution No: CW009-2024 Moved by: Kiezebrink Seconded by: Sander

BE IT RESOLVED THAT Council approve the release of securities relating to Phoenix Building Components Inc. as recommended by the Interim CAO / Manager of Public Works, as follows:

Current Securities Held by Township of Essa:	\$223,494.00
Reduction as Recommended :	\$223,494.00
Securities to be Retained by Township of Essa:	None

And,

THAT this approval is conditional upon the Developer providing the municipality with a Statutory Declaration indicating that all accounts have been paid in full, including all of the Township’s legal and engineering costs.

----Carried-----

- b. **Correspondence from Township Engineer AECOM, re: Reduction in Securities – San Diego Homes – Phases 1 and 2 Angus Subdivision (Plans 51M-1129 and 51M-1130).**

This Item was deferred.

- c. **Correspondence from Township Engineer AECOM, re: Release of Lot Grading Deposits – San Diego Homes – Phase 1 Subdivision (Plan 51M-1129).**

This Item was deferred.

9. CLERKS / BY-LAW ENFORCEMENT / IT

- a. **Staff Report C001-24 submitted by the Manager of Legislative Services, re: Amendment to Essa's Business Licensing By-law 2011-21, re: Schedule 9 "Tow Truck Licensing".**

Resolution No: CW010-2024 Moved by: Maltby Seconded by: Kiezebrink

BE IT RESOLVED THAT Staff Report C001-24 be received; and THAT Council approve an amendment to Essa's Business Licensing By-law 2011-20, to repeal Schedule 9 specific to Essa's licensing regime surrounding the Tow Truck Industry.

----Carried-----

- b. **Staff Report C002-24 submitted by the Deputy Clerk, re: Request for Sponsorship - Canadian Armed Forces Day & Air Show-June 15 & 16, 2024.**

Resolution No: CW011-2024 Moved by: Smith Seconded by: Sander

BE IT RESOLVED THAT Staff Report C002-24 be received; and THAT Council approve a sponsorship in the amount of \$5,000 for the 2024 Canadian Armed Forces Day and Air Show.

----Carried-----

- c. **Staff Report C003-24 submitted by the Manager of Legislative Services, re: Amendment to Essa Procedural By-law 2017-77 (Section 15 "By-laws").**

Resolution No: CW012-2024 Moved by: Sander Seconded by: Smith

BE IT RESOLVED THAT Staff Report C003-24 be received; and THAT Council approves the proposed amendment to section 15 of Essa's Procedural By-law 2017-77.

---Carried-----

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

11. OTHER BUSINESS

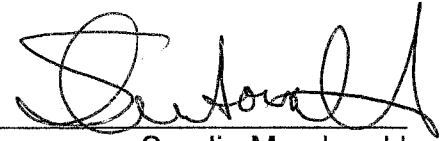
- Councillor Kiezebrink and Councillor Maltby provided a summary of the 2024 ROMA Conference.
- Mayor Macdonald provided an update on the recruitment of a CAO.
- Interim CAO Michael Mikael provided an update on provincial funding and a delegation scheduled for April 3, 2024 from MPP Brian Saunderson.

12. ADJOURNMENT

Resolution No: CW013-2024 Moved by: Simth Seconded by: Maltby

BE IT RESOLVED THAT this meeting of Committee of the Whole of the Township of Essa adjourn at 7:10 p.m., to meet again on the 21st day of February, 2024 at 6:00 p.m.

----Carried-----



Sandie Macdonald
Mayor



Lisa Lehr
Manager of Legislative Services