

**THE CORPORATION OF THE TOWNSHIP OF ESSA  
COMMITTEE OF THE WHOLE MEETING  
WEDNESDAY, APRIL 17, 2024**

**MINUTES**

A Committee of the Whole meeting was held in person on Wednesday April 17, 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/CAO  
C. Rankin, Manager of Parks and Recreation  
S. Haniff, Manager of Planning  
S. Corbett, Deputy Clerk  
L. Lehr, Manager of Legislative Services

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**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**

None.

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## STAFF REPORTS

### 4. PLANNING AND DEVELOPMENT / BUILDING

- a. Staff Report PD007-24 submitted by the Manager of Planning, re: Additional Residential Unit Parking Provisions.

Resolution No: CW037-2024 Moved by: Sander Seconded by: Smith

**BE IT RESOLVED THAT** Staff Report PD007-24 be received; and  
**THAT** Council authorize sending a letter to the Minister of Municipal Affairs and Housing requesting relief of Section 35.1 (1.1) of the Planning Act, R.S.O. 1990, c. P.13, which relates to required parking spaces for additional residential units in urban areas, for smaller municipalities with limited public transit and active transportation options (Appendix A).

----Carried----

### 5. PARKS AND RECREATION / COMMUNITY SERVICES

### 5. FIRE AND EMERGENCY SERVICES

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### 6. PUBLIC WORKS

- a. Staff Report PW007-24 submitted by the CAO/Manager of Public Works, re: Award of Quotation – 2024 Granular Gravel Supply.

Resolution No: CW038-2024 Moved by: Kiezebrink Seconded by: Maltby

**BE IT RESOLVED THAT** Staff Report PW007-24 be received; and  
**THAT** the quotation as received from **Duivenvoorden Haulage Ltd.** be accepted in the amount of **\$595,940.00 (excluding HST)**, to supply and place Granular "A" Gravel on various locations within the Township limits and to deliver to stockpile granular for supply, contingent upon a WSIB Clearance Certificate and a copy of Insurance being provided to the Township, to the Township's satisfaction.

----Carried----

### 7. FINANCE

### 8. CLERKS / BY-LAW ENFORCEMENT / IT

9. **CHIEF ADMINISTRATIVE OFFICER (C.A.O.)**

- a. **Staff Report CAO008-24 submitted by the CAO/Manager of Public Works, re: Municipal Housing Pledge.**

**Resolution No: CW039-2024 Moved by: Smith Seconded by: Sander**

**BE IT RESOLVED THAT** Staff Report CAO008-24 be received; and  
**THAT** Council affirm Essa's commitment to achieving the Township's 2031 Housing Target; and  
**THAT** the Mayor be authorized to sign Essa's Housing Pledge Letter, and request the Township Clerk to forward the signed housing Pledge Letter to the Minister of Municipal Affairs and Housing along with a copy of this Report; and  
**THAT** Staff report back to Council on a semi-annual basis on progress towards the Municipal Housing Pledge.

----Carried----

10. **OTHER BUSINESS**

**Upcoming Events**

- Thornton Spring Clean-up – Saturday April 20, 2024 starts at 10:00 a.m. at Thornton Library/Firehall
- Tim Hortons Smile Cookie Campaign – April 28 to May 5, 2024
- RCAF Flag Raising Event (Bradford) – June 10, 2024

**Use of Community Park for Fundraiser – June 22, 2024**

- Retirement of long-time teacher from Angus Morrison Elementary School, Terrence Hussein
- Council authorized rental fee to be waived for fundraising event
- Manager of Parks and Recreation to follow up

**Emergency Road Closure Status Update**

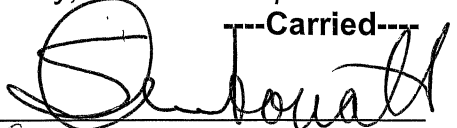
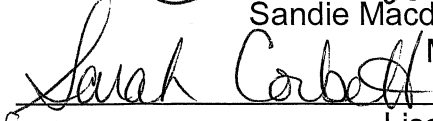
- Portion of road on 5<sup>th</sup> Line between Willoughby Road and 25<sup>th</sup> Sideroad was closed on April 18, 2024 due to rapidly deteriorating road conditions caused by excessive rain.
- Road will remain closed until approximately end of May.

11. **ADJOURNMENT**

**Resolution No: CW040-2024 Moved by: Smith Seconded by: Maltby**

**BE IT RESOLVED THAT** this meeting of Committee of the Whole of the Township of Essa adjourn at 6:09 pm., to meet again on the 1<sup>st</sup> day of May, 2024 at 6:00 p.m.

----Carried----

  
Sandie Macdonald  
Mayor  
  
for Lisa Lehr  
Manager of Legislative Services