

**THE CORPORATION OF THE TOWNSHIP OF ESSA
COMMITTEE OF THE WHOLE MEETING
WEDNESDAY, NOVEMBER 6, 2024**

MINUTES

A Committee of the Whole meeting was held in person on Wednesday November 6, 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
J. Kolb, Manager of Public Work
D. Dollmaier, Manager of Finance
S. Haniff, Manager of Planning
P. Granes, Chief Building Official
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.

Mayor Macdonald took a moment of silence to honour our past and present members of the Canadian Armed Forces who have served our country and for those that have made the ultimate sacrifice.

2. DISCLOSURE OF PECUNIARY INTEREST

None.

3. DELEGATIONS / PRESENTATIONS / PUBLIC MEETINGS

- a. **Delegation**
Sandra Lee, Manager-Strategic Partnerships, Business Intelligence and System Planning, County of Simcoe
Re: 2023 Community Settlement Strategy

Ms. Lee provided Council with a presentation outlining the impact of increased immigration population within the Township of Essa noting that there has been an increase of 44.5% since 2016 of immigration population settling in Essa Township. She provided Council and Staff with opportunities on how Essa can grow in inclusiveness and encouraged participation.

STAFF REPORTS

4. PLANNING AND DEVELOPMENT / BUILDING

- a. **Staff Report PD015-24 submitted by the Manager of Planning, re: Award of Proposal – Guide for Additional Residential Units.**

Resolution No: CW075-2024 Moved by: Kiezebrink Seconded by: Maltby

BE IT RESOLVED THAT Staff Report PD015-24 be received; and THAT the quotation received from Ted Handy and Associates Inc. for the preparation of Essa's "Guide for ARU's" be accepted in the amount of \$15,000.00 (excluding HST).

---Carried---

5. PARKS AND RECREATION / COMMUNITY SERVICES

- a. **Staff Report PR014-24 submitted by the Manager of Parks and Recreation, re: VON Smart Program, Thornton Arena.**

Resolution No: CW076-2024 Moved by: Smith Seconded by: Sander

BE IT RESOLVED THAT Staff Report PR014-24 be received; and THAT Council authorize Staff to waive the rental fee for the senior seasonal exercise sessions to provide seniors with access to exercise in a safe space.

---Carried---

- b. **Staff Report PR015-24 submitted by the Manager of Parks and Recreation, re: Partial Donation for Purchase of Outdoor Score Clock – Thornton Outdoor Arena.**

Resolution No: CW077-2024 Moved by: Sander Seconded by: Maltby

BE IT RESOLVED THAT Staff Report PR015-24 be received; and THAT Council authorize Staff to purchase a score clock for the Thornton Outdoor Arena, with a partial donation in the amount of \$2,500.00 to be received from Essa Hockey, and allow the plaques in the outdoor arena for three years.

---Carried---

6. FIRE AND EMERGENCY SERVICES

7. PUBLIC WORKS

- a. Staff Report PW015-24 submitted by the Manager of Public Works, re: Winter Sand Tender Results.

Resolution No: CW078-2024 Moved by: Smith Seconded by: Sander

Recommendation: **BE IT RESOLVED THAT** Staff Report PW015-24 be received; and **THAT** the tender received from **Walker Aggregates** for the purchase, mixing and stacking of winter sand in the amount of **\$ 221,582.40** (including 1.76% H.S.T) be accepted as per Township specifications.

---Carried---

- b. Staff Report PW016-24 submitted by the Manager of Public Works, re: 5th Line Culvert Emergency Replacement – Cost Reconciliation.

Resolution No: CW079-2024 Moved by: Maltby Seconded by: Kiezebrink

BE IT RESOLVED THAT Staff Report PW016-24 be received for information.

---Carried---

8. FINANCE

- a. Correspondence from Township Engineer AECOM, re: Release of Securities – Sapphire Homes (Greenwood Drive) Angus Subdivision.

Resolution No: CW080-2024 Moved by: Maltby Seconded by: Sander

BE IT RESOLVED THAT Council approve a release of securities relating to Sapphire Homes (Greenwood Drive) Angus Subdivision in full, as recommended by AECOM as follows:

Current Securities Held by Township of Essa:	\$16,377.69
Release as Recommended by AECOM:	\$16,377.69
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---

9. CLERKS / BY-LAW ENFORCEMENT / IT

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

- a. Staff Report CAO026-24 submitted by the Manager of Public Works, re:
Development Charges Related Studies Recalibration.

Resolution No: CW081-2024 Moved by: Sander Seconded by: Smith

BE IT RESOLVED THAT Staff Report CAO026 -24 be received for information; and
THAT Council direct staff to proceed with the 2023 Development Charges Background
Study Recalibration to reinstate studies as contained in this report and;
THAT a By-law be brought forward for passage during the regular Council meeting of
this date to amend By-law 2023-32, that being a By-law to establish a municipal-wide
and area-specific development charges for the Corporation of the Township of Essa;
and
THAT the Notice of Passage for the amendments be placed on the Township's
website, with the amendments coming into effect on the 11th day of November, 2024.

---Carried---

11. OTHER BUSINESS

Upcoming Events

- Angus Santa Claus Parade - November 16, 2024.
- Soupalicious at the Utopia Hall - November 16.
- Thornton Tree Lighting - December 1st at 6:00 p.m.
- Angus Tree Lighting - December 6th at 6:00 p.m.

Other

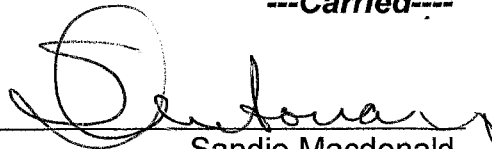
- Council requested a Street Lighting Policy be investigated by Staff.

12. ADJOURNMENT


Resolution No: CW083-2024 Moved by: Smith Seconded by: Maltby

BE IT RESOLVED THAT this meeting of Committee of the Whole of the Township of
Essa adjourn at 6:30 pm., to meet again on the 20th day of November, 2024 at 6:00
p.m.

---Carried---



Sandie Macdonald
Mayor



Lisa Lehr
Manager of Legislative Services