

**THE CORPORATION OF THE TOWNSHIP OF ESSA
REGULAR COUNCIL MEETING
WEDNESDAY, DECEMBER 18, 2024
(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 Public Meetings, Committee of the Whole, and Regular Council and Closed Session meetings held on the 4th day of December, 2024; and **THAT** the minutes of the Special Budget and Closed Session meetings held on the 10th day of December 2024, be adopted as circulated.

- 4. CONSENT AGENDA**

Recommendation: **BE IT RESOLVED THAT** the items listed in the Consent Agenda dated December 18, 2024, be received for information.

- 5. COMMITTEE REPORTS**
- 6. PETITIONS**
- 7. MOTIONS AND NOTICES OF MOTIONS**
- 8. UNFINISHED BUSINESS**
- 9. BY-LAWS**

- p. 13 **a.** By-law 2024-59 – A By-law to Amend Essa's Fees and Charges By-law, effective January 1, 2025.
- p. 17 **b.** By-law 2024-60 – A By-law to execute an MOU with the NVCA.

Recommendation: **BE IT RESOLVED THAT** By-laws 2024-59 and 2024-60 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:

- a. **Staff Report PD018-24, re: Potential Litigation – Proposed Development.**
- *Litigation or Potential Litigation – s. 239(2)(e)*
 - *Plans and Instructions for Negotiation – s.239(2)(k)*

Motion to Rise and Report from Closed Session Meeting of December 18, 2024.

Recommendation: **BE IT RESOLVED THAT** Council rise and report from the Closed Session Meeting at _____ p.m.

12. **CONFIRMATION BY-LAW**

p. 30 **By-law 2024-61**

Recommendation: **BE IT RESOLVED THAT** leave be granted to introduce By-law 2024-61, that being a By-law to confirm the proceedings of the Special Budget, Committee of the Whole, Regular Council and Closed Session meetings held on this 18th day of December, 2024; 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 15th day of January, 2025 at 6:00 p.m.

**THE CORPORATION OF THE TOWNSHIP OF ESSA
PUBLIC MEETING MINUTES
December 4th, 2024
TEMPORARY ZONING BY-LAW AMENDMENT (Z3-24)
(Affecting lands known as 253 Barrie Street, Thornton)**

MINUTES

A Public meeting was held in person on Wednesday, December 4th, 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

Regrets: Councillor Maltby

Staff in attendance: M. Mikael, Chief Administrative Officer
L. Lehr, Manager of Legislative Services/Clerk
S. Haniff, Manager of Planning
C. Rankin, Manager of Parks and Recreation
P. Granes, Chief Building Official
S. Corbett, Deputy Clerk

Mayor Macdonald opened the meeting at 6:01 p.m. She stated that the purpose of this Public Meeting is to review an application for a Temporary Zoning By-law Amendment relating to lands known municipally as 253 Barrie Street in the Township of Essa in accordance with Section 34 of the *Planning Act*.

A description and presentation of the proposal was then read by the applicant Heidi Kostyra.

THE PROPOSED TEMPORARY ZONING BY-LAW AMENDMENT would affect those lands municipally known as 253 Barrie Street, Thornton.

Mayor Macdonald welcomed comments and questions from the public, stating that speakers must state their name and address so that proper records may be kept and notice of future decisions be sent to those persons involved in the review process.

Neighbouring resident, Joanne McReynolds of 251 Barrie Street, offered support for the proposed temporary use of the ground floor of the residential building as an office. She further stated that she was concerned that the building would be used as short-term accommodation and was pleased with the temporary office use.

Mayor Macdonald thanked all in attendance for their participation. She added that the Essa Township Planning office will prepare a report and by-law to be presented to Council concerning this matter.

The Public meeting adjourned at 6:06 p.m.

Sandie Macdonald
Mayor

Lisa Lehr
Manager of Legislative Services/Clerk

**THE CORPORATION OF THE TOWNSHIP OF ESSA
PUBLIC MEETING
DECEMBER 4, 2024
PROPOSED AMENDMENTS TO ESSA BY-LAW 2013-01 (FEES AND CHARGES)**

MINUTES

A Public meeting was held in person on Wednesday, December 4, 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

Regrets: Councillor Liana Maltby

Staff in attendance: M. Mikael, CAO
C. Rankin, Manager of Parks and Recreation
S. Haniff, Manager of Planning
P. Granes, Chief Building Official
S. Corbett, Deputy Clerk
L. Lehr, Manager of Legislative Services

Mayor Macdonald opened the Public Meeting at 6:07 p.m. She stated that the purpose of this Public Meeting is to provide the public an opportunity to comment on proposed amendments to the Township of Essa's Fees and Charges By-law specifically in relation to the proposed increases in addition to newly proposed fees as recommended in Staff Report C015-24, of which was presented to Council for consideration at their meeting of November 20, 2024.

The Clerk informed all in attendance that authority was granted to a municipality under section 391 of the *Municipal Act*, 2001, as amended, to impose fees or charges on persons,

- (a) for services or activities provided or done by or on behalf of it;
- (b) for costs payable by it for services or activities provided; and
- (c) for the use of its property including property under its control".

Additionally, she added that the *Building Code Act* allows for fees to be collected that reflect the departmental costs associated with administrative duties as outlined in the *Act*.

The Clerk then proceeded to provide an overview of the proposed amendments to Essa's existing Fee Schedule. She explained that the proposed amendments were in relation to an increase to some existing fees, as well as the addition of newly created administrative fees, all of which were brought forward for Council's consideration through the presentation of Staff Report C015-24 in the Committee of the Whole Meeting held on November 20, 2024.

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Mayor Macdonald then welcomed comments and questions from the public, stating that speakers must state their name and address so that proper records may be kept and notice of future decisions can be sent to those persons involved in the review process.

There were no comments or questions brought forward from members of the public.

Mayor Macdonald then opened the floor to Council for any further comments, questions or points of clarification on the proposed amendments.

There were no comments, questions or requests for points of clarification from Council.

Mayor Macdonald thanked all in attendance for their participation. She advised that the Clerk's Department will be preparing a By-law to be presented to Council for passage on this matter at the Regular Meeting scheduled on December 18, 2024.

The Public Meeting adjourned at 6:09 p.m.

Sandie Macdonald, Mayor

Lisa Lehr, Manager of Legislative
Services/Clerk

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**THE CORPORATION OF THE TOWNSHIP OF ESSA
COMMITTEE OF THE WHOLE MEETING
WEDNESDAY, DECEMBER 4, 2024
6:00 p.m.**

MINUTES

A Committee of the Whole meeting was held in person on Wednesday December 4, 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

Regrets: Councillor Liana Maltby

Staff in attendance: M. Mikael, Chief Administrative Officer
C. Rankin, Manager of Parks and Recreation
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.

2. DISCLOSURE OF PECUNIARY INTEREST

None.

3. DELEGATIONS / PRESENTATIONS / PUBLIC MEETINGS

- a. Public Meeting**
253 Barrie Street (CON 11 N PT LOT 15)
Re: Proposed Temporary Use By-law

See separate set of Minutes.

- b. Public Meeting**
Re: Proposed Amendments to Building Department Fees (Schedule "D" of By-law 2023-01)

See separate set of Minutes.

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

a. **Staff Report CAO028-24 submitted by the Chief Administrative Officer, re: NVCA – Memorandum of Understanding (MOU).**

Resolution No: CW087-2024 Moved by: Kiezebrink Seconded by: Smith

***BE IT RESOLVED THAT** Staff Report CAO028-24 be received; and **THAT** Council authorize Staff to enter into a Memorandum of Understanding (MOU) with the NVCA for a one (1) year period to commence January 1, 2025, and shall continue for an additional one-year period(s) subject to written approval by both parties; and **THAT** a By-law be brought forward at a future meeting to authorize execution of said MOU.*

---Carried---

11. OTHER BUSINESS

12. ADJOURNMENT

Resolution No: CW088-2024 Moved by: Smith Seconded by: Kiezebrink

***BE IT RESOLVED THAT** this meeting of Committee of the Whole of the Township of Essa adjourn at 6:11 p.m., to meet again on the 18th day of December, 2024 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, DECEMBER 4, 2024

MINUTES

A Regular Council meeting was held in person on Wednesday December 4, 2024, in the Council Chambers at the Administration Centre located at 5786 County Road 21, Utopia.

In attendance: Mayor Sandie Macdonald
Deputy Mayor Michael Smith
Councillor Pieter Kiezebrink
Councillor Henry Sander

Regrets: Councillor Liana Maltby

Staff in attendance: M. Mikael, Chief Administrative Officer
C. Rankin, Manager of Parks and Recreation
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 6:11 p.m.

2. **DISCLOSURE OF PECUNIARY INTEREST**

3. **ADOPTION OF PREVIOUS MINUTES AND MOTIONS**

Resolution No: CR177-2024 Moved by: Sander Seconded by: Smith

***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, Public Meeting, Committee of the Whole, and Regular Council meetings held on the 20th day of November, 2024 be adopted as circulated.*

---Carried---

4. **CONSENT AGENDA**

Resolution No: CR178-2024 Moved by: Smith Seconded by: Sander

***BE IT RESOLVED THAT** the items listed in the Consent Agenda dated December 4, 2024, be received for information; and **THAT** items A5, A8 and A9 be referred to Staff for action.*

---Carried---

5. COMMITTEE REPORTS

Resolution No: CR179-2024 Moved by: Kiezebrink Seconded by: Sander

a. Minutes of the Nottawasaga Police Services Board

BE IT RESOLVED THAT the minutes of the Nottawasaga Police Services Board from their meeting of October 15, 2024, be received.

---Carried---

b. Minutes of the Essa Public Library Board

Resolution No: CR180-2024 Moved by: Smith Seconded by: Sander

BE IT RESOLVED THAT the minutes of the Essa Public Library Board from their meeting of October 28, 2024, be received.

---Carried---

6. PETITIONS

7. MOTIONS AND NOTICES OF MOTIONS

a. Proclamation Declaring December as Christian Heritage Month

Resolution No: CR181-2024 Moved by: Smith Seconded by: Kiezebrink

WHEREAS Canada was founded on the words of Psalm 72:8, "He shall have dominion also from sea to sea," acknowledging our nation's spiritual foundation; and

WHEREAS the Canadian Charter of Rights and Freedoms recognizes God, affirming the importance of faith in shaping our values; and

WHEREAS Christianity, the largest and most ethnically diverse religion in Canada, has deeply influenced the principles of compassion, justice, and service that define our nation; and

WHEREAS Christians, representing diverse backgrounds from all continents, have contributed significantly to Canada's spiritual and cultural heritage; and

WHEREAS December is dedicated to celebrating Christmas, a holiday that embodies love, unity, and generosity;

NOW THEREFORE, let December be proclaimed as Christian Heritage Month, honoring the enduring legacy of Christianity and its impact on the growth and values of Canada.

---Carried---

b. Resolution – Request County of Simcoe Council to Repeal Wage Increase

Resolution No: CR182-2024 Moved by: Smith Seconded by: Sander

***WHEREAS** Council of the Township of Essa recognizes the increasing cost of living and the impact those costs have on their taxpayers; and,
WHEREAS these increases disproportionately affect those on fixed incomes; and,
WHEREAS tax rates at the municipal, provincial and federal level continue to put an increasing burden on taxpayers; and,
WHEREAS increases to the County of Simcoe's budget are passed onto the municipalities within the County; and,
WHEREAS all members of County Council sit on municipal Councils for which they receive additional pay;
NOW THEREFORE BE IT RESOLVED THAT, Council of The Corporation of the Township of Essa urge County Council to repeal their wage increase to all members of County Council; and
BE IT FURTHER RESOLVED THAT a copy of this resolution be circulated to the Premier of Ontario, Hon. Doug Ford; Simcoe-Grey Member of Provincial Parliament, Hon. Doug Downey, and all municipalities within the County of Simcoe.*

---Carried---

8. UNFINISHED BUSINESS

9. BY-LAWS

- a. By-law 2024-56 – A By-law to appoint a Deputy Chief Building Official, Plumbing Inspector, Property Standards Officer and Zoning Administrator.**

Resolution No: CR183-2024 Moved by: Kiezebrink Seconded by: Sander

***BE IT RESOLVED THAT** By-law 2024-56 be read a first, and taken as read a second and third time and finally passed.*

---Carried---

10. QUESTIONS

11. CLOSED SESSION

Resolution No: CR184-2024 Moved by: Smith Seconded by: Sander

***BE IT RESOLVED THAT** Council proceed to a Closed Session in order to address matters pertaining to:*

- a. Staff Report CAO029-24, re: Property Tax Re-evaluation.**
- *Plans and Instructions for Negotiations – s.239(2)(k)*

Council proceeded into Closed Session at 6:23 p.m.

Motion to Rise and Report from Closed Session Meeting of December 4, 2024.

Resolution No: CR185-2024 Moved by: Sander Seconded by: Kiezebrink

BE IT RESOLVED THAT Council rise and report from the Closed Session Meeting at 6:32 p.m.

---Carried---

The following items were passed by Council:

- a. **Confidential Staff Report CAO029-24 submitted by the Chief Administrative Officer, re: Property Tax Re-evaluation.**

Resolution No: CR186-2024 Moved by: Sander Seconded by: Kiezebrink

BE IT RESOLVED THAT Confidential Staff Report CAO029-24 be received; and THAT Council direct staff in accordance with Option #2 as contained within the body of this confidential report.

---Carried---

12. CONFIRMATION BY-LAW

By-law 2024-57

Resolution No: CR187-2024 Moved by: Kiezebrink Seconded by: Smith

BE IT RESOLVED THAT leave be granted to introduce By-law 2024-57, that being a By-law to confirm the proceedings of the Committee of the Whole, Closed and Council meetings held on this 4th day of December, 2024; 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: CR188-2024 Moved by: Smith Seconded by: Kiezebrink

BE IT RESOLVED THAT this meeting of Council of the Township of Essa adjourn at 6:34 p.m. to meet again on the 18th day of December, 2024 at 6:00 p.m.

---Carried---

Sandie Macdonald
Mayor

Lisa Lehr
Manager of Legislative Services

**THE CORPORATION OF THE TOWNSHIP OF ESSA
SPECIAL MEETING – 2025 BUDGET DELIBERATIONS
TUESDAY DECEMBER 10, 2024**

MINUTES

A Special Meeting of Council was held in person on Tuesday December 10, 2024, in the Council Chambers of the Administration Centre, for the purpose of deliberating the 2025 Capital and Operating Budgets.

In attendance: Mayor Sandie Macdonald
Deputy Mayor Michael Smith
Councillor Pieter Kiezebrink
Councillor Liana Maltby
Councillor Henry Sander

Staff in attendance: Michael Mikael, Chief Administrative Officer
Deborah Dollmaier, Manager of Finance
Lisa Lehr, Manager of Legislative Services

1. OPENING OF MEETING BY THE MAYOR

Mayor Macdonald opened the meeting at 8:30 a.m.

The Clerk delegated the powers and duties as assigned under section 228(4) of the *Municipal Act*, 2001, to the Chief Administrative Officer for the Closed Session portion of the Budget Meeting.

2. DISCLOSURE OF PECUNIARY INTEREST

None.

CONSIDERATION OF ITEMS REQUIRING DISCUSSION AND GENERAL NATURE THEROF:

3. CLOSED SESSION

Resolution No: CW089-2024 Moved by: Smith Seconded by: Sander

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

Confidential Staff Report CAO030-24, re: Staff Compensation

- Personal Matters about Identifiable Individuals [s.239(2)(b)]
- Labour Relations or Employee Negotiations [s. 239(2)(d)]

----Carried----

Council proceeded into Closed Session deliberations at 8:32 a.m.

Motion to Rise and Report from Closed Session Deliberations of December 10, 2024:

Resolution No: CW090-2024 Moved by: Smith Seconded by: Sander

BE IT RESOLVED THAT Council rise and report from the Closed Session Meeting at 9:47 a.m.

----Carried----

The following item was passed by Council:

- a. **PLANS AND INSTRUCTIONS FOR NEGOTIATIONS – [s.239(2)(k)]
LABOUR RELATIONS OR EMPLOYEE NEGOTIATIONS - [s. 239(2)(d)]
Confidential Staff Report CAO030-24 submitted by the Chief Administrative Officer, re: Staff Compensation.**

Resolution No: CW091-2024 Moved by: Smith Seconded by: Maltby

BE IT RESOLVED THAT Confidential Staff Report CAO030-24 be received; and THAT Council direct staff in accordance with Option No. 1 as amended, Option No. 2 as amended, and Option No. 5 as amended.

----Carried----

4. PRESENTATION OF 2nd DRAFT 2024 BUDGET

Review of proposed changes and discussion:

The Chief Administrative Officer provided Council with an overview of the working papers for the Draft 2025 Budget, of which included summaries of the following:

- 2025 Operational Changes
- 2025 Capital Changes
- Proposed Tax Levy Impact

5. OTHER

6. CONFIRMATION BY-LAW

By-law 2024-58

Resolution No: CW092-2024 Moved by: Kiezebrink Seconded by: Maltby

BE IT RESOLVED THAT leave be granted to introduce By-law 2024-58, that being a By-law to confirm the proceedings of the Special Meeting of Council held on this 10th day of December, 2024, 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: CW093-2024 Moved by: Smith Seconded by: Sander

***BE IT RESOLVED THAT** this Special Meeting of the Council of the Township of Essa adjourn at 10:43 a.m. to reconvene on the 18th day of December 2024 at 6:00 p.m.*

----Carried----

Sandie Macdonald
Mayor

Lisa Lehr
Manager of Legislative Services

THE CORPORATION OF THE TOWNSHIP OF ESSA

BY-LAW 2024 – 59

A By-law to amend the Township’s Fees and Charges By-law (2023-01).

WHEREAS Section 11 (1) of the *Municipal Act*, 2001, S.O. 2001, c.M.25, as amended, provides that municipalities may provide any service or thing that the municipality considers necessary or desirable for the public, subject to the rules set out in subsection (4); and

WHEREAS Section 391(1) of the *Municipal Act 2001*, S.O. 2001, c.M.25, as amended, provides that municipalities may pass By-laws imposing fees or charges on any class of persons:

- a) for services or activities provided or done by or on behalf of it;
- b) for costs payable by it for services or activities provided or done by or on behalf of any other municipality or local board; and
- c) for the use of its property including property under its control; and,

WHEREAS subsection 391(3) of the *Municipal Act*, 2001, S.O. 2001, c.M.25, further provides that a fee or charge may include costs related to administration, enforcement, and the establishment, acquisition and replacement of capital assets; and

WHEREAS a Notice of Intent to amend the Fees and Charges By-law was provided to the public for the changes, and a Public Meeting was held on December 4, 2024 of which provided the public with the opportunity to address Council to provide comments and/or objections to the proposed amendments to Essa’s Fees and Charges By-law;

NOW THEREFORE BE IT RESOLVED fTHAT the Council of the Corporation of the Township of Essa hereby enacts as follows:

1. That By-law 2023-01 be and is amended to reflect the new fees as listed in Schedule “A” of this By-law.
2. That this By-law shall come into full force and effect on January 1, 2025.

READ A FIRST, AND TAKEN AS READ A SECOND AND THIRD TIME AND FINALLY PASSED on this the 18th day of December, 2024.

Sandie Macdonald, Mayor

Lisa Lehr, Manager of Legislative Services

SCHEDULE "A" TO BY-LAW 2024 – 59

Amendments to Fees and Charges By-law 2023-01

| Administration Fees - Schedule "A" of By-law 2023-01 | | |
|---|--------------------------------------|---|
| Name of Fee: | Current Fee (N/A for new fee) | Fee: |
| NSF Cheque | \$30.00 | \$40.00 |
| Duplicate Tax Bill/Receipt | \$5 | \$15 |
| Transfer of Arrears | \$25 | \$30 |
| Search of Property Tax Records | \$25 | \$30 per hour, minimum 1 hour charge plus associated costs |
| Hard Copy of Tax Account | \$5 | \$15 |
| EDI Processing Fee- Mortgage Company | \$10 | \$25 per tax roll |
| EDI Processing Fee-Payments to wrong account after 1 st Notification | N/A | \$30 |
| New Tax Roll/Change of Tax Roll Ownership | N/A | \$30 |

| Building Fees - Schedule "D" of By-law 2023-01 | | | |
|---|---|--------------------------------------|---------------------|
| Name of Fee: | | Current Fee (N/A for new fee) | Fee: |
| 1. | Minimum Permit Fee (unless otherwise designated by Flat rates) | | |
| 1.1 | Minimum Building Permit Fee | \$125.00 | \$150.00 |
| 1.2 | Group C – Residential, Housing Etc. | \$150.00 | \$175.00 |
| 2. | Tents and Temporary Structures (Not including Fire Department Inspection Fees) | | |
| 2.1 | Tents (each) | \$125.00 | \$175.00 |
| 2.6 | Portable Classrooms | \$150.00 | \$175.00 |
| 3. | Group A, Assembly Uses | | |
| 3.1 | New, Additions | \$1.35/sq ft | \$1.50/sq ft |
| 4. | Group B, Institutional Uses | | |
| 4.1 | New, Additions | \$1.35/sq ft | \$1.50/sq ft |
| 6. | Group D, Business and Personal Services | | |
| 6.1 | New, Additions | \$1.35/sq ft | \$1.40/sq ft |
| 6.2 | Alterations/Repairs etc. | \$.50 | \$1.00 |
| 7. | Group E, Mercantile Uses | | |
| 7.1 | New, Additions | \$1.35/sq ft | \$1.40/sq ft |
| 7.2 | Alterations/Repairs etc. | \$.50 | \$1.00 |
| 8 | Group F – Industrial Uses | | |
| 8.1 | New, Additions | \$1.00/sq ft | \$1.25/sq ft |
| 8.2 | Alterations/Repairs etc. | \$.50 | \$1.00 |
| 8.3 | Gas Stations | \$.80 | \$1.00 |
| 8.4 | Repair Garage | \$.80 | \$1.00 |

| | | | |
|------------|---|----------|-----------------|
| 8.5 | Accessory Structures | \$.80 | \$1.00 |
| 11. | Additional Fees for Private Sewage Systems | | |
| 11.1 | Septic System Installation | \$650.00 | \$700.00 |
| 11.2 | Septic Tank Replacement Only | \$250.00 | \$300.00 |
| 11.5 | Verification of Compliance by Qualified 3 rd Party | \$150.00 | \$150.00 |
| 12. | Stand Alone Works | | |
| 12.19 | New Addition Fire Suppression Tank | N/A | \$200.00 |
| 13. | Plumbing | | |
| 13.5 | Lot Grading Review | N/A | \$300.00 |
| 13.7 | Backwater /Backflow | N/A | \$100-1000 |
| 15 | Special Services | | |
| 15.5 | Building Compliance Letter | \$100.00 | \$150.00 |
| 15.6 | Building Compliance Letter – Rush | \$150.00 | \$180.00 |

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THE CORPORATION OF THE TOWNSHIP OF ESSA

BY-LAW NO. 2024 - 60

A By-law to authorize the Mayor and Clerk to execute a Memorandum of Understanding between Nottawasaga Valley Conservation Authority and the Township of Essa.

WHEREAS the *Municipal Act*, 2001, S.O. 2001 c. 25, as amended, authorizes municipalities to enter into agreements respecting matters within their jurisdiction;

NOW THEREFORE Council of the Corporation of the Township of Essa hereby enacts as follows:

1. THAT the Mayor and Clerk be hereby authorized to execute the Memorandum of Understanding between the Nottawasaga Valley Conservation Authority and the Corporation of the Township of Essa, for a one (1) year term, commencing on the 1st day of January, 2025 and ending on the 31st day of December, 2025.
2. THAT should both parties agree in writing, an extension of this agreement may continue for one (1) additional year.
3. THAT a copy of the Memorandum of Understanding as attached hereto as Schedule "A" shall form part of this By-law.
4. THAT this By-law shall come into full force and effect on the date of final passage hereof.

READ A FIRST, AND TAKEN AS READ A SECOND AND THIRD TIME AND FINALLY PASSED on this the 18th day of December, 2024.

Sandie Macdonald, Mayor

Lisa Lehr, Clerk

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MEMORANDUM OF UNDERSTANDING ("MOU")

THIS AGREEMENT dated this day of, 2024.

BETWEEN:

THE NOTTAWASAGA VALLEY CONSERVATION AUTHORITY
(hereinafter called "Authority")

- and -

ESSA TOWNSHIP,
(Hereinafter called the "Municipality") OF THE SECOND PART

WHEREAS NVCA is a conservation authority established under the *Conservation Authorities Act* ("Act") and is governed by its participating municipalities in accordance with the Act;

AND WHEREAS the Municipality is a lower-tier municipality located wholly or partly within the area under the jurisdiction of NVCA;

AND WHEREAS under the Act, Category 3 programs and services deemed advisable by the NVCA Board of Directors may be provided with municipal funding subject to a memorandum of understanding ("MOU") or a cost apportionment agreement in respect of the programs and services;

AND WHEREAS NVCA is prepared to provide certain non-mandatory Category 3 programs and services to and/or on behalf of and/or within the boundaries of the Municipality;

AND WHEREAS pursuant to Sections 25 and 27 of the Act, conservation authorities are authorized to apportion costs to municipalities for delivery of mandatory programs and services, general operating and capital expenses;

AND WHEREAS pursuant to Section 25 and 27 of the Act and Ontario Regulation 687/21, conservation authorities and municipalities may enter into an agreement to allow for the apportionment of costs to municipalities for services provided, other than mandatory services;

AND WHEREAS the Municipality wishes to avail themselves of the non-mandatory services attached hereto as Schedule "A";

AND WHEREAS the Council of the Municipality has authorized the Municipality to

enter into this MOU with the NVCA for the delivery of programs and services;

NOW THEREFORE, in consideration of the terms of this Agreement and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

1. The Authority agrees to provide to the Municipality the services outlined in the Inventory of Services and Programs attached hereto as Schedule "A".
2. The Municipality agrees to be charged a levy for such category 3 services in accordance with the levy stated in approved budget.
3. The Authority will not add to or delete from the services or programs funded through the levy without first consulting with the Municipality. Any such change would require an amendment to this Agreement agreed to by all parties.
4. The parties will maintain the current annual approval process for increasing the levy and budget (i.e. weighted vote based upon current value assessment in the watershed for approval of the levy).
5. The Municipality will continue to support the current Inventory of Services and Programs throughout the period of this Agreement.
6. This Agreement shall commence on January 1st, 2025 and will be for a Term of One (1) Year aligning with the calendar year. Thereafter, this agreement shall continue for additional one-year periods subject to written approval by both parties (each a "Renewal Term").
7. NVCA and the Municipality will strive to facilitate open and timely communication at all levels.
8. Unless otherwise provided for within the Act, if a dispute arises between the parties, including in respect of the content or interpretation of this MOU, and which has not been resolved within sixty (60) days, the mediator to be appointed by a judge of a Superior Court, for resolution via non-binding mediation conducted pursuant to the National Mediation Rules of the ADR.
9. Should either party wish to terminate the MOU earlier than the full Term, then notice to the other party must be provided, in writing, at least thirty (30) days before the termination date. There shall not be an adjustment in fees subsequent to an early termination.
10. The Municipality and NVCA will continue to work together to identify opportunities for further collaboration to the benefit of both parties and ensure efficiency, transparency and accountability in the use of public sector

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resources.

11. This MOU shall be made available to the public in accordance with the Act and any applicable regulations.

IN WITNESS WHEREOF, the parties have entered into this MOU as of the Effective Date.

**NOTTAWASAGA VALLEY
CONSERVATION AUTHORITY**

Per: _____

Name: Doug Hevenor

Title: Chief Administrative Officer

Per: _____

Name: Gail Little

Title: Chair of NVCA

ESSA TOWNSHIP

Per: _____

Name:

Title:

Per: _____

Name:

Title:

Schedule "A"

**Nottawasaga Valley Conservation Authority Inventory of Programs and Services
Approved by Board of Directors: February 25, 2022**

CATEGORY 1

Natural Hazard Management Program

Program Description: Conservation Authorities (CAs) are the lead provincial agencies on Natural Hazard issues. The goal is to protect life and property from flooding and erosion. This watershed-wide, comprehensive program includes development applications and permits, municipal plan input and review, environmental planning and policy, flood forecast and warning, flood and erosion control infrastructure, technical studies, ice management, education, and public awareness.

| Program/Service and Subservices | Description | Category Rationale |
|--|---|--|
| Section 28.1 Permit Administration and compliance activities | Respond to property inquiries. Reviewing and processing of permit applications and associated technical reports under O.Reg., 172/06, site inspections to confirm compliance, communication with applicants, agents, consultants, and legal representatives. | CA Act Reg. 686/21 s.8 |
| Municipal Plan Input and Review | <p>Provide technical input and advice to municipalities on circulated municipal land use planning applications (Official Plan and Zoning By-law Amendments, Subdivisions, Consents, Minor Variances).</p> <p>Provide input into municipal land-use planning documents (OP, Comprehensive ZB, Secondary plans) related to natural hazards, on behalf of Ministry of Natural Resources and Forestry (MNRF), delegated to CAs in 1995 and as outlined the 2001 MOU between MNRF, Ministry Municipal Affairs and Housing and Conservation Ontario.</p> <p>Provide input into the review and approval processes under other applicable law, with comments principally related to natural hazards, wetlands, watercourses, and Sec. 28 permit requirements.</p> | CA Act O. Reg. 686/21 s.6/7 |
| Flood & Low Water Forecasting and Warning | Daily data collection and monitoring of weather forecasts, provincial and local water level forecasts, watershed conditions, snow course, flood event forecasting, flood warning, communications and response and equipment maintenance. Annual meeting with municipal flood emergency coordinator. | CA Act 21.1 O. Reg. 686/21 Sec 2 Sec 3 |

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| Program/Service and Subservices | Description | Category Rationale |
|---|--|--|
| | <p>Low water conditions monitoring and analysis.</p> <p>Technical and administrative support to the Water Response Team representing major water users and decision makers, who recommend drought response actions.</p> <p>Data collection, mapping, data sets, watershed photography. Development and use of systems to collect and store data and to provide spatial geographical representations of data.</p> | |
| Flood and Erosion Control Infrastructure Operation and Management | Flood and erosion control infrastructure operations. (routine activities related to the operation of the structures). Includes five flood control projects and 13 erosion control projects that are annually inspected, and routine maintenance work completed. | CA Act 21.1 O. Reg. 686/21 Sec 2 Sec 5 |
| Flood and Erosion Control Infrastructure Major Maintenance | Routine and preventative maintenance on flood and erosion control structures as required. Projects are eligible for the Water and Erosion Control Infrastructure (WECI) funding from the province. | CA Act 21.1 O. Reg. 686/21 Sec 5 |
| Ice Management Services | Preventative measures associated with the control of ice in areas where there is a chronic problem occurring annually, where there is an increase in the risk to life and property and where there is a method to reduce the possible adverse effects of the ice. The Ice Management Plan is being updated. | CA Act 21.1 O. Reg. 686/21 Sec 4 |
| Technical Studies and Policy Review | Studies and projects to inform natural hazards management programs including floodplain management, watershed hydrology, regulations areas mapping update, flood forecasting system assessment, floodplain policy, Georgian Bay shoreline management. These projects often last one to two years and are distributed over time as human resources and funding is available. | CA Act 21.1 O. Reg. 686/21 Sec 1 |
| Natural Hazards Communications, Outreach and Education | Promoting public awareness of natural hazards including flooding, drought, and erosion. Public events, materials. Social media services. Media relations. | CA Act 21.1 O. Reg. 686/21 Sec 1(2)(3) |

Provincial Water Quality & Quantity Monitoring

Program Description: The NVCA, in partnership with Ministry of Environment, Climate Change and Parks (MECP), has established long term sites to monitor surface and ground water conditions.

| Program/Service and Subservices | Description | Category Rationale |
|---|--|---|
| Provincial Water Quality Monitoring Network (PWQMN) | A long-standing (50+ year) CA/MECP partnership for stream water quality monitoring at nine sites. CA takes water samples and MECP does lab analysis and data management. Information is used for watershed report cards and stewardship project prioritization. | CA Act 21.1.1 O. Reg. 686/21 12 (1) 2 |
| Provincial Groundwater Monitoring Network (PGMN) | A long-standing CA/MECP partnership for groundwater level and quality monitoring at 16 stations. Costs include equipment, data collection, analysis, data management and reporting. MECP funded network installation and continues to fund equipment replacements. Data collected supports flood forecast and warning, low water response, and water quality monitoring. | CA Act 21.1.1 O. Reg. 686/21 12 (1) 1 |

Drinking Water Source Protection

Program Description: The protection of municipal drinking water supplies in the NVCA through the development and implementation of the Source Protection Plans.

| Program/Service and Subservices | Description | Category Rationale |
|---|---|---|
| Drinking Water Source Protection Program (DWSP) | Source Protection Area/Region, technical support, Source Protections Committee support, Source Protection Authority reports and meetings. Activities required by the Clean Water Act and regulations. | CA Act 21.1.1 O.Reg. 686/21 Sec. 13 |

Natural Heritage

Program Description: The NVCA completes natural heritage monitoring, delineation of natural heritage systems, data analysis and wetland regulation mapping to support municipalities, other NVCA departments and inter-agency and NGO partnerships.

| Program/Service and Subservices | Description | Category Rationale |
|--|---|---------------------------|
| Wetland & Natural Heritage Evaluations | Complete wetland evaluations and natural heritage evaluations of NVCA properties. | CA Act 21.1.1 |
| Wetland Regulation Mapping | Maintain and update NVCA wetland regulation mapping. | CA Act 21.1.1 |

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Conservation Authority Lands and Conservation Areas

Program Description: NVCA owns 5,240 hectares of land which includes conservation areas, management areas, conservation forests, farmland and flood control structures and surrounding land. NVCA property is essential to watershed management, environmental protection, helps implement the Watershed Management Strategy and provides areas for passive recreation.

| Program/Service and Subservices | Description | Category Rationale |
|--|---|--|
| Section 29 Minister's regulation for Conservation Areas | Undertake Conservation areas regulations enforcement and compliance initiatives within Conservation areas to prevent unlawful activity and protect the Authority from exposure to liability under the <i>Occupiers' Liability Act</i> . | CA Act 21.1(1)(i); 28(1)(d); 28(1)(e); 29(1) |
| NVCA forests and management areas (not Conservation Areas) | Management and maintenance of CA owned lands. Includes forest management, signage, gates, passive recreation, stewardship/ restoration, carrying costs such as taxes and insurance. | CA Act 21.1(1)(i); 27(1); 29(1) |
| Conservation Areas | Management and maintenance of 11 conservation areas and over 30km of recreational trails. Includes passive recreation, risk management program, hazard tree management, gates, fencing, signage, brochures, communications, pedestrian bridges, trails, parking lots, picnic tables, pavilions, roadways, stewardship/ restoration, carrying costs such as taxes and insurance. | CA Act 21.1(1)(i); 27(1); 29(1) |
| Conservation Area Major Maintenance | Major maintenance and capital improvements to support public access, safety, and environmental protection such as parking lots, pedestrian bridges, boardwalks, trails. | CA Act 21.1(1)(i); 25(1); 27(1) |
| Inventory of Conservation Authority lands | The land inventory will include the following information: location as well as date, method and purpose of acquisition, land use. One time project with updates as properties are acquired or disposed of and details of agreement and/or tax programs (if applicable) (MFTIP, CLTIP). | CA Act 21.1(1)(i) |
| Strategy for CA owned or controlled lands and management plans | This strategy will include the management and use of CA- owned or controlled properties including guiding principles, objectives, land use, natural heritage, classifications of lands, mapping, identification of programs and services on the lands, public consultation, publish on website. One-Year Project. | CA Act 21.1(1)(i) |
| Land Acquisition and Disposition Strategy | A policy to guide the acquisition and disposition of land in order to fulfill the objects of the authority. Current Land Securement Strategy runs from 2020 to 2030. | CA Act 21.1(1)(i) |

Watershed Stewardship and Restoration (Urban, rural & agricultural)

Program Description: The stewardship and restoration program has three key components: one-on-one technical and financial assistance to watershed landowners, coordination of target river restoration initiatives based on watershed science, and the reforestation program. Projects reduce the risk to life and property from natural hazards, protect water quality and quantity, improve forest conditions, increase biodiversity and make the watersheds more resilient to climate change.

| Program/Service and Subservices | Description | Category Rationale |
|--|---|---------------------------|
| CA owned Land Stewardship Program | Work to mitigate flood and erosion hazards, protect water quality, restore floodplains, reduce nutrient contamination, restore wetlands, manage non-native invasive species, protect groundwater, improve aquatic species at risk habitat and promote climate change mitigation and adaptation on CA owned lands. Coordinate targeted river restoration and fish habitat improvement initiatives using information generated by the Watershed Science department to identify priority sites and restoration techniques. | CA Act 21.1.2 (1) |

Enabling Services:

Program Description: Key assistance provided to all departments of the conservation authority, board of directors, member municipalities and the general public to enable the NVCA to operate in an accountable, efficient and effective manner.

| Program/Service and Subservices | Description | Category Rationale |
|--|--|---------------------------|
| Corporate Services | Administrative, human resources, financial, operating and capital costs which are not directly related to the delivery of any specific program or service, but are the overhead and support costs of a conservation authority. Includes health and safety program, overseeing programs and policies. | CA Act 20 |
| Financial Services | Annual budget, accounts payable and receivable, payroll, financial analysis, financial audit, administration of reserves and investments, financial reports for funding agencies, preparing, and submitting reports to CRA, benefits program administration. | CA Act 20 |
| Legal Expenses | Costs related to agreements/contracts, administrative by-law updates | CA Act 20 |
| Governance | Supporting CA Boards, Advisory Committees, Office of CAO and Senior Management. | CA Act Part IV |
| Communications and Outreach | Informing public of NVCA programs and projects through media, open houses, public meetings, website administration, responding to inquiries from | CA Act 20 |

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| Program/Service and Subservices | Description | Category Rationale |
|--|--|---------------------------|
| | the public, crisis communications. | |
| Administration Buildings | Office buildings and workshop used to support NVCA staff, programs, and services. Includes utilities, routine and major maintenance, property taxes. | CA Act 20 |
| Information Technology Management/GIS | Data management, records retention. Development and use of systems to collect and store data and to provide spatial geographical representations of data. | CA Act 20 |
| Vehicle and Equipment | A fleet of vehicles and equipment to support the work of the NVCA, including capital purchases, fuel, licenses, repairs, and maintenance. Programs and projects are charged for the use of the vehicles and equipment. | CA Act CA Act 20 |
| ALL | Asset Management Services | CA Act 25/26 |

CATEGORY 2

Drinking Water Source Protection

Program Description: The protection of municipal drinking water supplies in the NVCA through the development and implementation of the Source Protection Plans.

| Program/Service and Subservices | Description | Category Rationale |
|--|--|---------------------------|
| DWSP Risk Management Official | Carrying out Part IV duties of the Clean Water Act on behalf of municipalities through service agreements. | CA Act 21.1.1 |

Conservation Authority Lands and Conservation Areas

Program Description: NVCA owns 5,240 hectares of land which includes conservation areas, management areas, conservation forests, farmland and flood control structures and surrounding land. NVCA property is essential to watershed management, environmental protection, helps implement the Watershed Management Strategy and provides areas for passive recreation.

| Program/Service and Subservices | Description | Category Rationale |
|--|--|---|
| Tottenham Campground | Long-term lease with municipal partner to operate a campground and associated facilities at Tottenham Conservation Area. | CA Act Non-passive recreation 21.1.1(1)(4); 29(1) |
| Edenvale Conservation Area | Long-term lease with municipal partner for the management of the Edenvale Conservation Area. | CA Act Passive Recreation 21.1.1(1)(4); 29(1) |
| Riverdale Park | Long-term lease with municipal partner for the management of Riverdale Park. | CA Act/ Passive Recreation |

| Program/Service and Subservices | Description | Category Rationale |
|---------------------------------|-------------|------------------------|
| | | 21.1.1(1)(4); 29(1) |

CATEGORY 3

Local Water Quality Monitoring

Program Description: The NVCA, in partnership with community organizations, municipalities, and federal and provincial agencies has established sites to monitor surface water quality and quantity.

| Program/Service and Subservices | Description | Category Rationale |
|---|---|--------------------|
| Surface Water Quality/ Stream Health Monitoring Program | Surface water quality monitoring for Benthic macroinvertebrates at an average of 65 sites per year, water temperature monitoring at an average of 57 sites per year, electrofishing at an average of 20 sites per year, and around 100 sites per year for flows. Responding to local spills events at the request of MECP. Costs include sampling, analysis, and reporting. | CA Act 21.1 (a) |
| Simcoe Groundwater monitoring program | In partnership with the OGS the NVCA monitors groundwater level and quality at 29 locations. Costs include equipment, data collection, analysis, data management and reporting. | CA Act 21.1 (a) |
| Watershed Report Card | Conservation Authorities report on local watershed conditions every five years, led by Conservation Ontario's Watershed Report Cards. The NVCA watershed is divided into 9 subwatersheds. Measuring increases understanding of the watershed, focuses efforts and tracks progress. | CA Act 21.1 (a) |

Natural Heritage

Program Description: The NVCA completes natural heritage monitoring, delineation of natural heritage systems, data analysis and wetland regulation mapping to support municipalities, other NVCA departments and inter-agency and NGO partnerships.

| Program/Service and Subservices | Description | Category Rationale |
|---------------------------------|--|--------------------|
| Natural Heritage Systems | Development of natural heritage systems supporting watershed management objectives. Field based monitoring of terrestrial flora and fauna including bird monitoring and invasive species and species at risk. | CA Act 21.1 (a) |

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Conservation Authority Lands and Conservation Areas

Program Description: NVCA owns 5,240 hectares of land which includes conservation areas, management areas, conservation forests, farmland and flood control structures and surrounding land. NVCA property is essential to watershed management, environmental protection, helps implement the Watershed Management Strategy and provides areas for passive recreation.

| Program/Service and Subservices | Description | Category Rationale |
|--|---|---|
| New Lowell Campground | Long-term lease with a private party to operate a campground and associated facilities at New Lowell Conservation Area. | CA Act Non-passive recreation 21.1.2 (1); 29(1) |
| Utopia Conservation Area | Short-term lease (5-year) with community partner for management of the Utopia Conservation Area | CA Act Passive recreation 21.1(1)(i); 21.1.2 (1); 29(1) |
| Beeton Creek Property | Short-term lease (5-year) with community partner to lease residence | CA Act 21.1(1)(i); 21.1.2 (1); 29(1) |
| Mayer's Marsh | Agricultural lease (annual) | CA Act 21.1.2 (1); 29(1) |
| Petun Conservation Area | Short-term lease (5-year) with community partner to lease portions of the property for fish hatchery operations | CA Act 21.1(1)(i); 21.1.2 (1); 29(1) |
| Utopia Conservation Area | Short-term lease for commercial access through the Utopia Conservation Area | CA Act 21.1(1)(i); 21.1.2 (1); 29(1) |
| Black Ash Creek | Formalized agreement for commercial access through Black Ash Creek (NVCA-owned property) | CA Act 21.1(1)(i); 21.1.2 (1); 29(1) |
| Land acquisition | Strategic acquisition of environmentally significant properties as per NVCA's 2020 Land Securement Strategy. | CA Act 21.1.2 (1) |
| Events | Includes weddings, corporate events, private gatherings, etc. | CA Act 21.1.2 (1) |
| Festivals | Includes public events (ex. Spring Tonic, Festival at the Fort, etc.) | CA Act 21.1.2 (1) |

Watershed Stewardship and Restoration (Urban, rural & agricultural)

Program Description: The stewardship and restoration program has three key components: one-on- one technical and financial assistance to watershed landowners, coordination of target river restoration initiatives based on watershed science, and the reforestation program. Projects reduce the risk to life and property from natural hazards, protect water quality and quantity, improve forest conditions, increase biodiversity and make the watersheds more resilient to climate change.

| Program/Service and Subservices | Description | Category Rationale |
|--|--|--------------------|
| Private Land Stewardship Program | Work with property owners and environmental groups to mitigate flood and erosion hazards, protect water quality, restore floodplains, reduce nutrient contamination, restore wetlands, manage non-native invasive species, protect groundwater, improve aquatic species at risk habitat and promote climate change mitigation and adaptation. Coordinate targeted river restoration and fish habitat improvement initiatives using information generated by the Watershed Science department to identify priority sites and restoration techniques. Apply for and manage external funding, promote private land stewardship, provide technical advice and design support and funding assistance. | CA Act 21.1.2 (1) |
| Tree Planting and Forestry Services on Private | Forestry services including planting plan development, site preparation, tree and shrub planting, and survival assessments. Private woodlot stewardship, technical assistance, link to funding programs to maintain form and function of watershed forest cover. | CA Act 21.1.2 (1) |

Conservation Education and Community Outreach

Program Description: Education and outreach programs increase knowledge and awareness in children and adults about local environmental issues, watersheds and ecosystems and conservation actions they can implement.

| Program/Service and Subservices | Description | Category Rationale |
|---------------------------------|--|--------------------|
| School programs | Curriculum-based education programs for pre-school, elementary and secondary students. These programs focus on local watersheds, ecosystems, and environmental issues. Programs take place in school yards, schools, field trips to conservation areas, community parks and through online learning opportunities. | CA Act 21.1.2 (1) |
| Community programs and events | Education, day camp, outreach programs and community events to assist in achieving the objectives of the conservation authority. Some of these programs are open to people of all ages. | CA Act 21.1.2 (1) |

THE CORPORATION OF THE TOWNSHIP OF ESSA

BY-LAW 2024 - 61

Being a By-law to confirm the proceedings of the Council meeting held on the 18th day of December, 2024.

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 18th day of December, 2024 and, in respect of each recommendation contained in the Minutes of the Special Council Meeting held on the 10th day of December, 2024, and the Regular Council meeting held on the 18th day of December, 2024, and the Minutes of the Committee of the Whole meeting held on the 18th day of November, 2024, 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 18th day of December, 2024.

Sandie Macdonald, Mayor

Lisa Lehr, Manager of Legislative Services