

**THE CORPORATION OF THE TOWNSHIP OF ESSA  
REGULAR COUNCIL MEETING**

**WEDNESDAY, JUNE 29, 2022  
(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, Committee of the Whole and Regular Council meetings held on the 15<sup>th</sup> day of June, 2022 be adopted as circulated.*

**4. CONSENT AGENDA**

**Recommendation:** *Be it resolved that the items listed in the Consent Agenda dated June 29, 2022 be received for information, and that the necessary actions be taken.*

**5. COMMITTEE REPORTS**

**6. PETITIONS**

**7. MOTIONS AND NOTICES OF MOTIONS**

- a. **Fierté Simcoe Pride – July 25 – August 7, 2022 (Flag raising on July 26, 2022 at 3:30 p.m.)**

*WHEREAS 2022 marks the eleventh annual Fierté Simcoe Pride, and its purpose is to create a safe and inclusive Simcoe County that supports gender and sexual diversity through services, activities and events; and  
WHEREAS the Rainbow Pride Flag is raised to honour gender and sexual diversity in Simcoe County and is a symbol of the Pride movement and the advancement of human rights for sexual orientation, gender identity and expression, and sex characteristics; and  
WHEREAS the colour red signifies life, orange symbolizes healing, yellow symbolizes sunlight, green symbolizes nature, blue symbolizes serenity, peace and harmony; and finally, purple symbolizes spirit; and*

*WHEREAS the mission of Fierté Simcoe Pride is “to create and offer inclusive events, services, and educational opportunities that rise above heterosexism, heteronormativity and homo/bi/transphobia, promoting safe communities within Simcoe County”; and WHEREAS Fierté Simcoe Pride is filled with numerous events and activities that focus on education, awareness, community development, creative expression and fun for the whole family.*

*NOW THEREFORE Council hereby proclaims July 25 to August 7, 2022 as a time to support Fierté Simcoe Pride and the activities of FSP 2022.*

**b. International Overdose Awareness Day**

*WHEREAS Council of the Township of Essa acknowledges the harm and hardship caused by drug overdose and recognizes the purpose of International Overdose Awareness Day as a day to remember loved ones lost to overdose and ending the stigma of drug-related deaths; and*

*WHEREAS Council of the Township of Essa resolves to play a part in reducing the toll of overdose in our community, which claimed the lives of 169 (confirmed and probable) residents in Simcoe Muskoka in 2021, which was 25% higher than the 135 in 2020, with fortunately, none of these deaths occurring in the Township of Essa, with countless more lives affected forever; and*

*WHEREAS Council of the Township of Essa affirms that the people affected by overdose are our sons and daughters, our mothers and fathers, our brothers and sisters, and deserving of our love, compassion and support;*

*NOW THEREFORE Council of the Township of Essa hereby proclaims August 31st, 2022 as Overdose Awareness Day in Essa Township.*

**c. Canada Day – Municipally Significant Event**

*WHEREAS July 1, 1867, marked the passage of the British North America Act (later known as the Constitution Act) thereby establishing the Dominion of Canada as a self-governing entity within the British Empire; and*

*WHEREAS in 1879, a federal law made July 1<sup>st</sup> a statutory holiday, marking the day as the “Anniversary of Confederation”, which was later referred to as “Dominion Day” and became known officially as “Canada Day” on October 27, 1982, a day for celebrations across the country where Canadians have shown pride in the history, culture and achievements of Canada since 1868; and*

*WHEREAS, the Township of Essa has partnered with the Angus Lions Club and other organizations on an annual basis to provide Canada Day festivities to its residents, with the festivities historically being held at Community Park in Angus;*

*NOW THEREFORE BE IT RESOLVED THAT Council of the Corporation of the Township of Essa hereby declares and endorses Canada Day festivities on July 1<sup>st</sup>, 2022 at Community Park to be a municipally significant event, and encourages residents of the municipality to join together in celebrating Canada’s Birthday.*

**8. UNFINISHED BUSINESS**

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**9. BY-LAWS**

p. 13 **a. By-law 2022-38 Paying of Accounts During Summer Recess**

Recommendation: *Be it resolved that leave be granted to introduce By-law 2022-38, that being a By-law to authorize the Chief Administrative to approve and authorize payment of expenditures during Council's summer recess in each calendar year; and, that said By-law be read a first, and taken as read a second and third time, and finally passed.*

p. 14 **b. By-law 2022-39 Appointment By-law**

Recommendation: *Be it resolved that leave be granted to introduce By-law 2022-39, that being a By-law to appoint a Building Inspector - ARU Official; and, that said By-law be read a first, and taken as read a second and third time, and finally passed.*

**10. QUESTIONS**

**11. CLOSED SESSION**

**12. CONFIRMATION BY-LAW**

p. 15 **By-law 2022-40**

Recommendation: *Be it resolved that leave be granted to introduce By-law 2022-40, that being a By-law to confirm the proceedings of the Council and Committee of the Whole meetings held on this 7<sup>th</sup> day of September, 2022; 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 Committee of the Whole of the Township of Essa adjourn at \_\_\_\_\_ p.m. to meet again on the 7<sup>th</sup> day of September, 2022 at 6:00 p.m.*

## PUBLIC MEETING MINUTES

June 15, 2022

### PROPOSED ZONING BY-LAW AMENDMENT (Z3/22) (Affecting Various Properties throughout the Township of Essa) MINUTES

A Public Meeting concerning Proposed Zoning By-law Amendment Z3/22 was held in-person on Wednesday, June 15, 2022 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 Ron Henderson
  
- C. Healey-Dowdall, Chief Administrative Officer
- M. Mikael, Manager of Public Works
- K. Pascoe, Deputy Clerk
- L. Lehr, Manager of Legislative Services

The Mayor opened the meeting by stating the purpose of this Public Meeting is to review the proposal for a Zoning By-law Amendment affecting various properties throughout Essa, in accordance with the provisions of the Planning Act. Below is a list of properties for zoning corrections (2) where it is proposed that properties return to former zoning which applied. As well, the municipality would like to zone 152 Greenwood Drive in Angus to allow for a school in addition to the use of the property as a park.

The Chief Administrative Officer stated that the municipality will hear comments and review written submissions from the public and public agencies once the CAO explains the intent of the municipality a little further.

#### DESCRIPTION OF THE PROPOSAL (CAO):

Legal Description	Purpose of Rezoning
5427 and 5479 8 <sup>th</sup> Line	To rezone lands out of aggregate zoning to revert the lands to the Agricultural Zone
Lands around 6838 10 <sup>th</sup> SR	To return lands to zoning of the existing Zoning By-law of 2003 – Agricultural and Rural Zones
152 Greenwood Drive, Angus	From Open Space Park to Institutional which, in addition to allowing the use of the lands for park purposes, would also allow for a school use

The Chief Administrative Officer stated that staff have identified a few properties for a housekeeping

Zoning By-law Amendment. The first two properties listed in the chart will have zoning revert to what it once was – the first property having shown that aggregate no longer exists and where current standards guide the municipality to return the zoning to the “default” of the area; and the second property having been put into a restrictive zoning in possible error.

The Chief Administrative Officer stated that the municipality has arranged for an agreement with the Simcoe County District School Board (“SCDSB”) wherein the Board has an offer to purchase 152 Greenwood Drive for the use of a future elementary school if funding becomes available. Until such time that funding for a school becomes available, the municipality will continue to offer the public the use of the lands as park. All park equipment will remain intact until such time as a new school is supported by the Ministry of Education. The municipality plans to use other public lands nearby as shown on the map provided, for park purposes. All equipment will be replaced with new equipment to be under warranty. As such, the parks department may begin planning for new parks with public input, to provide for parks with equipment requested by our citizens.

The Chief Administrative Officer stated that SCDSB has listed Angus as a top priority for a new elementary school although it is unknown at this time as to what year that funding may be approved. Once Ministry funding is approved, it could be a couple of years before a school is able to be constructed since the site will have to be cleared and a plan and design put in place. The site will have to be planned with the school itself placed closer to the south limit of the property than the north, given that the north limit borders the County of Simcoe corridor set out for either rail or trail purposes. The County has asked that the Board respect a setback as if trains were using the rail line. A school will be designed to be in keeping with the neighborhood.

The Chief Administrative Officer stated that once the site is able to be cleared, then siltation fencing will be erected along with construction fencing in an effort to minimize dust and keep children safely off the construction site. It is hoped that the construction phase may only last 2 years.

The Chief Administrative Officer stated that SCDSB is looking to secure other Angus locations for a fourth elementary school, and as well, the Simcoe Muskoka Catholic District School Board (“SMCDSB”) is also looking for land for an elementary school.

The Chief Administrative Officer stated that all funds received from the sale of parkland must, according to the Planning Act, be put towards park purposes. The municipality will be requiring the Board to design a site to accommodate for parent drop offs and pick ups and to include traffic calming in the site design. The municipality may wish to explore traffic calming on the street in connection with an overall traffic design study for the area.

The Chief Administrative Officer stated that the following comments have been received thus far:

The Mayor turned the meeting to the public, inquiring of comments and concerns to be voiced. She stated 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. Comments should be asked for, in relation to the properties in the order as listed below:

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**5427 and 5479 8<sup>th</sup> Line:**

Irena Forester:

Question:

- Will the rezoning of the lands from aggregate to agricultural change the use of the property?

The Chief Administrative Officer advised that the property is currently zoned aggregate. The proposed zoning by-law amendment will provide for agricultural use only of the lands, similar to what is currently taking place.

**Lands around 6838 10<sup>th</sup> Sideroad:**

Allan Riddell, Roy Wright:

Concerns:

- Affect on natural waterways and personal wells on lands surrounding this property
- Concern for future buildings and impact on their property
- Concern for preservation of farmland

**152 Greenwood Drive, Angus**

Mike and Jessica Owen – support rezoning

- Increased walkability for kids in subdivision
- Decreased need for bussing of kids in subdivision

Concerns:

- Capital funding denied by Ministry
- Timeline for completion

Comments:

- Would like to see new parks increase features that focus on teenagers and adults

Christopher Cicero - Opposes rezoning

- Removing existing park from established neighbourhood
- Option 3 identified in map – these lands flood
- Waste of parkland
- Negative impact on neighbourhood
- Negative impact on carbon footprint
- Existing homes in this area paid a premium to back onto forest
- Increased traffic and speeding on Greenwood Drive
- Increased buses and cars
- Stonemount Park is an integral part of the community in the subdivision

Brian Robinson – Opposes rezoning

- Waste of play equipment which was paid for by municipality
- Increase in drainage issues on Battalion and Decarolis – sump pumps already run regularly

- Loss of green land
- Option 3 – floodplain to river
- Parking

Amanda Cardinal – Opposes rezoning

- Premium paid on purchase of home to back onto park
- Was told it was protected land when she purchased her home
- Easement on back part of her yard
- Buses currently pick up children at Stonemount (both public and catholic schools)
- Parking concerns
  - currently Greenwood has issues with too much on-road parking in addition to waste/recycling bins
  - during winter car owners park vehicles in Stonemount Park
- Concern for wildlife

Christina Martin – Opposes rezoning

- Runs daycare from her home – relies on this park for her daycare
- Does not agree with a school replacing the current park

Kathy Wozos – Opposes rezoning

- Stonemount Park is the main feature in subdivision
- Echoes same concerns as others
- Traffic concern
  - Greenwood Drive and Gold Park Gate are main roads in subdivision
  - Increase in traffic throughout subdivision
  - New school should target an area that has lower traffic/speeding
- Parking concerns
- Gold Park location (Option 2 on map) is a marsh area and not suitable
- Council should consider newer developments, not existing subdivisions
- Greenwood Drive / Willoughby Road would be a better site

Lisa and Sean Aldred – Opposes rezoning

- Premium paid for home to back onto park
- New fencing would have to be installed in her backyard to keep school kids off of her property
- Concern over relocation of outdoor pad and play equipment
- Would like to see enhancements that will decrease vandalism in current park
- Would like to see enhancements that will offer features to teenage kids
- Poor planning
- Traffic will become more of an issue

Questions raised by the public in attendance were as follows:

- **How much opportunity will there be for future input?**

The Chief Administrative Officer advised that the municipality is committed to consultation through the process. Interested parties are required to leave their name, address and email

address with the Deputy Clerk if they wish to receive future correspondence about this matter.

- **Why does it have to be this location (152 Greenwood Drive)?**

The Chief Administrative Officer advised that the School Board received a map showing all locations of vacant lands which included the size of each parcel. SCDSB selected 152 Greenwood Drive as their preferred site. She also advised that the Board is looking at additional properties for additional schools in Angus on top of the school at this proposed site.

The Chief Administrative Officer also advised that the Catholic School Board is also looking to build a school in Angus as well.

- **Do we have a voice?**

The Chief Administrative Officer advised that the municipality is committed to consultation throughout the process. Interested parties are to leave their name, address and email address with the Deputy Clerk if they wish to receive future correspondence about the matter.

- **Can residents submit an appeal?**

The Chief Administrative Officer advised that anyone that submitted a verbal or written objection can submit an appeal to the Ontario Land Tribunal once the Zoning By-law Amendment is passed by Council. The appeal application can be delivered to the Clerk of the municipality. Residents are asked to look at the Ontario Land Tribunal's website for information on filing an appeal.

The Mayor stated that if there are no further questions or submissions, Council wishes to thank all those in attendance for their participation. The planning office will be preparing a report and by-law to be presented to Council concerning this matter.

Meeting adjourned at 7:09 p.m.

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Sandie Macdonald, Mayor

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Lisa Lehr, Manager of Legislative Services



**THE CORPORATION OF THE TOWNSHIP OF ESSA  
COMMITTEE OF THE WHOLE MEETING  
WEDNESDAY, JUNE 15, 2022**

**MINUTES**

A Committee of the Whole meeting was held in-person on Wednesday, June 15, 2022 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 Ron Henderson

Staff in attendance: C. Healey-Dowdall, Chief Administrative Officer  
M. Mikael, Manager of Public Works  
L. Lehr, Manager of Legislative Services

**1. OPENING OF MEETING BY THE MAYOR**

Mayor Macdonald opened the meeting at 6:01 p.m.

**2. DISCLOSURE OF PECUNIARY INTEREST**

None.

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

- a. Council Presentation to Staff**  
**Re: Certified Municipal Officer Maintenance of Designation**  
Carol Traynor, CMO, Manager of Finance  
Lisa Lehr, CMO Manager of Legislative Services

Council commended staff on the successful re-certification of their Certified Municipal Officer designation through the Association of Municipal Clerks and Treasurers of Ontario.

- b. Public Meeting**  
**Re: Proposed Zoning By-law Amendment (Z3/22)**

See separate set of minutes.

**STAFF REPORTS**

**4. PLANNING AND DEVELOPMENT**

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

6. FIRE AND EMERGENCY SERVICES

7. PUBLIC WORKS

- a. Staff Report PW010-22 submitted by the Manager of Public Works, re: Award of Tender – Margaret Street Reconstruction (Urbanization) Phase 3.

Resolution No: CW079-2022 Moved by: Kiezebrink Seconded by: Smith

*Be it resolved that Staff Report PW010-22 be received; and  
That the quotation as received from Pennorth Group Limited for Phase 3 of the Margaret Street Reconstruction Project be accepted in the amount of 1,684,815.55 (excluding HST); and  
That Council authorize staff to allocate the additional funds required to complete Phase 3 of the Project, in the amount to \$40,744.80 (excluding applicable tax), to the Special Projects Reserve.*

---Carried---

8. FINANCE

9. CLERKS / BY-LAW ENFORCEMENT / IT

- a. Staff Report C012-22 submitted by the Manager of Legislative Services, re: 2022 Municipal and School Board Election – Advance Voting Dates.

Resolution No: CW080-2022 Moved by: Sander Seconded by: Smith

*Be it resolved that Staff Report C012-22 be received for information.*

---Carried---

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

11. OTHER BUSINESS

- a. Angus Morrison Elementary School Fun Fair

Mayor Macdonald thanked Council for their contributions to the Angus Morrison Elementary School Fun Fair. She advised that the event was a great success for the school.

- b. Public Information Centre – Angus Infrastructure Master Plan – July 14, 2022

The Chief Administrative Officer informed Council and those in attendance that a Public Information Centre was being held at the Angus Recreation Centre on July 14, 2022 (2:00 pm to 8:00 pm). The Public Information Centre is being held to provide an opportunity for the public to review and provide input on servicing options under consideration for the Angus Infrastructure Master Plan.

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**c. Canadian Armed Forces and Air Show Weekend – June 18 and 19**

Mayor Macdonald encouraged those in attendance to attend the Canadian Armed Forces and Air Show this upcoming weekend (June 18 and 19, 2022).

**12. ADJOURNMENT**

**Resolution No: CW081-2022 Moved by: Smith      Seconded by: Henderson**

*Be it resolved that this meeting of Committee of the Whole of the Township of Essa adjourn at 7:16 p.m., to meet again on the 29<sup>th</sup> day of June, 2022 at 6:00 p.m.*

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

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Sandie Macdonald, Mayor

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Lisa Lehr, Manager of Legislative Services

THE CORPORATION OF THE TOWNSHIP OF ESSA  
REGULAR COUNCIL MEETING  
WEDNESDAY, JUNE 15, 2022

MINUTES

The Regular Meeting of Council was held in-person on Wednesday, June 15, 2022 following the Committee of the Whole 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 Ron Henderson

Staff in attendance: C. Healey-Dowdall, Chief Administrative Officer  
L. Lehr, Manager of Legislative Services

1. **OPENING OF MEETING BY THE MAYOR**

Mayor Macdonald opened the meeting at 7:16 p.m.

2. **DISCLOSURE OF PECUNIARY INTEREST**

None.

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

**Amendment to Committee of the Whole Minutes**

Motion CW075-2022 is amended to include the following:

***And, That the New Tecumseth Civics Hockey Club be directed to provide the municipality with a copy of their Certificate of Insurance listing the Township of Essa as "additional insured" in the amount of \$5,000,000.00.***

**Amendment to Regular Council Minutes**

Motion CR117-2022 is amended to include the following:

***WHEREAS the Edward Macdonald Branch 499 – Royal Canadian Legion will provide Essa with a copy of their Certificate of Insurance naming Essa Township as an "additional insured" in the amount of \$5,000,000.00;***

**Resolution No: CR126-2022 Moved by: Sander Seconded by: Kiezebrink**

*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 Committee of the Whole meeting held on the 1<sup>st</sup> day of June, 2022, be adopted as amended; and  
That the minutes of the Regular Council meeting held on the 1<sup>st</sup> day of June be adopted as amended.*

----Carried-----

**4. CONSENT AGENDA**

**Resolution No: CR127-2022 Moved by: Seconded by:**

*Be it resolved that the items listed in the Consent Agenda dated June 15, 2022 be received for information, and that the necessary actions be taken; and  
That Item A3(c) be referred to Section B of the Consent Agenda for a letter of thanks to be drafted; and  
That Item A10 be referred to Section B of the Consent Agenda for a letter of support to be drafted.*

----Carried-----

**5. COMMITTEE REPORTS**

**a. Essa Public Library Board**

**Resolution No: CR128-2022 Moved by: Sander Seconded by: Kiezebrink**

*Be it resolved that the minutes of the Essa Public Library Board from their meetings of April 25 and May 16, 2022 be received.*

----Carried-----

**6. PETITIONS**

**7. MOTIONS AND NOTICES OF MOTIONS**

**8. UNFINISHED BUSINESS**

**9. BY-LAWS**

**a. By-law 2022-35 Tax Rating By-law**

**Resolution No: CR129-2022 Moved by: Henderson Seconded by: Smith**

*Be it resolved that leave be granted to introduce By-law 2022-35, that being a By-law to provide for the adoption of tax rates for 2022; and, that said By-law be read a first, and taken as read a second and third time, and finally passed.*

----Carried-----

**b. By-law 2022-36 BIA Tax Rating By-law**

**Resolution No: CR130-2022 Moved by: Sander Seconded by: Kiezebrink**

*Be it resolved that leave be granted to introduce By-law 2022-36, that being a By-law to provide for the adoption of a tax rate for the Business Improvement Area in Angus for 2022; and, that said By-law be read a first, and taken as read a second and third time, and finally passed.*

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

**10. QUESTIONS**

**11. CLOSED SESSION**

The Clerk delegated the powers and duties as assigned under section 228(4) of the *Municipal Act*, 2001, to the Chief Administrative Officer for Closed Session Item 11(b), as well as the remainder of the Regular Council meeting thereafter.

**Resolution No: CR131-2022 Moved by: Smith Seconded by: Sander**

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

- *Plans and Instructions for Negotiations [Municipal Act, s.239(2)(k)]*
- *Personal Matters about an Identifiable Individual [Municipal Act, s.239(2)(b)]*
- *Labour Relations or Employee Negotiations [Municipal Act, s.239(2)(d)]*
- *Advice Subject to Solicitor-Client Privilege [Municipal Act, s.239(2)(f)]*

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

Council proceeded into Closed Session Deliberations at 7:23 p.m.

**Motion to Rise and Report from Closed Session Meeting of June 15, 2022.**

**Resolution No: CR132-2022 Moved by: Sander Seconded by: Kiezebrink**

*Be it resolved that Council rise and report from the Closed Session Meeting at 8:31 p.m.*

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

- a. PLANS AND INSTRUCTIONS FOR NEGOTIATIONS [s.239(2)(k)]  
Confidential Staff Report CAO021-22 submitted by the Chief Administrative Officer, re: Use of Private Lands for Municipal Purposes.**

This Item was deferred.

- b. **PERSONAL MATTERS ABOUT AN IDENTIFIABLE INDIVIDUAL [s.239(2)(b)]  
LABOUR RELATIONS OR EMPLOYEE NEGOTIATIONS [s.239(2)(d)]  
ADVICE SUBJECT TO SOLICITOR-CLIENT PRIVILEGE [s.239(2)(f)]  
Confidential Staff Report CAO022-22 submitted by the Chief Administrative  
Officer, re: Staff.**

**Resolution No: CR133-2022 Moved by: Kiezebrink Seconded by: Smith**

*Be it resolved that Confidential Staff Report CAO022-22 be received; and  
That the Chief Administrative Officer be authorized to proceed with Option No. 4.*

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

**12. CONFIRMATION BY-LAW**

**By-law 2022-37**

**Resolution No: CR133-2022 Moved by: Henderson Seconded by: Smith**

*Be it resolved that leave be granted to introduce By-law 2022-37, that being a By-law to  
confirm the proceedings of the Council and Committee of the Whole meetings held on this  
15<sup>th</sup> day of June, 2022; 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: CR134-2022 Moved by: Smith Seconded by: Henderson**

*Be it resolved that this meeting of Committee of the Whole of the Township of Essa  
adjourn at 8:33 p.m. to meet again on the 29<sup>th</sup> day of June, 2022 at 6:00 p.m.*

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

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Sandie Macdonald, Mayor

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

9a

THE CORPORATION OF THE TOWNSHIP OF ESSA

BY-LAW 2022 – 38

**A By-law authorizing the Chief Administrative Officer to approve and authorize payment of expenditures during Council’s summer recess in each calendar year.**

WHEREAS ss. 286(1) of the *Municipal Act*, 2001, provides the Treasurer with the responsibility to, among other things, pay all debts of the municipality and other authorized expenditures; and

WHEREAS Council of the Corporation of the Township of Essa approves the municipal operating and capital budgets annually; and

WHEREAS the Council of the Township of Essa regularly recesses meetings for the months of July and August in each calendar year; and

WHEREAS Council of the Township of Essa deems it expedient to pass a By-law providing authority to the Chief Administrative Office to authorize such expenditures on behalf of Council during its regular summer recess in July and August of each calendar year;

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

1. That the Treasurer be authorized to pay all debts and authorized expenditures on behalf of Council, and release payment(s) for goods and services procured pursuant to the Township’s Procurement and Acquisition Policy, provided that the total costs are within the approved budget.
2. That, while Council is on summer recess during the months of July and August in each calendar year, the Chief Administrative Officer be authorized to approve such expenditures on behalf of Council.
3. That the Chief Administrative Officer be authorized to withhold the release of payment(s) during the months of July and August in each calendar year, at his/her discretion, pending approval by Council.
4. That a report be provided annually to Council at its first meeting following summer recess, providing the details of the payments made by the Treasurer during this period.
5. That this By-law shall come into force and effect on the day it is finally passed.

READ A FIRST, AND TAKEN AS READ A SECOND AND THIRD TIME AND FINALLY PASSED on this the 29<sup>th</sup> day of June, 2022.

\_\_\_\_\_  
Sandie Macdonald  
Mayor

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



THE CORPORATION OF THE TOWNSHIP OF ESSA

BY-LAW NO. 2022 – 39

**Being a By-law to appoint a Building Inspector - ARU Official; and also a Plumbing Inspector, Property Standards Officer and Zoning Administrator**

WHEREAS Section 3(1) of the Building Code Act, S.O. 1992, c.23, as amended, states that the Council of each municipality is responsible for the enforcement of the Building Code Act in the municipality; and

WHEREAS Section 3(2) of the Building Code Act, S.O. 1992, c.23, as amended, states that the Council of each municipality shall appoint a Chief Building Official and such Inspectors as are necessary for the enforcement of this Act in the areas in which the municipality has jurisdiction; and

WHEREAS the Council of the Township of Essa deems it advisable to appoint a Building Inspector and any such Inspectors and Administrators as are necessary for the purposes of the Enforcement of said Act and the Township's Building and Plumbing By-law;

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

1. That Steve Walmsley be and is hereby appointed to the position of Building Inspector – ARU Official for the Corporation of the Township of Essa, to carry out the duties and responsibilities as set out in the job description for the position for the period during which he is an employee of the municipality;
2. That Steve Walmsley be and is hereby appointed as Plumbing Inspector, Property Standards Officer and Zoning Administrator, and shall perform all the duties required to be performed by the said titles under statutory authority and other duties that may be imposed by the Council of the Township of Essa for the period during which he is an employee of the municipality;
3. That the said appointment shall become effective as of July 4th, 2022;
4. This By-law shall come into force and effect on the day it is finally passed.

READ A FIRST, AND TAKEN AS READ A SECOND AND THIRD TIME AND FINALLY PASSED on this the 29<sup>th</sup> day of June, 2022.

\_\_\_\_\_  
Sandie Macdonald, Mayor

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

**THE CORPORATION OF THE TOWNSHIP OF ESSA**

**BY-LAW 2022 – 40**

**Being a By-law to confirm the proceedings of the Council meeting held on the 29<sup>th</sup> day of June, 2022.**

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 29<sup>th</sup> day of June, 2022 and, in respect of each recommendation contained in the Minutes of the Public Meeting held on the 15<sup>th</sup> day of June 2022, the Regular Council meeting held on the 15<sup>th</sup> day of June, 2022 and the Committee of the Whole meeting held on the 15<sup>th</sup> day of June, 2022; 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 29<sup>th</sup> day of June, 2022.

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Sandie Macdonald, Mayor

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Lisa Lehr, Manager of Legislative Services