

**THE CORPORATION OF THE TOWNSHIP OF ESSA
COMMITTEE OF THE WHOLE MEETING
WEDNESDAY, JULY 5, 2023
6:00 p.m.**

MINUTES

A Committee of the Whole meeting was held in person on Wednesday July 5, 2023 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: C. Healey-Dowdall, Chief Administrative Officer
M. Mikael, Manager of Public Works
D. Dollmaier, Manager of Finance
S. Haniff, Manager of Planning
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 the traditional land of the Anishinaabeg, Huron-Wendat and the Tiononati people. 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, Métis and Inuit people.

Mayor Macdonald offered condolences on behalf of Council to the friends and family of Joe Walsh, Public Works.

2. DISCLOSURE OF PECUNIARY INTEREST

Deputy Mayor Smith declared an indirect interest on Item 3(c) as his family member operates a Bed and Breakfast.

3. DELEGATIONS / PRESENTATIONS / PUBLIC MEETINGS

a. Public Meeting

Re: 6404 11th Line - Zoning By-law Amendment (Z2-23)

See separate set of minutes.

b. Public Meeting

Re: 5204 10th Line - Zoning By-law Amendment (Z7-23)

See separate set of minutes.

Deputy Mayor Smith recused himself from this portion of the Meeting and did not participate in discussion.

- c. Public Meeting**
Re: Short Term Accommodations (Z9-23)

See separate set of minutes.

Deputy Mayor Smith resumed his seat in the Council Chambers.

- d. Delegation from Baker Tilly KDN LLP (Township Auditor)**
Richard Steinginga
Re: 2022 Draft Year End Financial Statements

Richard Steinginga of Baker Tilly KDN LLP, the Township Auditor was in attendance to provide Council with a brief overview of the 2022 Draft Consolidated Financial Statements.

Resolution No: CW084-2023 Moved by: Sander Seconded by: Smith

BE IT RESOLVED THAT the Draft 2022 Consolidated Financial Statements for the Township of Essa, the Essa Public Library, and the Angus Business Improvement Area Board, as presented by Baker Tilly KDN LLP, be approved.

----Carried-----

- e. Delegation– Innovative Planning Solutions**
Darren Vella
Re: 34 Mill Street

Darren Vella of Innovative Planning Solutions was in attendance to speak to 34 Mill Street planning applications.

STAFF REPORTS

4. PLANNING AND DEVELOPMENT

- a. Staff Report PD021-23 submitted by the Manager of Planning, re: 34 Mill Street – Zoning By-law Amendment (Z1-22) and Official Plan Amendment (OPA42) Draft Plan Conditions.**

MOTION AMENDED:

Resolution No: CW085-2023 Moved by: Kiezebrink Seconded by: Maltby

BE IT RESOLVED THAT Staff Report PD021-23 be received; and THAT Council approve the following in relation to lands legally known as CON 3 W PT LOT 29, municipally known as 34 Mill Street:

- a. An amendment to the Township's Zoning By-law, By-law 2023-50, specific to the subject lands from the 'Residential, Low Density, Detached (R1) Zone' to 'Residential, High Sensity, Apartments (R5) Zone' with Special Provisions;*

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- b. *Adoption of a By-law to allow the Mayor and Clerk to apply for an amendment to the Official Plan, to redesignate the subject lands from 'Residential' to 'Residential – Multiple'; and*
 - c. *That a Staff Report regarding the Draft Plan Conditions for the subject lands towards the development of 148-unit townhome residential Plan of Subdivision be brought back to Council for review and addressing their concerns.*

----Carried-----

- b. **Staff Report PD022-23 submitted by the Manager of Planning and the Development Planner, re: Planning Department – Q1 and Q2 Report 2023.**

Resolution No: CW086-2023 Moved by: Sander Seconded by: Smith

BE IT RESOLVED THAT Staff Report PD022-23 be received for information purposes.

----Carried-----

- c. **Staff Report PD023-23 submitted by the MHBC Planning, re: Brookfield Subdivision – Final Draft Plan of Subdivision Approval.**

Resolution No: CW087-2023 Moved by: Kiezebrink Seconded by: Sander

*BE IT RESOLVED THAT Staff Report PD023-23 be received; and
THAT Council provide Township Staff with the delegated authority to provide final approval for registration for Phase 1 of the Brookfield Homes Baxter Draft Plan of Subdivision E-T-0602; and
THAT Council authorize Legal Counsel for the Township to Register the M-Plan for Phase 1 of the Brookfield Homes Plan of Subdivision E-T-0602 and the Subdivision Agreement once the CAO and Township Engineers are satisfied that all conditions and obligations have been fulfilled.*

----Carried-----

5. PARKS AND RECREATION / COMMUNITY SERVICES

- a. **Staff Report PR017-23 submitted by the Manager of Parks and Recreation, re: Essa Junior Hockey Request – Hockey Training Institute International.**

Resolution No: CW088-2023 Moved by: Smith Seconded by: Sander

*BE IT RESOLVED THAT Staff Report PR017-23 be received; and
THAT Council consider directing the Manager of Parks and Recreation to proceed with approving a proposal for a Junior Hockey Team in a Township Facility subject to availability and adherence to the Township's Ice Allocation Policy.*

----Carried-----

- b. **Staff Report PR018-23 submitted by the Manager of Parks and Recreation
re: Concession Stand Operator RFP PR-23-05.**

MOTION AMENDED:

Resolution No: CW089-2023 Moved by: Maltby Seconded by: Sander

*BE IT RESOLVED THAT Staff Report PR018-23 be received for information; and
THAT an open RFP be made available until such time as a vendor may be found; and
THAT Staff are to consider each RFP as received.*

----Carried-----

6. FIRE AND EMERGENCY SERVICES

7. PUBLIC WORKS

8. FINANCE

- a. **Correspondence from Township Engineer AECOM Canada Ltd,
re: Recommended Reduction in Securities – Mill Street Ventures Site
Plan, Project No. 60219081.04-04.**

MOTION AMENDED:

Resolution No: CW090-2023 Moved by: Kiezebrink Seconded by: Maltby

*Be it resolved that Council approve a reduction in securities relating to the Mill Street
Ventures Site Plan, Project No. 60219081.04-04;*

<i>Current Securities Held by Township of Essa</i>	<i>\$950,661.07</i>
<i>Reduction as Recommended by AECOM:</i>	<i>\$308,606.94</i>
<i>Securities to be Retained by Township of Essa:</i>	<i>\$642,054.13</i>

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.)

11. OTHER BUSINESS

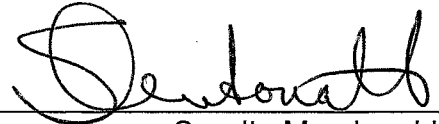
12. ADJOURNMENT

Resolution No: CW091-2023 Moved by: Smith

Seconded by: Sander

BE IT RESOLVED THAT this meeting of Committee of the Whole of the Township of Essa adjourn at 7:51 p.m., to meet again on the 6th day of September, 2023 at 6:00 p.m.

----Carried-----



Sandie Macdonald
Mayor



Lisa Lehr
Manager of Legislative Services