

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

**WEDNESDAY, JUNE 2, 2021  
(To follow Committee of the Whole)**

To view our live stream visit the Township of [Essa's YouTube Channel](#)

**AGENDA**

- 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 19<sup>th</sup> day of May, 2021 be adopted as circulated.*

- 4. CONSENT AGENDA**

Recommendation: *Be it resolved that the items listed in the Consent Agenda dated June 2, 2021 be received for information, and that the necessary actions be taken.*

- 5. COMMITTEE REPORTS**
- 6. PETITIONS**
- 7. MOTIONS AND NOTICES OF MOTIONS**

- a) Seniors Month – June 1 – 30, 2021**

*WHEREAS Seniors' Month is an annual province-wide celebration; and  
WHEREAS Seniors have contributed to and continue to contribute immensely to the life and vibrancy of this municipality; and  
WHEREAS Seniors continue to serve as leaders, mentors, volunteers, and important and active members of the community; and  
WHEREAS contributions from seniors past and present warrant appreciation and recognition, and their stories deserve to be told; and  
WHEREAS the health and well-being of seniors is in the interest of all, and further adds to the health and well-being of the community; and  
WHEREAS the knowledge and experience seniors pass on to others continues to benefit us all;  
NOW THEREFORE BE IT RESOLVED that Council of the Corporation of the Township of Essa hereby proclaims June 1<sup>st</sup> to 30<sup>th</sup>, 2021, as "Seniors Month" and encourages all citizens to recognize and celebrate the accomplishments of our seniors.*

**b) Deaf-blind Awareness Month – June 1 – 30, 2021**

*WHEREAS Deaf-blindness is a unique disability that incorporates the loss of both sight and hearing; and*

*WHEREAS Individuals who are deafblind can live full, meaningful lives as independently as possible with the right supports in place, such as intervenor services; and*

*WHEREAS on December 21, 2000, the Ontario Legislature officially proclaimed the month of June in each year as Deaf-Blind Awareness Month, to recognize that “Deaf-blindness is a unique disability that incorporates the sensory loss of both sight and hearing”, and was created to help recognize that increased public awareness of this disability is crucial to increase opportunities for those who live with it; and*

*WHEREAS the Canadian Senate passed a motion on May 28, 2015 also recognizing June as Deafblind Awareness Month across Canada; and*

*WHEREAS June is also the birth month of Helen Keller, an internationally recognized person who was deaf-blind;*

*NOW THEREFORE BE IT RESOLVED THAT Council of the Corporation of the Township of Essa hereby proclaims June 1 to 30, 2021 as “National Deafblind Awareness Month” and encourages all citizens to attend a virtual awareness event in June to recognize and celebrate the contributions that individuals who are deafblind make in their communities with the support of intervenors who serve as a bridge to communications for individuals who are deafblind.*

**c) National Accessibility Week – May 30 to June 5, 2021**

*WHEREAS the Accessible Canada Act came into force July 2019, making National Accessibility Week legislated to take place every year beginning on the last Sunday in May; and*

*WHEREAS National Accessibility Week brings together all Canadians in recognizing the valuable contributions of Canadians with disabilities and strengthening the collaborative effort needed to create a country that is fully accessible and inclusive; and*  
*WHEREAS each year, we look at the gains we have made in removing barriers and improving access for all who live, work and play in the Township of Essa, and look forward to the work that still needs to be done;*

*NOW THEREFORE BE IT RESOLVED THAT Council of the Corporation of the Township of Essa hereby proclaims the week of May 30 to June 5, 2021 as “National Accessibility Week” and encourages all residents to support equality of access and opportunity for persons with disabilities.*

**8. UNFINISHED BUSINESS**

**9. BY-LAWS**

p. 11 **a. By-law 2021-19**

Recommendation: *Be it resolved that leave be granted to introduce By-law 2021-19, that being a By-law to provide for the adoption of a Tax Rate for the Business Improvement Area in Angus for 2021; and, that said By-law be read a first, and taken as read a second and third time and finally passed.*

p. 13 **b. By-law 2021-20**

Recommendation: *Be it resolved that leave be granted to introduce By-law 2021-20, that being a By-law to appoint a Deputy Chief Building Official, Plumbing Inspector, Property Standards Officer and Zoning Administrator; 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**

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

- *Personal Matters about an Identifiable Individual [Municipal Act 2001, s.239(2)(b)]*
- *Litigation or Potential Litigation [Municipal Act 2001, s.239(2)(e)]*

**12. CONFIRMATION BY-LAW**

p. 14 **By-law 2021-21**

Recommendation: *Be it resolved that leave be granted to introduce By-law 2021-21, that being a By-law to confirm the proceedings of the Council and Committee of the Whole meetings held on this 2<sup>nd</sup> day of June, 2021; 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 16<sup>th</sup> day of June, 2021 at 6:00 p.m.*

TOWNSHIP OF ESSA  
MINUTES OF ELECTRONIC PUBLIC MEETING  
WEDNESDAY MAY 19, 2021

RE: PROPOSED ZONING BY-LAW AMENDMENT - 7634 10<sup>th</sup> Line, THORNTON

A Public Meeting was held virtually on Wednesday, May 19, 2021 and was livestreamed to the public on the Township of Essa's YouTube Channel.

In attendance: Mayor Sandie Macdonald  
Deputy Mayor, Michael Smith  
Councillor Henry Sander  
Councillor Ron Henderson

Staff in attendance: C. Healey-Dowdall, Chief Administrative Officer  
C. Traynor, Manager of Finance  
R. Rosilius, Deputy Treasurer  
M. Mikael, Manager of Public Works  
A. Powell, Manager of Planning and Development  
J. Sidhu, Planner  
J. Coleman, Manager of Parks and Recreation  
D. Burgin, Deputy Fire Chief  
K. Pascoe, Deputy Clerk  
L. Lehr, Manager of Legislative Services

Mayor Macdonald opened the meeting at 6:20 p.m. She stated that the purpose of the Public Meeting is to discuss the proposed Temporary Use, Zoning By-law amendment to the Township's Zoning By-law 2003-50 as amended, in accordance with Section 34 of the *Planning Act*, and to hear comments and review written submissions from the public and other agencies concerning the proposed amendment.

The Township Planner provided a brief description of the proposal stating that the purpose of the application is to allow for a Temporary Use Zoning By-law Amendment which would permit for a mobile home to be placed on the property temporarily while a permanent residential home is constructed on the site.

The subject lands located at 7634 10<sup>th</sup> Line, Thornton, are approximately 41 hectares in size. The property is zoned as Agricultural and is designated as Agricultural under the Township's Official Plan. The property currently is an operational farm that contains the following structures: three existing barns, two steel grain bins, a circular bulk feed tank, and a residential unit that is presently not liveable due to lack of servicing and maintenance. The existing residential unit was built in 1890 and is 131 years old.

The Planner advised that the municipality would continue to gather feedback and comments from the public and staff until June 11, 2021. A further report for Council's consideration will be brought forward at a future meeting that will address comments received from the public and staff. The Planner advised that the applicant was in attendance to answer any questions from the public, Council or Staff.

The Planner then advised that speakers in attendance wishing to comment may do so by stating their name or address in the chat function so that proper records can be kept, and notice of future decisions can be sent. Comments are to be orderly, respectful, and not repetitious. All comments are to be addressed to the Mayor who is the Chair of the meeting.

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

The Mayor then advised that if there were no further questions or submissions, Council thanked all those in attendance for their participation. She advised that the Planning Office would be preparing a further report to Council concerning this matter, at which time Council will consider all matters and render a decision. She advised that a decision has not yet been made on this application and asked that the Planning Office be contacted by those that wish further notice on the matter.

Meeting adjourned at 6:24 p.m.

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

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

**THE CORPORATION OF THE TOWNSHIP OF ESSA  
VIRTUAL COMMITTEE OF THE WHOLE MEETING  
WEDNESDAY, MAY 19, 2021**

A Committee of the Whole meeting was held virtually on Wednesday, May 19, 2021 and was livestreamed to the public on the Township of Essa’s YouTube Channel.

In attendance: Mayor Sandie Macdonald (electronic)  
Deputy Mayor, Michael Smith (electronic)  
Councillor Henry Sander (electronic)  
Councillor Ron Henderson (electronic)

Staff in attendance: C. Healey-Dowdall, Chief Administrative Officer (electronic)  
C. Traynor, Manager of Finance (electronic)  
R. Rosilius, Deputy Treasurer (electronic)  
M. Mikael, Manager of Public Works (electronic)  
A. Powell, Manager of Planning and Development (electronic)  
J. Sidhu, Planner (electronic)  
J. Coleman, Manager of Parks and Recreation (electronic)  
K. Pascoe, Deputy Clerk (electronic)  
L. Lehr, Manager of Legislative Services (electronic)

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

Mayor Macdonald opened the meeting at 6:00 p.m.

Mayor Macdonald informed those in attendance of the new mass notification system “Alertable” that is now available to residents of the municipality. Alertable works to reach residents with important messages from the municipality. She encouraged residents to visit the Township’s website for more details.

**2. DISCLOSURE OF PECUNIARY INTEREST**

None.

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

**a. Council Presentation – Resignation of Keith White**

Members of Council recognized Keith White for his tenure on Council over the past 10+ years. They individually thanked him for his commitment and dedication in moving the municipality forward, and commended him for his representation of the constituents in Ward 1.

**b. Delegation – Karie Warnar, Avail Consulting Inc.  
re: Nottawasaga Community Safety Plan**

Karie Warnar provided Council and those in attendance with a very brief overview of the mandated requirements for a Community Safety Plan, and advised on the steps taken to draft the Nottawasaga Community Safety Plan. She briefly reviewed the key areas of focus contained in the Plan and advised on next steps to be taken for implementation prior to July 1, 2021.

- c. **Public Meeting – Temporary Use, Zoning By-law Amendment Z1/21**  
re: 7634 10<sup>th</sup> Line, Thornton

See separate set of minutes.

**STAFF REPORTS**

**4. PLANNING AND DEVELOPMENT**

- a. **Staff Report PD012-21 submitted by the Manager of Planning and Development, re: 305 Mill Street – Official Plan and Zoning By-law Amendment File Update.**

**Resolution No: CW067-2021 Moved by: Smith          Seconded by: Henderson**

*Be it resolved that Staff Report PD012-21 be received; and  
That Council direct Staff to continue processing the Zoning By-law Amendment and  
Official Plan Amendment Application in accordance with the provisions of the Planning  
Act.*

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

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

**6. FIRE AND EMERGENCY SERVICES**

**7. PUBLIC WORKS**

- a. **Staff Report PW016-21 submitted by the Manager of Public Works and the Manager of Parks and Recreation, re: Award of Quotation – Public Works – Asphalt Patching and Parks and Recreation – Asphalt Basketball Court.**

**Resolution No: CW068-2021 Moved by: Smith          Seconded by: Sander**

*Be it resolved that Staff Report PW016-21 be received; and  
That the quotation as received from Positano Paving for the Public Works – Asphalt  
Patching, and Parks & Recreation – Asphalt Basketball Court be accepted as follows:*

*\$10,185.00 (excluding HST) for Asphalt Patching  
\$9,310.00 (excluding HST) for the Basketball Court,*

*contingent upon a WSIB Clearance Certificate and a copy of Insurance being provided as  
per Township specifications; and  
That Council authorize the Manager of Parks and Recreation to purchase two  
Gooseneck basketball nets and posts at a cost of \$3,906.00 (excluding HST) for Mike  
Hart Park.*

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

- b. Staff Report PW017-21 submitted by the Manager of Public Works, re: Award of Quotation – Slurry Seal – Sidewalk Repair and Construction.**

**Resolution No: CW069-2021 Moved by: Sander Seconded by: Henderson**

*Be it resolved that Staff Report PW017-21 be received; and  
That the quotation as received from Duncor Enterprises be accepted in the amount of \$68,533.50 (excluding HST) to supply and place Slurry Seal on the 8<sup>th</sup> Line, from County Road 21 to the 20<sup>th</sup> Sideroad, contingent upon a WSIB Clearance Certificate and a copy of Insurance being provided as per Township specifications; and  
That Council authorize the Manager of Public Works to utilize the remaining budget to repair and construct additional sidewalks within the Township; and  
That the quotation as received from Positano Paving be accepted in the amount of \$11,175.00 (excluding HST) to repair and construct sidewalks contingent upon a WSIB Clearance Certificate and a copy of Insurance being provided as per Township specifications.*

----Carried----

- c. Staff Report PW018-21 submitted by the Manager of Public Works, re: Award of RFP – Angus Infrastructure Master Plan.**

**Resolution No: CW070-2021 Moved by: Sander Seconded by: Smith**

*Be it resolved that Staff Report PW018-21 be received; and  
That the RFP as received from Greenland International Consulting Ltd. be accepted in the amount of \$176,865.00 (excluding applicable tax and model calibration) to create and supply the Township of Essa with an Angus – Infrastructure Master Plan.*

----Carried----

## 8. FINANCE

- a. Staff Report TR008-21 submitted by the Deputy Treasurer, re: Explanation of the 2021 Carry Forward Reserve.**

**Resolution No: CW071-2021 Moved by: Sander Seconded by: Henderson**

*Be it resolved that Staff Report TR008-21 be received.*

----Carried----

- b. Staff Report TR009-21 submitted by the Deputy Treasurer, re: Budget to Actuals Update as of April 30<sup>th</sup>, 2021.**

**Resolution No: CW072-2021 Moved by: Henderson Seconded by: Sander**

*Be it resolved that Staff Report TR009-21 be received.*

----Carried----

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

- a. Written Notice submitted by Keith White, Councillor Ward 1, dated May 12, 2021, re: Resignation from Municipal Council.**



**Resolution No: CW073-2021 Moved by: Henderson Seconded by: Smith**

*Be it resolved that the written notice dated May 12, 2021 from Keith White, Councillor Ward 1, regarding his resignation from municipal council be received with regret; and That effective May 19, 2021, the seat for Ward 1 Councillor be declared to be vacant in accordance with section 262 of the Municipal Act; and That staff be directed to bring a Staff Report forward at the next meeting of Council outlining options available to fill the vacancy.*

----Carried----

- b. Staff Report C012-21 submitted by the Manager of Legislative Services, re: By-Law Enforcement Activity Summary (January 1 – April 30, 2021)**

**Resolution No: CW074-2021 Moved by: Smith Seconded by: Sander**

*Be it resolved that Staff Report C012-21 be received for information.*

----Carried----

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

- a. Staff Report CAO019-21 submitted by the Chief Administrative Officer, re: Simcoe County Economic Development Grant for Lower-tier Municipalities.**

**Resolution No: CW075-2021 Moved by: Henderson Seconded by: Smith**

*Be it resolved that Staff Report CAO019-21 be received; and That Council authorize Staff to pursue the \$50,000.00 Economic Development Grant from the County of Simcoe for 2021, to be used to purchase and have installed a digital sign for the Township Administration Centre, with an electrical LED display which is connected to Wi-Fi for ease of messaging, and direct staff to report back on quotes for a digital sign; with the overall intent to promote the brand and marketing of the municipality and to assist with business retention and expansion.*

----Carried----

- b. Staff Report CAO020-21 submitted by the Chief Administrative Officer, re: Replacement of Fire Chief.**

**Resolution No: CW076-2021 Moved by: Sander Seconded by: Henderson**

*Be it resolved that Staff Report CAO020-21 be received; and That a recruitment committee be formed to include the Mayor, Deputy Mayor, CAO and one or more Fire Chiefs to meet and make recommendations to Council on the matter of a new Fire Chief for Essa.*

----Carried----

**11. OTHER BUSINESS**

**a. COVID Vaccination Clinic**

Council commended staff for assisting with the Pop-Up COVID Vaccination Clinic that was held at the Angus Arena on May 11, 2021.

**b. Council Update, re: MMAH Consultation Session “Strengthening Accountability Mechanisms for Municipal Council Members”**

Councillor Sander provided an update to Council on the consultation session that he had attended with the Ministry of Municipal Affairs and Housing. He briefly reviewed the proposed recommendations (policies, penalties, training) that may come forward in the future.

**12. ADJOURNMENT**

**Resolution No: CW077-2021 Moved by: Smith      Seconded by: Henderson**

*Be it resolved that this meeting of Committee of the Whole of the Township of Essa adjourn at 6:35 p.m., to meet again on the 2<sup>nd</sup> day of June, 2021 at 6:00 p.m.*

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

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

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

**THE CORPORATION OF THE TOWNSHIP OF ESSA  
ELECTRONIC (VIRTUAL) REGULAR COUNCIL MEETING**

**WEDNESDAY, MAY 19, 2021**

**MINUTES**

A Meeting of Council was held virtually on Wednesday, May 19, 2021 following Committee of the Whole and was livestreamed for viewing to the public on the Township of Essa's YouTube Channel.

In attendance: Mayor Sandie Macdonald  
Deputy Mayor, Michael Smith  
Councillor Henry Sander  
Councillor Ron Henderson

Staff in attendance: C. Healey-Dowdall, Chief Administrative Officer  
C. Traynor, Manager of Finance  
R. Rosilius, Deputy Treasurer  
M. Mikael, Manager of Public Works  
A. Powell, Manager of Planning and Development  
J. Coleman, Manager of Parks and Recreation  
D. Burgin, Deputy Fire Chief  
K. Pascoe, Deputy Clerk  
L. Lehr, Manager of Legislative Services

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

Mayor Macdonald opened the meeting at 6:35 p.m.

**2. DISCLOSURE OF PECUNIARY INTEREST**

None.

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

**Resolution No: CR105-2021 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 Public meeting held on the 21<sup>st</sup> day of April, 2021 be adopted as circulated; and  
That the minutes of the Public, Committee of the Whole and Regular Council meetings held on the 5<sup>th</sup> day of May, 2021 be adopted as circulated.*

----Carried----

**4. CONSENT AGENDA**

**Resolution No: CR106-2021 Moved by: Smith Seconded by: Sander**

*Be it resolved that the items listed in the Consent Agenda dated May 19, 2021 be received for information, and that the necessary actions be taken.*

**---Carried---**

**5. COMMITTEE REPORTS**

**a. Traffic Advisory Committee**

**Resolution No: CR107-2021 Moved by: Henderson Seconded by: Smith**

*Be it resolved that the minutes of the Traffic Advisory Committee from their meeting of May 4, 2021 be received.*

**---Carried---**

**6. PETITIONS**

**7. MOTIONS AND NOTICES OF MOTIONS**

**8. UNFINISHED BUSINESS**

**9. BY-LAWS**

**10. QUESTIONS**

**11. CLOSED SESSION**

**12. CONFIRMATION BY-LAW**

**By-law 2021-18**

**Resolution No: CR108-2021 Moved by: Henderson Seconded by: Sander**

*Be it resolved that leave be granted to introduce By-law 2021-18, that being a By-law to confirm the proceedings of the Council and Committee of the Whole meetings held on this 19<sup>th</sup> day of May, 2021; 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: CR109-2021 Moved by: Henderson Seconded by: Smith**

*Be it resolved that this meeting of Committee of the Whole of the Township of Essa adjourn at 6:38 p.m. to meet again on the 2<sup>nd</sup> day of June, 2021 at 6:00 p.m.*

**---Carried---**

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Sandie Macdonald, Mayor

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Lisa Lehr, Manager of Legislative Services

9a

THE CORPORATION OF THE TOWNSHIP OF ESSA

BY-LAW 2021-19

Being a By-law to provide for the adoption of a Tax Rate for the Business Improvement Area in Angus for 2021.

WHEREAS the *Municipal Act*, S.O. 2001, Chapter 25 provides that the Council of the local Municipality shall in each year prepare and adopt estimates of all sums required during the year on all rateable property in the local municipality; and

WHEREAS the *Municipal Act*, S.O. 2001, Chapter 25 provides that the Council of the local Municipality shall in each year pass a by-law levying a separate tax rate, as specified in the by-law, on the assessment in each property class in the local municipality rateable for local municipality purposes; and

WHEREAS the *Municipal Act*, S.O. 2001, Chapter 25 Sections 308(2)(5), provides that a set of tax ratios shall be established for every municipality and that the County of Simcoe By-law No. 6896 passed on April 13, 2021, established these tax ratios; and

WHEREAS the *Assessment Act*, R.S.O. 1990, Chapter A.31, as amended, establishes the classes of real property and methods of assessment, as well as provides for alterations to the Collector's Roll;

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

1. The 2021 budget for the Angus Business Improvement Area is hereby set at \$27,035.
2. The following tax rates expressed as a percentage are hereby adopted to be applied against the whole of the assessment for real property for the Angus Business Improvement Area purpose to levy \$27,035 in 2021.

<u>TAX CLASS</u>		<u>TAX RATE</u>
Commercial	- occupied	0.0432071%
Shopping	- occupied	0.0432071%
New Construction Commercial	- occupied	0.0432071%

3. The collector shall mail or cause the same to be mailed, not later than 21 days prior to the date the first instalment is due, to the residence or place of business of such person indicated on the last revised assessment roll, a written or printed notice specifying the amount of taxes payable, the date by which it is to be paid and the penalty charge imposed for late payment.

4. The date(s) for payment of taxes levied under the authority of this By-law shall be as follows:

Due date of First Final Instalment

Three banking days before the last banking day of September

Due date of Second Final Instalment

Three banking days before the last banking day of November

5. That the taxes shall be payable to the Corporation on or before the due date and shall be payable at the Municipal Office, or at the Banks of Nova Scotia in Angus and Alliston, or at the Royal Bank of Canada in Cookstown, or at the Toronto-Dominion Bank in Alliston. Payments made at the above Bank branches shall be deemed to be paid to the Corporation on the date the Corporation receives payment. The resident (or presenter of the bill) will be responsible to pay any applicable service charge to the financial institution accepting the payment. Electronic Fund Transfers (EFT) are available through a Pre-Authorized Payment Plan with the Township and Telephone EFT with various Financial Institutions. In addition, payment can be left after hours at the Municipal Office drop box on the lower level, side entrance.
6. That the Treasurer of the Corporation shall add to the amount of all taxes due and unpaid and levied under the authority of this By-law, a penalty charge equal to one and one-quarter (1.25%) per cent of such amount on the first day of the calendar month following the due date, and on the first day of each calendar month thereafter in which default continues. After the end of the year in which the taxes are levied and are unpaid, statutory interest of one and one-quarter (1.25%) per cent per month will apply.
7. That the Treasurer and/or designate, are hereby authorized to accept part payment from time to time on account of any such taxes that are due and to give a receipt for such part payment, provided that acceptance of any such part payment shall not affect the collection of any penalty charges imposed and collectable in respect of non-payment of the taxes or any installment thereof, and that such part-payment is applied first against the principal taxes owing.
8. That there be imposed a handling fee of \$30.00 for any returned cheques.
9. This By-law shall come into force and take effect on the date it is finally passed.

READ A FIRST, AND TAKEN AS READ A SECOND AND THIRD TIME AND FINALLY PASSED on the 2nd day of June, 2021.

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Sandie Macdonald, Mayor

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Lisa Lehr, Manager of Legislative Services

THE CORPORATION OF THE TOWNSHIP OF ESSA

BY-LAW 2021-20

Being a By-law to appoint a Deputy Chief Building Official, 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 Deputy Chief Building Official, 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-laws;

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

1. That Winifredo Porcalla and Ryan Winder be and are hereby appointed to the position of Deputy Chief Building Official for the Corporation of the Township of Essa, to carry out all duties and responsibilities as set out in the job description for the position for the period during which they are an employee of the municipality.
2. That Winifredo Porcalla and Ryan Winder be and are hereby appointed as Plumbing Inspectors, Property Standard Officers and Zoning Administrators and shall perform all duties required to be performed by the said titles under statutory authority and other duties that may be imposed by the Township of Essa for the period during which they are an employee of the municipality.
3. That the said appointments shall become effective as of May 25, 2021.
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 2<sup>nd</sup> day of June, 2021

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

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



**THE CORPORATION OF THE TOWNSHIP OF ESSA**

**BY-LAW 2021 – 21**

**Being a By-law to confirm the proceedings of the Council meeting held on the 2<sup>nd</sup> day of June, 2021.**

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 2<sup>nd</sup> day of June, 2021 and, in respect of each recommendation contained in the Minutes of the Public Meeting held on the 19<sup>th</sup> day of May, 2021, and in the Minutes of the Regular Council meeting held on the 19<sup>th</sup> day of May, 2021 and the Committee of the Whole meeting held on the 19<sup>th</sup> day of May, 2021; 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 2<sup>nd</sup> day of June, 2021.

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

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