

**THE CORPORATION OF THE TOWNSHIP OF ESSA
REGULAR COUNCIL MEETING
WEDNESDAY, DECEMBER 20, 2023**

MINUTES

The Regular Meeting of Council was held in person on Wednesday December 20, 2023, 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 Liana Maltby

Staff in attendance: C. Healey-Dowdall, CAO
M. Mikael, Manager of Public Works/Deputy CAO
S. Haniff, Manager of Planning
C. Rankin, Manager of Parks and Recreation
D. Dollmaier, Manager of Finance
P. Granes, CBO
S. Corbett, Deputy Clerk
L. Lehr, Manager of Legislative Services

1. OPENING OF MEETING BY THE MAYOR

Mayor Macdonald opened the meeting at 6:40 p.m.

2. DISCLOSURE OF PECUNIARY INTEREST

Deputy Mayor Smith declared an interest on Item 9(a) as he has a family member who runs a Bed and Breakfast within the Township.

3. ADOPTION OF PREVIOUS MINUTES AND MOTIONS

Resolution No: CR237-2023 Moved by: Smith Seconded by: Maltby

BE IT RESOLVED THAT 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, Public, and Regular Council meetings held on the 6th day of December, 2023 be adopted as circulated.

----Carried----

4. CONSENT AGENDA

Resolution No: CR238-2023 Moved by: Maltby Seconded by: Smith

BE IT RESOLVED THAT THAT the items listed in the Consent Agenda dated December 20, 2023 be received for information, and that the necessary actions be taken.

----Carried----

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

Deputy Mayor Smith declared an interest on Item 9(a). He recused himself from Council Chambers and did not vote or participate in any discussion on this Item.

a. **By-law 2023-74 Zoning By-law Amendment (Definitions - STA)**

Resolution No: CR239-2023 Moved by: Kiezebrink Seconded by: Sander

***BE IT RESOLVED** that leave be granted to introduce By-law 2023-74, that being a By-law to amend Essa's Zoning By-law 2003-50 to provide for Short Term Accommodation provisions; and, that said By-law be read a first, and taken as read a second and third time and finally passed.*

----Carried----

Deputy Mayor Smith resumed his seat for the remainder of the meeting.

b. **By-law 2023-75 Zoning By-law Amendment – Housekeeping**

Resolution No: CR240-2023 Moved by: Maltby Seconded by: Sander

***BE IT RESOLVED** that leave be granted to introduce By-law 2023-75, that being a housekeeping By-law to amend Essa's Zoning By-law 2003-50; 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

Resolution No: CR241-2023 Moved by: Smith Seconded by: Maltby

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

- a) Confidential Staff Report CAO034-23 – Staff Matter
 - *Personal Matters About an Identifiable Individual [s.239(2)(b)]*

----Carried----

Motion to Rise and Report from Closed Session Meeting of December 20, 2023.

Resolution No: CR242-2023 Moved by: Smith Seconded by: Sander

BE IT RESOLVED THAT Council rise and report from the Closed Session Meeting at 6:51 p.m.

----Carried-----

- a. PERSONAL MATTERS ABOUT AN IDENTIFIABLE INDIVIDUAL [s.239(2)(b)]
Confidential Staff Report CAO034-23 submitted by CAO, re: Staff Matter**

Resolution No: CR243-2023 Moved by: Kiezebrink Seconded by: Maltby

BE IT RESOLVED THAT Confidential Staff Report CAO034-23 regarding personal matters about identifiable individuals be received: and THAT Council direct staff in accordance with Option 2 as contained within the body of the Report.

12. CONFIRMATION BY-LAW

- a. By-law 2023-76**

Resolution No: CR244-2023 Moved by: Smith Seconded by: Sander

BE IT RESOLVED THAT leave be granted to introduce By-law 2023-76, that being a By-law to confirm the proceedings of the Committee of the Whole, Special Budget, and Council meetings held on this 20th day of December, 2023; and, that said By-law be read a first, and taken as read a second and third time and finally passed.

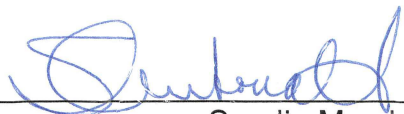
----Carried-----

13. ADJOURNMENT

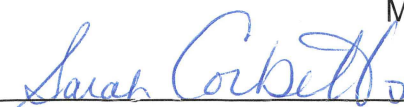
Resolution No: CR2045-2023 Moved by: Smith Seconded by: Sander

BE IT RESOLVED THAT this meeting of Council of the Township of Essa adjourn at 6:53 p.m. to meet again on the 17th day of January, 2024 at 6:00 p.m.

----Carried-----



Sandie Macdonald
Mayor



per Lisa Lehr
Deputy Clerk
Manager of Legislative Services