

**THE CORPORATION OF THE TOWNSHIP OF ESSA
COMMITTEE OF THE WHOLE MEETING
WEDNESDAY, JUNE 7, 2023**

MINUTES

A Committee of the Whole meeting was held in person on Wednesday June 7, 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
J. Coleman, Manager of Parks and Recreation
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.

2. DISCLOSURE OF PECUNIARY INTEREST

None.

DELEGATIONS / PRESENTATIONS / PUBLIC MEETINGS

None.

3. STAFF REPORTS

4. PLANNING AND DEVELOPMENT

- a. **Staff Report PD014-23 submitted by the Manager of Planning, re: 5983
County Road 10 – Site Plan Control Agreement FS Partners/Growmark Inc.**

Resolution No: CW058-2023 Moved by: Sander Seconded by: Kiezebrink

BE IT RESOLVED THAT Staff Report PD014-23 be received for information purposes.
-----Carried-----

- b. **Staff Report PD015-23 submitted by the Manager of Planning, re: Official Plan Review Status.**

Resolution No: CW059-2023 Moved by: Maltby Seconded by: Sander

BE IT RESOLVED THAT Staff Report PD015-23 be received; and THAT Council direct Staff to revisit the Official Plan (OP) Review in Q4-2023 due to ongoing Provincial legislative changes which are expected to take effect in Fall 2023, and to request a revised workplan and estimated fees from the Consultant at that time.

----Carried----

- c. **Staff Report PD016-23 submitted by the Policy Planner, re: 56 River Drive – Public Meeting – Zoning By-law Amendment (Z9-22).**

Resolution No: CW060-2023 Moved by: Kiezebrink Seconded by: Maltby

BE IT RESOLVED THAT Staff Report PD016-23 be received; and THAT Council approve an amendment to the Township's Zoning By-law 2003-50, for lands legally known as Plan 1333 Lot 22, municipally known as 56 River Drive from the Residential, Low Density, Detached (R1) Zone to Residential, High Density, Apartments (R5) Zone.

----Carried----

- d. **Staff Report PD017-23 submitted by the Policy Planner, re: 125 Sydenham Street – Zoning By-law Amendment (Z3-22).**

Resolution No: CW061-2023 Moved by: Kiezebrink Seconded by: Smith

BE IT RESOLVED THAT Staff Report PD017-23 be received; and THAT Council approve an amendment to the Township's Zoning By-law 2003-50, for lands legally known as PLAN 160A LOT 232, municipally known as 125 Sydenham Street from the Residential, Low Density, Detached R1 Zone to Residential, Low Density, Semi-Detached (R2-site specific) Zone.

----Carried----

- e. **Staff Report PD018-23 submitted by the Planning Technician, re: 96 King Street – Zoning By-law Amendment (Z3-23).**

Resolution No: CW062-2023 Moved by: Sander Seconded by: Smith

BE IT RESOLVED THAT Staff Report PD018-23 be received; and THAT Council approve an amendment to the Township's Zoning By-law 2003-50, for lands legally known as PT LT 30 CON 3 ESSA AS IN RO394415, municipally known as 96 King Street from the "Residential, High Density, Apartments (R5) Zone" .to "Residential, Low Density, Semi-Detached (R2) Zone" with R2 site-specific provisions.

----Carried----

- f. **Staff Report PD019-23 submitted by MHBC Planning, Township Planning Consultant, re: Brookfield Subdivision (Part of Lot 16, Con., 4) E-T-0602 – Subdivision Agreement and WWTP Servicing Agreement.**

Resolution No: CW063-2023 Moved by: Kiezebrink Seconded by: Sander

*BE IT RESOLVED THAT Staff Report PD019-23 be received; and
THAT Council adopt a by-law to authorize the Mayor and Clerk to enter into a Subdivision Agreement and Wastewater Treatment Plant (WWTP) Servicing Agreement to govern the development of the 253 lot residential plan of subdivision (Brookfield - Heartland Subdivision) and the associated external servicing requirements; and
THAT Council endorse the conveyance of lands external to the Brookfield draft plan of subdivision to the Municipality for the purposes of the wastewater treatment plant, the north/south paved maintenance driveway and the outfall to the Nottawasaga River; and
THAT Council endorse the granting of an easement over lands associated with the wastewater treatment plant in favour of the Municipality for the east/west gravel maintenance access road; and
THAT Legal Counsel for the Township be directed to accept signed Transfers/Authorization and Directions for these lands based upon the draft reference plan (R-Plan) pursuant to the Subdivision Agreement to be held In Trust by Township Legal Counsel pending execution of the Subdivision Agreement by the Township.*

----Carried-----

5. PARKS AND RECREATION / COMMUNITY SERVICES

- a. **Staff Report PR012-23 submitted by the Manager of Parks and Recreation, re: Trails Connecting Communities Program 2023 Installation of Pavilion/Gazebo at Bob Geddes Park, Angus.**

Resolution No: CW064-2023 Moved by: Maltby Seconded by: Smith

*BE IT RESOLVED THAT Staff Report PR012-23 be received; and
THAT Council authorize the Manager of Parks and Recreation to proceed with an application for the 2023 Trails Connecting Communities Program for the manufacturing and installation of a Pavilion/Gazebo at a cost of approximately \$70,000 at Bob Geddes Park; and
That Council approve the additional funds required to offset this grant program to come from Parks Reserves.*

----Carried-----

- b. **Staff Report PR013-23 submitted by the Manager of Parks and Recreation, re: Award of RFP – Vending Machines RFP-PR-23-04.**

Resolution No: CW065-2023 Moved by: Smith Seconded by: Sander

*BE IT RESOLVED THAT Staff Report PR013-23 be received; and
THAT the proposal received from **Naccarato Enterprises Ltd.** be accepted for supply, installation, stocking, and maintenance of vending machines at the Angus Recreation*

Centre and Thornton Community Centre, contingent upon WSIB Clearance Certificate and a copy of Insurance being provided to the Municipality.

----Carried-----

- c. Staff Report PR014-23 submitted by the Manager of Parks and Recreation, re: Hydro One Account – Peacekeepers Park.**

Resolution No: CW066-2023 Moved by: Kiezebrink Seconded by: Maltby

BE IT RESOLVED THAT Staff Report PR014-23 be received; and THAT Council direct Staff to proceed with creating and opening a Hydro One account and Meter for the Peacekeepers Park for the Peacekeepers Association Project to be considered successful and operate.

----Carried-----

- d. Staff Report PR015-23 submitted by the Manager of Parks and Recreation, re: Concession Stands Operator RFP-PR-23-03.**

Resolution No: CW067-2023 Moved by: Sander Seconded by: Smith

BE IT RESOLVED THAT Staff Report PR015-23 be received; and THAT Council direct Staff to issue another RFP for the Concession Stands for Angus Recreation Centre and Thornton Community Centre, with the possibility of separate contracts to be entered into; and THAT local vendors be personally invited to submit proposals.

----Carried-----

6. FIRE AND EMERGENCY SERVICES

7. PUBLIC WORKS

- a. Staff Report PW009-23 submitted by the Manager of Public Works, re: Timetable for Automated Speed Enforcement Implementation.**

Resolution No: CW068-2023 Moved by: Smith Seconded by: Sander

BE IT RESOLVED THAT Staff Report PW009-23 be received; and THAT Council authorize Staff to continue to phase-in Community Safety Zones throughout the municipality, based on criteria developed and accepted by the Manager of Public Works, in order to ensure that Automated Speed Enforcement is prioritized in locations requiring it the most, where vulnerable road users are at risk; and, THAT mobile Automated Speed Enforcement be implemented throughout 20 locations for the one-year pilot project as the initial rollout of the program operating at key times of the day, and that additional Automated Speed Enforcement locations may be added; and, THAT signs be installed at all access points to the Township to advise motorists that Automated Speed Enforcement is in effect in our municipality, once the required MTO agreement is executed.

----Carried-----

- b. **Staff Report PW010-23 submitted by the Manager of Public Works, re: Suggested amendments to By-law No.2000-15 - Being a By-law to designate parts of highways as “Community Safety Zones”.**

Resolution No: CW069-2023 Moved by: Kiezebrink Seconded by: Maltby

BE IT RESOLVED THAT Staff Report PW010-23 be received; and That Council approve the proposed amendments to By-law 2000-15, that being a By-law to designate Community Safety Zones in the Township of Essa.

----Carried-----

- c. **Staff Report PW011-23 submitted by the Manager of Public Works, Re: Off Road Vehicle (ATV/ORV) Access on Municipal Roads.**

Resolution No: CW070-2023 Moved by: Sander Seconded by: Kiezebrink

BE IT RESOLVED THAT Staff Report PW011-23 be received; and THAT Council support the decision by Staff to approve the allowance of ATVs / ORVs on the paved or unpaved municipal road network during the designated season of April 1st to November 1st each calendar year, on a permanent basis as per C010-23.

----Carried-----

- d. **Staff Report PW012-23 submitted by the Manager of Public Works, re: Angus Class EA Addendum – Water Supply & Storage Expansion.**

Resolution No: CW071-2023 Moved by: Sander Seconded by: Smith

*BE IT RESOLVED THAT Staff Report PW010-23 be received; and THAT the RFQ as received from **Greenland International Consulting Ltd.** be accepted in the amount of **\$278,416.00 (excluding applicable tax)** to implement and finalize the Angus Class EA Addendum for Water Supply and Storage Expansion.*

----Carried-----

8. FINANCE

9. CLERKS / BY-LAW ENFORCEMENT / IT

- a. **Staff Report C011-23 submitted by the Deputy Clerk, re: Council invited Events.**

Resolution No: CW072-2023 Moved by: Maltby Seconded by: Sander

BE IT RESOLVED THAT Staff Report C011-23 be received.

----Carried-----

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

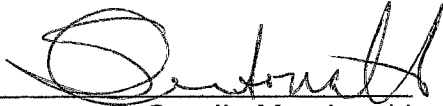
11. OTHER BUSINESS

12. ADJOURNMENT


Resolution No: CW073-2023 Moved by: Smith Seconded by: Sander

BE IT RESOLVED THAT this meeting of Committee of the Whole of the Township of Essa adjourn at 6:27 p.m., to meet again on the 21st day of June, 2023 at 6:00 p.m.

----Carried-----



Sandie Macdonald
Mayor



Lisa Lehr
Manager of Legislative Services