

**THE CORPORATION OF THE TOWNSHIP OF ESSA
COMMITTEE OF THE WHOLE MEETING
WEDNESDAY, FEBRUARY 21, 2024**

MINUTES

A Committee of the Whole meeting was held in person on Wednesday February 21, 2024, 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: M. Mikael, Manager of Public Works/Interim CAO
S. Haniff, Manager of Planning
C. Rankin, Manager of Parks and Recreation
D. Dollmaier, Manager of Finance
P. Granes, Chief Building Official
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 land within the area of Treaty 18, also known as the Lake Simcoe-Nottawasaga Treaty, signed on October 17, 1818 between the Government of Upper Canada and the Anishinaabe Indigenous peoples. The Anishinaabe include the Ojibwe, Odawa and Pottawatomi Nations collectively known as the Three Fires Confederacy. We are dedicated to honoring Indigenous history and culture and committed to moving forward in the spirit of reconciliation and respect with all First nation, Metis and Inuit People.

2. DISCLOSURE OF PECUNIARY INTEREST

3. DELEGATIONS / PRESENTATIONS / PUBLIC MEETINGS

- a. Public Meeting**
8949 Smith Road Official Plan Amendment (OPA 47) and Zoning By-Law Amendment (Z15-23) and Draft Plan of Subdivision.

See separate set of minutes.

- b. Public Meeting**
58 Vernon Zoning By-Law Amendment (Z11-23).

See separate set of minutes.

STAFF REPORTS

4. PLANNING AND DEVELOPMENT

- a. **Staff Report PD003-24 submitted by the Manager of Planning, re: Extension of Draft Plan Conditions – Baxter Subdivision.**

Resolution No: CW014-2024 Moved by: Sander Seconded by: Kiezebrink

BE IT RESOLVED THAT Staff Report PD003-24 be received; and
THAT Council consider an extension of draft plan approval for the Baxter Subdivision (Brookfield), to expire March 17, 2027, including two additional conditions.

----Carried-----

- b. **Staff Report PD004-24 submitted by the Chief Building Official and the Manager of Legislative Services, re: Fleet Capital Purchase - Building and Clerks Department.**

Resolution No: CW015-2024 Moved by: Smith Seconded by: Maltby

BE IT RESOLVED THAT Staff Report PD004-24 be received; and
THAT the quotation as received from Jackson Toyota for the Building and Clerk's Departments – Fleet Capital Purchase be accepted in the amount of **\$75,997.60 (excluding HST & Licensing)** for the purchase of two 2024 Toyota RAV4 Hybrids for the Building Department and the Clerk's Department, as per the specifications attached to this Report.

----Carried-----

5. PARKS AND RECREATION / COMMUNITY SERVICES

6. FIRE AND EMERGENCY SERVICES

7. PUBLIC WORKS

- a. **Staff Report PW003-24 submitted by the Interim CAO / Manager of Public Works, re: Public Works Fleet – One Tonne Pickup.**

Resolution No: CW016-2024 Moved by: Sander Seconded by: Kiezebrink

BE IT RESOLVED THAT S Staff Report PW003-24 be received; and
THAT the quotation as received from Trillium Ford Lincoln Ltd. be accepted in the amount of **\$117,190.00 (excluding applicable tax, licensing, emergency lights and radio communications system)** for the capital purchase of Ford F-450 SD Crew Cab as per the specifications attached to this Report.

----Carried-----

8. FINANCE

- a. **Correspondence from Township Engineer AECOM, re: Reduction in Securities – 2399263 Ontario Limited – 400 Centre Street Townhouses at 5th Line Essa Subdivision.**

Resolution No: CW017-2024 Moved by: Maltby Seconded by: Smith

BE IT RESOLVED THAT that Council approve a reduction in securities relating to 2399263 Ontario Limited – 400 Centre Street Townhouses at 5th Line Essa Subdivision, as recommended by AECOM as follows:

Current Securities Held by Township of Essa:	\$512,558.82
Reduction as Recommended by AECOM:	\$220,469.94
Securities to be Retained by Township of Essa:	\$262,088.88

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-----

b. **Staff Report TR003-24 submitted by the Treasurer, re: Statement of Treasurer – Remuneration 2023.**

Resolution No: CW018-2024 Moved by: Smith Seconded by: Maltby

BE IT RESOLVED THAT Staff Report TR003-24 be received; and **THAT** the Treasurer's Statement of Remuneration and Expenses of Council and Members appointed by Council for the year ending December 31, 2023 be received as amended.

----Carried-----

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

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

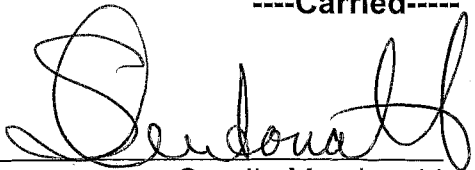
11. **OTHER BUSINESS**

12. **ADJOURNMENT**


Resolution No: CW019-2024 Moved by: Smith Seconded by: Maltby

BE IT RESOLVED THAT this meeting of Committee of the Whole of the Township of Essa adjourn at 7:21 p.m., to meet again on the 6th day of March, 2024 at 6:00 p.m.

----Carried-----



Sandie Macdonald
Mayor



Lisa Lehr
Manager of Legislative Services