

**THE CORPORATION OF THE TOWNSHIP OF ESSA
VIRTUAL COMMITTEE OF THE WHOLE MEETING
WEDNESDAY, APRIL 20, 2022**

MINUTES

A Committee of the Whole meeting was held virtually on Wednesday, April 20, 2022 and was livestreamed to the public on the Township of Essa's YouTube Channel.

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

Staff in attendance: C. Healey-Dowdall, Chief Administrative Officer
A. Powell, Manager of Planning and Development
C. Traynor, Manager of Finance
J. Coleman, Manager of Parks and Recreation
M. Mikael, Manager of Public Works
K. Pascoe, 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.

2. DISCLOSURE OF PECUNIARY INTEREST

Based on advice received from the Township's Integrity Commissioner, Councillor Kiezebrink declared a direct interest on item 4(a). The general nature of the conflict is due to property that he owns in Essa Township that currently has a built-in ARU that is not presently occupied at this time.

3. DELEGATIONS / PRESENTATIONS / PUBLIC MEETINGS

STAFF REPORTS

Councillor Kiezebrink declared an interest on Item 4(a). He was recused from this portion of the meeting and did not participate in any discussion or vote on the Item.

4. PLANNING AND DEVELOPMENT

a. Staff Report PD012-22 submitted by MHBC Planning, re: Zoning By-law Amendment – Additional Residential Units.

Council directed staff to include a zoning by-law standard for the gross floor area of a detached ARU, whereas they are only permitted in Rural and Agricultural Zones. They directed that the gross floor area of an ARU is to be, at a maximum, the lessor of 1,100 square feet or a maximum of 50% of the gross floor area of the principle dwelling unit.

Further, in no case shall the size of a detached ARU exceed the size of a principle dwelling unit excluding the basement of the principle structure. As well they requested staff to provide the public with a user-friendly document that will assist in explaining different components of ARUs.

Resolution No: CW053-2022 Moved by: Henderson Seconded by: Smith

*Be it resolved that Staff Report PD012-22 be received: and
That Council direct staff to prepare and bring forward to the May 4th, 2022 Council meeting, the final proposed Zoning By-law Amendment for Additional Residential Units in accordance with Resolution No. CW041-2022 and the other standards discussed at this meeting of April 20th, 2022.*

----Carried----

Councillor Kiezebrink returned to his virtual seat for the remainder of the meeting.

5. PARKS AND RECREATION / COMMUNITY SERVICES

6. FIRE AND EMERGENCY SERVICES

7. PUBLIC WORKS

8. FINANCE

- a. **Staff Report TR004-22 submitted by the Deputy Treasurer, re: Budget to Actuals Update as of March 31, 2022.**

Resolution No: CW054-2022 Moved by: Sander Seconded by: Kiezebrink

Be it resolved that Staff Report TR004-22 be received.

----Carried----

9. CLERKS / BY-LAW ENFORCEMENT / IT

- a. **Staff Report C008-22 submitted by the Manager of Legislative Services, re: Restricted Acts (“Lame Duck” Provisions) and Delegation of Authority.**

Resolution No: CW055-2022 Moved by: Smith Seconded by: Henderson

*Be it resolved that Staff Report C008-22 be received: and
That Council direct the Clerk to prepare the necessary By-law for Council’s passage prior to Nomination Day delegating authority to the Chief Administrative Officer to make decisions related to the restricted acts of Council during a Lame Duck Period; and
That the By-law shall come into force and effect when it has been determined by the Clerk, with certainty, that less than seventy-five percent of the current members of Council will be returning to sit on the new Council after Nomination Day of the 2022 Municipal Elections.*

----Carried----

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

11. OTHER BUSINESS

a. Garbage Pick-up Day in Thornton – April 30, 2022

Councillor Sander informed all in attendance that the Thornton Area Action Committee is hosting its annual Garbage Pick-up Day on April 30, 2022. The event commences at 10:00 a.m., and all those interested in participating are encouraged to meet at the Thornton Library.

b. Angus Lions Club Annual Clean-up Day – May 7, 2022

Mayor Macdonald informed all in attendance that the annual Angus Lions Clean-up Day is scheduled to take place on May 7, 2022 between the hours of 8:00 am to 10:00 a.m. Those interested in participating are encouraged to meet at Peacekeepers Park.

c. Request for Staff Report, re: Snow Removal - Mike Hart Park Parking Lot

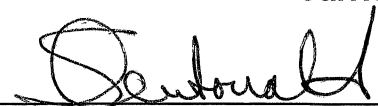
Council requested that staff provide a Report at a future meeting outlining costs associated with snow removal from the parking lot located at Mike Hart Park.

12. ADJOURNMENT

Resolution No: CW056-2022 Moved by: Smith Seconded by: Kiezebrink

Be it resolved that this meeting of Committee of the Whole of the Township of Essa adjourn at 6:26 p.m., to meet again on the 4th day of May, 2022 at 6:00 p.m.

----Carried-----



Sandie Macdonald, Mayor



Lisa Lehr, Manager of Legislative Services