



**TOWNSHIP OF ESSA**  
**HEALTHY, ACCESSIBLE COMMUNITY AND PARKS COMMITTEE**  
**MINUTES**  
**THURSDAY JULY 20, 2023**  
**Meeting Conducted via Zoom**

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**In Attendance:**

**Cheryl Jackson, Chair**  
**Patricia Foster, Member**  
**Chantele Mayer, Member**  
**Deputy Mayor Michael Smith, Member**

**Staff:**

**Sarah Corbett, Deputy Clerk, Secretary**  
**Samuel Haniff, Manager of Planning**  
**Baileigh White, Recreation Programmer/Booking Clerk**  
**Lisa Lehr, Manager of Legislative Services**

**1. OPENING OF THE MEETING**

The Committee Chair, Cheryl Jackson, opened the meeting at 3:05 p.m.

**2. APPROVAL OF AGENDA**

**Resolution No: HACPC04-2023 Moved by: Foster Seconded by: Smith**

*Be it resolved that the agenda as presented be approved.*

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

**3. DISCLOSURE OF PECUNIARY INTEREST**

None.

**4. ADOPTION OF MINUTES OF PREVIOUS MEETING**

**Resolution No: HACPC05-2023 Moved by: Smith Seconded by: Foster**

*Be it resolved that the minutes of the Healthy Community Committee dated April 20, 2023, be received.*

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

**5. BUSINESS ARISING FROM PREVIOUS MEETING / OUTSTANDING ITEMS**

**5.1 Farmers Market**

The Committee was provided an update on the cancellation of Angus Farmers' Market for 2023.

**5.2 Community Garden**

The Committee was provided guidance on the process to move forward with a Community Garden. A memorandum will be drafted to the Manager of Parks and Recreation for inclusion in the 2024 Budget, for Council's consideration of approval.

## **6. NEW BUSINESS**

### **6.1 Charged for Change**

The Manager of Planning and Development, Samuel Haniff, provided the Committee with an overview of the Charged for Change Program and informed members of the proposed locations within the community. He advised that he will bring further information to the Committee as the project moves forward.

### **6.2 Splash Pad, Angus**

Parks and Recreation Staff provided an update on the new location for the Angus Splash Pad at 191 Maplewood. It was commented that the Committee would have a chance to review and comment on the plans once they were available.

### **6.3 Pamphlet**

The Committee had a discussion on the creation of literature to promote the HACPC Committee. Members will submit content to staff for creation. A draft will be brought forward at a future meeting for review and approval prior to dissemination of the pamphlet.

### **6.4 Terms of Reference**

The Clerk, Lisa Lehr, provided the Committee with a summary of the creation, mandate, and objectives of the HACPC Committee. She outlined the roles of staff and the scope of responsibilities for the appointed members.

### **6.5 Procedural Review**

The Deputy Clerk, Sarah Corbett, provided the Committee with a review of the Procedural By-law. She outlined key portions relevant to the Committee and advised that staff are available to assist and guide to ensure procedural compliance, and to answer questions the Committee may have.

## **7. CORRESPONDENCE / INFORMATION ITEMS**

### **7.1 Email response from Mayor Macdonald to Resident dated June 6, 2023**

Chair, Cheryl Jackson provided that this email was circulated to Committee members for information only.

## **8. OTHER BUSINESS/ ROUND TABLE**

## **9. ESTABLISH DATE AND TIME OF NEXT MEETING**

9.1 The next committee meeting is scheduled for Thursday October 19, 2023 at 3:00 p.m. via Zoom.

**10. ADJOURNMENT**

**Resolution No: HACPC06-2023 Moved by: Foster Seconded by: Smith**

*Be it resolved that this meeting of the Healthy, Accessible Community and Parks Committee of the Township of Essa adjourn at 4:11 p.m.*

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

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Cheryl Jackson, Chair

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Sarah Corbett, Deputy Clerk