

**THE CORPORATION OF THE TOWNSHIP OF ESSA  
VIRTUAL COMMITTEE OF THE WHOLE MEETING  
WEDNESDAY, NOVEMBER 3, 2021**

**MINUTES**

A Committee of the Whole meeting was held virtually on Wednesday, November 3, 2021 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  
C. Traynor, Manager of Finance  
R. Rosilius, Deputy Treasurer  
A. Powell, Manager of Planning and Development  
M. Mikael, Manager of Public Works  
J. Coleman, Manager of Parks and Recreation  
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**

Deputy Mayor Smith declared an interest on Item 10(b) as he has familial relations with a member of staff.

**3. DELEGATIONS / PRESENTATIONS / PUBLIC MEETINGS**

**STAFF REPORTS**

**4. PLANNING AND DEVELOPMENT**

**5. PARKS AND RECREATION / COMMUNITY SERVICES**

**6. FIRE AND EMERGENCY SERVICES**

**7. PUBLIC WORKS**

**8. FINANCE**

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

- a. **Staff Report C029-21 submitted by the Manager of Legislative Services, re: Expiry of O. Reg 130/20 and 131/20 – Impact on Essa’s Noise By-law 2018-47 (Construction).**

**Resolution No: CW133-2021 Moved by: Sander Seconded by: Kiezebrink**

*Be it resolved that Staff Report C029-21 be received for information.*

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

- b. **Staff Report C030-21 submitted by the Manager of Legislative Services, re: Legislative Amendments Affecting 2022 Municipal Elections.**

**Resolution No: CW134-2021 Moved by: Henderson Seconded by: Sander**

*Be it resolved that Staff Report C030-21 be received for information.*

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

- c. **Staff Report C031-21 submitted by the Deputy Clerk, re: Request – Letter of Support for the Royal Canadian Legion Branch 499 – Angus.**

**Resolution No: CW135-2021 Moved by: Henderson Seconded by: Smith**

*Be it resolved that Staff Report C031-21 be received; and  
That Council support the Royal Canadian Legion Branch 499 in their submission for funding through the New Horizons for Seniors Program; and  
That Council approve the draft letter of support for the proposed projects as outlined in this Report.*

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

- d. **Staff Report C032-21 submitted by the Manager of Legislative Services, re: Township of Essa’s Procedural By-law – Proposed Amendment to Section 3.6 “Inaugural Meetings”.**

**Resolution No: CW136-2021 Moved by: Sander Seconded by: Smith**

*Be it resolved that Staff Report C032-21 be received; and  
That Council approve the proposed amendments to Section 3.6 of Essa’s Procedural By-law No. 2017-77 as outlined in this Report; and  
That Council direct Staff to bring forward the appropriate amending By-law for Council’s consideration at the next regularly scheduled meeting of Council.*

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

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

- a. **Staff Report CAO048-21 submitted by the Chief Administrative Officer, re: Parking in Parks – Proposed Parking Pass for Essa Parks.**

**MOTION RECONSIDERED**

**Resolution No: CW138-2021 Moved by: Sander Seconded by: Kiezebrink**

*Be it resolved that Item 10 (a) be reconsidered.*

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

**MOTION AMENDED**

**Resolution No: CW139-2021 Moved by: Kiezebrink Seconded by: Sander**

*Be it resolved that Staff Report CAO048-21 be received; and That a further Report be brought forward for Council's consideration of which will outline the designated parks to be included in the program, in addition to the rules and regulations governing overnight and daytime parking at the designated parks.*

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

- b. **Staff Report CAO051-21 submitted by the Chief Administrative Officer, re: Consideration of a Wage Increase for Township Staff.**

Deputy Mayor Smith declared an interest in this Item. He did not vote or participate in any discussion on the Item and recused himself virtually from the meeting.

**MOTION AMENDED**

**Resolution No: CW137-2021 Moved by: Kiezebrink Seconded by: Sander**

*Be it resolved that Staff Report CAO051-21 be received; and That Council direct Staff to build the Consumer Price Index (Ontario) increase of 4.4% into the salaries and wages for all employees (excluding Council) in the 2022 Budget for Council's consideration during Budget Deliberations, the increase of which reflects the Consumer Price Index (Ontario) for all-items between September 2020 and September 2021.*

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

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

**11. OTHER BUSINESS**

- a. **Remembrance Day (November 11)**

Mayor Macdonald reminded Council, Staff and residents to take a moment of silence on November 11<sup>th</sup> to recognize veterans and to pay respect to those that fought for our country and our freedom.

---

**b. Community Christmas Legacy Tree**

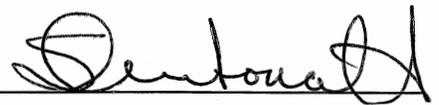
Mayor Macdonald informed the public that a new Community Christmas Legacy Tree will be planted at the Angus Arena. She also reminded residents the importance of using CSA approved Christmas lights for safety purposes.

**12. ADJOURNMENT**

**Resolution No: CW140-2021 Moved by: Smith      Seconded by: Henderson**

*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 17<sup>th</sup> day of November, 2021 at 6:00 p.m.*

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

  
\_\_\_\_\_  
Sandie Macdonald, Mayor

  
\_\_\_\_\_  
per, Lisa Lehr, Manager of Legislative Services