

**THE CORPORATION OF THE TOWNSHIP OF ESSA  
VIRTUAL REGULAR COUNCIL MEETING  
WEDNESDAY, APRIL 6, 2022**

**MINUTES**

A Committee of the Whole meeting was held virtually on Wednesday, April 6, 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  
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 6:41 p.m.

**2. DISCLOSURE OF PECUNIARY INTEREST**

None.

**3. ADOPTION OF PREVIOUS MINUTES AND MOTIONS**

Council directed that Section 11(b) of the Committee of the Whole minutes from the meeting of March 23, 2022 be amended.

**Resolution No: CR055-2022 Moved by: Smith Seconded by: Henderson**

*Be it resolved that the motions duly passed and approved at the Committee of the Whole meeting of this date be approved; and  
That the minutes of the Regular Council meetings held on the 23<sup>rd</sup> day of March, 2022 be adopted as circulated; and  
That the minutes of the Committee of the Whole meeting held on the 23<sup>rd</sup> day of March, 2022 be adopted as amended.*

----Carried----

**4. CONSENT AGENDA**

**Resolution No: CR056-2022 Moved by: Kiezebrink Seconded by: Sander**

*Be it resolved that the items listed in the Consent Agenda dated April 6, 2022 be received for information, and that the necessary actions be taken.*

----Carried----

**5. COMMITTEE REPORTS**

**a. Essa Public Library Board**

**Resolution No: CR057-2022 Moved by: Sander Seconded by: Smith**

*Be it resolved that the minutes of the Essa Public Library Board from their meeting of February 28, 2022 be received.*

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

**6. PETITIONS**

**7. MOTIONS AND NOTICES OF MOTIONS**

**8. UNFINISHED BUSINESS**

**9. BY-LAWS**

**a. By-law 2022-15**

**Resolution No: CR058-2022 Moved by: Kiezebrink Seconded by: Smith**

*Be it resolved that leave be granted to introduce By-law 2022-15, that being a By-law to amend the Township's Comprehensive Zoning By-law 2003-50, as amended; and, that said By-law be read a first, and taken as read a second and third time and finally passed.*

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

**b. By-law 2022-20**

**Resolution No: CR059-2022 Moved by: Sander Seconded by: Smith**

*Be it resolved that leave be granted to introduce By-law 2022-20, that being a By-law to repeal By-law 2018-34, to regulate the number, location and size of Election Signs within the Township of Essa; and, that said By-law be read a first, and taken as read a second and third time and finally passed.*

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

**c. By-law 2022-21**

**Resolution No: CR060-2022 Moved by: Kiezebrink Seconded by: Henderson**

*Be it resolved that leave be granted to introduce By-law 2022-21, that being a By-law to appoint a Municipal Law Enforcement Officer; and also a Tobacco Enforcement Officer, Weed Inspector and Zoning By-law Enforcement Officer; and, that said By-law be read a first, and taken as read a second and third time and finally passed.*

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

10. **QUESTIONS**

11. **CLOSED SESSION**

**Resolution No: CR061-2022 Moved by: Sander Seconded by: Smith**

*Be it resolved that Council proceed to a Closed Session in order to address matters pertaining to:*

- *Personal Matters About an Identifiable Individual [Municipal Act, s.239(2)(b)]*
- *Litigation or Potential Litigation [Municipal Act, s.239(2)(e)]*
- *Advice Subject to Solicitor-Client Privilege [Municipal Act, s.239(2)(f)]*

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

**Note: Livestream does not run during Closed Session Deliberations.**

Council proceeded into Closed Session Deliberations at 6:46 p.m.

**Motion to Rise and Report from Closed Session Meeting of April 6 2022.**

**Resolution No: CR062-2022 Moved by: Sander Seconded by: Smith**

*Be it resolved that Council rise and report from the Closed Session Meeting at 7:09 p.m.*

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

- a. **ADVICE SUBJECT TO SOLICITOR-CLIENT PRIVILEGE [s.239(2)(f)]**  
**Confidential Staff Report CAO011-22 submitted by the Chief**  
**Administrative Officer, re: Solicitor-Client Privilege.**

**Resolution No: CR063-2022 Moved by: Sander Seconded by: Kiezebrink**

*Be it resolved that Confidential Staff Report CAO011-22 be received; and  
That the Chief Administrative Officer be authorized to proceed with Option No. 2 as  
contained within this Report.*

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

- b. **PERSONAL MATTERS ABOUT AN IDENTIFIABLE INDIVIDUAL [s.239(2)(b)]**  
**LITIGATION OR POTENTIAL LITIGATION [s.239(2)(e)]**  
**Confidential Staff Report CAO012-22 submitted by the Chief**  
**Administrative Officer, re: Staff.**

**Resolution No: CR064-2022 Moved by: Henderson Seconded by: Smith**

*Be it resolved that Confidential Staff Report CAO012-22 be received; and  
That the Chief Administrative Officer be authorized to proceed with Option No. 2 as  
contained within this Report.*

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

- c. **LITIGATION OR POTENTIAL LITIGATION [s.239(2)(e)]  
ADVICE SUBJECT TO SOLICITOR-CLIENT PRIVILEGE [s.239(2)(f)]  
Confidential Staff Report CAO013-22 submitted by the Chief  
Administrative Officer, re: Solicitor-Client Privilege with Respect to  
Property Standards.**

**Resolution No: CR065-2022 Moved by: Sander Seconded by: Kiezebrink**

*Be it resolved that Confidential Staff Report CAO013-22 be received; and  
That the Chief Administrative Officer be authorized to proceed with Option No. 2 as  
contained within this Report.*

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

**12. CONFIRMATION BY-LAW**

**By-law 2022-22**

**Resolution No: CR066-2022 Moved by: Henderson Seconded by: Smith**

*Be it resolved that leave be granted to introduce By-law 2022-22, that being a By-law to  
confirm the proceedings of the Council and Committee of the Whole meetings held on  
this 6<sup>th</sup> day of April, 2022; and that said By-law be read a first, and taken as read a  
second and third time and finally passed.*


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


**13. ADJOURNMENT**

**Resolution No: CR067-2022 Moved by: Smith Seconded by: Henderson**

*Be it resolved that this meeting of Committee of the Whole of the Township of Essa  
adjourn at 7:12 p.m. to meet again on the 20<sup>th</sup> day of April, 2022 at 6:00 p.m.*

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

  
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Sandie Macdonald, Mayor

  
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Lisa Lehr, Manager of Legislative Services