

**TOWNSHIP OF ESSA  
COMMITTEE OF THE WHOLE  
WEDNESDAY, MAY 2, 2012**

A Committee of the Whole meeting was held on Wednesday, May 2, 2012 in the Council Chambers of the Administration Centre, Township of Essa.

In attendance: Mayor Terry Dowdall  
Deputy Mayor Macdonald  
Councillor Keith White  
Councillor Michael Smith  
Councillor Ron Henderson

Staff in attendance: G. Murphy, CAO/Manager of Public Works  
J. Barrett, Deputy CAO/Treasurer  
C. Healey, Manager of Planning and Development  
P. Macdonald, Fire Chief  
B. Sander, Clerk

**1. OPENING OF MEETING BY THE MAYOR**

Mayor Dowdall called the meeting to order at 6:00 p.m.

**2. DISCLOSURE OF PECUNIARY INTEREST**

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

**a. Mr. Terry Russel  
Re: 6<sup>th</sup> Line Turnaround and Water Drainage**

**Resolution No: CW073-2012 Moved by: Macdonald Seconded by: Smith**

*Be it resolved that the presentation from Terry Russell concerning the gravel turn around area at the "Dead End" 6<sup>th</sup> Line, south of the 25<sup>th</sup> Sideroad be received; and That Staff be directed to meet with Mr. Russell to discuss options and report back to Council.*

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

Mr. Russel was in attendance to discuss his concerns with regards to the turnaround on his property and issues that he has with drainage from the road and neighbouring properties. He believes that the turnaround is an eye-sore and would like to discuss options that may be available. He also stated that the drainage issues are his biggest concern.

Mayor Dowdall thanked Mr. Russell for his letter outlining his concerns and advised Mr. Russel that Council will request that staff meet with him on site, and prepare a report to Council for a future meeting.

**b. Public Meeting – Proposed Zoning By-law Amendment (No. Z2-12)  
Re: Pt. Lot 31, Concession 6, 8814 and 8808 County Road 56, Utopia**

Please see separate set of minutes.

## STAFF REPORTS

## 4. PLANNING AND DEVELOPMENT

- a. Staff Report PD018-12 submitted by the Manager of Planning and Development, re: 75 Denney Drive.

Resolution No: CW074-2012 Moved by: Macdonald Seconded by: Henderson

*Be it resolved that Staff Report PD018-12 be received; and  
That the owner of 75 Denney Drive be given a copy of this Report.*

----Carried----

- b. Staff Report PD023-12 submitted by the Planning Technician, re: Telecommunication Tower, 7281 9<sup>th</sup> Line.

Resolution No: CW075-2012 Moved by: Macdonald Seconded by: Smith

*Be it resolved that Staff Report PD023-12 be received; and  
That the Township approve of the revised relocation of the Bell tower, subject to Bell agreeing to accommodate future Township needs for its emergency services.*

----Carried----

- c. Staff Report PD025-12 submitted by the Planning Technician, re: Telecommunication Tower, 8846 County Road 90.

Resolution No: CW076-2012 Moved by: Macdonald Seconded by: White

*Be it resolved that Staff Report PD025-12 be received; and  
That the Township approve of a Bell tower at 8846 County Road #90, subject to Bell agreeing to accommodate future Township needs for its emergency services.*

----Carried----

- d. Staff Report PD026-12 submitted by the Planning Technician, re: Telecommunication Tower, 6178 10<sup>th</sup> Line.

Resolution No: CW077-2012 Moved by: Macdonald Seconded by: White

*Be it resolved that Staff Report PD026-12 be received; and  
That the Township approve of a Bell tower at 6178 10<sup>th</sup> Line, subject to Bell agreeing to accommodate future Township needs for its emergency services*

----Carried----

- e. Staff Report PD027-12 submitted by the Manager of Planning and Development, re: 5898 County Road 10 – Application for a Re-Zoning on a Temporary Basis.

Resolution No: CW078-2012 Moved by: Macdonald Seconded by: White

*Be it resolved that Staff Report PD027-12 be received; and  
That Council authorize a Public Meeting to be held to consider permitting a garden suite for parents at 5898 County Road 10 through a temporary re-zoning.*

----Carried----

- f. **Staff Report PD028-12 submitted by the Manager of Planning and Development, re: Updates to the Township's Zoning By-law.**

**Resolution No: CW079-2012 Moved by: Smith Seconded by: Macdonald**

*Be it resolved that Staff Report PD028-12 be received; and  
That a Public Meeting be scheduled for June 6, 2012, to consider updates to the Township's Zoning By-law which would provide more flexibility for residents, and as well, require barrier-free parking in certain circumstances.*

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

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

- a. **Staff Report PR014-12 submitted by the Recreation Coordinator/Programmer, re: Thornton Soccer Pitch/Roth Street Soccer Pitch.**

**Resolution No: CW080-2012 Moved by: Smith Seconded by: Macdonald**

*Be it resolved that Staff Report PR014 -12 be received; and  
That the Angus Recreation Centre Manager/Parks Supervisor be authorized to proceed with aerating, over seeding and fertilizing at the Thornton Soccer fields plus arrange for new gates and a fence to be installed at the Roth St. Soccer field with the approximate \$5,000 additional funds needed for these works be taken from the Reserve for Special Projects or Parks and Recreation Reserve funds to cover both projects.*

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

- b. **Staff Report PR015-12 submitted by the Recreation Coordinator/Programmer, re: Clock Tower Up-Grade.**

**Resolution No: CW081-2012 Moved by: Macdonald Seconded by: Smith**

*Be it resolved that Staff Report PR015-12 be received; and  
That the Recreation Coordinator/Programmer be authorized to arrange to have the clock tower fixed and upgraded and the funds needed for such purpose come from Special Projects Reserves.*

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

- c. **Staff Report PR016-12 submitted by the Recreation Coordinator/Programmer, re: Waive Rental Fees at Thornton Banquet Hall.**

**Resolution No: CW082-2012 Moved by: Macdonald Seconded by: White**

*Be it resolved that Staff Report PR016-12 be received; and  
That the request from an Essa resident to waive the rental fee at the Thornton Banquet Hall on Friday June 22<sup>nd</sup>, 2012 be approved with the understanding that they are required to pay the SOCAN fee and they are required to adhere to the alcohol policy and assist in the cleanup of the Banquet Hall after the event is finished.*

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

## 6. **FIRE AND EMERGENCY SERVICES**

## 7. PUBLIC WORKS

- a. **Memorandum from the Engineering/Development Review Technician dated April 16, 2012, re: Simcoe Area Multi Modal Transportation Strategy Municipal Technical Team Meeting No. 1.**

**Resolution No: CW083-2012 Moved by: Macdonald Seconded by: White**

*Be it resolved that the memorandum from the Engineering/Development Review Technician regarding the Simcoe Area Multi Modal Transportation Strategy Municipal Technical Team Meeting No. 1 be received for information.*

----Carried----

- b. **Staff Report CAO015-12 submitted by the Chief Administrative Officer, re: Township of Essa Health and Safety Policy and Procedures Manual – Proposed Amendments to Refusal to Work Policy #EHS-7.**

**Resolution No: CW084-2012 Moved by: White Seconded by: Macdonald**

*Be it resolved that Staff Report CAO015 -12 be received; and That the draft amended Workers Right to Refuse Unsafe Work and Bilateral Work Stoppage Policy #EHS-7 be approved and inserted in the Township of Essa Health and Safety Policy and Procedures Manual and the February 1, 2003 policy be removed and discarded.*

----Carried----

- c. **Staff Report CAO016-12 submitted by the Chief Administrative Officer, re: Township of Essa Health and Safety Policy and Procedure Manual – Proposed Access to Information and Worker’s Right to Know Policy.**

**Resolution No: CW085-2012 Moved by: Macdonald Seconded by: White**

*Be it resolved that Staff Report CAO016-12 be received; and That the draft Proposed Access to Information and Worker’s Right to Know Policy #EHS-12 be approved and added to the Township of Essa Health and Safety Policy and Procedure Manual.*

----Carried----

- d. **Staff Report CAO017-12 submitted by the Chief Administrative Officer, re: Township of Essa Health and Safety Policy and Procedures Manual – Proposed Amendments to Employee Early and Safe Return to Work (Modified Work) Policy #EHS-6.**

**Resolution No: CW086-2012 Moved by: Macdonald Seconded by: Smith**

*Be it resolved that Staff Report CAO017-12 be received; and That the draft amended Employee Early and Safe Return to Work (Modified Work) Policy #EHS-6 be approved and inserted in the Township of Essa Health and Safety Policy and Procedures Manual and the February 1, 2003 policy be removed and discarded.*

----Carried----

- e. **Staff Report CAO018-12 submitted by the Chief Administrative Officer, re: Township of Essa Health and Safety Policy and Procedures Manual – Proposed Amendments to Lock-Out/Block-Out Policy #EHS 2.3.**

**Resolution No: CW087-2012 Moved by: Henderson Seconded by: Macdonald**

*Be it resolved that Staff Report CAO018-12 be received; and That the draft amended Lock-Out/Block-Out Policy #EHS-2.3 be approved and inserted in the Township of Essa Health and Safety Policy and Procedures Manual and the February 1, 2003 policy be removed and discarded.*

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

- f. **Staff Report CAO021-12 submitted by Sheila Perri, Engineering/Development Review Technician, re: Electronic Recycling Solutions – Six Month Update.**

**Resolution No: CW088-2012 Moved by: Macdonald Seconded by: Smith**

*Be it resolved that Staff Report CAO021-12 be received; and That the Township continue to allow Electronics Recycling Solutions to provide electronic recycling service in Angus and Thornton.*

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

**8. FINANCE**

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

- a. **Staff Report C009-12 submitted by the Clerk, re: Food Cart.**

**Resolution No: CW089-2012 Moved by: Macdonald Seconded by: Smith**

*Be it resolved that Staff Report C009-12 be received; and That the request from the resident on the 25<sup>th</sup> Sideroad to operate a food cart be denied.*

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

**10. OTHER BUSINESS**

**11. ADJOURNMENT**

**Resolution No: CW090-2012 Moved by: Macdonald Seconded by: Smith**

*Be it resolved that this meeting of Committee of the Whole of the Township of Essa adjourn at 6:33 p.m. to meet again on the 16<sup>th</sup> day of May, 2012 at 6:00 p.m.*

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

Original signed by:

*Terry Dowdall*  
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 Terry Dowdall, Mayor

*Bonnie Sander*  
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 Bonnie Sander, Clerk