

**TOWNSHIP OF ESSA  
COMMITTEE OF THE WHOLE  
WEDNESDAY, FEBRUARY 15, 2012**

A Committee of the Whole meeting was held on Wednesday, February 15, 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 Committee of the Whole meeting to order at 6:00 p.m.

**2. DISCLOSURE OF PECUNIARY INTEREST**

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

**STAFF REPORTS**

**4. PLANNING AND DEVELOPMENT**

- a. **Staff Report PD006-12 submitted by the Manager of Planning and Development, re: ATF Investments (previously Aramis Holdings), Centre Street, Angus - Extension of Draft Plan Approval and the Agreement to Reserve Water and Sewer Capacity.**

**Resolution No: CW014-2012 Moved by: Macdonald Seconded by: White**

*Be it resolved that Staff Report PD006-12 be received; and  
That the Township extend draft plan approval for ATF Investments Inc. (ET-0603) to August 2015, and the Agreement to Reserve Water and Sewer Capacity corresponding to the same date.*

**----carried----**

- b. **Staff Report PD008-12 submitted by the Manager of Planning and Development, re: 2011 Census Population and Dwelling Counts.**

**Resolution No: CW015-2012 Moved by: Macdonald Seconded by: Smith**

*Be it resolved that Staff Report PD008-12 be received for information.*

**----carried----**

- c. **Staff Report PD009-12 submitted by the Manager of Planning and Development, re: Angus Tree Planting Day 2012.**

**Resolution No: CW016-2012 Moved by: Macdonald Seconded by: White**

*Be it resolved that Staff Report PD009-12 be received; and  
That Council grant the Economic Development Committee's request to hold an Angus Tree Planting Day in 2012, on May 12<sup>th</sup> at a location to be determined in consultation with the NVCA, with the NVCA partnering in hosting the tree plant.*

**----carried----**

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

**6. FIRE AND EMERGENCY SERVICES**

**7. PUBLIC WORKS**

- a. **Staff Report PW004-12 submitted by the CAO/Manager of Public Works, re: NVCA's 2012 Spring Tonic Maple Syrup Festival.**

**Resolution No: CW017-2012 Moved by: Smith Seconded by: Macdonald**

*Be it resolved that Staff Report Staff Report PW004-12 be received; and  
That the NVCA and Rotary Club of Barrie's request to allow for the overflow parking of vehicles along the shoulders of the 8<sup>th</sup> Line, each way of the entrance of the Tiffin Conservation Centre, during the 2012 Spring Tonic Maple Syrup Festival be approved provided the Organizers provide traffic control and they ensure that neighbouring driveways are not obstructed.*

**----carried----**

- b. **Staff Report PW005-12 submitted by the CAO/Manager of Public Works, re: Township of Essa Health and Safety Policy and Procedure Manual – Safe Lifting and Manual Materials Handling Policy.**

**Resolution No: CW018-2012 Moved by: Macdonald Seconded by: White**

*Be it resolved that Staff Report PW005-12 be received; and  
That the draft Manual Materials Handling Policy and Procedure No. EHS-2.8 be approved and added to the Township of Essa Health and Safety Policy and Procedure Manual.*

**----carried----**

- c. **Staff Report PW006-12 submitted by the CAO/Manager of Public Works, re: Township of Essa Health and Safety Policy and Procedure Manual – Ergonomics Policy.**

**Resolution No: CW019-2012 Moved by: Macdonald Seconded by: Smith**

*Be it resolved that Staff Report PW006-12 be received; and  
That the draft Ergonomics Policy and Procedure No. EHS-2.9 be approved and added to the Township of Essa Health and Safety Policy and Procedure Manual.*

**----carried----**

- d. **Staff Report PW007-12 submitted by the CAO/Manager of Public Works, re: Township of Essa Health and Safety Policy and Procedure Manual – Job Hazard Assessment Program Policy.**

**Resolution No: CW020-2012 Moved by: Macdonald Seconded by: Smith**

*Be it resolved that Staff Report PW007-12 be received; and  
That the draft Job Hazard Assessment Program Policy and Procedure No. EHS-2.10 be approved and added to the Township of Essa Health and Safety Policy and Procedure Manual.*

**----carried----**

**8. FINANCE**

- a. **Staff Report TR003-12 submitted by the Treasurer/Deputy CAO, re: 2012 Property and Liability Insurance Renewal.**

**Resolution No: CW021-2012 Moved by: Macdonald Seconded by: Smith**

*Be it resolved that Staff Report TR003-12 be received; and  
That a Municipal Property and Liability Insurance Proposal be accepted from Frank Cowan Company Limited as presented by Dusome Insurance Group, at an annual cost of \$349,747.00 plus applicable sales tax of 8%, effective March 8, 2012.*

**----carried----**

- b. **County of Simcoe Revision – 2012 Waste Levy**

**Resolution No: CW022-2012 Moved by: Macdonald Seconded by: White**

*Be it resolved that the revised 2012 Waste Levy from the County of Simcoe be received for information.*

**----carried----**

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

- a. **Staff Report C003-12 submitted by the Clerk's Assistant, re: Accessibility Brochure – "Living with Disabilities in the Township of Essa".**

**Resolution No: CW023-2012 Moved by: Macdonald Seconded by: Smith**

*Be it resolved that Staff Report C003-12 be received; and  
That Council approve the brochure "Living with Disabilities in the Township of Essa" as is;  
and  
That Council authorize its distribution within the municipality.*

**----carried----**

- b. **Staff Report C004-12 submitted by the Clerk, re: 2012 General Assistance Grants.**

**Resolution No: CW024-2012 Moved by: Macdonald Seconded by: White**

*Be it resolved that Staff Report C004-12 be received; and  
That Council approves the recommendations for the 2012 General Assistance Grants.*

**----carried----**

10. OTHER BUSINESS

11. ADJOURNMENT

**Resolution No: CW025-2012 Moved by: Macdonald Seconded by: Henderson**

*Be it resolved that this meeting of Committee of the Whole of the Township of Essa adjourn at 6:17 p.m. to meet again on the 7<sup>th</sup> day of March, 2012 at 6:00 p.m.*

~~----carried----~~

Original signed by:

*Terry Dowdall*  
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Terry Dowdall, Mayor

*Bonnie Sander*  
\_\_\_\_\_  
Bonnie Sander, Clerk