

**TOWNSHIP OF ESSA
COMMITTEE OF THE WHOLE
WEDNESDAY, JUNE 6, 2012**

A Committee of the Whole meeting was held on Wednesday, June 6, 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
C. Healey, Manager of Planning and Development
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. Public Meeting - Proposed Zoning By-law Amendment (Z3-12)
Re: Part Lot 8, Concession 3, 5898 County Road 10.**

Please see separate set of minutes.

Mayor Dowdall stated that Council would be proceeding into its session of Regular Council at 6:15 p.m.

Council reconvened its session of Committee of the Whole at 6:30 p.m.

- b. Public Meeting - Proposed Zoning By-law Amendment (Z5-12)
Re: Affecting All of the Municipality of the Township of Essa.**

Please see separate set of minutes.

- c. Public Meeting - Proposed Increase to Various Municipal Fees.**

Mayor Dowdall asked if anyone was in attendance with regards to the proposed increases to the Municipal Fee Schedule. Hearing none, the public meeting was adjourned.

STAFF REPORTS

4. PLANNING AND DEVELOPMENT

- a. **Staff Report PD032-11 submitted by the Planning Technician, Re: Proposed Garden Suite, 6280 25th Sideroad.**

Resolution No: CW105-2012 Moved by: Macdonald Seconded by: White

*Be it resolved that Staff Report PD032-11 be received; and
That a public meeting be held on Wednesday July 4, 2012 in consideration of a garden suite to be placed at 6280 25th Sideroad.*

----Carried----

- b. **Staff Report PD033-12 submitted by the Manager of Planning and Development, Re: Appeal to OMB Tesmar Holdings Inc.**

Resolution No: CW106-2012 Moved by: Smith Seconded by: Macdonald

Be it resolved that Staff Report PD033-12 be received for information.

----Carried----

- c. **Staff Report PD034-12 submitted by the Manager of Planning and Development, the Treasurer, and the Chief Administrative Officer, Re: Brookvalley Subdivision - Riverview, Centre Street, Angus.**

Resolution No: CW107-2012 Moved by: Macdonald Seconded by: White

*Be it resolved that Staff Report PD34-12 be received; and
That Brookvalley pay the full amount owing to-date (\$175,992.89) for their share of the Willoughby Road and Bridge costs during the period of December 22, 2011 to May 28, 2012, within 10 business days, and once this payment is received, then Building permits will be released within the Brookvalley – Riverview Phase 1 subdivision without Brookvalley having to post securities in accordance with Section 3.6.9 of their Subdivision Agreement; and further
That all future invoices for Brookvalley's share of the costs for the Willoughby Road and Bridge project be paid within 10 business days or Building Permits will again be frozen.*

----Carried----

5. PARKS AND RECREATION / COMMUNITY SERVICES

- a. **Staff Report PR017-12 submitted by the Recreation Coordinator/Programmer, Re: Healthy Smiles Ontario Dental Van.**

Resolution No: CW108-2012 Moved by: Macdonald Seconded by: Smith

*Be it resolved that Staff Report PR0017-12 be received; and
That the Township of Essa does agree to allow the Healthy Smiles Ontario Dental Van to utilize the former library parking lot on June 7, July 5, August 2 & September 6, 2012.*

----Carried----

- b. **Staff Report PR018-12 submitted by the Recreation Coordinator/Programmer,
Re: Recommendations of the Parks and Recreation Committee.**

Resolution No: CW109-2012 Moved by: Smith Seconded by: Henderson

*Be it resolved that Staff Report PR018-12 be received; and
That Council supports the recommendations of the Parks and Recreation Committee in
resolutions 2012-04, 2012-05, 2012-06 and 2012-07; and
That Council does not support recommendation 2012-02; and
That resolution 2012-08 as submitted by the Parks and Recreation Committee be deferred.*

----Carried----

- c. **Staff Report PR019-12 submitted by the Recreation Coordinator/Programmer,
Re: Waive Rental Fees - Stonemount Outdoor Pad.**

Resolution No: CW110-2012 Moved by: Macdonald Seconded by: Smith

*Be it resolved that Staff Report PR019-12 be received; and
That the request from an Angus resident to waive the rental fee at the Stonemount
Outdoor Pad be denied; and
That the resident be required to pay 50% of the rental fee.*

----Carried----

6. FIRE AND EMERGENCY SERVICES

7. PUBLIC WORKS

- a. **Staff Report CAO026-12 submitted by the Chief Administrative Officer,
Re: Township of Essa Health and Safety Policy and Procedure
Manual – Workplace Hazardous Materials Information System
(WHMIS) Training Policy.**

Resolution No: CW111-2012 Moved by: Macdonald Seconded by: Henderson

*Be it resolved that Staff Report CAO026-12 be received; and
That the draft Workplace Hazardous Materials Information System (WHMIS) Policy #
EHS-13 be approved and added to the Township of Essa Health and Safety Policy and
Procedure Manual.*

----Carried----

- b. **Staff Report CAO027-12 submitted by the Chief Administrative Officer,
Re: Proposed Job Description and Job Posting for Manager of Public
Works.**

Resolution No: CW112-2012 Moved by: White Seconded by: Macdonald

*Be it resolved that Staff Report CAO027-12 be received; and
That the attached draft job description and job posting are approved.*

----Carried----

- c. **Staff Report CAO028-12 submitted by the Chief Administrative Officer,
Re: Landfill Voucher System.**

Resolution No: CW113-2012 Moved by: Macdonald Seconded by: White

*Be it resolved that Staff Report CAO028-12 be received for information; and
That Staff review various waste collection options and associated costs with County staff
and report back to Council during 2013 budget deliberations.*

----Carried----

8. FINANCE

- a. **Staff Report TR015-12 submitted by the Treasurer/Deputy CAO,
Re: Proposed Fee Schedule Increase in Revenue.**

Resolution No: CW114-2012 Moved by: Macdonald Seconded by: Smith

Be it resolved that Staff Report TR015-12 be received for information.

----Carried----

- b. **Staff Report TR016-12 submitted by the Treasurer/Deputy CAO,
Re: Budget Disclosure for PSAB Adjustments for 2012 Budget.**

Resolution No: CW115-2012 Moved by: Macdonald Seconded by: White

*Be it resolved that Staff Report TR016-12 be received; and
That Council adopts the 2012 Budget Reconciliation report for exclusion of amortization
expenses and post-employment benefits expenses.*

----Carried----

- c. **Staff Report TR017-12 submitted by the Treasurer/Deputy CAO,
Re: Draft Investment Policy.**

Resolution No: CW116-2012 Moved by: White Seconded by: Macdonald

*Be it resolved that Staff Report TR017-12 be received; and
That the Draft Investment Policy #T12-01 be approved.*

----Carried----

9. CLERKS / BY-LAW ENFORCEMENT/ IT

- a. **Staff Report C01312 submitted by the Clerk's Assistant, Re: Accessibility for
Ontarians with Disabilities Act, Ontario Regulation 191/11 (Integrated
Accessibility Standards).**

Resolution No: CW117-2012 Moved by: Macdonald Seconded by: White

Be it resolved that Staff Report C013-12 be received for information.

----Carried----

10. OTHER BUSINESS

a. Angus Library

Deputy Mayor Macdonald reminded Council and Staff of the grand Opening of the Angus Library on Saturday, June 9, 2012, beginning at 10:30 a.m.

b. Historical Calendars

Councillor Smith stated that the Essa Historical Society currently has their 2013 Historical Calendars for sale. The calendars depict original homesteads and are available for \$20.00 each.

11. ADJOURNMENT

Resolution No: CW118-2012 Moved by: Macdonald Seconded by: Smith

Be it resolved that this meeting of Committee of the Whole of the Township of Essa adjourn at 6:54 to meet again on the 20th day of June, 2012 at 6:00 p.m.

----Carried----

Original signed by:

Terry Dowdall
Terry Dowdall, Mayor

Bonnie Sander
Bonnie Sander, Clerk