

**THE CORPORATION OF THE TOWNSHIP OF ESSA  
COMMITTEE OF THE WHOLE  
WEDNESDAY, MARCH 23, 2016**

A Committee of the Whole meeting was held on Wednesday, March 23, 2016 in the Council Chambers of the Administration Centre, Township of Essa.

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

Absent: Mayor Terry Dowdall

Staff in attendance: G. Murphy, Chief Administrative Officer  
C. Mohr, Manager of Finance  
C. Ross Tustin, Fire Chief  
D. Perreault, Manager of Public Works  
B. Sander, Clerk

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

Deputy Mayor Macdonald opened the Committee of the Whole meeting at 6:00 p.m.

**2. DISCLOSURE OF PECUNIARY INTEREST**

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

**a. Public Meeting - CANCELLED BY DEVELOPER**

Re: Proposed Zoning By-law Amendment (Z1-16) and Proposed Official Plan Amendment (ET-94007) – Lots 31 & 32, Conc. 3 & 4, Draft Plan ET-94007, San Diego Homes, Angus

The Manager of Planning & Development announced that the meeting was cancelled by the Developer and will be rescheduled in the future. The rescheduling of this meeting will be at the developer's expense.

**b. Public Meeting**  
Re: Fee Schedule

See separate set of minutes.

**STAFF REPORTS**

**4. PLANNING AND DEVELOPMENT**

**a. Staff Report PD016-16 submitted by the Planning Technician, re: Decast Limited, 8807 County Road 56**

**Resolution No: CW051-2016 Moved by: White Seconded by: Henderson**

*Be it resolved that Staff Report PD016-16 be received.*

----Carried----

- b. Staff Report PD017-16 submitted by the Manager of Planning and Development, re: Rippon Trail Completion**

**Resolution No: CW052-2016 Moved by: White Seconded by: Smith**

*Be it resolved that Staff Report PD017-16 be received; and  
That the Township collect quotes for rocks and fencing to block motorized vehicles, and signage, in order to proceed to complete the Rippon Trail; and  
That Staff submit an application for funding, for half of the cost of works, to the County of Simcoe, to also include the spreading and compaction of limestone already purchased.*

----Carried----

- c. Staff Report PD018-16 submitted by the Manager of Planning and Development, re: Brownley Meadows Phase 2 Request for 34 Model Homes through a Pre-Servicing Agreement**

**Resolution No: CW053-2016 Moved by: Henderson Seconded by: Smith**

*Be it resolved that Staff Report PD018-16 be received; and  
That Council does authorize a Pre-Servicing Agreement with the owner/developer of Brownley Meadows Phase 2 once the following conditions have been fulfilled:*

- a) The Township's Engineer recommends entering into a pre-servicing agreement;*
- b) The appropriate insurance and securities are in place to protect the Municipality's interests; and*
- c) The owner/developer has paid the developers who have already installed services with the appropriate amount owing to these other developers, and such other developers (namely Stonemount and Sarjeant) have indicated their satisfaction with payment, in writing.*

----Carried----

- d. Staff Report PD019-16 submitted by the Manager of Planning and Development, re: Stonemount's Block 125, Plan 51M-844 Change to Draft Plan Conditions**

**Resolution No: CW054-2016 Moved by: Smith Seconded by: White**

*Be it resolved that Staff Report PD019-16 be received; and  
That Council does authorize Staff to add the following, to make a minor change to the draft plan conditions for Stonemount's development to occur on Block 124 and Part of Block 125, Plan 51M-844: the developer shall arrange and be responsible for all of the costs of designing, contract administration, inspection and the construction of the street with a 1.5 metre wide sidewalk on one side of the street including all utilities and below-ground infrastructure within the lands designated as Part 2, Plan 51R-40377 all of which such works are to be in conformity with the Township's full urban Engineering Design Standard Specifications and Drawings to be reviewed and accepted by the Municipality.*

----Carried----

- e. Staff Report PD020-16 submitted by the Manager of Planning and Development, re: Talava Inc. Public Meeting**

**Resolution No: CW055-2016 Moved by: Henderson Seconded by: White**

*Be it resolved that Staff Report PD020-16 be received; and  
That Council does authorize a Public Meeting to collect comments on a new draft plan  
submission, a Plan of Condominium proposal and a Zoning By-law Amendment (ZBA)  
relating to Part Lot 6, Concessions 5 and 6.*

----Carried----

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

**a. Staff Report PR006-16 submitted by the Recreation Coordinator/Programmer,  
re: Recommendations of the Parks & Recreation Committee**

**Resolution No: CW056-2016 Moved by: Smith Seconded by: White**

*Be it resolved that Staff Report PR006-16 be received; and  
That Council does approve resolution numbers 2016-2, 4, 5 and 6 as recommended by the  
Parks & Recreation Committee at their meeting of March 16, 2016.*

----Carried----

**6. FIRE AND EMERGENCY SERVICES**

**7. PUBLIC WORKS**

**8. FINANCE**

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

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

**a. Staff Report CAO011-16 submitted by the Chief Administrative Officer,  
re: Proposed Moonlighting Policy**

**Resolution No: CW057-2016 Moved by: Smith Seconded by: Henderson**

*Be it resolved that Staff Report CAO011-16 be received; and  
That Council does approve the attached draft Moonlighting Policy No. A02-16.*

----Carried----

**b. Staff Report CAO012-16 submitted by the Chief Administrative Officer,  
re: Proposed Employee Attendance Support/Absence Management Policy**

**Resolution No: CW058-2016 Moved by: Smith Seconded by: White**

*Be it resolved that Staff Report CAO012-16 be received; and  
That the Employee Attendance Support/Absence Management Policy No. A03-16  
attached to this Report be approved.*

----Carried----

- c. **Staff Report CAO013-16 submitted by the Chief Administrative Officer,  
re: Proposed Employee Time Clock Use Policy**

**Resolution No: CW059-2016 Moved by: White Seconded by: Smith**

*Be it resolved that Staff Report CAO013-16 be received; and  
That Council does approve the attached draft Employee Time Clock Use Policy  
#HR01-16.*

----Carried----

**11. OTHER BUSINESS**

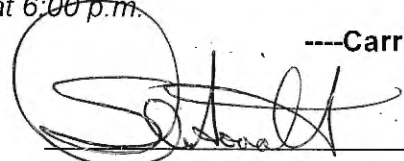
Deputy Mayor Macdonald announced that the Township and the County will be playing a fundraiser hockey game on March 31, 2016 at 7:00 p.m. at the Angus Arena. All proceeds will benefit Aaron a Grade 3 student from Baxter Public School who has been diagnosed with brain and spinal cancer. Staff and the public are urged to attend and show their support.

**12. ADJOURNMENT**

**Resolution No: CW060-2016 Moved by: Henderson Seconded by: Smith**

*Be it resolved that this meeting of Committee of the Whole of the Township of Essa adjourn  
at 6:20 p.m. to meet again on the 6<sup>th</sup> day of April, 2016 at 6:00 p.m.*

----Carried----



Sandie Macdonald, Deputy Mayor



Bonnie Sander, Clerk