

**THE CORPORATION OF THE TOWNSHIP OF ESSA  
COMMITTEE OF THE WHOLE  
WEDNESDAY, APRIL 20, 2016**

A Committee of the Whole meeting was held on Wednesday, April 20, 2016 in the Council Chambers of the Administration Centre, Township of Essa.

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

Staff in attendance: G. Murphy, Chief Administrative Officer  
C. Healey, Manager of Planning & Development  
C. Mohr, Manager of Finance  
D. Burgin, Deputy Fire Chief  
D. Perreault, Manager of Public Works  
B. Sander, Clerk

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

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

**2. DISCLOSURE OF PECUNIARY INTEREST**

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

**STAFF REPORTS**

**4. PLANNING AND DEVELOPMENT**

- a. **Staff Report PD023-16 submitted by the Manager of Planning and Development, re: Maple Lane Rezoning.**

**Resolution No: CW068-2016 Moved by: Macdonald Seconded by: White**

*Be it resolved that Staff Report PD023-16 be received; and  
That Council does approve adopting a Zoning By-law Amendment which would allow townhouses in conformity with the draft plan approval for the Maple Lane lands, as issued on July 30, 2015.*

----Carried----

- b. **Staff Report PD024-16 submitted by the Manager of Planning and Development, re: Alliance Agri-Turf, New Applications for Site Plan Approval and a Zoning By-law Amendment.**

**Resolution No: CW069-2016 Moved by: Henderson Seconded by: Smith**

*Be it resolved that Staff Report PD024-16 be received; and  
That Council does authorize staff to host a public meeting to review the zoning by-law amendment submitted by Alliance Agri-Turf for 6389 County Road 10, Baxter.*

----Carried----

- c. **Staff Report PD026-16 submitted by the Manager of Planning and Development, re: Decast.**

**Resolution No: CW070-2016 Moved by: White Seconded by: Henderson**

*Be it resolved that Staff Report PD026-16 be received; and That Council does authorize staff to send a letter to Decast to inform them that they must apply for an Official Plan Amendment (OPA), a Zoning By-law Amendment (ZBA) and Site Plan approval to be in compliance with the Municipality's Official Plan (OP), Zoning By-law and the Site Plan Control By-law, with the letter to indicate that failure to apply for approvals with complete applications may result in legal action.*

----Carried----

Council has asked that correspondence be forwarded to the NVCA.

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

**6. FIRE AND EMERGENCY SERVICES**

**7. PUBLIC WORKS**

**a. Summary of Results – Disconnect and Remove Existing Light Fixtures Including Supply and Install of LED Fixtures Over the Ice Surface at the Angus and Thornton Arenas.**

**Resolution No: CW071-2016 Moved by: Henderson Seconded by: White**

*Be it resolved that the summary of results for the Disconnect and Removal of Existing Light Fixtures Including Supply and Install of LED Fixtures Over the Ice Surface at the Angus and Thornton Arenas be received; and That the proposal submitted by C. George's Electrical Inc. to disconnect and remove existing light fixtures including the supply and installation of Delviro LED light fixtures over the ice surfaces at the Angus and Thornton Arenas be accepted, as follows:*

LOCATION	TOTAL BID	LESS saveONenergy INCENTIVE (subject to approval)	LESS SCOTIABANK INCENTIVE DELVIRO (subject to approval)	SUBTOTAL (Taxes Extra)
Angus Arena	\$25,491.00	(\$4,320.00)	(\$2,549.10)	\$18,621.90
Thornton Arena	\$28,749.00	(\$5,400.00)	(\$2,874.90)	\$20,474.00

*And,*

*That this acceptance is contingent upon C. George's Electrical Inc. providing the municipality with WSIB Clearance Certificate, an insurance certificate naming the Corporation of the Township of Essa as additional insured under the Contractor's liability insurance policy for this project and the contractor arranging for all required Electrical Safety Authority inspections with copies of such inspections being provided to the municipality.*

----Carried----

**b. Staff Report PW009-16 submitted by the Manager of Public Works, re: Award of Tender – Reconstruction of Huron Street from Centre Street to King Street.**

**Resolution No: CW072-2016 Moved by: White Seconded by: Smith**

*Be it resolved that Staff Report PW009-16 be received; and That the correspondence from Ainley Group in connection with the Reconstruction of Huron Street & King Street from Centre Street to Alma Street be received; and*

*That the tender received from Darpak Inc. for the reconstruction of Huron Street from Centre Street to King Street be accepted in the amount of \$501,648.06 (plus H.S.T.); and  
That Ainley Group be authorized to arrange for the necessary work to be completed*

----Carried----

**8. FINANCE**

- a. Staff Report TR009-16 submitted by the Tax Collector, re: Request to Write Off/Adjust 2014 & 2015 Taxes.**

**Resolution No: CW073-2016 Moved by: Macdonald Seconded by: Smith**

*Be it resolved that Staff Report TR009-16 be received; and  
That Council does authorize the Tax Collector to adjust taxes on the accounts listed on Schedules "A" and "B" of this report.*

----Carried----

- b. Staff Report TR010-16 submitted by the Tax Collector, re: Request to Write Off/Adjust 2015 Taxes.**

**Resolution No: CW074-2016 Moved by: Macdonald Seconded by: Smith**

*Be it resolved that Staff Report TR010-16 be received; and  
That Council does authorize the Tax Collector to adjust taxes on the account listed on Schedule "A" of this report*

----Carried----

- c. Staff Report TR013-16 submitted by the Tax Collector, re: Request to Write Off/Adjust 2015 Taxes.**

**Resolution No: CW075-2016 Moved by: Macdonald Seconded by: Smith**

*Be it resolved that Staff Report TR013-16 be received; and  
That Council does authorize the Tax Collector to adjust taxes on the accounts listed on Schedule "A" of this report.*

----Carried----

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

- a. Staff Report C007-16 submitted by the Deputy Clerk/Accessibility Coordinator, re: Website Update.**

**Resolution No: CW076-2016 Moved by: Macdonald Seconded by: Smith**

*Be it resolved that Staff Report C007-16 be received for information.*

----Carried----

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

- a. Staff Report CAO017-16 submitted by the Chief Administrative Officer, re: Proposed Installation of a Light Armoured Vehicle (LAV III) at Peacekeeper's Park.**

**Resolution No: CW077-2016 Moved by: Macdonald Seconded by: Smith**

*Be it resolved that Staff Report CAO017-16 be received; and That Council does approve the request of the Canadian Association of Veterans in United Nations Peacekeeping, to install a concrete pad/pedestal including a Light Armoured Vehicle (LAV III) at Peacekeeper's Park at the location shown on the concept plan marked as Appendix "2" attached to this Report.*

----Carried----

## 11. OTHER BUSINESS

Deputy Mayor Macdonald asked that three long standing members of the Essa Library Board be recognized during a future Council meeting. The CAO is to coordinate this.

Council asked staff about the cost of Fire Permits for the designated campgrounds that operate in the Township. Staff is to investigate an amendment to the fee schedule to incorporate a lump sum annual fee of \$100.00 that expires at the end of each calendar year for each designated campground and that the campground owner/lessee shall recognize that the onus lies with them to uphold the requirements for the proper use of a fire permit.

Councillor Henderson asked that staff inspect the fence at Burn's Church cemetery. The Manager of Public Works will do an inspection.

Mayor Dowdall read correspondence from Matthews House Hospice's Hike for Hospice to be held on Sunday, May 1 from noon to 1:30 p.m. at the Adjala-Tosorontio Municipal Offices.

Mayor Dowdall informed Council of discussions that occurred at the last Police Services Board meeting. He stated that it is proposed that each municipality will be responsible for moving their assigned electronic speed signs within their municipality as the OPP are too busy with other more urgent policing matters to carry on with this service. Staff will be trained by the OPP to install and operate the signs. Additionally, the OPP do not have the resources to respond to By-law related matters such as noise and dog complaints, given their other policing duties and responsibilities. The OPP have suggested that the three municipalities should consider entering into a tri-party agreement for the provision of 24/7 By-law services conducted by municipal staff. This should result in better service and savings to each municipality since the OPP charges for calls for service fees that are likely higher in costs than what the three municipalities will pay for 24/7 By-law enforcement coverage.

Mayor Dowdall informed Council that Robert O'Brien had passed away on Saturday, April 16. Council requested that a sympathy card be sent to his wife.

## 12. ADJOURNMENT

**Resolution No: CW078-2016 Moved by: Macdonald Seconded by: Smith**

*Be it resolved that this meeting of Committee of the Whole of the Township of Essa adjourn at 6:26 p.m. to meet again on the 4<sup>th</sup> day of May, 2016 at 6:00 p.m.*

----Carried----

  
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Terry Dowdall, Mayor

  
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Bonnie Sander, Clerk