

**CORPORATION OF THE TOWNSHIP OF ESSA
COMMITTEE OF THE WHOLE
WEDNESDAY, MAY 4, 2016**

A Committee of the Whole meeting was held on Wednesday, May 4, 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. Healey, Manager of Planning & Development
C. Mohr, Manager of Finance
D. Perreault, Manager of Public Works
B. Sander, Clerk

1. OPENING OF MEETING BY THE DEPUTY MAYOR

2. DISCLOSURE OF PECUNIARY INTEREST

3. DELEGATIONS / PRESENTATIONS / PUBLIC MEETINGS

a. Presentation of Long Standing Service Awards to Essa Public Library Board Recipients – Lisa Arcan, Lisa Hunt and Margie Adams

Deputy Mayor Macdonald presented Lisa Arcan, Lisa Hunt and Margie Adams with Long Standing Service Awards for their time on the Essa Public Library Board.

**b. Delegation – Municipal Property Assessment Corporation (MPAC)
Kelán Jylha, Account Manager Re: Overview of 2016 Assessment Update**

Kelán Jylha, Account Manager, Municipal & Stakeholder Relations with MPAC was in attendance to provide Council with an overview of the 2016 Assessment Update. He stated that the values were set in 2014 for the 2016 reassessment using data collected from building permits, sales reviews, etc. Residential property owners will receive their Property Assessment Notices starting April 4. Farm Property Assessment Notices will be mailed October 11 and Multi-Residential and Business Notices will be mailed on October 18. The new assessments will serve as the basis for calculating property taxes for 2017 to 2020.

Mr. Jylha explained how to read and understand the 2016 Property Assessment Notice. He stated that residential property owners have 120 days from the issue date of their property assessment notice to file a Request for Reconsideration (RfR). The RfR deadline is August 2, 2016. Also included on the Property Assessment Notice is how to access information through "AboutMyProperty" on-line.

Residential property owners will see an average assessment increase of approximately 6% in 2017 and an overall increase of \$71,000 phased in over 4 years.

Mr. Jylha stated that residents should call MPAC if they have any questions.

Deputy Mayor Macdonald thanked Mr. Jylha for his presentation.

STAFF REPORTS

4. PLANNING AND DEVELOPMENT

- a. **Staff Report PD028-16 submitted by the Manager of Planning and Development, re: San Diego Homes, Application to Rezone Lands.**

Resolution No: CW079-2016 Moved by: White Seconded by: Henderson

*Be it resolved that Staff Report PD028-16 be received; and
That Council does authorize Staff to schedule a public meeting to consider a rezoning of residential, subdivision lands to allow for increased lot coverage.*

----Carried----

- b. **Staff Report PD029-16 submitted by the Planning Technician, re: Hawman Zoning By-law Amendment - 8671 6th Line, West Pt. Lot 30, Conc. 6, Utopia.**

Resolution No: CW080-2016 Moved by: Henderson Seconded by: Smith

*Be it resolved that Staff Report PD029-16 be received; and
That Council does authorize staff to schedule a public meeting to collect comments on a proposal to rezone 8671 6th Line from Institutional (I) Zone to Residential (R1) Zone.*

----Carried----

- c. **Staff Report PD030-16 submitted by the Manager of Planning and Development, re: Pedestrian Bridge over the Pine River.**

Resolution No: CW081-2016 Moved by: Henderson Seconded by: Smith

*Be it resolved that Staff Report PD030-16 be received; and
That Council does approve the design and work program, presented and recommended by Ainley Group, for the proposed pedestrian bridge to cross the Pine River to link the Pine River Trail to the new baseball diamond on Centre Street, Bob Geddes Park.*

----Carried----

- d. **Staff Report PD031-16 submitted by the Manager of Planning and Development, re: Giulam Developments Official Plan Amendment No. 22.**

Resolution No: CW082-2016 Moved by: Smith Seconded by: White

*Be it resolved that Staff Report PD031-16 be received; and
That Council does approve adopting an Official Plan Amendment (OPA) only at this time to permit Giulam's Thornton commercial lands to be converted to residential, with the review of a draft plan to continue as additional information becomes available, and following, a subsequent Zoning By-law Amendment (ZBA) would need to be considered; and
That the appropriate By-law for OPA 22 be brought forward to Council for approval.*

----Carried----

5. PARKS AND RECREATION / COMMUNITY SERVICES

- a. **Summary of Results – Portable Toilet Tender 2016, submitted by the Recreation Coordinator/Programmer.**

Resolution No: CW083-2016 Moved by: White Seconded by: Smith

Be it resolved that the summary of results for the Portable Toilet Tender 2016 be received; and

That the tender submitted by UR in Luck Portable Services be accepted, including all insurance and damage waivers at a unit cost of \$78.95 per month, and one accessible unit for two months, as per Township specifications; and

That the Recreation Coordinator/Programmer be authorized to arrange for UR in Luck Portable Services to provide portable toilets, including monthly service at the parks in Essa Township, contingent upon the contractor staking down all units to eliminate tipping of the units, including satisfactory weekly maintenance and extra services, as required by the Municipality.

----Carried----

- b. **Staff Report PR010-16 submitted by the Recreation Coordinator/Programmer, re: Essa Challenge 2016 – Proposed Gift for Golfers.**

Resolution No: CW084-2016 Moved by: White Seconded by: Smith

Be it resolved that Staff Report PR010-16 be received; and

That Council does authorize staff to purchase a \$25 gift card for each golfer participating in the Essa Challenge on Friday, June 17, 2016 at the Tangle Creek Golf and Country Club.

----Carried----

- c. **Staff Report PR011-16 submitted by the Recreation Coordinator/Programmer, re: Recommendations of the Parks and Recreation Committee.**

Resolution No: CW085-2016 Moved by: Smith Seconded by: White

Be it resolved that Staff Report PR011-16 be received; and

That Council does approve resolution numbers 2016-9, 10, 11, 12, 13, and 14, as recommended by the Parks and Recreation Committee at their meeting of April 19, 2016.

----Carried----

- d. **Staff Report PR012-16 submitted by the Recreation Coordinator/Programmer, re: Waiving fees for Infinity Gymnastics.**

Resolution No: CW086-2016 Moved by: Smith Seconded by: White

Be it resolved that Staff Report PR012 -16 be received; and

That Council does approve the request from Infinity Gymnastics to waive the rental fee for use of the gymnasium and banquet hall on May 6, 7 & 8, 2016 for a 3 day competition at the Angus Recreation Centre, providing they pay for staffing for each day during the competition.

----Carried----

- e. **Staff Report PR013-16 submitted by the Recreation Coordinator/Programmer, re: Junior Hockey Angus Recreation Centre.**

Resolution No: CW087-2016 Moved by: Smith Seconded by: White

*Be it resolved that Staff Report PR013 -16 be received; and
That Council does approve the request of the Canadian Premier Junior Hockey League for ice rentals at the Angus Recreation Centre, including the use of a dedicated change room, commencing just after Labour Day weekend and running through to the middle of March each calendar year, provided that the League pays their season bookings up-front in one instalment payable on August 19, 2016 for the 2016/2017 ice rental season; and
That all practice times will be charged at day time rates.*

----Carried----

- f. **Staff Report PR014-16 submitted by the Recreation Coordinator/Programmer, re: Waiving of Fees for Rental of Administration Centre Committee Room and Council Chambers.**

Resolution No: CW088-2016 Moved by: White Seconded by: Smith

*Be it resolved that Staff Report PR014-16 be received; and
That Council does not approve the request by Statistics Canada to waive rental fees for use of the Committee Room on May 18 and 19, 2016 between the hours of 9:00 a.m. to 5:00 p.m., and Council Chambers on May 30 and 31, 2016 between the hours of 9:00 a.m. to 5:00 p.m., for the purpose of training Enumerators by Statistics Canada.*

----Carried----

6. FIRE AND EMERGENCY SERVICES

- a. **Staff Recommendation and Proposed Draft Amendments for By-law 2015-92 (Open Air Burn By-law), re: Properties Zoned as Commercial Recreation (C4).**

Resolution No: CW089-2016 Moved by: Henderson Seconded by: Smith

*Whereas Council passed By-law No. 2015-92, being a By-law to regulate the setting of open fires and to prevent the spread of fires in the Township; and
Whereas there are several existing campground properties within the Township that are designated and zoned as Commercial Recreation (C4) in the Township's Zoning By-law that may require a permit for a recreational burn/camp fire for several camp sites;
Now therefore be it resolved that for those properties designated and zoned as Commercial Recreation (C4), only one burn permit is required each calendar year for all of the campfires set on the subject site, provided that a responsible person applies for such permit, is responsible for the set fire, and ensures that all campfires are controlled and maintained in accordance with the provisions of By-law No. 2015-92; and
That the burning permit fee for such permit be set at \$100.00, which shall expire at the end of each calendar year; and
That the proposed clarifications and revisions as outlined in bold in the attached draft By-law be approved; and
That Staff be directed to bring forward a By-law to amend the Township's Open Air Burn By-law, By-law No. 2015-92, for Council's consideration.*

----Carried----

7. PUBLIC WORKS

- a. **Staff Report PW010-16 submitted by the Manager of Public Works, re: Advertising for Barrie-Angus Bus Service.**

Resolution No: CW090-2016 Moved by: White Seconded by: Henderson

*Be it resolved that Staff Report PW010-16 be received; and
That Council does authorize the Manager of Public Works to approach the City of Barrie and their advertising providers to facilitate the placement of advertising on the Barrie-Angus buses and the installation of bus shelters by Township businesses.*

----Carried----

- b. **Summary of Tender Opening Results – Q-16-03 2016 Supplying, Loading, Spreading and Dumping Granular Gravel Material.**

Resolution No: CW091-2016 Moved by: Smith Seconded by: White

*Be it resolved that the summary of tender opening results for Q-16-03, being the Supplying, Loading, Spreading and Dumping of Granular Gravel Material be received; and
That the tender in the total amount of \$255,310.00 plus H.S.T., as submitted by Duivenvoorden Haulage Ltd., to supply and place granular materials on the 25th Sideroad Road Reconstruction Project and deliver stockpile to the Roads Yard, be accepted as per Township specifications; and
That the Manager of Public Works be authorized to arrange for the delivery of such granular materials.*

----Carried----

8. FINANCE

- a. **Staff Report TR014-16 submitted by the Manager of Finance, re: 2016 Business Improvement Area of Angus Budget.**

Resolution No: CW092-2016 Moved by: Smith Seconded by: White

*Be it resolved that Staff Report TR014-16 be received; and
That Council does approve the 2016 Business Improvement Area of Angus Budget, as presented by the Business Improvement Area of Angus Board of Management, with an Operating budget levy of \$38,622, of which \$22,922 be funded through the 2016 tax levy and \$15,700 be transferred from the BIA Reserve Fund; and
That staff be directed to draft a Business Improvement Area of Angus Tax Rating By-law for Council's consideration.*

----Carried----

9. CLERKS / BY-LAW ENFORCEMENT/ IT

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

- a. Staff Report CAO018-16 submitted by the Chief Administrative Officer, re: Township of Essa Draft Amended Volunteering Policy.

Resolution No: CW093-2016 Moved by: White Seconded by: Henderson

Be it resolved that Staff Report CAO018-16 be received; and That Council does approve the proposed changes included in the draft of the amended Volunteering Policy.

---Carried---

11. OTHER BUSINESS

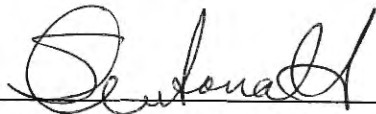
The Chief Administrative Officer stated that the Mayor and himself attended a meeting at Base Borden with regards to the Base's 100th Anniversary. He announced that there will be a parade with many dignitaries, military personnel and members of the Royal Canadian Legion marching from Peacekeeper Park to the entrance to the Base on June 9 starting around 10:00 a.m. Base is installing a monument at the entrance which will be unveiled on this day with the ceremonial placing of soil from Vimy Ridge. They are anticipating a very good turnout. Looking into overflow parking around the area. More details to come.

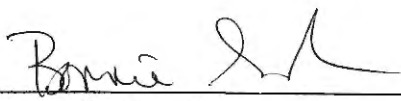
12. ADJOURNMENT

Resolution No: CW094-2016 Moved by: Smith Seconded by: Henderson

Be it resolved that this meeting of Committee of the Whole of the Township of Essa adjourn at 6:45 p.m. to meet again on the 18th day of May, 2016 at 6:00 p.m.

---Carried---


Sandie Macdonald, Deputy Mayor


Bonnie Sander, Clerk