

**CORPORATION OF THE TOWNSHIP OF ESSA
COMMITTEE OF THE WHOLE
WEDNESDAY, DECEMBER 21, 2016**

A Committee of the Whole meeting was held on Wednesday, December 21, 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. Mohr, Manager of Finance
C. Healey, Manager of Planning & Development
C. Ross Tustin, Fire Chief
D. Perreault, Manager of Public Works
B. Sander, Clerk

1. OPENING OF MEETING BY THE MAYOR

Mayor Dowdall opened the 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 PD072-16 submitted by the Manager of Planning and Development, re: 41 Osborn St – Proposed Zoning By-law Amendment to Permit a Basement Apartment.**

Resolution No: CW235-2016 Moved by: Macdonald Seconded by: Henderson

*Be it resolved that Staff Report PD072-16 be received; and
That Council does authorize staff to schedule a public meeting concerning a rezoning at
41 Osborn Street, Angus, to permit a basement apartment.*

----Carried----

- b. **Staff Report PD073-16 submitted by the Manager of Planning and Development, re: Assisted Care and Treatment Facility Study.**

Resolution No: CW236-2016 Moved by: Macdonald Seconded by: White

*Be it resolved that Staff Report PD073-16 be received; and
That Council does authorize Ainley Group to carry out a study to review and assess
various types of assisted care and treatment facilities to establish appropriate policy in
Essa's Official Plan; and
That Council does approve adopting an interim control by-law while the above described
study is being undertaken.*

----Carried----

5. PARKS AND RECREATION / COMMUNITY SERVICES

- a. **Summary of Results submitted by the Recreation Coordinator/Programmer, re: Recreation Guide 2017 - 2018**

Resolution No: CW237-2016 Moved by: Macdonald Seconded by: Smith

Be it resolved that the summary of results for the 2017-2018 Recreation Guide tender be received; and

That the quote as submitted by The Herald in the amount of \$3,780.00 per year for 2017 and 2018 be accepted, as per Township specifications; and

That the Recreation Coordinator be authorized to arrange for The Herald to provide the guide as required by the Municipality.

----Carried----

Council asked that the Manager of Parks and Recreation review the guide before it goes to publication.

- b. **Summary of Results submitted by the Recreation Coordinator/Programmer, re: Administration Centre and Public Works Cleaning Tender (February 2017 – 2020).**

Resolution No: CW238-2016 Moved by: Smith Seconded by: Henderson

Be it resolved that the summary of results for the Administration Centre and Public Works Cleaning Tender (February 2017-2020) be received; and

That the tender as submitted by Prestine Janitorial in the amount of \$13,200.00 per year for the Administration Centre, and \$4,250.00 per year for Public Works, be accepted, as per Township specifications; and

That the Recreation Coordinator be authorized to hire Prestine Janitorial to provide daily cleaning at the Administration Centre and Public Works once per week in the summer and twice per week in the winter.

----Carried----

- c. **Summary of Results submitted by the Recreation Coordinator/Programmer, re: Concession Booth – Angus Recreation Centre (January – March, 2017 and October 2017 to March, 2018)**

Resolution No: CW239-2016 Moved by: Smith Seconded by: Henderson

Be it resolved that the summary of results for the Angus Recreation Centre Concession Booth be received; and

That the tender as submitted by Debbie Floyd in the amount of \$530.00 per month for six months per year be accepted, as per Township specifications; and

That the Mayor and Clerk be authorized to execute the lease agreement.

----Carried----

6. FIRE AND EMERGENCY SERVICES

- a. **Staff Report FD005-16 submitted by the Fire Chief, re: Township of Essa Emergency Response Plan.**

Resolution No: CW240-2016 Moved by: Macdonald Seconded by: Smith

Be it resolved that Staff Report FD005-16 be received; and That Council does authorize the implementation of the new Emergency Response Plan; and That the necessary By-law be brought forward for adoption.

----Carried----

7. PUBLIC WORKS

a. Staff Report PW034-16 submitted by the Manager of Public Works, re: Honeywell Energy Improvements Update.

Resolution No: CW241-2016 Moved by: Henderson Seconded by: Smith

Be it resolved that Staff Report PW034-16 be received; and That Council does approve the proposed revisions to Energy Improvement Measure 3 – Headworks and Screening Improvements in the amount of \$47,045.00.

----Carried----

8. FINANCE

9. CLERKS / BY-LAW ENFORCEMENT/ IT

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

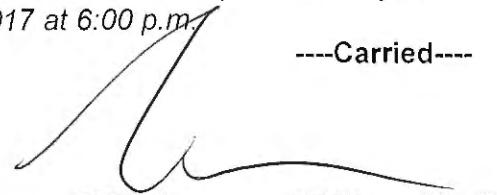
11. OTHER BUSINESS

12. ADJOURNMENT

Resolution No: CW242-2016 Moved by: Macdonald Seconded by: Smith

Be it resolved that this meeting of Committee of the Whole of the Township of Essa adjourn at 6:06 p.m. to meet again on the 18th day of January, 2017 at 6:00 p.m.

----Carried----



Terry Dowdall, Mayor



Bonnie Sander, Clerk