

**THE CORPORATION OF THE TOWNSHIP OF ESSA  
REGULAR COUNCIL MEETING  
WEDNESDAY, FEBRUARY 7, 2018**

A Regular Council meeting was held on Wednesday, February 7, 2018 in 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  
D. Perreault, Manager of Public Works  
C. Mohr, Manager of Finance  
C. Healey, Manager of Planning and Development  
S. Crouse, Manager of Parks & Recreation  
Lisa Lehr, Clerk

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

Mayor Dowdall opened the meeting at 6:23 p.m.

**2. DISCLOSURE OF PECUNIARY INTEREST**

**3. ADOPTION OF PREVIOUS MINUTES AND MOTIONS**

**Resolution No: CR024-2018 Moved by: Macdonald Seconded by: Henderson**

*Be it resolved that the motions duly passed and approved at the Committee of the Whole meeting of this date be approved; and  
That the minutes of the Committee of the Whole and Regular Council meetings held on the 17<sup>th</sup> day of January, 2018 be adopted as circulated.*

----Carried----

**4. PRESENTING, REFERRING OR PASSING OF ACCOUNTS**

**5. CONSENT AGENDA**

**Resolution No: CR025-2018 Moved by: Smith Seconded by: Henderson**

*Be it resolved that the items listed in the Consent Agenda dated February 7, 2018 be approved as presented, and that the necessary action be taken.*

----Carried----

Item A3 (b) – Council requested that staff investigate options for eligible projects and return with a report to Council for consideration.

**6. COMMITTEE REPORTS****a. Nottawasaga Police Services Board**

**Resolution No: CR026-2018 Moved by: Macdonald Seconded by: White**

*Be it resolved that the minutes of the Nottawasaga Police Services Board from their meeting of November 22, 2017 be received.*

----Carried----

**b. Essa Public Library Board**

**Resolution No: CR027-2018 Moved by: Smith Seconded by: Macdonald**

*Be it resolved that the minutes of the Essa Public Library Board from their meeting of December 11, 2017 be received.*

----Carried----

**7. PETITIONS****8. MOTIONS AND NOTICES OF MOTIONS****a. Council Support of NVCA Comments – Development North of County Road 90**

**Resolution No: CR028-2018 Moved by: Henderson Seconded by: White**

*WHEREAS landowners Tesmar and Mann have appealed to the OMB in 2009, to add their lands into the settlement of Angus; and*

*WHEREAS the NVCA has just recently completed a positive review of reports and data submitted by Crozier, and the NVCA has written to the Township on January 16, 2018, to state,*

*“NVCA staff advise that our previous comments on the Angus Settlement Area expansion have been addressed and we have no objections to the expansion of the settlement area outside the floodplain including the orange hatched area noted in Crozier’s Tesmar Property Floodplain Regularization Drawing OMB (8) dated 09/11/2015.*

*AND WHEREAS the NVCA, Township and County would all suggest that there are several items that will need to be provided in more detail at the next stage of the planning process and prior to future approvals being issued;*

*NOW THEREFORE BE IT RESOLVED that Council for the Township of Essa supports the comments of the NVCA and will enter into settlement discussions with the landowners with OMB appeals, to support development north of County Road 90 on lands outside of the floodplain.*

----Carried----

**b. Release of Securities – Essa & District Agricultural Society – Site Plan SP3/09**

**Resolution No: CR029-2018 Moved by: Henderson Seconded by: Smith**

*Be it resolved that all securities be released in connection with the Essa & District Agricultural Society Site Plan File SP03/09, 4762 20<sup>th</sup> Sideroad, as recommended by the Township Engineer, as follows:*

Current securities being held	\$ 10,000.00
LESS AECOM's recommended reduction	\$ 10,000.00
Securities to be retained	\$ 0.00

----Carried----

**c. Reduction in Securities – Nottawasaga Village (Stonemount Subdivision) Phase 3, Phases 4 (Stages 1 and 2), Block 12 and Block 124/25**

**Resolution No: CR030-2018 Moved by: Macdonald Seconded by: Smith**

*Be it resolved that Council approve the reduction in securities relating to Nottawasaga Village (Stonemount Subdivision) for Phase 3, Phase 4 (Stages 1 and 2), Block 12 and Block 124/125, as recommended by the Township Engineer as follows:*

	Phase 3	Phase 4-Stage 1	Phase 4-Stage 2	Block 12	Block 124/125
<b>Current Securities Held by Township</b>	\$ 2,008,924.70	\$ 88,308.77	\$ 817,507.29	\$ 531,771.56	\$ 797,847.18
<b>LESS AECOM's Recommended Reduction</b>	( \$ 1,264,268.52)	( \$ 88,308.77)	( \$ 724,349.79)	( \$ 249,716.22)	( \$ 78,814.75)
<b>Securities to be Retained</b>	\$ 744,656.18	\$ 0.00	\$ 93,157.50	\$ 282,055.35	\$ 719,032.43

and,

*That this approval is conditional upon the Developer providing the Municipality with a Statutory Declaration indicating that all accounts have been paid in full, including all of the Township's legal and engineering costs.*

----Carried----

**d. Reduction in Securities – Brownley Meadows Phase 2 (Brookvalley Angus South) Security Reduction No. 1**

**Resolution No: CR031-2018 Moved by: Macdonald Seconded by: Smith**

*Be it resolved that Council approve the reduction in securities relating to Brownley Meadows Subdivision, Phase 2 (Brookvalley Angus South) as recommended by the Township Engineer as follows:*

Current Securities Held by Township	\$ 2,004,017.92
LESS AECOM's Recommended Reduction	\$ 373,136.49
Securities to be Retained	\$ 1,630,881.44

and,

*That this approval is conditional upon the Developer providing the Municipality with a Statutory Declaration indicating that all accounts have been paid in full, including all of the Township's legal and engineering costs.*

----Carried----

**9. UNFINISHED BUSINESS**

**10. BY-LAWS****a. By-law 2018-10**

**Resolution No: CR032-2018 Moved by: Smith Seconded by: White**

*Be it resolved that leave be granted to introduce By-law 2018-10, that being a By-law to appoint an Alternate Member to the Council of the County of Simcoe during an absence by the Mayor or Deputy Mayor; and, that said By-law be read a first, and taken as read a second and third time and finally passed.*

----Carried----

**b. By-law 2018-XX – DEFERRED AT REQUEST OF STAFF**

This item was deferred at the request of Staff.

**c. By-law 2018-11**

**Resolution No: CR033-2018 Moved by: White Seconded by: Macdonald**

*Be it resolved that leave be granted to introduce By-law 2018-11, that being a By-law to remove Blocks 2 to 12 of Registered Plan 51M-1112 from the Part Lot Control Provisions of the Planning Act; and, that said By-law be read a first, and taken as read a second and third time and finally passed.*

----Carried----

**d. By-law 2018-12**

**Resolution No: CR034-2018 Moved by: White Seconded by: Macdonald**

*Be it resolved that leave be granted to introduce By-law 2018-12, that being a By-law to authorize the Issuance of the Certificate of Maintenance and Final Acceptance (Underground Works) Nottawasaga Village Subdivision – Phase 4-Stage 2 (for Nadmarc Court) (Stonemount Developments Inc.); and, that said By-law be read a first, and taken as read a second and third time and finally passed.*

----Carried----

**e. By-law 2018-13**

**Resolution No: CR035-2018 Moved by: Macdonald Seconded by: White**

*Be it resolved that leave be granted to introduce By-law 2018-13, that being a By-law to authorize the Issuance of the Certificate of Substantial Completion and Acceptance (Aboveground Works) Nottawasaga Village Subdivision – Phase 4-Stage 2 (for Nadmarc Court) (Stonemount Developments Inc.); and, that said By-law be read a first, and taken as read a second and third time and finally passed.*

----Carried----

**f. By-law 2018-14****Resolution No: CR036-2018 Moved by: Smith Seconded by: White**

*Be it resolved that leave be granted to introduce By-law 2018-14, that being a By-law to establish and assume certain lands into the Township's road system for public highway purposes (Willoughby Road and Bridge).; and, that said By-law be read a first, and taken as read a second and third time and finally passed.*

----Carried----

**g. By-law 2018-15****Resolution No: CR037-2018 Moved by: Smith Seconded by: Macdonald**

*Be it resolved that leave be granted to introduce By-law 2018-15, that being a By-law authorizing the Mayor and Clerk to execute the Articles of Agreement between the Township of Essa and the Minister of Employment and Social Development for the funding of Project Number 15110720 made under the Enabling Accessibility Fund Grant; and, that said By-law be read a first, and taken as read a second and third time and finally passed.*

----Carried----

**11. QUESTIONS****12. CLOSED SESSION****Resolution No: CR038-2018 Moved by: Macdonald Seconded by: White**

*Be it resolved that Council proceed to a Closed Session in order to address matters pertaining to personal matters about an identifiable individual, including Municipal or local board employees; a proposed or pending acquisition or disposition of land for Municipal or local board purposes; labour relations or employee negotiations; and, advice that is subject to solicitor/client privilege, including communications necessary for that purpose.*

----Carried----

Council rose from Closed Session and passed the following:

**a. LAND DISPOSITION****Confidential Report CAO001-18 submitted by the Chief Administrative Officer,  
re: Land Disposition – 18 King Street, Angus****Resolution No: CR039-2018 Moved by: Macdonald Seconded by: White**

*Be it resolved that Confidential Staff Report CAO001-18 be received; and  
That the Chief Administrative Officer be authorized to proceed with this matter as outlined  
in Option No. 2 of this Confidential Report.*

----Carried----

**b. LITIGATION / SOLICITOR-CLIENT PRIVILEGE**

**Confidential Staff Report CAO003-18 submitted by the Chief Administrative Officer, re: Legal Opinion and Proposed Settlement Agreement – Nottawasaga Riverbank Stabilization – Township of Essa v. Stonemount Developments Inc., Parish Geomorphie Ltd., et al.**

**Resolution No: CR040-2018 Moved by: Henderson Seconded by: Macdonald**

*Be it resolved that Confidential Staff Report CAO003-18 be received; and That the Chief Administrative Officer be authorized to proceed with this matter as outlined in Option No. 2 of this Confidential Report.*

----Carried----

**c. IDENTIFIABLE INDIVIDUAL / LABOUR RELATIONS**

**Confidential Staff Report CAO004-18 submitted by the Chief Administrative Officer, Re: Personnel Matters about an Identifiable Individual / Labour Relations.**

**Resolution No: CR041-2018 Moved by: White Seconded by: Henderson**

*Be it resolved that Confidential Staff Report CAO004-18 be received; and That the Chief Administrative Officer be authorized to proceed with Option No. 2 as outlined in this Confidential Report.*

----Carried----

**d. IDENTIFIABLE INDIVIDUALS**

**Confidential Staff Report CAO002-18 submitted by the Chief Administrative Officer, re: Personal Matters about an Identifiable Individual / Labour Relations – Parks and Recreation Department.**

**Resolution No: CR042-2018 Moved by: White Seconded by: Smith**

*Be it resolved that Confidential Staff Report CAO002-18 be received.*

----Carried----

The Chief Administrative Officer presented Council with draft revisions to the job descriptions for the positions of Working Recreation Centre Manager/Parks Supervisor and the Working Recreation Centre Supervisor. The following was passed by Council.

**Resolution No: CR043-2018 Moved by: White Seconded by: Macdonald**

*WHEREAS Council authorized a re-organization of the Parks and Recreation Department in late 2016; and*

*WHEREAS as part of the re-organization, a Manager of Parks and Recreation was recruited and appointed to be responsible for the overall management and strategic planning for the Parks and Recreation Department; and*

*WHEREAS it is advisable to revise the job descriptions for the Working Recreation Centre Manager/Parks Supervisor's position and the Working Recreation Centre Supervisor's position to clearly confirm the reporting structure, the duties and responsibilities that are expected in the municipal organization;*

*NOW THEREFORE BE IT RESOLVED THAT the revised job descriptions for the position of Working Recreation Centre Manager/Parks Supervisor and the position of Working Recreation Centre Supervisor, as attached, be approved.*

----Carried----

**13. CONFIRMATION BY-LAW****By-law 2018-16**

**Resolution No: CR044-2018 Moved by: Macdonald Seconded by: Smith**

*Be it resolved that leave be granted to introduce By-law 2018-16, being a by-law to confirm the proceedings of the Council and Committee of the Whole meetings held on this 7<sup>th</sup> day of February, 2018; and that said By-law be read a first, and taken as read a second and third time and finally passed.*

----Carried----

**14. ADJOURNMENT**

**Resolution No: CR045-2018 Moved by: Macdonald Seconded by: Smith**

*Be it resolved that this meeting of the Council of the Township of Essa adjourn at 7:14 p.m. to meet again on the 21<sup>st</sup> day of February, 2018 following Committee of the Whole.*

----Carried----



Terry Dowdall, Mayor



Lisa Lehr, Clerk