

**THE CORPORATION OF THE TOWNSHIP OF ESSA  
VIRTUAL COMMITTEE OF THE WHOLE MEETING**

**WEDNESDAY, NOVEMBER 4, 2020  
MINUTES**

A Committee of the Whole meeting was held virtually on Wednesday, November 4, 2020 and was livestreamed to the public on the Township of Essa's YouTube Channel.

In attendance: Mayor Sandie Macdonald (electronic)  
Deputy Mayor, Michael Smith (electronic)  
Councillor Keith White (electronic)  
Councillor Henry Sander (electronic)  
Councillor Ron Henderson (electronic)

Staff in attendance: C. Healey-Dowdall, Chief Administrative Officer (electronic)  
M. Mikael, Manager of Public Works (electronic)  
A. Powell, Manager of Planning and Development (electronic)  
J. Coleman, Manager of Parks and Recreation (electronic)  
C. Traynor Treasurer (electronic)  
L. Lehr, Clerk (electronic)  
K. Pascoe, Deputy Clerk (electronic)

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

Mayor Macdonald opened the meeting at 6:00 p.m.

Members of Council and staff observed a moment of silence in recognition of the upcoming Remembrance Day.

Council approved the request of the Chief Administrative Officer to defer Item No. 10 (b) (Staff Report CAO056-20 "Thornton Union Cemetery") to a later date.

Members of Council and the Chief Administrative Officer congratulated the Clerk on successfully completing the Leadership Learning Program through Ward and Uptigrove.

**2. DISCLOSURE OF PECUNIARY INTEREST**

None.

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

**a. Delegation – Stevenson Memorial Hospital  
Jody Levac, President and CEO**

Dr. Jody Levac was in attendance to provide Council and members of the public with an update on the Stage 1 redevelopment construction at Stevenson Memorial Hospital, in addition to health care services for those in need in respect of COVID-19. Dr. Jody Levac briefly provided Council with an overview of their application design for Stage 2 Redevelopment, and the benefits that the redevelopment would provide to the catchment

area. He stated that municipalities play a critical role in sharing costs and requested that Essa Council consider providing funds to assist Stevenson Memorial Hospital in the Stage 2 Redevelopment.

Council thanked Dr. Jody Levac for his presentation, and commended his team for their dedication and commitment to providing residents with excellent care.

**b. Delegation – Honeywell**

Michael Pringle, Business Development Manager  
Crystal Eden, Measurement and Verification Specialist

Honeywell representatives were in attendance to provide Council and members of the public with a brief overview of the positive impact that Essa experienced as a result of their partnership with Honeywell in respect of the Energy Performance Contract. The Project scope saw new infrastructure and technology installed in the wastewater plants (McGeorge, Brownley and Mill Street) between 2016 to 2019. He stated that Essa will continue to benefit from the operational savings for years to come as a result of the works completed.

Honeywell representatives requested that Council consider Honeywell in the future for potential energy savings projects.

Council thanked the representatives for their presentation, and advised that Essa residents will benefit from the partnership on this project.

**STAFF REPORTS**

**4. PLANNING AND DEVELOPMENT**

**a. Staff Report PD029-20 submitted by the Manager of Planning and Development, re: Official Plan Review Update.**

The Manager of Planning and Development provided clarification in respect of the submission of comments from the public. She advised that comments are welcome to be submitted to the Planning and Development Department throughout the entire process of the Official Plan Review.

**Resolution No: CW146-2020 Moved by: Sander Seconded by: White**

*Be it resolved that Staff Report PD029-20 be received for information.*

**----Carried-----**

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

**6. FIRE AND EMERGENCY SERVICES**

**7. PUBLIC WORKS**

**8. FINANCE**

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

- a. **Staff Report C034-20 submitted by the Clerk, re: Poundkeeping Services Contract.**

**Resolution No: CW147-2020 Moved by: Henderson Seconded by: Smith**

*Be it resolved that Staff Report C034-20 be received; and  
That Council approve an extension to the Poundkeeping Services Contract with the  
Alliston and District Humane Society for a further three year term; and  
That Council direct Staff to bring the necessary By-law forward at a future meeting of  
Council to execute the extension.*

**----Carried----**

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

- a. **Staff Report CAO055-20 submitted by the Chief Administrative Officer,  
re: Essa Street – Stop Up and Close Road.**

**Resolution No: CW148-2020 Moved by: White Seconded by: Henderson**

*Be it resolved that Staff Report CAO055-20 be received; and  
That Council direct staff to proceed with the process to Stop Up and Close the Essa  
Street road allowance in Angus.*

**----Carried----**

- b. **Staff Report CAO056-20 submitted by the Chief Administrative Officer,  
re: Thornton Union Cemetery and Staffing.**

This Staff Report was deferred to a future meeting at the request of the Chief  
Administrative Officer.

- c. **Staff Report CAO057-20 submitted by the Chief Administrative Officer,  
re: Job Descriptions.**

**Resolution No: CW149-2020 Moved by: Sander Seconded by: Henderson**

*Be it resolved that Staff Report CAO057-20 be received; and  
That Council approve the job description for the Chief Administrative Officer as  
attached and as amended.*

**----Carried----**

**11. OTHER BUSINESS**

- a. **Physician Recruitment Committee**

Councillor White informed Council and members of the public that six new doctors had  
been recruited to the area of Alliston and Angus.

**b. Honeywell Project**

Council supported the request for a report to be brought forward in the future that would provide Council with information on the net difference and long-term positive effect on rate stabilization on sewer prices.

**c. Request for Affordable Transportation Options**

Mayor Macdonald stated that she was in receipt of a request from the Seniors Garden Complex for Council to consider affordable transportation options in the 2021 Budget. She provided the letter to the Chief Administrative Officer for Council to consider in the 2021 Budget Deliberations.

**d. Remembrance Day Ceremonies**

Mayor Macdonald reminded Council and members of the public that the traditional Remembrance Day Ceremonies would be different this year as a result of COVID-19. She advised that attendance for the Royal Canadian Legion Ceremony is by invitation only, and that it would not be an outdoor ceremony. As such, the parade to the Cenotaph will not be taking place this year.

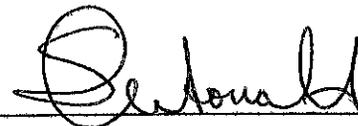
She advised that the Remembrance Day Ceremony on Base Borden would be streamed online for members of the public to watch.

**12. ADJOURNMENT**

**Resolution No: CW150-2020 Moved by: Smith Seconded by: White**

*Be it resolved that this meeting of Committee of the Whole of the Township of Essa adjourn at 6:52 p.m. to meet again on the 18<sup>th</sup> day of November, 2020 at 6:00 p.m.*

**---Carried---**



Sandie Macdonald, Mayor



per; Lisa Lehr, Clerk