

**THE CORPORATION OF THE TOWNSHIP OF ESSA
REGULAR COUNCIL MEETING
WEDNESDAY, JANUARY 16, 2019**

A Regular Council meeting was held on Wednesday, January 16, 2019 in the Council Chambers of the Administration Centre, Township of Essa.

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

Staff in attendance: C. Healey, Manager of Planning and Development
D. Perreault, Manager of Public Works
C. Mohr, Manager of Finance
C. Ross Tustin, Fire Chief
L. Lehr, Clerk

1. OPENING OF MEETING BY THE MAYOR

Mayor Macdonald opened the meeting at 6:53 p.m.

2. DISCLOSURE OF PECUNIARY INTEREST

3. ADOPTION OF PREVIOUS MINUTES AND MOTIONS

Resolution No: CR001-2019 Moved by: White 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 19th day of December, 2018 be adopted as circulated; and
That the minutes of the Special meeting held on the 2nd day of January, 2019 be adopted as circulated.*

----Carried----

4. PRESENTING, REFERRING OR PASSING OF ACCOUNTS

Resolution No: CR002-2019 Moved by: White Seconded by: Smith

*Be it resolved that payments dated October 19, 2018 to December 31, 2018 in the amount of \$7,097,928.17 be approved; and
That the visa statement dated September 16, 2018 to October 15, 2018 with a payment date of November 5, 2018 in the amount of \$29,175.23 be approved; and
That the visa statement dated October 16, 2018 to November 15, 2018 with a payment date of December 6, 2018 in the amount of \$31,700.68 be approved; and
That the EFT payment transferred November 23, 2018 for the OMERS October 2018 remittance in the amount of \$38,792.70 be approved; and
That the EFT payment transferred December 20, 2018 for the OMERS November 2018 remittance in the amount of \$38,487.64 be approved; and*

*That payroll for the month of November 2018 in the amount of \$224,192.62 be approved;
and
That payroll for the month of December 2018 in the amount of \$223,141.24 be approved.*

----Carried----

5. CONSENT AGENDA

Resolution No: CR003-2019 Moved by: Sander Seconded by: Henderson

Be it resolved that the items listed in the Consent Agenda dated January 16th, 2019 be approved as presented, and that the necessary action be taken.

----Carried----

Item 5-letter of support

6. COMMITTEE REPORTS

7. PETITIONS

8. MOTIONS AND NOTICES OF MOTIONS

a. Correspondence, re: Retirement of Executive Assistant to the Chief Administrative Officer and Manager of Public Works.

Council requested that a report be brought forward at the next meeting of Council in respect of a review of the job description.

Resolution No: CR004-2019 Moved by: Henderson Seconded by: White

*Be it resolved that the correspondence dated January 4, 2019 from Liz Linton, Executive Assistant to the Chief Administrative Officer and Manager of Public Works, with regard to her retirement effective February 28, 2019 be received; and
That Council appreciates the dedication that she has provided to the municipality over the tenure of her employ and wishes her the best in her retirement; and
That staff be directed to advertise for this position accordingly, seeking the interest of qualified candidates.*

----Carried----

9. UNFINISHED BUSINESS

Consideration of Requests by Council – Waiving of Fees for Facility Rentals

Resolution No: CR005-2019 Moved by: Smith Seconded by: Henderson

Be it resolved that Council reaffirms that its consideration of requests for the waiving of rental fees for facilities is reserved to requests from non-profit and charitable organizations only.

----Carried----

10. **BY-LAWS**

a. **By-law 2019-02**

Resolution No: CR006-2019 Moved by: Smith Seconded by: Sander

Be it resolved that leave be granted to introduce By-law 2019-02, that being a By-law to appoint Ron Henderson as 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 2019-03**

Resolution No: CR007-2019 Moved by: Henderson Seconded by: White

Be it resolved that leave be granted to introduce By-law 2019-03, that being a By-law to provide for a Model Home Agreement for a Plan of Subdivision for Part of Lot 16, Concession 4 (Brookfield Residential (Ontario) Limited); 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: CR008-2019 Moved by: White Seconded by: Smith

Be it resolved that Council proceed to a Closed Session in order to address matters pertaining to personal matters about an identifiable individual, and labour relations or employee negotiations.

Council rose from Closed Session at 7:36 p.m. and passed the following:

a. **IDENTIFIABLE INDIVIDUAL**

Confidential Staff Report PW002-19 submitted by the Manager of Public Works, re: Resident's Request for a Reduction in Water/Sewer Charges due to Extenuating Circumstances.

Resolution No: CR008-2019 Moved by: Henderson Seconded by: Smith

Be it resolved that Confidential Staff Report PW002-19 be received; and That the Manager of Public Works proceed as directed by Council.

----Carried----

- b. **PERSONNEL - IDENTIFIABLE INDIVIDUAL**
Confidential Staff Report PD004-19 submitted by the Manager of Planning and Development, re: Temporary Contract Position.

Resolution No: CR009-2019 Moved by: Henderson Seconded by: Sander

*Be it resolved that Confidential Staff Report PD004-19 be received; and
That the Manager of Planning and Development be authorized to proceed with Option No. 2 as identified in this Confidential Report.*

----Carried----

- c. **IDENTIFIABLE INDIVIDUALS/LABOUR RELATIONS/EMPLOYEE NEGOTIATIONS**
Confidential Staff Report C002-19 submitted by the Clerk, re: Clerk's Department Staffing.

Resolution No: CR010-2019 Moved by: Smith Seconded by: Sander

*Be it resolved that Confidential Staff Report C002-19 be received; and
That the Clerk be authorized to proceed with Option No. 2 as amended in this Confidential Report.*

----Carried----

13. CONFIRMATION BY-LAW

By-law 2019-04

Resolution No: CR011-2019 Moved by: Henderson Seconded by: White

Be it resolved that leave be granted to introduce By-law 2019-04 that being a By-law to confirm the proceedings of the Council and Committee of the Whole meetings held on this 16th day of January, 2019; 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: CR012-2019 Moved by: Smith Seconded by: Sander

Be it resolved that this meeting of the Council of the Township of Essa adjourn at 7:40 p.m. to meet again on the 6th day of February, 2019 following Committee of the Whole.

----Carried----



Sandie Macdonald, Mayor



Lisa Lehr, Clerk