

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

**WEDNESDAY, JUNE 19, 2019
6:00 p.m.**

MINUTES

A Committee of the Whole meeting was held on Wednesday June 19, 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-Dowdall, Chief Administrative Officer
A. Powell, Manager of Planning and Development
B. Morrison, Manager of Public Works
C. Traynor-Richter, Manager of Finance
C. Ross Tustin, Fire Chief
S. Archibald, Recreation Programmer/Booking Clerk
L. Lehr, Clerk

1. OPENING OF MEETING BY THE MAYOR

Mayor Macdonald opened the meeting at 6:03 p.m.

2. DISCLOSURE OF PECUNIARY INTEREST

Deputy Mayor Smith declared an indirect interest on Item 7(a) as he has an active fill permit.

3. DELEGATIONS / PRESENTATIONS / PUBLIC MEETINGS

a. Delegation

Re: Ontario Tree Seed Facility – The Second Century Plan

Susan Antler, Friends of Utopia Mill and Park (on behalf of AWARE Essa)

Susan Antler was in attendance on behalf of AWARE Essa to provide Council with an overview of "The Second Century Plan" (repurposing of the Ontario Tree Seed Facility into a second century hub). She reviewed some of the resources currently available on the 25 acres of property located at the Ontario Tree Seed Facility (leed certified office in building, new boiler system, heritage barn on the property, etc.). Susan requested Council's support of a proposal being put forward by AWARE Essa to the Province that would show a collaboration between government offices and non-profit groups focussing on education, tourism, community services and economic development.

Mayor Macdonald thanked Susan for her presentation.

STAFF REPORTS

4. **PLANNING AND DEVELOPMENT**
5. **PARKS AND RECREATION/ COMMUNITY SERVICES**
6. **FIRE AND EMERGENCY SERVICES**
7. **PUBLIC WORKS**

Deputy Mayor Smith declared an indirect interest on this Item as he has an active fill permit. He vacated his seat for this portion of the meeting and did not vote or participate in any discussion on the Item.

- a. **Staff Report PW021-19 submitted by the Manager of Public Works, re: Requested Exemption to By-law 2015-64 for the Placement of Fill at 5851 10th Sideroad, Egbert.**

Resolution No: CW132-2019 Moved by: Sander Seconded by: White

*Be it resolved that Staff Report PW021-19 be received; and
That Council deny the applicant's request for an exemption to By-law 2015-64 for the placement of fill at 5851 10th Sideroad, Egbert.*

----Carried----

Deputy Mayor Smith resumed his seat for the remainder of the meeting.

- b. **Staff Report PW026-19 submitted by the Manager of Public Works, re: Purchase of New 2019 One Ton Crew Cab Truck with Dump Box.**

Resolution No: CW133-2019 Moved by: Sander Seconded by: Henderson

*Be it resolved that Staff Report PW026-19 be received; and
That Council approve the purchase of a 2019 Ford F450 with dump box from Hanna Motor Sales Co. Limited in Collingwood at a cost of \$68,116.00 plus H.S.T.; and
That the Manager of Public Works be authorized to issue a purchase order for this truck.*

----Carried----

- c. **Staff Report PW027-19 submitted by the Manager of Public Works, re: RFQ Tender Results – Concrete Elevated Generator Pad (Sewage Pump Station #1 – 131 Elizabeth Street).**

Motion as Amended:

Resolution No: CW134-2019 Moved by: Sander Seconded by: White

*Be it resolved that Staff Report PW027-19 be received; and
That the tender as submitted by Rowland Concrete Services in the amount of \$56,793.80 (plus H.S.T.) be accepted, as per Township specifications; and
That the Manager of Public Works be authorized to arrange for the necessary works to be completed; and
That the funds for this Project be taken from the Water and Sewer Reserves.*

----Carried----

8. FINANCE

- a. **Staff Report TR016-19 submitted by the Tax Collector, re: Request to Write Off/Adjust 2019 Taxes.**

Resolution No: CW135-2019 Moved by: Henderson Seconded by: Smith

*Be it resolved that Staff Report TR016-19 be received; and
That the Tax Collector be authorized to adjust taxes on the accounts listed on Schedule "A" of this report.*

----Carried----

9. CLERKS / BY-LAW ENFORCEMENT / IT

- a. **Staff Report C024-19 submitted by the Clerk, re: Canada Day Advertisement.**

Resolution No: CW136-2019 Moved by: White Seconded by: Smith

*Be it resolved that Staff Report C024-19 be received; and
That Council approve the Canada Day Advertisement as amended; and
That Council authorize staff to advertise in the Alliston Herald, Borden Citizen and Simcoe County Farm View.*

----Carried----

- b. **Staff Report C026-19 submitted by the Clerk, re: Cat Licensing.**

Motion as Amended:

Resolution No: CW137-2019 Moved by: White Seconded by: Sander

*Be it resolved that Staff Report C023-19 be received; and
That staff bring forward a further report in regards to Animal Control.*

----Carried----

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

- a. Staff Report CAO021-19 submitted by the Chief Administrative Officer, re: HR Downloads Computer Software to Assist with Human Resource Functions.**

Resolution No: CW138-2019 Moved by: Smith Seconded by: Sander

*Be it resolved that Staff Report CAO021-19 be received; and
That Council authorize the purchase of HR Downloads to assist with human resource fundamentals, on-line employee training and policy manual organization at a cost of \$3,643.00 plus H.S.T. for a one year term for the HR Complete package.*

----Carried----

- b. Staff Report CAO030-19 submitted by the Chief Administrative Officer, re: Thornton Arena Roof Replacement Tender Results.**

Resolution No: CW139-2019 Moved by: Henderson Seconded by: White

*Be it resolved that Staff Report CAO030-19 be received; and
That the quotation as submitted by Can-Sky Roofing and Sheet Metal Inc. for the Thornton Arena Roof Retro-Fit Contract No. 219029 be accepted in the amount of \$307,052.64 (including HST) as per Township specifications, contingent upon WSIB Clearance Certificate and a copy of Insurance being provided to the Municipality; and
That the Chief Administrative Officer and/or Manager of Parks and Recreation be authorized to arrange for the necessary works to be completed.*

----Carried----

- c. Staff Report CAO031-19 submitted by the Chief Administrative Officer, re: Parks and Recreation Programs – Costs/Rates.**

Resolution No: CW140-2019 Moved by: White Seconded by: Sander

*Be it resolved that Staff Report CAO031-19 be received; and
That Council approve increasing the cost of programs, the same as recent ice rate increases in the amount of 3% effective immediately.*

----Carried----

11. OTHER BUSINESS

Bill 108 – More Homes, More Choices Act, 2019

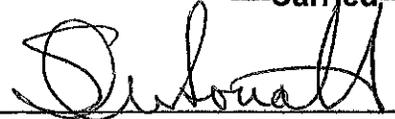
Council requested a report from staff regarding an overview of Bill 108.

12. ADJOURNMENT

Resolution No: CW141-2019 Moved by: Smith Seconded by: Henderson

Be it resolved that this meeting of Committee of the Whole of the Township of Essa adjourn at 7:03 p.m. to meet again on the 3rd day of July, 2019 at 6:00 p.m.

----Carried----



Sandie Macdonald, Mayor



Lisa Lehr, Clerk