

**THE CORPORATION OF THE TOWNSHIP OF ESSA  
SPECIAL MEETING – BUDGET  
WEDNESDAY, JANUARY 20, 2021**

**MINUTES**

A Meeting of Council was held virtually on Wednesday, January 20, 2021 and was livestreamed for viewing 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)  
C. Traynor, Manager of Finance (electronic)  
R. Rosilius, Deputy Treasurer (electronic)  
M. Mikael, Manager of Public Works (electronic)  
A. Powell, Manager of Planning and Development (electronic)  
J. Coleman, Manager of Parks and Recreation (electronic)  
L. Wark, CEO Essa Public Library (electronic)  
C. Ross Tustin, Fire Chief (electronic)  
K. Pascoe, Deputy Clerk (electronic)  
L. Lehr, Clerk (electronic)

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

Mayor Macdonald opened the meeting at 3:00 p.m.

**2. DISCLOSURE OF PECUNIARY INTEREST**

Deputy Mayor Smith declared an interest on Item 5(a) insofar as it relates to the salaries and benefits for the Parks and Recreation Department, on the basis that a family member is an employee in that Department. Deputy Mayor Smith advised Council that he would be putting a motion forward to divide the question.

**CONSIDERATION OF ITEMS REQUIRING DISCUSSION AND GENERAL NATURE THEROF:**

**3. CLOSED SESSION**

**Resolution No: SCW001-2021 Moved by: Smith                      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 [s. 239(2)(b)];*
- *labour relations or employee negotiations [s. 239(2)(d)].*

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

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*Council proceeded into Closed Session Deliberations at 3:04 p.m. This portion of the meeting was not open to the public.*

Following Closed Session Deliberations, Council rose and reported in the public forum as follows:

**Motion to Rise and Report from Closed Session Meeting of January 20, 2021.**

**Resolution No: SCW002-2021 Moved by: Henderson Seconded by: Sander**

*Be it resolved that Council rise and report from the Closed Session Meeting at 3:19 p.m.*  
**----Carried-----**

- a. **PERSONAL MATTERS ABOUT IDENTIFIABLE INDIVIDUALS [s.239(2)(b)]  
LABOUR RELATIONS / EMPLOYEE NEGOTIATIONS [s.239(2)(d)]  
Re: Confidential Staff Report CAO063-20 – Pay Administration Project.**

**Resolution No: SCW003-2021 Moved by: Smith Seconded by: Henderson**

*Be it resolved that Confidential Staff Report CAO063-20 regarding the Pay Administration Project as prepared by Ward & Uptigrove and dated December 20, 2020 be received; and That the Chief Administrative Officer be authorized to proceed as directed by Council.*  
**----Carried-----**

**4. DELEGATIONS / PRESENTATIONS**

- a. **Grass Cutting Business Plan**

In follow-up to the request of Council, the Manager of Parks and Recreation reviewed his Business Plan in respect to Grass Cutting being performed in-house versus the hiring of an external contractor, for the consideration of Council in the 2021 Budget.

- b. **PowerPoint Presentation – 2021 Draft Budget**

The Manager of Finance and the Deputy Treasurer provided Council with a brief overview of changes made to the Draft 2021 Budget, for Council's consideration.

**STAFF REPORTS AND MEMORANDUMS**

**5. TREASURY**

**Resolution No: SCW004-2021 Moved by: Smith Seconded by: Henderson**

*Be it resolved that Item 5(a) be divided to allow for separate discussions and votes.*  
**----Carried-----**

**a. Staff Report TR01-21 submitted by the Manager of Finance, re: 2021 Draft Budget**

**Resolution No: SCW005-2021 Moved by: White                      Seconded by: Henderson**

*That Staff Report TR01-21 be received.*

----Carried-----

**Resolution No: SCW006-2021 Moved by: White                      Seconded by: Henderson**

*That Council approve the 2021 Budget in the amount of \$25,845,146.00 with a levy of \$8,097,650.00 with the exception of the portion relating to salaries and benefits in the Parks and Recreation Department.*

----Carried-----

Deputy Mayor Smith declared an interest on the following Item. He was subsequently removed from the virtual meeting and did not vote or participate in any discussion on this Item.

**Resolution No: SCW007-2021 Moved by: Henderson      Seconded by: White**

*That Council approve the portion of the Budget relating to salaries and benefits in the Parks and Recreation Department.*

----Carried-----

Deputy Mayor Smith returned for the remainder of the meeting.

**Resolution No: SCW008-2021 Moved by: White                      Seconded by: Sander**

*That a tax rating by-law be prepared for the consideration of Council.*

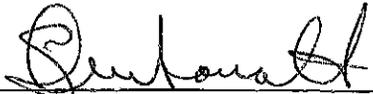
----Carried-----

**6. ADJOURNMENT**

**Resolution No: SCW009-2021 Moved by: Smith                      Seconded by: Henderson**

*Be it resolved that this Special Meeting of the Council of the Township of Essa adjourn at 3:50 p.m.*

----Carried-----

  
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Sandie Macdonald, Mayor

  
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Lisa Lehr, Clerk