

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

**WEDNESDAY, JUNE 17, 2020
6:00 p.m.**

MINUTES

A Committee of the Whole meeting was held on Wednesday, June 17, 2020 in the Council Chambers of the Administration Centre, Township of Essa.

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

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

1. OPENING OF MEETING BY THE MAYOR

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

2. DISCLOSURE OF PECUNIARY INTEREST

None.

3. DELEGATIONS / PRESENTATIONS / PUBLIC MEETINGS

STAFF REPORTS

4. PLANNING AND DEVELOPMENT

- a. Staff Report PD022-20 submitted by the Manager of Planning and Development, re: Regulatory Changes Concerning Patio Expansions.**

Resolution No: CW096-2020 Moved by: White Seconded by: Smith

*Be it resolved that Staff Report PD022-20 be received; and
That Council direct Staff to review requests for the construction and expansion of
restaurant bar patios in accordance with the process described in this Report.*

----Carried----

5. PARKS AND RECREATION/ COMMUNITY SERVICES

6. FIRE AND EMERGENCY SERVICES

7. PUBLIC WORKS

- a. **Staff Report PW011-20 submitted by the Chief Administrative Officer, re: Award of Tender – Margaret Street Reconstruction Phase 1.**

Resolution No: CW097-2020 Moved by: Sander Seconded by: Henderson

*Be it resolved that Staff Report PW011-20 be received; and
That Council defer this Project at this time.*

---Carried---

8. FINANCE

- a. **Staff Report TR007-20 submitted by the Manager of Finance, re: 2020 Business Improvement Area of Angus Budget.**

Resolution No: CW098-2020 Moved by: White Seconded by: Henderson

*Be it resolved that Staff Report TR007-20 be received; and
That the 2020 Business Improvement Area of Angus Budget, as presented by the
Business Improvement Area of Angus Board of Management, with an Operating
budget levy of \$25,000 be approved; and
That a Business Improvement Area of Angus tax rating by-law be prepared for the
consideration of Council.*

---Carried---

- b. **Staff Report TR009-20 submitted by the Manager of Finance, re: COVID-19 Pandemic – Penalty and Interest Relief.**

MOTION AS AMENDED:

Resolution No: CW099-2020 Moved by: Henderson Seconded by: Smith

*Be it resolved that Staff Report TR009-20 be received; and
That Council approve the waiving of penalties and interest on unpaid 2020 property
taxes and unpaid 2020 water/sewer bills until the first day of the month following the
end of the Township of Essa's State of Emergency.*

---Carried---

- c. **Staff Report TR010-20 submitted by the Deputy Treasurer, re: Budget to Actuals Update as of May 31, 2020.**

MOTION AS AMENDED:

Resolution No: CW100-2020 Moved by: Henderson Seconded by: Smith

*Be it resolved that Staff Report TR010-20 be received; and
That the Budget Actuals update for the period ending May 31, 2020 be received as circulated; and
That Council approve the Capital Projects as identified in this Report being completed in 2020, with the exception of the 8th Line Project and the Bob Geddes Paving Project being deferred to 2021; and
That Council recognize that there will be no transit expenditure in 2020 and directs Staff to apply these funds to off-set COVID-related expenditures, including any surplus recognized by the Auditor.*

----Carried----

9. CLERKS / BY-LAW ENFORCEMENT / IT

- a. **Staff Report C023-20 submitted by the Clerk, re: COVID-19 Summary of Enforcement and Municipal Measures (April 16 – May 31, 2020).**

Resolution No: CW101-2020 Moved by: Sander Seconded by: White

Be it resolved that Staff Report C023-20 be received for information.

----Carried----

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

- a. **Staff Report CAO037-20 submitted by the Chief Administrative Officer, re: County Road 21 Thornton – Pedestrian Crossing Signal.**

Resolution No: CW102-2020 Moved by: Henderson Seconded by: Smith

*Be it resolved that Staff Report CAO037-20 be received; and
That Council defer the pedestrian signalization planned for Thornton at a cost of \$25,000.00 from taxation, in order to save funds during 2020 while faced with the COVID-19 Pandemic.*

----Carried----

- b. **Staff Report CAO038-20 submitted by the Chief Administrative Officer, re: Reopening of Essa Township.**

Resolution No: CW103-2020 Moved by: Henderson Seconded by: White

*Be it resolved that Staff Report CAO038-20 be received; and
That Council authorize Staff to proceed with Phase 2 in the Reopening of Essa Township according to the adopted Recovery Plan of the Municipality, with some revisions to the previously adopted Plan.*

----Carried----

11. OTHER BUSINESS

a. Boulevard Maintenance

The Chief Administrative Officer informed Council that the Township's Engineer had confirmed that the contractor that completed the works on the King Street Project had fulfilled their obligations in respect of boulevard maintenance. As a result of increased complaints from members of the public, Council supported the request of the Mayor for the Chief Administrative Officer to obtain quotes.

b. Angus Food Bank – Request for Modification to Existing Entrance

Council supported the request of the Angus Food Bank to modify the current entrance into the building in an effort to create an enclosure for patrons to stand out of the elements while waiting to do their shopping. This request resulted from the COVID-19 Provincial Orders for physical distancing and is expected to assist the Food Bank in respect of the maximum numbers of persons permitted in the store at one time. Council referred this item to the Building Department.

12. ADJOURNMENT

Resolution No: CW104-2020 Moved by: Smith Seconded by: Henderson

Be it resolved that this meeting of Committee of the Whole of the Township of Essa adjourn at 6:54 p.m. to meet again on the 8th day of July, 2020 at 6:00 p.m.

---Carried---



Sandie Macdonald, Mayor



Lisa Lehr, Clerk