

**THE CORPORATION OF THE TOWNSHIP OF ESSA  
COMMITTEE OF THE WHOLE  
WEDNESDAY, FEBRUARY 20, 2019**

**MINUTES**

A Committee of the Whole meeting was held on Wednesday, February 20, 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: G. Murphy, Chief Administrative Officer  
C. Healey, Manager of Planning and Development  
D. Perreault, Manager of Public Works  
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**

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

- a. 6:00 p.m. **Public Meeting**  
**Re: Proposed By-law Amendment – 2007-30**  
Boundary Expansion to Angus Business Improvement Area (BIA)

See separate set of minutes.

**STAFF REPORT**

**4. PLANNING AND DEVELOPMENT**

- a. **Staff Report PD013-19 submitted by the Manager of Planning and Development,  
re: Zoning By-law Amendment – 7546 CR 27.**

**Resolution No: CW028-2019 Moved by: Henderson Seconded by: Smith**

*Be it resolved that Staff Report PD013-19 be received; and  
That Council does authorize staff to schedule a public meeting for a Zoning By-law  
Amendment to rezone lands at 7546 County Road 27 to permit an industrial storage  
building of 7,080 square feet which will cover 32% of the 5 acre lot.*

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

- b. Staff Report PD014-19 submitted by the Manager of Planning and Development, re: Proposed Zoning By-law Amendment – 7994 9<sup>th</sup> Line, Ivy – Temporary Second Dwelling in Association with Vet Clinic.**

Colleen-applicants and agent that staff rec for security deposit for home and agreement (if OPA is submitted)

**Resolution No: CW029-2019 Moved by: Henderson Seconded by: Sander**

*Be it resolved that Staff Report PD014-19 be received; and  
That Council does authorize staff to schedule a public meeting to collect comments on a proposal for a temporary use to permit a new dwelling next to an existing vet clinic, with the landowners to also (later) apply for an Official Plan Amendment (OPA) to request a severance of land to create two properties, each with a dwelling unit, on the basis that the OPA and land severance applications will take some time to process and the dwelling unit is needing to be relocated immediately.*

----Carried----

- c. Staff Report PD015-19 submitted by the Manager of Planning and Development, re: Proposed Economic Development Protocol.**

**Resolution No: CW030-2019 Moved by: Sander Seconded by: Smith**

*Be it resolved that Staff Report PD015-19 be received; and  
That Council does approve entering into a Lead Handling Protocol Agreement with the County of Simcoe concerning economic development inquiries; and  
That the Manager of Planning and Development be authorized to execute the Agreement with the County of Simcoe.*

----Carried----

- d. Staff Report PD016-19 submitted by the Planning Technician, re: Zoning By-law Amendment to Prohibit Dwellings on Farmland due to Farm Consolidations.**

**Resolution No: CW031-2019 Moved by: White Seconded by: Henderson**

*Be it resolved that Staff Report PD016-19 be received; and  
That Council does authorize staff to schedule a public meeting to collect comments on a Zoning By-law Amendment to prohibit dwellings on farmlands where surplus dwelling units have been severed due to farm consolidations.*

----Carried----

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

**6. FIRE AND EMERGENCY SERVICES**

**7. PUBLIC WORKS**

- a. **Staff Report PW005-19 submitted by the Manager of Public Works, re: 2019 Equipment Rates.**

**Resolution No: CW032-2019 Moved by: White Seconded by: Smith**

*Be it resolved that Staff Report PW005-19 be received; and  
That Council does authorize staff to schedule a public meeting for the proposed increase to the Public Works Department equipment rates.*

----Carried----

**8. FINANCE**

- a. **Staff Report TR004-19 submitted by the Manager of Finance, re: Proposed 2.38% Increase in Water User Fee Rate.**

**Resolution No: CW033-2019 Moved by: White Seconded by: Henderson**

*Be it resolved that Staff Report TR004-19 be received; and  
That Council does approve an annual 2.38% rate increase on the effective dates listed in the chart below, and that the 2.38% increase for fixed water rates apply to all pipe sizes;  
and*

<i>Effective Date</i>	<i>Water Rates – Volumetric Cost per m3</i>	<i>Water Rates – Fixed Part Meter size – 15mm</i>
<i>January 1, 2019</i>	<i>\$1.40</i>	<i>\$61.61</i>
<i>January 1, 2020</i>	<i>\$1.43</i>	<i>\$63.07</i>
<i>January 1, 2021</i>	<i>\$1.46</i>	<i>\$64.57</i>
<i>January 1, 2022</i>	<i>\$1.49</i>	<i>\$66.11</i>

*That a By-law be prepared for the consideration of Council at its next meeting.*

----Carried----

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

- a. **Summary of Results – RFQ-2019-001 – 2019-2022 Janitorial Services (Angus and Thornton OPP Offices)**

**Resolution No: CW034-2019 Moved by: White Seconded by: Sander**

*Be it resolved that the summary of results for RFQ-2019-001 “2019-2022 Janitorial Services – OPP Offices” be received; and  
That the tender as submitted by SQM Janitorial Services Inc. at a cost of \$9,207.30 (plus H.S.T.) per year be accepted as per Township specifications, contingent upon satisfactory confirmation of W.S.I.B. coverage and liability insurance being received by the municipality, in addition to the requirements set forth in the project description outlined in the tender document; and  
That the Clerk be authorized to execute the subject agreement for the works to commence.*

----Carried----

- b. Staff Report C008-19 submitted by the Clerk, re: Bill 68 Requirement – Tree Canopy Policy.**

**Resolution No: CW035-2019 Moved by: Sander Seconded by: Smith**

*Be it resolved that Staff Report C008-19 be received for information.*

----Carried----

- c. Staff Report C009-19 submitted by the Clerk, re: Proposed Amendment to C09-2010 “Council Code of Conduct” – Inclusion of Section Regarding Integrity Commissioner, and DRAFT Complaint Procedure.**

**Resolution No: CW036-2019 Moved by: Sander Seconded by: Smith**

*Be it resolved that Staff Report C009-19 be received; and  
That Council does approve the draft amendments to C09-2010 “Council Code of Conduct”, for the inclusion of provisions regarding the Integrity Commissioner; and  
That Council does approve the Complaint Procedure attached as Appendix “1” to the Policy.*

----Carried----

- d. Staff Report C010-19 submitted by the Clerk, re: Bill 68 – DRAFT Pregnancy and Parental Leave Policy for Members of Council.**

**Resolution No: CW037-2019 Moved by: Sander Seconded by: Smith**

*Be it resolved that Staff Report C010-19 be received; and  
That Council does approve the DRAFT Policy C010-2019 “Pregnancy and Parental Leave for Members of Council”, as attached; and  
That the appropriate By-law be presented to Council for consideration of adoption in its Regular Meeting.*

----Carried----

- e. Staff Report C011-19 submitted by the Clerk, re: Request for Council Approval - Essa and District Agricultural Society to Host the Huronia Harley Davidson H.O.G. Motorcycle Rally July 17-21, 2019.**

**Resolution No: CW038-2019 Moved by: Henderson Seconded by: Sander**

*Be it resolved that Staff Report C011-19 be received; and  
That Council does approve the request of the Essa and District Agricultural Society to host the Harley Davidson H.O.G. Motorcycle Rally, from Wednesday July 17 to Sunday July 21, 2019, on the property known as the Essa Agriplex located at 7505 10th Line, Essa.*

----Carried----

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

**11. OTHER BUSINESS**

**Request for Letter of Support – Angus Health Centre**

Council requested that the Chief Administrative Officer draft a letter of support for the Angus Health Centre.

**12. ADJOURNMENT**

**Resolution No: CW039-2019 Moved by: Sander Seconded by: Smith**

*Be it resolved that this meeting of Committee of the Whole of the Township of Essa adjourn at 6:22 p.m. to meet again on the 6<sup>th</sup> day of March, 2019 at 6:00 p.m.*

----Carried----



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Sandie Macdonald, Mayor



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Lisa Lehr, Clerk