

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

**WEDNESDAY, MARCH 6, 2019**

**MINUTES**

A Committee of the Whole meeting was held on Wednesday, March 6, 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 (arrived at 6:05 p.m.)  
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**

None declared.

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

**a. Council Presentation**

In recognition of the upcoming retirement of Greg Murphy, Chief Administrative Officer, Council presented a certificate on behalf of the Honourable Steve Clark, Minister of Municipal Affairs and Housing, which recognized the dedicated 41 years of service that Mr. Murphy provided to the public sector.

Council also presented a Certificate of Appreciation to Mr. Murphy on behalf of Council and Staff. They thanked Mr. Murphy for his continued dedication to the residents of the municipality, his guidance to all current and previous members of Council and staff, and wished him congratulations in his upcoming retirement.

Greg Murphy, Chief Administrative Officer extended thanks to Council, staff and residents.

**b. 6:10 p.m. Public Meeting**  
Re: Proposed Zoning By-law Amendment (Z1-19)  
365 Centre Street, Angus

See separate set of minutes.

**c. 6:20 p.m. Public Meeting**  
Re: Proposed Amendment to Fees and Charges By-law 2013-28  
Increase to Building Permit and Planning Application Fees

See separate set of minutes.

**STAFF REPORTS**

**4. PLANNING AND DEVELOPMENT**

- a. **Staff Report PD018-19 submitted by the Manager of Planning and Development, re: Tree Planting.**

Council requested that the Manager of Planning and Development investigate funding opportunities of which would assist this municipality in obtaining monies to aid with tree planting initiatives

**Resolution No: CW040-2019 Moved by: Smith Seconded by: White**

*Be it resolved that Staff Report PD018-19 be received; and  
That Council does authorize the South Simcoe Streams Network (SSSN) to plant trees in Essa in 2019 as follows:*

- a) The park/open space lands adjacent to the Nottawasaga River in the Nottawasaga Village subdivision, off the street named Gold Park Gate; and*
- b) The park/open space lands adjacent to Thornton Creek behind the toboggan hill in Thornton; and*

*That staff be directed to advise SSSN that there are no funds in the 2019 Budget to support their plantings; and*

*That staff confirm to SSSN and the Township Insurer that SSSN be covered under the Township's Insurance Policy for this event.*

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

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

**6. FIRE AND EMERGENCY SERVICES**

**7. PUBLIC WORKS**

- a. **Staff Report PW007-19 submitted by the Manager of Public Works, re: Award of Tender – Reconstruction of King Street from Auburn Street to Mill Street, Angus.**

**Resolution No: CW041-2019 Moved by: Smith Seconded by: Henderson**

*Be it resolved that Staff Report PW007-19 be received; and  
That Council does approve the tender from Ultimate Construction for the reconstruction of King Street from Auburn Street to Mill Street be accepted in the amount of \$1,334,901.00 (plus H.S.T.); and*

*That Ainley & Associates Limited be authorized to arrange for the necessary work to be completed; and*

*That Ainley and Associates Limited be authorized to carry out inspection and contract administration for this project at a cost of \$81, 665.00.*

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

**8. FINANCE**

**a. Security Reduction No. 2 – Brownley Meadows Phase 2 (Brookvalley Angus South) Subdivision**

**Resolution No: CW042-2019 Moved by: White Seconded by: Smith**

*Be it resolved that Council approve Security Reduction No. 2 relating to Brownley Meadows Subdivision (Brookvalley Angus South) - Phase 2, as recommended by the Township Engineer, as follows:*

<b>Current Securities Held by Township</b>	<b>\$ 1,630,881.44</b>
<b>LESS AECOM's Recommended Reduction</b>	<b>( \$ 875,350.62)</b>
<b>Securities to be Retained</b>	<b>\$ 755,530.82</b>

*and,  
That this approval is conditional upon the Developer providing the Municipality with a Statutory Declaration indicating that all accounts have been paid in full, including all of the Township's legal and engineering costs.*

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

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

**a. Correspondence – Resignation of the Administrative Assistant, Clerks Department.**

**Resolution No: CW043-2019 Moved by: Henderson Seconded by: Sander**

*Be it resolved that the correspondence dated February 25, 2019 from Robin Reid, Administrative Assistant, Clerks Department, with regard to her resignation effective March 8, 2019 be received with regret; and  
That the Clerk be authorized to commence recruitment.*

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

**b. Staff Report C012-19 submitted by the Deputy Clerk, re: Request for the Angus Men's Slo Pitch League to Host a Beer Garden at Angus Community Park.**

**Resolution No: CW044-2019 Moved by: Henderson Seconded by: White**

*Be it resolved that Staff Report C012-19 be received; and  
That Council does approve the request from the Angus Men's Slo Pitch League to host a Beer Garden on Friday June 7, 2019 between the hours of 6:00 p.m. to 11:00 p.m., Saturday June 8, 2019 between the hours of 11:00 a.m. to 11:00 p.m., and on Sunday June 9, 2019 between the hours of 11:00 a.m. to 4:00 p.m.; and  
That this approval is conditional upon a copy of the certificate of insurance in the amount of \$5,000,000.00 being provided to this municipality, listing the Township of Essa as additional insured, as well as the necessary approvals being obtained from the Chief Building Official, the Fire Department, the Health Unit and the OPP.*

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

- c. **Staff Report C013-19 submitted by the Deputy Clerk, re: Grant Guidelines.**

**Resolution No: CW045-2019 Moved by: Smith Seconded by: Sander**

*Be it resolved that Staff Report C013-19 be received; and  
That Council does approve Draft Policy A01-19 "Community Assistance Grants", as  
attached.*

----Carried----

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

- a. **Staff Report CAO005-19 submitted by the Chief Administrative Officer, re: Proposed Schedule "C" Amendment to the Joint Use Agreement between the Simcoe County District School Board and the Township of Essa.**

**Resolution No: CW046-2019 Moved by: Smith Seconded by: Henderson**

*Be it resolved that Staff Report CAO005-19 be received; and  
That Council does approve the proposed updates to the Schedule "C" Amendment of the  
Amending Joint Use Agreement with the Simcoe County District School Board.*

----Carried----

- b. **Staff Report CAO006-19 submitted by the Chief Administrative Officer, re: Resident's Request for Signage to be Posted in Advance of All Railway Crossings in the Township.**

Council requested that an additional report be brought forward at a future meeting of Council to further clarify actual costs and the opportunity of cost-sharing for undertaking this initiative. Additionally, Council requested that the future report include signage for the Thornton-Cookstown Crossings.

**Resolution No: CW047-2019 Moved by: White Seconded by: Henderson**

*Be it resolved that Staff Report CAO006-19 be received; and  
That a report be brought forward at a future meeting of Council.*

----Carried----

**11. OTHER BUSINESS**

- a. **Request to Waive Room Rental Fee (Thornton Arena Meeting Room) - Good Friday Pancake Breakfast**

Council approved the request of the Thornton Lion's to waive the room rental fee for utilisation of the Thornton Arena Meeting Room for their Annual Good Friday Pancake Breakfast.

- b. **Request of Residents – John Prince Commemorative Plaque (Angus Arena)**

Council supported the request for a commemorative plaque "In Memory of John Prince" to be purchased and displayed in the access area of the Pro-Shop located at the Angus Arena.

c. **Media Release – Essa’s New Chief Administrative Officer, Colleen Healey-Dowdall.**

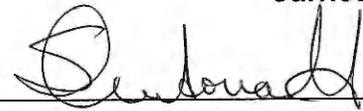
Council announced that Colleen Healey-Dowdall had been selected to fill the position of Chief Administrative Officer. They congratulated and wished her well in her new role with the Township of Essa.

12. **ADJOURNMENT**

**Resolution No: CW048-2019 Moved by: Smith Seconded by: White**

*Be it resolved that this meeting of Committee of the Whole of the Township of Essa adjourn at 7:26 p.m. to meet again on the 20<sup>th</sup> day of March, 2019 at 6:00 p.m.*

----Carried----



Sandie Macdonald, Mayor



Lisa Lehr, Clerk