

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

**WEDNESDAY, OCTOBER 7, 2020
6:00 p.m.**

MINUTES

A Committee of the Whole meeting was held virtually on Wednesday, October 7, 2020 and was livestreamed 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)
M. Mikael, Manager of Public Works (electronic)
A. Powell, Manager of Planning and Development (electronic)
J. Coleman, Manager of Parks and Recreation (electronic)
C. Traynor Treasurer (electronic)
R. Rosilius, Deputy Treasurer (electronic)
C. Ross Tustin, Fire Chief (electronic)
L. Lehr, Clerk (electronic)
K. Pascoe, Deputy Clerk (electronic)

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

5. PARKS AND RECREATION/ COMMUNITY SERVICES

- a. Staff Report PR012-20 submitted by the Manager of Parks and Recreation, re: Snow Removal / Pickled Sand Tender 2020-2023.**

Resolution No: CW127-2020 Moved by: Henderson Seconded by: White

*Be it resolved that Staff Report PR012-20 be received; and
That the tender as submitted for the 2020-2023 Snow Removal / Pickled Sand Tender
by Scarlet Oak Landscape Management Inc. in the amount of \$65,762.50 plus H.S.T.
for the first 2 seasons and \$67,077.75 plus H.S.T. for the third season be accepted as*

*per Township specifications, contingent upon satisfactory confirmation of liability insurance and W.S.I.B. coverage; and
That the Manager of Parks and Recreation be authorized to arrange for the necessary work(s) to be completed.*

----Carried----

- b. Staff Report PR013-20 submitted by the Manager of Parks and Recreation, re: Timbit Ice Hockey Request for 2020-2021 Season.**

Resolution No: CW128-2020 Moved by: Sander Seconded by: Henderson

*Be it resolved that Staff Report PR013-20 be received; and
That Council authorize the Manager of Parks and Recreation to proceed with the booking of Timbit Ice Hockey renting the ice at a rate of 50% per hour for the 2020-2021 season to be invoiced monthly.*

----Carried----

6. FIRE AND EMERGENCY SERVICES

- a. Staff Report FD002-20 submitted by the Fire Chief, re: 2020 Burn Permit Update – Essa's Update to Set Open Air Fires.**

Resolution No: CW129-2020 Moved by: White Seconded by: Smith

Be it resolved that Staff Report FD002-20 be received for information.

----Carried----

- b. Staff Report FD003-20 submitted by the Fire Chief, re: Request for Funds to Purchase COVID-19 Capital Items.**

ITEM DEFERRED

Resolution No: CW131-2020 Moved by: Smith Seconded by: Henderson

*Be it resolved that Staff Report FD003-20 be received; and
That Council authorize the Fire Chief to purchase PPE washer-extractors for each Fire Station using the funds received via the federal-provincial Safe Restart Agreement.*

----Deferred----

7. PUBLIC WORKS

8. FINANCE

- a. Staff Report TR013-20 submitted by the Deputy Treasurer, re: Budget to Actuals Update as of June 30th, 2020.**

Council requested that a Report be brought forward at the next meeting to provide clarification on the status of the COVID-19 Relief Funds that were received by the municipality.

Council approved a start time of 4:00 p.m. for the next meeting of Council held on October 21, 2020 to allow for presentation(s) from staff in respect of departmental trends which may affect 2021 Departmental Budget Requests.

Resolution No: CW130-2020 Moved by: Smith Seconded by: Sander

*Be it resolved that Staff Report TR013-20 be received; and
That the "Budget-to-Actuals" Update for the period ending June 30th, 2020 be received as circulated.*

----Carried----

9. CLERKS / BY-LAW ENFORCEMENT / IT

- a. **Staff Report C030-20 submitted by the Clerk, re: By-law Enforcement Activity Summary (April 16 – September 14, 2020).**

Resolution No: CW132-2020 Moved by: White Seconded by: Henderson

*Be it resolved that Staff Report C030-20 be received; and
That Council authorize the Clerk to increase the Part-time Municipal By-law Officer's hours to 60 hours biweekly.*

----Carried----

- b. **Staff Report C031-20 submitted by the Clerk, re: Nottawasaga Police Services Board – Requirement for Appointment of Community Member (2021-2022)**

Resolution No: CW133-2020 Moved by: Sander Seconded by: White

*Be it resolved that Staff Report C031-20 be received; and
That Council authorize the Clerk to commence the recruitment process for a community representative for the Nottawasaga Police Services Board for the 2021-2022 term, with a future report to be considered by Council in respect of candidates.*

----Carried----

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

- a. **Staff Report CAO047-20 submitted by the Chief Administrative Officer, re: Christmas Office Closure and Appreciation Gift Cards.**

Resolution No: CW134-2020 Moved by: Smith Seconded by: Sander

*Be it resolved that Staff Report CAO047-20 be received; and
That Council approve the closure of the Administration Centre between Christmas and New Year's to total 2 ½ business days and purchase \$30 food gift cards to be given to all staff and fire fighters in lieu of a Christmas turkey as per tradition; and
That this office closure and gift card distribution repeat again year after year with exact closure days being up to the CAO depending on where Christmas Day falls on the calendar.*

----Carried----

- b. Staff Report CAO050-20 submitted by the Chief Administrative Officer,
re: Public Transit.**

Resolution No: CW135-2020 Moved by: Sander Seconded by: Smith

*Be it resolved that Staff Report CAO050-20 be received; and
That Council not approve staff to advertise for or accept Requests for Proposals (RFP)
in order to provide public transit service throughout Angus between 6:00 a.m. and
9:00 a.m. and approximately 4:00 p.m. and 7:00 p.m. each weekday in order for
residents to connect to the County's Linx bus travelling to either Barrie or Wasaga
Beach.*

----Carried----

- c. Staff Report CAO051-20 submitted by the Chief Administrative Officer,
re: OPP Contract.**

ITEM DEFERRED

Resolution No: CW136-2020 Moved by: Sander Seconded by: Smith

*Be it resolved that Staff Report CAO051-20 be received; and
That Council approve renewing the current OPP contract for 3 years, with budget
details to be determined during budget deliberations.*

----Deferred----

- d. Staff Report CAO052-20 submitted by the Chief Administrative Officer,
re: Office Renovation.**

Resolution No: CW137-2020 Moved by: Sander Seconded by: Smith

*Be it resolved that Staff Report CAO052-20 be received; and
That Council authorize an office renovation to create a new office for the Manager of
Public Works using funds already approved for Administration Centre maintenance –
the extent of the work consisting of the creation of a new wall in the downstairs
Committee Room, at an upset limit of \$8,000.00 which is within the approved 2020
budget.*

----Carried----

11. OTHER BUSINESS

a. Essa Agriplex

Council supported the request for a Staff Report to be brought forward at a future meeting in respect of the Essa Agriplex, specifically looking at the By-law and the requirement for agricultural elements to be included in events hosted at this location.

b. SWIFT Program

Council requested that a Staff Report be brought forward at a future meeting to provide a status update on the SWIFT Program, specifically for the Township of Essa (as included in the RFP by the County of Simcoe).

c. Fire Prevention Week

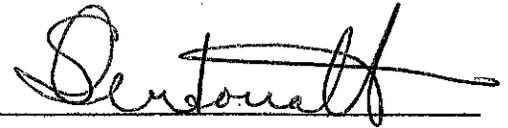
Council commended the Fire Department and its firefighters for their efforts in keeping residents safe.

12. ADJOURNMENT

Resolution No: CW138-2020 Moved by: White Seconded by: Smith

Be it resolved that this meeting of Committee of the Whole of the Township of Essa adjourn at 7:01 p.m. to meet again on the 21st day of October, 2020 at 4:00 p.m.

---Carried---



Sandie Macdonald, Mayor



Lisa Lehr, Clerk