

**THE CORPORATION OF THE TOWNSHIP OF ESSA
VIRTUAL COMMITTEE OF THE WHOLE MEETING
WEDNESDAY, APRIL 21, 2021**

MINUTES

A Committee of the Whole meeting was held virtually on Wednesday, April 21, 2021 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)
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. Sidhu, Planner (electronic)
J. Coleman, Manager of Parks and Recreation (electronic)
D. Burgin, Deputy Fire Chief (electronic)
K. Pascoe, Deputy Clerk (electronic)
L. Lehr, Manager of Legislative Services (electronic)

Guests in attendance: Richard Steiginga – Baker Tilly KDN LLP
Eric Steele, Acting Staff Sergeant, Nottawasaga OPP
Wayne Dusome, Dusome Insurance a division of McDougall Insurance

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

a. Delegation - Janice Leach-Lynch and Paul Lynch
Re: Proposed Telecom Tower

Janice Leach-Lynch attended Council to state her opposition to a proposed telecommunications tower being located at 6004 Scotch Line, and implored Council to consider an alternative site at 6517 Scotch Line. She stated that the site at 6517 Scotch Line, which is in close proximity to the proposed location of 6004 Scotch Line, would be a better fit for the tower as that parcel of property already has hydro towers, a sole-ownership driveway, access for hydro, and commercial/industrial businesses located on the property. Additionally, she stated that there would be less of an impact to neighbouring properties (one property versus nine properties).

- b. Public Meeting**
re: OPA 38 and ZBA Z2/21

See separate set of minutes.

- c. Delegation – Richard Steinginga – Baker Tilly KDN LLP**
Re: Presentation of the 2019 Draft Financial Statements

The Township Auditor was in attendance to provide Council with a brief overview of the 2019 Draft Consolidated Financial Statements.

Resolution No: CW054-2021 Moved by: Sander Seconded by: Henderson

Be it resolved that the 2019 Draft Financial Statements, as presented by Baker Tilly KDN LLP, be approved.

----Carried----

STAFF REPORTS

4. PLANNING AND DEVELOPMENT

- a. Staff Report PD011-21 submitted by the Manager of Planning and Development, re: Neighbourhood Meeting Parameters.**

Resolution No: CW055-2021 Moved by: White Seconded by: Sander

*Be it resolved that Staff Report PD011-21 be received; and
That Council adopt the Neighbourhood Meetings Process as recommended by staff and amended by Council.*

----Carried----

5. PARKS AND RECREATION / COMMUNITY SERVICES

6. FIRE AND EMERGENCY SERVICES

7. PUBLIC WORKS

- a. Staff Report PW008-21 submitted by the Manager of Public Works, re: Off Road Vehicle Access on Municipal Road Allowance.**

MOTION AS AMENDED

Resolution No: CW056-2021 Moved by: Henderson Seconded by: White

*Be it resolved that Staff Report PW008-21 be received; and
That Council direct Staff to prepare a report containing a draft by-law for Council's consideration at its next meeting, to repeal By-law 2005-24 and to represent the content of this report such that ATVs and ORVs will be allowed on all Essa Township roads on a trial basis effective until November 1, 2021.*

----Carried----

- b. Staff Report PW015-21 submitted by the Manager of Public Works, re: Award of Tender – Margaret Street Reconstruction (Urbanization) Phase 1 & 2.**

Resolution No: CW057-2021 Moved by: Henderson Seconded by: Smith

*Be it resolved that Staff Report PW015-21 be received; and
That the quotation as submitted by North Rock Group Ltd. for the Margaret Street Reconstruction (Urbanization) Phase 1 and 2 be accepted in the amount of \$2,506,000.00 (excluding H.S.T.)*

----Carried----

8. FINANCE

- a. Staff Report TR007-21 submitted by the Manager of Finance, re: 2021 Property and Liability Insurance Renewal.**

Resolution No: CW058-2021 Moved by: Smith Seconded by: Henderson

*Be it resolved that Staff Report TR007-21 be received; and
That a Municipal Property and Liability Proposal submitted by Frank Cowan Company for a total premium of \$424,146.00 plus applicable taxes, effective April 21, 2021 be accepted.*

----Carried----

9. CLERKS / BY-LAW ENFORCEMENT / IT

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

- a. Staff Report CAO014-21 submitted by the Chief Administrative Officer, re: 58 Vernon Street.**

Resolution No: CW059-2021 Moved by: Henderson Seconded by: Smith

*Be it resolved that Staff Report CAO014-21 be received; and
That Council declare a portion of lands located at 58 Vernon Street, Angus, as surplus, and direct staff to advertise the declaration appropriately and following, advertise a public tender process for the sale of land.*

----Carried----

- b. Staff Report CAO015-21 submitted by the Chief Administrative Officer, re: Purchase of Vehicles, 2021.**

Resolution No: CW060-2021 Moved by: Sander Seconded by: White

Be it resolved that Staff Report CAO015-21 be received for information.

----Carried----

- c. **Staff Report CAO016-21 submitted by the Chief Administrative Officer, re: Proposed South Simcoe Streams Network Tree Planting at Stonemount Park, Gold Park Gate.**

Resolution No: CW061-2021 Moved by: White Seconded by: Henderson

Be it resolved that Staff Report CAO016-21 be received; and That Council support a community tree planting event at Stonemount Park on May 30, 2021, as organized by the South Simcoe Streams Network in a COVID-compliant manner.

----Carried----

11. OTHER BUSINESS

- a. **“Grow-a-Row Share-a-Row” Gardening Competition**

Mayor Macdonald informed those in attendance that registration has now opened. Applications are available on the Township’s website or by contacting Mayor Macdonald and Councillor Sander. She also advised that free seeds are available for those that register.

- b. **Request for Staff Report**

Council requested a report to be brought forward from the Finance Department in respect of a breakdown of the \$268,000.00 carry-forward as is noted on the reserve account.

12. ADJOURNMENT

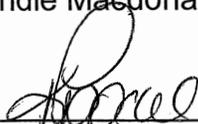
Resolution No: CW062-2021 Moved by: Smith Seconded by: Henderson

Be it resolved that this meeting of Committee of the Whole of the Township of Essa adjourn at 7:52 p.m., to meet again on the 5th day of May, 2021 at 6:00 p.m.

----Carried-----



Sandie Macdonald, Mayor



per, Lisa Lehr, Manager of Legislative Services