

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

**WEDNESDAY, JULY 3, 2019
6:00 p.m.**

MINUTES

A Committee of the Whole meeting was held on Wednesday July 3, 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: C. Healey-Dowdall, Chief Administrative Officer
A. Powell, Manager of Planning and Development
B. Morrison, Manager of Public Works
C. Traynor-Richter, Manager of Finance

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. Cheque Presentation

Re: Essa Challenge Golf Tournament Proceeds
RVH Foundation, Stevenson Memorial Hospital Foundation, Matthews House Hospice

Mayor Macdonald advised that the 17th Annual Golf Challenge Tournament raised \$26,471.55 at the event in June of 2019. These funds were divided equally between the Royal Victoria Hospital Foundation, Stevenson Memorial Hospital Foundation and Matthews House Hospice, with the recipients receiving \$8,823.85 each towards their respective organizations.

STAFF REPORTS

4. PLANNING AND DEVELOPMENT

- a. **Staff Report PD036-19 submitted by the Planning Technician, re: Block 13 – Condominium Application.**

Resolution No: CW142-2019 Moved by: White Seconded by: Smith

*Be it resolved that Staff Report PD036-19 be received; and
That Council direct staff to coordinate a Neighbourhood Meeting in order to introduce
a new built form to neighbouring residents for their input.*

---Carried---

- b. **Staff Report PD037-19 submitted by the Manager of Planning and Development, re: Bill 108: More Homes, More Choices Act Summary.**

Resolution No: CW143-2019 Moved by: Smith Seconded by: Sander

Be it resolved that Staff Report PD037-19 be received for information.

---Carried---

- c. **Staff Report PD038-19 submitted by the Building Department Administrative Assistant, re: Open Building Permits Mid-Year Reporting.**

Resolution No: CW144-2019 Moved by: Sander Seconded by: Henderson

Be it resolved that Staff Report PD038-19 be received for information.

---Carried---

5. PARKS AND RECREATION/ COMMUNITY SERVICES

- a. **Staff Report PR001-19 submitted by the Chief Administrative Officer, re: Essa Ice Policy – Clarity and Further Detail.**

Resolution No: CW145-2019 Moved by: Henderson Seconded by: Smith

*Be it resolved that Staff Report PR001-19 be received; and
That Council approve revising the Essa Ice Policy to reflect the clarification as listed in
Option No. 2 of this report, as amended.*

---Carried---

- b. Staff Report PR002-19 submitted by the Chief Administrative Officer,
re: Baxter Pitching Mound.**

Motion as Amended:

Resolution No: CW146-2019 Moved by: Sander Seconded by: Henderson

*Be it resolved that Staff Report PR002-19 be received; and
That Council approve a permanent pitching mound for the Baxter Ball Diamond during
the 2019 year.*

----Carried----

- c. Staff Report PR003-19 submitted by the Chief Administrative Officer,
re: E3 Community Services – Lease Request.**

Resolution No: CW147-2019 Moved by: Sander Seconded by: White

*Be it resolved that Staff Report PR003-19 be received; and
That Council authorize entering into a Lease Agreement with E3 Community Services
to renew the lease for use of the Youth Centre at a cost of \$525.00 plus H.S.T per
month from August 1, 2019 to July 31, 2020, thereby increasing the monthly rent by
\$25.00 plus H.S.T.*

----Carried----

6. FIRE AND EMERGENCY SERVICES

7. PUBLIC WORKS

- a. Staff Report PW029-19 submitted by the Manager of Public Works, re:
RFQ Tender Results – Q-19-07 – 2019 Stop Block and Line.**

Resolution No: CW148-2019 Moved by: Henderson Seconded by: Smith

*Be it resolved that Staff Report PW029-19 be received; and
That the tender as submitted by Stoneline Ltd. in the amount \$10,340.00 (plus
H.S.T.) be accepted, as per Township specification; and
That the Manager of Public Works be authorized to arrange for the necessary
works to be completed.*

----Carried----

8. FINANCE

- a. Staff Report TR017-19 submitted by the Deputy Treasurer, re: Strategic
Asset Management Policy.**

Resolution No: CW149-2019 Moved by: Sander Seconded by: Smith

*Be it resolved that Staff Report TR017-19 be received; and
That Council approve the proposed Strategic Asset Management Policy.*

----Carried----

9. CLERKS / BY-LAW ENFORCEMENT / IT

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

11. OTHER BUSINESS

a. Early Years Centre Barbecue – July 13, 2019

Councillor White stated that the Early Years Centre is hosting a barbecue on July 13, 2019.

b. Boat Launch for Canoes / Kayaks

Council directed staff to investigate costs associated with the installation of boat launches at parks in Essa.

c. “No Launching” Signs – Don Ross Park

Council requested that staff re-install “No Launching” signs at Don Ross Park as it is unsafe to launch any type of vessel along the steep embankment. It was reported that the signs had been removed.

d. Canada Day

On behalf of the Angus Lions, Mayor Macdonald extended thanks to Council and staff for their efforts at the Canada Day Celebrations at Community Park.

e. Thornton Cornfest – September 8, 2019 (3:30 to 6:00 pm)

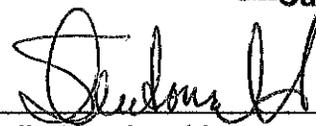
Councillor Sander extended an invitation to Council, staff and members of the public to attend the Thornton Community Centre on September 8, 2019 for the Thornton Cornfest.

12. ADJOURNMENT

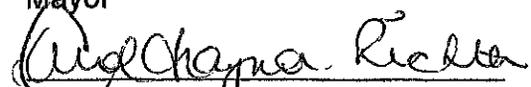
Resolution No: CW150-2019 Moved by: Smith Seconded by: White

Be it resolved that this meeting of Committee of the Whole of the Township of Essa adjourn at 6:53 p.m. to meet again on the 4th day of September, 2019 at 6:00 p.m.

----Carried----



Sandie Macdonald
Mayor



Carol Traynor-Richter
Manager of Finance/Deputy Clerk