

**THE CORPORATION OF THE TOWNSHIP OF ESSA  
REGULAR COUNCIL MEETING**

**WEDNESDAY, MARCH 25, 2020**

**MINUTES**

A Meeting of Council was held on Wednesday, March 25, 2020 in the Council Chambers of the Administration Centre, Township of Essa.

In attendance: Mayor Sandie Macdonald  
Deputy Mayor Michael Smith  
Councillor Keith White (electronic participation)  
Councillor Henry Sander  
Councillor Ron Henderson

Staff in attendance: C. Healey-Dowdall, Chief Administrative Officer  
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**

Deputy Mayor Smith declared an indirect interest on Item 9(a) as he has an active fill permit.

Deputy Mayor Smith declared a direct interest on Item 11(c) as he has familial relations to a member of staff.

Mayor Macdonald exercised authority granted under section 11.5 of the Township's Procedural By-law 2017-77, to allow Council to proceed directly to Agenda Item No. 9(e).

**9 e. By-law 2020-21**

**Resolution No: CR068-2020 Moved by: Smith Seconded by: Henderson**

*Be it resolved that leave be granted to introduce By-law 2020-21, that being a By-law to amend the Township's Procedural By-law 2017-77, to allow for Electronic Participation where a State of Emergency has been declared; and, that said By-law, as amended, be read a first, and taken as read a second and third time and finally passed.*

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

**Motion to Reconvene Following Committee of the Whole Meeting**

**Resolution No: CR069-2020 Moved by: Sander Seconded by: Smith**

Be it resolved that the Regular Meeting of Council adjourn at 6:01 p.m. to reconvene following the Committee of the Whole Meeting of this date.

----Carried----

The Regular Council Meeting resumed at 7:46 p.m.

**3. ADOPTION OF PREVIOUS MINUTES AND MOTIONS**

**Resolution No: CR070-2020 Moved by: White Seconded by: Smith**

*Be it resolved that the motions duly passed and approved at the Committee of the Whole meeting of this date be approved; and  
That the minutes of the Public meeting held on the 4<sup>th</sup> day of March, 2020, in respect of proposed Zoning By-law Amendments (Z1/20) be adopted as circulated; and  
That the minutes of the Committee of the Whole and Regular Council meetings held on the 4<sup>th</sup> day of March, 2020 be adopted as circulated; and  
That the minutes of the Public meeting held on the 4<sup>th</sup> day of March 2020, in respect of Proposed Amendments to the Fees and Charges By-law 2013-28 be adopted as amended.*

----Carried----

**4. CONSENT AGENDA**

**Resolution No: CR071-2020 Moved by: White Seconded by: Henderson**

*Be it resolved that the items listed in the Consent Agenda dated March 25, 2020 be received for information, and that the necessary action be taken; and  
That Item A1 be referred to the Clerk for a letter to be drafted; and  
That Item A4 be referred to the Clerk for a letter of support to be drafted.*

----Carried----

**5. COMMITTEE REPORTS**

**6. PETITIONS**

**7. MOTIONS AND NOTICES OF MOTIONS**

**a. Penalty and Interest Relief – Unpaid 2020 Property Taxes and Unpaid 2020 Water/Sewer Bills**

**Resolution No: CR072-2020 Moved by: Sander Seconded by: Smith**

*WHEREAS the Province of Ontario declared a State of Emergency under section 7.0.1 of the Emergency Management and Civil Protection Act on March 17, 2020 as a response to the COVID-19 pandemic; and*

*WHEREAS Council deems it to be in the best interests of their residents to provide financial relief in respect of penalties and interest on unpaid 2020 property taxes and unpaid 2020 water/sewer bills;*

*NOW THEREFORE BE IT RESOLVED THAT Council of the Township of Essa hereby waives penalty and interest charges on unpaid 2020 property taxes and unpaid 2020 water/sewer bills from April 1, 2020 until June 30, 2020 in respect of providing relief during this pandemic; and*

*THAT a By-law be presented to Council for execution at a later date.*

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

**8. UNFINISHED BUSINESS**

**9. BY-LAWS**

*(By-law Numbers were amended from the Agenda to accommodate Item No. 9(e) being passed by Council out of sequence).*

Deputy Mayor Smith declared an indirect interest on Item 9(a) as he has an active fill permit. He vacated Council Chambers for this portion of the meeting, and did not participate in any discussion or vote on this Item.

**a. By-law 2020-22**

**Resolution No: CR073-2020 Moved by: Sander Seconded by: Henderson**

*Be it resolved that leave be granted to introduce By-law 2020-22, that being a By-law to amend the Township's Fees and Charges By-law 2013-28; and, that said By-law be read a first, and taken as read a second and third time and finally passed.*

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

Deputy Mayor Smith resumed his seat.

**b. By-law 2020-23**

**Resolution No: CR074-2020 Moved by: White Seconded by: Sander**

*Be it resolved that leave be granted to introduce By-law 2020-23, that being a By-law to amend the Township's Zoning By-law 2003-50; and, that said By-law be read a first, and taken as read a second and third time and finally passed.*

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

**c. By-law 2020-24**

**Resolution No: CR075-2020 Moved by: Sander Seconded by: Henderson**

*Be it resolved that leave be granted to introduce By-law 2020-24, that being a By-law to provide for a Site Plan Control Agreement for Concession 9, West Part of Lot 21, County of Simcoe (7511 11<sup>th</sup> Line, Essa); and, that said By-law be read a first, and taken as read a second and third time and finally passed.*

----Carried----

**d. By-law 2020-25**

**Resolution No: CR076-2020 Moved by: Smith Seconded by: White**

*Be it resolved that leave be granted to introduce By-law 2020-25, that being a By-law to provide for the erection of Stop Signs at Intersections, and to amend By-law 2019-40; and, that said By-law be read a first, and taken as read a second and third time and finally passed.*

----Carried----

e. Item 9(e) was dealt with earlier in the meeting.

**10. QUESTIONS**

**11. CLOSED SESSION**

**Resolution No: CR077-2020 Moved by: Sander Seconded by: Henderson**

*Be it resolved that Council proceed to a Closed Session in order to address matters pertaining to:*

- *Personal matters about an identifiable individual, including Municipal or local board employees;*
- *Labour relations or employee negotiations;*
- *Litigation or potential litigation.*

Council proceeded into Closed Session at 7:57 p.m.

Deputy Mayor Smith declared a direct interest on Item 11(c). He vacated Council Chambers at 8:19 p.m. when Council discussed this Closed Session Item.

**Motion to Rise and Report from Closed Session Meeting of March 25<sup>th</sup>, 2020.**

**Resolution No: CR078-2020 Moved by: Sander Seconded by: Henderson**

*Be it resolved that Council rise and report from the Closed Session Meeting at 9:08 p.m.*

----Carried----

Deputy Mayor Smith resumed his seat at 9:08 p.m.

- a. **IDENTIFIABLE INDIVIDUAL [s. 239(2)(b)]**  
**Confidential Staff Report C012-20 submitted by the Deputy Clerk, Re:**  
**Traffic Advisory Committee – Replacement of Ward 3 Resident Member.**

**Resolution No: CR079-2020 Moved by: Henderson Seconded by: Smith**

*Be it resolved that Confidential Staff Report C012-20 be received; and  
That Council appoint Mike Jerry as the Ward 3 Resident representative to the Traffic  
Advisory Committee.*

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

- b. **LITIGATION [s. 239(2)(e)]**  
**IDENTIFIABLE INDIVIDUAL [s. 239(2)(b)]**  
**Re: Verbal Update - HRT0 File No. 2020-40422-I.**

**Resolution No: CR080-2020 Moved by: Sander Seconded by: Henderson**

*Be it resolved that the Verbal report from the Chief Administrative Officer in regards to  
HRT0 File No. 2020-40422-I be received; and  
That the Chief Administrative Officer be authorized to proceed as directed by Council.*

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

Deputy Mayor Smith vacated his seat for this portion of the meeting. He did not participate in any discussions or vote on this Item.

- c. **LABOUR RELTIONS [s. 239(2)(d)]**  
**Confidential Staff Report CAO020-20 submitted by the Chief Administrative  
Officer, Re: Terms and Conditions of Employment for Identifiable  
Individuals – Labour Relations.**

**Resolution No: CR081-2020 Moved by: White Seconded by: Henderson**

*Be it resolved that the Confidential Staff Report CAO020-20 be received; and  
That the Chief Administrative Officer be authorized to proceed as directed by Council.*

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

## **12. CONFIRMATION BY-LAW**

**By-law 2020-26**

**Resolution No: CR082-2020 Moved by: Henderson Seconded by: Sander**

*Be it resolved that leave be granted to introduce By-law 2020-26, that being a By-law to  
confirm the proceedings of the Council and Committee of the Whole meetings held on this  
25<sup>th</sup> day of March, 2020; and that said By-law be read a first, and taken as read a second  
and third time and finally passed.*

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

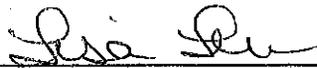
13. **ADJOURNMENT**

**Resolution No: CR083-2020 Moved by: Smith                      Seconded by: Henderson**

*Be it resolved that this meeting of the Council of the Township of Essa adjourn at 9:12 p.m. to meet again on the 1<sup>st</sup> day of April, 2020 following Committee of the Whole.*

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

  
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Sandie Macdonald, Mayor

  
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Lisa Lehr, Clerk