

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

**WEDNESDAY, FEBRUARY 3, 2021
(To follow Committee of the Whole)**

To view our live stream visit the Township of [Essa's YouTube Channel](#)

AGENDA

- 1. OPENING OF MEETING BY THE MAYOR**
- 2. DISCLOSURE OF PECUNIARY INTEREST**
- 3. ADOPTION OF PREVIOUS MINUTES AND MOTIONS**

p. 1 Recommendation: *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 Special Budget, Committee of the Whole and Regular Council meetings held on the 20th day of January, 2021 be adopted as circulated.*

- 4. CONSENT AGENDA**

Recommendation: *Be it resolved that the items listed in the Consent Agenda dated February 3, 2021 be received for information.*

- 5. COMMITTEE REPORTS**

p. 13 **a. Essa Public Library Board**

Recommendation: *Be it resolved that the minutes of the Essa Public Library Board from their meetings of December 14, 2020 and January 11, 2021 be received.*

p. 17 **b. Healthy Community Committee**

Recommendation: *Be it resolved that the minutes of the Healthy Community Committee from their meeting of January 21, 2021 be received.*

- 6. PETITIONS**

- 7. MOTIONS AND NOTICES OF MOTIONS**

- a. Proclamation – Purple Day for Epilepsy Awareness**

Recommendation: *WHEREAS on June 28, 2012, the Purple Day Act (Bill C-278) received a Royal Assent in Canada; and WHEREAS Epilepsy is a common neurological disease that is not well understood, and affects approximately 1 in every 100 persons in Simcoe County; and WHEREAS Epilepsy is a chronic neurological disease which affects each person differently, with the effects ranging from mild and relatively minor to extremely serious (which includes death); and*

*WHEREAS Epilepsy Simcoe County was established in 1978 to assist individuals, families, caregivers, and professionals in our area with education, support, and advocacy in relation to epilepsy awareness;
NOW THEREFORE BE IT RESOLVED THAT Council hereby proclaims March 26, 2021 as "Purple Day for Epilepsy Awareness" in the Township of Essa.*

8. UNFINISHED BUSINESS

9. BY-LAWS

p. 19 **a. By-law 2021-04**

Recommendation: *Be it resolved that leave be granted to introduce By-law 2021-04, that being a By-law to authorize participation in OMERS Primary Pension Plan ("Primary Plan"), and the Retirement Compensation Arrangement that provides benefits for members and former members of the Primary Plan ("RCA"), in respect of the councillors of the Corporation of the Township of Essa identified herein; and, that said By-law be read a first, and taken as read a second and third time and finally passed.*

p. 20 **b. By-law 2021-05**

Recommendation: *Be it resolved that leave be granted to introduce By-law 2021-05, that being a By-law to authorize the Mayor and the Clerk to enter into an amending Agreement with the Corporation of The Town of New Tecumseth for Connection to the Collingwood to Alliston Pipeline; and, that said By-law be read a first, and taken as read a second and third time and finally passed.*

10. QUESTIONS

11. CLOSED SESSION

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

- *Personal Matters about Identifiable Individuals [Municipal Act 2001, s.239(2)(b)]*
- *Advice subject to Solicitor-Client Privilege [Municipal Act 2001, s.239(2)(f)]; and*
- *Plans and Instructions for Negotiations [Municipal Act 2001, s.239(2)(k)].*

**Note: Livestream does not run during Closed Session Deliberations.
Motion to Rise and Report from Closed Session Meeting of February 3, 2021.**

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

12. CONFIRMATION BY-LAW

p. 25 **By-law 2021-06**

Recommendation: *Be it resolved that leave be granted to introduce By-law 2021-06, that being a By-law to confirm the proceedings of the Council and Committee of the Whole meetings held on this 3rd day of February, 2021; and that said By-law be read a first, and taken as read a second and third time and finally passed.*

13. ADJOURNMENT

Recommendation: *Be it resolved that this regular meeting of the Council of the Township of Essa adjourn at _____ p.m. to meet again on the 17th day of February, 2021 following Committee of the Whole.*

THE CORPORATION OF THE TOWNSHIP OF ESSA
SPECIAL MEETING – BUDGET
WEDNESDAY, JANUARY 20, 2021

MINUTES

A Meeting of Council was held virtually on Wednesday, January 20, 2021 and was livestreamed for viewing 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. Coleman, Manager of Parks and Recreation (electronic)
L. Wark, CEO Essa Public Library (electronic)
C. Ross Tustin, Fire Chief (electronic)
K. Pascoe, Deputy Clerk (electronic)
L. Lehr, Clerk (electronic)

1. OPENING OF MEETING BY THE MAYOR

Mayor Macdonald opened the meeting at 3:00 p.m.

2. DISCLOSURE OF PECUNIARY INTEREST

Deputy Mayor Smith declared an interest on Item 5(a) insofar as it relates to the salaries and benefits for the Parks and Recreation Department, on the basis that a family member is an employee in that Department. Deputy Mayor Smith advised Council that he would be putting a motion forward to divide the question.

CONSIDERATION OF ITEMS REQUIRING DISCUSSION AND GENERAL NATURE THEROF:

3. CLOSED SESSION

Resolution No: SCW001-2021 Moved by: Smith Seconded by: White

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 [s. 239(2)(b)];*
- *labour relations or employee negotiations [s. 239(2)(d)].*

---Carried---

Council proceeded into Closed Session Deliberations at 3:04 p.m. This portion of the meeting was not open to the public.

Following Closed Session Deliberations, Council rose and reported in the public forum as follows:

Motion to Rise and Report from Closed Session Meeting of January 20, 2021.

Resolution No: SCW002-2021 Moved by: Henderson Seconded by: Sander

Be it resolved that Council rise and report from the Closed Session Meeting at 3:19 p.m.
----Carried-----

- a. **PERSONAL MATTERS ABOUT IDENTIFIABLE INDIVIDUALS [s.239(2)(b)]
LABOUR RELATIONS / EMPLOYEE NEGOTIATIONS [s.239(2)(d)]
Re: Confidential Staff Report CAO063-20 – Pay Administration Project.**

Resolution No: SCW003-2021 Moved by: Smith Seconded by: Henderson

Be it resolved that Confidential Staff Report CAO063-20 regarding the Pay Administration Project as prepared by Ward & Uptigrove and dated December 20, 2020 be received; and That the Chief Administrative Officer be authorized to proceed as directed by Council.
----Carried-----

4. DELEGATIONS / PRESENTATIONS

- a. **Grass Cutting Business Plan**

In follow-up to the request of Council, the Manager of Parks and Recreation reviewed his Business Plan in respect to Grass Cutting being performed in-house versus the hiring of an external contractor, for the consideration of Council in the 2021 Budget.

- b. **PowerPoint Presentation – 2021 Draft Budget**

The Manager of Finance and the Deputy Treasurer provided Council with a brief overview of changes made to the Draft 2021 Budget, for Council's consideration.

STAFF REPORTS AND MEMORANDUMS

5. TREASURY

Resolution No: SCW004-2021 Moved by: Smith Seconded by: Henderson

Be it resolved that Item 5(a) be divided to allow for separate discussions and votes.
----Carried-----

- a. **Staff Report TR01-21 submitted by the Manager of Finance, re: 2021 Draft Budget**

Resolution No: SCW005-2021 Moved by: White Seconded by: Henderson

That Staff Report TR01-21 be received.

----Carried-----

Resolution No: SCW006-2021 Moved by: White Seconded by: Henderson

That Council approve the 2021 Budget in the amount of \$25,845,146.00 with a levy of \$8,097,650.00 with the exception of the portion relating to salaries and benefits in the Parks and Recreation Department.

----Carried-----

Deputy Mayor Smith declared an interest on the following Item. He was subsequently removed from the virtual meeting and did not vote or participate in any discussion on this Item.

Resolution No: SCW007-2021 Moved by: Henderson Seconded by: White

That Council approve the portion of the Budget relating to salaries and benefits in the Parks and Recreation Department.

----Carried-----

Deputy Mayor Smith returned for the remainder of the meeting.

Resolution No: SCW008-2021 Moved by: White Seconded by: Sander

That a tax rating by-law be prepared for the consideration of Council.

----Carried-----

6. ADJOURNMENT

Resolution No: SCW009-2021 Moved by: Smith Seconded by: Henderson

Be it resolved that this Special Meeting of the Council of the Township of Essa adjourn at 3:50 p.m.

----Carried-----

Sandie Macdonald, Mayor

Lisa Lehr, Clerk

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

**WEDNESDAY, JANUARY 20, 2021
MINUTES**

A Committee of the Whole meeting was held virtually on Wednesday, January 20, 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. Coleman, Manager of Parks and Recreation (electronic)
L. Wark, CEO Essa Public Library (electronic)
C. Ross Tustin, Fire Chief (electronic)
K. Pascoe, Deputy Clerk (electronic)
L. Lehr, Clerk (electronic)

1. OPENING OF MEETING BY THE MAYOR

Mayor Macdonald opened the meeting following the adjournment of the Special Budget Meeting at 3:59 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 PR001-21 submitted by the Manager of Parks and Recreation, re: Angus and Thornton Arena Pro-Shop.

Resolution No: CW001-2021 Moved by: Henderson Seconded by: Smith

Be it resolved that Staff Report PR001-21 be received; and

That Council authorize the Manager of Parks and Recreation to open a competition with a Request for Proposals for the lease of space inside the Angus and Thornton Arenas after March 31, 2021.

----Carried----

6. FIRE AND EMERGENCY SERVICES

7. PUBLIC WORKS

8. FINANCE

9. CLERKS / BY-LAW ENFORCEMENT / IT

- a. Staff Report C001-21 submitted by the Clerk, re: Letter of Support – Town of Innisfil Application for Broadband Infrastructure Funding.**

Resolution No: CW002-2021 Moved by: Smith Seconded by: Sander

*Be it resolved that Staff Report C001-21 be received; and
That Council of the Township of Essa support the application submitted by the Town of Innisfil to secure funding for their proposed Broadband Infrastructure Project.*

----Carried----

- b. Staff Report C002-21 submitted by the Clerk, re: By-law Enforcement Activity Summary (September 15 – December 31, 2020).**

Resolution No: CW003-2021 Moved by: Henderson Seconded by: White

Be it resolved that Staff Report C002-21 be received for information.

----Carried----

- c. Staff Report C003-21 submitted by the Clerk, re: Changes to Closed Meeting Investigator Fees.**

Resolution No: CW004-2021 Moved by: White Seconded by: Sander

Be it resolved that Staff Report C003-21 be received for information.

----Carried----

- d. **Staff Report C004-21 submitted by the Deputy Clerk, re: Request for Council Support of Application by Xplornet – Universal Broadband Fund Stream.**

Resolution No: CW005-2021 Moved by: White Seconded by: Smith

*Be it resolved that Staff Report C004-21 be received; and
That Council support the application of Xplornet to secure funding through the federal government under the Universal Broadband Fund Stream for their proposed Project;
and
That Staff be authorized to provide the requested letter.*

----Carried----

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

- a. **Staff Report CAO001-21 submitted by the Chief Administrative Officer, re: Council Policies.**

Resolution No: CW006-2021 Moved by: White Seconded by: Smith

Be it resolved that Staff Report CAO001-21 be received for information.

----Carried----

11. OTHER BUSINESS

- a. **Support for Applications – Broadband Infrastructure Projects in Essa**

Council provided non-financial blanket support for applications submitted in respect of the Universal Broadband Infrastructure Funding Program. They requested that the Clerk’s Department bring a report forward in the future listing the details of each applicant with project details.

- b. **Township Marketing Materials**

Council directed staff to bring a report forward in respect of marketing materials (with costs) to replace Township pins.

12. ADJOURNMENT

Resolution No: CW007-2021 Moved by: White Seconded by: Smith

Be it resolved that this meeting of Committee of the Whole of the Township of Essa adjourn at 4:09 p.m. to meet again on the 3rd day of February, 2021 at 6:00 p.m.

----Carried----

Sandie Macdonald, Mayor

Lisa Lehr, Clerk

THE CORPORATION OF THE TOWNSHIP OF ESSA
VIRTUAL REGULAR COUNCIL MEETING
WEDNESDAY, JANUARY 20, 2021

MINUTES

A Meeting of Council was held virtually on Wednesday, January 20, 2021 following Committee of the Whole and was livestreamed for viewing 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. Coleman, Manager of Parks and Recreation (electronic)
L. Wark, CEO Essa Public Library (electronic)
C. Ross Tustin, Fire Chief (electronic)
K. Pascoe, Deputy Clerk (electronic)
L. Lehr, Clerk (electronic)

1. OPENING OF MEETING BY THE MAYOR

Mayor Macdonald opened the meeting at 4:09 p.m.

2. DISCLOSURE OF PECUNIARY INTEREST

None.

3. ADOPTION OF PREVIOUS MINUTES AND MOTIONS

Resolution No: CR001-2021 Moved by: Smith Seconded by: Henderson

*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, Special Budget, Committee of the Whole and Regular Council meetings held on the 16th day of December, 2020 be adopted as circulated.*

----Carried----

4. CONSENT AGENDA

Resolution No: CR002-2021 Moved by: White Seconded by: Smith

Be it resolved that the items listed in the Consent Agenda dated January 20, 2021 be received for information; and

*That Items A3 and A10 be referred to Section B of the Consent Agenda for letters of support to be drafted; and
That Item A6(a) be referred to Section B of the Consent Agenda for the Manager of Parks and Recreation to reach out to the Health Unit in respect of offering the use of Essa Township facilities for COVID-19 vaccination sites; and
That Item A1 be referred to Section C of the Consent Agenda for a report to be brought forward at a future meeting by the Chief Administrative Officer.*

----Carried-----

5. COMMITTEE REPORTS

a. Healthy Community Committee

Resolution No: CR003-2021 Moved by: White Seconded by: Smith

Be it resolved that the minutes of the Healthy Community Committee from their meeting of November 19, 2020 and December 17, 2020, be received.

----Carried-----

b. Essa Public Library Board

Resolution No: CR004-2021 Moved by: Henderson Seconded by: Sander

Be it resolved that the minutes of the Essa Public Library Board from their meeting of November 23, 2020, be received.

----Carried-----

c. Parks and Recreation Committee

Resolution No: CR005-2021 Moved by: Smith Seconded by: Henderson

Be it resolved that the minutes of the Parks and Recreation Committee from their meeting of December 9, 2020, be received.

----Carried-----

6. PETITIONS

a. Petition – Rezoning Application for 14 Margaret Street and 18 Margret Street, Angus

Resolution No: CR006-2021 Moved by: Henderson Seconded by: Smith

Be it resolved that the petition dated December 15, 2020 in respect of the rezoning application for 14 and 18 Margaret Street (Angus) be received.

----Carried-----

7. MOTIONS AND NOTICES OF MOTIONS

a. Proclamation – Black History Month

Resolution No: CR007-2021 Moved by: Henderson Seconded by: Smith

WHEREAS the Township of Essa and Simcoe County's population is becoming increasingly diverse, Making Change encourages our community to recognize Black History Month as an opportunity to embrace diversity and to foster belonging and inclusion; and

WHEREAS Black History Month is a time to learn about the stories and many important contributions of local Black Canadians to the settlement, growth and development of Simcoe County, and about diversity of Black communities in Canada and their importance to the history of this country; and

NOW THEREFORE BE IT RESOLVED THAT Council hereby proclaims the month of February 2021 as Black History Month, and encourages residents of Essa Township to celebrate the many achievements and contributions of Black Canadians who have and continue to do so much to make Canada the culturally diverse nation it is today.

----Carried----

8. UNFINISHED BUSINESS

9. BY-LAWS

a. By-law 2021-01

Resolution No: CR008-2021 Moved by: Henderson Seconded by: Smith

Be it resolved that leave be granted to introduce By-law 2021-01, that being a By-law to authorize municipal borrowing for current expenditures for 2021; and, that said By-law be read a first, and taken as read a second and third time and finally passed.

----Carried----

b. By-law 2021-02

Resolution No: CR009-2021 Moved by: White Seconded by: Sander

Be it resolved that leave be granted to introduce By-law 2021-02, that being a By-law to authorize the levy and collection of an interim tax on all properties and property classes, and to establish the date(s) for payment of taxes, and to provide for penalty and interest; and, that said By-law be read a first, and taken as read a second and third time and finally passed.

----Carried----

10. QUESTIONS

11. CLOSED SESSION

Resolution No: CR010-2021 Moved by: Smith Seconded by: Henderson

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

- *Personal Matters about Identifiable Individuals [Municipal Act 2001, s.239(2)(b)]*
- *Acquisition or Disposition of Land [Municipal Act 2001, s.239(2)(c)]*
- *Litigation or Potential Litigation [Municipal Act 2001, s.239(2)(e)];*
- *Advice subject to Solicitor-Client Privilege [Municipal Act 2001, s.239(2)(f)]; and*
- *Plans and Instructions for Negotiations [Municipal Act 2001, s.239(2)(k)].*

----Carried----

Council proceeded into Closed Session Deliberations at 4:19 p.m. This portion of the meeting was not open to the public.

Council rose from Closed Session Deliberations and livestreaming resumed. Council passed the following in the public forum.

Motion to Rise and Report from Closed Session Meeting of January 20, 2021.

Resolution No: CR011-2021 Moved by: Smith Seconded by: Sander

Be it resolved that Council rise and report from the Closed Session Meeting at 5:42 p.m.

----Carried----

- a. **PLANS AND INSTRUCTIONS FOR NEGOTIATIONS [Municipal Act s.239(2)(k)]
Confidential Staff Report PW001-21 submitted by the Manager of
Public Works, re: County Road 21 (Murphy Road) and Denney Drive
Intersection Upgrades.**

Resolution No: CR012-2021 Moved by: Sander Seconded by: White

*Be it resolved that Confidential Staff Report PW001-21 be received; and
That Council's consideration on this matter be deferred to a future meeting in
February 2021.*

----Carried----

- b. **IDENTIFIABLE INDIVIDUALS [s. 239(2)(b)]
ADVICE SUBJECT TO SOLICITOR-CLIENT PRIVILEGE [s.239(2)(f)]
Confidential Staff Report CAO002-21 submitted by the Chief Administrative
Officer, re: Thornton Union Cemetery.**

Resolution No: CR013-2021 Moved by: Henderson Seconded by: Sander

Be it resolved that Confidential Staff Report CAO002-21 be received.

----Carried----

- c. **POTENTIAL LITIGATION [s. 239(2)(e)]**
Confidential Staff Report CAO003-21 submitted by the Chief Administrative Officer, re: Agricultural Rehabilitation.

Resolution No: CR014-2021 Moved by: Sander Seconded by: White

Be it resolved that the Confidential Staff Report CAO003-21 be received; and That the Chief Administrative Officer be authorized to proceed with Option No. 3 as outlined in this Confidential Staff Report.

---Carried---

- d. **DISPOSITION OF LAND [s. 239(2)(c)]**
Confidential Staff Report CAO004-21 submitted by the Chief Administrative Officer, re: Sale of Essa Street by Direct Sale to Neighbours.

Resolution No: CR015-2021 Moved by: Smith Seconded by: Henderson

Be it resolved that the Confidential Staff Report CAO004-21 be received; and That the Chief Administrative Officer be authorized to proceed with Option No. 2 as contained in this Confidential Staff Report and to sell Essa Street in Angus by direct sale to neighbouring landowners.

---Carried---

- e. **IDENTIFIABLE INDIVIDUALS [s.239(2)(b)]**
LITIGATION [s.239(2)(e)]
Confidential Staff Report CAO006-21 submitted by the Chief Administrative Officer, re: File No. HRT0 2020-40422-I.

Resolution No: CR016-2021 Moved by: White Seconded by: Sander

Be it resolved that Confidential Staff Report CO006-21 be received; and That the Chief Administrative Officer be authorized to proceed with Option No. 3 as outlined in this Confidential Report.

---Carried---

12. CONFIRMATION BY-LAW

By-law 2021-03

Resolution No: CR017-2021 Moved by: Sander Seconded by: White

Be it resolved that leave be granted to introduce By-law 2021-03, that being a By-law to confirm the proceedings of the Council and Committee of the Whole meetings held on this 20th day of January, 2021; 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: CR018-2021 Moved by: Smith Seconded by: Henderson

Be it resolved that this regular meeting of the Council of the Township of Essa adjourn at 5:46 p.m. to meet again on the 3rd day of February, 2021 following Committee of the Whole.

----Carried----

Sandie Macdonald, Mayor

Lisa Lehr, Clerk

Essa Public Library Board
Minutes
Monday, December 14, 2020, 7:00pm
Virtual meeting

Present: J. Bushey, C. Cryer, J. Hunter, S. Malick, A. Morrison, D. McKeever,
G. Newbatt, H. Sander, L. Wark, K. White

1. Call to Order at 7:02pm by Chair D. McKeever.

2. Respect and Acknowledgement Declaration (S. Malick):

Essa Public Library Board acknowledges that we are situated on the traditional land of the Anishnaabeg people. We acknowledge the enduring presence of First Nation, Métis and Inuit people on this land and are committed to moving forward in the spirit of reconciliation and respect.

3. Approval of the Agenda
2020:070 Moved: SM Seconded: JH Carried
THAT the Agenda for December 14, 2020 be approved as circulated with the additions of 13.3.2 - Draft 2021 Budget Review, and 14 - Closed Meeting.

4. No Conflicts of Interest were declared for proceedings before this Board.

5. Minutes of the Preceding Regular Meeting: November 23, 2020
2020:071 Moved: HS Seconded: JB Carried
THAT the Minutes of the November 23, 2020 Regular Meeting be approved as circulated.

6. Business Arising from past Minutes: None

7. Communications:

- 7.1 "Chicago Public Library says eliminating fines has paid off" – article from Chicago Sun (Nov 11)
- 7.2 South Simcoe Hall of Fame inductee W. Vanderpost – article (Nov 26)
- 7.3 Simcoe Muskoka District Health Unit – "Instructions to persons responsible for a business or organization" – letter (Dec 2)
- 7.4 Ontario Ministry of Health COVID-19 Screening Tool for Workplaces referred to in SMDHU letter above
- 7.5 FOPL article: "Public Libraries and Library Fines" (Nov 30)

8. Chairperson's Remarks:

Thanks Laura and Glenda for leadership, library staff, Library Board members and Essa Council for your support. Thank you.
Donella and myself wish you a good 2021.

9. Treasurer's Report:

9.1 Reserve Funds to Dec 31, 2020 for Thornton Branch: \$21,172.50

HCC Meeting Minutes

January 21, 2021

Attendees: Paula Hughes (Chair), Anne Learn-Sharpe, Angelica Tang, Susan Antler, Georgia Bubel, Shannon Stephens
 Staff: Elizabeth Davis, Aimee Powell

Webinar

SS – What date is good for webinar? Able to create it within a week or two, or later than that.

– Want to avoid volunteer tree planting April- May.

– Good site there, sandy, plant in spring or fall should be good times – mulch on site will be needed.

ALS – What are the advantages to solarizing for weed suppression?

SS – a strategy is to use cardboard as a buffer under the soil to suppress the seeds, solarizing sterilizes plants from weed seeds.

ALS – Could we do the preparatory solarizing in Spring and plant in the Fall?

SS – Committee can source topsoil delivery companies to find out cost per load for soil delivery – plan for at least a foot depth for cover of existing grass – could add compost and mulch.

AT – Will the Township give free mulch, for savings?

AP – We have not made the request of Parks and Recreation for this initiative yet, but they agreed to provide mulch in previous year. Staff will follow-up and advise the Committee.

ALS – Ensure webinar circulation to interest a few more people, ahead of planting time in the spring maybe by March.

ALS – Georgia provided her schedule, free in evenings or after 2:00 pm or 3:00 pm.

GB – Are there (Township) social media accounts to advertise?

AP – Yes, the Township has Twitter, Facebook and (our) Essa website – we will advertise the webinar and progress of the Fall plant to show the Community the Committee's progress.

SS – NVCA will advertise the events as well however we will have to be careful with (attendee) numbers, based on then current restrictions.

AT – Utopia group, Gris Mill to promote, or will we have a restriction on webinar?

SS – Platforms cap out on 100 for webinars, can always record and post on YouTube.

AP – ED will assist with the technical side to manage webinar, and participation list – do a share screen for the presentation.

ALS – Question and answer, like a chat box should be available on Zoom, and Staff can manage the questions.

AP – ED and AP can monitor and pose the questions to SS, provide questions in the chat rooms.

The Committee decided that Thursday March 25th, 2021 will be the date for the webinar.

SA – Will the political leader be invited?

AT – Invite Mayor and Keith White.

AP – We will ensure we send out Notice to all of Council to RSVP – offer to all.

SA – Encourage people to come, if sign up we can provide something. Need to encourage to attend that should be incorporated.

AT – To promote it we have to have a plan for the webinar, what will make people interested to hear about it?

ALS – the topic is ‘How to plant a pollinator garden and how to plant with pollinators’ requested Committee to come up with a title or logo, download to put in your garden.

SS – Can do a PowerPoint presentation, make it hands on how to create pollinator garden in your back yard, could mail people a pollinator seed mix.

SA – Has to be meaningful to the people watching the webinar, want to be really involved.

– Could packages of wildflowers to mail out.

AT – Can do picture competition to keep people connected send to the Township’s Facebook.

SS – Survey during seminar, pop up questions – ask if beginner gardens, and helps keeps people’s attention.

AP – Sounds possible, have an understanding of how many participants, make sure engagement is continual.

Budget

AP – Council provided 2021 Budget last night where \$10,000 has been allocated to HCC for Trails restoration and Ecopark. We still have the initial \$5,000 from the grant that is also to be applied.

List of the Plants Chosen for the Garden

SS – Plants we’ve chosen – send a list – depending what’s on it may guard your design.

– Will send a summary of what the webinar will include.

ALS- By next meeting, list of names for project, can decide on a title – then vote and discuss at next meeting.

SS – Probably want to choose a size, 2.5 for larger flats of plants, some larger can be 5-10. Best to cost it when you get the native list. Get order in when there is still good selection and have the soil arranged for delivery. Consolidate list and then get a quote.

ALS – based on the location, we need to know how were going to water the garden, as the fence area might be more accessible

AP – Watering will be challenging as there is no electricity on site so a pump would be costly. Rain barrels could be an alternative. There are limitations on this site and will have to better solution with Parks and Rec.

PH – we can look into the cost of rain barrels.

-Look into renting a pump.

Timing for Meeting

AP– HCC is the Committee available to meet during the day?

Committee confirmed they are not available to meet during the day, however decided that it works better for everyone to meet at 5:00 pm vs. 6:00 pm, for meetings moving forward.

New Members

AP– took a poll to see if anyone knows anyone that would be interested in joining the Committee To supplement existing members to ensure the meetings are well-attended and the Committee remains productive.

Meeting adjourned at 7:30 pm

Next Meeting is February 18th at 5:00 pm

THE CORPORATION OF THE TOWNSHIP OF ESSA

BY-LAW 2021 – 04

A By-law to authorize participation in the OMERS Primary Pension Plan ("Primary Plan"), and the Retirement Compensation Arrangement that provides benefits for members and former members of the Primary Plan ("RCA"), in respect of the councillors of the Corporation of the Township of Essa identified herein.

WHEREAS pursuant to subsection 6(1) of the Primary Plan an employer who is eligible under the Ontario Municipal Employees Retirement System Act, 2006 ("OMERS Act, 2006") to participate in the Primary Plan and the RCA may, by by-law or resolution, participate in the Primary Plan and the RCA and pay to the funds for the Primary Plan and the RCA the total of the employer and member contributions, and has all of the powers necessary and incidental thereto;

NOW THEREFORE Council of the Corporation of the Township of Essa ("Employer") hereby enacts as follows:

1. ELECTION RE: COUNCILLORS

The Employer shall participate in the Primary Plan and the RCA in respect of its councillors, as defined in section 1 of the Primary Plan, as amended from time to time, ("Councillor"), as of the first day of January 2021 ("Councillor Effective Date").

2. CURRENT COUNCILLORS

A Councillor in office on the Councillor Effective Date is entitled to become a member of the Primary Plan and the RCA on the first day of the month following the month in which the Councillor's application is received by the AC, provided that the AC may, at the request of the Employer, fix an earlier date on which the Councillor becomes a member but not before the date on which the Councillor became entitled to be a member or the first day of January in the year in which the application is received by the AC, whichever is the later date.

3. FUTURE COUNCILLORS

Every person who becomes a Councillor after the Councillor Effective Date shall become a member of the Primary Plan and RCA on the date he or she becomes a Councillor.

4. By-law No. 2020-75 is hereby repealed and rescinded.

READ A FIRST, AND TAKEN AS READ A SECOND AND THIRD TIME AND FINALLY PASSED on this the 3rd day of February, 2021.

Sandie Macdonald, Mayor

Lisa Lehr, Clerk

THE CORPORATION OF THE TOWNSHIP OF ESSA

BY-LAW 2021 - 05

A By-law Authorizing the Mayor and the Clerk to enter into an Amending Agreement with the Corporation of The Town of New Tecumseth for the supply of water from the Collingwood to Alliston Pipeline to Baxter.

WHEREAS Section 20 (1) of the *Municipal Act* 2001, S.O. 2001, c. 25, as amended, authorizes a municipality to enter into an agreement with one or more municipalities to jointly provide, for their joint benefit, any matter which all of them have the power to provide within their own boundaries; and

WHEREAS the Town of New Tecumseth is the owner of a water transmission trunk line (hereinafter called "the watermain") which carries water from the Town of Collingwood to New Tecumseth; and

WHEREAS Water Supply Agreements were executed and entered into between the Corporation of the Town of New Tecumseth and the Corporation of the Township of Essa, of which said Agreements made provisions for the supply of water to Baxter and Angus respectively;

NOW THEREFORE the Council of the Corporation of the Township of Essa enacts as follows:

1. That the Mayor and the Clerk be and are hereby authorized to execute an amending Agreement between The Corporation of the Township of Essa and The Corporation of The Town of New Tecumseth in the form attached hereto, and to affix the seal of the Corporation thereto.
2. That the execution of the aforementioned Agreement includes concurrence with the enclosed section B. 8 outlining the phase-in schedule for the purchase of water.
3. It is hereby declared that, notwithstanding any section, subsection, clause, paragraph or provision of this By-law or parts thereof which may be declared by a court of competent jurisdiction to be invalid, unenforceable, illegal or beyond the powers of Council to enact, such section or sections or parts thereof shall be deemed to be severable, and that all other sections or parts of this By-law are separate and independent and enacted as a whole. Same shall not affect the validity or enforceability of any other provision of this By-law or the By-law as a whole.

READ A FIRST, AND TAKEN AS READ A SECOND AND THIRD TIME AND FINALLY PASSED on this the 3rd day of February 2021.

Sandie Macdonald, Mayor

Lisa Lehr, Clerk

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WATER SUPPLY AMENDING AGREEMENT

THIS AGREEMENT MADE THIS 7TH DAY OF JANUARY, 2021,

BETWEEN:

THE CORPORATION OF THE TOWN OF NEW TECUMSETH

Hereinafter Referred To As "New Tecumseth"
OF THE FIRST PART

- and -

THE CORPORATION OF THE TOWNSHIP OF ESSA

Hereinafter Referred To As "Essa"
OF THE SECOND PART

WHEREAS the parties entered into a Water Supply Agreement dated the 7th day of May, 2007, which Agreement is still in force and a copy of which is attached hereto as Appendix "1";

AND WHEREAS the Water Supply Agreement made provision for the supply of water to the community of Baxter located in Essa from a pipeline under the jurisdiction of New Tecumseth;

AND WHEREAS the parties are desirous of amending the Agreement in order to increase the quantity of water to be supplied to Essa for the community of Baxter;

NOW THEREFORE in consideration of the mutual promises and covenants set out in this Amending Agreement, the parties hereto agree as follows:

A] BACKGROUND:

1. The parties hereto acknowledge the accuracy of the foregoing recitals and incorporate same as terms of this Amending Agreement.
2. Appendix "1" attached hereto shall form part of this Amending Agreement including the Primary Agreement (dated July 28, 1999) attached as Schedule "A" and the Water Connection Agreement (dated August 21, 2005) attached as Schedule "B" to the Water Supply Agreement.
3. The Water Supply Agreement attached hereto as Appendix "1" will continue to be in full force and effect except as specifically amended herein.

B] CONNECTION BY ESSA:

4. Essa will be entitled to increase its water taking from the pipeline from one hundred cubic metres (100m³) of water per day by an additional four hundred cubic metres (400m³) of water per day for a total permitted and required taking of five hundred cubic metres (500m³) of water per day subject to the terms of this Amending Agreement and the Water Supply Agreement.
5. The parties acknowledge that the existing connection to the pipeline at or near the intersection of Simcoe County Roads #10 and #21 is sufficient to permit the additional water taking so that no further connection construction will be required in order to implement the increased water taking.

- 6. Essa will continue to be solely responsible for all aspects of the Distribution System including regulatory approvals and supplying all data required by New Tecumseth in relation to the Distribution System.
- 7. Paragraph 12 of the Water Supply Agreement is amended by striking the reference to 100m³ per day and substituting it with 500m³ per day.
- 8. The increased water taking to five hundred cubic metres (500m³) per day will commence on a phased-in basis as follows:

Date	Increase in Flow (Cubic Metres)	Total Flow (Cubic Metres)
Existing	-----	100
October 1, 2021	50	150
July 1, 2022	50	200
January 1, 2023	50	250
July 1, 2023	50	300
January 1, 2024	50	350
July 1, 2024	50	400
January 1, 2025	50	450
July 1, 2025	50	500
January 1, 2026	0	500

Should Essa desire to increase the daily flow to the full one hundred cubic metres (100m³) annual threshold sooner than the dates set out in any year, Essa shall provide New Tecumseth with a minimum of thirty (30) days written notice in advance of the requested increase. Any such increase will only apply for the amount to be supplied within the calendar year the request is made and not exceed the annual allotment.

C] TERM:

- 9. The term of this Amending Agreement will continue to be as set out in the Water Supply Agreement with the exception that the term of twenty (20) years under the Original Agreement has expired but continues to be the working agreement between the parties to that Agreement. However, it is acknowledged that New Tecumseth is in the process of negotiating a new Primary Agreement with the Town of Collingwood. The term of that Agreement, when finalized, will deem to be the term that applies to this Amending Agreement. Otherwise, the terms of the Original Agreement will continue to be in effect until they are specifically amended.

D] FINANCIAL COMPENSATION:

- 10. Essa will pay to New Tecumseth the sum of Nine Hundred Thousand Five Hundred and Sixty-Nine Dollars (\$900,569.00) as a Buy-In Fee as a contribution on account of New Tecumseth's costs in relation to the pipeline in order to permit Essa to increase its water taking to five hundred cubic metres (500m³) per day for the Baxter community.
- 11. In relation to financial compensation for the supply of water, paragraphs 17, 18 and 20 of the Water Supply Agreement are amended as follows:
 - (i) The parties acknowledge that Essa is required to pay to New Tecumseth the amounts to be charged by New Tecumseth pursuant to Article 7 of the Primary Agreement (Schedule "A" of the Water Supply Agreement) and in particular, the items charged for pursuant to Article 7.02. Those amounts as set out in paragraph 17 of the

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Water Supply Agreement are hereby amended to reflect the current amounts being paid as of January 1st, 2021 as follows:

(a) production costs;	-	42.64¢ m ³
(b) capital charge;	-	5.00¢ m ³
(c) debt contribution;	-	8.50¢ m ³
(d) transmission charge;	-	19.00¢ m ³
TOTAL:	-	75.14¢ m³

- (ii) The amount to be paid pursuant to paragraph 18 of the Water Supply Agreement for pipeline maintenance is currently set at 4.37¢ m³.
- (iii) The 3% administration fee provided for in paragraph 20 of the Water Supply Agreement is currently set at 2.39¢ m³.
- (iv) As a result of the above, the total current water rate as of January 1, 2021 is 81.40¢ m³ (74.15¢ m³ + 4.37¢ m³ + 2.39¢ m³).

Essa acknowledges that the foregoing amounts being charged pursuant to the Primary Agreement and this Amending Agreement are subject to change and Essa shall pay such amount as, from time-to-time, is determined under the Primary Agreement.

- 12. The remaining paragraphs under "Financial Compensation" in the Water Supply Agreement will continue to apply with the exception that the reference to one hundred cubic metres (100m³) per day in paragraphs 19 and 21 of the said Water Supply Agreement will be hereby amended to five hundred cubic metres (500m³) per day.

E] UPGRADES AND EXPANSION:

- 13. There are no amendments or changes to the paragraphs under this Section of the Water Supply Agreement.

F] RESTRICTIONS AND WAIVERS:

- 14. There are no amendments to the paragraphs under this Section of the Water Supply Agreement.

G] DEFAULT:

- 15. There are no amendments to the paragraphs under this Section of the Water Supply Agreement.

H] ADMINISTRATION:

- 16. There are no amendments to the paragraphs under this Section of the Water Supply Agreement and the following provisions are confirmed for the purposes of this Amending Agreement:
 - (a) This Amending Agreement may be executed in counterparts as set out in paragraph 40 of the Water Supply Agreement;
 - (b) Time shall be of the essence of this Amending Agreement; and

- (c) This Amending Agreement shall be governed by the laws of the Province of Ontario and shall enure to the benefit of and be binding upon the respective successors of the parties.

IN WITNESS WHEREOF the parties have hereunto affixed their respective seals under the hands of their proper officers duly authorized in that behalf.

**THE CORPORATION OF THE TOWN
OF NEW TECUMSETH**

Per:

RICK MILNE, MAYOR

BARBARA KANE, ACTING CLERK

We have authority to bind the Corporation.

**THE CORPORATION OF THE TOWNSHIP
OF ESSA**

Per:

SANDIE MACDONALD, MAYOR

LISA LEHR, CLERK

We have authority to bind the Corporation.

THE CORPORATION OF THE TOWNSHIP OF ESSA**BY-LAW 2021 – 06**

Being a By-law to confirm the proceedings of the Council meeting held on the 3rd day of February, 2021.

THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF ESSA
HEREBY ENACTS AS FOLLOWS:

THAT the action of the Council at its meeting held on the 3rd day of February, 2021 and, in respect of each recommendation contained in the Minutes of the Special meetings held on the 20th day of January, 2021, the Regular Council meeting held on the 20th day of January, 2021 and the Committee of the Whole meeting held on the 20th day of January, 2021; and, in respect of each motion, resolution and other action passed and taken by Council at the said meetings, is, except where prior approval of the Ontario Municipal Board is required, hereby adopted, ratified and confirmed.

THAT the Mayor and the proper officials of the Township of Essa are hereby authorized and directed to do all things necessary to give effect to the said actions or to obtain approvals where required, and to execute all documents as may be necessary in that behalf and the Clerk is hereby authorized and directed to affix the Corporate Seal to all such documents.

READ A FIRST, AND TAKEN AS READ A SECOND AND THIRD TIME AND
FINALLY PASSED on this the 3rd day of February, 2021.

Sandie Macdonald, Mayor

Lisa Lehr, Clerk