

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

**WEDNESDAY, NOVEMBER 20, 2019
6:00 p.m.**

MINUTES

A Committee of the Whole meeting was held on Wednesday, November 20, 2019 in the Council Chambers of the Administration Centre, Township of Essa.

In attendance: Mayor Sandie Macdonald
Councillor Keith White
Councillor Henry Sander
Deputy Mayor Michael Smith
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
J. Coleman, Manager of Parks and Recreation
C. Traynor-Richter, Manager of Finance
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 Michael Smith declared a direct interest on Item 10 (b) as he has an active Fill Permit.

3. DELEGATIONS / PRESENTATIONS / PUBLIC MEETINGS

- a. Delegation – Brookfield Development**
Rayna Thompson, Jennifer Haslett, David Murphy, Mike Jones
Re: Review of the Wastewater System for the Marshall Residential Subdivision/Hartland Subdivision, Baxter.

David Murphy and Mike Jones were in attendance to appeal to Council for their consideration to support the submission of a new Environmental Assessment (EA) by Brookfield Development in respect of the Wastewater System for the Marshall Residential / Heartland subdivision to be located in Baxter. David Murphy and Mike Jones explained that the previous EA was conducted in 2012 and it recommended a local collection system with a pump station and forcemain connecting to the Angus Sewage Treatment Plant. The representatives from Brookfield explained that new technologies for on-site treatment systems have become available since 2012 which may provide a more practical and economical solution for wastewater in this new subdivision. The representatives identified areas of concern with the 2012 EA as those being: environmental, public health and safety, aesthetics, land requirements,

operational and maintenance costs, in addition to construction costs. As such, they want to re-evaluate the studies submitted in the original 2012 EA.

Mayor Macdonald thanked Brookfield for their presentation and advised that staff would prepare a report for Council's consideration at a future meeting. Additionally, Council requested that residents be notified of updates.

STAFF REPORTS

4. PLANNING AND DEVELOPMENT

- a. **Staff Report PD055-19 submitted by the Manager of Planning and Development, re: Delivery of Ontario Building Code Services.**

Resolution No: CW210-2019 Moved by: Sander Seconded by: Smith

Be it resolved that Staff Report PD055-19 be received for information.

----Carried----

5. PARKS AND RECREATION/ COMMUNITY SERVICES

- a. **Staff Report PR007-19 submitted by the Manager of Parks and Recreation, re: Addition of Salt/Sand to Snow Removal Contracts.**

Resolution No: CW211-2019 Moved by: White Seconded by: Smith

*Be it resolved that Staff Report PR007-19 be received; and
That the Manager of Parks and Recreation be directed to continue investigating other options.*

----Carried----

6. FIRE AND EMERGENCY SERVICES

7. PUBLIC WORKS

8. FINANCE

- a. **Staff Report TR022-19 submitted by the Tax Collector, re: Request to Write Off/Adjust 2016, 2017, 2018 and 2019 Taxes.**

Resolution No: CW212-2019 Moved by: Sander Seconded by: Henderson

*Be it resolved that Staff Report TR022-19 be received; and
That the Tax Collector be authorized to adjust taxes on the accounts listed on Schedules "A", "B", "C" and "D" of this report.*

----Carried----

9. CLERKS / BY-LAW ENFORCEMENT / IT

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

- a. **Staff Report CAO054-19 submitted by the Chief Administrative Officer, re: Request for Council Reconsideration – Improvements to Murphy Road and Denney Drive.**

MOTION AS AMENDED:

Resolution No: CW213-2019 Moved by: Smith Seconded by: White

Be it resolved that Staff Report CAO054-19 be received; and That Council approve an Intersection Pedestrian Signal (IPS) for the intersection of Murphy Road and Denney Drive in Baxter to be funded by Brookfield Residential (Ontario) LP, provided that Brookfield submit funds to cover the full cost of future traffic signals at the same intersection.

----Carried----

Deputy Mayor Smith declared a direct interest in Item 10 (b). He vacated his seat and did not participate in any discussion or vote on this Item.

- b. **Staff Report CAO055-19 submitted by the Chief Administrative Officer, re: Fill By-law.**

Resolution No: CW214-2019 Moved by: White Seconded by: Sander

Be it resolved that Staff Report CAO055-19 be received; and That Council prohibit the placing of fill on property in the Township; and That Council provide an exception to the prohibition for bona fide farmers provided they meet the definition of a bona fide farmer and are limited to a specified quantity of fill in accordance with the criteria as outlined in the body of this report.

----Carried----

Deputy Mayor Smith resumed his seat for the remainder of the meeting.

- c. **Staff Report CAO056-19 submitted by the Chief Administrative Officer, re: Stand-by Policy.**

Resolution No: CW215-2019 Moved by: White Seconded by: Sander

Be it resolved that Staff Report CAO056-19 be received; and That Council approve adopting a Stand-by Policy to ensure coverage during off-hours (such as on weekends) so that Roads and Parks and Recreation staff will attend to minor and major emergencies or pressing matters as they arise.

----Carried----

- d. **Staff Report CAO057-19 submitted by the Chief Administrative Officer,
re: Strategic Plan.**

Resolution No: CW216-2019 Moved by: Henderson Seconded by: Smith

*Be it resolved that Staff Report CAO057-19 be received; and
That Council endorse the Strategic Plan as attached, with the understanding that the
strategic actions can be added to.*

----Carried----

11. OTHER BUSINESS

- a. **Council Request for Report – Upgrade of All Gravel Roads to Paved
Condition.**

Council requested that a report be brought forward to outline the remaining gravel roads
in Essa, which could be considered for upgrading to paved conditions.

- b. **Angus Santa Claus Parade – Saturday November 23, 2019**

Mayor Macdonald reminded Council and members of the public that the Angus Santa
Claus Parade was taking place on Saturday November 23, 2019 (10:00 a.m.)

- c. **Thornton Christmas Tree Lighting Ceremony (December 1, 2019)**

Councillor Sander reminded Council and members of the public that the Tree Lighting
Ceremony would be taking place in Thornton on December 1, 2019 (6:00 p.m.).

12. ADJOURNMENT

Resolution No: CW217-2019 Moved by: Smith Seconded by: Sander

*Be it resolved that this meeting of Committee of the Whole of the Township of Essa
adjourn at 6:46 p.m. to meet again on the 4th day of December, 2019 at 6:00 p.m.*

----Carried----



Sandie Macdonald, Mayor



Lisa Lehr, Clerk