

**THE CORPORATION OF THE TOWNSHIP OF ESSA
VIRTUAL COMMITTEE OF THE WHOLE MEETING
WEDNESDAY, JUNE 2, 2021**

MINUTES

A Committee of the Whole meeting was held virtually on Wednesday, June 2, 2021 and was livestreamed to the public on the Township of Essa's YouTube Channel.

In attendance: Mayor Sandie Macdonald
Deputy Mayor, Michael Smith
Councillor Henry Sander
Councillor Ron Henderson

Staff in attendance: C. Healey-Dowdall, Chief Administrative Officer
C. Traynor, Manager of Finance
M. Mikael, Manager of Public Works
A. Powell, Manager of Planning and Development
C. Murphy, Planner
J. Coleman, Manager of Parks and Recreation
D. Burgin, Deputy Fire Chief (left meeting at 6:25 p.m.)
K. Pascoe, Deputy Clerk
L. Lehr, Manager of Legislative Services

Guests: Brandi Clement, Jones Consulting Group
Jon Ingram, Jones Consulting Group
Rowan Faludi, Urban Metrics Inc.

1. OPENING OF MEETING BY THE MAYOR

Mayor Macdonald opened the meeting at 6:04 p.m.

Council expressed their thoughts and condolences to the affected families of the 215 indigenous children that were found in a mass grave at a residential school in Kamloops, BC. They observed 2 minutes and 15 seconds of silence in recognition for each child.

2. DISCLOSURE OF PECUNIARY INTEREST

None.

3. DELEGATIONS / PRESENTATIONS / PUBLIC MEETINGS

**Public Meeting – OPA 35, ZBA Z5/20 and Draft Plan of Subdivision
re: 6537 Browns Line and 8307 County Road 10, Angus**

See Separate set of minutes.

STAFF REPORTS

4. PLANNING AND DEVELOPMENT

- a. **Staff Report PD013-21 submitted by the Manager of Planning and Development, re: Proposed Zoning By-law Amendment Z2/21 – 28 Brentwood Road, Angus.**

Resolution No: CW078-2021 Moved by: Smith Seconded by: Henderson

*Be it resolved that Staff Report PD013-21 be received; and
That Council direct staff to proceed with processing the subject application and the scheduling of a Public Meeting.*

----Carried----

5. PARKS AND RECREATION / COMMUNITY SERVICES

6. FIRE AND EMERGENCY SERVICES

7. PUBLIC WORKS

8. FINANCE

- a. **Reduction of Securities – Brookfield Residential, Marshal Subdivision.**

Resolution No: CW079-2021 Moved by: Smith Seconded by: Sander

Be it resolved that Council approve a reduction in securities relating to Brookfield Residential, Marshal Subdivision, as recommended by the Manager of Public Works as follows:

<i>Current Securities Held by Township of Essa:</i>	<i>\$4,074,959.56</i>
<i>LESS Recommended Reduction:</i>	<i>\$420,515.66</i>
<i>Securities to be Retained by Township of Essa:</i>	<i>\$3,654,443.90</i>

And,

That this approval is conditional upon the Developer providing the municipality with a Statutory Declaration indicating that all accounts have been paid in full, including all of the Township's legal and engineering costs.

----Carried----

9. CLERKS / BY-LAW ENFORCEMENT / IT

- a. **Staff Report C013-21 submitted by the Manager of Legislative Services, re: 2021 Council Vacancy – Ward 1 Councillor.**

Resolution No: CW080-2021 Moved by: Sander Seconded by: Henderson

Be it resolved that Staff Report C013-21 be received; and

*That Council direct staff to proceed with filling the vacancy for the seat of Councillor Ward 1 by means of appointment through an Open Call for Applications; and
That the Draft "Council Vacancy" Policy be amended per Council's direction, with the amended Policy to be presented to Council for consideration of approval at its meeting on June 16, 2021; and
That a Special Meeting of Council be scheduled for July 7, 2021 at 1:00 p.m. for the purpose of filling the council vacancy in Ward 1.*

----Carried----

- b. Staff Report C014-21 submitted by the Manager of Legislative Services, re: Council Vacancy – Appointments to Local Boards and Committees.**

MOTION AS AMENDED

Resolution No: CW081-2021 Moved by: Henderson Seconded by: Sander

*Be it resolved that Staff Report C014-21 be received; and
That, as the result of a council vacancy, Council appoint members to the various committees and boards for the remainder of the term as follows:*

- *Mayor Macdonald to the Angus BIA Board of Directors; and*
- *Deputy Mayor Smith to the NVCA Board of Directors.*

----Carried----

- c. Staff Report C015-21 submitted by the Deputy Clerk, re: Proposed Amendments to Fees and Charges By-law 2013-28.**

Resolution No: CW082-2021 Moved by: Sander Seconded by: Smith

*Be it resolved that Staff Report C015-21 be received; and
That staff be authorized to proceed with a Public Meeting to consider proposed amendments to fees and charges as described within this report.*

----Carried----

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

- a. Staff Report CAO022-21 submitted by the Chief Administrative Officer, re: Grass Cutting.**

MOTION AS AMENDED

Resolution No: CW083-2021 Moved by: Sander Seconded by: Henderson

*Be it resolved that Staff Report CAO022-21 be received; and
That Council authorize use of Varcoe Maintenance for a week of grass cutting across the municipality at a rate of \$7,400.00 (plus HST) to cover for municipal staff absence due to COVID and protocols and advice of the Simcoe Muskoka District Health Unit (SMDHU) to eliminate the spread of COVID-19 and variants amongst staff in the municipality.*

----Carried----

- b. Staff Report CAO023-21 submitted by the Chief Administrative Officer,
re: Operation of Thornton Union Cemetery – Fees/Hours/Services.**

MOTION AS AMENDED

Resolution No: CW084-2021 Moved by: Sander Seconded by: Smith

*Be it resolved that Staff Report CAO023-21 be received; and
That Council acknowledge that all 3 members of the Thornton Union Cemetery Board
voted to “terminate our operating license” immediately effective March 19, 2021; and
That Council acknowledge that the records and accounts of the Thornton Union
Cemetery were turned over to the municipality on April 19 and May 3, 2021, following
instruction of the Province (Bereavement Authority of Ontario); and
That Council acknowledge that the Thornton Union Cemetery Board submitted
\$27,746.14 for operations, and \$6,083.15 for care and maintenance, to the
municipality on May 3, 2021; and
That Council consider increasing fees for interment rights and other cemetery services
in accordance with Attachment 1 to this Report; and
That Council recognize that certain services may not be available throughout 2021, in
order to accommodate the transition of the operation of the cemetery and that such
services, currently not available, are identified with an asterisk in the Attachment #1;
and more specifically,
That the sale of burial rights at the Thornton Union Cemetery be put on hold in 2021 or
until such time that a reliable map has been created to determine where burials have
taken place and where plots are available for future burials to the satisfaction of the
BAO, who had previously imposed a ‘stop sales order’ on sales at the Thornton Union
Cemetery, unless an exception is granted for someone who passes in 2021 or prior to
the lifting of the hold on sales, by the CAO of the municipality, due to a death and
whereby the family can prove residency in Essa for a minimum of ten years*

----Carried----

11. OTHER BUSINESS

- a. Healthy Community Committee Pollinating Garden Event – June 4, 2021**

The Manager of Planning and Development advised that the Health Community Committee organized a “plant” date on June 4, 2021 at 8:30 a.m. at Leclair Park. Committee members are encouraging more youth to participate in the event. Those interested in participating can send an email to edavis@essatownship.on.ca.

- b. Request for Report – Fireworks By-law 2020-59**

As a result of complaints filed over the Victoria Day weekend, Council requested that a report to be brought forward by staff to revisit the current Fireworks By-law; more specifically, the discharge of fireworks in urban residential areas, and the designated days/times.

c. Request for Staff Assistance Watering Flowerbed at Administration Centre

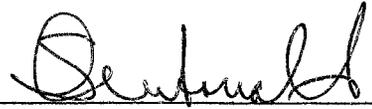
Council requested that staff assist with watering of the flowerbed at the Administration Centre.

12. ADJOURNMENT

Resolution No: CW085-2021 Moved by: Smith Seconded by: Henderson

Be it resolved that this meeting of Committee of the Whole of the Township of Essa adjourn at 7:30 p.m., to meet again on the 16th day of June, 2021 at 6:00 p.m.

----Carried-----



Sandie Macdonald, Mayor



Lisa Lehr, Manager of Legislative Services