

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

**WEDNESDAY, SEPTEMBER 4, 2019
6:00 p.m.**

MINUTES

A Committee of the Whole meeting was held on Wednesday September 4, 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. Ross Tustin, Fire Chief
J. Coleman, Manager of Parks and Recreation
K. Pascoe, Deputy Clerk
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

None.

3. DELEGATIONS / PRESENTATIONS / PUBLIC MEETINGS

- a. **Brookfield Residential**
David Murphy, Vice President and Rayna Thompson, Director
Re: Intersection Pedestrian Signal (IPS)

Rayna Thompson and David Murphy provided Council with a brief history on the development in Baxter specific to the Murphy Road/Denney Drive Intersection. They informed Council that a Traffic Impact Study (TIS) was submitted in 2017 that recommended traffic signalization to improve intersection capacity and reduce delays at the intersection in addition to providing a safe crossing for pedestrians, however the County of Simcoe deemed full traffic signalization as unwarranted given that there were some discrepancies in the TIS. Rather, it was stated that the County of Simcoe was in support of the installation of an Intersection Pedestrian Signal at that time. Since submission of the original signalization design, the County of Simcoe has identified that full traffic signalization will require left turn lanes in addition to the need for greater lane widths and taper lengths, as well as utility and infrastructure relocations.

The representatives from Brookfield Residential appealed to Council for reconsideration of full traffic signalization at the Murphy Road/Denney Drive intersection, and are looking for Council's support of the installation of an Intersection Pedestrian Signal in its place.

Mayor Macdonald thanked the Brookfield Residential representatives for their presentation.

Council requested that staff write to the County to request consideration of lesser standards for the signalization design and Council members would follow up with the County as well. Councillor Henderson pointed out that it is a savings to the taxpayer if the developer pays for the ultimate required treatment at this time rather than the taxpayers having to pay later when signals are warranted.

b. OPP – Nottawasaga Detachment

Inspector Steve Clegg, Nottawasaga OPP Detachment Commander

Staff Sergeant Brett Carson, Central Region Traffic Manager

Acting Staff Sergeant Tom Shantz, Nottawasaga OPP Operations Manager

Sergeant Chris McConnell, Nottawasaga OPP Detachment

Re: Traffic Calming and Speed Enforcement Measures

Representatives of the OPP were in attendance at the request of Council in order to provide Council with recommendations on traffic calming measures to address speeding, for consideration in the Township of Essa. The request was made of Council in response to the public's growing concerns of speeding and traffic enforcement in the municipality.

Inspector Steve Clegg provided Council with a brief overview of the following:

- Boundary coverage
- Breakdown of occurrences involving OPP assistance (2018 and 2019)
- Staffing levels at the Detachment in addition to deployment per platoon
- Effect of growth on the detachment and the areas under its jurisdiction
- Breakdown of traffic-related charges (2018 and 2019, with projected statistics for September to December 2019)

Sergeant Chris McConnell explained the methods currently used by the detachment for traffic enforcement (ie: collection of data and information; creation of analytics; focus patrols; engagement and education), and reminded Council that calls for service are a higher priority than traffic enforcement. He stated that a 1-800 number will be set up for residents to call specifically for traffic/speeding concerns.

At the request of Council, the OPP representatives provided information on the following:

- **Overtime / Paid Duty Officers dedicated to conducting Traffic Enforcement in Essa**
 - additional cost to Township over the current contract
 - municipality would be required to generate analytics/data
 - would only be a short-term measure
 - officer would have to leave when calls for service were received

- **Photo Radar**
 - Bill 65 (Safer School Zones Act 2017) received Royal Assent on May 30, 2017 and permits photo radar in school zones only
 - Changes to the *Highway Traffic Act* have not yet been proclaimed and as such, are not in force as of yet; thus, use of photo radar as deterrent is not yet available
 - Photo Radar Regulations must be approved prior to using

- **Speed Limits**
 - Speed limits need to be reasonable for all who share the roadway
 - Speed limits need to be consistent
 - Signage needs to be properly posted so as to alert the motorists of changes in speed

- **Implementing Traffic Calming Measures**
 - Types for consideration: neighbourhood traffic circles (round-a-bout), raised intersections, lane striping, speed bumps

The OPP recommended that Council consider creating a Focus Group specific to “Essa Township Traffic Management” as a starting point. This will create an open dialogue and instil confidence that all involved are working towards a solution for a safer community. Additionally, it will ensure that those with issues relating to traffic can have a voice and be heard.

Mayor Macdonald thanked those in attendance for the information.

Council requested that a motion be brought forward at the next meeting to urge the Province to approve the Regulations allowing for the use of Photo Radar on municipal roads. Additionally, they requested that a staff report be prepared specific to the recommended Focus Group, and that staff work closely with the OPP to draft a Speed Limit Policy.

STAFF REPORTS

4. PLANNING AND DEVELOPMENT

- a. **Staff Report PD039-19 submitted by the Manager of Planning and Development, re: Pre-Consultation Process Update.**

Resolution No: CW151-2019 Moved by: Smith Seconded by: White

*Be it resolved that Staff Report PD039-19 be received; and
That Council approve the recommended procedure as stated in this report for the Pre-Consultation Process requirements through the passing of a By-law.*

----Carried----

- b. Staff Report PD040-19 submitted by the Manager of Planning and Development, re: Appointment of Zoning Administrators.**

Resolution No: CW152-2019 Moved by: Henderson Seconded by: Smith

*Be it resolved that Staff Report PD040-19 be received; and
That Council appoint Elizabeth Davis and Liam Munnoch as Zoning Administrators.*

----Carried----

- c. Staff Report PD041-19 submitted by the Manager of Planning and Development, re: Fee Schedule Update – Planning Administration.**

Resolution No: CW153-2019 Moved by: Sander Seconded by: Smith

*Be it resolved that Staff Report PD041-19 be received; and
That Council authorize staff to proceed with a public meeting on the recommended Fee Schedule amendments.*

----Carried----

- d. Staff Report PD042-19 submitted by the Manager of Planning and Development, re: Zoning By-law Amendment Application – 150 Mill Street.**

Resolution No: CW154-2019 Moved by: White Seconded by: Henderson

*Be it resolved that Staff Report PD042-19 be received; and
That Council authorize staff to proceed with scheduling a public meeting, and the continued processing of the subject Zoning By-law Amendment.*

----Carried----

- e. Staff Report PD043-19 submitted by the Manager of Planning and Development, re: 2019 Simcoe County Age-Friendly Municipal Grant Program.**

Resolution No: CW155-2019 Moved by: Sander Seconded by: Henderson

*Be it resolved that Staff Report PD043-19 be received; and
That Council support the current proposed activities and willingness to provide overall grant management for the Township of Essa's Age-Friendly Community initiative, as described in this Report; and
That Council authorize Staff to apply for the 2019 Simcoe County Age-Friendly Municipal Grant Program to be in receipt of \$10,000.00.*

----Carried----

- f. Staff Report PD044-19 submitted by the Manager of Planning and Development, re: Proposed Telecommunications Tower, 329 Mill Street – Municipal Affairs Manager, Shared Network Canada.**

MOTION AS AMENDED:

Resolution No: CW156-2019 Moved by: Smith Seconded by: Sander

*Be it resolved that Staff Report PD044-19 be received; and
That Council approve the application for a proposed cell tower to be located at 329 Mill Street, Angus; and
That a condition be included in the approval to allow for usage of space on the tower by municipal departments, at no additional cost to the municipality.*

----Carried----

- g. Staff Report PD045-19 submitted by the Manager of Planning and Development, re: Request to Enter into a Pre-Servicing Agreement with Brookfield Residential – 103 Denney Drive, Baxter.**

MOTION AS AMENDED

Resolution No: CW157-2019 Moved by: Sander Seconded by: White

*Be it resolved that Staff Report PD045-19 be received; and
That Council authorize staff to enter into a Pre-Servicing Agreement with Brookfield Residential which pertains to all lands within Phase 1 and 2, and Part 1 of Plan 51R-41354 the development located at 103 Denney Drive, Baxter, provided that Brookfield Residential secure 100 percent of the works.*

----Carried----

- h. Staff Report PD046-19 submitted by the Manager of Planning and Development, re: Building Branch Resources Review.**

Resolution No: CW158-2019 Moved by: Sander Seconded by: Smith

*Be it resolved that Staff Report PD046-19 be received; and
That Council authorize staff to advertise for temporary contracted services to support building operations, during which time there remains a vacancy and Staff is unqualified to conduct all necessary inspections.*

----Carried----

- i. Correspondence from the Township of Essa to the Ministry of Municipal Affairs and Housing, re: Proposed Changes to O. Reg 82/98.**

Resolution No: CW159-2019 Moved by: Smith Seconded by: Sander

Be it resolved that the Correspondence from the Township of Essa to the Ministry of Municipal Affairs and Housing regarding Proposed Changes to O. Reg 82/98 be received for information.

----Carried----

5. PARKS AND RECREATION/ COMMUNITY SERVICES

- a. **Staff Report PR004-19 submitted by the Manager of Parks and Recreation, re: Baxter Pitching Mound.**

Resolution No: CW160-2019 Moved by: Sander Seconded by: Henderson

*Be it resolved that Staff Report PR004-19 be received; and
That Council approve the installation of a permanent pitching mound for the Baxter Ball Diamond during 2019 by awarding the contract to Marco-co Clay at a cost of \$4,668.31 including H.S.T.*

----Carried----

6. FIRE AND EMERGENCY SERVICES

7. PUBLIC WORKS

- a. **Staff Report PW033-19 submitted by the Manager of Public Works, re: Winter Sand Tender Results.**

Resolution No: CW161-2019 Moved by: Henderson Seconded by: Smith

*Be it resolved that Staff Report PW033-19 be received; and
That the tender as submitted by Duivenvoorden for the purchase, mixing and stacking of winter sand in the amount of \$133,800.00 (plus H.S.T.) be accepted as per Township specifications.*

----Carried----

8. FINANCE

- a. **Release of Securities – San Diego Homes**

Resolution No: CW162-2019 Moved by: White Seconded by: Smith

Be it resolved that Council approve a Release of Securities relating to San Diego Homes, as recommended as follows:

Current Securities Held by Township	\$ 200,000.00
Recommended Reduction	(\$ 200,000.00)
Securities to be Retained	\$ 0

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 C025-19 submitted by the Clerk, re: Proposed Amendments to Essa's Business Licencing By-law 2011-20 – Recreational Facilities-Event Venues.**

Resolution No: CW163-2019 Moved by: White Seconded by: Smith

*Be it resolved that Staff Report C025-19 be received; and
That Council approve an amendment to the Township's Business Licensing By-law 2011-20 to include Schedule 8B "Recreational Facilities-Event Venues" as amended;
and
That the appropriate By-law be brought forward for Council's consideration, once appropriate Notice has been provided to the public.*

----Carried----

- b. **Staff Report C028-19 submitted by the Clerk, re: Inclusion of Cats in "Animal Owner Responsibilities" – Canine Control By-law 2006-18.**

Resolution No: CW164-2019 Moved by: White Seconded by: Sander

Be it resolved that Staff Report C028-19 be received for information.

----Carried----

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

- a. **Staff Report CAO034-19 submitted by the Chief Administrative Officer, re: Public Transit.**

Resolution No: CW165-2019 Moved by: White Seconded by: Smith

*Be it resolved that Staff Report CAO034-19 be received; and
That Council consider the options available to it concerning public transit and approve directing staff to explore a partnership with the taxi company of Angus, Abe's Taxi, to provide a subsidy for certain specified trips which meet with the goals of Essa.*

----Carried----

- b. **Staff Report CAO035-19 submitted by the Chief Administrative Officer, re: Hiring Policy – Proposed Modifications.**

Resolution No: CW166-2019 Moved by: Sander Seconded by: White

*Be it resolved that Staff Report CAO035-19 be received; and
That Council approve modifying the Township's existing Hiring Policy, as amended, for the purpose of making the policy clear and reflective of the Township's intentions.*

----Carried----

- c. **Staff Report CAO036-19 submitted by the Chief Administrative Officer and the Manager of Public Works, re: Meal Allowance – Proposed Modifications to Roads Department Policy.**

MOTION AS AMENDED:

Resolution No: CW167-2019 Moved by: White Seconded by: Smith

Be it resolved that Staff Report CAO036-19 be received; and That Council approve increasing the Township's existing meal allowance, as specified within the Roads Department Meal Allowance Policy, for the purpose of increasing the meal allowance for roads employees, from \$7.00 to \$9.00; and That staff be directed to bring a report forward on a Policy that applies to all employees for meal allowance expenses when attending continuing education courses, seminars or Township authorized business.

----Carried----

- d. **Staff Report CAO037-19 submitted by the Chief Administrative Officer, re: Traffic Signals/Speed Control Measures in Thornton, to Assist with Pedestrian Crossing.**

Resolution No: CW168-2019 Moved by: Sander Seconded by: Smith

Be it resolved that Staff Report CAO037-19 be received; and That Council consider either an Intersection Pedestrian Signal (IPS) form of signalization, or traffic calming measures, for Robert Street in Thornton, where the Trans Canada Trail (TCT) meets with Robert Street, during budget deliberations when all proposed road projects for 2020 and beyond are being considered and prioritized all together.

----Carried----

- e. **Staff Report CAO039-19 submitted by the Chief Administrative Officer, re: Annual Staff Appreciation BBQ.**

Resolution No: CW169-2019 Moved by: Sander Seconded by: Smith

Be it resolved that Staff Report CAO039-19 be received; and That Council approve an upset limit of \$750.00 to host the annual staff appreciation BBQ on September 17th at the Administration Centre, starting at 4:00 p.m.

----Carried----

- f. **Staff Report CAO040-19 submitted by the Chief Administrative Officer, re: Lease Agreements for the Angus Arena.**

Resolution No: CW170-2019 Moved by: Smith Seconded by: White

Be it resolved that Staff Report CAO040-19 be received; and That Council approve a lease agreement for the Angus Arena Canteen for a 3 year period and the Angus Arena Pro Shop for a period of 7 months.

----Carried----

11. OTHER BUSINESS

a. Township of Essa Trails

Council requested that staff include provisions for trail initiatives in the 2020 and 2021 Budget Deliberations.

b. Community Events

Council reminded staff and members of the public about the upcoming community events:

- Decast 30th Anniversary – Saturday September 7, 2019
- Ivy Days – Saturday September 7, 2019
- Angus Wrestling Event – Saturday September 7, 2019
- Pinewoods Chapel Grand Opening – Sunday September 8, 2019
- Thornton Area Action Committee BBQ / Cornfest – Saturday September 8, 2019
- Essa Salmon Derby – September 21 and 22, 2019

c. Request for Report – Municipal Funding of Public Health Services

Council requested that the Chief Administrative Officer provide a staff report at a future meeting to outline the legalities of municipalities funding public health services.

d. Barrie Fair

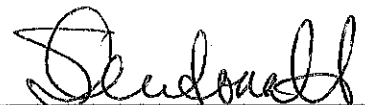
Council advised that the Barrie Fair was well attended.

12. ADJOURNMENT

Resolution No: CW171-2019 Moved by: Smith Seconded by: Sander

Be it resolved that this meeting of Committee of the Whole of the Township of Essa adjourn at 8:35 p.m. to meet again on the 18th day of September, 2019 at 6:00 p.m.

---Carried---



Sandie Macdonald
Mayor



Lisa Lehr
Clerk