

**THE CORPORATION OF THE TOWNSHIP OF ESSA
VIRTUAL COMMITTEE OF THE WHOLE MEETING
WEDNESDAY, MARCH 3, 2021**

MINUTES

A Committee of the Whole meeting was held virtually on Wednesday, March 3, 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)
M. Mikael, Manager of Public Works (electronic)
A. Powell, Manager of Planning and Development (electronic)
J. Coleman, Manager of Parks and Recreation (electronic)
K. Pascoe, Deputy Clerk (electronic)
L. Lehr, Manager of Legislative Services (electronic)

Guests in attendance: G. Cowan, Manager of IT (Town of Innisfil)
P. Gunasekera, Perry Group Consultants

1. OPENING OF MEETING BY THE MAYOR

Mayor Macdonald opened the meeting at 6:00 p.m.

In accordance with section 11.5 of Procedural By-law 2017-77, Item 9(a) was moved to be considered by Council immediately following Item 3(a).

2. DISCLOSURE OF PECUNIARY INTEREST

None.

3. DELEGATIONS / PRESENTATIONS / PUBLIC MEETINGS

**a. Presentation – Perry Group Consultants - Prasanna Gunasekera
Re: Information Technology and Digital Strategic Plan**

Prasanna Gunasekera provided Council with a brief overview of the IT Digital Strategy that was prepared by Perry Group Consultants. He briefly described the challenges faced by the Township of Essa as a smaller municipality and reviewed the benefits and key opportunities that the municipality can capitalize on once the IT Digital Strategy is implemented.

9. a. **Staff Report C007-21 submitted by the Manager of Legislative Services, re: Information Technology and Digital Strategic Plan.**

Resolution No: CW017-2021 Moved by: White Seconded by: Smith

*Be it resolved that Staff Report C007-21 be received; and
That Council approve the Information Technology and Digital Strategy, in principle;
and
That Council support an application being submitted for funding through the
Implementation Stream of the Municipal Modernization Funding Program, to assist
with initial business solution costs associated with modernization and upgrading Essa's
IT systems; and
That future operating and capital budget considerations be presented to Council for
consideration in forthcoming Budget Deliberations.*

----Carried-----

STAFF REPORTS

4. PLANNING AND DEVELOPMENT

- a. **Staff Report PD004-21 submitted by the Manager of Planning and Development, re: Proposed Telecommunications Tower, 5067 20th Sideroad, Xplornet Communications Inc.**

Resolution No: CW018-2021 Moved by: Smith Seconded by: Sander

*Be it resolved that Staff Report PD004-21 be received; and
That Council's consideration on this matter be deferred to a later date.*

----Carried-----

- b. **Staff Report PD005-21 submitted by the Manager of Planning and Development, re: Proposed Telecommunications Tower, 6004 Scotch Line, Xplornet Communications Inc.**

Resolution No: CW019-2021 Moved by: Henderson Seconded by: Sander

*Be it resolved that Staff Report PD005-21 be received; and
That Council approve endorsing the Letter of Concurrence for the proposed
telecommunication tower to be located at 6004 Scotch Line.*

----Carried-----

5. PARKS AND RECREATION / COMMUNITY SERVICES

6. FIRE AND EMERGENCY SERVICES

7. PUBLIC WORKS

- a. Staff Report PW004-21 submitted by the Manager of Public Works, re: Thornton Water Tanks Expansion.**

The Chief Administrative Officer informed Council that the Township's engineers, Ainley Group, had advised that Greatario is one of the only contractors in southern Ontario that are able to undertake this type of project, and that Greatario has knowledge specifically suited to our individual situation. As such, the recommended awarding of the contract falls in line with "Sole Source Procurement" in accordance with the Township's Procurement Policy A17-01 (both subsections 9.1 (b) and (e) apply).

Resolution No: CW020-2021 Moved by: Sander Seconded by: White

*Be it resolved that Staff Report PW004-21 be received; and
That Council authorize Staff to enter into a contract agreement with Greatario and approve OCWA's expenditure request for a total combined cost of \$219,000.00 (excluding H.S.T.) to complete the Thornton Water Tanks Expansion project.*

----Carried----

8. FINANCE

9. CLERKS / BY-LAW ENFORCEMENT / IT

- a. Staff Report C007-21 submitted by the Manager of Legislative Services, re: Information Technology and Digital Strategic Plan.**

This Item was considered by Council earlier in the meeting.

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

- a. Staff Report CAO009-21 submitted by the Chief Administrative Officer, re: Strategic Plan Status Update.**

Resolution No: CW021-2021 Moved by: Smith Seconded by: Sander

Be it resolved that Staff Report CAO009-21 be received for information.

----Carried----

11. OTHER BUSINESS

- a. COVID-19 Vaccine Clinics in Essa Township**

Mayor Macdonald informed those in virtual attendance that the municipality had sent correspondence to the offices of Jim Wilson, MPP Simcoe-Grey, and Dr. Charles Gardner, Simcoe Muskoka District Health Unit, offering use of the two arenas (at no charge) as potential sites for COVID-19 vaccine clinics. She advised that the Simcoe Muskoka District Health Unit was currently taking the offer into consideration.

b. Council Supports Local Small Businesses

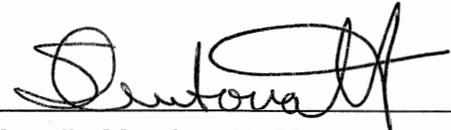
Mayor Macdonald advised that correspondence had been recently sent to the offices of Jim Wilson, MPP Simcoe-Grey, and the Simcoe Muskoka District Health Unit requesting that the COVID-19 Framework for the Grey Zone be changed to allow for small businesses to open. Council strongly believes that the current restrictions will permanently hurt all local small businesses, and that a change to the restrictions is necessary.

12. ADJOURNMENT

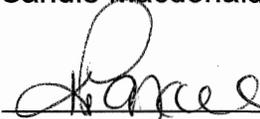
Resolution No: CW022-2021 Moved by: Henderson Seconded by: Smith

Be it resolved that this meeting of Committee of the Whole of the Township of Essa adjourn at 6:44 p.m., to meet again on the 24th day of March, 2021 at 6:00 p.m.

----Carried-----



Sandie Macdonald, Mayor



Per, Lisa Lehr, Manager of Legislative Services