

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

**WEDNESDAY, DECEMBER 2, 2020  
(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 Budget, Public, Committee of the Whole and Regular Council meetings held on the 18<sup>th</sup> day of November, 2020 be adopted as circulated.*

- 4. CONSENT AGENDA**

Recommendation: *Be it resolved that the items listed in the Consent Agenda dated December 2, 2020 be received for information.*

- 5. COMMITTEE REPORTS**

p. 15 **a. Essa Public Library Board**

Recommendation: *Be it resolved that the minutes of the Essa Public Library Board from their meeting of October 26, 2020 be received.*

p. 18 **b. Traffic Advisory Committee**

Recommendation: *Be it resolved that the minutes of the Traffic Advisory Committee from their meeting of November 17, 2020 be received.*

p. 23 **c. Correspondence from the Healthy Community Committee**

Recommendation: *Be it resolved that the correspondence from the Healthy Community Committee be received; and That Council support, in principle, the two initiatives of the Healthy Community Committee as follows:*

- a) Producing and recording a webinar on how to create habitats for wildlife; and*
- b) Developing an Eco Park at LeClair Park/Pine River Trail/Rippon Trail.*

- 6. PETITIONS**

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7. **MOTIONS AND NOTICES OF MOTIONS**

8. **UNFINISHED BUSINESS**

9. **BY-LAWS**

p. 24 a. **By-law 2020-70**

Recommendation: *Be it resolved that leave be granted to introduce By-law 2020-70, that being a By-law to authorize the signing and execution of an Agreement for the provision of Police Services under Section 10 of the Police Services Act; and, that said By-law be read a first, and taken as read a second and third time and finally passed.*

p. 46 b. **By-law 2020-71**

Recommendation: *Be it resolved that leave be granted to introduce By-law 2020-71 , that being a By-law to remove Lots 14-16 and 18, Blocks 62 and 64 of Plan 51M-1129, and Lots 9-13, Block 43-45 of Plan 51M-1130 from the Part Lot Control Provisions of the Planning Act; 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:*

- *Acquisition or Disposition of Land [Municipal Act 2001, s.239(2)(c)]*
- *Personal Matter about an Identifiable Individual [Municipal Act 2001, s.239(2)(b)]*

**Note: Livestream does not run during Closed Session Deliberations.**

**Motion to Rise and Report from Closed Session Meeting of December 2, 2020.**

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

12. **CONFIRMATION BY-LAW**

p. 47 **By-law 2020-72**

Recommendation: *Be it resolved that leave be granted to introduce By-law 2020-72, that being a By-law to confirm the proceedings of the Council and Committee of the Whole meetings held on this 2<sup>nd</sup> day of December, 2020; 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 16<sup>th</sup> day of December, 2020 following Committee of the Whole.*

**THE CORPORATION OF THE TOWNSHIP OF ESSA  
VIRTUAL SPECIAL MEETING - BUDGET MEETING**

**WEDNESDAY, November 18, 2020  
MINUTES**

A Special Meeting of Council was held virtually on Wednesday, November 18, 2020 and was livestreamed for viewing to the public on the Township of Essa's YouTube Channel. The purpose of the meeting was for consideration of the 2021 Capital and Operating Budget for the Township of Essa

In attendance: Mayor Sandie Macdonald (electronic)  
Deputy Mayor, Michael Smith (electronic)  
Councillor Keith White (electronic)  
Councillor Henry Sander (electronic)  
Councillor Ron Henderson (electronic) – arrived at 1:43 p.m.

Staff in attendance: C. Healey-Dowdall, Chief Administrative Officer (electronic)  
M. Mikael, Manager of Public Works (electronic)  
A. Powell, Manager of Planning and Development (electronic)  
J. Coleman, Manager of Parks and Recreation (electronic)  
C. Traynor Treasurer (electronic)  
R. Rosilius, Deputy Treasurer (electronic)  
L. Wark, CEO Essa Public Library  
L. Lehr, Clerk (electronic)  
K. Pascoe, Deputy Clerk (electronic)

Guests in Attendance: Mark Yandt, OCWA

**1. OPENING OF MEETING BY THE MAYOR**

Mayor Macdonald opened the meeting at 1:01 p.m.

**2. DISCLOSURE OF PECUNIARY INTEREST**

None.

**3. DELEGATIONS / PRESENTATIONS**

[Note: Budget Binders have been provided for Council's reference to the 2021 Draft Budget]

**a. OCWA – 2021 Budget**

Mark Yandt was in attendance to present Council with OCWA's 2021 Operating and Capital Budgets. He provided Council with an overview of prioritized budgetary requests for projects to be considered by Council.

**b. Staff PowerPoint Presentations – 2021 Draft Budget****i. Public Works**

The Manager of Public Works provided Council with a presentation which reviewed highlights of the 2021 Draft Operating and Capital Budgets for Public Works, Roads, Water Works and Waste Water.

**ii. Parks and Recreation**

The Manager of Parks and Recreation provided Council with an overview of highlights contained in the Draft 2021 Budget for Parks and Recreation. His presentation provided Council with prioritized budgetary requests for Council's consideration in respect of the Angus Arena, Thornton Arena, Recreation Programming, Golf Tournament, as well as Parks.

**iii. Treasury**

The Manager of Finance reviewed the operating and capital highlights of the 2021 Draft Budget for the Treasury Department.

**iv. Library**

The Chief Executive Officer of the Essa Public Library was in attendance to review highlights of the operating and capital budgetary requests contained in the 2021 Draft Budget for Council's consideration.

**v. Planning and Development**

The Manager of Planning and Development reviewed the operating and capital budgetary requests contained in the 2021 Draft Budget for the Planning and Development Department as well as the Building Department. She reminded Council that the Building Department is a full cost-recovery department and as such it is not a taxpayer hit relative to budget perspective.

**vi. Clerk's Department**

The Clerk provided a brief overview of operating and capital budgetary requests contained in the Draft 2021 Budget for the following: Council, Clerk's Department, By-law Department, Animal Control, and Community Assistance.

**vii. Administration**

The Chief Administrative Officer briefly reviewed the budgetary requests contained in the Draft 2021 Budget in respect of Administration.

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**viii. Fire Department**

The Fire Chief was not in attendance. Mayor Macdonald advised that the 2021 Budget for Fire can be presented at the next Special Meeting scheduled on December 2, 2020.

**4. ADDITIONAL ITEMS**

**5. CLOSED SESSION**

**6. ADJOURNMENT**

**Resolution No: SCW001-2020    Moved by: Smith    Seconded by: Henderson**

*Be it resolved that this Special Meeting of the Council of the Township of Essa adjourn at 4:55 p.m. to meet again on the 2<sup>nd</sup> day of December, 2020 at 1:00 p.m.*

**---Carried---**

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Sandie Macdonald, Mayor

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Lisa Lehr, Clerk

**PUBLIC MEETING  
WEDNESDAY NOVEMBER 18, 2020**

**CONCERNING PROPOSED ROAD CLOSURE AND SALE OF  
ESSA STREET, ANGUS**

**MINUTES**

A Public meeting was held virtually on Wednesday, November 18, 2020 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)  
M. Mikael, Manager of Public Works (electronic)  
A. Powell, Manager of Planning and Development (electronic)  
J. Coleman, Manager of Parks and Recreation (electronic)  
C. Traynor Treasurer (electronic)  
L. Lehr, Clerk (electronic)  
K. Pascoe, Deputy Clerk (electronic)

Mayor Macdonald advised members of the public that the purpose of the Public Meeting is to review the proposed stop up and closure of Essa St and to hear comments and review written submissions from the public and other agencies.

Mayor Macdonald stated that the purpose of the proposal, as put forward by the municipality, is to stop up and close Essa St in Angus which provides for the driveway of one home at 2 Essa St and no other purpose. Essa St also abuts 84 Jonas St but does not provide frontage to 84 Jonas St. Both 2 Essa St and 84 Jonas St have access to other public roads. The intent of Council is to offer for sale, a portion of Essa St to each abutting landowner at 2 Essa St and 84 Jonas St. The first step to the disposal of the street, is to announce the intention to stop up and close the road to the public and to remove the public road allowance from the public inventory of municipal roadways. The public will no longer have access to the lands known as Essa St once the closure takes effect.

Mayor Macdonald also stated that the dimensions of the public road allowance, owned by the municipality, are 68 feet along Jonas St, 74 feet along Margaret St, 65 feet along 84 Jonas St, and 95 feet along 2 Essa St.

Mayor Macdonald asked if anyone in the audience would like to speak, stating that speakers must state their name and address in full so that proper records can be kept and that notice of future decisions can be sent to those persons. Comments are to be orderly and not repetitious.

There were no questions from members of the Public or Council.

Mayor Macdonald thanked all in attendance for their participation and advised that the CAO will be preparing a report to be presented to Council concerning this matter. Council will then consider all matters and render a decision.

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Sandie Macdonald, Mayor

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Lisa Lehr, Clerk

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

**WEDNESDAY, NOVEMBER 18, 2020  
MINUTES**

A Committee of the Whole meeting was held virtually on Wednesday, November 18, 2020 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)  
M. Mikael, Manager of Public Works (electronic)  
A. Powell, Manager of Planning and Development (electronic)  
J. Coleman, Manager of Parks and Recreation (electronic)  
C. Traynor Treasurer (electronic)  
L. Lehr, Clerk (electronic)  
K. Pascoe, Deputy Clerk (electronic)

**1. OPENING OF MEETING BY THE MAYOR**

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

Mayor Macdonald advised that Item 8 (c) would be deferred to a future meeting and that there would be no discussion on the Item at this meeting.

**2. DISCLOSURE OF PECUNIARY INTEREST**

None.

**3. DELEGATIONS / PRESENTATIONS / PUBLIC MEETINGS**

- a. **Public Meeting**  
**Re: Proposed Road Closure and Sale of Essa Street, Angus**

See separate set of minutes.

**STAFF REPORTS**

**4. PLANNING AND DEVELOPMENT**

**5. PARKS AND RECREATION/ COMMUNITY SERVICES**

- a. **Staff Report PR014-20 submitted by the Manager of Parks and Recreation, re: Thornton Arena Status Update.**

**Resolution No: CW151-2020 Moved by: Henderson Seconded by: White**

*Be it resolved that Staff Report PR014-20 be received; and That Council direct the Manager of Parks and Recreation to proceed with the booking of arena floor facility rentals provided that each user group has submitted a satisfactory COVID-19 Protocol to the Township in advance, such that the installation of ice would be deferred until such a time that it can be more accurately determined to be justified, since further requirements for ice installation would include increased numbers in player registrations and a larger number of user groups looking to book ice in Essa Township.*

----Carried----

**6. FIRE AND EMERGENCY SERVICES**

**7. PUBLIC WORKS**

**8. FINANCE**

- a. **Release of Securities – Nottawasaga Village (Stonemount) Subdivision Phase 3.**

**Resolution No: CW152-2020 Moved by: Sander Seconded by: Henderson**

*Be it resolved that Council approve the release of securities relating to Nottawasaga Village (Stonemount) Subdivision for Phase 3, as recommended by the Township Engineer as follows:*

<i>Current Securities Held by Township of Essa:</i>	<i>\$96,467.18</i>
<i>LESS AECOM's Recommended Reduction:</i>	<i>\$96,467.18</i>
<i>Securities to be Retained by Township of Essa:</i>	<i>\$0</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----

- b. **Release of Securities – Nottawasaga Village (Stonemount) Subdivision Block 12.**

**Resolution No: CW153-2020 Moved by: Sander Seconded by: White**

*Be it resolved that Council approve the release of securities relating to Nottawasaga Village (Stonemount) Subdivision for Block 12, as recommended by the Township Engineer as follows:*

<i>Current Securities Held by Township of Essa:</i>	<i>\$22,564.44</i>
<i>LESS AECOM's Recommended Reduction:</i>	<i>\$22,564.44</i>
<i>Securities to be Retained by Township of Essa:</i>	<i>\$0</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-----

- c. Staff Report TR018-20 submitted by the Manager of Finance, re: Consideration of a Wage Increase for Township Staff and Council.**

This Item was deferred by Council to a future meeting. No discussion took place on this Item.

**9. CLERKS / BY-LAW ENFORCEMENT / IT**

- a. Staff Report C035-20 submitted by the Clerk, re: DRAFT 2021 Council and Committee of the Whole Meeting Schedule.**

**Resolution No: CW154-2020 Moved by: Henderson Seconded by: Sander**

*Be it resolved that Staff Report C035-20 be received; and  
That Council approve the 2021 Council and Committee of the Whole Meeting Schedule as attached.*

----Carried-----

- b. Staff Report C036-20 submitted by the Clerk, re: After Hours Canine Control.**

**Resolution No: CW155-2020 Moved by: Smith Seconded by: White**

*Be it resolved that Staff Report C036-20 be received; and  
That Council authorize Staff to discontinue the After Hours Canine Control, which is utilized for the transport of dogs to the Poundkeeper after hours and on weekends and holidays, for a period of twelve months in order to determine if there is truly a need for the service to be continued, with a Report being provided to Council prior to the end of the twelve month trial period.*

----Carried-----

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

- a. Staff Report CAO051-20 submitted by the Chief Administrative Officer, re: OPP Contract and Police Services Funding.**

**Resolution No: CW156-2020 Moved by: Sander Seconded by: Smith**

*Be it resolved that Staff Report CAO051-20 be received; and  
That Council approve the renewal of the current OPP Contract for three years, with budget details to be determined during budget deliberations; and*

*That Council commits to an annual contribution from the Township of Essa to the Police Services Board an amount equal to the Provincial fees collected for Essa for services provided by the OPP for criminal record checks, etc., to be paid quarterly by the Province to the municipality, and that Essa carry on with this arrangement for 2020 and each subsequent year.*

---Carried---

**11. OTHER BUSINESS**

**a. Bill 229, Schedule 6 and Proposed Amendments to the Conservation Authorities Act**

Councillor White provided an update to Council in respect of impacts that could be faced by municipalities, and ultimately taxpayers, should Bill 229 be passed. He requested that Council consider passing a resolution in respect of Consent Agenda Item A13.

**b. Request for Report – Sale of Municipal Properties**

Council supported the request of Councillor Henderson for a report to be brought forward at a future meeting by the Chief Administrative Officer in respect of the sale of some municipal properties.

**c. 2021 Budget Direction to Staff**

Council directed that staff provide a refined Draft 2021 Budget for the next scheduled Special Meeting that will provide Council with additional information on carryovers from reserves, in addition to a High Priority listing of departmental Capital Projects that may be funded through other avenues other than taxation, and that the Draft Budget fall within 3% of an impact to ratepayers of which includes the contribution to Asset Management. Additionally, they requested that they be provided with a spreadsheet of the Draft 2021 Budget.

**12. ADJOURNMENT**

**Resolution No: CW157-2020 Moved by: Smith      Seconded by: Henderson**

*Be it resolved that this meeting of Committee of the Whole of the Township of Essa adjourn at 6:51 p.m. to meet again on the 2<sup>nd</sup> day of December, 2020 at 6:00 p.m.*

---Carried---

\_\_\_\_\_  
Sandie Macdonald, Mayor

\_\_\_\_\_  
Lisa Lehr, Clerk

THE CORPORATION OF THE TOWNSHIP OF ESSA  
VIRTUAL REGULAR COUNCIL MEETING

WEDNESDAY, NOVEMBER 18, 2020  
MINUTES

A Meeting of Council was held virtually on Wednesday, November 18, 2020 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)  
M. Mikael, Manager of Public Works (electronic)  
A. Powell, Manager of Planning and Development (electronic)  
J. Coleman, Manager of Parks and Recreation (electronic)  
C. Traynor Treasurer (electronic)  
L. Lehr, Clerk (electronic)  
K. Pascoe, Deputy Clerk (electronic)

1. **OPENING OF MEETING BY THE MAYOR**

Mayor Macdonald opened the meeting at 6:51 p.m.

2. **DISCLOSURE OF PECUNIARY INTEREST**

None.

3. **ADOPTION OF PREVIOUS MINUTES AND MOTIONS**

**Resolution No: CR200-2020 Moved by: Smith Seconded by: Sander**

*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 Committee of the Whole and Regular Council meetings held on the 4<sup>th</sup> day of November, 2020 be adopted as circulated.*

----Carried----

4. **CONSENT AGENDA**

**INFORMATION ITEMS (Section A of Consent Agenda)**

**Resolution No: CR201-2020 Moved by: White Seconded by: Sander**

*Be it resolved that the items listed in the Consent Agenda dated November 18, 2020 be received for information; and  
That Item A13 be moved to section B of the Consent Agenda for discussion.*

----Carried----

**ITEMS RECEIVED AND REFERRED TO SERVICE AREA FOR ACTION (Section B of Consent Agenda)**

**Resolution No: CR202-2020 Moved by: White Seconded by: Sander**

*Be it resolved that the correspondence and information in respect of Bill 229 Schedule 6 and Proposed Amendments to the Conservation Authorities Act be received; and That Council supports a resolution being brought forward under Section 7 "Motions" of this Regular Meeting.*

**----Carried----**

**5. COMMITTEE REPORTS**

**a. Healthy Community Committee**

**Resolution No: CR203-2020 Moved by: White Seconded by: Sander**

*Be it resolved that the minutes of the Healthy Community Committee from their meeting of October 16, 2020 be received.*

**----Carried-----**

**6. PETITIONS**

**7. MOTIONS AND NOTICES OF MOTIONS**

**Resolution No: CR204-2020 Moved by: White Seconded by: Sander**

**a. Bill 229 "Protect, Support and Recover from COVID19 Act – Schedule 6 – Conservation Authorities Act"**

*WHEREAS the Province has introduced Bill 229, Protect, Support and Recover from COVID 19 Act - Schedule 6 – Conservation Authorities Act; and  
WHEREAS the Legislation introduces a number of changes and new sections that could remove and/or significantly hinder the conservation authorities' role in regulating development, permit appeal process and engaging in review and appeal of planning applications; and  
WHEREAS we rely on the watershed expertise provided by local conservation authorities to protect residents, property and local natural resources on a watershed basis by regulating development and engaging in reviews of applications submitted under the Planning Act; and  
WHEREAS the changes allow the Minister to make decisions without CA watershed data and expertise; and  
WHEREAS the Legislation suggests that the Minister will have the ability to establish standards and requirements for non-mandatory programs which are negotiated between the conservation authorities and municipalities to meet local watershed needs; and  
WHEREAS municipalities believe that the appointment of municipal representatives on CA Boards should be a municipal decision; and the Chair and Vice Chair of the CA Board should be duly elected; and*

*WHEREAS the changes to the 'Duty of Members' contradicts the fiduciary duty of a CA board member to represent the best interests of the conservation authority and its responsibility to the watershed; and*

*WHEREAS conservation authorities have already been working with the Province, development sector and municipalities to streamline and speed up permitting and planning approvals through Conservation Ontario's Client Service and Streamlining Initiative; and*

*WHEREAS changes to the legislation will create more red tape and costs for the conservation authorities, and their municipal partners, and potentially result in delays in the development approval process; and*

*WHEREAS municipalities value and rely on the natural habitats and water resources within our jurisdiction for the health and well-being of residents; municipalities value the conservation authorities' work to prevent and manage the impacts of flooding and other natural hazards; and municipalities value the conservation authority's work to ensure safe drinking water;*

**NOW THEREFORE BE IT RESOLVED:**

- *THAT the Province of Ontario repeal Schedule 6 of the Budget Measures Act (Bill 229)*
- *THAT the Province continue to work with conservation authorities to find workable solutions to reduce red tape and create conditions for growth*
- *THAT the Province respect the current conservation authority and municipal relationships; and*
- *THAT the Province embrace their long-standing partnership with the conservation authorities and provide them with the tools and financial resources they need to effectively implement their watershed management role.*

**----Carried-----**

**8. UNFINISHED BUSINESS**

**9. BY-LAWS**

**a. By-law 2020-66**

**Resolution No: CR205-2020 Moved by: Henderson Seconded by: Smith**

*Be it resolved that leave be granted to introduce By-law 2020-66, that being a By-law authorizing the Mayor and Clerk to enter into an Agreement with the Alliston and District Humane Society for Poundkeeping Services, 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 2020-67**

**Resolution No: CR206-2020 Moved by: Sander Seconded by: White**

*Be it resolved that leave be granted to introduce By-law 2020-67, that being a By-law to appoint a Manager of Public Works for the Corporation of the Township of Essa; 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: CR207-2020 Moved by: Henderson 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 [s.239(2)(b)].*

**----Carried----**

Council proceeded into Closed Session at 7:19 p.m. The Mayor informed members of the public that were watching livestream, that the livestream will stop while Council is in Closed Session Deliberations, and that it will reconvene when Council rises.

**Motion to Rise and Report from Closed Session Meeting of November 18, 2020.**

**Resolution No: CR208-2020 Moved by: Sander Seconded by: Henderson**

*Be it resolved that Council rise and report from the Closed Session Meeting at 7:27 p.m.*

**----Carried----**

- a. **PERSONAL MATTERS ABOUT IDENTIFIABLE INDIVIDUALS [s.239(2)(b)]  
Confidential Staff Report CAO058-20 submitted by the Chief Administrative Officer, re: Personnel Matter.**

**Resolution No: CR209-2020 Moved by: Henderson Seconded by: Smith**

*Be it resolved that Confidential Staff Report CAO058-20 be received;  
and*

*That Council authorize the Chief Administrative Officer to proceed with Option No. 1 as outlined in this Confidential Staff Report.*

**----Carried----**

12. **CONFIRMATION BY-LAW**

**By-law 2020-68**

**Resolution No: CR210-2020 Moved by: Sander Seconded by: Henderson**

*Be it resolved that leave be granted to introduce By-law 2020-68, that being a By-law to confirm the proceedings of the Council and Committee of the Whole meetings held on this 18<sup>th</sup> day of November, 2020; 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: CR211-2020 Moved by: Smith Seconded by: Henderson**

*Be it resolved that this regular meeting of the Council of the Township of Essa adjourn at 7:29 p.m. to meet again on the 2<sup>nd</sup> day of December, 2020 following Committee of the Whole.*

**----Carried----**

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Sandie Macdonald, Mayor

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Lisa Lehr, Clerk

Essa Public Library Board  
Minutes  
Monday, October 26, 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 7pm by Chair D. McKeever.
2. Respect and Acknowledgement Declaration (J. Bushey):
 

*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  
2020:055 Moved: JH Seconded: JB Carried  
*THAT the Agenda for October 26, 2020 be approved as printed and circulated.*
4. No Conflicts of Interest are declared for proceedings before this Board.
5. Minutes of the Preceding Regular Meeting: September 28, 2020  
2020:056 Moved: SM Seconded: AM Carried  
*THAT the Minutes of the September 28, 2020 Regular Meeting be approved as printed and circulated.*
6. Business Arising from past Minutes: None
7. Communications:
  - 7.1 Media Release: Smile Cookie Campaign (Oct 14)
  - 7.2 Pre-Budget presentation to Essa Council from EPL CEO (Oct 21)
8. Chairperson's Remarks:  
Thank you all for participating in the Smile Cookie Campaign & Thanks to Tim Hortons.
9. Treasurer's Report:
  - 9.1 Reserve Funds to Dec 31, 2020 for Thornton Branch: \$21,172.50
  - 9.2 Development Charges approved in 2018 Essa DC By-law for possible Thornton Branch expansion: \$392,000.00
  - 9.3 Angus Branch Debt Repayment
  - 9.4 Budget Comparison to October 21, 2020 from Essa Treasury

2020:057 Moved: HS Seconded: KW Carried  
*THAT the Treasurer's Report be received as printed and circulated.*

5a

10. Staff Reports:

- 10.1 Library Report: September 2020 (A. Wishart)
- 10.2 Summer Report (H. Elliott)

11. CEO Report, October 2020.

- 11.1 Working Committee Minutes from September 4, 2020

2020:058      Moved: JH                      Seconded: SM                      Carried  
*THAT the Library Board receives the CEO Report as circulated and printed.*

- 12. SOLS update (C. Cryer): The amalgamation of SOLS and OLS will occur on April 1<sup>st</sup>, 2021. The current Chair of SOLS, Marylaine Canavan, will be the first Chair of the new organization.

13. Committees:

- 13.1 Planning Committee (Chairperson: C. Cryer)  
Additional Strategic Plan ideas should be directed to the CEO by November 3<sup>rd</sup>.

Draft of 2021-2025 Strategic Plan

2020:059    Moved: CC                              Seconded: JH                              Carried  
*THAT EPL Board receives the draft 2021-2025 Strategic Plan as circulated and attached and directs the CEO to bring a final copy to the next Library Board meeting.*

- 13.2 Personnel Committee (Chairperson: J. Hunter)

- 13.3 Finance Committee (Chairperson: S. Malick)

Draft of 2021 Budget Estimates

2020:060    Moved: SM                              Seconded: JB                              Carried  
*THAT EPL Board approves the first draft of the 2021 Budget estimates as circulated and attached.*

- 13.4 Committee of the Whole

- 13.4.1 Travel Policy EPL HR:010 Review.

2020:061    Moved: JB                              Seconded: AM                              Carried  
*THAT EPL Board approves updating Travel Policy, Human Resources Policy HR:010 as circulated and attached.*

- 13.4.2 Retention Policy and Schedule for Library and Board Records Policy  
EPL ADMIN:003 Review.

2020:062    Moved: HS                              Seconded: JH                              Carried  
*THAT EPL Board approves updates to Administration Policy EPL ADMIN:003, Retention Policy and Schedule for Library and Board Records as circulated and attached, pending approval from the Township Auditor.*

14. Other Business:

The Library Board would like to extend a Thank You to Emily Wood for representing Essa Public Library in the 2020 Simcoe Reads program.

15. Next Meeting: Monday, November 23, 2020, 7:00pm at Thornton Branch, or virtual, if appropriate.

16. Adjournment

2020:063 Moved: JH

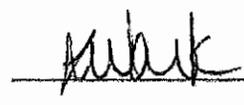
Carried

*THAT the Meeting be adjourned at 8:25pm.*

APPROVED: November 23, 2020



Derek McKeever, Chair



Laura Wark, CEO/Secretary-Treasurer



Township. He noted that the Speed Humps placed on Cunningham Drive in Thornton were successful in calming traffic on Cunningham, however may have had an affect on the increase in speed on Meadowland (it is presumed that traffic rerouted and used Meadowland as a bypass to avoid the speed humps on Cunningham). The Manager of Public Works has made note and will in mind for future placements of the speed humps or other traffic calming methods being explored. The Committee members discussed various other concern areas throughout the Township and has requested the OPP to focus their enforcement on the in-town roads identified as high concern. The Township of Essa is asking for increased enforcement or "blitzes" as it is recognized that speed is a major concern. Paid Duty Officers were discussed and may be explored further. Sgt. Steele indicated that while speed is a concern the OPP also use the number of accidents on roads when selecting areas to enforce. He stated the Nottawasaga Detachment has limited resources and while enforcement in more areas would be beneficial, it is not always possible. The Committee will continue to collaborate with the OPP in an attempt to help calm traffic throughout the Township.

## 5. NEW BUSINESS

DATE	CONCERN LOCATION:	CONCERN:
August 21, 2020	Mill St., Angus	Resident concerned of drag racing and noisy cars on Mill St.
September 2, 2020	10 <sup>th</sup> and 11 <sup>th</sup> Line, Thornton	Resident concerned about speed on the 11 <sup>th</sup> Line – cars use this stretch as well as the 10 <sup>th</sup> line as a "raceway" - requesting more police presence.
September 2, 2020	20 <sup>th</sup> Sideroad, Ivy	Resident concerned with speeding through the 50 km/hour zone - requesting more signage reminding drivers to slow down.
September 11, 2020	Margaret St., Angus	Resident concerned with speed along Margaret St. – resident is requesting extra Stop Signs as there are no sidewalks along a portion of roadway so children are biking on the edge of the road, stop signs may help alleviate speed.
September 24, 2020	8 <sup>th</sup> Line, Utopia (approaching Hwy 90)	Resident concerned about speed on the 8 <sup>th</sup> Line, as well as cars not stopping at the railway – would like to see a solution.
September 24, 2020	30 <sup>th</sup> Sideroad, Utopia	Resident concerned with Dirt bikes and ATV's racing up and down the 30 <sup>th</sup> Sideroad to get to the trails – requesting OPP assistance
October 7, 2020	5 <sup>th</sup> Line (Between Cty. Rd 15 and Cty. Rd 10)	Residents requesting speed reduction from 80 km to 60 km/hr in hopes vehicles will then do 80km/hr.

October 15, 2020	10 <sup>th</sup> Line – Train tracks	Resident is requesting a flashing beacon on the stop sign at the train tracks on the 10 <sup>th</sup> Line as vehicles do not stop.
October 16, 2020	Mill St./ Cecil St. Traffic Lights	Motorists only looking one way while pedestrians are crossing then nearly running pedestrians over while crossing– need to reach out to the County to ask for a solution as this is a frequent concern. – Resolution prepared under other business to seek Committee's support.
November 1, 2020	Centre St., Angus	Resident concerned of excessive speed on Centre St., requesting higher OPP presence.
November 1, 2020	Margaret St., Angus	Resident has witnessed a Side by Side ATV running up and down Margaret St. in Angus and is requesting OPP's assistance.
November 3, 2020	Roadways surrounding Angus Morrison Public School	Resident is requesting the Township hire crossing guards before and after school for Angus Morrison Public School. Raglan and Simcoe St are very busy mainly in the afternoon, and Sydenham and Auburn are busy before and after.  <i>The Manager of Public Works stated that Solar Beacons are currently being explored and will keep the Committee posted on this item.</i>
November 17, 2020	Barrie St, Thornton	Resident requesting the speed limit of 50 km/hr go further south on Barrie St in Thornton, suggesting just south of 7 <sup>th</sup> Line and additional speed limit sign posted along this section.
November 17, 2020	Cty Rd 27, Thornton (North end)	Resident is requesting the rationale of the 50km speed limit being so far North on Hwy 27 – suggesting it go from 80 km – 60 km – 50 km instead of the immediate 80 km – 50km drop.
November 17, 2020	Margaret St and Alma St, Angus	Residents have witnessed people “racing” ATV's up and down Margaret St, and Alma St. in Angus wearing no helmets. (Mostly Sunday mornings at approx. 10:30am)

*All items noted above were brought to the Committee and OPP's attention. The Speed Limit Review that is currently underway will help address these concerns.*

**6. OTHER BUSINESS**

6.1 Request Support for the installation of Red Light Cams or Photo Radar along Mill St. Angus.

Moved by: Kiezebrink                      Seconded by: Jerry

*WHEREAS the mandate of Essa's Traffic Advisory Committee is to provide a community perspective to Council on road safety issues, promote public awareness and education for road safety initiatives, with an aim to enhance community participation and cooperation on ways to improve safety on Township roads for pedestrians, cyclists and drivers; and*

*WHEREAS Mill Street is a main road in Angus used frequently by pedestrians as well as by parents and young children attending elementary and secondary schools in Angus;*

*WHEREAS traffic on Mill Street is a common concern for Essa residents, where motorists frequently travel at speeds well in excess of the posted speed limits, and often times don't practice rules of the road at intersections causing concern for pedestrians, parents and children crossing Mill Street; and*

*WHEREAS enforcement resources and capabilities are limited in respect to monitoring intersections on Mill Street in Angus;*

*NOW THEREFORE BE IT RESOLVED THAT the Traffic Advisory Committee recommend that Council request the County of Simcoe to explore the option of Red Light Cameras or Photo Radar at the lights along Mill Street in Angus.*

----Carried----

*Committee members supported the above recommendation which will be brought to Council at a future meeting. If adopted by Essa Council, the request will be brought forward to County Council for consideration.*

6.2 Request for a Ride Program on the 10<sup>th</sup> Line and 20<sup>th</sup> Sideroad.

*Various concerns have been brought forward from surrounding property owners in this area regarding open alcohol and beer bottles found in ditches along the 10th Line and 20th Sideroad. The Committee has requested that the OPP conduct a Ride Program(s) in this area.*

**7. ESTABLISH DATE AND TIME OF NEXT MEETING**

The next Traffic Advisory Committee meeting will be scheduled for Tuesday December 15, 2020 at 3:15 p.m.

**8. ADJOURNMENT**

Moved by: Sander                              Seconded by: Kiezebrink

*Be it resolved that this meeting of the Traffic Advisory Committee of the Township of Essa adjourn at 4:12 p.m.*

----Carried----

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Krista Pascoe, Staff Representative/Secretary

November 25, 2020

To: Mayor Sandie Macdonald, Deputy Mayor Michael Smith, Councillor Keith White, Councillor Henry Sander, Councillor Ron Henderson,

In order to accomplish our goals and spend our budget wisely, Essa's Healthy Community Committee will need expert input and advice from the NVCA. To facilitate this, we request that Essa Council endorse our plans in general so that we can approach the NVCA with your approval and support. We will be focusing on the following projects:

1. Produce and record a webinar on how to create habitats for wildlife, especially pollinators and birds
  - We would need a speaker for a presentation on restoring habitat for pollinator insects and birds.
  - The location the HCC will be focusing on is LeClair Park, Pine River Trail, but information could be more general to apply to backyard or other public gardens as well.
  - A webinar would help fulfill the educational requirements of the RBC Future Launch Grant. The HCC will invite high school students and the broader community to participate in the webinar and ask questions. As a follow-up, we would look for ongoing strategies to encourage the community to plant for pollinators and birds in their own gardens.
  
2. Work toward developing an Eco Park at LeClair Park/Pine River Trail/Rippon Trail
  - The HCC will need ongoing advice on creating habitat for pollinators and birds, including: determining the best locations for restoration; how to prepare site; focusing on wildlife native to this area; determining what kind of plants, shrubs etc. are most effective for attracting and sustaining native wildlife; sourcing plants; maintaining habitats.

The Healthy Community Committee is looking forward to working with Essa Council and the NVCA to increase connections between the community and Essa's natural environment and wildlife.

Thank you.

Respectfully submitted by

Essa's Healthy Community Committee

Angelica Tang, Paula Hughes, Susan Antler, Anne Learn Sharpe

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**THE CORPORATION OF THE TOWNSHIP OF ESSA**

**BY-LAW 2020-70**

**Being a By-law to authorize the signing and execution of an Agreement for the provision of Police Services under Section 10 of the *Police Services Act*.**

WHEREAS the Corporation of the Township of Essa deems it necessary to comply with Section 10 of the *Police Services Act*, R.S.O. 1990, c.P.15 as amended; and

WHEREAS Section 4 (1) of the *Police Services Act*, R.S.O. 1990, c.P.15, as amended, deems that the municipality is required to provide adequate and effective police services in accordance with its needs; and

WHEREAS under Section 5 of the *Police Services Act*, R.S.O. 1990, c.P.15, as amended, the municipality's responsibility for providing police services may be discharged by entering into an Agreement with the Solicitor General under Section 10 of the Act alone or jointly with one or more other councils to have police services provided by the Ontario Provincial Police; and

WHEREAS the municipalities of the Town of New Tecumseth, Township of Adjala-Tosorontio and the Township of Essa have previously entered into Joint Policing Contracts with the Ontario Provincial Police, with the most recent due to expire on December 31, 2020; and

WHEREAS at its meeting of November 18, 2020, Council passed Resolution No. CW156-2020, approving entering into an Agreement for a further three (3) year term for the provision of police services in the Township of Essa;

NOW THEREFORE BE IT RESOLVED that the Council of the Corporation of the Township of Essa does hereby enact as follows:

1. That the Corporation of the Township of Essa enter into an Agreement with the Ministry of Community Safety and Correctional Services for Police Services for a three (3) year term commencing on the 1<sup>st</sup> day of January, 2021 and ending on the 31<sup>st</sup> day of December, 2023, to maintain the current Police Services.
2. That the Mayor and Clerk be authorized to sign and execute all documents relating to the Agreement.
3. That this By-law shall be cited as the "Joint OPP Policing Contract By-law".
4. That this By-law shall come into force and take effect on the date of passing thereof.

READ A FIRST, AND TAKEN AS READ A SECOND AND THIRD TIME AND FINALLY PASSED on this the 2<sup>nd</sup> day of December, 2020.

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\_\_\_\_\_  
Sandie Macdonald, Mayor

\_\_\_\_\_  
Lisa Lehr, Clerk

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The term of this Agreement is effective as of the 1st day of January 2021.

**AGREEMENT FOR THE PROVISION OF POLICE SERVICES  
UNDER SECTION 10 OF THE POLICE SERVICES ACT, R.S.O. 1990, c. P.15, as am.**

**BETWEEN:**

**HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO AS REPRESENTED BY THE  
SOLICITOR GENERAL**

("Ontario")

**OF THE FIRST PART**

**AND:**

**THE CORPORATION OF THE TOWNSHIP OF ADJALA-TOSORONTIO  
THE CORPORATION OF THE TOWNSHIP OF ESSA  
THE CORPORATION OF THE TOWN OF NEW TECUMSETH  
(the "Municipality")**

**OF THE SECOND PART**

**RECITALS:**

- (a) Under s. 4(1) of the *Police Services Act*, R.S.O. 1990, c. P.15, as am., the Municipality is required to provide adequate and effective police services in accordance with its needs;
- (b) Under s. 5 of the *Police Services Act*, the Municipality's responsibility for providing police services may be discharged by entering into an Agreement with the Solicitor General under s. 10 of the Act;
- (c) The Municipality has expressed its intent to provide police services, in pursuance of its responsibilities under s. 5 of the *Police Services Act*, by means of this Agreement, as evidenced by by-laws: (attached as Schedule "A");

Municipality	By-Law #	By-Law Date
1. Township of Adjala-Tosorontio	XX-XXXX	mmm dd, yyyy
2. Township of Essa	yy-yyyy	mmm dd, yyyy
3. Town of New Tecumseth	ZZ-ZZZZ	mmm dd, yyyy

- (d) This Agreement reflects the intent of the parties to provide an adequate and effective level of police services for the Municipality as set out in the "Contract Policing Proposal," dated October 06, 2020 (attached as Schedule "B");

**NOW THEREFORE**, in consideration of the premises and covenants herein, the parties agree as follows:

- 1. The parties warrant that the recitals are true.

**Definitions**

2. In this Agreement:

- (a) "Annual Billing Statement" means a statement prepared by Ontario and submitted to the Municipality for review and approval which contains:
  - (i) the Municipality's policing costs for the year following the year in which the statement is prepared, based on an estimate of salary, benefits, overtime, shift premium, statutory holiday payouts, prisoner transportation, court security (if applicable), and accommodation/cleaning (if applicable); and
  - (ii) a year-end adjustment reconciling salary, benefits, overtime, shift premium, statutory holiday payouts, prisoner transportation, court security (if applicable), and accommodation/cleaning (if applicable) costs to those billed for the preceding year. Uniform Enhancement position hours are also reconciled to ensure the minimum number of contractual hours was met.
- (b) "Board" means Adjala-Tosorontio, Essa and New Tecumseth Police Services Board.
- (c) "Commissioner" means the Commissioner of the O.P.P.
- (d) "Detachment Commander" means the O.P.P. officer in charge of Nottawasaga Detachment.

**General Provisions**

- 3. Ontario shall provide adequate and effective police services in accordance with the needs of the Municipality in compliance with the terms and conditions of the Agreement. The Municipality shall pay Ontario for the police services provided under this Agreement in accordance with this Agreement.
- 4. The Commissioner shall ensure that the Detachment Commander responds appropriately to the Board's objectives and priorities for police services, developed after consultation with the Detachment Commander, pursuant to s. 10(9)(b) of the *Police Services Act*.
- 5. The Commissioner shall cause the Detachment Commander or his or her designate to report to the Board at mutually agreed upon intervals in accordance with the *Police Services Act* regarding the provision of police services in and for the Municipality. The O.P.P. will determine the information to be contained in the reports and the format in which they will be provided.
- 6. (a) For the purposes of s. 10(6) of the *Police Services Act*, the O.P.P. shall provide police services to the Municipality, including the enforcement of mutually agreed upon by-laws. The parties shall review this part of the agreement annually, with a view to revising or updating the list of by-laws requiring O.P.P. enforcement.

(b) Any by-law violations in relation to; building codes, or animal control will not form part of this agreement.

7. The parties agree that sections 132 and 133 of the *Police Services Act* will be applied as if the Nottawasaga Detachment of the O.P.P. was a municipal police force, and as if the Detachment Commander was a Chief of Police.

#### Service Levels

8. (a) Ontario shall cause the Commissioner to assign police officers and other persons to duties relating to the police services in and for the Municipality so as to provide the municipality adequate and effective policing services.

(b) Where the Municipality receives dedicated enhancement positions, it shall be responsible for all costs associated with those dedicated resources. In the event that the Municipality decides to reduce the number of enhancement positions, it shall provide Ontario with at least one year's prior written notice and shall be responsible for all costs associated with such reduction.

#### Liability of Ontario

9. The O.P.P. shall be liable for any damages that may arise as a result of any negligent acts or omissions of its members in the performance of this Agreement.

#### Provincial Services Usage

10. The O.P.P. as legislated by the *Police Services Act*, must be capable of providing provincial level response that can be mobilized for emergencies, disaster or specialized needs. The O.P.P. may meet this requirement by deploying resources that normally would be assigned to the Detachment that serves the Municipality. The O.P.P. shall ensure that in the event resources are deployed to a situation requiring provincial level response, appropriate resources remain available to the Detachment to provide adequate and effective policing to the Municipality. The use of O.P.P. officers in cases where there is a provincial obligation to respond will be accounted for as part of the billing model.

#### Equipment and Facilities

11. Ontario shall supply or cause to be supplied all vehicles and equipment reasonably necessary and appropriate for the use of the O.P.P. in providing police services under this Agreement.
12. The parties will enter into negotiations concerning the provision and payment of appropriate buildings and rental agreements, including, but not limited to, location, leasehold improvements, and capital costs, where applicable.

**Adequacy Standards Regulation**

- 13. The O.P.P. shall undertake and be responsible for ensuring that all mandatory standards of adequate and effective police services as required by *Ontario Regulation 3/99* under the *Police Services Act* are met and maintained.
- 14. The Detachment Commander shall provide the Board with reasonable documentation, as agreed upon between the Board and the O.P.P., to allow the Board to evaluate the services and satisfy itself that adequate and effective standards and policies are in place.
- 15. It shall be the responsibility of the Board to monitor the delivery of police services to ensure that the provisions of the *Ontario Regulation 3/99* under the *Police Services Act* are satisfied on an ongoing basis.

**Cost of Police Services**

- 16. (a) On or before October 01<sup>st</sup> in each year, Ontario shall prepare and deliver to the Municipality for review and approval, the Annual Billing Statement for the following year, together with sufficient documentation and information reasonably necessary to explain and support the billing.
- (b) The Municipality shall review the Annual Billing Statement upon receipt and, within 90 days of such receipt, shall approve the Annual Billing Statement or deliver to Ontario a request to review the Annual Billing Statement.
- 17. (a) In the event that the Municipality fails to approve or request a review of the Annual Billing Statement within 90 days of receipt, the Municipality shall be deemed to have approved the Annual Billing Statement.
- (b) In the event that the Municipality requests a review of the Annual Billing Statement as provided in this paragraph, the Annual Billing Statement shall be approved, or amended and approved in accordance with Section 18.
- 18. Where the Municipality has delivered to Ontario a request to review the Annual Billing Statement, Ontario shall carry it out expeditiously, and Ontario shall cooperate to permit such a review to be carried out. If the parties are unable to agree on the Annual Billing Statement, either party may submit the matter to the dispute resolution mechanisms set out in paragraphs 22 and 23. In the event that the Municipality delivers a request to review to Ontario, the Annual Billing Statement shall be deemed to apply during the period of review.
- 19. The Municipality shall make monthly installment payments to Ontario due no later than 30 days following receipt by the Municipality of each monthly invoice, each one being one twelfth of the Annual Billing Statement for that year. Any amounts which have become due and owing shall bear interest at the rate set by the Minister of Finance from time to time.

20. Ontario shall keep all records, statements of account, invoices and any other such documents necessary to support the Annual Billing Statement, and all such records shall be kept for a period of seven years. Ontario shall permit the Municipality, upon notice to Ontario, to examine all such records and books of account and conduct a review of the Annual Billing Statement.
21. Upon the approval or deemed approval of the Annual Billing Statement, as provided in this Agreement, adjustments shall be made in the amounts paid by the Municipality by installment so that (i) the total amount paid in respect of the preceding year is equal to the amount shown on the approved Annual Billing Statement and (ii) the installments for the year following the year in which the statement is prepared are each equal to one twelfth of the approved Annual Billing Statement. Any amounts payable by one party to the other shall be paid to the appropriate party in the remaining monthly billings for the year following the year in which the statement is prepared.

### Dispute Resolution Mechanisms

22. (a) The provisions of this paragraph apply in the event of a dispute between the Municipality and Ontario concerning financial and related issues arising out of the interpretation, application, administration, or alleged violation of this Agreement ("Financial Disputes") or between the Board and the O.R.P. concerning policing issues arising out of the interpretation, application, administration, or alleged violation of this Agreement ("Policing Disputes").
- (b) In the event that a dispute arises, the Detachment Commander, or representative, and the Municipality or the Board, as the case may be, or their representative, shall meet within 30 days of such dispute arising, and use all best good faith efforts to resolve the dispute.
- (c) If the dispute remains unresolved, the Regional Commander, or representative, and the Municipality or the Board, as the case may be, or representative, shall meet and use all best good faith efforts to resolve the dispute.
- (d) If the dispute remains unresolved, the Commissioner, or Deputy Commissioner, and the Municipality or the Board, as the case may be, or representative, shall meet and use all best good faith efforts to resolve the dispute.
- (e) If a Financial Dispute remains unresolved, the issue may be referred to mediation by either party, and each party shall use all good faith efforts to resolve the dispute.
23. (a) Financial Disputes that cannot be resolved through any of the methods described within paragraph 22, may be referred to and settled by binding arbitration. The provisions of the *Arbitration Act, 1991* shall apply to any such arbitration, unless otherwise indicated below:
- (i) The language of the arbitration shall be English.

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- (ii) The place of the arbitration shall be the Town of New Tecumseth.
  - (iii) Each party agrees that the arbitration shall be conducted in a summary manner to ensure a full hearing in a cost effective and efficient manner.
  - (iv) Each party shall make prompt full disclosure to the other and, subject to the availability of an arbitrator the arbitration shall be commenced within 30 days of the conclusion of the meeting with the Commissioner, or the mediator, if applicable.
  - (v) Each party shall be responsible for its own legal expenses and for an equal share of the fees and expenses of the arbitration and any other related expenses. Section 54 of the *Arbitration Act* shall not apply; the arbitrator shall have no right to make an award relating to costs.
  - (vi) The parties shall have no right of appeal to a final decision of an arbitrator.
- (b) Policing Disputes shall not be subject to mediation or arbitration.
- (c) Neither party shall be entitled to proceed to mediation or arbitration until all of the meetings referred to in paragraphs 22 have been held, and each party undertakes to exert all best good faith efforts to resolve the dispute in those meetings.
- (d) Mediations or arbitrations of disputes conducted under this Agreement shall remain closed to the public. All parties to any dispute shall keep all details, admissions or communications made in the course of the dispute resolution process strictly confidential, nor shall such information be admissible in any legal proceeding, except as follows:
- (i) on consent of all parties;
  - (ii) as may be ordered by a court of competent jurisdiction;
  - (iii) the final decision of the arbitrator may be released.
- (e) Each of the meetings outlined in paragraph 22 shall be commenced no earlier than 15 days, and concluded no more than 30 days, from the conclusion of the prior stage unless the parties otherwise agree.
- (f) Notwithstanding any of the above provisions, nothing in this Agreement shall be construed so as to give the Municipality or the Board the right to alter any policy of the O.P.P. or the Ministry. Nothing in this Agreement shall be construed so as to give the Municipality or the Board, the right to supercede or vary the duties and obligations of the Solicitor General pursuant to s. 3(2) of the *Police Services Act*, or of the Commissioner pursuant to s. 17 and s. 41 of the *Police Services Act*, and further, the rights of the Municipality and the Board pursuant to the Agreement are subject to the Municipality's obligations under s. 4 of the *Police Services Act*.

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**Detachment Commander Selection**

24. The Detachment Commander shall be selected from a short-listed pool of candidates as determined by the OPP in accordance with its relevant provincial policies. Following the formulation of the short-list, a joint committee consisting of Board members and persons nominated by the Commissioner, shall select the successful candidate in accordance with the process set out in the OPP's provincial policies.

**Notice**

25. Any notice, statement, invoice or account to be delivered or given by any of the below listed groups to any other of them shall be delivered to such groups using the delivery methods as listed below. Any notice, statement, invoice or account sent by mail shall be deemed to be received on the third day following the date of mailing unless shown to the contrary, and if sent by fax or by email, it shall be deemed to be received on the date it was sent. Any group may change its contact information by giving notice provided herein:

- (a) by mail to Ontario addressed to: The Solicitor General, 25 Grosvenor Street, 11<sup>th</sup> Floor, Toronto, Ontario, M7A 1Y6, or by fax to (416) 325-6067
- (b) by mail to the Commissioner addressed to: The Commissioner, Ontario Provincial Police, 777 Memorial Avenue, Oshawa, Ontario, L3V 7V3, to the attention of the Manager, Municipal Policing Bureau, by fax to (705) 330-4191, or by email to [opp.municipalpolicing@topp.ca](mailto:opp.municipalpolicing@topp.ca)
- (c) by mail to the Municipality addressed to: The Mayor, Township of Adjala-Tosorontio, 7855 30th Sideroad, Alliston, Ontario, L9R 1V1, or by fax to (705) 434-5051  
by mail to the Municipality addressed to: The Mayor, Township of Essa, 5786 County Road 21, Utopia, Ontario, L0M 1T0, or by fax to (705) 424-2367  
by mail to the Municipality addressed to: The Mayor, Town of New Tecumseth, 10 Wellington Street East, Alliston, Ontario, , or by fax to (705) 435-2873
- (d) by mail to the Board addressed to: The Nottawasaga Police Services Board, 10 Wellington Street East, Alliston, Ontario, L9R 1A1, or by fax to (705) 435-2873

**Commencement and Termination of Agreement**

- 26. Notwithstanding the date upon which this Agreement is signed, the term of this Agreement shall commence on the 1st day of January 2021, and shall conclude on the earlier of (i) mmm dd, yyyy or (ii) the date that the *Community Safety and Policing Act, 2019* comes into force.
- 27. Either party to this Agreement may terminate this Agreement upon one year written notice of termination to the other party, in which case this Agreement shall terminate one year following the delivery of such notice. Should a notice to terminate be given, the Municipality shall continue to be obligated to pay for the cost of providing police services under this contract to, and including the date of such termination and Ontario shall continue to be responsible to provide the services outlined in this Agreement.
- 28. Should the Municipality's designated responsibility to provide policing under the *Police Services Act* be changed, either by statute or government interpretation, the Municipality maintains its right upon being so informed to give written notice of its intention to terminate this Agreement forthwith.

**Entire Agreement**

- 29. This Agreement and the schedules attached constitute the entire Agreement between the parties, and there are no representations, warranties, collateral agreements or conditions affecting this Agreement or the relationship of the parties or supported hereby other than as expressed herein in writing. Any amendment to this Agreement must be in writing, duly executed by the parties.

**IN WITNESS WHEREOF**, the Municipality has affixed its Corporate Seal attested by the signature of its duly authorized signing officers, and the Deputy Solicitor General, Community Safety has personally signed this Agreement to be effective as of the date set out herein.

**FOR ONTARIO**

\_\_\_\_\_  
Deputy Solicitor General, Community Safety

**FOR THE MUNICIPALITY**

Township of Adjala-Tosorontio \_\_\_\_\_ Mayor

\_\_\_\_\_  
Chief Administrative Officer

Date signed by the Municipality \_\_\_\_\_

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**FOR THE MUNICIPALITY**

Township of Essa

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Chief Administrative Officer

Date signed by the Municipality \_\_\_\_\_

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**FOR THE MUNICIPALITY**

Town of New Tecumseth

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Chief Administrative Officer

Date signed by the Municipality \_\_\_\_\_

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**SCHEDULE "A"**

**BY-LAW OF THE MUNICIPAL COUNCIL**

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**SCHEDULE "B"**

**PROPOSAL FOR POLICE SERVICES**

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***The Township  
of Adjala-Tosorontio, Township  
of Essa, Town of New  
Tecumseth  
Contract Policing Proposal***

Prepared by: Linda Davis  
Ontario Provincial Police  
Municipal Policing Bureau

Date: October 06, 2020

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## Executive Summary

The Ontario Provincial Police (OPP) has over 100 years of experience in providing effective community-based policing and protection throughout Ontario. The OPP has provided municipal police services under contract for over 70 years and currently maintains contracts with over 140 communities across Ontario.

The Townships of Adjala-Tosorontio, Essa and the Town of New Tecumseth requested a contract proposal for OPP municipal policing. This proposal is based on the OPP Billing Model, with the Townships and Town paying an amount equal to the sum of its allocated portion of the OPP's total municipal policing Base and Calls for Service costs, as well as the costs for Overtime, Prisoner Transportation, Court Security, and Accommodation/Cleaning Services as applicable. Where a municipality chooses to receive police services from the OPP pursuant to a contract, the OPP will provide the level of police services required to provide adequate and effective policing, including providing the services set out in Regulation 3/99, Adequacy and Effectiveness of Police Services under the *Police Services Act*.

This proposal reflects the integrated policing concept, incorporating a police services contract for the Townships of Adjala-Tosorontio, Essa and the Town of New Tecumseth with OPP highway patrol services and provincial responsibilities under one administration. The Nottawasaga OPP Detachment will remain as the Administration/Operations Centre. The resources will be deployed to the municipality from this facility.

The Nottawasaga OPP Detachment Commander will be responsible to oversee all aspects of service delivery. The detachment management including Staff Sergeant(s) and Sergeant / Platoon Leaders as applicable will provide assistance and supervision to members of the Nottawasaga Detachment.

It is the intent to maintain all existing community service programs and community policing committees, in consultation with the Police Services Board.

Any new community service program considered may be implemented after consultation with the Townships of Adjala-Tosorontio, Essa and the Town of New Tecumseth Councils, the Township's Police Services Board and the Nottawasaga OPP Detachment Commander.

When a municipality chooses to receive police services from the OPP under contract, the OPP will ensure that the municipality receives adequate and effective police services in accordance with the *Police Services Act* and Regulations. The shared infrastructure of the OPP broadens local access to resources, expertise, solutions, training and management without duplicating services. The Townships of Adjala-Tosorontio, Essa and the Town of New Tecumseth will continue to benefit as additional staff are readily available from within the Nottawasaga OPP Detachment as well as neighboring detachments and regions, should the need arise.

The Townships of Adjala-Tosorontio, Essa and the Town of New Tecumseth will be required to maintain a Police Services Board, as mandated by Section 10 of the *Police Services Act* that will generally determine objectives and priorities for police services within the community, after consultation with the Detachment Commander. The Commissioner is committed to ensuring that the Detachment Commander of the Nottawasaga OPP Detachment responds appropriately to the Board's advice and priorities in a manner consistent with the Board's identified concerns, expectations and needs.

It is long-standing OPP policy and practice to be accountable to the communities we serve. The Commander of the Nottawasaga OPP Detachment, or designee, will report to the Police Services Board on a regular basis, as per the direction of the Board. The OPP is experienced in being accountable to the municipalities we serve. With over 100 contracts currently in place

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and future contracts pending, there is great emphasis placed on OPP accountability to Police Services Boards.

The OPP is required to provide provincial level emergency response that can be mobilized in times of emergency, disaster or a specialized investigative need. The OPP meets such emergent needs, on an on-call, as-needed basis, by deploying small numbers of officers from multiple locations and assignments, both provincial and municipal. During such times, the OPP is responsible to ensure that appropriate resources remain in place to make certain the municipality receives adequate and effective police services in accordance with the *Police Services Act* and Regulations. The use of OPP officers in cases where there is a provincial obligation to respond will be accounted for as part of the billing model.

If the Townships of Adjala-Tosorontio, Essa and the Town of New Tecumseth chooses to accept an OPP contract for its policing service, the Nottawasaga OPP Detachment Commander will assign resources, focusing on meeting the Townships' and Town's unique policing needs.

**Value for the Townships of Adjala-Tosorontio, Essa and the Town of New Tecumseth:**

- Assurance of adequacy and effectiveness of police services;
- Dedication to resolving community issues through local involvement and community policing committees;
- Availability of additional staffing support from neighbouring detachments, regional headquarters and general headquarters;
- Work with the Detachment Commander in determining the local policing priorities and objectives through the Township's Police Services Board; and
- Seamless access to comprehensive police services and infrastructure.

The estimated policing cost for 2021 associated to this proposal as presented in the Annual Billing Statement is **\$10,519,040**. It also includes the cost of enhancement(s) requested by the municipality. This amount is reflective of the most current cost estimates under the OPP Billing Model, exclusive of the year-end adjustments.

The year-end adjustment for the year 2019 totalling **\$56,897** is listed separately from the 2021 estimated cost, but forms part of the Grand Total Billing as shown near the bottom of the Annual Billing Statement.

**Not included in this proposal are:**

- The cost of maintaining the Police Services Board
- Any applicable revenues accruing to the municipality as a result of police activity

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### Dedicated Enhancement Positions

Municipalities entering into a contract under Section 10 of the *Police Services Act* may choose to receive dedicated enhanced positions.

Municipalities will be billed for the cost of dedicated enhanced positions using actual salaries, wages, overtime and benefits and the latest approved municipal cost-recovery formula. Any additional unique costs associated with the dedicated enhanced positions will be detailed on the Annual Billing Statement and the municipality will be billed accordingly.

The service delivered by these positions will be tracked and reconciled on an annual basis.

Your contract enhancements are listed below:

FTE* Enhancements	Classification	Position Description
1.00	Sergeant	Traffic and Court Programs
1.00	Sergeant	Community Mobilization and Engagement Unit
2.00	Constables	School Resource Officers
1.00	Constable	Traffic Officer
2.00	Detachment Administration Clerks (civilian)	Platoon Administration Support

\*1.0 Uniform FTE does not refer to an officer exclusively dedicated to the Agreement. It is a unit of hours of police services per annum. The number of hours for an FTE is subject to change from year to year, and will reflect the latest availability factor, currently at 1,417 hours per year. The availability factor for the billing year will be specified in the Annual Billing Statement for that year.

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**Notes to the "Dedicated Enhancement Positions":**

- **Dedicated Enhancement Reconciliation - Uniform Positions:**
  - Total hours of service provided by all dedicated enhancement positions will be reconciled annually.
  - It is currently estimated that each FTE will provide 1,417 hours of service per year in order to fulfill the requirements of their respective positions. If the total number of hours allotted by the availability factor set out in the Annual Billing Statement are not met, the total cost of all uniform dedicated enhancement positions will be reduced accordingly. Note the availability factor is subject to change from year to year.
  - Total hours of service for dedicated enhancement positions include hours of work performed in a municipality by all officers assigned to enhancement positions.

Total hours do not include:

- overtime hours
- hours recorded for duties accounted for in the availability factor such as court attendance, training and specific administrative duties
- hours calculated for billable calls for service by officers assigned to dedicated enhancement positions unless the officer's position is general law enforcement.

- **Dedicated Enhancement Reconciliation - Civilian Positions:**
  - Dedicated civilian enhancement positions will be reconciled annually based on the actual staffing of the position. For example, municipalities will receive a credit for periods when the position is vacant, excluding short-term vacancies such as sick time, vacation, statutory holiday, bereavement leave, etc.

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### OPP 2021 Annual Billing Statement

Adjala-Tosorontio/Essa/New Tecumseth Tp

Estimated costs for the period January 1 to December 31, 2021

Please refer to [www.opp.ca](http://www.opp.ca) for 2021 Municipal Policing Billing General Information summary for further details.

			<u>Cost per Property \$</u>	<u>Total Cost \$</u>
<b>Base Service</b>	<b>Property Counts</b>			
	Household	27,219		
	Commercial and Industrial	<u>753</u>		
	Total Properties	<u><u>27,972</u></u>	177.48	4,964,356
<b>Calls for Service</b>				
	Total all municipalities	168,336,779		
	Municipal portion	2.3229%	139.79	3,910,295
<b>Overtime</b>			12.77	357,306
<b>Contract Enhancements</b>			39.22	1,097,153
<b>Prisoner Transportation</b>	(per property cost)		2.11	59,021
<b>Accommodation/Cleaning Services</b>	(per property cost)		<u>4.68</u>	<u>130,909</u>
<b>Total 2021 Estimated Cost</b>			<u><u>376.06</u></u>	<b>10,519,040</b>
<b>2019 Year-End Adjustment</b>				56,897
<b>Grand Total Billing for 2021</b>				<u><u>10,575,938</u></u>
<b>2021 Monthly Billing Amount</b>				<b>881,328</b>

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**OPP 2021 Contract Enhancement Cost Summary**  
**Adjala-Tosorontio/Essa/New Tecumseth Tp**  
**Estimated cost for the period January 1 to December 31, 2021**

2020 Cost Recovery Formula

**Salaries and Benefits**

		Positions	\$/FTE	Total
<b>Uniform Members</b>	Note 1			
Sergeant .....		2.00	122,479	244,958
Constable .....		3.00	104,552	313,656
<b>Total Uniform Salaries</b>		5.00		558,614
Statutory Holiday Payout .....			3,873	19,367
Shift Premiums .....			1,033	5,164
Uniform Benefits - Full-Time Salaries .....			30.37%	169,651
<b>Total Uniform Salaries &amp; Benefits</b>				<b>752,797</b>
<b>Detachment Civilian Members</b>	Note 1			
Detachment Administrative Clerk .....	Full-time	2.00	66,104	132,208
<b>Total Detachment Civilian Salaries</b> .....		2.00		132,208
Civilian Benefits - Full-Time Salaries .....			29.53%	39,041
<b>Total Detachment Civilian Salaries &amp; Benefits</b>				<b>171,249</b>
<b>Support Costs - Salaries and Benefits</b>				
Communication Operators .....			6,940	34,700
Prisoner Guards .....			1,853	9,265
Operational Support .....			5,129	25,645
RHQ Municipal Support .....			2,647	13,235
Telephone Support .....			120	600
Office Automation Support .....			673	3,365
Mobile and Portable Radio Support .....			264	1,320
<b>Total Support Staff Salaries and Benefits Costs</b>				<b>88,130</b>
<b>Total Salaries &amp; Benefits</b>				<b>1,012,176</b>
<b>Other Direct Operating Expenses</b>				
Communication Centre .....			165	825
Operational Support .....			742	3,710
RHQ Municipal Support .....			148	740
Telephone .....			1,456	7,280
Mobile Radio Equipment Repairs & Maintenance .....			39	195
Office Automation - Uniform .....			2,603	13,015
Office Automation - Civilian .....			1,803	3,606
Vehicle Usage .....			8,294	41,470
Detachment Supplies & Equipment .....			502	2,510
Uniform & Equipment .....			2,102	10,510
Additional Municipally Leased Computers .....	Note 2		1,116	1,116
<b>Total Other Direct Operating Expenses</b>				<b>84,977</b>
<b>Total 2021 Estimated Enhancement Cost</b>				<b>\$ 1,097,153</b>
<b>Total OPP-Policed Properties</b>				27,972
<b>Cost Per Property</b>				<b>\$ 39.22</b>

**OPP 2021 Contract Enhancement Cost Summary  
Adjala-Tosorontio/Essa/New Tecumseth Tp  
Estimated cost for the period January 1 to December 31, 2021**

**Notes:**

- 1) Salary rates are based on weighted average rates for municipal detachment staffing by rank, level and classification. The 2021 salaries incorporate the January 1, 2021 general salary rate increases set in the 2019 to 2022 OPPA Uniform and Civilian Collective Agreements, (1.00% in January 2021 and 0.97% in July 2021 for Uniform and 1.00% for Civilian). The benefit rates are based on the most recent rates set by the Treasury Board Secretariat, (2020-21). Statutory Holiday Payouts, Shift Premiums, and Benefit costs are subject to reconciliation.
- 2) Additional Municipally Leased Computers includes one (1) desktop computer which was previously under a separate agreement with the OPP IT Section, at the current Cost-Recovery Formula rate of \$1,116 each.
- 3) Costs are allocated to contract members based on property counts. See table below:

Municipality	Property Count	%	Enhancement cost
Adjala-Tosorontio Tp	4,218	15.08%	165,444
Essa Tp	7,684	27.47%	301,391
New Tecumseth T	16,070	57.45%	630,318
<b>Total</b>	<b>27,972</b>	<b>100.00%</b>	<b>1,097,153</b>

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## OPP Contacts

Please forward any questions or concerns to Inspector Steve Ridout, Detachment Commander, Nottawasaga Detachment, or Linda Davis, Municipal Policing Specialist, Municipal Policing Bureau, OPP General Headquarters.

Inspector Steve Ridout (705) 434-1939

Linda Davis (705) 826-2309

**THE CORPORATION OF THE TOWNSHIP OF ESSA**

**BY-LAW NO. 2020 – 71**

**A By-law of The Corporation of the Township of Essa to remove Lots 14-16 and 18, Blocks 62 and 64 of Plan 51M-1129, and Lots 9-13 and 29-35, Blocks 43-45 of Plan 51M-1130 from the Part Lot Control Provisions of the *Planning Act*.**

WHEREAS Subsection 50(7) of the *Planning Act*, R.S.O. 1990, c.P. 13 provides that the Council of a local municipality may by by-law provide that Subsection 50(5) does not apply to land that is within such Plan or Plans of Subdivision or part or parts thereof as is or are designated in the by-law, and where the by-law is approved by the County of Simcoe, Subsection 50(5) ceases to apply to such lands;

NOW THEREFORE BE IT RESOLVED THAT Council of The Corporation of the Township of Essa hereby enacts as follows:

1. Subsection 50(5) of the *Planning Act*, R.S.O. 1990, c.P.13 does not apply to the following lands in the Township or Essa.  
  
    Lots 14-16 and 18, Blocks 62 and 64 of Plan 51M-1129, and  
    Lots 9-13 and 29-35, Blocks 43-45 of Plan 51M-1130
2. This By-law shall come into force and effect after the requirements of Subsection 50(7) have been complied with.
3. This By-law shall be registered on title in the Land Registry Office for the County of Simcoe.

READ A FIRST TIME AND TAKEN AS READ A SECOND AND THIRD TIME AND FINALLY PASSED THIS the 2<sup>nd</sup> day of December, 2020.

\_\_\_\_\_  
Sandie Macdonald, Mayor

\_\_\_\_\_  
Lisa Lehr, Clerk

**THE CORPORATION OF THE TOWNSHIP OF ESSA**

**BY-LAW 2020 – 72**

**Being a By-law to confirm the proceedings of the Council meeting held on the 2<sup>nd</sup> day of December, 2020.**

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 2<sup>nd</sup> day of December, 2020 and, in respect of each recommendation contained in the Minutes of the Public meeting held on the 18<sup>th</sup> day of November, 2020, the Regular Council meeting held on the 18<sup>th</sup> day of November, 2020 and the Committee of the Whole meetings held on the 18<sup>th</sup> day of November, 2020; 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 2<sup>nd</sup> day of December, 2020.

\_\_\_\_\_  
Sandie Macdonald, Mayor

\_\_\_\_\_  
Lisa Lehr, Clerk