

**THE CORPORATION OF THE TOWNSHIP OF ESSA
COMMITTEE OF THE WHOLE MEETING
WEDNESDAY, SEPTEMBER 21, 2022**

MINUTES

A Committee of the Whole meeting was held in-person on Wednesday, September 21, 2022 in the Council Chambers of the Administration Centre, Township of Essa.

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

Regrets: Councillor Pieter Kiezebrink

Staff in attendance: C. Healey-Dowdall, Chief Administrative Officer
S. Haniff, Senior Planner
J. Coleman, Manager of Parks and Recreation
M. Mikael, Manager of Public Works
L. Lehr, Manager of Legislative Services

Guests: Darren Vella, Innovative Planning Solutions (IPS)

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. **Public Meeting – Official Plan Amendment (OPA 42) and Zoning By-law Amendment (Z1/22)**
re: 34 Mill Street, Angus

Please see separate set of minutes.

STAFF REPORTS

4. PLANNING AND DEVELOPMENT

5. PARKS AND RECREATION / COMMUNITY SERVICES

- a. **Staff Report PR013-22 submitted by the Manager of Parks and Recreation, re: Dog Park for Olive Lee Park, Meadowland, Thornton.**

Resolution No: CW092-2022 Moved by: Sander Seconded by: Henderson

*Be it resolved that Staff Report PR013-22 be received; and
That Council consider the installation and associated costs for the creation of a Dog Park within Olive Lee Park, located at 19 Meadowland Boulevard, Thornton, to be included in the 2023 Budget Deliberations.*

----Carried----

- b. **Staff Report PR014-22 submitted by the Manager of Parks and Recreation, re: U7 Hockey Request for 2022-2023 Season – Request to Waive Fees from Minor Hockey.**

Resolution No: CW093-2022 Moved by: Smith Seconded by: Sander

*Be it resolved that Staff Report PR014-22 be received; and
That Council direct the Manager of Parks and Recreation to proceed with booking U7 ice time for the 2022-23 season at a discounted rate of 50% of the Township's current Minor Hockey ice rental rate, to be invoiced monthly to both Essa Minor Hockey and Thornton Minor Hockey; and
That Council approve the request for Essa's local and non-profit minor groups, such as Minor Hockey, Soccer and Baseball, to use Township meeting/banquet rooms free of charge for 10 non-licensed (no alcohol) uses per year.*

----Carried----

6. FIRE AND EMERGENCY SERVICES

7. PUBLIC WORKS

- a. **Staff Report PW012-22 submitted by the Manager of Public Works and the Manager of Parks and Recreation, re: Award of RFP – Essa Transportation and Trails Master Plan.**

Resolution No: CW094-2022 Moved by: Sander Seconded by: Henderson

*Be it resolved that Staff Report PW012-22 be received; and
That the RFP as received from WSP be accepted in the amount of \$180,882.00 (excluding applicable tax but including a provisional item) to create and supply the Township of Essa with a Transportation & Trails Master Plan.*

----Carried----

8. FINANCE

9. CLERKS / BY-LAW ENFORCEMENT / IT

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

- a. Staff Report CAO025- 22 submitted by the Chief Administrative Officer,
re: Brookfield Park Development Plan.**

Resolution No: CW095-2022 Moved by: Smith Seconded by: Henderson

*Be it resolved that Staff Report CAO025-22 be received for information; and
That the Chief Administrative Officer provide Council with a further comprehensive
report.*

----Carried----

- b. Staff Report CAO026- 22 submitted by the Chief Administrative Officer,
re: Expenditures During Summer Recess.**

Resolution No: CW096-2022 Moved by: Smith Seconded by: Henderson

*Be it resolved that Staff Report CAO026-22 be received; and
That Council confirm the purchases and contracts for services approved by the Chief
Administrative Officer as identified in this Report.*

----Carried----

- c. Staff Report CAO027- 22 submitted by the Chief Administrative Officer,
re: Proposed BIA Sign and County Economic Development Funding.**

Resolution No: CW097-2022 Moved by: Smith Seconded by: Henderson

*Be it resolved that Staff Report CAO027-22 be received; and
That Council support a funding application to the County of Simcoe to request
Economic Development funding in the amount of \$25,000.00 for a digital sign, similar
to the new administration sign, to be installed at 2 Vernon Street, Angus or nearby in
2022/early 2023; and
That the Chief Administrative Officer be directed to provide information during 2023
Budget Deliberations specific to the purchase and installation of a digital sign to be
located in Thornton.*

----Carried----

- d. Staff Report CAO028- 22 submitted by the Chief Administrative Officer,
re: Building Permits.**

Resolution No: CW098-2022 Moved by: Smith Seconded by: Sander

*Be it resolved that Staff Report CAO028-22 be received; and
That Council consider including a new fee for "Building Permit Renewals" in the
Township's Fee Schedule in 2023 following proper advertisement for the consideration
of fees in accordance with the Municipal Act.*

----Carried----

11. OTHER BUSINESS

a. Request of Council for Action – Internet Coverage in Rural Areas of Essa Township

Council supported a letter being sent to the Ministry of Infrastructure, MP, MPP, and the County of Simcoe relating to capacity limits for internet coverage in rural areas in Essa Township. Council indicated that in many rural areas of Essa, such as Egbert, the capacity limit is greater than the coverage area. As well, many new residents of Essa that move to rural areas are put on the bottom of the vendor's prioritized listing, resulting in no internet coverage for long periods (sometimes up to a six month waiting period).

b. Thornton Union Cemetery –Transfer of Ownership

The Manager of Parks and Recreation informed Council that the municipality is currently working through surveying of the cemetery. He indicated that the land transfer has to take place prior to transfer of ownership. He informed Council that the process was very complex. Due to the sensitivity surrounding burials, Council requested that staff start the process of land transfer/transfer of ownership in 2022 and recognizes that the associated costs were not budgeted for in 2022. Costs incurred in 2022 are to be paid for using the Cemetery Legal Fees G/L. The Chief Administrative Officer advised that the costs would be approximately \$20,000.00.

Resolution No: CW099-2022 Moved by: Smith Seconded by: Sander

Be it resolved that Staff be directed to continue with the land transfer for the transfer of ownership of the Thornton Union Cemetery to the Township of Essa in 2022; and That the associated costs over and above what was approved in the 2022 Budget be paid for using Cemetery Legal Fees G/L 380-498-6067, with additional funds to be included in the 2023 Budget Deliberations of which will allow for the continuance and/or conclusion of the transfer of ownership, including the surveying and other needs as required.

----Carried----

c. Residents Concern – Unsafe Bus Stop

The Manager of Public Works advised that he will bring a report back to Council at a future meeting of which will attempt to address the issue.

d. Angus Santa Claus Parade – November 19, 2022

Council advised that the Angus Santa Claus Parade is scheduled to take place in Angus on Saturday November 19, 2022.

e. Recommendation of Traffic Advisory Committee (TAC)

The Chief Administrative Officer informed Council that the Manager of Public Works would be providing a report at a future meeting specific to traffic control and recommendations of the Committee.

f. Temporary Treasurer – Debbie Dollmaier

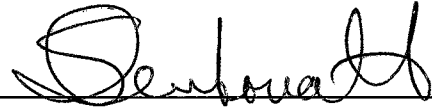
Council congratulated Debbie Dollmaier as the successful candidate to fill the Temporary Treasurer position.

12. ADJOURNMENT

Resolution No: CW100-2022 Moved by: Smith Seconded by: Henderson

Be it resolved that this meeting of Committee of the Whole of the Township of Essa adjourn at 7:52 p.m., to meet again on the 5th day of October, 2022 at 6:00 p.m.

----Carried-----



Sandie Macdonald, Mayor



Lisa Lehr, Manager of Legislative Services