

**THE CORPORATION OF THE TOWNSHIP OF ESSA
VIRTUAL COMMITTEE OF THE WHOLE MEETING
WEDNESDAY, OCTOBER 21, 2020**

MINUTES

A Committee of the Whole meeting was held virtually on Wednesday, October 21, 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)
R. Rosilius, Deputy Treasurer (electronic)
C. Ross Tustin, Fire Chief (electronic)
L. Wark, CEO Essa Public Library (electronic)
G. Newbatt, Manager of Library Services (electronic)
L. Lehr, Clerk (electronic)
K. Pascoe, Deputy Clerk (electronic)

1. OPENING OF MEETING BY THE MAYOR

Mayor Macdonald opened the meeting at 4:04 p.m.

2. DISCLOSURE OF PECUNIARY INTEREST

None.

3. DELEGATIONS / PRESENTATIONS / PUBLIC MEETINGS

a. Department Presentations:

- i. Planning and Development
- ii. Fire
- iii. Parks and Recreation
- iv. Clerks
- v. Library
- vi. Finance
- vii. Public Works

Department Managers provided Council with an overview of strengths, weaknesses, opportunities and trends in their respective departments.

STAFF REPORTS

- 4. PLANNING AND DEVELOPMENT**
- 5. PARKS AND RECREATION/ COMMUNITY SERVICES**
- 6. FIRE AND EMERGENCY SERVICES**
- 7. PUBLIC WORKS**
- 8. FINANCE**

- a. Staff Report TR014-20 submitted by the Tax Collector, re: Request to Write Off/Adjust 2019 and 2020 Taxes.**

Resolution No: CW137-2020 Moved by: Sander Seconded by: White

*Be it resolved that Staff Report TR014-20 be received; and
That the Tax Collector be authorized to adjust taxes on the accounts listed on
Schedules "A" and "B" of this report.*

----Carried----

- b. Staff Report TR015-20 submitted by the Tax Collector, re: Request to Write Off 2019 and 2020 Uncollectible Tax Amounts.**

Resolution No: CW138-2020 Moved by: Smith Seconded by: Sander

*Be it resolved that Staff Report TR015-20 be received; and
That the Tax Collector be authorized to write off the taxes and penalty charges
pursuant to Section 354 of the Municipal Act, 2001, and charge back to Simcoe
County and the applicable school board its proportionate share of the unpaid taxes
that are written off pursuant to Section 353 of the Municipal Act, 2001 for property
identified by Assessment Roll # 4321 010 010 01802 per Schedules "A" and "B" of this
Report.*

----Carried----

- c. Staff Report TR016-20 submitted by the Manager of Finance, re: Set 2021 Budget Deliberation Meetings.**

Resolution No: CW139-2020 Moved by: Smith Seconded by: White

*Be it resolved that Staff Report TR016-20 be received; and
That Council schedule Special Meetings for 2021 Budget Deliberations on Wednesday
November 18th, 2020 from 1:00 p.m. to 5:00 p.m., Wednesday December 2nd, 2020
from 1:00 p.m. to 5:00 p.m. and Wednesday December 16th, 2020 from 1:00 p.m. to
5:00 p.m; and
That all meetings be held electronically via Zoom.*

----Carried----

- d. **Staff Report TR017-20 submitted by the Deputy Treasurer, re: COVID Expenses Compared to Funding.**

MOTION AS AMENDED

Resolution No: CW140-2020 Moved by: Henderson Seconded by: Smith

Be it resolved that Staff Report TR017-20 be received for information; and That Council assess the Municipality's financial situation and specifically requests Provincial funding under Phase 2 of the Safe Restart Agreement Municipal Operating Fund on the basis that the funding provided under Phase 1 is not sufficient to address 2020 COVID related operating pressures.

----Carried----

9. CLERKS / BY-LAW ENFORCEMENT / IT

- a. **Staff Report C032-20 submitted by the Deputy Clerk, re: SWIFT Update.**

Resolution No: CW141-2020 Moved by: Sander Seconded by: Smith

Be it resolved that Staff Report C032-20 be received for information.

----Carried----

- b. **Staff Report C033-20 submitted by the Clerk, re: Ward Boundary Review.**

Resolution No: CW142-2020 Moved by: Sander Seconded by: White

Be it resolved that Staff Report C033-20 be received; and That Council direct staff to report back to Council in 2023 with regards to conducting a review of the Township's Ward Boundaries.

----Carried----

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

- a. **Staff Report CAO053-20 submitted by the Chief Administrative Officer, re: Rural Residential Broadband Program – Expression of Interest.**

Resolution No: CW143-2020 Moved by: Sander Seconded by: Henderson

Be it resolved that Staff Report CAO053-20 be received; and That Council authorize issuing an Expression of Interest (EOI) for the CENGN Rural Ontario Residential Program, Next Generation Network Program (NGNP), for consideration for rural internet in the County Road 56 area, north and near to the Township administration building (Utopia and Ivy areas).

----Carried----

- b. **Staff Report CAO054-20 submitted by the Chief Administrative Officer, re: WSIB Premium Increases.**

Resolution No: CW144-2020 Moved by: Henderson Seconded by: Smith

Be it resolved that Staff Report CAO054-20 be received for information; and That staff continue to investigate the trend in WSIB premium increases relative to municipalities.

----Carried----

11. OTHER BUSINESS

- a. **Thornton Union Cemetery**

Council directed staff to provide a Staff Report in the future in regards to the role that the municipality will play in respect of the Thornton Union Cemetery.

- b. **Special Meeting of Council – December 1, 2020 (9:00 a.m.)**

Council confirmed that a Special Meeting of Council will be held virtually on December 1, 2020. The purpose of this meeting is to hear and consider the report from the Pay Equity Consultant in respect of the Pay Equity Review.

- c. **Request for Report – Feedback on Effectiveness**

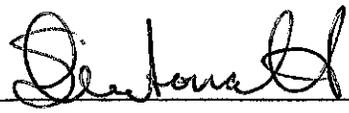
Council supported a report being brought forward in the future in respect of feedback on the effectiveness of Council.

12. ADJOURNMENT

Resolution No: CW145-2020 Moved by: Smith Seconded by: Henderson

Be it resolved that this meeting of Committee of the Whole of the Township of Essa adjourn at 5:59 p.m. to meet again virtually on the 4th day of November, 2020 at 6:00 p.m.

----Carried----



Sandie Macdonald, Mayor



per; Lisa Lehr, Clerk