

**TOWNSHIP OF ESSA
COMMITTEE OF THE WHOLE
AGENDA**

WEDNESDAY, 5 September 2007

6:00 p.m.

- 1. OPENING OF MEETING BY THE MAYOR**
- 2. DISCLOSURE OF PECUNIARY INTEREST**
- 3. DELEGATIONS / PRESENTATIONS / PUBLIC MEETINGS**
 - a. Presentation on behalf of Her Excellency the Right Honourable Michaele Jean**
Re: Certificate of Commendation to Mr. Dion Driscoll of Thornton
 - b. 6:10 Richard Steiginga and Wayne Carter, Collins Barrow Auditors**
Re: 2006 Draft Financial Statements

STAFF REPORTS

- 4. PLANNING AND DEVELOPMENT**
 - a. Municipal Resolution from West Grey regarding the Building Code Act**

Recommendation: *Be it resolved that Report P07-66 from the Chief Building Official be received; and that Council consider supporting the resolution from the Municipality of West Grey with regards to the Ontario Building Code and the extension of the date of discovery for legal actions.*

- b. Part Lot Control for Cassavia Estate Homes**

Recommendation: *Be it resolved that Report P07-67 from the Acting Manager of Planning and Development be received; and further That Council consider a by-law in order that Part Lot Control, as prescribed by the Planning Act (Section 50(5)), be applied to permit for the severance of lots within Block 122, Parts 1 – 8 inclusive, of Plan 51R-35456 and Block 123, Parts 9-20 (inclusive) of Plan 51R-35456, on Plan 51M-844 of Stonemount's Phase 4.*

- c. Clean Water Act and the Ontario Building Code**

Recommendation: *Be it resolved that Report P07-68 from the Chief Building Official in connection with the upcoming changes to the Building Code that may require adoption of a maintenance inspection program in relation to existing septic systems, be received.*

5. PARKS AND RECREATION / COMMUNITY SERVICES

a. Skate Park Equipment

Recommendation: *Be it resolved that Report PR-2007-21 from the Recreation Coordinator/Programmer be received; and That, as approved at the July 11, 2007 meeting, the skate board equipment which has been ordered by staff be confirmed.*

b. Playground Equipment

Recommendation: *THAT report PR-2007-22 from the Recreation Coordinator / Programmer be received; and That, as recommended by the Parks and Recreation Committee, the Children's play equipment be supplied and installed at the following parks:*

	Park	Price
1.	<i>Stonemount Park</i>	<i>\$22,640.97</i>
2.	<i>Wildflowers Park</i>	<i>\$ 5,803.80</i>
3.	<i>Community Park</i>	<i>\$42,952.23</i>
4.	<i>Cunningham Park Phase 1</i>	<i>\$30,575.88</i>

And further that the Recreation Coordinator/Programmer be authorized to arrange for the purchase and installation of this children's play equipment.

c. Recreation Policy Changes

Recommendation: *THAT report PR-2007-23 from the Recreation Coordinator/Programmer be received; and further That the Alcohol Risk Management Policy, Indoor/outdoor ice policy and Arena Hall/Gym General Policies which were presented and supported by the Parks and Recreation Committee at their meeting on August 27, 2007 be approved.*

6. FIRE AND EMERGENCY SERVICES

a. Monthly Fire Services Reports

Recommendation: *Be it resolved that the incident reports from the Fire Chief for Fire Services for the months of June and July 2007 be received.*

7. PUBLIC WORKS

a. 2007 Winter Sand Supply

Recommendation: *Be it resolved that the 2007 Winter Sand Tender Opening Results be received; and*

That the tender submitted by Ralph MacDonald Construction & Aggregates Ltd. for the screening and stockpiling of winter sand at a unit cost of \$1.60 per tonne in the total amount of \$19,200 (plus taxes) be accepted, as per Township specifications; and further That the CAO/Public Works Manager be authorized to arrange for the necessary work to be completed.

b. Huron and Vernon Streets Sidewalk Construction

Recommendation: *Be it resolved that the tender submitted by Street Construction for sidewalk construction on Huron and Vernon Streets be accepted in the amount of \$133,356.47 (taxes extra), as per Township specifications; and further*

That the CAO/Public Works Manager be authorized to arrange for the necessary work to be completed.

c. Request for Additional Connection Exemption

Recommendation: *Be it resolved that Report PW-07-43 from the CAO/Public Works Manager be received; and further*

That the request of the owner of property on Cecil Street for an additional exemption period to connect to the Angus water distribution system be denied.

d. Vernon Street / Mancini Drive Development

Recommendation: *Be it resolved that Report PW-07-44 from the CAO/Public Works Manager be received; and further*

That the Vernon Street/Mancini Drive Developer's request to remove the existing trees within the eleven (11) metre wide tree preservation buffer along the rear of the lots designated as Parts 7, 8, 9, 10, 13, 14, 15, 16, 17 and 18 on Reference Plan 51R-29167 be approved subject to the following conditions:

- a) The Developer's Engineer shall prepare an overall lot grading plan showing how the rear of these said lots are to be graded/drained, for review and acceptance by the Township Engineer;*
- b) No buildings, sheds, steps or other structures shall be constructed within the setback limits established by the County of Simcoe adjacent to County Road No. 10;*
- c) The Developer shall make every effort to retain as many mature trees as possible within five (5) metres of the rear boundary of these said lots;*
- d) Prior to removal of any existing trees, the Developer shall flag the trees that are to be left standing for review and acceptance by the municipality;*

e) *The tree planting shall be considered to be part of the works to be constructed under the development agreement to which maintenance and warranty provisions shall apply.*

e. **Verbal report on the status of the 5th Line (Nicolston) bridge project.**
Anticipated Tender/Construction schedule attached.

8. FINANCE

a. Development Charge By-law Indexing of Rates

Recommendation: *Be it resolved that Report TR -2007-17 from the Treasurer be received; and THAT the development charge rates be indexed in accordance with By-Law No. 2004-51, as amended by By-Law 2005-54; and THAT By-Law 2005-54 – Schedule “B”, indexed September 1, 2006, be revised with calculated rates increased by 7.60%; and THAT the indexed rates and the Non-Residential Charge Per Square Meter Year 4-5 be effective September 1, 2007.*

b. Actual General Surplus Position as at December 31, 2006

Recommendation: *Be it resolved that Report TR-2007-18 from the Treasurer be received; and THAT the additional general surplus of \$39,448 be allocated to reduce the transfer from Reserve for Special Projects for Road Improvements approved in Resolution No. CW134-2007.*

c. Notice of Application under Section 46 of the Assessment Act

Recommendation: *Be it resolved that report TR-2007-19 from the Treasurer be received for information.*

9. CLERKS / BY-LAW ENFORCEMENT

a. Records Retention By-law and Retention Schedule

Recommendation: *Be it resolved that Report C15-2007 from the Clerk be received; and that a Records Retention By-law to establish a schedule of retention periods for records of the Township of Essa, and to repeal By-law 97-51, be presented to Council for approval, including the Primary Subjects for a Records Classification System, attached as Schedule “A”, an amended Records Retention Schedule attached as Schedule B, and the Alphabetic Cross Reference attached as Schedule “C”.*

b. Vacant Position

Recommendation: *Be it resolved that Report C17-2007 from the Clerk be received; and that staff be authorized to interview and hire a Full Time Permanent Administrative Assistant/Receptionist, with a six month probationary period.*

c. Authority for Fishing Access Passes

Recommendation: *Be it resolved that Report C18-2007 from the Clerk be received; and that a by-law citing authority and enforcement of the Township's Fishing Access Pass system be presented to the next meeting of Council.*

d. Amended Taxicab Licensing Requirements

Recommendation: *Be it resolved that Report C19-2007 from the Clerk be received; and that the amended Schedule 7, Taxicabs, to the Business Licensing By-law, 2005-97, be approved as presented.*

e. Monthly Canine Control Reports

Recommendation: *Be it resolved that the Canine Control Reports for the months of June and July 2007 from the Canine Control Officer be received.*

f. Monthly Municipal Law Enforcement Reports

Recommendation: *Be it resolved that the monthly reports from the Municipal Law Enforcement Officer for the months of June and July 2007 be received.*

10. OTHER BUSINESS

11. ADJOURNMENT

Recommendation: *Be it resolved that this meeting of Committee of the Whole of The Township of Essa adjourn to meet again on Wednesday, September 19, 2007 at 6:00 p.m.*