

**THE CORPORATION OF THE TOWNSHIP OF ESSA
VIRTUAL COMMITTEE OF THE WHOLE MEETING
WEDNESDAY, SEPTEMBER 15, 2021
6:00 p.m.**

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. DELEGATIONS / PRESENTATIONS / PUBLIC MEETINGS**
 - a. Delegation – Michael Ryan, Simcoe County Food Council**
re: Raising Awareness about the Food Council
 - p. 1 **b. Delegation – Wes Crown, MHBC Planning**
re: Update on Official Plan Review Project

STAFF REPORTS

- 4. PLANNING AND DEVELOPMENT**
 - p. 18 **a. Staff Report PD018-21 submitted by the Manager of Planning and Development, re: Request for Proposal Results – Heritage Consultants.**

Recommendation: *Be it resolved that Staff Report PD018-21 be received; and That Council authorize Archeological Research Associates Ltd. (ARA) and Archeological Services Inc. (ASI) as Heritage Consultants to perform peer review Heritage Impact Assessments that accompany Planning Applications on behalf of the Township; and That this service be retained on an as needed basis, with all costs being charged back to the landowner, developer or proponents of the application that the work pertains to.*

- p. 22 **b. Staff Report PD019-21 submitted by the Manager of Planning and Development, re: Part Lot Control, Plan 51M-1130 Lancaster Homes East Part Lot 31, Concession 3, Angus.**

Recommendation: *Be it resolved that Staff Report PD019-21 be received; and That Council adopt a Part Lot Control By-law in order for Part Lot Control, as prescribed by Section 50 of the Planning Act, to be applied to permit for the division of Lots 14-17 and 24-28 of Plan 51M-1130, into Semi-Detached units for Lancaster Homes at East Part Lot 31, Concession 3, Angus.*

- 5. PARKS AND RECREATION / COMMUNITY SERVICES**
- 6. FIRE AND EMERGENCY SERVICES**

7. PUBLIC WORKS

- p. 31 a. **Staff Report PW024-21 submitted by the Manager of Public Works, re: Winter Sand Tender Results.**

Recommendation: *Be it resolved that Staff Report PW024-21 be received; and That the tender received from DARPAK INC. for the purchase, mixing and stacking of winter sand in the amount of \$ 164,840.00 plus H.S.T be accepted as per Township specifications.*

8. FINANCE

9. CLERKS / BY-LAW ENFORCEMENT / IT

- p. 34 a. **Staff Report C022-21 submitted by the Manager of Legislative Services, re: By-Law Enforcement Activity Summary (May 1 – August 31, 2021).**

Recommendation: *Be it resolved that Staff Report C022-21 be received for information.*

- p. 37 b. **Staff Report C023-21 submitted by the Manager of Legislative Services, re: Municipal Modernization Program Funding – New Website.**

Recommendation: *Be it resolved that Staff Report C023-21 be received; and That Council accept the quote as received from eSolutionsGroup in the amount of \$20,000.00 (plus HST), and authorize staff to engage the services of eSolutionsGroup for the development of a new website.*

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

- p. 54 a. **Staff Report CAO039-21 submitted by the Chief Administrative Officer, re: Rainbow Campground, 62 Brentwood Road.**

Recommendation: *Be it resolved that Staff Report CAO0391-21 be received; and further That the Chief Administrative Officer be directed to send a letter on behalf of Council to the County of Simcoe recommending that they accept the road widening which they requested August 5, 2016, fronting 62 Brentwood Road, in conjunction with their approval of the 2016 site plan pertaining to the former “campground” lands.*

- p. 58 b. **Staff Report CAO041-21 submitted by the Chief Administrative Officer, re: Xplornet Communications Request for a Statement of Concurrence from 6004 Scotch Line.**

Recommendation: *Be it resolved that Staff Report CAO041-21 be received; and further That Xplornet Communications seek an alternate location other than that presented to Council at their September 1st meeting since neighbours oppose the site at 6004 Scotch Line and it is typically preferred by the municipality if a compromise solution can be sought out, and in order to enhance land use compatibility.*

11. OTHER BUSINESS

12. ADJOURNMENT

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



MHBC
PLANNING
URBAN DESIGN
& LANDSCAPE
ARCHITECTURE

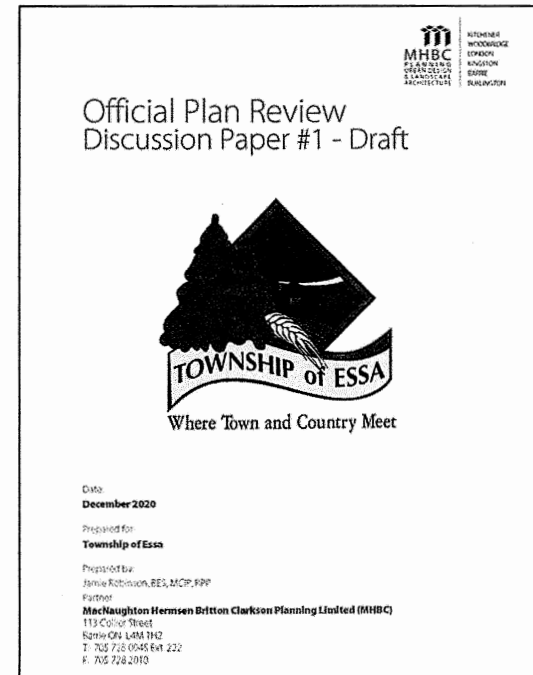
Open House Agenda

1. OPR Update – What has been accomplished so far
2. The County “MCR”
3. Coordinating Schedules
4. Revised OPR Schedule
5. Questions



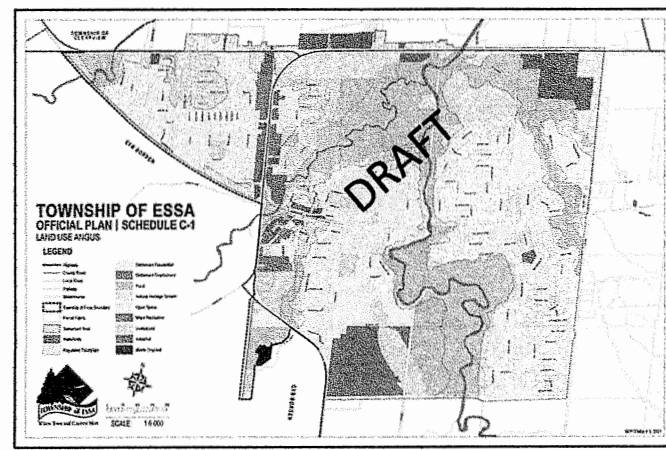
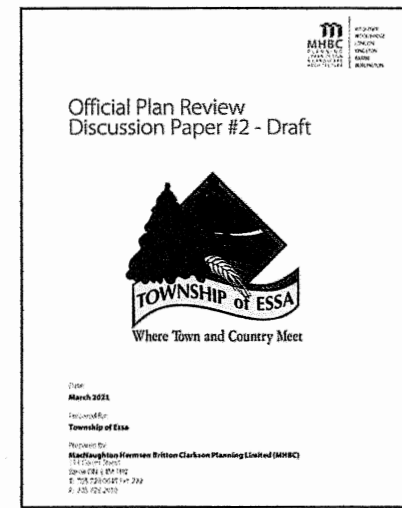
Work Completed

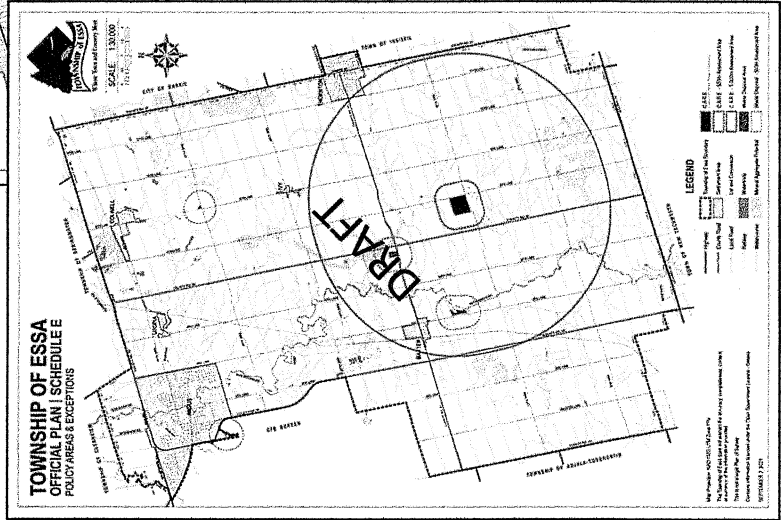
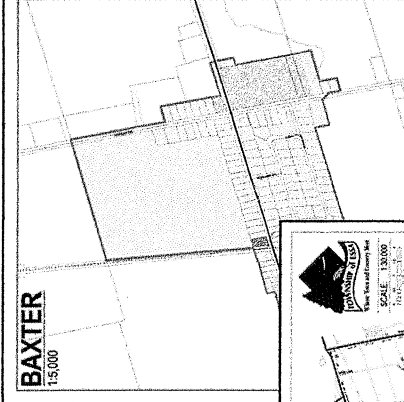
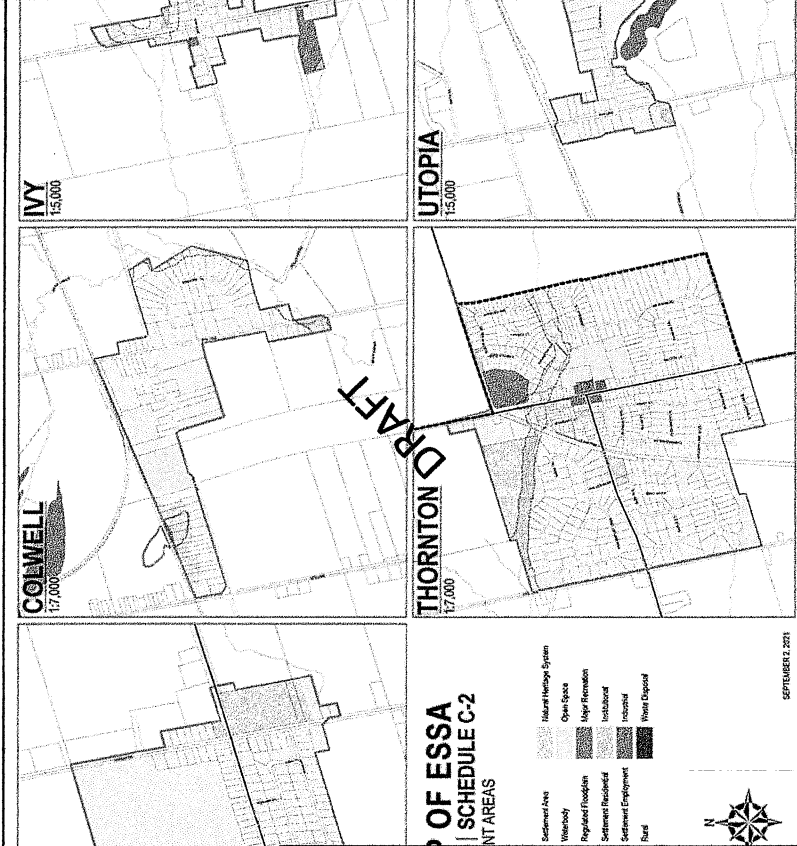
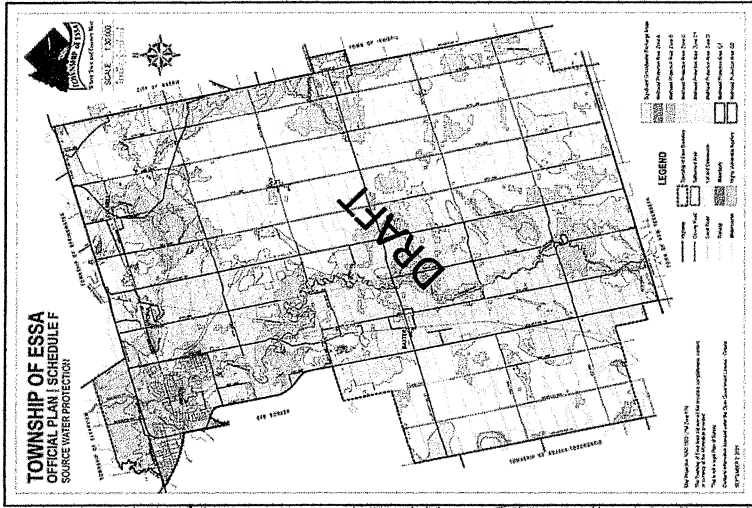
- Council Kick-off Meeting – Sept. '20
- Public Request for Comments and Input **Phase 1** Sept 22 to Oct 6
- Visioning Sessions October 27/20
- Discussion Paper #1 released Dec 2020 for 4 week comment period



Work Completed

- Discussion Paper #2 released March 2021
- **Phase 1** Finalizing draft new OP schedules – Spring/Summer 2021
- Preparing first draft of text of new OP – Spring/Summer 2021





TOWNSHIP OF ESSA OFFICIAL PLAN

- A INTRODUCTION
- B VISION, GOALS, AND OBJECTIVES
 - B.1 INTRODUCTION
 - B.2 RURAL ESSA
 - B.3 NATURAL ESSA
 - B.4 GROWING ESSA
 - B.4 CONNECTING ESSA
 - B.5 RESILIENT ESSA
- C LAND USE STRUCTURE AND GROWTH MANAGEMENT
 - C.1 INTRODUCTION
 - C.2 RURAL ESSA
 - C.3 NATURAL ESSA
 - C.4 SETTLEMENTS
 - C.4 CONNECTING ESSA
 - C.5 CFB BORDEN
- D LAND USE DESIGNATIONS
 - D.1 INTRODUCTION
 - D.2 AGRICULTURAL
 - D.3 RURAL
 - D.4 NATURAL HERITAGE SYSTEM
 - D.5 SETTLEMENT AREA DESIGNATIONS
 - D.5.1 SETTLEMENT RESIDENTIAL
 - D.5.2 SETTLEMENT COMMERCIAL
 - D.5.3 SETTLEMENT EMPLOYMENT
 - D.5.4 ENVIRONMENTAL PROTECTION

- D.5.5 OTHER SETTLEMENT DESIGNATIONS
- D.6 COUNTRYSIDE RESIDENTIAL
- D.7 AGGREGATE RESOURCE
- D.8 MAJOR RECREATION
- D.9 CENTRE FOR ATMOSPHERIC RESEARCH EXPERIMENTS
- D.10 WASTE MANAGEMENT

E OVERLAY DESIGNATIONS

- E.1 INTRODUCTION
- E.2 SOURCE WATER PROTECTION
- E.3 MINERAL AGGREGATE POTENTIAL AREAS
- E.4 WASTE DISPOSAL ASSESSMENT AREAS
- E.5 CONSERVATION AUTHORITY REGULATORY LIMITS
- E.6 EXCEPTIONS

F GENERAL DEVELOPMENT POLICIES

- F.1 LAND USE COMPATIBILITY
- F.2 CLIMATE CHANGE AND CLIMATE ADAPTION
- F.3 ENERGY CONSERVATION
- F.4 HEALTHY COMMUNITIES
- F.5 HOUSING CHOICE AND HOUSING AFFORDABILITY
- F.5 EMPLOYMENT AREAS AND EMPLOYMENT LANDS
- F.6 HERITAGE RESOURCES
- F.7 COMMUNITY DESIGN
- F.8 COMMUNITY FACILITIES
- F.9 PARKS AND TRAILS
- F.10 NATURAL HAZARDS
- F.11 HUMAN-MADE HAZARDS
- F.12 URBAN FORESTRY

G INFRASTRUCTURE

- G.1 INTRODUCTION
- G.2 WASTEWATER SERVICING
- G.3 WATER SERVICING
- G.4 TRANSPORTATION
- G.5 ACTIVE TRANSPORTATION
- G.6 STORMWATER MANAGEMENT

- G.7 TRANSIT
- G.8 UTILITIES AND TELECOMMUNICATIONS

H IMPLEMENTATION

- H.1 INTRODUCTION
- H.2 INTERPRETATION
- H.3 OFFICIAL PLAN REVIEW, IMPLEMENTATION AND MONITORING
- H.4 PUBLIC CONSULTATION AND ENGAGEMENT
- H.5 COMPLETE APPLICATIONS AND PRECONSULTATION
- H.6 BY-LAWS
- H.7 URBAN DESIGN, ARCHITECTURAL CONTROL AND SITE PLAN CONTROL
- H.8 LAND DIVISION AND COMMITTEE OF ADJUSTMENT
- H.9 EXISTING USES - NON-CONFORMING AND NON-COMPLYING
- H.10 COMMUNITY IMPROVEMENT PLANS
- H.11 MASTER PLANS
- H.12 PARKLAND DEDICATION AND ACQUISITION
- H.13 PUBLIC USES
- H.14 TRANSITION
- H.15 DEFINITIONS

SCHEDULES

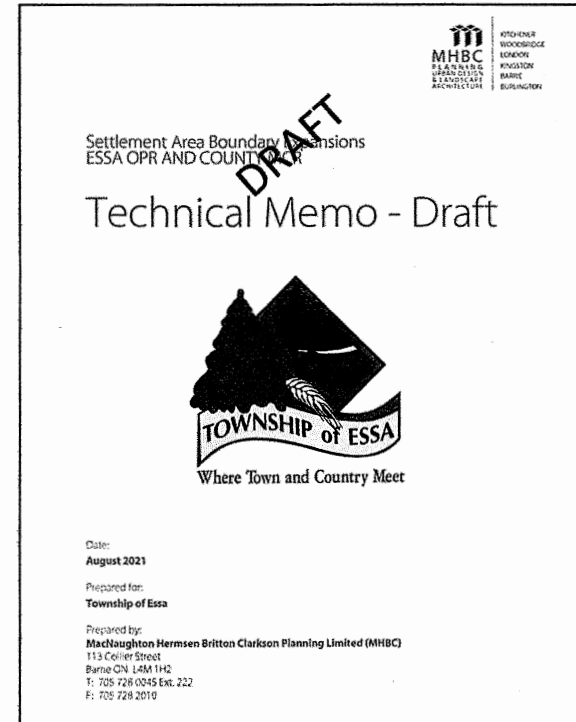
- Schedule A - Land Use and Settlement Structure
- Schedule B - Land Use
- Schedule C1 - Urban Settlement Area - Angus
- Schedule C2 - Urban and Rural Settlement Areas - (Urban Settlement Areas - Angus, Thornton & Baxter; Rural Settlement Areas - Ivy, Utopia & Colwell)
- Schedule D - Transportation
- Schedule E - Overlay Designations/Policy Areas/Exceptions
- Schedule F - Source Water Protection
- Schedule G - Conservation Authority Regulation Limits

APPENDICIES

Work Completed

- Draft Technical Memorandum regarding Settlement Area Boundary Expansions – Spring/Summer 2021 **Phase 1**

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THE COUNTY "MCR"



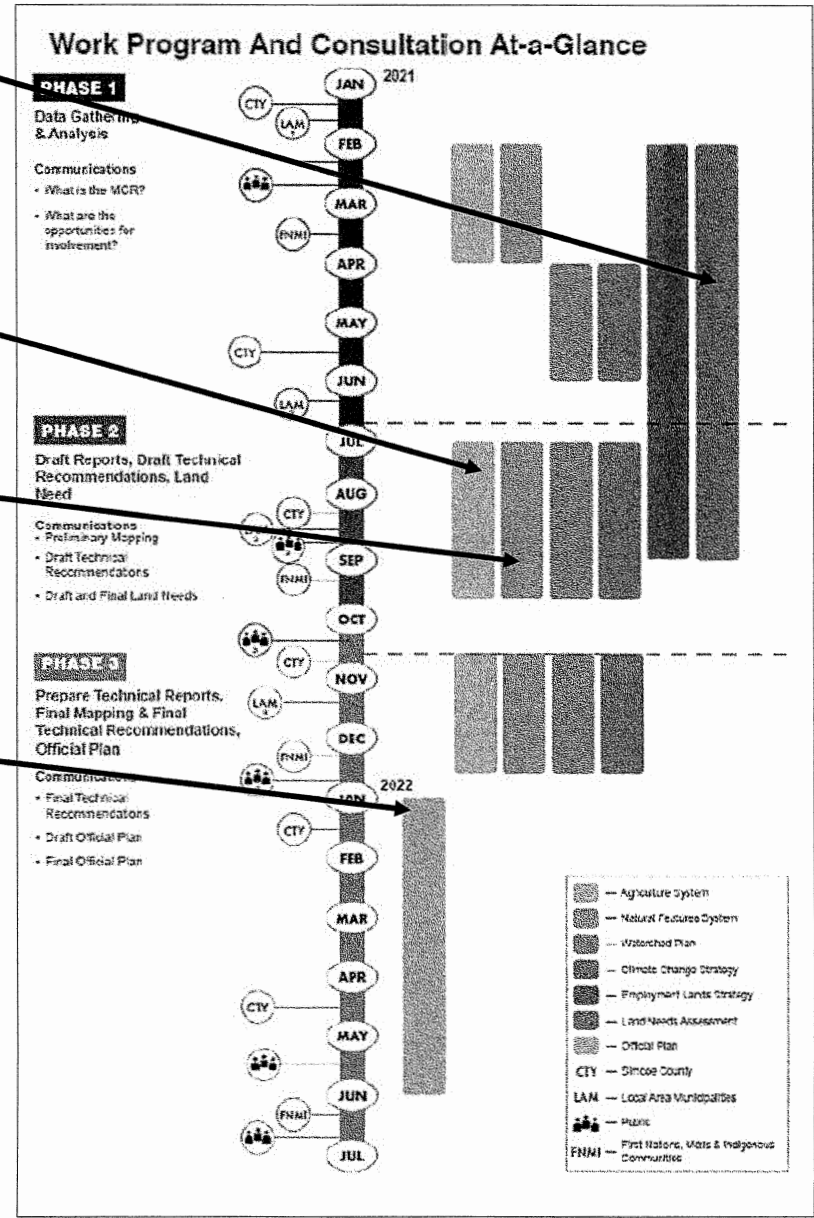
County MCR

Lands Needs Assessment

Refinements to Agricultural System

Refinements to Natural Heritage System

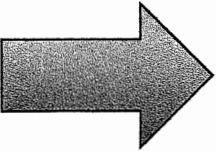
Refinements to new OP policy framework



b

County MCR

- Will determine need for additional lands for growth to 2051 in Essa
- Will establish density and intensification targets for settlement areas
- Will determine Primary Agricultural Areas for County and Essa
- Will define Natural Heritage System (outside SA's) for County and Essa

 Incorporate these directions in OPR or as follow up amendments?

COORDINATING SCHEDULES

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Benefits

- Should better ensure conformity between New Essa OP and County MCR work – quicker approval process!
- Minimize or eliminate need for follow-up OPAs to New Essa OP
- Consistent and coordinated messaging between Essa OPR process and County MCR
- No impact on budget

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Revised Schedule

Updated Work Plan (August 9, 2021) Township of Essa - Official Plan



Task	2021												2022					
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
Phase 2 - Draft Official Plan																		
9) Preparation of Draft Official Plan & Land Use Schedules																		
10) Preparation of Draft Discussion Paper #5																		
11) Provide Draft to Township & County for Review																		
12) Project Team Meeting/Council Meeting																		
13) Open House #2																		
14) Discussion Paper #4 - What We Heard at Open House																		
15) Project Team Meeting/Council Meeting																		
16) Finalize Draft Official Plan																		
17) Statutory Public Meeting																		
Phase 3 - Final Official Plan																		
18) Discussion Paper #5 - What We Heard at Public Meeting																		
19) Project Team Meeting/Council Meeting																		
20) Preparation of Final Official Plan																		
21) Adoption of New Official Plan																		

DRAFT

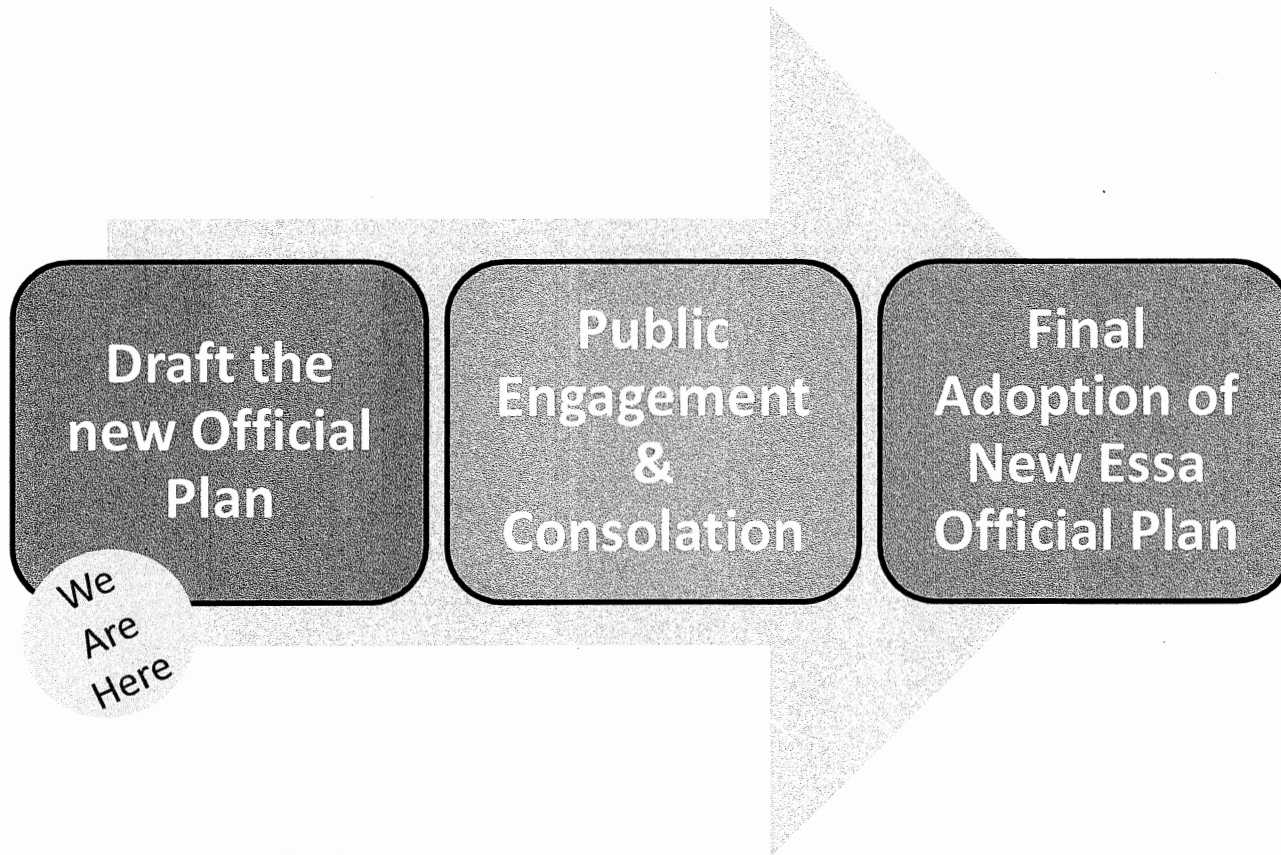
Notes: Act requires we provide county 90 days with draft OP before we give notice of public meeting; Open House can happen during the 90 days; Public meeting happens 20 days after the giving of notice;



≡ NEXT STEPS

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Next Steps



CT

22

Stay Involved

Further Information:

www.essatownship.on.ca

Questions about OPR?

officialplan@essatownship.on.ca

705-424-9917 ext. 111

Official Plan Review - Township

essatownship.on.ca/government/official-plan-review

Welcome to Essa Township

Township of Essa Administration Centre
 5786 County Road 21 | Utopia, ON L0M 1T0
 Phone: 705-424-9917 Fax: 705-424-2367
 Office Hours: Monday through Friday 8:30 am to 4:30 pm

Where Town and Country Meet

HOME MUNICIPAL OFFICE LOCAL GOVERNMENT COMMUNITY

Township of Essa > Local Government > Official Plan Review

Official Plan Review

The Township of Essa is undertaking an update to their Official Plan document, and your input is needed. The Township's current Official Plan was put into effect on July 6, 2001

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QUESTIONS?

7



TOWNSHIP OF ESSA STAFF REPORT

STAFF REPORT NO.: PD018-21

DATE: September 15th, 2021

TO: Committee of the Whole

FROM: Aimee Powell, BURPI., MPA, MCIP, RPP
Manager of Planning & Development

SUBJECT: Request for Proposal Results -
Heritage Consultants

RECOMMENDATION

That Staff Report PD018-21 be received; and

That Council consider authorizing Archeological Research Associates Ltd. (ARA) and Archeological Services Inc. (ASI) as Heritage Consultants on behalf of the Township to peer review Heritage Impact Assessments that accompany Planning Applications. This service would be retained on an as needed basis whereas all costs will be charged back to the landowner, developer or proponents of the application that the work pertains to.

BACKGROUND

As the Planning and Development Department has been processing varied *Planning Act* Applications, there has been a noticeable need to have qualified professionals in the field of Cultural Heritage Studies to review, comment on, and provide approval for certain studies or plans received. Through Staff's formalization of Pre-Consultation meetings, a studies list is derived and provided to applicants to assist them in being able to provide a complete submission for their Planning Act application proposals.

Archeological Site Assessments, Cultural Heritage Impact Studies, and Heritage Impact Assessments, are items that Staff can require for a complete application submission through the Pre-Consultation process. However, through making these asks of applicants, Staff want to ensure that a qualified professional can review, provide comment and assist in the approval of the subject applications. In order to review these documents appropriately, a qualified professional is required to assist. Review of this nature cannot be substantiated with the current staff complement. Therefore, Staff deem it necessary to have Consultant resources that are qualified and able to review required submission materials in this regard.

On July 12th, 2021, a Request for Peer Review Submissions was posted on the website Biddingo to gather interest for a Heritage Consultant, to act as peer reviewer for the Township. This Request was posted for approximately four weeks and was active until 2:00PM on Thursday August 12th, 2021.

In total, the Township received three proposal submissions, and has conducted a review of each proposal in order to assess the preferred candidates. It is suggested that two consultants be retained so that if a conflict of interest was to arise, Staff would have the opportunity to utilize an alternate consultant instead.

Interested consultants were tasked with providing a scope of their working capabilities and pricing in relation to their services (including hourly rates, review rates, mileage rates etc.). This information has been extracted to assist in the analysis below.

COMMENTS AND CONSIDERATIONS

Township Staff collected a total of three submissions during the 24-business day posting period. Submissions were received from:

- Archaeological Research Associates Ltd. (ARA)
- Archeological Services Inc. (ASI); and
- WSP

Four categories (fees, location, previous experience, and resources available) were used to guide Staff's review and analysis.

A review of fees has been determined for each firm, where rates have not been provided this was determined from the breakdown of other fees (i.e., internal meeting rates, plans review, etc.).

A review of each firms' location has been undertaken to assess the proximity to the Township Municipal Office to better understand any mileage which might be incurred, adding to project costs of the applicant and to gain an understanding of the firms' local knowledge.

It was important to assess the previous experience of each firm, which assists in gaining an understanding of each firms' local knowledge and experience.

Finally, resources available refers to the number of staff available to assist in peer review. Those larger firms, with additional staff members available to assist were more desirable, as there would be additional junior and intermediate-level staff available, at lower rates, to support review. This would ensure that work was completed in a cost-effective manner.

4a

A table was completed (see below), to assist in Staff's review of all consultant submissions. Each firm has been given a score from 1 to 5, 1 being the lowest score, or least suitable, and 5, being the highest scored, or most suitable.

The bidders with the two highest scores are recommended to be retained as the Township consulting resources, so that should a conflict arise, Staff are able to work with a suitable qualified alternate in this regard.

Heritage Consultant Submissions:					
Bidder	Fees	Location	Previous Experience	Resources Available (i.e. Staff)	Total Ranked Score
ASI	5	4	5	2	16
ARA	5	3	5	2	15
WSP	4	0	5	1	10

*the shaded rows indicate the desired consulting firms

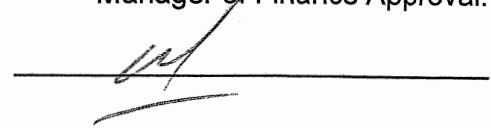
As indicated on the table above, both ASI and ARA have scored the highest. Therefore, Staff recommend these two consultants be selected to assist with Peer Reviews that are to be undertaken concerning Heritage Impact Assessments and their related work.

In conclusion, Township Staff have identified the need for the professional review services of a Heritage Consultant. As these services cannot be provided for internally, Township Staff are seeking external consultants to conduct peer reviews to support *Planning Act* submissions. Staff recommends Council authorize both ASI and ARA to act as Township Peer Reviewing Heritage Consultants.

FINANCIAL IMPACT

There will be no costs incurred by the Township of Essa in association with the request of this report. All invoices sent to the Township by ASI and ARA for the purposes of conducting peer review services will be charged back to the landowner, developer or proponent of the application that work pertains to.

Manager of Finance Approval:



4a

SUMMARY/OPTIONS

Council may:

1. Take no further action.
2. Authorizing Archeological Research Associates Ltd. (ARA) and Archeological Services Inc. (ASI) as Heritage Consultants on behalf of the Township to peer review Heritage Impact Assessments that accompany Planning Applications. This service would be retained on an as needed basis whereas all costs will be charged back to the landowner, developer or proponents of the application that the work pertains to.
3. Direct Staff in another manner as Council deems appropriate.

CONCLUSION

Option #2 is recommended.

Prepared by:

Respectfully submitted by:

Reviewed by:

Elizabeth Davis

Elizabeth Davis, CPT
Planning Technician

Aimee Powell

Aimee Powell BURPI, MPA, MCIP,
RPP
Manager of Planning &
Development

Colleen Healey-Dowdall

Colleen Healey-Dowdall
CAO



TOWNSHIP OF ESSA STAFF REPORT

STAFF REPORT NO.: PD019-21

DATE: September 15th, 2021

TO: Committee of the Whole

FROM: Aimee Powell, BURPI., MPA, MCIP, RPP
Manager of Planning & Development

SUBJECT: Part Lot Control, Plan 51M-1130 Lancaster Homes
East Part Lot 31, Concession 3, Angus

RECOMMENDATION

That Staff Report PD019-21 be received; and

That Council consider adopting a Part Lot Control By-law in order for Part Lot Control, as prescribed by Section 50 of the *Planning Act*, to be applied to permit for the division of Lots 14-17 and 24-28 of Plan 51M-1130, into Semi-Detached units for Lancaster Homes at East Part Lot 31, Concession 3, Angus.

BACKGROUND

SanDiego Homes and the Township of Essa entered into a Subdivision Agreement on October 16th, 2017 and the plan of subdivision was registered on November 7th, 2017. This subdivision plan has 72 Blocks and Lots, and a mix of residential homes including single-detached homes, semi-detached homes, and townhouse blocks. SanDiego Homes has since sold lots, including but not limited to the subject lots, to Lancaster Homes, who have recently submitted a request for Part Lot Control to be applied to Lots 14-17 and 24-28 of Subdivision Plan 51M-1130. (See Attachment 'A' for a copy of the Builder's Letter of Request).

As common practice, it is expected that a Builder seeks Part Lot Control approval when dealing with townhouses and/or semi-detached homes sharing blocks or lots within a Plan of Subdivision.

COMMENTS AND CONSIDERATIONS


The Builder has provided Staff with the Registered M (Subdivision) Plan prepared by Eplett Worobec Raikes Surveying Ltd, and the preliminary Registered Plans prepared by J.D. Barnes Limited, for the lands within 51M-1130 Blocks & Lots 1-46. Staff has reviewed the Plans provided and finds them acceptable in addition to subsequent

amendments to the Township's Zoning By-law 2003-50, in regard to the nature of this request. (See Attachment B for Plan 51M-1130, and Attachments C through E for the scoped surveys pertaining to the subject lots of this request).

Staff has no objection to supporting the Builder's request for Part Lot Control so that the lots can be sold individually. Attachment F is a copy of the Part-Lot Control By-law.

FINANCIAL IMPACT

No financial impact. The Builder is responsible for paying all legal fees associated with registering the appropriate By-law on title. The appropriate application and required deposit fees to support this request have been received by the Township.

Reviewed by Finance Department: 

SUMMARY/OPTIONS

Council may:

1. Take no further, action which may prevent the sale of the homes within Lots 14-17 and 24-28 of Plan 51M-1130.
2. Adopt a Part Lot Control By-law in order for Part Lot Control, as prescribed by Section 50 of the *Planning Act*, to be applied to permit for the division of Lots 14-17 and 24-28 of Plan 51M-1130, into Semi-Detached units for Lancaster Homes at East Part Lot 31, Concession 3, Angus.
3. Deny the request of the builder, with reasons.

CONCLUSION

Option 2 is recommended.

Respectfully submitted:

Aimee Powell

Aimee Powell BURPI., MPA, MCIP, RPP
Manager of Planning & Development

Reviewed by:

Colleen Healey-Dowdall

Colleen Healey-Dowdall
CAO

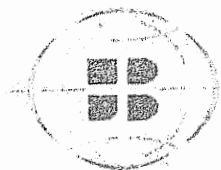
Attachments:

- A. Letter of Request from Lancaster Homes for Part Lot Control approval
- B. Plan 51M-1130
- C. Scoped Survey Plan 51M-1130, Plan 51R-43073 Lots 14-17
- D. Scoped Survey Plan 51M11-30, Plan 51R-42939 Lots 24-27
- E. Scoped Survey Plan 51M-1130, Plan 51R-43081 Lot 28

4b

F. Part Lot Control By-law

4b
ATTACHMENT 'A'



J.D. BARNES
LIMITED
LAND INFORMATION SPECIALISTS

September 2, 2021

Aimee Powell
Manager of Planning and Development
Essa Township
5786 Simcoe Road 21
Utopia, Essa Township
L0M 1T0

Re: **San Diego Homes Subdivision Agreement – Angus
Registered Plan 51M-1130
Part-Lot-Control Exemption By-Law
J.D. Barnes Ref. No. 20-11-797-00**

Dear Aimee:

On behalf of Lancaster Homes we wish to apply to have a Part-Lot-Control Exemption By-law registered to allow for the sales of the linked (semi-detached) units for the following Lots:

Plan 51M-1130: Lots: 14, 15, 16, 17, 24, 25, 26, 27 and 28.

Please find enclosed a print of Plans 51R-43073, 51R-42939 and 51R-43081, showing the proposed division lines of the units, a copy of Registered Plan 51M-1130. A cheque from Lancaster Homes (in the amount of \$2,350.00) for the application fee, will be delivered to your office.

We trust this is satisfactory for your requirements, should you have any questions please contact the undersigned.

Yours truly,
J.D. BARNES LIMITED

Pier De Rosa, OLS
Manager – Barrie Office
Email: pderosa@jdbarnes.com

c. Alan Zheng, Lancaster Homes
David Ribeiro, Lancaster Homes

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ATTACHMENT 'B'

APPROVED UNDER ORDER OF THE PLANNING A.C.T.
 No. 7-7-2017 OF ...
 J. ...
 TERRY DOWNALL
 CIVIL ENGINEER
 PLAN 51M-1130

PLAN OF SUBDIVISION OF PART OF LOTS 31 & 32 CONCESSION 3 TOWNSHIP OF ESSA COUNTY OF SIMCOE

DATE: 11/12/17
 SCALE: AS SHOWN
 SHEET NUMBER THREE SUPPLEMENT NO. 1

LEGEND
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GENERAL NOTE
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REMARKS
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DATE THE 11th DAY OF NOVEMBER, 2017.
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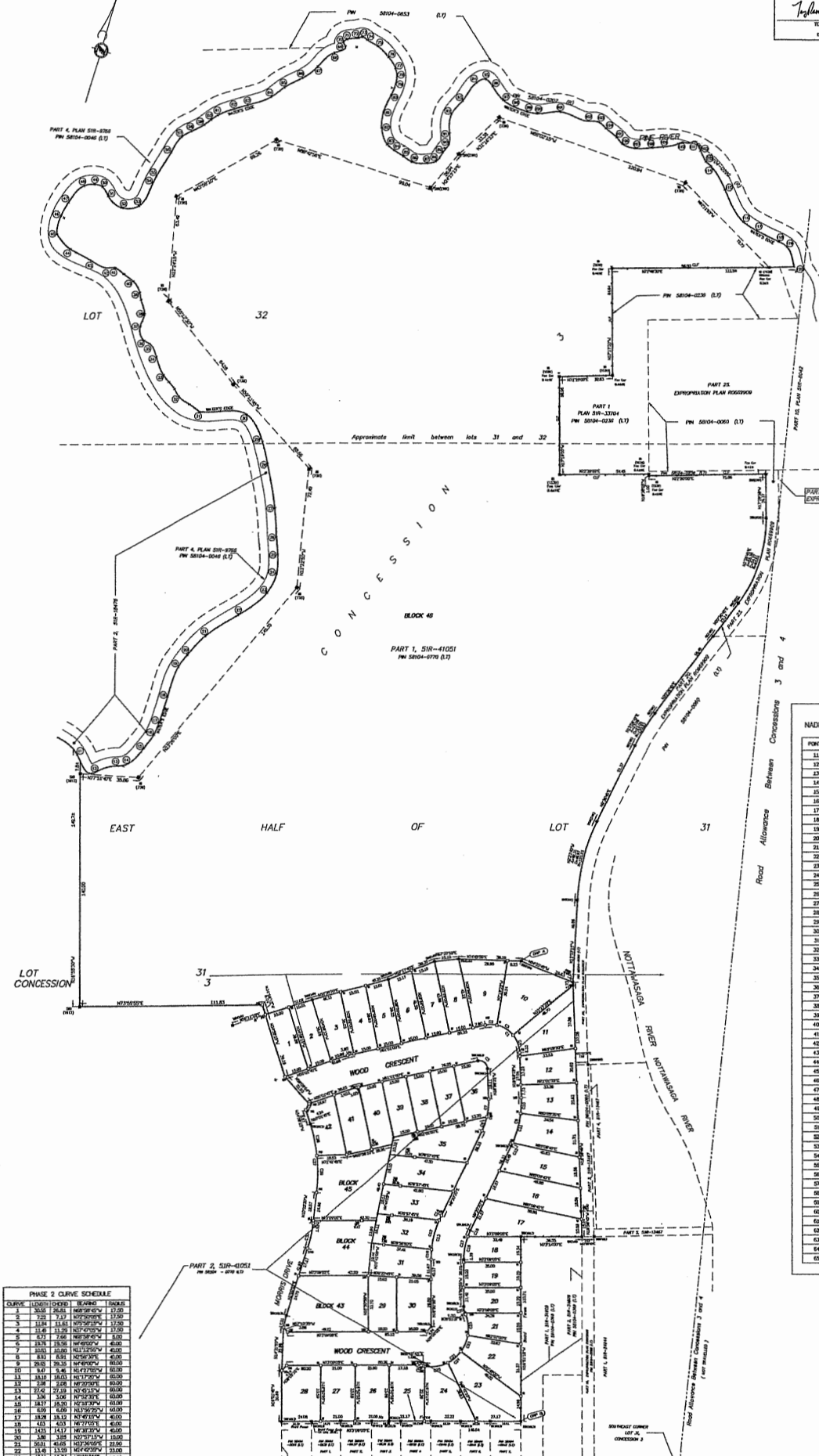
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4b



PHASE 2 CURVE SCHEDULE

CHAIN	LENGTH	BEARING	TENSION
1	10.00	N 89° 59' 57" W	27.00
2	10.00	N 89° 59' 57" W	27.00
3	10.00	N 89° 59' 57" W	27.00
4	10.00	N 89° 59' 57" W	27.00
5	10.00	N 89° 59' 57" W	27.00
6	10.00	N 89° 59' 57" W	27.00
7	10.00	N 89° 59' 57" W	27.00
8	10.00	N 89° 59' 57" W	27.00
9	10.00	N 89° 59' 57" W	27.00
10	10.00	N 89° 59' 57" W	27.00
11	10.00	N 89° 59' 57" W	27.00
12	10.00	N 89° 59' 57" W	27.00
13	10.00	N 89° 59' 57" W	27.00
14	10.00	N 89° 59' 57" W	27.00
15	10.00	N 89° 59' 57" W	27.00
16	10.00	N 89° 59' 57" W	27.00
17	10.00	N 89° 59' 57" W	27.00
18	10.00	N 89° 59' 57" W	27.00
19	10.00	N 89° 59' 57" W	27.00
20	10.00	N 89° 59' 57" W	27.00
21	10.00	N 89° 59' 57" W	27.00
22	10.00	N 89° 59' 57" W	27.00
23	10.00	N 89° 59' 57" W	27.00
24	10.00	N 89° 59' 57" W	27.00
25	10.00	N 89° 59' 57" W	27.00
26	10.00	N 89° 59' 57" W	27.00
27	10.00	N 89° 59' 57" W	27.00
28	10.00	N 89° 59' 57" W	27.00
29	10.00	N 89° 59' 57" W	27.00
30	10.00	N 89° 59' 57" W	27.00
31	10.00	N 89° 59' 57" W	27.00
32	10.00	N 89° 59' 57" W	27.00
33	10.00	N 89° 59' 57" W	27.00
34	10.00	N 89° 59' 57" W	27.00
35	10.00	N 89° 59' 57" W	27.00
36	10.00	N 89° 59' 57" W	27.00
37	10.00	N 89° 59' 57" W	27.00
38	10.00	N 89° 59' 57" W	27.00
39	10.00	N 89° 59' 57" W	27.00
40	10.00	N 89° 59' 57" W	27.00
41	10.00	N 89° 59' 57" W	27.00
42	10.00	N 89° 59' 57" W	27.00
43	10.00	N 89° 59' 57" W	27.00
44	10.00	N 89° 59' 57" W	27.00
45	10.00	N 89° 59' 57" W	27.00
46	10.00	N 89° 59' 57" W	27.00
47	10.00	N 89° 59' 57" W	27.00
48	10.00	N 89° 59' 57" W	27.00
49	10.00	N 89° 59' 57" W	27.00
50	10.00	N 89° 59' 57" W	27.00
51	10.00	N 89° 59' 57" W	27.00
52	10.00	N 89° 59' 57" W	27.00
53	10.00	N 89° 59' 57" W	27.00
54	10.00	N 89° 59' 57" W	27.00
55	10.00	N 89° 59' 57" W	27.00
56	10.00	N 89° 59' 57" W	27.00
57	10.00	N 89° 59' 57" W	27.00
58	10.00	N 89° 59' 57" W	27.00
59	10.00	N 89° 59' 57" W	27.00
60	10.00	N 89° 59' 57" W	27.00
61	10.00	N 89° 59' 57" W	27.00
62	10.00	N 89° 59' 57" W	27.00
63	10.00	N 89° 59' 57" W	27.00
64	10.00	N 89° 59' 57" W	27.00
65	10.00	N 89° 59' 57" W	27.00

Water's Edge UTM Co-ordinates NA83NAD83 1997 Epoch, Zone 17

POINT	NORTHING	EASTING
11	4908364.0	5095047.7
12	4908362.8	5095047.4
13	4908363.9	5095047.7
14	4908377.9	5095061.1
15	4908381.7	5095068.8
16	4908381.3	5095052.2
17	4908383.6	5095051.2
18	4908385.9	5095061.7
19	4908394.7	5095053.9
20	4908393.1	5095066.1
21	4908392.9	5095061.0
22	4908394.8	5095062.9
23	4908392.8	5095061.4
24	4908395.4	5095043.7
25	4908386.6	5095043.9
26	4908394.3	5095037.2
27	4908392.7	5095032.0
28	4908392.7	5095048.8
29	4908394.8	5095011.9
30	4908399.1	5095037.9
31	4908395.2	5095037.0
32	4908395.7	5095052.2
33	4908397.2	5095042.3
34	4908397.4	5095035.8
35	4908395.9	5095028.4
36	4908396.8	5095024.8
37	4908394.2	5095018.8
38	4908391.8	5095025.3
39	4908391.3	5095015.6
40	4908391.8	5095007.7
41	4908392.8	5094995.0
42	4908392.1	5094993.1
43	4908392.3	5094979.8
44	4908392.4	5094955.1
45	4908393.6	5094950.0
46	4908393.6	5094945.0
47	4908393.1	5094929.7
48	4908393.2	5094915.8
49	4908397.0	5094872.5
50	4908397.9	5094929.8
51	4908393.8	5094911.1
52	4908393.8	5094905.7
53	4908393.4	5094885.4
54	4908393.4	5094878.7
55	4908397.1	5094901.8
56	4908393.3	5094902.6
57	4908395.0	5095007.2
58	4908395.0	5095010.0
59	4908395.8	5095015.5
60	4908395.8	5095021.7
61	4908392.9	5095027.7
62	4908392.9	5095034.6
63	4908392.9	5095040.4
64	4908392.9	5095044.4
65	4908392.9	5095053.8
66	4908392.9	5095061.8

Water's Edge UTM Co-ordinates NA83NAD83 1997 Epoch, Zone 17

POINT	NORTHING	EASTING
67	4908392.9	5095070.6
68	4908393.0	5095085.1
69	4908392.4	5095093.3
70	4908392.4	5095098.0
71	4908392.8	5095093.1
72	4908393.4	5095096.8
73	4908392.5	5095097.7
74	4908392.8	5095091.4
75	4908392.1	5095096.1
76	4908392.7	5095091.7
77	4908392.8	5095023.7
78	4908392.8	5095026.1
79	4908392.8	5095024.8
80	4908392.3	5095023.9
81	4908392.3	5095024.3
82	4908392.9	5095026.1
83	4908392.1	5095033.5
84	4908392.0	5095037.4
85	4908392.2	5095044.1
86	4908392.5	5095049.3
87	4908392.4	5095049.1
88	4908392.4	5095043.8
89	4908392.7	5095056.4
90	4908392.3	5095062.3
91	4908392.4	5095067.2
92	4908392.2	5095065.0
93	4908392.0	5095069.3
94	4908392.0	5095074.1
95	4908392.7	5095078.9
96	4908392.7	5095084.5
97	4908392.6	5095093.2
98	4908392.8	5095096.1
99	4908392.3	5095097.3
100	4908392.7	5095107.7
101	4908392.0	5095108.2
102	4908392.8	5095104.4
103	4908392.2	5095102.8
104	4908392.9	5095108.4
105	4908392.8	5095106.1
106	4908392.8	5095107.7
107	4908392.7	5095109.3
108	4908392.7	5095108.1
109	4908392.4	5095104.9
110	4908392.7	5095104.4
111	4908392.3	5095103.3
112	4908392.8	5095101.7
113	4908392.8	5095102.7
114	4908392.7	5095102.5
115	4908392.8	5095103.7
116	4908391.5	5095105.7
117	4908392.8	5095102.3
118	4908392.4	5095101.9
119	4908392.5	5095108.0
120	4908392.2	5095105.4

SURVEYOR'S CERTIFICATE
 I CERTIFY THAT THE PLAN IS CORRECT AND IN ACCORDANCE WITH THE SURVEYING ACT, R.S.O. 1990, CAP. S. 5, AND THE SURVEYING REGULATIONS, R.R.O. 1990, CAP. S. 5. THE SURVEY WAS COMPLETED ON THE 20th DAY OF MAY, 2017.
 MICHAEL B. SMITH
 P.E.T.
 PROFESSIONAL ENGINEER
 CIVIL ENGINEERING

PROJECT NO. 185491
CLIENT: ...
DATE: ...

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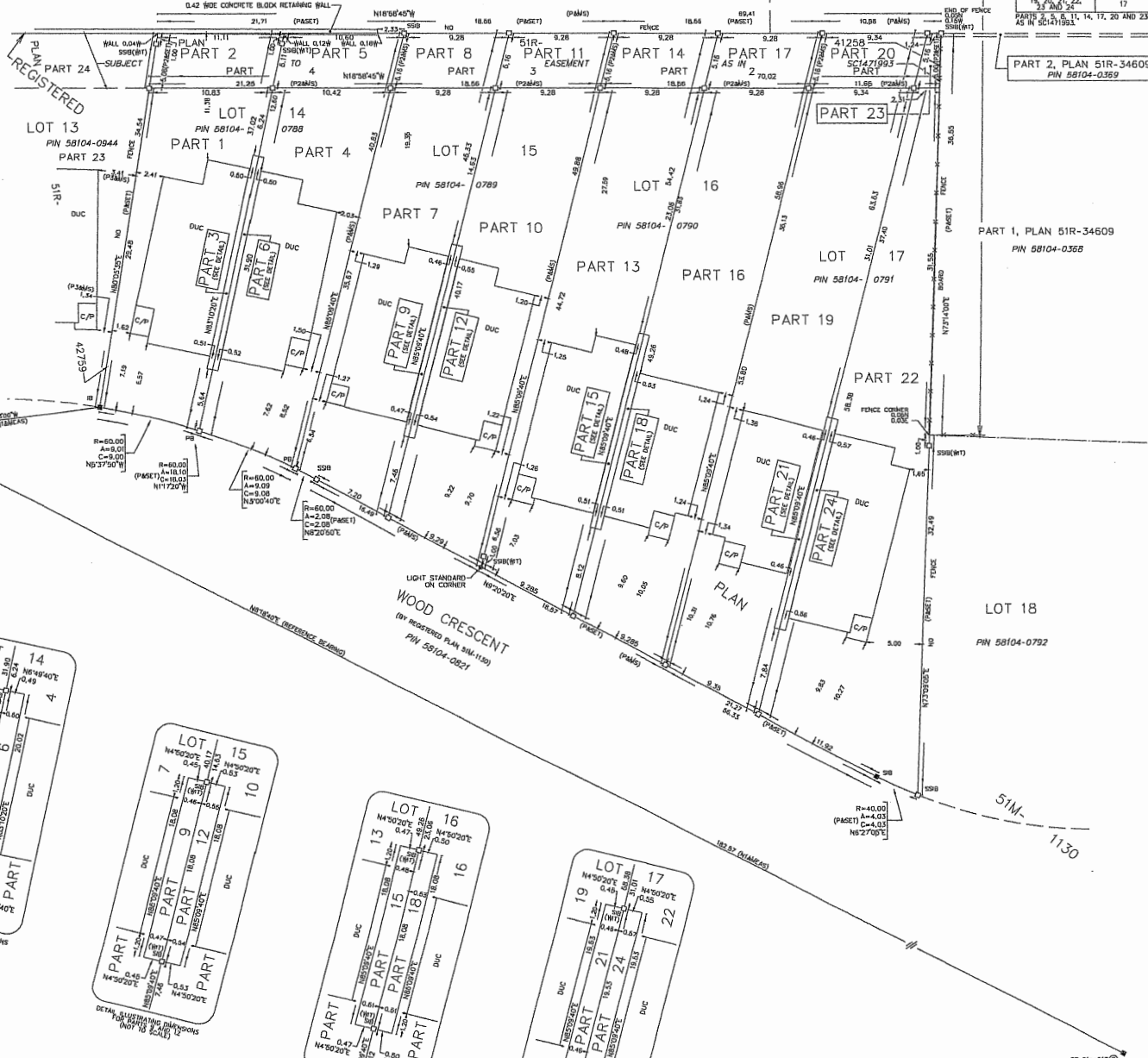
ATTACHMENT 'C' PART OF LOT 31, CONCESSION

PART 3, PLAN 51R-13467

EXPROPRIATION PLAN R0669909 PART 19

SCHEDULE		
PARTS	ALL OF LOT	REGISTERED PLAN
1, 2, 3, 4, 5 AND 6	14	58104-0788
7, 8, 9, 10, 11 AND 12	15	58104-0789
13, 14, 15, 16, 17 AND 18	16	58104-0790
19, 20, 21, 22, 23	17	58104-0791

PLAN 51R-43073
 Received and deposited
 August 4th 2021
 Christopher Holloway
 Representative for the
 Land Registrar for the
 Land Titles Division of
 Simcoe (No.51)



PLAN OF SURVEY OF
 LOTS 14, 15, 16 AND 17
 REGISTERED PLAN 51M-1130
 TOWNSHIP OF ESSA
 COUNTY OF SIMCOE

SCALE 1 : 200
 THE INTENDED PLOT SIZE OF THIS PLAN IS 762mm IN WIDTH BY 609mm IN HEIGHT
 WHEN PLOTTED AT A SCALE OF 1:200

J.D. BARNES LIMITED

METRIC DISTANCES AND/OR COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

NOTES
 BEARINGS ARE UTM GRID, DERIVED FROM OBSERVED REFERENCE POINTS A AND B, BY REAL TIME NETWORK (RTN) OBSERVATIONS, UTM ZONE 17, PROCS (CSRS) (2010.0).
 DISTANCES ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 1.000027.
 ALL BUILDING TIES ARE TAKEN TO CONCRETE FOUNDATION.
 ALL FOUND SURVEY MONUMENTS SET BY EILETTI, HORROCKS SURVEYING LIMITED, UNLESS NOTED OTHERWISE.
 COMPLIANCE WITH ONTARIO BUILDING CODE SETBACK REQUIREMENTS ARE NOT VERIFIED BY THIS SURVEY.
 ALL SET SURVEY MONUMENTS ARE RL, UNLESS NOTED OTHERWISE.
 ALL SET SBM AND PS MONUMENTS WERE USED DUE TO LACK OF OVERBURDEN AND FOR PROXIMITY OF UNDERGROUND UTILITIES IN ACCORDANCE WITH SECTION 11 (4) OF OREG. 525/91.

INTEGRATION DATA			
OBSERVED REFERENCE POINTS (ORP): UTM ZONE 17, NAD83 (CSRS) (2010.0), COORDINATES TO URBAN ACCURACY PER SECTION 14 (2) OF OREG 216/10.			
POINT ID	EASTING	NORTHING	
ORP (A)	589 874.80	4 908 723.88	
ORP (B)	589 848.22	4 908 543.29	
COORDINATES CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.			

- LEGEND**
- DENOTES SURVEY MONUMENT FOUND
 - DENOTES SURVEY MONUMENT SET
 - SB DENOTES STANDARD IRON BAR
 - SSB DENOTES SHORT STANDARD IRON BAR
 - B DENOTES IRON BAR
 - CB DENOTES PLASTIC BAR
 - CC DENOTES CUT CROSS SET BY JOB
 - BT DENOTES BRASS
 - US DENOTES MEASURED
 - SL DENOTES J.D. BARNES LIMITED
 - P DENOTES PLAN 51M-1130
 - P2 DENOTES PLAN 51R-41258
 - P3 DENOTES PLAN 51R-42759
 - DUO DENOTES DRILLING UNDER CONSTRUCTION
 - C/P DENOTES CONCRETE PARCHA
 - RT DENOTES REFERENCE NOTES BY JOB DATED: JANUARY 23, 2020

SURVEYOR'S CERTIFICATE
 I, CERTIFY THAT:
 1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT AND THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.
 2. THE SURVEY WAS COMPLETED ON JULY 14, 2021.

JULY 23, 2021
 DATE

Christopher Holloway
 SURVEYOR & SURVEYING
 ONTARIO LAND SURVEYOR

THIS PLAN OF SURVEY RELATES TO AOLS PLAN SUBMISSION FORM NUMBER 2163301

J. D. BARNES SURVEYING
 MAPPING
 LIMITED
 LAND INFORMATION SPECIALISTS
 142 COAKESBURY PARK DRIVE, UNIT 4, BARRIE, ON L4R 4R6
 T: (705) 734-4770 F: (705) 734-4771 www.jdbarnes.com

DRAWN BY: ACR CHECKED BY: LJK REFERENCE NO.: 20-11-787-00-SPLAN-14-17
 PLOTTED: 07/23/2021 DATED: 07/23/2021

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ATTACHMENT 'D'

WOOD CRESCENT

(BY REGISTERED PLAN 51M-1130)
PIN 58104-0821

REGISTERED PLAN 51M-1129
MORRIS DRIVE

SCHEDULE			
PARTS	ALL OF LOT	REGISTERED PLAN	ALL OF PIN
1, 2, 3, 4, 5 AND 6	24	51M-1130	58104-0798
7, 8, 9, 10, 11 AND 12	25		58104-0799
13, 14, 15, 16, 17 AND 18	26		58104-0800
19, 20, 21, 22, 23 AND 24	27		58104-0801

PARTS 3, 6, 9, 12, 15, 18, 21 AND 24 ARE SUBJECT TO EASEMENT AS IN SC141992.

PLAN 51R-42939

Received and deposited

April 29th 2021

Nora Borgs

Representative for the
Land Registrar for the
Land Titles Division of
Simcoe (No.51)

PLAN OF SURVEY OF
LOTS 24, 25, 26 AND 27
REGISTERED PLAN 51M-1130
TOWNSHIP OF ESSA
COUNTY OF SIMCOE

SCALE 1 : 250

THE INTENDED PLOT SIZE OF THIS PLAN IS 752mm IN WIDTH BY 457mm IN HEIGHT WHEN PLOTTED AT A SCALE OF 1:250

J.D. BARNES LIMITED

METRIC DISTANCES AND/OR COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

NOTES

- BEARINGS ARE UTM GRID, DERIVED FROM OBSERVED REFERENCE POINTS A AND B BY REAL TIME NETWORK STRIP OBSERVATIONS UTM ZONE 17, NAD83 (CSRS) (2010.0).
- DISTANCES ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.999927.
- ALL FOUND SURVEY MONUMENTS SET BY EPLETT, WORBEC, RANKES SURVEYING LIMITED, OLS UNLESS NOTED OTHERWISE.
- ALL BUILDING TIES ARE TAKEN TO CONCRETE FOUNDATION.
- COMPLIANCE WITH ONTARIO BUILDING CODE SETBACK REQUIREMENTS ARE NOT VERIFIED BY THIS SURVEY.
- ALL SET SURVEY MONUMENTS ARE 18, UNLESS NOTED OTHERWISE.
- ALL SET SSB AND PB MONUMENTS WERE DUE TO LACK OF OVERBURDEN AND FOR FREQUENCY OF UNDERGROUND UTILITIES IN ACCORDANCE WITH SECTION 11 (4) OF O.Reg. 529/01.

LEGEND

- DENOTES SURVEY MONUMENT FOUND
- DENOTES SURVEY MONUMENT SET
- SB DENOTES STANDARD IRON BAR
- SSB DENOTES SHORT STANDARD IRON BAR
- IB DENOTES IRON BAR
- PL DENOTES PLASTIC BAR
- WT DENOTES WIRELESS
- MS DENOTES MEASURED
- S DENOTES SET
- JOB DENOTES J.D. BARNES LIMITED
- P DENOTES REGISTERED PLAN 51M-1129
- P2 DENOTES PLAN 51R-42720
- P3 DENOTES PLAN OF SURVEY BY EPLETT, WORBEC, RANKES SURVEYING LTD. DATED: JANUARY 23, 2021
- CC DENOTES CONCRETE CURB SET BY JOB
- DC DENOTES DRINKING WATER CONSTRUCTION
- C/P DENOTES CONCRETE POND
- NT DENOTES NOTES BY JOB DATED: JANUARY 23, 2020
- S/T E DENOTES JOB No. 20-11-797-00
- SUBJECT TO EASEMENT

SURVEYOR'S CERTIFICATE

- I CERTIFY THAT:
- THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT AND THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.
- THE SURVEY WAS COMPLETED ON FEBRUARY 3, 2021.

APRIL 15, 2021
DATE

Laurence J. Dubreuil
LAURENCE J. DUBREUIL
ONTARIO LAND SURVEYOR

THIS PLAN OF SURVEY RELATES TO AOLS PLAN SUBMISSION FORM 2163249

J.D. BARNES SURVEYING LIMITED

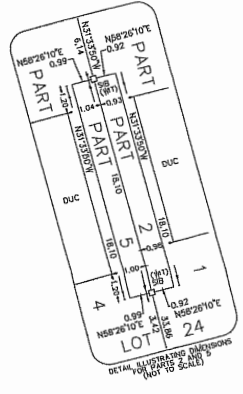
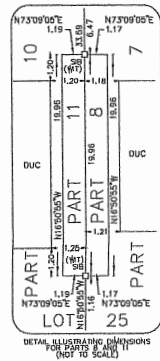
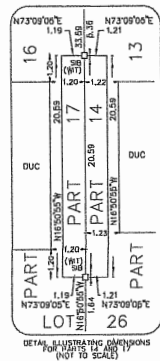
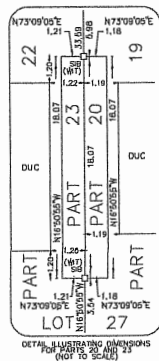
LAND INFORMATION SPECIALISTS

140 COMMERTS PARK DRIVE, UNIT 1, BARRETT ON LAKES
7: (905) 739-6776 F: (905) 739-4771 www.jdbarnes.com

DRAWN BY: ACR CHECKED BY: LJK REFERENCE NO.: 20-11-797-00-24
PLOTTED: 4/21/2021 DATE: 03/29/2021

INTEGRATION DATA			
OBSERVED REFERENCE POINTS (ORP): UTM ZONE 17, NAD83 (CSRS) (2010.0).			
COORDINATES TO URBAN ACCURACY PER SECTION 14 (2) OF O.Reg. 216/10.			
POINT ID	EASTING	NORTHING	
ORP (A)	589 795.86	4 908 489.33	
ORP (B)	589 910.18	4 908 522.95	

COORDINATES CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OF BOUNDARIES SHOWN ON THIS PLAN.



off

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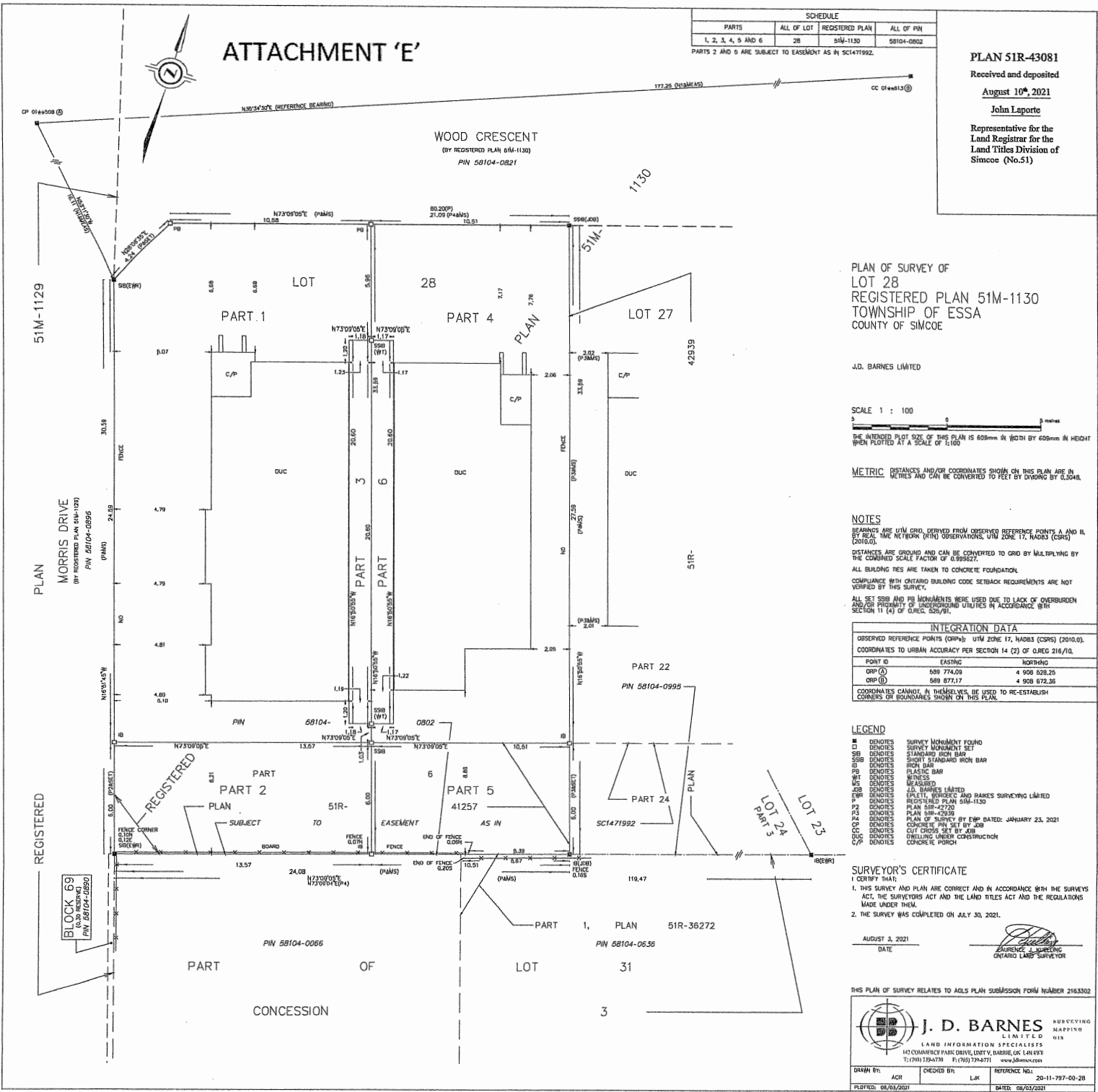
47

ATTACHMENT 'E'

SCHEDULE			
PARTS	ALL OF LOT	REGISTERED PLAN	ALL OF PIN
1, 2, 3, 4, 5 AND 6	28	51M-1130	58104-0802

PARTS 2 AND 6 ARE SUBJECT TO EASEMENT AS IN SC1471992.

PLAN 51R-43081
 Received and deposited
August 10th, 2021
John Laporte
 Representative for the
 Land Registrar for the
 Land Titles Division of
 Simcoe (No.51)



PLAN OF SURVEY OF
 LOT 28
 REGISTERED PLAN 51M-1130
 TOWNSHIP OF ESSA
 COUNTY OF SIMCOE

J.D. BARNES LIMITED



METRIC DISTANCES AND/OR COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

NOTES
 BEARINGS ARE UTM GRID, DERIVED FROM OBSERVED REFERENCE POINTS A AND B, BY REAL TIME NETWORK (RTN) OBSERVATIONS, UTM ZONE 17, NAD83 (CSRS) (2012.0).
 DISTANCES ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY THE CORRECTED SCALE FACTOR OF 0.999927.
 ALL BUILDING FEES ARE TAKEN TO CONCRETE FOUNDATION.
 COMPLIANCE WITH ONTARIO BUILDING CODE SETBACK REQUIREMENTS ARE NOT VERIFIED BY THIS SURVEY.
 ALL SET SB8 AND PJ MONUMENTS WERE USED DUE TO LACK OF OVERBURDEN AND/OR PROXIMITY OF UNDERGROUND UTILITIES IN ACCORDANCE WITH SECTION 11 (4) OF O.R.E.G. 528/91.

INTEGRATION DATA			
OBSERVED REFERENCE POINTS (ORP): UTM ZONE 17, NAD83 (CSRS) (2010.0).			
COORDINATES TO URBAN ACCURACY PER SECTION 14 (2) OF O.R.E.G. 216/10.			
POINT ID	EASTING	NORTHING	
ORP (A)	589 774.09	4 908 628.26	
ORP (B)	589 877.17	4 908 672.36	

COORDINATES CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.

LEGEND	
■	DENOTES SURVEY MONUMENT FOUND
□	DENOTES SURVEY MONUMENT SET
SB	DENOTES STANDARD IRON BAR
SB8	DENOTES SHORT STANDARD IRON BAR
IRB	DENOTES IRON BAR
PB	DENOTES PLASTIC BAR
PT	DENOTES PINE
MS	DENOTES MEASURED
SB	DENOTES J.D. BARNES LIMITED
EW	DENOTES EPLETT, WONDIC & BARNES SURVEYING LIMITED
P1	DENOTES REGISTERED PLAN 51M-1130
P2	DENOTES PLAN 51R-43270
P3	DENOTES PLAN 51R-43268
P4	DENOTES PLAN OF SURVEY BY EWP DATED: JANUARY 23, 2021
CC	DENOTES CONCRETE PIN SET BY JOB
CC	DENOTES CUT CROSS SET BY JOB
CC	DENOTES ENCLING UNDER CONSTRUCTION
C/P	DENOTES CONCRETE PORCH

SURVEYOR'S CERTIFICATE
 I CERTIFY THAT:
 1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT AND THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.
 2. THE SURVEY WAS COMPLETED ON JULY 30, 2021.

AUGUST 3, 2021
 DATE

Lawrence J. Sorrells
 LAWRENCE J. SORRELLS
 ONTARIO LAND SURVEYOR

THIS PLAN OF SURVEY RELATES TO AOLS PLAN SUBMISSION FORM NUMBER 2163302

J. D. BARNES LIMITED
 SURVEYING MAPPING
 LAND INFORMATION SPECIALISTS
 143 COMMERCE PARK DRIVE, UNIT V, BARRIE, ON L4N 6V7
 T: (705) 729-6770 F: (705) 729-6771 www.jdbarnes.com

DRAWN BY: ACR	CHECKED BY: LJK	REFERENCE NO.: 20-11-797-00-28
PLOTTED: 08/03/2021	DATE: 08/03/2021	

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ATTACHMENT F

THE CORPORATION OF THE TOWNSHIP OF ESSA

BY-LAW NO. 2021 - _____

A By-law of The Corporation of the Township of Essa to remove Lots 14-17 and 24-28 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 14-17 and 18, and Lots 24-28 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 15th DAY OF SEPTEMBER 2021.

Sandie Macdonald, Mayor

Lisa Lehr, Clerk

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7a

TOWNSHIP OF ESSA STAFF REPORT

STAFF REPORT NO.: PW024-21
DATE: September 15, 2021
TO: Committee of the Whole
FROM: Michael Mikael., Manager of Public Works
SUBJECT: Winter Sand Tender Results

RECOMMENDATION

That Staff Report PW024-21 be received; and

That the tender received from **DARPAK INC.** for the purchase, mixing and stacking of winter sand in the amount of \$ 164,840.00 plus H.S.T be accepted as per the Township specifications.

BACKGROUND

The Tender document was posted on the Biddingo website on August 16th, 2021 and closed on September 3rd, 2021

COMMENTS AND CONSIDERATIONS

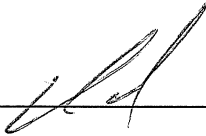
There was a total of 3 bids received. The 3 bids are summarized below.

	Bidder	Total Tender
1.	JOHN EEK & SON LTD.	\$170,950.00
2.	DUIVENVOORDEN HAULAGE LTD.	\$169,000.00
3.	DARPAK INC.	\$164,840.00

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FINANCIAL IMPACT

Council approved **\$205,000.00** in the 2021 Roads Maintenance Operating Budget. There is **\$165,819.08** remaining in this account.



Manager of Finance

SUMMARY / OPTIONS

Council may

1. Take no action
2. Award the tender to **DARPAK INC.** in the amount of **164,840.00** plus H.S.T
3. Do not award the tender to **DARPAK INC.** and select another bidder to complete the work based on reasons to be specified by Council

CONCLUSION

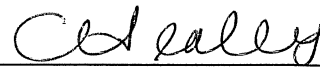
Staff recommends that option 2 be approved. Given that this is the low bid, and the Township has not had any previous problems with this supplier.

Respectfully submitted,



Michael Mikael, P.Eng
Manager of Public Works

Reviewed by,



Colleen Healey-Dowdall
Chief Administrative Officer

Attachments:

1. Summary of Bidders



**2021 WINTER SAND SCREENING/TRUCKING/MIXING
Opening Results – September 3rd ,2021**

2021 Budget: \$205,000.00

BIDDER	TENDER DEPOSIT	TOTAL TENDER (not including HST)
JOHN EEK & SON LTD.	\$10,000.00	\$170,950.00
DUIVENVOORDEN HAULAGE LTD.	\$10,000.00	\$169,000.00
DARPAK INC.	\$10,000.00	\$164,840.00

Attended by:
Michael Mikael, Manager of Public Works
Debbie Dollmaier, Public Works Co-Ordinator



9a

TOWNSHIP OF ESSA STAFF REPORT

STAFF REPORT NO.: C022-21

DATE: September 15, 2021

TO: Committee of the Whole

FROM: Lisa Lehr, Manager of Legislative Services

SUBJECT: By-law Enforcement Activity Summary (May 1-August 31, 2021)

RECOMMENDATION

That Staff Report C022-21 be received for information.

BACKGROUND

As Council is aware, the Municipal Law Enforcement Officers (MLEO) receive various calls, emails and visits from residents, external agencies, department managers and members of Council in respect of inquiries and/or concerns regarding municipal by-laws and/or alleged infractions, whereby the MLEO commences an investigation to determine:

- a) validity of complaint; and,
- b) necessary steps to be taken to achieve compliance, once the infraction has been validated (ie: the issuance of Notices, Orders, Fines and/or Charges to address the validated infractions).

COMMENTS AND CONSIDERATIONS

This report has been generated to provide Council with a quarterly summary in respect of By-law Enforcement activity.

Between May 1, 2021 to August 31, 2021, there were 269 phonecalls and/or emails to Municipal Law Enforcement Officers which resulted in a breakdown of 157 complaints being filed with Municipal Law Enforcement Officers, 68 inquiries (ie: about specific By-laws or infraction notices), and 44 callers being referred to other departments or agencies.

The following is the breakdown of the concerns/inquiries received during this timeframe:

Category	Complaints Received	Inquiries
ATVs / Dirtbikes	3	1
Firearms	3	3
Burning	2	
Other (Wildlife, chickens, cats, drones, boulevard maintenance etc.)	12	28
Untidy	29	8



Noise	20	1
Canine Control (Barking, Licensing, Dog Bite, RAL, etc.)	34	4
Fireworks	11	19
Parking	38	4
Illegal Dumping	5	
Referred to Public Works Department	11	
Referred to Zoning Department	15	
Referred to Building Department	12	
Referred to External Agency (OPP, Health Unit)	6	

[It should be noted that some of the calls/emails/concerns reported during the specified timeframe are from repeat callers, and in some cases contain multiple complaints of infractions (ie: one caller may lodge multiple complaints about different by-law infractions, ie: barking, noise, untidy, canine control, etc.). Additionally, this report does not contain status/follow-up numbers for items that are ongoing and were lodged in the previous reporting period; this is a listing of NEW complaints/concerns only].

Breakdown of Cases Whereby Complaint was Validated which resulted in Notice/Order being Issued	
These cases were logged into the MOAR Tracking System to Monitor Progress & Ensure Compliance	
Canine (RAL, Dog Bites, Licensing, Barking, etc.)	23
Noise	7
Boulevard Maintenance	5
Burning	2
Untidy (weeds, long grass, miscellaneous debris, derelict vehicles)	31
Parking	8
Dumping	1
Nuisance	6
Littering	2
Referred to other department or agency	36
Total No. MOAR Cases opened and attached to households b/w May 1 to August 31, 2021 (one MOAR case may be opened that contains more than one by-law infraction (ie: canine infraction and untidy infraction), but may be reported as 1 MOAR case)	58 MOAR cases attached to households
Average Number of Days to Gain Compliance Following First Notice/Order	17.1 days

NOTE: This report does not contain the number of patrols conducted by MLEO nor does it contain the number of education pieces circulated to residents during this timeframe. Additionally, it does not contain statistics regarding business licensing (ie: kennels, taxis, etc.) or sign permits, and the required inspections, or the number of inspections conducted as a result of validated infractions.

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In respect of COVID-19 rules and Provincial Orders, the following is a breakdown of numbers reported to the Province during the timeframe between May 1 to August 31, 2021:

Provincial EMCPA Reporting May 1 to August 31, 2021	
Complaints / Calls	7
Education to Individuals / Businesses	53
Inspections Conducted (municipal parks/facilities/parking lots of private businesses/businesses upon request of health unit/etc.)	460

[Please Note: the Province issued a Stay-At-Home Order as of April 7, 2021. SMDHU region entered into Stage 2 on July 2, 2021, and Stage 3 on July 16, 2021. Stages 2 and 3 resulted in the easing of restrictions by the Province thereby resulting in a reduced need for enforcement of COVID regulations.]

FINANCIAL IMPACT

None. This Report was provided for Council's information only.

SUMMARY/OPTIONS

Council may:

1. Do nothing.
2. **Receive the report for information.**

CONCLUSION

This Report was intended to be received for information only.

Respectfully submitted:

Reviewed by:

Lisa Lehr
Clerk

Colleen Healey-Dowdall
Chief Administrative Officer



TOWNSHIP OF ESSA STAFF REPORT

9b

STAFF REPORT NO.: C023-21
DATE: September 15, 2021
TO: Committee of the Whole
FROM: Lisa Lehr, Manager of Legislative Services
SUBJECT: Municipal Modernization Program Funding – Purchase of New Website

RECOMMENDATION

That Staff Report C023-21 be received; and

That Council accept the quote as received from eSolutionsGroup in the amount of \$20,000.00 (plus HST), and authorize staff to engage the services of eSolutionsGroup for the development of a new website.

BACKGROUND

At its meeting of March 3, 2021, Council received the IT and Digital Strategic Plan (“ITDS Plan”) as prepared by Perry Group Consultants. The following motion was passed.

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

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

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

----Carried-----

On June 30, 2021, staff received a letter from the province (Attachment No. 1) advising that the Township’s application for funding the project “C001-2021 Modernization of IT and Digital Services” was approved in the amount of \$162,500.00. As part of the application, a high-level work plan identifying high priority items was required.

COMMENTS AND CONSIDERATIONS

This report is being written in an effort to obtain Council approval for the purchase of a new website, at a cost of \$20,000.00 plus HST.

When the Perry Group prepared and presented the ITDS Plan to Council, they described the Township’s website as lacking in terms of effective two-way communication with visitors and digital service aids. The consultant strongly recommended the municipality consider modernizing the website to allow for new customer-facing and internal-facing business solutions. This would close the current gap between resident’s expectations and current website offerings. The Perry Group as well as the IT Steering Committee identified a new website as a high priority in Phase 1 of the application funding.

As the Township of Essa is a participant in the Local Authority Services (LAS) Competitive Purchasing Program, the Manager of Legislative Services contacted LAS to inquire about their cooperative procurement program for IT solutions. Through conversation it was revealed that LAS already has an agreement with eSolutionsGroup that allows member municipalities to purchase their accessible website builder at a discounted price. The representative also advised that LAS went through a competitive bidding process three years ago which ultimately awarded website procurement to eSolutionsGroup. Due to the competitive bidding process completed by LAS, the Township of Essa does not need to repeat this process, as long as our own Procurement Process allows it. (A copy of the LAS Cooperative Procurement Guide has been provided as Attachment No. 2).

As a result of the above, the Manager of Legislative Services contacted eSolutionsGroup to obtain a quote for a new website using a standardized website template. eSolutonsGroup quoted \$20,000.00 (the confidential breakdown of costs for services provided is included in Attachment No. 3) which falls in line with that awarded to all participating municipalities.

With regards to the municipality’s Procurement and Acquisition Policy A17-01, section 18.1 states the following in respect of Cooperative or Joint Purchasing:

The Township of Essa may participate in Cooperative or Joint Purchasing with other public sector organizations such as municipalities, school boards, hospitals, etc., where it is in the best interest of the Township to do so, and where the purposes, goals and objectives of this Policy are complied with by such organizations.

The author of this report strongly believes that it is in the Township’s best interests to utilize Cooperative Purchasing, such as the Agreement that is offered through LAS, for the purchase of a new website. The quote received is substantially less than that which would be received through a competitive bidding process of the Township itself. Cooperative purchasing groups and programs are more successful at obtaining real savings through purchasing power.

FINANCIAL IMPACT

\$25,000.00 was approved in the 2021 Budget to assist with implementation of priority items identified by Perry Group in the ITDS Plan. These funds are currently available in G/L 02-03-030-142-6087, and will be utilized in 2021 to assist with further implement of projects that were approved in the Township’s funding application (additional details will be forthcoming in respect of customer-facing programs and internal-facing business solutions; specifically, E-billing, Online Parking Ticket Payments, Online Building Permits, to start).

\$162,500.00 was received from the province for the application which was approved through the Municipal Modernization Funding Program.

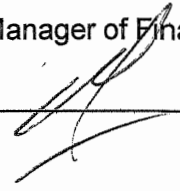
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Of the funds received, the municipality is required to contribute 35%. As such, the breakdown for funds to purchase a new website through eSolutionsGroup is as follows:

Quote for New Website – \$20,000.00 (plus HST)
Essa’s required contribution (35%) - \$7,000.00 (one-time cost)
Contribution utilizing Grant Funding (65%) - \$13,000.00

Ongoing subscription costs once the site is live would be approximately \$8,000.00 to \$10,000.00 per year, which will be included in future budgets.

Manager of Finance Approval:



SUMMARY/OPTIONS


Council may:

1. Take no further action.
2. **Accept the quote as received from eSolutionsGroup in the amount of \$20,000.00 (plus HST); and authorize staff to engage the services of eSolutionsGroup for the development of a new website.**
3. Direct staff as Council deems appropriate.

CONCLUSION

Staff recommends that Council approve Option No. 2.

Respectfully submitted by:



Lisa Lehr
Manager of Legislative Services

Reviewed by:



Colleen Healey-Dowdall
Chief Administrative Officer

Attachments:

- 1 – Letter of Approval dated June 30, 2021 from the Ministry of Municipal Affairs and Housing
- 2 – LAS Cooperative Purchasing Guide
- 3 – Confidential Attachment – Breakdown of Costs for Services Provided from eSolutionsGroup.

9b

Attachment No. 1

**Ministry of
Municipal Affairs
and Housing**

Office of the Minister

777 Bay Street, 17th Floor
Toronto ON M7A 2J3
Tel.: 416 585-7000

**Ministère des
Affaires municipales
et du Logement**

Bureau du ministre

777, rue Bay, 17^e étage
Toronto ON M7A 2J3
Tél. : 416 585-7000



234-2021-3044

June 30, 2021

Your Worship
Mayor Sandie Macdonald
Township of Essa

Dear Mayor Macdonald,

Thank you for your application to the second intake of the **Municipal Modernization Program** and for your commitment to delivering modern, efficient services that are financially sustainable.

Under the implementation stream, I am pleased to inform you that the Ford government will provide funding of up to \$162,500 towards:

- Township of Essa Information Technology Modernization and Service Digitization

The provincial funding is for up to 65% of total eligible costs to implement the project and complete a final report that forecasts annual savings and other efficiency outcomes by September 30, 2022.

In 2019, the Ford government launched the MMP to help small and rural municipalities modernize service delivery and identify new ways to be more efficient and effective. The impacts of the COVID-19 outbreak have made this work more important than ever. The projects selected for funding under the second intake of the Municipal Modernization Program will further support municipalities' efforts to implement efficiencies, with a focus on digital modernization, service integration, streamlining development approvals and alternative service delivery.

I understand how important this work will be to your community. To help you get started, an interim payment will be issued following execution of a transfer payment agreement. Ministry staff will forward instructions and a transfer payment agreement for each approved project in the coming days and will work with you to have it finalized. If you have questions, please contact your municipal advisor, or email municipal.programs@ontario.ca.

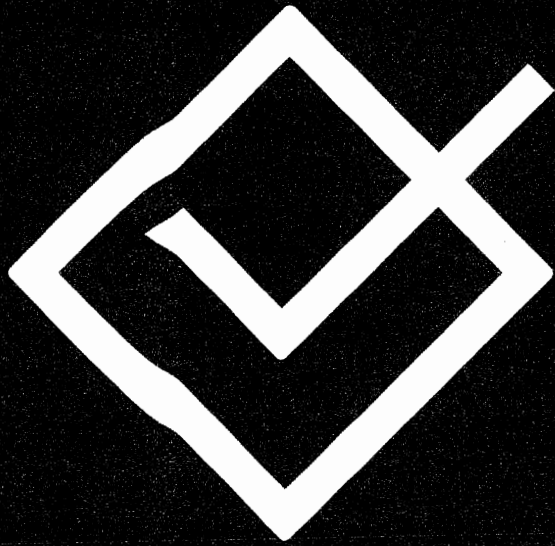
I would like to offer my congratulations on this funding approval and extend my best wishes as you work to improve service delivery and administrative efficiency in your municipality.

Sincerely,



Steve Clark
Minister

- c. Colleen Healey-Dowdall, CAO, Township of Essa
- Carol Mohr, Manager of Finance, Township of Essa
- Lisa Lehr, Manager of Legislative Services, Township of Essa



COOPERATIVE PROCUREMENT GUIDE

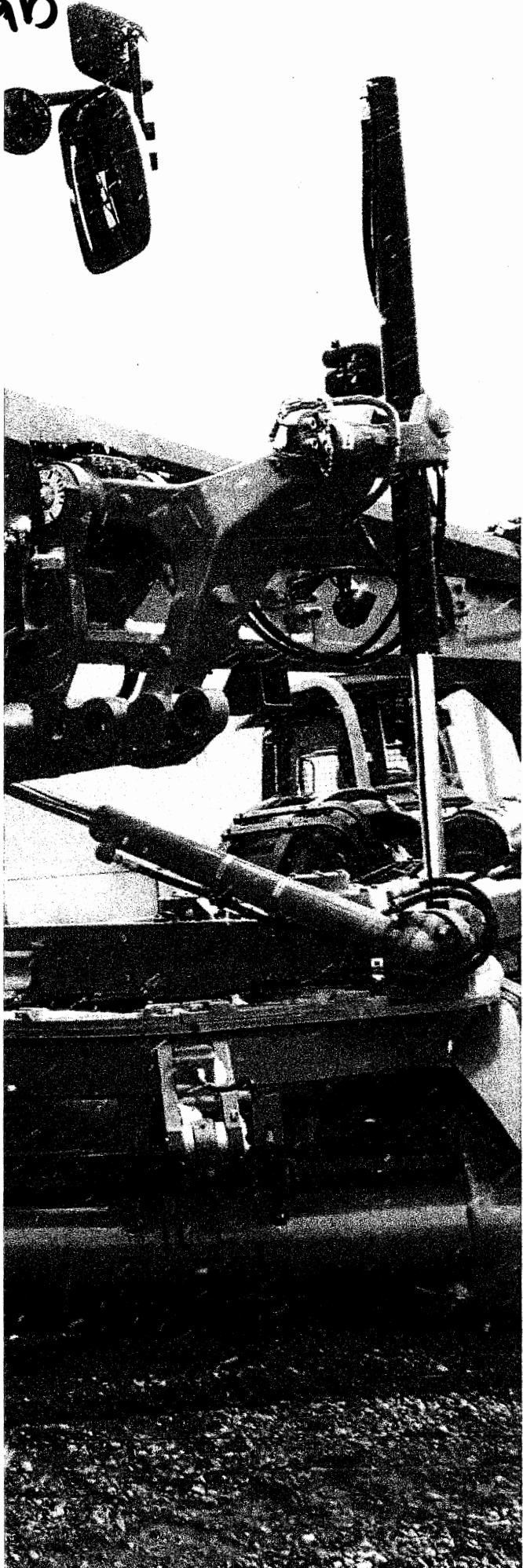




WHAT IS COOPERATIVE PROCUREMENT?

Cooperative procurement is the process of aggregating purchases for a large group of customers with similar buying needs, securing better prices and service due to the increased volume. Across Canada, many municipalities, public agencies, and not-for-profit organizations have similar requirements and expenses, making a large and ideal group for leveraging cooperative procurement.

9b



Compliant

- ◆ Open RFP process using approved tendering processes
- ◆ Satisfies CFTA and other trade legislative requirements for all members



Cooperative

- ◆ Like-minded municipal associations across the country
- ◆ Securing best value by leveraging over 5,000 member organizations in Canada



Credible

- ◆ Facilitating public sector cooperative procurement since 1936
- ◆ Not-for-profit group representing municipalities across Canada and committed to creating mutually beneficial relationships for both members and suppliers

WHAT LEGISLATION IS INVOLVED IN PUBLIC PROCUREMENT?

The Canadian Free Trade Agreement (CFTA) provides legislative direction across all provinces and territories of Canada. In addition, there are three regional trade agreements that may impact procurement laws depending on your jurisdiction:

- ◆ The Atlantic Procurement Agreement (APA) for Newfoundland and Labrador, Nova Scotia, Prince Edward Island, and New Brunswick
- ◆ The Ontario-Quebec Trade and Cooperation Agreement (OQTCA) for Ontario and Quebec
- ◆ The New West Partnership Trade Agreement (NWPTA) for Manitoba, Saskatchewan, Alberta, and British Columbia

WHAT ARE MY OBLIGATIONS UNDER THESE REGULATIONS?

Trade agreements (along with government directives and policies) generally require municipal purchasers to conduct open, competitive procurement processes. This requirement arises if the estimated value of the goods or services to be purchased exceeds certain value thresholds.

This means that once the value threshold is exceeded, the municipal purchaser must purchase from a contractor who is successful in a competitive process (e.g. a request for proposals, request for quotation) that is open to the entire marketplace. That competitive process must meet the requirements of applicable trade treaties, which usually involves posting notices, disclosing relevant information, running a fair evaluation process, etc.

WHAT IS A BUYING GROUP?

A 'buying group' is generally understood as a group of two or more members that combines the purchasing requirements and activities of the members of the group into one joint procurement process.

For municipal purchasers, using a buying group can have advantages that include:

- ◆ Reduced procurement process costs – since group members share in the costs of running procurement processes, rather than each group member bearing the full cost;
- ◆ Access to greater resources and expertise – since group members can pool procurement resources, and can centralize procurement experience; and
- ◆ Potentially better pricing – since the group can leverage its combined buying power, offering suppliers greater purchase volumes.

WHO IS INVOLVED IN THIS BUYING GROUP?

We are a group of municipal associations from nearly every province across the country – representing the vast majority of cities, towns, villages, counties, and other types of municipalities – creating one of the largest and most influential public sector buying groups in Canada! Due to the governmental and not-for-profit nature of the group, other public sector entities and not-for-profit groups may also be eligible to join.

We have been operating since 1936 and manage tendering, vendor relations, legal considerations, accounting, and communications on behalf of members across Canada.

As we exist to support our member municipalities, we are not-for-profit, working instead to connect members and suppliers in mutually-beneficial relationships.

HOW DO I COMPLY WITH THE LEGISLATION?

We are keenly aware of the trade agreement obligations that apply to our members. In order to ensure compliance for ourselves and our membership, we:

- ♦ actively review our policies, practices, and process documents to continually improve them based on feedback. We have also engaged external experts to review our process documents to support trade agreement compliance.
- ♦ only run open, competitive procurement processes – we do not engage in invitation-only or non-competitive contract awards (we leave that to our members to decide).
- ♦ are transparent about who our members are. Each municipal association involved is able to provide a list of relevant members so that the marketplace is aware of who may purchase through awarded contracts.
- ♦ ensure our processes account for distributor networks. A network of regional distributors can collectively bid on opportunities, with member organizations entering into contracts with the applicable distributor for their region. Suppliers are not permitted to charge higher pricing than was proposed to us, and must honour the terms of the agreement.

HOW CAN I BECOME A MEMBER?

In order to join, your organization must be a municipality, public sector entity, or registered not-for-profit group. Membership gives your organization access to all cooperative procurement programs, ranging from office supplies to capital purchases, fuel to employee benefit packages, and much more!

Membership for municipalities is generally handled through your territory or province's municipal association. To join, contact the municipal association representative for your province from the contact page in this guide.

WHAT DO I NEED TO DO ONCE I JOIN?

In order to make sure your organization is compliant with governing legislation, you should:

1. Review and update your organization's procurement policy to enable participation in group programs (if applicable).
2. Post an annual notice of intention of membership to your designated tendering website and link to the appropriate municipal association.
3. If you are a new member and intend to contract with a supplier under the cooperative procurement process, issue an Advance Contract Award Notice (ACAN) on your designated tendering site. For more details, including example verbiage for the above compliance pieces, contact one of our Client Relations Managers through your territory or province's municipal association. For a list of relevant contacts, see the Contact Us page at the back of this guide.

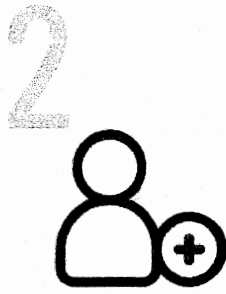
HOW DO I MAKE A PURCHASE?

Once your organization has an active account and the steps noted previously are taken, you can make a purchase through one of our programs by contacting the approved supplier of your choice and placing your order. Usually, you will need to let the supplier know that you would like to use the cooperative procurement program through your municipal association. Indicate that you are purchasing through the buying group on all correspondence and purchase orders.

For information about approved suppliers or assistance with any program, you can contact your local association's Client Relations Manager listed in the back of this guide.



1
Contact the supplier
online or via phone with
your order.



2
Let them know you want
to use the program.



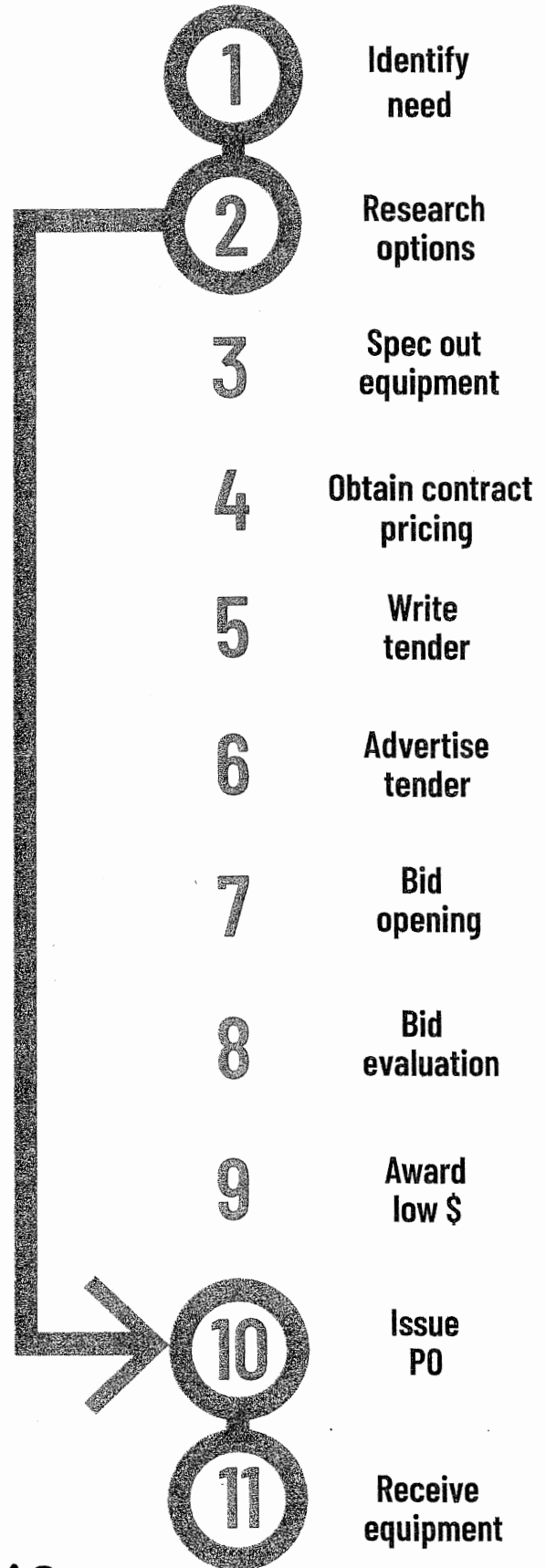
3
Confirm your purchase.

ONCE I'M A MEMBER, IS PARTICIPATION IN THE PROGRAMS MANDATORY?

No, participation in all cooperative procurement programs is completely voluntary. You can think of the programs as tools that can assist your organization in generally securing better prices and services than individual organizations by leveraging the buying power of the entire membership. However, if you have a preferred purchasing method already in place, you are free to continue using it.

We save time and money for our suppliers and members.

Traditional vs. Cooperative Purchasing



WHAT ARE THE BENEFITS OF BEING A MEMBER?



Preferred pricing

Cooperative procurement provides discounted pricing and preferred service to members due to the large volume of aggregated purchases.



Trade-compliant

All cooperative procurement processes are tendered nationally using legislated purchasing methods, meaning any buying done through the programs is compliant with the Canadian Free Trade Agreement (CFTA) and regional trade agreements.



Simplified process and reduced administration

Because all programs are tendered in compliance with Canadian trade law, members using the programs are not required to go through the tendering process again on their own, reducing administration time and cost.

DO I NEED TO POST AN RFP OR GO TO TENDER?

As the RFP process is done in advance on behalf of the entire membership, you do not need to post the RFP again. Depending on the program and your local laws, however, you may need to ensure that you have posted notice of your intention to procure using a cooperative buying group on province's approved tendering system.

If you have questions, please reach out to your province's municipal association and we will help you through the process.

HOW DO YOU SELECT SUPPLIERS?

Approved suppliers are selected based on a successful proposal to an open tendering process for the entire membership. Approved suppliers have demonstrated that they are able to provide financial benefit and value to municipalities, public entities, and not-for-profit groups.

Representing over 5,000 members including rural and urban municipalities, school districts, rural electrification associations, and water irrigation districts, cooperative procurement suppliers get their products and services in front of an enormous market that would otherwise be challenging for many businesses to navigate. Regulatory compliance for the programs is handled by the municipal associations on behalf of the membership, providing streamlined administration for members and suppliers alike.

OUR REACH





I HAVE OTHER QUESTIONS.

Your local municipal association is committed to ensuring cooperative procurement programs provide your municipality with the best value available. Contact your local association listed on the contact page if you have any other questions or need additional support at any step of the process – we're here to help!

CONTACT US

British Columbia

Kim Thiessen

Client Relations Manager
250.215.1818
kim@RMAtrade.com

Alberta

Rural Municipalities of Alberta (RMA)

Jerad Uytterhagen

Client Relations Manager
403.620.1155
jerad@RMAtrade.com

Ryan Yavis

Client Relations Manager
780.720.5145
ryan@RMAtrade.com

Saskatchewan

Saskatchewan Association of Rural
Municipalities (SARM)

Jerad Uytterhagen

Client Relations Manager
403.620.1155
rma@sarm.ca

Manitoba

Association of Manitoba Municipalities (AMM)

Ainsley Murdock

Client Relations Manager
204.249.0203
amurdock@amm.mb.ca

Ontario

Local Authority Services (LAS)

Ainsley Murdock

Client Relations Manager
Northern Ontario
877.426.6527 ext. 203
amurdock@amo.on.ca

Tanner Watt

Municipal Energy Specialist
Southern Ontario
647.456.5516
tswatt@amo.on.ca

Nova Scotia

Nova Scotia Federation of Municipalities
(NSFM)

Tim Elms

Client Relations Manager
902.818.0980
telms@nsfm.ca

Prince Edward Island

Federation of Prince Edward Island
Municipalities (FPEIM)

Tim Elms

Client Relations Manager
902.818.0980
tradeprograms@fpeim.ca

Newfoundland & Labrador

Municipalities Newfoundland and Labrador
(MNL)

Tim Elms

Client Relations Manager
902.818.0980
purchasing@municipalnl.ca



TOWNSHIP OF ESSA STAFF REPORT

STAFF REPORT NO.: CAO039-21

DATE: September 15, 2021

TO: Committee of the Whole

FROM: Colleen Healey-Dowdall, Chief Administrative Officer

SUBJECT: Rainbow Campground, 62 Brentwood Road

RECOMMENDATION

That Staff Report CAO039-21 be received, and further,

That Council send a letter to the County of Simcoe to recommend that they accept the road widening which they requested August 5, 2016, fronting 62 Brentwood Road, in conjunction with their approval of the 2016 site plan pertaining to the former "campground" lands.

BACKGROUND

The Rainbow Campground received site plan approval in 2016 for 57 modular homes with year-round occupancy, following up on years of work to move forward with this property. For new Council Members' benefit, the Campground was Ordered by the Ministry of the Environment, Conservation and Parks (MOECP) to install municipal services to the property some years ago now (approximately 2010).

The owner of the "campground" had engineers provide a Functional Servicing Report and site plan. Unfortunately, after Township approval (and County and NVCA), the owner did not proceed to register a 10 metre road widening with the County and the site plan sat at the Township unregistered and so the owner may not move forward.

Skip forward 5 years and the owner is wishing to re-start his project/development. The County is not sure that the road widening should be accepted/approval should be given and so the owner is requesting a Council Resolution to prompt the County to acting (such as the recent Council Resolution to request the County to reduce the speed limit at the south end of Thornton). (Owner letter of request attached).

10a

COMMENTS AND CONSIDERATIONS

It is in the best interest for Council to continue with their support towards site plan approval and proper (good and safe) development of this property. The installment of 57 modular homes will assist with providing for affordable housing.

The site plan laid out roads which would have access by fire vehicles and the neighbourhood would reflect that of several in Wasaga Beach. Original approval for 57 sites was provided by former Sunnidale Township.

FINANCIAL IMPACT

Additional municipal taxes will be able to be collected from the addition of new homes; additional services are also to be provided however.

Manager of Finance Approval: _____

SUMMARY/OPTIONS

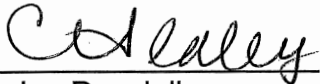
Council may:

1. Take no further action – leave the owner to seek County approval on his own.
2. Provide a Council Resolution to assist with the registration of the 2016 approved site plan.
3. Deny the request of the owner and require all fresh/new supporting materials and to satisfy (possibly) new requirements.
4. Direct in another course of action.

CONCLUSION

Option #2 is recommended.

Respectfully submitted:



Colleen Healey-Dowdall
CAO

Attachments:

Letter from owner's Solicitor

10a

BOUCHELEV LAW
PROFESSIONAL CORPORATION

65 Queen St. West, Suite 1700
Toronto, ON M5H 2M5
arkadi@bouchelevlaw.com

Tel: (416) 594-1400
Fax: (416) 594-1405

August 10, 2021

BY EMAIL

Colleen Healey
Chief Administrative Officer
Township of Essa
5786 County Road 21
Utopia, ON L0M 1T0

Dear Ms. Healey:

RE: 62 Brentwood Rd, Township of Essa

It was a pleasure meeting with you, Mayor Macdonald and others this morning. I am writing to provide a brief summary of what was discussed and agreed to during today's meeting.

My client, Nestor Tombu, expressed concern with the fact that the 2016 Site Plan Control Agreement has not yet been registered. Mayor Macdonald advised that she would be making a report to counsel to request that steps be taken to have the Site Plan Control Agreement registered.

My client also expressed concern that while he had received approval for 57 modular homes with 12-month occupancy, there was a lack of clarity as to what he was actually allowed to do with those homes. You indicated that the Township would be providing a zoning letter clarifying the permitted uses.

There was also discussion about incorporating the property into the Angus development area. Mayor Macdonald indicated that this would ultimately require approval from the county and confirmed that the Township would support my client's application to have the subject property incorporated into the said development area.

Finally, my client expressed concern about being asked by the planning staff to attend a pre-consultation meeting. It was clarified by the Mayor that there would be no requirement to attend pre-consultation meetings and pay the associated fees in respect of anything that has already been approved (such as the Site Plan Control Agreement). The pre-consultation requirement

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would only apply to future zoning applications dealing with issues that have not been previously addressed.

I trust that this reflects our mutual understanding of the aforesaid matters.

Yours very truly,

A handwritten signature in cursive script that reads "A. Bouchelev". The signature is written in black ink and has a long, sweeping tail that extends to the right.

Arkadi Bouchelev
AB/hr



TOWNSHIP OF ESSA STAFF REPORT

STAFF REPORT NO.: CAO041-21

DATE: September 15, 2021

TO: Committee of the Whole

FROM: Colleen Healey-Dowdall, Chief Administrative Officer

SUBJECT: Xplornet Communications Request for a Statement of Concurrence for 6004 Scotch Line

RECOMMENDATION

That Staff Report CAO041-21 be received; and further,

That Xplornet Communications seek an alternate location other than that presented to Council at their September 1st meeting since neighbours oppose the site at 6004 Scotch Line and it is typically preferred by the municipality if a compromise solution can be sought out, and in order to enhance land use compatibility.

BACKGROUND

Xplornet would like to improve and expand on its customer base, and therefore provide an option for those currently using their “congested” service or a major telecommunications competitor. As such, they wish to construct a new 45 m tall, self-supporting tower at 6004 Scotch Line (as per their June 3rd letter/delegation to Council Sept 1st). 6004 Scotch Line is a 6 acre site which shares a lane with 6002 Scotch Line. These and other nearby neighbours oppose the location of the new tower for various reasons, including a loss of privacy during construction and maintenance, a loss of sense of security while at home, wear on the lane and Scotch Line by heavy vehicles associated with the tower, additional traffic on the Scotch Line competing with speeding commuters along this rural road, health concerns, and a loss of farmland.

COMMENTS AND CONSIDERATIONS

Council supported requests concerning various large-scale proposals to expand on providing internet to rural areas during the fed/prov government’s intake period for funding/applications this past spring (the ICON program looked for broad-based solutions to provide broadband at a 5G capacity). The request at hand is, alternatively, a request for an individual tower such as what Council has entertained on a piecemeal basis in the past. That is, a request for a Statement of Concurrence is requested in accordance with the long-standing protocols of Industry Canada, which staff and Council are now

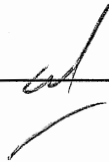
somewhat familiar with (see Essa Township Map of Towers attached) – as opposed to the newer call-out for comprehensive and innovative approaches to tackling the availability of internet on a larger-scale.

At previous Council meetings, Council has asked staff to inquire about consolidating equipment onto 1 tower in neighbourhoods as opposed to the erection of further towers across the landscape, to provide for a sharing of services (regardless of the provider). Staff is not sure of the location of all nearby towers relative to the Scotch Line proposal as this corner of the municipality borders the Town of New Tecumseth and as well the Township of Adjala-Tosorontio (staff is not aware of tower locations outside of its borders). In the past, Council has also asked Xplornet to seek out alternate locations which may be nearby but not offend neighbours – a compromise solution to still meet with the needs of Xplornet. Neighbours to the current proposal put forward that Xplornet has not done this. As well, Xplornet has not done this with their current proposal in Ivy, according to neighbouring landowners.

Everyone, including Council, wants the best internet available but it may take time in the rural areas to achieve this. In the meantime, those around West Essa, and Ivy, and others who live in Essa, and have chosen to live in our agricultural or rural areas, are not completely without internet. Council should, of course, maintain its goal of helping to promote better internet to its rural areas so that everyone can work from home or do their schoolwork online, but in the case at hand, this particular proposed, stand-alone tower should be considered to move, as it can, to find a compromise that suits immediate neighbours. By seriously considering other nearby locations, the Township can be assured of better land use compatibility, health and safety, and security, for its residents while still enabling for better connectivity, and another nearby site may still achieve the needs of Xplornet or any other telecommunications provider.

FINANCIAL IMPACT None.

Manager of Finance Approval: _____



SUMMARY/OPTIONS

Council may:

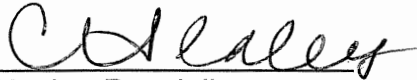
1. Do nothing.
2. Deny the Xplornet request for a Letter of Concurrence at 6004 Scotch Line.
3. Approve the Xplornet request for a Letter of Concurrence 6004 Scotch Line.
4. Deny the current request but maintain the file as open to consider an alternate location to be proposed by Xplornet as a compromise that suits immediate neighbours.

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CONCLUSION

Option #4 is recommended.

Respectfully submitted:



Colleen Healey-Dowdall
CAO

Attachments:

Maps, 6004 SL and West Essa
Chart of Communications by Xplornet
Map of Towers in Essa

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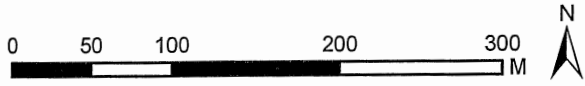
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Where Town and Country Meet

Township of ESSA

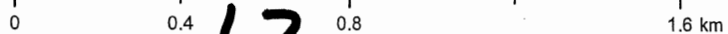
6004 Scotch Line





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September 7, 2021



Comment Date	Name	Comment	Response Date	Response Information
Mar-10 (Via phone)	6009 County Rd 15	<ul style="list-style-type: none"> - Called to confirm the tower location and setback from property line - Indicated he would speak to the subject property owner to confirm there was no issue with the tower/farm equipment 	Mar-10 (Phone)	<ul style="list-style-type: none"> - Discussed the tower location and setback from lot line
Mar-11 (Via phone)	6136 Scotch Line	<ul style="list-style-type: none"> - Object to the location, health concerns - Own properties to the north, might build houses there in the future - Are other locations possible 	Mar-11 (Phone)	<ul style="list-style-type: none"> - General discussion about how tower locations are determined - Health Canada's safety code 6 - Follow up with further details specific to this location
Mar-22 (Via email)	6136 Scotch Line	<ul style="list-style-type: none"> - Health concerns - Airport concerns - Property size/access concerns - Alternate location preferred 	Mar-22-24 (Via email)	<ul style="list-style-type: none"> - Information about how the tower location is a function of the coverage requirement - The subject property owner's other parcels are not better suited for a tower site - Safety Code 6 details - Aeronautical safety of towers and Transport Canada's assessment of this site - Correction about nearby residence provided
63 Mar-24 (Via email)	6002 Scotch Line	<ul style="list-style-type: none"> - Proximity of tower to her residence (90m / 300 ft.) - Increased traffic on shared driveway - Health concerns, radio waves - Aeronautical safety concerns - Property owner has other parcels for a tower 	Mar-24 (Via email)	<ul style="list-style-type: none"> - No increased traffic once the tower is built, crews only need access to the property to build the tower, access is not impeded - Health/Safety Code 6 information provided - Aeronautical safety info provided and Transport Canada's assessment of the site - Information about the location selection
Mar-24 (Via email)	6059 County Road 15	<ul style="list-style-type: none"> - Proximity of tower to his residence (265m / 870 ft.) - Property size/shared access - Health concerns, radio waves - Aeronautical safety concerns - Property owner has other parcels for a tower 	Apr-08 (Mailed)	<ul style="list-style-type: none"> - Clarification on tower proximity to his property - Provided information on Safety Code 6 - Aeronautical safety info provided and Transport Canada's assessment of the site - Information provided on shared access driveway - Information about alternate locations proposed
Mar-24 (Via email)	5934 Scotch Line	<ul style="list-style-type: none"> - Proximity of tower to her residence (470m / 1,500 ft.) - Property size/shared access - Health concerns, radio waves - Aeronautical safety concerns - Property owner has other parcels for a tower 	Apr-08 (Mailed)	<ul style="list-style-type: none"> - Clarification on tower proximity to her property - Provided information on Safety Code 6 - Aeronautical safety info provided and Transport Canada's assessment of the site - Information provided on shared access driveway - Information about alternate locations proposed

Mar-25 (Via email)	County Road 15	<ul style="list-style-type: none"> - Proximity of tower to his residence (750m / 2,460 ft.) / notification requirements - Aeronautical safety concerns - Health concerns, radio waves - Alternate locations further from residences 	Mar-25 (Via email)	<ul style="list-style-type: none"> - Clarification of notification requirements - Provided information on Safety Code 6 - Aeronautical safety info provided and Transport Canada's assessment of the site - Information about alternate locations proposed
Mar-27 (Via email)	6136 Scotch Line	<ul style="list-style-type: none"> - Location (proximity to residences, shared driveway, shared hydro) - Alternate location preferred (north or west) 	Mar-29 (Via email)	<ul style="list-style-type: none"> - Clarification of in-person site visits - Clarification of closest residence location - Clarification of tower location objectives - Information on setbacks to abutting properties - Further information on alternate locations suggested
Mar-30 (Via email)	County Road 15	<ul style="list-style-type: none"> - Requested notification dates - Requested clarification of airport zoning regulations - Concerned that Safety Code 6 is outdated / not adequate - Comments included a chart comparing alternate parcels to the subject property 	Mar-30 (Via email)	<ul style="list-style-type: none"> - Newspaper notices dates provided - Airport zoning information/clarification provided - Further information on Safety Code 6 provided - Clarified several incorrect statements in the location comparison (distances, number of residences etc.)
Apr-06 (Via email)	County Road 15	<ul style="list-style-type: none"> - Requested copies of the newspaper notices - Requested further clarification of Airport Zoning regulations - Provided further concern that he does not believe Safety Code 6 is adequate. - Requested RF calculations - Updated the previous comparison chart with additional information 	Apr-07 (Via email)	<ul style="list-style-type: none"> - Newspaper notices provided - Airport zoning further clarified - Xplornet's Safety Code 6 report and calculations (along with an explanation) provided - Provided clarification of my notes on his comparison chart and measurements - Confirmed the alternate locations suggested were not better suited for the proposed tower site
Apr-07 (Via email)	6136 Scotch Line	<ul style="list-style-type: none"> - Additional comments about the closest residence - Restated previous concerns (health, property size, shared driveway, aeronautical concern) - Concerns about the site being "land-locked" and "shared" hydro - Prefer another candidate, two suggestions for properties further north 	Apr-07 (Via email)	<ul style="list-style-type: none"> - Clarified the setback distance to the closest residence (90m / 300ft) - Additional Safety Code 6 information provided and provided Safety Code 6 report/calculations - Additional information on Airport Zoning regulations - Additional information on the shared driveway and owners ROW, parcel size etc. - Confirmed the alternate locations suggested are not more suitable for the proposed tower
Apr-10 (Via email)	6002 Scotch Line	<ul style="list-style-type: none"> - Continued objection to the location - Concerned about RF emissions and health - Prefers alternate location away from residences 	Apr-21 (Via email)	<ul style="list-style-type: none"> - Provided additional information on Safety Code 6 including Safety Code 6 report for this site - Provided further information on how this location provides beneficial broadband coverage to residents who may not have other internet options

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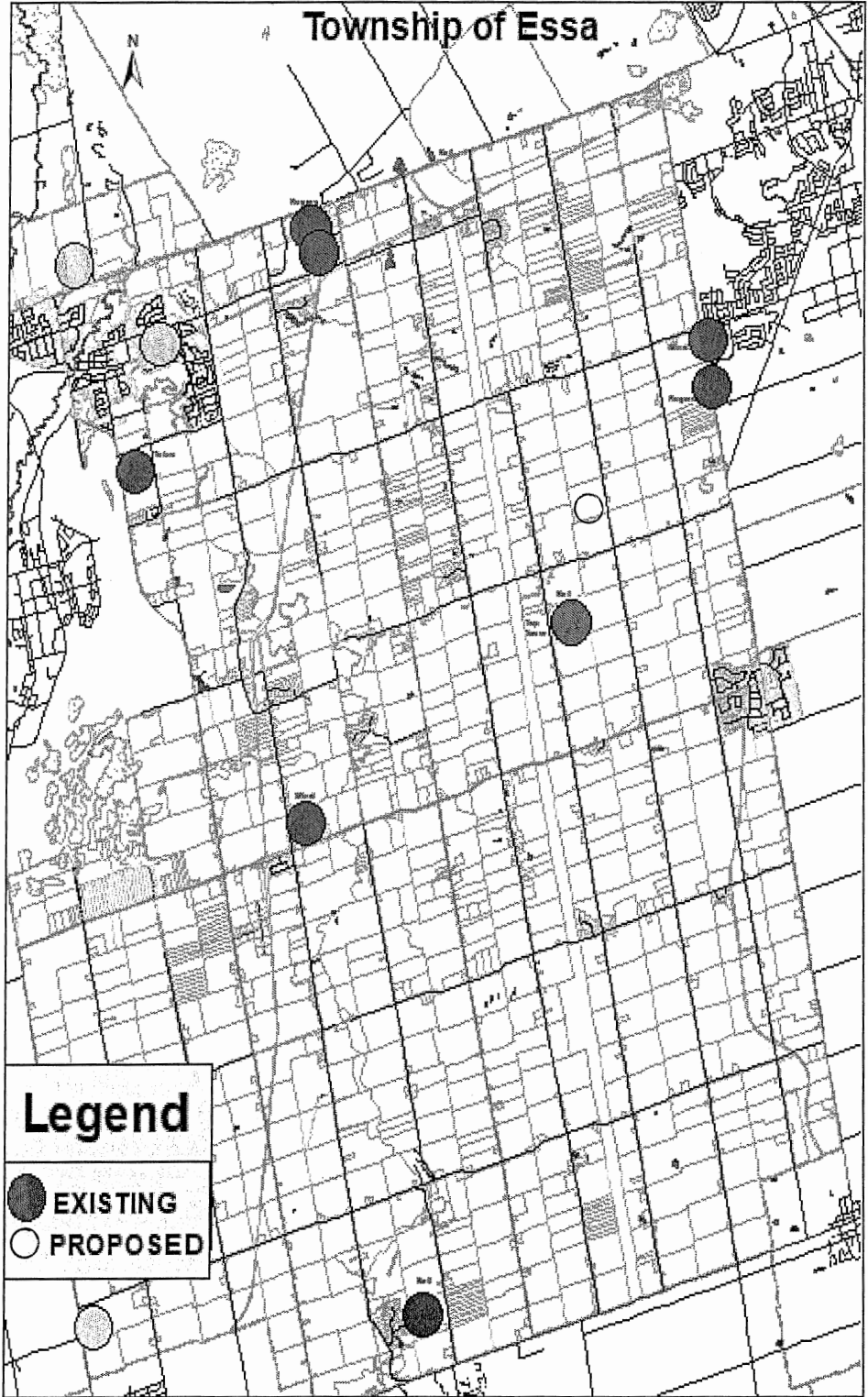
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Apr-13 (Via email)	6136 Scotch Line	<ul style="list-style-type: none">- Tower does not suit the surrounding area- Prefer a tower location at 6517 Scotch Line (same property owner ~2.7km north)	Apr-14 (Via email)	<ul style="list-style-type: none">- Confirmed that 6004 Scotch Line (proposed location) was selected as it best achieves the network objectives- 6517 Scotch Line (alternate suggestion) is not better as it is too close to existing Xplornet sites to the north and further from connection points to the south- 6517 similarly has residences abutting the property (4 within 500m)
Apr-24 (Via email)	County Road 15	<ul style="list-style-type: none">- - Reiteration of objection to the location and preferred locations north		<ul style="list-style-type: none">-

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TELECOMMUNICATION TOWERS



Note that every attempt has been made to try to capture all Telecom Towers in Essa, however, some may not be shown