

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

**WEDNESDAY, JUNE 16, 2021  
(To follow Committee of the Whole)**

To view our live stream visit the Township of [Essa's YouTube Channel](#)

**AGENDA**

- 1. OPENING OF MEETING BY THE MAYOR**
- 2. DISCLOSURE OF PECUNIARY INTEREST**
- 3. ADOPTION OF PREVIOUS MINUTES AND MOTIONS**

p. 1 Recommendation: *Be it resolved that the motions duly passed and approved at the Committee of the Whole meeting of this date be approved; and That the minutes of the Public, Committee of the Whole and Regular Council meetings held on the 2<sup>nd</sup> day of June, 2021 be adopted as circulated.*

- 4. CONSENT AGENDA**

Recommendation: *Be it resolved that the items listed in the Consent Agenda dated June 16, 2021 be received for information, and that the necessary actions be taken.*

- 5. COMMITTEE REPORTS**

- p. 14 **a. Essa Public Library Board**

Recommendation: *Be it resolved that the minutes of the Essa Public Library Board from their meeting of April 26, 2021 be received.*

- 6. PETITIONS**

- 7. MOTIONS AND NOTICES OF MOTIONS**

- a. Virtual Special Meeting of Council – Asset Management Training Workshop.**

Recommendation: *Be it resolved that a Virtual Special Meeting of Council be scheduled to take place on Tuesday July 20, 2021 at 8:30 a.m. for the purpose of an asset management training workshop.*

- b. Special Meeting of Council July 7, 2021 – Change in Start Time**

Recommendation: *Be it resolved that the Special Meeting of Council scheduled to take place at the Angus Arena at 1:00 p.m. on July 7, 2021 be amended to start at 2:00 p.m. on July 7, 2021.*

**c. Proclamation – World Elder Abuse Awareness Day (June 15, 2021)**

Recommendation: *WHEREAS the Township of Essa’s seniors are valued, contributing members of society, imparting wealth of experience and wisdom in our communities; individuals that deserve to be treated with respect and dignity; and  
WHEREAS It is our collective responsibility to ensure that they live safely and fully engaged within the community that cares about them; and  
WHEREAS the International Network for the Prevention of Elder Abuse, in support of the United Nations International Plan of Action, proclaimed June 15 as a day to recognize the significance of elder abuse as both a public health and human rights issue; and  
WHEREAS 2021 marks the 16<sup>th</sup> Anniversary of World Elder Abuse Awareness Day; its recognition will foster a better understanding of abuse and neglect of older adults; and  
WHEREAS Elder abuse is not limited to race, gender, culture or circumstance, and regardless of whether the abuse is physical, emotional, or financial, it has a significant impact on the lives of individuals and families; and  
WHEREAS Seniors are at risk of being abused and social isolation and ageism are contributing risk factors in Ontario; and  
WHEREAS the Township of Essa recognizes the importance of taking action, to create social change that prevents elder abuse and raises awareness through education of neighbours, friends and family members about the rights of older adults; and  
WHEREAS Preventing abuse of older adults will help improve their quality of life and allow them to live independently and contribute to the vibrancy of Ontario for as long as possible; and  
WHEREAS Where there is Respect there can be no abuse;  
NOW THEREFORE BE IT RESOLVED THAT Council of the Township of Essa hereby proclaims June 15, 2021 as “World Elder Abuse Awareness Day” and urges residents to join the global movement to “Stop Abuse and Restore Respect”, and to recognize and celebrate seniors and their ongoing contributions to the success and vitality of our province, Ontario.*

**8. UNFINISHED BUSINESS**

**9. BY-LAWS**

p. 16 **a. By-law 2021-22**

Recommendation: *Be it resolved that leave be granted to introduce By-law 2021-22, that being a By-law to regulate the use of Fireworks within the Township of Essa and to amend By-law 2020-59; and, that said By-law be read a first, and taken as read a second and third time and finally passed.*

p. 18 **b. By-law 2021-23**

Recommendation: *Be it resolved that leave be granted to introduce By-law 2021-23, that being a By-law to provide for the adoption of tax rates for 2021; and, that said By-law be read a first, and taken as read a second and third time and finally passed.*

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**10. QUESTIONS**

**11. CLOSED SESSION**

Recommendation: *Be it resolved that Council proceed to a Closed Session in order to address matters pertaining to:*

- *Acquisition or Disposition of Land [Municipal Act 2001, s.239(2)(c)]*
- *Labour Relations or Employee Negotiations [Municipal Act 2001, s.239(2)(d)]*
- *Litigation or Potential Litigation [Municipal Act 2001, s.239(2)(e)]*

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

**Motion to Rise and Report from Closed Session Meeting of June 16, 2021.**

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

**12. CONFIRMATION BY-LAW**

p. 22 **By-law 2021-24**

Recommendation: *Be it resolved that leave be granted to introduce By-law 2021-24, that being a By-law to confirm the proceedings of the Council and Committee of the Whole meetings held on this 16<sup>th</sup> day of June, 2021; and that said By-law be read a first, and taken as read a second and third time and finally passed.*

**13. ADJOURNMENT**

Recommendation: *Be it resolved that this meeting of Committee of the Whole of the Township of Essa adjourn at \_\_\_\_\_ p.m. to meet again on the 7<sup>th</sup> day of July, 2021 at 6:00 p.m.*

**TOWNSHIP OF ESSA  
MINUTES OF ELECTRONIC PUBLIC MEETING  
WEDNESDAY JUNE 2, 2021**

**RE: OPA 35, ZBA Z5/20 and DRAFT PLAN OF SUBDIVISION  
6537 BROWNS LINE AND 8307 COUNTY ROAD 10, ANGUS**

A Public Meeting was held virtually on Wednesday, June 2, 2021 and was livestreamed to the public on the Township of Essa's YouTube Channel. Members of the public submitted written comments and concerns to the Planning Department and pre-registered participants contributed their comments and concerns using the chat function in the virtual forum.

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

Staff in attendance: C. Healey-Dowdall, Chief Administrative Officer  
C. Traynor, Manager of Finance  
M. Mikael, Manager of Public Works  
A. Powell, Manager of Planning and Development  
C. Murphy, Planner  
J. Coleman, Manager of Parks and Recreation  
D. Burgin, Deputy Fire Chief (left meeting at 6:25 p.m.)  
K. Pascoe, Deputy Clerk  
L. Lehr, Manager of Legislative Services

Guests: Brandi Clement, Jones Consulting Group  
Jon Ingram, Jones Consulting Group  
Rowan Faludi, Urban Metrics Inc.

Mayor Macdonald opened the meeting at 6:07 p.m. She stated that the purpose of this Public Meeting is to discuss proposed amendments to the Township's Official Plan, 2001, and Zoning By-law 2003-50 and a proposed Draft Plan of Subdivision in accordance with Sections 22, 34, and 51 of the *Planning Act*, R.S.O., c.p. 13, to hear a presentation from Brandi Clement from the Jones Consulting Group Limited, and to hear all comments and concerns from the public.

The Manager of Planning and Development stated that the Township is in receipt of a complete application submission for 6537 Browns Line and 8307 County Road 10, Angus. The submission includes applications for a proposed Official Plan Amendment (OPA) and Zoning By-law Amendment (ZBA), as well as a proposed Draft Plan of Subdivision.

The Manager of Planning and Development stated that the subject properties are 34.4 hectares in size. They are designated as 'Industrial' in the Township's Official Plan, and are currently zoned as 'General Industrial (M1)'. There are no existing buildings or structures on the subject lands.

The Manager of Planning and Development advised that the purpose of the proposed Official Plan Amendment is to facilitate an Employment Lands Conversion and to permit the redesignation of land from 'Industrial' to 'Residential', 'Commercial', 'Institutional', and 'Environmental Protection'. She advised that the proposed Zoning By-law Amendment would provide site specific zoning for a Mixed-Use development.

Additionally she stated that the proposed Plan of Subdivision would allow for the development of 487 residential units, a block for a future School, a block for a Nursing Home and Senior Citizens Apartment containing 100 units, a Commercial Block, a block for Stormwater Management, and Environmental Protection.

The Manager of Planning and Development informed Council and members of the public that a full comment set concerning this application's circulation is pending Staff's review and will inform the forthcoming recommendation Report that will be provided to Council for their decision at a future meeting of the Committee of the Whole. Staff will be intaking comments on this matter until June 30<sup>th</sup>, 2021. Staff welcomed Jones Consulting to provide Council and the public with a presentation.

Brandi Clement, Project Planner from Jones Consulting, provided Council and the public with a brief overview of the site location including existing land uses of the surrounding properties, and gave a detailed presentation on the proposed applications and uses.

The Manager of Planning and Development reminded members of the public that the purpose of this meeting is to gather comments from the public about the proposed applications, and that no decision was being made on the applications today. She advised that all comments and questions would be documented and that detailed responses would be provided in a future report to Council. She then stated that speakers in attendance wishing to comment may do so by stating their name or address in the chat function so that proper records can be kept and notice of future decisions can be sent. Comments are to be orderly, respectful, and not repetitious. All comments are to be addressed to the Mayor who is the Chair of the meeting.

### **COMMENTS AND QUESTIONS FROM PUBLIC:**

#### 14 Vernon Street:

##### Comments

- Request for long-standing agreement to be upheld by municipality to allow owners of 14 Vernon Street to use historical passageway to access greenhouse / shed in backyard with equipment and vehicles.

##### Concerns

- Loss of privacy and aesthetics; Negative impact on mental health and ability to enjoy wildlife/natural landscape; Environmental impact (loss of established trees); Greenspace.
- Request for the number of lots to be reduced

#### 1 Mancini Drive

##### Concerns

- Lack of greenspace, park and community gardens

##### Response

- The Township is in talks with the landowner as to how more greenspace can be incorporated into the Plan of Subdivision

#### 18 Ashburton Crescent

##### Comments

- Not against the proposal - Proposed development appears to be the best use of those lands as the area needs more affordable housing and housing options.
- Would like to see seniors' housing and seniors' apartment block built first and/or for developer to provide a security guarantee that they will be built in the future.

##### Concerns

- Community park space; Parking; Traffic Calming (speeding, street safety for kids)

Response

- The Township will be working with the (future) Developers to ensure appropriate phasing of the development.
- All matters concerning planning and development have been brought to the Applicant's attention and the Township expects these matters to be addressed in a pending resubmission.

8 Mancini Drive

Concerns

- Controlled intersection (County Road 10 / Willoughby Road)

Response

- All matters concerning planning and development have been brought to the Applicant's attention and the Township expects these matters to be addressed in a pending resubmission.

**COMMENTS AND QUESTIONS FROM COUNCIL**

Councillor Sander:

- Future consideration should be given on the impact that the new development will have on the 5<sup>th</sup> Line and the 25<sup>th</sup> Sideroad.
- Traffic Advisory Committee would like traffic calming measures implemented in all new developments in the municipality.
- Impact on water and sewer capacity

Deputy Mayor Smith:

- Public vs. private long term care facilities

Mayor Macdonald:

- Seniors' housing is a high priority due to current lack of affordable housing options for seniors.

The Mayor then advised that if there were no further questions or submissions, Council thanked Township Planning Staff, Jones Consulting Group and all members of the public for their participation. She advised that the Planning Office would be preparing a further report to Council concerning this matter, at which time Council will consider all matters and render a decision. She advised that Council had not yet made a decision on this application and asked that members of the public contact the Planning Office if they wish to receive further notice on the matter.

Meeting adjourned at 7:06 p.m.

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Sandie Macdonald, Mayor

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Lisa Lehr, Manager of Legislative Services

**THE CORPORATION OF THE TOWNSHIP OF ESSA  
VIRTUAL COMMITTEE OF THE WHOLE MEETING  
WEDNESDAY, JUNE 2, 2021**

**MINUTES**

A Committee of the Whole meeting was held virtually on Wednesday, June 2, 2021 and was livestreamed to the public on the Township of Essa's YouTube Channel.

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

Staff in attendance: C. Healey-Dowdall, Chief Administrative Officer  
C. Traynor, Manager of Finance  
M. Mikael, Manager of Public Works  
A. Powell, Manager of Planning and Development  
C. Murphy, Planner  
J. Coleman, Manager of Parks and Recreation  
D. Burgin, Deputy Fire Chief (left meeting at 6:25 p.m.)  
K. Pascoe, Deputy Clerk  
L. Lehr, Manager of Legislative Services

Guests: Brandi Clement, Jones Consulting Group  
Jon Ingram, Jones Consulting Group  
Rowan Faludi, Urban Metrics Inc.

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

Mayor Macdonald opened the meeting at 6:04 p.m.

Council expressed their thoughts and condolences to the affected families of the 215 indigenous children that were found in a mass grave at a residential school in Kamloops, BC. They observed 2 minutes and 15 seconds of silence in recognition for each child.

**2. DISCLOSURE OF PECUNIARY INTEREST**

None.

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

**Public Meeting – OPA 35, ZBA Z5/20 and Draft Plan of Subdivision  
re: 6537 Browns Line and 8307 County Road 10, Angus**

See Separate set of minutes.

**STAFF REPORTS**

**4. PLANNING AND DEVELOPMENT**

- a. **Staff Report PD013-21 submitted by the Manager of Planning and Development, re: Proposed Zoning By-law Amendment Z2/21 – 28 Brentwood Road, Angus.**

**Resolution No: CW078-2021 Moved by: Smith      Seconded by: Henderson**

*Be it resolved that Staff Report PD013-21 be received; and  
That Council direct staff to proceed with processing the subject application and the scheduling of a Public Meeting.*

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

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

**6. FIRE AND EMERGENCY SERVICES**

**7. PUBLIC WORKS**

**8. FINANCE**

- a. **Reduction of Securities – Brookfield Residential, Marshal Subdivision.**

**Resolution No: CW079-2021 Moved by: Smith      Seconded by: Sander**

*Be it resolved that Council approve a reduction in securities relating to Brookfield Residential, Marshal Subdivision, as recommended by the Manager of Public Works as follows:*

|   |                       |
|---|-----------------------|
| <i>Current Securities Held by Township of Essa:</i>   | <b>\$4,074,959.56</b> |
| <i>LESS Recommended Reduction:</i>                    | <b>\$420,515.66</b>   |
| <i>Securities to be Retained by Township of Essa:</i> | <b>\$3,654,443.90</b> |

*And,*

*That this approval is conditional upon the Developer providing the municipality with a Statutory Declaration indicating that all accounts have been paid in full, including all of the Township's legal and engineering costs.*

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

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

- a. **Staff Report C013-21 submitted by the Manager of Legislative Services, re: 2021 Council Vacancy – Ward 1 Councillor.**

**Resolution No: CVW080-2021 Moved by: Sander      Seconded by: Henderson**

*Be it resolved that Staff Report C013-21 be received; and*



*That Council direct staff to proceed with filling the vacancy for the seat of Councillor Ward 1 by means of appointment through an Open Call for Applications; and That the Draft "Council Vacancy" Policy be amended per Council's direction, with the amended Policy to be presented to Council for consideration of approval at its meeting on June 16, 2021; and That a Special Meeting of Council be scheduled for July 7, 2021 at 1:00 p.m. for the purpose of filling the council vacancy in Ward 1.*

----Carried----

- b. **Staff Report C014-21 submitted by the Manager of Legislative Services, re: Council Vacancy – Appointments to Local Boards and Committees.**

**MOTION AS AMENDED**

**Resolution No: CW081-2021 Moved by: Henderson Seconded by: Sander**

*Be it resolved that Staff Report C014-21 be received; and That, as the result of a council vacancy, Council appoint members to the various committees and boards for the remainder of the term as follows:*

- *Mayor Macdonald to the Angus BIA Board of Directors; and*
- *Deputy Mayor Smith to the NVCA Board of Directors.*

----Carried----

- c. **Staff Report C015-21 submitted by the Deputy Clerk, re: Proposed Amendments to Fees and Charges By-law 2013-28.**

**Resolution No: CW082-2021 Moved by: Sander Seconded by: Smith**

*Be it resolved that Staff Report C015-21 be received; and That staff be authorized to proceed with a Public Meeting to consider proposed amendments to fees and charges as described within this report.*

----Carried----

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

- a. **Staff Report CAO022-21 submitted by the Chief Administrative Officer, re: Grass Cutting.**

**MOTION AS AMENDED**

**Resolution No: CW083-2021 Moved by: Sander Seconded by: Henderson**

*Be it resolved that Staff Report CAO022-21 be received; and That Council authorize use of Varcoe Maintenance for a week of grass cutting across the municipality at a rate of \$7,400.00 (plus HST) to cover for municipal staff absence due to COVID and protocols and advice of the Simcoe Muskoka District Health Unit (SMDHU) to eliminate the spread of COVID-19 and variants amongst staff in the municipality.*

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----Carried----

- b. Staff Report CAO023-21 submitted by the Chief Administrative Officer, re: Operation of Thornton Union Cemetery – Fees/Hours/Services.**

**MOTION AS AMENDED**

**Resolution No: CW084-2021 Moved by: Sander Seconded by: Smith**

*Be it resolved that Staff Report CAO023-21 be received; and  
That Council acknowledge that all 3 members of the Thornton Union Cemetery Board voted to “terminate our operating license” immediately effective March 19, 2021; and  
That Council acknowledge that the records and accounts of the Thornton Union Cemetery were turned over to the municipality on April 19 and May 3, 2021, following instruction of the Province (Bereavement Authority of Ontario); and  
That Council acknowledge that the Thornton Union Cemetery Board submitted \$27,746.14 for operations, and \$6,083.15 for care and maintenance, to the municipality on May 3, 2021; and  
That Council consider increasing fees for interment rights and other cemetery services in accordance with Attachment 1 to this Report; and  
That Council recognize that certain services may not be available throughout 2021, in order to accommodate the transition of the operation of the cemetery and that such services, currently not available, are identified with an asterisk in the Attachment #1; and more specifically,  
That the sale of burial rights at the Thornton Union Cemetery be put on hold in 2021 or until such time that a reliable map has been created to determine where burials have taken place and where plots are available for future burials to the satisfaction of the BAO, who had previously imposed a ‘stop sales order’ on sales at the Thornton Union Cemetery, unless an exception is granted for someone who passes in 2021 or prior to the lifting of the hold on sales, by the CAO of the municipality, due to a death and whereby the family can prove residency in Essa for a minimum of ten years*

---Carried---

**11. OTHER BUSINESS**

- a. Healthy Community Committee Pollinating Garden Event – June 4, 2021**

The Manager of Planning and Development advised that the Health Community Committee organized a “plant” date on June 4, 2021 at 8:30 a.m. at Leclair Park. Committee members are encouraging more youth to participate in the event. Those interested in participating can send an email to edavis@essatownship.on.ca.

- b. Request for Report – Fireworks By-law 2020-59**

As a result of complaints filed over the Victoria Day weekend, Council requested that a report to be brought forward by staff to revisit the current Fireworks By-law; more specifically, the discharge of fireworks in urban residential areas, and the designated days/times.

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**c. Request for Staff Assistance Watering Flowerbed at Administration Centre**

Council requested that staff assist with watering of the flowerbed at the Administration Centre.

**12. ADJOURNMENT**

**Resolution No: CW085-2021 Moved by: Smith      Seconded by: Henderson**

*Be it resolved that this meeting of Committee of the Whole of the Township of Essa adjourn at 7:30 p.m., to meet again on the 16<sup>th</sup> day of June, 2021 at 6:00 p.m.*

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

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Sandie Macdonald, Mayor

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Lisa Lehr, Manager of Legislative Services

THE CORPORATION OF THE TOWNSHIP OF ESSA  
VIRTUAL REGULAR COUNCIL MEETING  
WEDNESDAY, JUNE 2, 2021

MINUTES

A Meeting of Council was held virtually on Wednesday, June 2, 2021 following Committee of the Whole and was livestreamed for viewing to the public on the Township of Essa's YouTube Channel.

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

Staff in attendance: C. Healey-Dowdall, Chief Administrative Officer (electronic)  
C. Traynor, Manager of Finance (electronic)  
M. Mikael, Manager of Public Works (electronic)  
A. Powell, Manager of Planning and Development (electronic)  
J. Coleman, Manager of Parks and Recreation (electronic)  
K. Pascoe, Deputy Clerk (electronic)  
L. Lehr, Manager of Legislative Services (electronic)

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

Mayor Macdonald opened the meeting at 7:30 p.m.

2. **DISCLOSURE OF PECUNIARY INTEREST**

None.

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

**Resolution No: CR105-2021 Moved by: Smith Seconded by: Sander**

*Be it resolved that the motions duly passed and approved at the Committee of the Whole meeting of this date be approved; and  
That the minutes of the Public, Committee of the Whole and Regular Council meetings held on the 19<sup>th</sup> day of May, 2021 be adopted as circulated.*

----Carried----

4. **CONSENT AGENDA**

**Resolution No: CR106-2021 Moved by: Henderson Seconded by: Smith**

*Be it resolved that the items listed in the Consent Agenda dated June 2, 2021 be received for information, and that the necessary actions be taken.*

----Carried----

5. **COMMITTEE REPORTS**

6. PETITIONS

7. MOTIONS AND NOTICES OF MOTIONS

a. Seniors Month – June 1 – 30, 2021

**Resolution No: CR107-2021 Moved by: Sander Seconded by: Smith**

*WHEREAS Seniors' Month is an annual province-wide celebration; and  
WHEREAS Seniors have contributed to and continue to contribute immensely to the life and vibrancy of this community; and  
WHEREAS Seniors continue to serve as leaders, mentors, volunteers, and important and active members of the community; and  
WHEREAS contributions from seniors past and present warrant appreciation and recognition, and their stories deserve to be told; and  
WHEREAS the health and well-being of seniors is in the interest of all, and further adds to the health and well-being of the community; and  
WHEREAS the knowledge and experience seniors pass on to others continues to benefit us all;  
NOW THEREFORE BE IT RESOLVED that Council of the Corporation of the Township of Essa hereby proclaims June 1<sup>st</sup> to 30<sup>th</sup>, 2021, as "Seniors Month" and encourages all citizens to recognize and celebrate the accomplishments of our seniors.*

----Carried----

b. Deaf-Blind Awareness Month – June 1 – 30, 2021

**Resolution No: CR108-2021 Moved by: Henderson Seconded by: Smith**

*WHEREAS Deaf-blindness is a unique disability that incorporates the loss of both sight and hearing; and  
WHEREAS Individuals who are deaf-blind can live full, meaningful lives as independently as possible with the right supports in place, such as intervenor services; and  
WHEREAS on December 21, 2000, the Ontario Legislature officially proclaimed the month of June in each year as Deaf-Blind Awareness Month, to recognize that "Deaf-blindness is a unique disability that incorporates the sensory loss of both sight and hearing", and was created to help recognize that increased public awareness of this disability is crucial to increase opportunities for those who live with it; and  
WHEREAS the Canadian Senate passed a motion on May 28, 2015 also recognizing June as Deaf-blind Awareness Month across Canada; and  
WHEREAS June is also the birth month of Helen Keller, an internationally recognized person who was deaf-blind;  
NOW THEREFORE BE IT RESOLVED THAT Council of the Corporation of the Township of Essa hereby proclaims June 1 to 30, 2021 as "National Deaf-Blind Awareness Month" and encourages all citizens to attend a virtual awareness event in June to recognize and celebrate the contributions that individuals who are deaf-blind make in their communities with the support of intervenors who serve as a bridge to communications for individuals who are deafblind.*

----Carried----

**c. National Accessibility Week – May 30 to June 5, 2021**

**Resolution No: CR109-2021 Moved by: Smith Seconded by: Sander**

*WHEREAS the Accessible Canada Act came into force July 2019, making National Accessibility Week legislated to take place every year beginning on the last Sunday in May; and*

*WHEREAS National Accessibility Week brings together all Canadians in recognizing the valuable contributions of Canadians with disabilities and strengthening the collaborative effort needed to create a country that is fully accessible and inclusive; and WHEREAS each year, we look at the gains we have made in removing barriers and improving access for all who live, work and play in the Township of Essa, and look forward to the work that still needs to be done;*

*NOW THEREFORE BE IT RESOLVED THAT Council of the Corporation of the Township of Essa hereby proclaims the week of May 30 to June 5, 2021 as "National Accessibility Week" and encourages all residents to support equality of access and opportunity for persons with disabilities.*

----Carried-----

**8. UNFINISHED BUSINESS**

**9. BY-LAWS**

**a. By-law 2021-19**

**Resolution No: CR110-2021 Moved by: Henderson Seconded by: Sander**

*Be it resolved that leave be granted to introduce By-law 2021-19, that being a By-law to provide for the adoption of a Tax Rate for the Business Improvement Area in Angus for 2021; and, that said By-law be read a first, and taken as read a second and third time and finally passed.*

----Carried-----

**b. By-law 2021-20**

**Resolution No: CR111-2021 Moved by: Sander Seconded by: Smith**

*Be it resolved that leave be granted to introduce By-law 2021-20, that being a By-law to appoint a Deputy Chief Building Official, Plumbing Inspector, Property Standards Officer and Zoning Administrator; and, that said By-law be read a first, and taken as read a second and third time and finally passed.*

----Carried-----

**10. QUESTIONS**

**11. CLOSED SESSION**

**Resolution No: CR112-2021 Moved by: Sander Seconded by: Henderson**

*Be it resolved that Council proceed to a Closed Session in order to address matters pertaining to:*

- *Personal Matters about an Identifiable Individual [Municipal Act 2001, s.239(2)(b)]*
- *Litigation or Potential Litigation [Municipal Act 2001, s.239(2)(e)]*

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

Council proceeded into Closed Session Deliberations at 7:37 p.m.

Council rose from Closed Session Deliberations and passed the following in the public forum:

**Motion to Rise and Report from Closed Session Meeting of June 2, 2021.**

**Resolution No: CR113-2021 Moved by: Sander Seconded by: Henderson**

*Be it resolved that Council rise and report from the Closed Session Meeting at 8:10 p.m.*

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

- a. **LITIGATION OR POTENTIAL LITIGATION [s. 239(2)(e)]**  
**Confidential Staff Report CAO021-21 submitted by the Chief Administrative Officer, re: Thornton Union Cemetery.**

**Resolution No: CR114-2021 Moved by: Smith Seconded by: Henderson**

*Be it resolved that Confidential Staff Report CAO021-21 be received; and That Council authorize the Chief Administrative Officer to proceed with Option No. 1 and 2 as outlined in this Confidential Report.*

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

- b. **PERSONAL MATTERS ABOUT IDENTIFIABLE INDIVIDUAL [s. 239(2)(b)]**  
**Confidential Staff Report CAO024-21 submitted by the Chief Administrative Officer, re: Staffing Matters.**

**Resolution No: CR115-2021 Moved by: Sander Seconded by: Smith**

*Be it resolved that Confidential Staff Report CAO024-21 be received; and That Council authorize the Chief Administrative Officer to proceed with Option No. 1 as outlined in this Confidential Report.*

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

**12. CONFIRMATION BY-LAW**

**By-law 2021-21**

**Resolution No: CR116-2021 Moved by: Henderson Seconded by: Sander**

*Be it resolved that leave be granted to introduce By-law 2021-21, that being a By-law to confirm the proceedings of the Council and Committee of the Whole meetings held on this 2<sup>nd</sup> day of June, 2021; and that said By-law be read a first, and taken as read a second and third time and finally passed.*

----Carried-----

**13. ADJOURNMENT**

**Resolution No: CR117-2021 Moved by: Smith Seconded by: Henderson**

*Be it resolved that this meeting of Committee of the Whole of the Township of Essa adjourn at 8:11 p.m. to meet again on the 16<sup>th</sup> day of June, 2021 at 6:00 p.m.*

----Carried-----

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Sandie Macdonald, Mayor

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Lisa Lehr, Manager of Legislative Services







THE CORPORATION OF THE TOWNSHIP OF ESSA

BY-LAW 2021 – 22

**A By-Law to regulate the use of Fireworks within the Township of Essa, and to amend By-law 2020-59.**

WHEREAS subsection 121(1) of the *Municipal Act*, 2001, S.O. 2001 c.25 provides that By-laws may be passed by a local municipality prohibiting and regulating the sale of fireworks and the setting off of fireworks; and

WHEREAS subsection 121(2) of the Act provides that Council may prohibit the activities described in Section 121 (1), above, unless a permit is obtained from the municipality for those activities and may impose conditions for obtaining, continuing to hold and renewing the permit, including requiring submission of plans; and

WHEREAS Council of the Corporation of the Township of Essa deems it necessary and expedient to regulate the sale and setting off of fireworks;

NOW THEREFORE Council of the Corporation of the Township of Essa hereby enacts as follows:

1. That the following sections of By-law 2020-59 be and are hereby amended to read as follows:
  - 2.1 ***“Designated Days” shall mean Victoria Day and Canada Day and the two calendar days immediately preceding, between dusk to 10:00 p.m.***
  - 3.5 ***Discharge Family Fireworks within eight (8) metres of any building, accessory building or structure, tree, fence, tent, trailer, recreational or motor vehicle.***
  - 3.8 ***Sell or offer for sale any type of fireworks at an outdoor location, or from any motor vehicle or vehicle, outdoor stand, tent or trailer.***
  - 5.2.1 (c) ***Two (2) calendar days immediately prior to the designated days listed in (a) and (b).***
  - 5.3 ***Family Fireworks shall only be set off between the hours of dusk and 10:00 p.m.***
  - 9.1 ***This By-law shall be enforced by Municipal Law Enforcement Officers as duly appointed by the Township of Essa, and Police Officers.***
2. That the Set Fine Schedule attached to By-law 2020-59 be and is hereby amended by the Schedule attached to this By-law.
3. This By-law shall come into force and take effect upon passing.

READ A FIRST, AND TAKEN AS READ A SECOND AND THIRD TIME AND FINALLY PASSED on this the 16<sup>th</sup> day of June, 2021.

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

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Lisa Lehr, Manager of Legislative Services

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**TOWNSHIP OF ESSA**  
**Fireworks By-law 2020 – 59**

**Part I Provincial Offences Act**  
**Set Fine Schedule**

| ITEM | COLUMN 1<br>Short Form Wording   | COLUMN 2<br>Provision<br>Creating or<br>Defining<br>Offence | COLUMN 3<br>Set Fine |
|------|--|---|----------------------|
| 1.   | Sell, offer for sale, display or discharge firecrackers.   | Section 3.1   | \$200.00             |
| 2.   | Discharge fireworks on days not designated.  | Section 3.2 (a)   | \$200.00             |
| 3.   | Discharge fireworks at times not designated.   | Section 3.2 (b)   | \$200.00             |
| 4.   | Discharge fireworks in, on, or onto a building, highway, sidewalk, municipal park or municipal property.   | Section 3.3   | \$200.00             |
| 5.   | Discharge Exhibition Fireworks without a permit.   | Section 3.4   | \$200.00             |
| 6.   | Discharge Family Fireworks within eight (8) metres of a building, accessory building or structure, tree, tent, trailer, recreational or motor vehicle. | Section 3.5   | \$200.00             |
| 7.   | Display, offer for sale or sell fireworks during undesignated period.  | Section 3.6   | \$100.00             |
| 8.   | Sell or permit to be sold fireworks to a person less than eighteen (18) years old.   | Section 3.7   | \$100.00             |
| 9.   | Sell or offer for sale fireworks at an outdoor location, or from any vehicle, outdoor stand, tent or trailer without permit.                           | Section 3.8   | \$200.00             |
| 10.  | Discharge fireworks during a burn ban without permit.  | Section 3.9   | <b>\$250.00</b>      |
| 11.  | Discharge family fireworks so as to create danger or nuisance to a person or property.   | Section 5.6   | <b>\$250.00</b>      |
| 12.  | Discharge fireworks by a person under the age of eighteen (18) years.  | Section 5.10  | \$100.00             |
| 13.  | Discharge Exhibition Fireworks without a permit.   | Section 6.1   | \$200.00             |
| 14.  | Discharge Exhibition Fireworks within 60 metres of a building, highway or railroad.  | Section 6.8   | \$100.00             |
| 15.  | Discharge Exhibition Fireworks within 15 metres of a hydro line, tree or overhead obstruction  | Section 6.9   | \$100.00             |
| 16.  | Obstruct, hinder or interfere with an Officer.   | Section 9.5   | \$200.00             |

The penalty provision for the offences indicated above is Section 9.6 of By-law 2020-59, a certified copy of which has been filed and Section 61 of the *Provincial Offences Act*, R.S.O. 1990, c. P. 33.

**THE CORPORATION OF THE TOWNSHIP OF ESSA**

**BY-LAW 2021-23**

**Being a By-law to provide for the adoption of tax rates for 2021.**

WHEREAS the *Municipal Act*, S.O. 2001, Chapter 25 provides that the Council of the local Municipality shall in each year prepare and adopt estimates of all sums required during the year on all rateable property in the local municipality; and

WHEREAS the *Municipal Act*, S.O. 2001, Chapter 25 provides that the Council of the local Municipality shall in each year pass a by-law levying a separate tax rate, as specified in the by-law, on the assessment in each property class in the local municipality rateable for local municipality purposes; and

WHEREAS The *Municipal Act*, S.O. 2001, Chapter 25 Sections 308(2)(5), provides that a set of tax ratios shall be established for every municipality and that the County of Simcoe By-law No. 6896 passed on April 13, 2021, established these tax ratios; and

WHEREAS the *Assessment Act*, R.S.O. 1990, Chapter A.31, as amended, establishes the classes of real property and methods of assessment, as well as provides for alterations to the Collector's Roll; and

WHEREAS the Council of the Township of Essa has reviewed the estimates required for all purposes for the year 2021 and has held special meetings for budget discussions on November 18, 2020, December 16, 2020, and January 20,2021, as advertised to the public, pursuant to section 291 of the *Municipal Act*, S.O. 2001;

WHEREAS the *Municipal Act*, S.O. 2001, Chapter 25, Section 329, as amended, contains the rules governing the mandatory 5% (five percent) limit on CVA-related tax increases for commercial, industrial and multi-residential properties; and

WHEREAS the *Municipal Act*, S.O. 2001, Chapter 25, Section 329.1 as amended, may modify the provisions and limits set out in Section 329 and within the meaning of Section 331 of the Act, as established and approved by the Upper Tier to govern all Lower Tier municipalities and that the County of Simcoe By-law No.6896 passed on April 13,2021, establishes these limits; and

WHEREAS the *Municipal Act*, S.O. 2001, Chapter 25, Section 391 as amended, permits the imposition of fees or charges on persons for services provided or done by or on behalf of any other municipality; and

WHEREAS the *Municipal Act*, S.O. 2001, Chapter 25, Section 398(1) (2) as amended, permits that fees or charges constitute a debt of the person to the municipality and that such amount owing can be added to the Tax Roll and collected in same manner as municipal taxes; and

WHEREAS County of Simcoe By-law No. 6896 passed on April 13, 2021, established tax rates for County purposes for the year 2020; and

WHEREAS Section 257.12.1(b) of the *Education Act*, R.S.O. 1990, c.E.2 as amended, provides for the Minister of Finance to make regulations prescribing tax rates for school purposes, as established in Ontario Regulations;

NOW THEREFORE the Council of the Corporation of the Township of Essa enacts as follows:

1. The 2021 levy for Township purposes, levy is hereby set at \$8,097,650.
2. The 2021 estimate for Simcoe County purposes, including Simcoe County Waste Management costs, is hereby set at \$9,523,023.
3. The 2021 estimate for Education purposes is hereby set at \$5,852,150.
4. The following tax rates expressed as a percentage are hereby adopted to be applied against the whole of the assessment for real property for municipal purposes:

| <u>TAX CLASS</u>      | <u>TAX RATE</u> |
|-----------------------|-----------------|
| Residential           | 0.260916%       |
| Multi-Residential     | 0.260916%       |
| Commercial - occupied | 0.318918%       |
| - vacant              | 0.318918%       |
| Small Scale On-Farm   | 0.079729%       |
| Pipelines             | 0.338304%       |
| Farm                  | 0.065229%       |
| Managed Forests       | 0.065229%       |
| Industrial - occupied | 0.311142%       |
| - vacant              | 0.311142%       |
| Small Scale On-Farm   | 0.077786%       |

5. The following tax rates expressed as a percentage are hereby adopted to be applied against the whole of the assessment for real property for Simcoe County purposes, including Simcoe County Waste Management:

| <u>TAX CLASS</u>      | <u>TAX RATE</u> |
|-----------------------|-----------------|
| Residential           | 0.273563%       |
| Multi-Residential     | 0.273563%       |
| Commercial - occupied | 0.334376%       |
| - vacant              | 0.334376%       |
| Small Scale On-Farm   | 0.083594%       |
| Pipelines             | 0.354702%       |
| Farm                  | 0.068391%       |
| Managed Forests       | 0.068391%       |
| Industrial - occupied | 0.326224%       |
| - vacant              | 0.326224%       |
| Small Scale On-Farm   | 0.081556%       |

6. The following tax rates expressed as a percentage are hereby adopted to be applied against the whole of the assessment for real property for School purposes:

| <u>TAX CLASS</u>      | <u>TAX RATE</u> |
|-----------------------|-----------------|
| Residential           | 0.153000%       |
| Multi-Residential     | 0.153000%       |
| Commercial - occupied | 0.880000%       |
| - vacant              | 0.880000%       |
| Small Scale On-Farm   | 0.220000%       |
| Pipelines             | 0.880000%       |
| Farm                  | 0.038250%       |
| Managed Forests       | 0.038250%       |
| Industrial - occupied | 0.880000%       |
| - vacant              | 0.880000%       |
| Small Scale On-Farm   | 0.220000%       |

7. The taxes on railway rights of way (ROW) for 2021 is due to the Township in accordance with the prescribed rates as established by the Minister of Finance pursuant to section 315 of the *Municipal Act*, S.O. 2001, as amended, and the ROW taxes due shall be based on the assessment roll and the tax rates for the year.

8. The collector shall mail or cause the same to be mailed, not later than 21 days prior to the date the first instalment is due, to the residence or place of business of such person indicated on the last revised assessment roll, a written or printed notice specifying the amount of taxes payable, the date by which it is to be paid and the penalty charge imposed for late payment.

9. The date(s) for payment of taxes levied under the authority of this By-law shall be as follows:

Due date of First Final Instalment

Three banking days before the last banking day of September

Due date of Second Final Instalment

Three banking days before the last banking day of November

10. That the taxes shall be payable to the Corporation on or before the due date and shall be payable at the Municipal Office, or at the Banks of Nova Scotia in Angus and Alliston, or at the Royal Bank of Canada in Cookstown, or at the Toronto-Dominion Bank in Alliston. Payments made at the above Bank branches shall be deemed to be paid to the Corporation on the date the Township receives the payment. The resident (or presenter of the bill) will be responsible to pay any applicable service charge to the financial institution accepting the payment. Electronic Fund Transfers (EFT) are available through a Pre-Authorized Payment Plan with the Township and Telephone EFT with various Financial Institutions. In addition, payment can be left after hours at the Municipal Office drop box on the lower level, side entrance.

11. That the Treasurer of the Corporation shall add to the amount of all taxes due and unpaid and levied under the authority of this By-law, a penalty charge equal to one and one-quarter (1.25%) per cent of such amount on the first day of the calendar month

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following the due date, and on the first day of each calendar month thereafter in which default continues. After the end of the year in which the taxes are levied and are unpaid, statutory interest of one and one-quarter (1.25%) per cent per month will apply.

12. That the Treasurer and/or designate, are hereby authorized to accept part payment from time to time on account of any such taxes that are due and to give a receipt for such part payment, provided that acceptance of any such part payment shall not affect the collection of any penalty charges imposed and collectable in respect of non-payment of the taxes or any installment thereof, and that such part-payment is applied first against the principal taxes owing.
13. That there be imposed a handling fee of \$30.00 for any returned cheques.
14. This By-law shall come into force and take effect on the date it is finally passed.

READ A FIRST, AND TAKEN AS READ A SECOND AND THIRD TIME AND FINALLY PASSED on this the 16th day of June, 2021.

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Sandie Macdonald, Mayor

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Lisa Lehr, Manager of Legislative Services



**THE CORPORATION OF THE TOWNSHIP OF ESSA**

**BY-LAW 2021 – 24**

**Being a By-law to confirm the proceedings of the Council meeting held on the 16<sup>th</sup> day of June, 2021.**

THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF ESSA  
HEREBY ENACTS AS FOLLOWS:

THAT the action of the Council at its meeting held on the 16<sup>th</sup> day of June, 2021 and, in respect of each recommendation contained in the Minutes of the Public Meeting held on the 2<sup>nd</sup> day of June, 2021, and in the Minutes of the Regular Council meeting held on the 2<sup>nd</sup> day of June, 2021 and the Committee of the Whole meeting held on the 2<sup>nd</sup> day of June, 2021; and, in respect of each motion, resolution and other action passed and taken by Council at the said meetings, is, except where prior approval of the Ontario Municipal Board is required, hereby adopted, ratified and confirmed.

THAT the Mayor and the proper officials of the Township of Essa are hereby authorized and directed to do all things necessary to give effect to the said actions or to obtain approvals where required, and to execute all documents as may be necessary in that behalf and the Clerk is hereby authorized and directed to affix the Corporate Seal to all such documents.

READ A FIRST, AND TAKEN AS READ A SECOND AND THIRD TIME AND FINALLY PASSED on this the 16<sup>th</sup> day of June, 2021.

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

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Lisa Lehr, Manager of Legislative Services