

**THE CORPORATION OF THE TOWNSHIP OF ESSA  
VIRTUAL COMMITTEE OF THE WHOLE MEETING**

**WEDNESDAY, DECEMBER 2, 2020  
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**

- Item Added
- a. **Delegation – John Morrison  
Re: Letter of Support – Bill 229, Schedule 6**
  - b. **Fire Department  
Re: 2021 Proposed Budget Presentation**

**STAFF REPORTS**

- 4. PLANNING AND DEVELOPMENT**
- p. 1
- a. **Staff Report PD032-20 submitted by the Manager of Planning and Development, re: Part Lot Control – Plan 51M-1129 and Plan 51M-1130 Lancaster Homes, East Part Lot 31, Concession 3.**

Recommendation: *Be it resolved that Staff Report PD032-20 be received; and That Council approve adopting a Part Lot Control By-law in order for Part Lot Control to be applied to permit for the division of Lots 14-16 and 18, Blocks 62 and 64 of Plan 51M-1129, and Lots 9-13 and 29-35, Blocks 43-45 of Plan 51M-1130, into Semi-Detached and Townhouse units for Lancaster Homes at East Part Lot 31, Concession 3, Angus; and That said By-law be brought forward for passage in the Regular meeting of this date.*

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

**8. FINANCE**

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

- p. 14 a. **Staff Report C037-20 submitted by the Deputy Clerk, re: Essa's Traffic Advisory Committee, re: Recommendation for Installation of Red Light Cameras or Photo Radar along Mill Street, Angus.**

Recommendation: *Be it resolved that Staff Report C037-20 be received; and That Council approve the recommendation of the Traffic Advisory Committee for the installation of Red Light Cameras or Photo Radar along Mill Street, Angus; and That staff investigate to follow up on the matter and inform the County of Simcoe of Essa's position.*

- p. 17 b. **Staff Report C038-20 submitted by the Clerk, re: Nottawasaga Police Services Board – Appointment of Council Representative 2021-22.**

Recommendation: *Be it resolved that Staff Report C038-20 be received; and That Mayor Macdonald be appointed to serve on the Nottawasaga Police Services Board for the 2021-22 term.*

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

- p. 20 a. **Staff Report CAO059-20 submitted by the Chief Administrative Officer, re: Essa Street.**

Recommendation: *Be it resolved that Staff Report CAO059-20 be received; and That Council approve adopting a By-law and allow the CAO to take the necessary steps to stop up and close the Essa Street road allowance and to deem Essa Street as surplus lands and proceed with the sale of lands.*

- Item Added b. **Staff Report CAO061-20 submitted by the Chief Administrative Officer, re: Baxter New Booster Pump House and Reservoirs Tender.**

Recommendation: *Be it resolved that Staff Report CAO061-20 be received; and That Council authorize awarding a tender for Baxter New Booster Pump House and Reservoirs in the amount of \$3,422,077.00 plus H.S.T. to Western Mechanical, with the entire cost to be front-ended by Brookfield Properties in accordance with the terms of an agreement dated December 19, 2018.*

**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 16<sup>th</sup> day of December, 2020 at 6:00 p.m.*

## A LETTER OF SUPPORT FOR BILL 229, SCHEDULE 6, amendments to the Conservation Authorities Act.

We, the farmers of Ontario, are less than 3% of the population, but are the largest land holders. Consequently, we are the most affected by the Conservation Act. We are very good at what we do including being good stewards of the land.

As set out in this bill, we are encouraged that a farmer is being put on the conservation board and that the board members are to be elected officials from the municipalities.

We are encouraged about the proposed limitations on warrantless entry. The agriculture community is concerned about biosecurity with regard to persons entering our farms, unannounced..

We would like clearer definitions on watercourses, wetlands and conservation land.

We are encouraged about giving some power back to the Ministry of Natural Resources.

We agree with the Deputy Mayor of Clearview Township's statement supporting the NVCA as a "commenting agency, but not as an approval agency."

Most if not all farmers have completed an Environmental Farm Plan, and we also must complete a Nutrient Management Plan if we wish to expand our livestock structures. We also know when to maintain ditches for drainage purposes -- cleaning the bottom of ditches, trying not to disturb the sides of ditches as that would create the possibility of erosion.

We also use cover crops, no till or minimum tillage to help control erosion on our fields. We enlarge our fields by removing old fence rows so that we can become more efficient operators for larger equipment. We also plant trees for windbreaks and adding beauty to the landscape.

We would like to see the conservation authorities return to their original mandate of helping control flooding.

John Morrison



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## TOWNSHIP OF ESSA STAFF REPORT

**STAFF REPORT NO.:** PD032-20  
**DATE:** December 2<sup>nd</sup>, 2020  
**TO:** Committee of the Whole  
**FROM:** Aimee Powell, BURPI., MPA, MCIP, RPP  
Manager of Planning & Development  
**SUBJECT:** Part Lot Control, Plan 51M-1129 and Plan 51M-1130  
Lancaster Homes., East Part Lot 31, Concession 3

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### RECOMMENDATION

That Staff Report PD032-20 be received; and

That Council consider adopting a Part Lot Control By-law in order for Part Lot Control, as prescribed by the Planning Act, to be applied to permit for the division of Lots 14-16 and 18, Blocks 62 and 64 of Plan 51M-1129, and Lots 9-13 and 29-35, Blocks 43-45 of Plan 51M-1130, into Semi-Detached and Townhouse 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 16<sup>th</sup>, 2017 and the plan of subdivision was registered on November 7<sup>th</sup>, 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 14-16 and 18, Blocks 62 and 64 of Subdivision Plan 51M-1129, and Lots 9-13 and 29-35, Blocks 43-45 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



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**CONCLUSION**

Option 2 is recommended.

Respectfully submitted:

*Aimee Powell*

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

Reviewed by:

*Colleen Healey-Dowdall*

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Colleen Healey-Dowdall  
CAO

Attachments:

- A. Letter of Request from Lancaster Homes for Part Lot Control approval
- B. Plan 51M-1129
- C. Plan 51M-1130
- D. Scoped Survey Plan 51M-1129, Lots 14-16
- E. Scoped Survey Plan 51M11-29, Lot 18 and Blocks 62 and 64
- F. Scoped Survey Plan 51M-1130, Lots 9-13
- G. Scoped Survey Plan 51M-1130 Lots 29-35
- H. Scoped Survey Plan 51M-1130, Blocks 43-45
- I. Part Lot Control By-law

4a  
**ATTACHMENT A**



**J.D. BARNES**  
LIMITED  
LAND INFORMATION SPECIALISTS

November 5, 2020

**COURIER**

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-1129 and 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) and townhouse units for the following:

51M-1129: Lots: 14, 15, 16 and 18, Blocks: 62 and 64

51M-1130: Lots: 9, 10, 11, 12, 13, 29, 30, 31, 32, 33, 34 and 35, Blocks: 43, 44 and 45

Please find enclosed a print of the preliminary Reference Plans, and one copy of Registered Plan 51M-1129, and one copy of Registered Plan 51M-1130, a cheque from Lancaster Homes (in the amount of \$2,350.00) for the application fee will be mailed 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

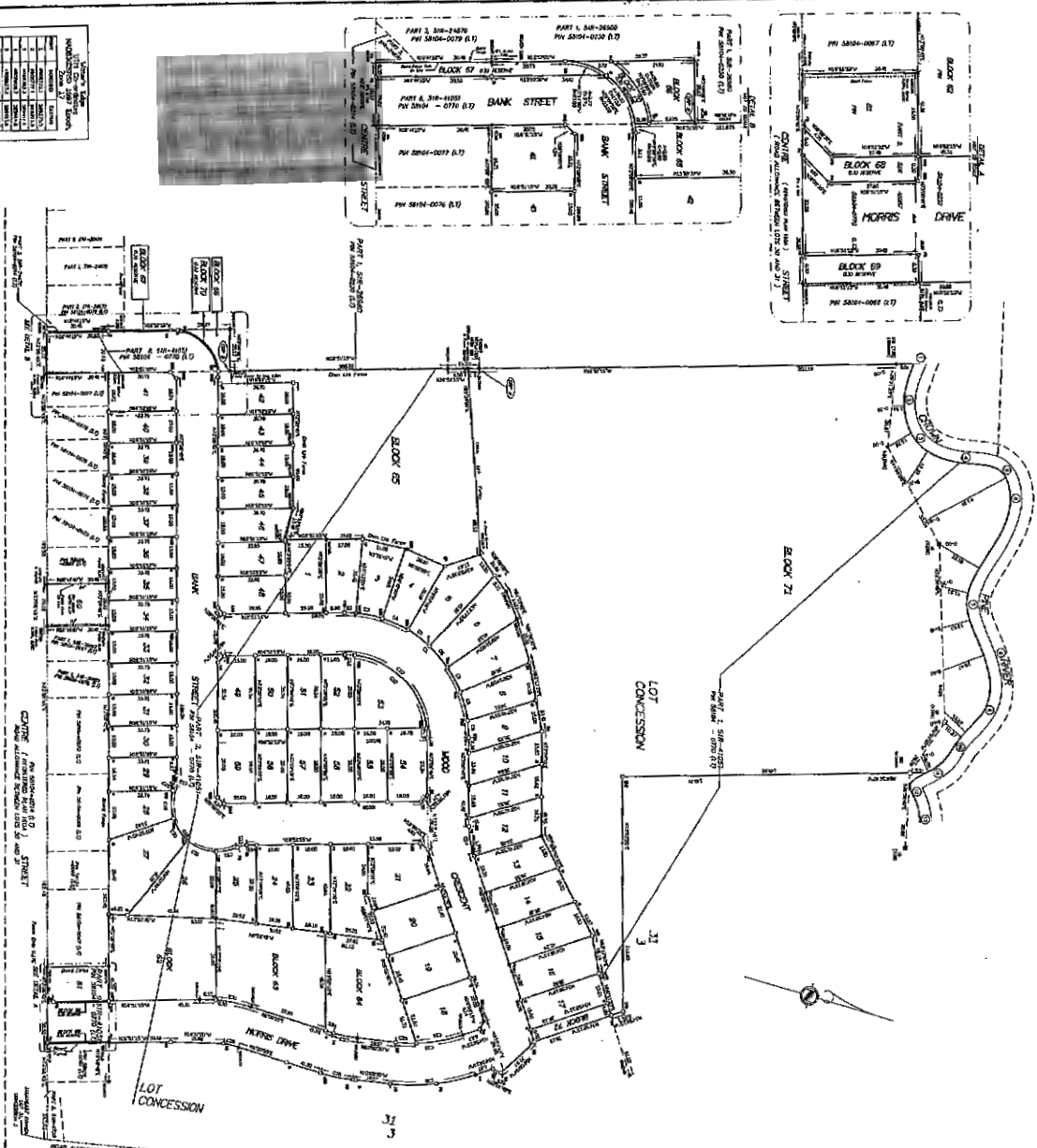
c. Alan Zheng, Lancaster Homes

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ATTACHMENT B

NO.	DESCRIPTION	DATE
1	PRELIMINARY	10/1/00
2	REVISED	10/1/00
3	REVISED	10/1/00
4	REVISED	10/1/00
5	REVISED	10/1/00
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100	REVISED	10/1/00



APPROVED FOR THE STATE OF TEXAS  
 COUNTY OF DALLAS  
 DATE 10/1/00  
 BY [Signature]

PLAN 5111 - 1129  
 I HEREBY CERTIFY THAT I AM THE REGISTERED PROFESSIONAL ENGINEER IN CHARGE OF THE DESIGN AND CONSTRUCTION OF THE PROJECT DESCRIBED HEREIN AND THAT I AM A LICENSED PROFESSIONAL ENGINEER IN THE STATE OF TEXAS.  
 [Signature]

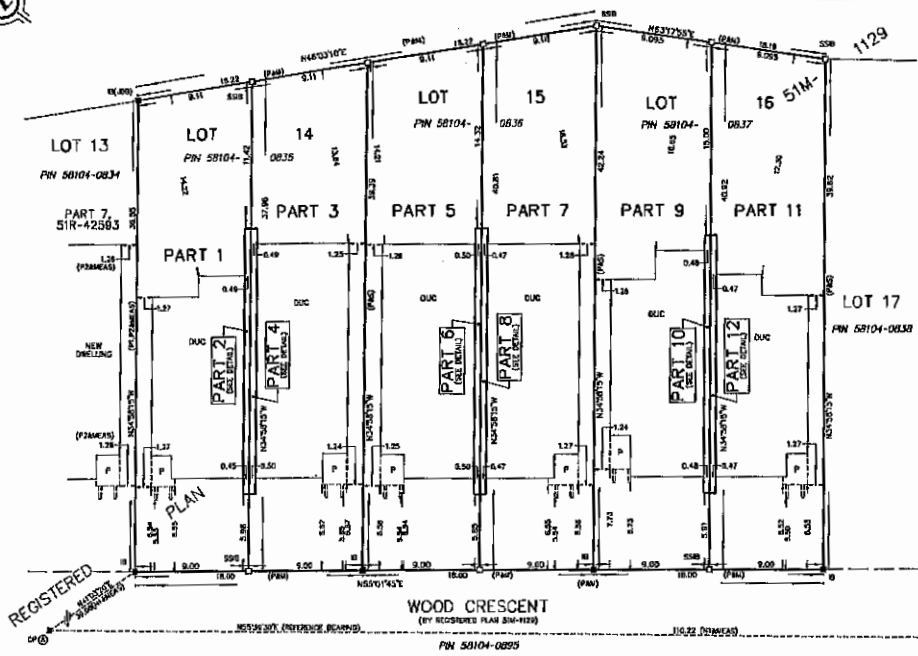
STATE ENGINEERING BOARD EXAMINATION  
 [Signature]



ATTACHMENT D

BLOCK 71  
PN 58104-0832

SCHEDULE		
PARTS	ALL OF LOT	ALL OF PIN
1, 2, 3 AND 4	14	58104-0836
5, 6, 7 AND 8	15	58104-0836
9, 10, 11 AND 12	16	58104-0837



PLAN OF SURVEY OF  
LOTS 14, 15 AND 16  
REGISTERED PLAN 51M-1129  
TOWNSHIP OF ESSA  
COUNTY OF SIMCOE

J.D. BARNES LIMITED  
SCALE 1 : 200  
THE HORIZONTAL PLAN SIZE OF THIS PLAN IS 300mm IN WIDTH BY 450mm IN HEIGHT WHEN PLOTTED AT A SCALE OF 1:200.  
METRIC DISTANCES AND/OR COORDINATES SHOWN ON THIS PLAN ARE IN METERS AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.  
NOTES  
READINGS ARE LISTED DERIVED FROM OBSERVED REFERENCE POINTS A AND B BY MEANS OF THE NETWORK IN THE OBSERVATIONS, UTM ZONE 17, MAGDA (CSRS).  
DISTANCES ARE GIVEN AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.999827.  
ALL TRIMED SURVEY MONUMENTS SET BY ELEVATION, MERIDIAN, RANGES SURVEYING METHOD, OR UNLESS NOTED OTHERWISE.  
ALL BUILDING RES ARE TAKEN TO CONCRETE FOUNDATION.  
COMPLIANCE WITH ONTARIO BUILDING CODE SETBACK REQUIREMENTS ARE NOT VERIFIED BY THIS SURVEY.  
ALL SET SURVEY MONUMENTS ARE IN UNLESS NOTED OTHERWISE.  
ALL SET SURVEY MONUMENTS WERE USED DUE TO LACK OF OVERLAP AND THE PRESENCE OF UNDERGROUND UTILITIES IN ACCORDANCE WITH SECTION 11 (4) OF OREG. 525/96.

LEGEND

■	BEARINGS	SURVEY MONUMENT FOUND
□	BEARINGS	SURVEY MONUMENT SET
○	BEARINGS	STANDARD GROUND BAR
○	BEARINGS	SHORT STANDARD IRON BAR
○	BEARINGS	IRON BAR
○	BEARINGS	PLASTIC BAR
○	BEARINGS	WIRELESS
○	BEARINGS	WIRELESS
○	BEARINGS	J.D. BARNES LIMITED
○	BEARINGS	REGISTERED PLAN 51M-1129 AND BEARINGS
○	BEARINGS	REGISTERED PLAN 51M-1129 AND SET
○	BEARINGS	REGISTERED PLAN 51M-1129
○	BEARINGS	PLAN 51M-1129
○	BEARINGS	TRIMMED BY SET BY ONE
○	BEARINGS	UNWELLING UNDER CONSTRUCTION
○	BEARINGS	CONCRETE FOUNDATION
○	BEARINGS	BEFORE/BEFORE BY JOB DATE: JANUARY 23, 2020

**SURVEYOR'S CERTIFICATE**  
I CERTIFY THAT:  
1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEY ACT, THE SURVEYORS ACT AND THE LAND USES ACT AND THE REGULATIONS MADE UNDER THEM.  
2. THE SURVEY WAS COMPLETED ON OCTOBER 2, 2020.

OCTOBER 20, 2020  
DATE  
*[Signature]*  
LAWRENCE J. BARNES  
ONTARIO LAND SURVEYOR

THIS PLAN OF SURVEY RELATES TO AOLS PLAN SUBMISSION FORM NUMBER 2120200

**J. D. BARNES LIMITED**  
LAND INFORMATION SPECIALISTS  
141 COMMERCIAL PARK DRIVE, UNIT 1, BARRIE, ONT. L4R 9P3  
TEL: (705) 674-5170 FAX: (705) 719-0771 www.jdbarnes.com

DRAWN BY: ACR	CHECKED BY: LJK	RECORDING NO.: 20-11-797-00-14
PRINTED: 1/25/2020		DATE: 01/25/2020

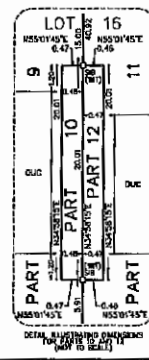
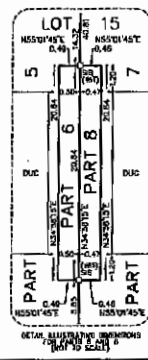
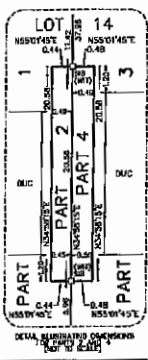
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**INTEGRATION DATA**

OBSERVED REFERENCE POINTS (ORP): UTM ZONE 17, MAGDA (CSRS) (2011.0).  
COORDINATES TO URBAN ACCURACY PER SECTION 14 (2) OF OREG. 216/16.

POINT ID	EASTING	NORTHING
ORP (A)	589 630.50	4 908 814.79
ORP (B)	589 741.47	4 908 878.24

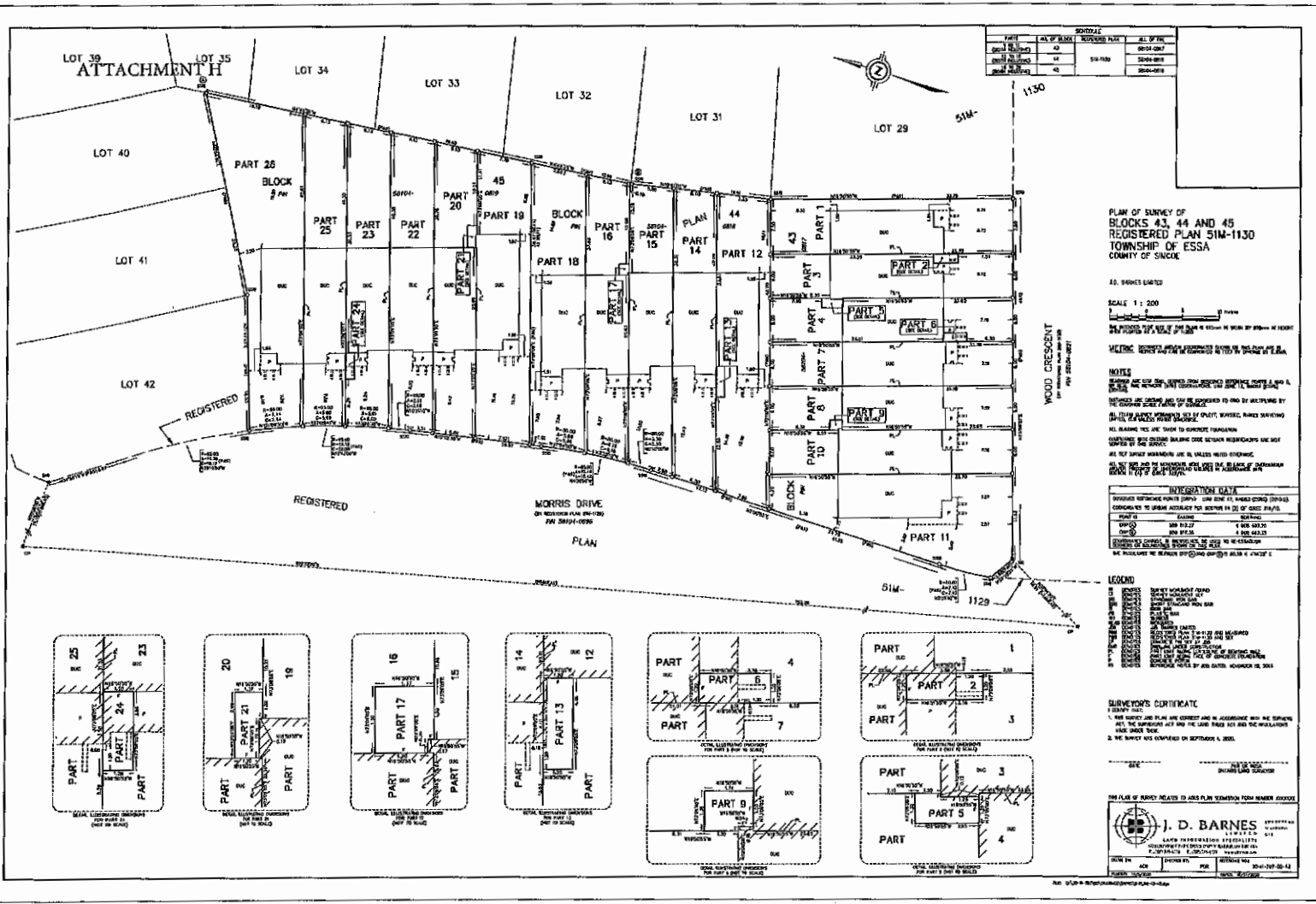
COORDINATES CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.











PLAN OF SURVEY OF  
BLOCKS 43, 44 AND 45  
REGISTERED PLAN 51M-1130  
TOWNSHIP OF ESSA  
COUNTY OF SIMCOE

AS SHOWN LIMITED  
SCALE 1 : 200  
MORRIS DRIVE  
WOOD CRESCENT

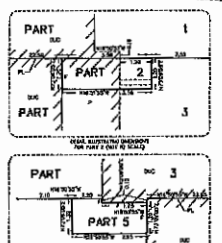
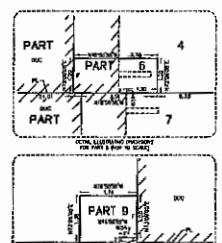
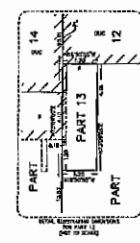
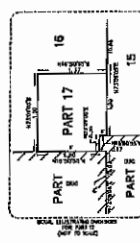
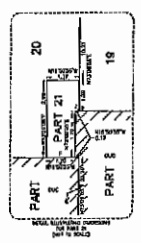
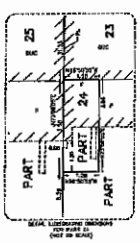
NOTES  
1. THIS PLAN IS A SURVEY OF THE LAND AND A  
2. THE SURVEY IS MADE BY MEASUREMENTS  
3. ALL DIMENSIONS ARE IN METERS  
4. THE SURVEY IS MADE BY MEASUREMENTS  
5. THE SURVEY IS MADE BY MEASUREMENTS

POINT	DATE	MARK
1	1987.12.17	4 100 0.00
2	1988.01.15	4 100 0.00
3	1988.02.13	4 100 0.00

LEGEND  
1. BOUNDARY  
2. EASEMENT  
3. EASEMENT  
4. EASEMENT  
5. EASEMENT  
6. EASEMENT  
7. EASEMENT  
8. EASEMENT  
9. EASEMENT  
10. EASEMENT

SUBMITTER'S CERTIFICATE  
I HEREBY CERTIFY THAT THE SURVEY IS MADE BY MEASUREMENTS  
AND THE SURVEY IS MADE BY MEASUREMENTS

J. D. BARNES  
LAND SURVEYOR  
1000 SHEPPARD AVENUE EAST  
UNIT 101 SCARBOROUGH, ONTARIO M1S 1T7  
PHONE (416) 291-1111  
FAX (416) 291-1112  
E-MAIL jdbarnes@jdbarnes.com



4a

# ATTACHMENT I -DRAFT PART LOT CONTROL BY-LAW

## THE CORPORATION OF THE TOWNSHIP OF ESSA

### BY-LAW NO. 2020 - \_\_\_\_\_

A By-law of The Corporation of the Township of Essa to remove Lots 14-16 and 18, Blocks 62 and 64 of Plan 51M-1129, and Lots 9-13 and 29-35, Blocks 43-45 of 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 14-16 and 18, Blocks 62 and 64 of Plan 51M-1129, and  
Lots 9-13 and 29-35, Blocks 43-45 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  
2<sup>ND</sup> DAY OF December, 2020.**

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

\_\_\_\_\_  
Lisa Lehr, Clerk

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THE CORPORATION OF THE TOWNSHIP OF ESSA

BY-LAW NO. 2020 - \_\_\_\_\_

A By-law of The Corporation of the Township of Essa to remove Lots 14-16 and 18, Blocks 62 and 64 of Plan 51M-1129, and Lots 9-13 and 29-35, Blocks 43-45 of 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 of Essa.

Lots 14-16 and 18, Blocks 62 and 64 of Plan 51M-1129, and  
Lots 9-13 and 29-35, Blocks 43-45 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 2<sup>ND</sup> DAY OF DECEMBER, 2020.

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

\_\_\_\_\_  
Lisa Lehr, Clerk



## TOWNSHIP OF ESSA STAFF REPORT

9a

**STAFF REPORT NO.:** C037-20  
**DATE:** December 2, 2020  
**TO:** Committee of the Whole  
**FROM:** Krista Pascoe, Deputy Clerk  
**SUBJECT:** Essa's Traffic Advisory Committee, re:  
Recommendation for Installation of Red Light Cameras  
or Photo Radar along Mill Street, Angus.

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### RECOMMENDATION

That Staff Report C037-20 be received; and

That Council approve the Traffic Advisory Committee's recommendation for the installation of Red Light Cameras or Photo Radar along Mill Street, Angus, and staff investigate to follow up on the matter and inform the County of Essa's position.

### BACKGROUND

The mandate of Essa's Traffic Advisory Committee is to:

- Provide a community perspective on road safety issues;
- Promote public awareness and education for road safety
- Aim to enhance community participation and cooperation on ways to improve safety on Township roads for pedestrians, cyclists and drivers

The Committee has had six meetings thus far and has discussed various concerns brought forward by residents at each meeting in which most pertain to speed concerns in various areas of the Township.

### COMMENTS AND CONSIDERATIONS

As a result of the varying concerns brought forward to the Committee in respect of speeding in Essa Township, the Committee requested that a Speed Review be conducted on various roads throughout the municipality in order to determine high-priority roads where speeding in excess of the posted speed limit is an issue. The intent is to provide the Committee with a better understanding of the average speed limits on roads under municipal jurisdiction, and will assist the Committee with respect to implementing traffic calming measures that will assist in deterring motorists from speeding in excess of the posted speed limit.

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The Manager of Public Works and the Roads Supervisor have undertaken this project and have provided the Committee with statistics based on the data (low, medium and high). [To Note: This review was conducted ONLY on roads that are under municipal jurisdiction.]

As Mill Street in Angus is a road that is under the jurisdiction of the County of Simcoe, speed data was not collected. However based on the amount of concerns brought forward by Essa residents, and in comparison to other roads in Angus where data was collected (ie; Centre St. and King St.), the Committee has identified Mill Street in Angus a high concern/priority.

As such, in keeping with its mandate, Essa's Traffic Advisory Committee passed the following resolution at its meeting of November 17, 2020, seeking Council's support for the installation of Red Light Cameras or Photo Radar along Mill Street in Angus.

*"WHEREAS the mandate of Essa's Traffic Advisory Committee is to provide a community perspective to Council on road safety issues, promote public awareness and education for road safety initiatives, with an aim to enhance community participation and cooperation on ways to improve safety on Township roads for pedestrians, cyclists and drivers; and*

*WHEREAS Mill Street is a main road in Angus used frequently by pedestrians as well as by parents and young children attending elementary and secondary schools in Angus; and*

*WHEREAS traffic on Mill Street is a common concern for Essa residents, where motorists frequently travel at speeds well in excess of the posted speed limits, and often times, don't practice the rules of the road at intersections causing concern for pedestrians, parents and children crossing Mill Street; and*

*WHEREAS enforcement resources and capabilities are limited in respect to monitoring intersections on Mill Street in Angus;*

*NOW THEREFORE BE IT RESOLVED THAT the Traffic Advisory Committee recommend that Council request the County of Simcoe to explore the option of Red Light Cameras or Photo Radar at the lights along Mill Street in Angus."*

The County of Simcoe has already relayed to the municipality that they are in favour and supportive of additional traffic calming measures along Mill Street but that Township Staff would have to carry out all the investigation and preparation necessary, and as well, the Township should be prepared to pay for the works.

**FINANCIAL IMPACT**

The County supports the request so long as the municipality researches the proposal and pays for any works. This will involve staff researching solutions to know which best to address speeding; the implementation with IT and Provincial Offences office, and the eventual purchase, installation and monitoring/maintaining of any device(s).

Manager of Finance or Deputy Treasurer Approval: \_\_\_\_\_

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**SUMMARY/OPTIONS**

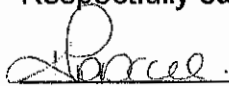
Council may:

1. Take no further action.
2. **Support the recommendation of Essa's Traffic Advisory Committee in respect of the need for Red Light Cameras or Photo Radar along Mill Street, Angus and direct staff to investigate and follow up on the matter.**
3. **Inform the County of Simcoe of Essa's position in an effort to assist the Township of Essa with much-needed traffic calming measures on the main street in Angus.**
4. Deny the request of Essa's Traffic Advisory Committee.
5. Direct Staff as Council deems appropriate.

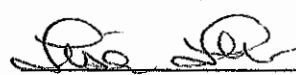
**CONCLUSION**

Staff is recommending that Council approve Option Nos. 2 and 3.


Respectfully submitted:

  
 \_\_\_\_\_  
 Krista Pascoe  
 Deputy Clerk

Reviewed by:

  
 \_\_\_\_\_  
 Lisa Lehr  
 Clerk

Reviewed by:

  
 \_\_\_\_\_  
 Colleen Healey-Dowdall  
 Chief Administrative Officer



**TOWNSHIP OF ESSA STAFF REPORT**

**STAFF REPORT NO.:** C038-20

**DATE:** December 2, 2020

**TO:** Committee of the Whole

**FROM:** Lisa Lehr, Clerk

**SUBJECT:** Nottawasaga Police Services Board – Appointment of Council Representative 2021-22

**RECOMMENDATION**

That Staff Report C037-20 be received; and

That Mayor Macdonald be appointed to serve on the Nottawasaga Police Services Board for the 2021-22 term.

**BACKGROUND**

At its meeting of October 7, 2020, Council passed the following resolution in respect of the appointment of a community representative to the Nottawasaga Police Services Board:

**Resolution No: CW132-2020 Moved by: Sander Seconded by: White**

*Be it resolved that Staff Report C031-20 be received; and  
 That Council authorize the Clerk to commence the recruitment process for a community representative for the Nottawasaga Police Services Board for the 2021-2022 term, with a future report to be considered by Council in respect of candidates.*

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

Prior to advertising for recruitment of a community representative from Essa, the Clerk's Department became aware that the community representative from Adjala-Tosorontio would be continuing to serve on this Board. This was confirmed on November 20, 2020, by the Acting Clerk of Adjala-Tosorontio (Attachment No. 1).

**COMMENTS AND CONSIDERATIONS**

As Council is aware, the *Police Services Act* states the following in respect of the composition of multi-municipal Police Services Boards:

- 33 (5) *The joint board of municipalities whose combined population according to the last enumeration taken under section 15 of the Assessment Act exceeds 25,000 shall consist of,*
  - (a) *two persons who are members of the councils of any participating municipalities, appointed by agreement of the councils of the participating municipalities;*

- (b) *one person appointed by agreement of the councils of the participating municipalities, who is neither a member of a council of a participating municipality nor an employee of a participating municipality; and*
- (c) *two persons appointed by the Lieutenant Governor in Council.*

As such, Essa is required to appoint a Council representative to serve on the Nottawasaga Police Services Board for the term 2021-2022. It is recommended that Mayor Macdonald continue to serve on this Board.

### FINANCIAL IMPACT

Remuneration is paid from the Nottawasaga Police Services Board Budget to members sitting on this Board.

Manager of Finance or Deputy Treasurer Approval:  \_\_\_\_\_

### SUMMARY/OPTIONS

Council may:

1. Do nothing.
2. **Appoint Mayor Macdonald to serve on the Nottawasaga Police Services Board for the 2021-22 term.**
3. Direct Staff as Council deems appropriate.

### CONCLUSION

It is recommended that Council appoint Mayor Macdonald to serve on the Nottawasaga Police Services Board for the 20221-22 term.

Respectfully submitted:



Lisa Lehr  
Clerk

Reviewed by:



Colleen Healey-Dowdall  
Chief Administrative Officer

### Attachments:

1. Email dated November 20, 2020 from Alice Byl, Acting Clerk, Township of Adjala-Tosorontio.

**Lisa Lehr**

**Subject:** FW: Appointment - Nottawasaga Police Services Board

**From:** Alice Byl <abyl@adjtos.ca>  
**Sent:** November 20, 2020 3:10 PM  
**To:** Lisa Lehr <llehr@essatownship.on.ca>  
**Cc:** Krista Pascoe <kpascoe@essatownship.on.ca>  
**Subject:** Re: Appointment - Nottawasaga Police Services Board

Good Afternoon Lisa,

Thank you for your email. You are correct in that at their last meeting the Council of Adjala-Tosorontio did pass a resolution to have our community representative continue on the Nottawasaga Police Services Board until 2022. I haven't finalized the minutes of that meeting but would be happy to send you a copy of the resolution should you want it.

Alice Byl

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**From:** Lisa Lehr <llehr@essatownship.on.ca>  
**Sent:** Friday, November 20, 2020 2:38 PM  
**To:** Alice Byl <abyl@adjtos.ca>  
**Cc:** Krista Pascoe <kpascoe@essatownship.on.ca>  
**Subject:** Appointment - Nottawasaga Police Services Board

Good Afternoon Alice

I hope this email finds you well and healthy.

Can you kindly advise if Adjala will be continuing to have their community representative serve on the Nottawasaga Police Services Board for the term 2021-2022.

Usually Adjala and Essa rotate with Mayor serving for 2 years, and community rep serving for 2 years.

Thanks in advance.

Sincerely,

**Lisa Lehr, CMO**  
Clerk  
Township of Essa  
Phone 705-424-9917 ext 117



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Please note: In an effort to do our part to continue to flatten the curve of COVID-19, the Administration Centre is open to members of the public with social distancing guidelines and facial masks required. If you need assistance from Administration Staff, please call the office at 705 424-9917 or send an email to the intended recipient.

[EXTERNAL]

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## TOWNSHIP OF ESSA STAFF REPORT

**STAFF REPORT NO.:** CAO059-20

**DATE:** December 2, 2020

**TO:** Committee of the Whole

**FROM:** Colleen Healey-Dowdall, Chief Administrative Officer

**SUBJECT:** Essa Street

### RECOMMENDATION

That Staff Report CAO059-20 be received; and

That Council consider adopting a by-law and allow the CAO to take the necessary steps to stop up and close the Essa Street road allowance and to deem Essa Street as surplus lands and proceed with the sale of the lands.

### BACKGROUND

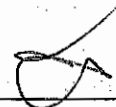
It has previously been determined by Council that it does not require the short portion of road known as Essa Street to remain open as it serves no public purpose. Public notice has been given and a public meeting has been held with no public objections.

### COMMENTS AND CONSIDERATIONS

The opened public road of Essa Street in Angus on Plan 160A, being all of PIN 58108-0108, should have the common law right of passage by the public removed to alleviate maintenance requirements and liability to the municipality. It is proposed that the registered owners of the adjoining properties (owners of land referred to as PT LT 45 S/S JONAS ST PL 160A and the owner of land referred to as LT 46 S/S JONAS ST PL 160A) be given the opportunity to purchase a portion of the declared surplus lands and have unlimited access to use the subject road allowance, at their own risk.

### FINANCIAL IMPACT

Revenue from the sale of the property to more than compensate for the expenses to be incurred.

Manager of Finance or Deputy Treasurer Approval: 



**SUMMARY/OPTIONS**

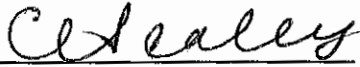
Council may:

1. Take no further action.
2. Adopt a by-law and allow the CAO to take the necessary steps to stop up and close the Essa Street road allowance and to deem Essa Street as surplus lands and proceed with the sale of the lands.

**CONCLUSION**

Option #2 is recommended.

Respectfully submitted:



Colleen Healey-Dowdall  
CAO

Attachments:

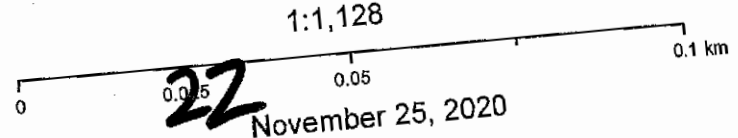
Map

# Essa Street, Angus



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 November 25, 2020





## TOWNSHIP OF ESSA STAFF REPORT

**STAFF REPORT NO.:** CAO061-20

**DATE:** December 2, 2020

**TO:** Committee of the Whole

**FROM:** Colleen Healey-Dowdall, Chief Administrative Officer

**SUBJECT:** Baxter New Booster Pump House and Reservoirs  
Tender

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### RECOMMENDATION

That Staff Report CAO061-20 be received; and

That Council authorize awarding a tender for Baxter New Booster Pump House and Reservoirs in the amount of \$3,422,077 to Western Mechanical, with the entire cost to be front-ended by Brookfield Properties in accordance with the terms of an agreement dated December 19, 2018.

### BACKGROUND

As Council is aware, the Township has entered into an agreement with Brookfield to cost-share water distribution improvements for Baxter. The agreement, which was executed December 19, 2018, requires that Brookfield front-end the improvements and be responsible for 70.4% of the total cost. The Township would be responsible for the remainder 29.6%.

The Township's approximate 30% would be transferred to the developer as the Township received connection fees for water from existing Baxter homeowners not already connected to the municipal water system.

### COMMENTS AND CONSIDERATIONS

The 2018 agreement requires the Township's Engineers to design the required infrastructure improvements and to oversee the administration of the associated tender and contract. Tender bids have been received by AECOM with Western Mechanical as placing the lowest bid (summary results attached).

The lowest bid for the Baxter water service upgrades and booster pump house and reservoirs is \$3,422,077.93 which is \$266,457 over the initial estimated cost. The Township's Procedural Policy requires Council approval for the tender to be awarded.

## FINANCIAL IMPACT

Essa's share of the cost of the Baxter water improvements is \$1,012,954.87. This cost will, for the most part, be paid for by homeowners as they connect to the municipal water system.

Manager of Finance or Deputy Treasurer Approval: \_\_\_\_\_

## SUMMARY/OPTIONS

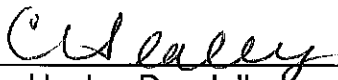
Council may:

1. Take no further action.
2. Award a tender for Baxter New Booster Pump House and Reservoirs in the amount of \$3,422,077 to Western Mechanical, with the entire cost to be front-ended by Brookfield Properties.
3. Delay awarding the tender and pay the penalties.

## CONCLUSION

Option #2 is recommended given that the municipality's Consulting Engineer is recommending to award the tender.

Respectfully submitted:



Colleen Healey-Dowdall  
CAO

Attachments:

AECOM summary of tender results  
Email from Manager of Public Works

September 23, 2020

**Colleen Healey-Dowdall, CAO**  
Township of Essa  
5786 County Road 21  
Utopia, ON L0M 1T0

Dear Ms. Healey-Dowdall:

**Project: 60602826**

**Regarding: Baxter Water Services Upgrades  
Booster Pump House and Reservoirs**

Tenders for the Township of Essa, Community of Baxter, Water Pump House and Reservoirs 2020, Contract No. 60602826 were received by the Barrie office of AECOM Canada Ltd. on September 8<sup>th</sup>, 2020 by electronic submission. The electronic submission was followed up by receipt by courier of the original Tenders. The detailed breakdown of the lump sum prices was requested by AECOM and received from the two low bidders.

The submitted tenders were evaluated for completeness, addition and total pricing and cost distribution to the Division breakdown.

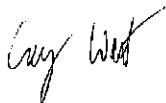
The following is the submitted and corrected total tender prices which also include a fixed contingency cost:

Western Mechanical	\$3,422,077.93
Peak Construction	\$3,662,900.00
Maple Reinders	\$4,535,200.00

The three (3) General contractors all have excellent reputations with regard to quality of work, completing projects on time and budget and they all employ highly skilled and experienced supervisory and trades people.

It is our conclusion that we can find no reason to not award the project to the low bidder Western Mechanical of Barrie. If you should have any questions, please feel free to contact the undersigned at any time.

Yours sincerely,  
**AECOM Canada Ltd.**



Craig West, P. Eng.  
Project Manager  
E-mail: [craig.west@aecom.com](mailto:craig.west@aecom.com)

RG:wh

## Colleen Healey

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**From:** Michael Mikael  
**Sent:** December 1, 2020 1:31 PM  
**To:** Colleen Healey  
**Subject:** Baxter New Booster Pump House and Reservoirs Tender

**Importance:** High

Good Afternoon Colleen,

AECOM and Brookfield are requesting that we award the tender before Friday (4-December-2020). There will be a penalty of **\$50,000** if the tender is not awarded to the lowest bidder ( Western Mechanical) in the amount of \$3,422,077.93 plus HST before Friday (4-December-2020).

The lowest tender is **\$3,422,077** which is higher than the estimated project value as stated in the front-ending agreement (\$3,155,620) which is basically **\$266,457** over the initial estimated budget back in 2018. This will impact our 29.6% share cost by **\$78,871.272** with respect to the signed agreement.

- So we will be required to pay **\$ 1,012,954.872** instead of paying **\$ 934,083.60** which represent our 29.6% contribution
- Brookfield will pay **\$2,409,142.86** instead of paying **\$2,221,536.40** which represent their 70.4% contribution.

Please let me know your thoughts

Regards,

**Michael Mikael, P.Eng**

Manager of Public Works

Township of Essa

[mmikael@essatownship.on.ca](mailto:mmikael@essatownship.on.ca)

705-424-9917 ext. 135

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