

THE CORPORATION OF THE TOWNSHIP OF ESSA
COMMITTEE OF THE WHOLE

WEDNESDAY, MAY 15, 2019
6:00 p.m.

AGENDA

1. OPENING OF MEETING BY THE MAYOR
2. DISCLOSURE OF PECUNIARY INTEREST
3. DELEGATIONS / PRESENTATIONS / PUBLIC MEETINGS

- p. 1 a. 6:00 p.m. Delegation
Re: AMO/LAS Service Line Warranty Program
Service Line Warranties – Elise Dostal
- p. 16 b. 6:10 p.m. Delegation
Re: Farmland Tax Rate Reduction
John Morrison

STAFF REPORT

4. PLANNING AND DEVELOPMENT

- p. 27 a. Staff Report PD028-19 submitted by the Planning Technician re: Site Plan – Proposed for 150 Mill St, Angus.

Recommendation: *Be it resolved that Staff Report PD028-19 be received; and That Council **does** / **does not** authorize the Planning and Development staff to continue to review and process the site plan application in due course.*

- p. 31 b. Staff Report PD029-19 submitted by the Planning Technician re: Site Plan S4/19 Submission – Block 13, Stonemount and Zoning By-law Amendment, Z3/19.

Recommendation: *Be it resolved that Staff Report PD029-19 be received; and That Council **does** / **does not** authorize staff to schedule a public meeting in accordance with the provisions of the Planning Act.*

- p. 35 c. Staff Report PD030-19 submitted by the Manager of Planning and Development, re: Model home Agreement, Briarwood (Angus) Ltd.

Recommendation: *Be it resolved that Staff Report PD030-19 be received; and That Council **does** / **does not** authorize entering into a Model Home Agreement with Briarwood (Angus) Ltd. in order to allow for the construction of a total of 2 model homes, one on Lot 2 and one on Lot 3 fronting into the future 'Wakefield Boulevard'.*

5. PARKS AND RECREATION/ COMMUNITY SERVICES

6. FIRE AND EMERGENCY SERVICES

7. PUBLIC WORKS

- p. 38 a. **Staff Report PW019-19 submitted by the Manager of Public Works, re: Resurfacing of 9th Line, Scotch Line and 5th Sideroad.**

Recommendation: *Be it resolved that Staff Report PW019-19 be received; and That Council **does** / **does not** authorize the Manager of Public Works to prepare the necessary tender for resurfacing of the 9th Line in Colwell and portions of the Scotch Line and 5th Sideroad; and That \$1,000,000.00 be taken from the Gas Tax Reserve account to fund this work.*

- p. 40 b. **Staff Report PW020-19 submitted by the Manager of Public Works, re: One-time Payment from the Ministry of Municipal Affairs and Housing.**

Recommendation: *Be it resolved that Staff Report PW020-19 be received; and That Council **does** / **does not** authorize the Manager of Public Works to prepare the necessary tender in order to convert the Township HPS streetlights to LED streetlights; and That the one-time payment of \$676,935.00 from the Ministry of Municipal Affairs and Housing be used to fund this project.*

8. FINANCE

- p. 44 a. **Staff Report TR010-19 submitted by the Manager of Finance, re: Statement of Treasurer – Remuneration 2018.**

Recommendation: *Be it resolved that Staff Report TR010-19 be received; and That the Treasurer's Statement of Remuneration and Expenses of Council and Members appointed by Council for the year ending December 31, 2018 be received as circulated.*

9. CLERKS / BY-LAW ENFORCEMENT / IT

- p. 48 a. **Staff Report C020-19 submitted by the Clerk, re: DRAFT By-Law – Erection of Stop Signs; Repeals By-law 98-81 for Housekeeping Purposes.**

Recommendation: *Be it resolved that Staff Report C020-19 be received; and That Council **does** / **does not** authorize staff to bring a Draft By-law concerning the erection of Stop Signs forward for adoption in the Regular Meeting of Council.*

- p. 59 **b. Staff Report C021-19 submitted by the Clerk, re: Housekeeping Amendments – By-law 2019-34 and 2019-35.**

Recommendation: *Be it resolved that Staff Report C021-19 be received for information.*

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

- p. 61 **a. Staff Report CAO020-19 submitted by the Chief Administrative Officer, re: Essa Challenge Golf Tournament Gifts and Prizes.**

Recommendation: *Be it resolved that Staff Report CAO020-19 be received; and That Council **does** / **does not** authorize staff to purchase Essa Township shirts as registration gifts for all golfers registered to participate in the upcoming Essa Challenge, with extra shirts to be ordered for fundraisers or to reward staff members who make suggestions to be adopted by Council or management.*

11. OTHER BUSINESS

- Item added **a. Excessive Dump Trucks – 3rd Line Dead End**

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 5th day of June, 2019 at 6:00 p.m.*

5786 Simcoe County Rd. #21
Utopia, Essa Township, ON
L0M 1T0



Telephone: (705) 424-9770
Fax: (705) 424-2367
Web: www.essatownship.on.ca

**Request for Delegation before Council
at Committee of the Whole**

Person(s) to Appear: Elise Dostal

Preferred Date: May 15, 2019 Alternate Date: _____

Name	Title/Organization	Telephone Number
<u>Elise Dostal</u>	<u>Sales Manager</u>	<u>416-400-2022</u>

Please provide a general outline of the subject matter: sharing details on the AMO/LAS Service Line Warranty program for new council members

*Note that 10 minutes is allotted for the delegation.

Letter submitted with request: Yes No

Person(s) Requesting Appearance (if different from those appearing):

Name	Title/Organization	Telephone Number
------	--------------------	------------------

Mailing Address:

Name	Title/Organization	Telephone Number
------	--------------------	------------------

Mailing Address:

The following equipment is requested: Projector Laptop

** Note that those wishing to conduct a presentation must provide an electronic version of their presentation, in Microsoft PowerPoint, 48 hours in advance of the meeting to the Clerk's Office, otherwise the presentation will not be permitted to take place.

April 30, 2019
Date Submitted

Elise Dostal
Signature of Person Requesting Appearance

Reminder: A written and signed letter outlining the subject matter of the delegation must be provided to the Clerk's Office by 4:30 p.m. Wednesday the week prior to the meeting. Additional material may be circulated/presented at the time of the delegation. Scheduling will be at the discretion of the Clerk. There is no guarantee that by requesting a certain date(s) your delegation will be accepted.

Disclaimer: Please note that the submission of this form does not guarantee the approval of your request. All information submitted will be considered public information and therefore subject to full disclosure under the Municipal Freedom of Information and Protection of Privacy Act.



Building Peace of Mind, One Community at a Time



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Service Line Warranty Program



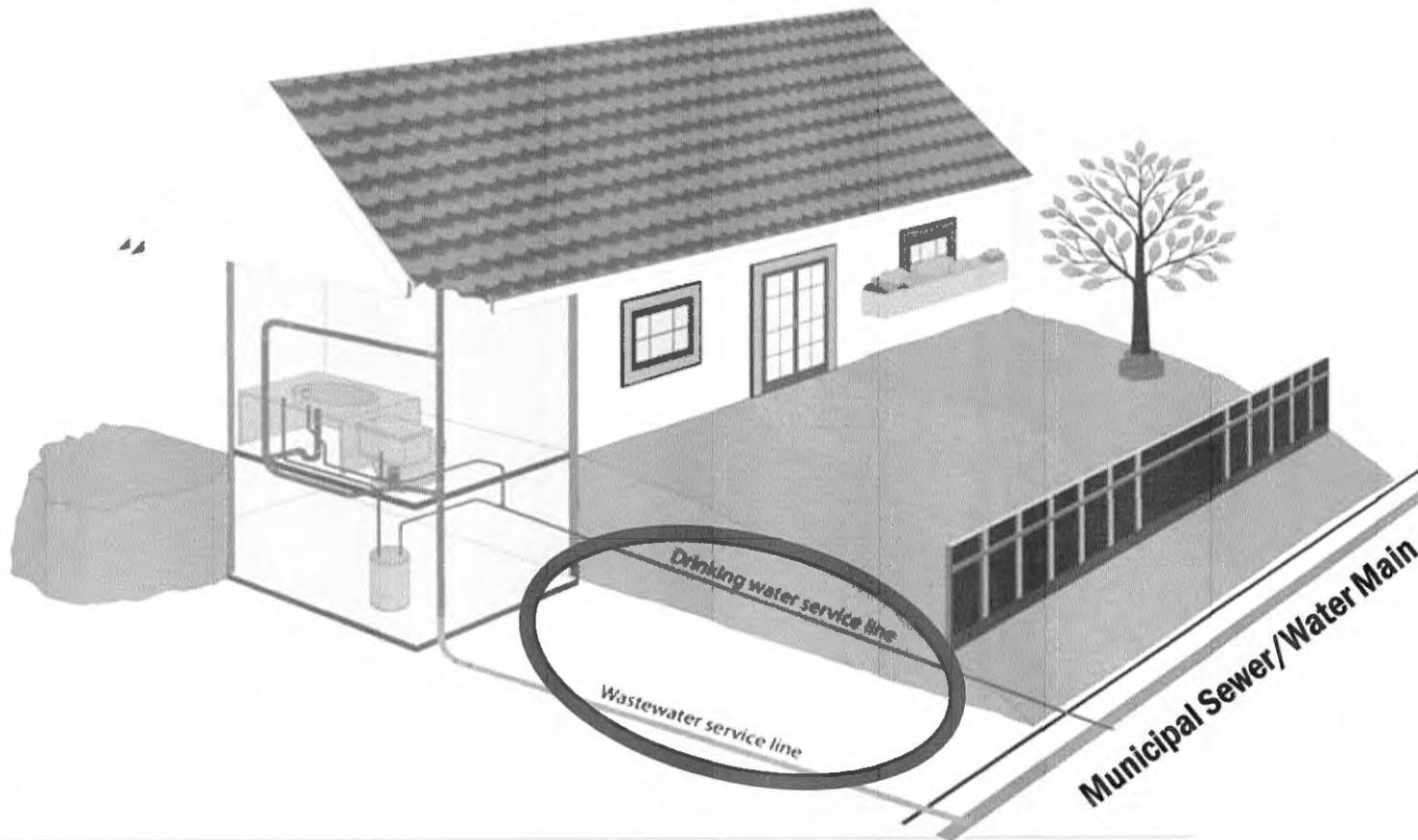
2019



LAS Sewer & Water Line Warranty

What is it and Why is it Important?

LAS has partnered with Service Line Warranties of Canada (**SLWC**) to offer residents of Ontario municipalities a sewer and water lateral warranty service.



SLWC Service Background

The Principles Behind the Service

Homeowners are responsible for the repair or replacement of their utility service lines.

- Most people are unaware of this responsibility
- Not covered under standard homeowner's insurance policy

Over time these lines can fail from

- Root intrusion
- Rusting / Rotting
- Clogs
- Leaks
- Frozen pipes

Repairs can be costly and stressful for residents

SLWC Service Overview

Details about the Warranty Service

100% Optional for Residents

- Choose to enroll in none, one or both coverage options

247/365 Customer Service

- Operators are standing by

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Service from Local Contractors

No Cost to Municipality

- Only requires municipality's endorsement

Royalty Available to Municipality

- Municipality can choose to pass back to residents

Warranty Coverage

What Does it Cover and up to How Much?

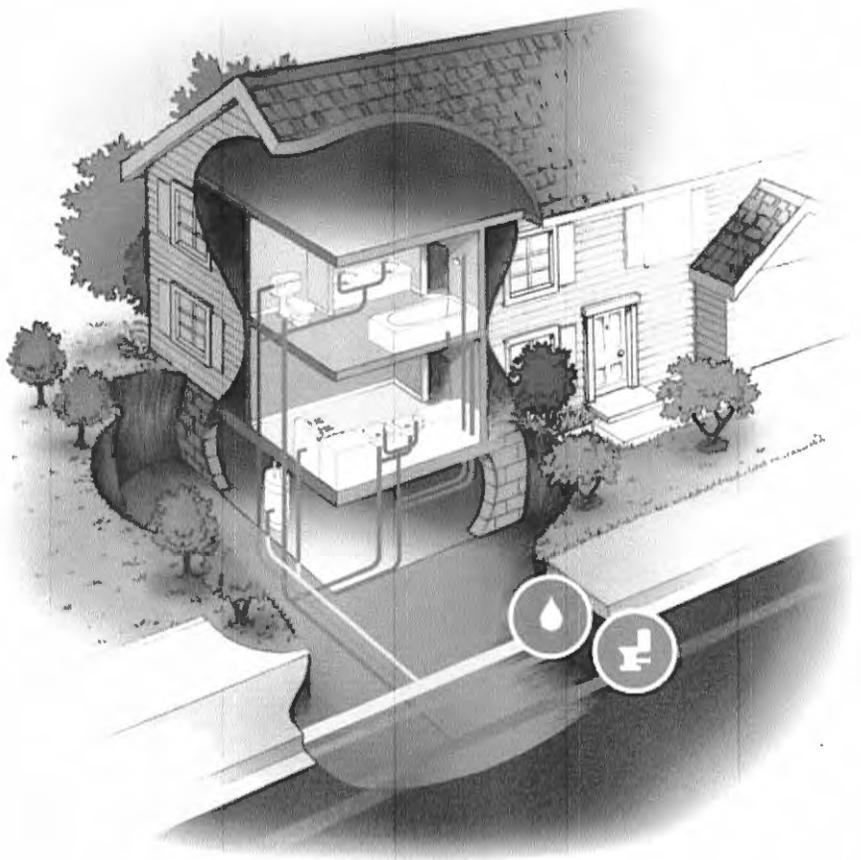
Warranties Available for 3 Products:

- External sewer line
- External water line warranty
- Septic/well systems

Coverage Cap Levels:

- Water Line Coverage = \$5,000
- Sewer Line Coverage = \$8,000
- Interior Plumbing Coverage = \$3,000
- Coverage Levels are “per incident”

***99% of Claims Fall Below Cap Levels**



Are septic/well systems included in this coverage?

- **Yes.** The coverage for water lines on these systems is part of this municipal partnership program which would be available to residents for \$5.33/month for up to \$8,000 worth of coverage per incident.
- This warranty covers the cost of repairing broken, leaking, or clogged outside septic lines.
- Unfortunately, these lines fail due to age, tree root invasion, ground settling and more. The repairs can cost hundreds to thousands of dollars out-of-pocket. Left unattended, the leaking, clogged or broken septic line may contaminate soil, damage personal property and a homes foundation and poses a public health hazard.
- The Service Line Warranties of Canada (SLWC) Exterior Sewer/Septic Line Coverage protects resident's wallets and schedules. Should the sewer/septic line need to be repaired, a call to the SLWC toll-free number to speak with an agent will have a local, licensed, plumbing professional dispatched to the residence to make the repair within 24 hours. Repairs to sewer/septic line are covered up to the benefit amount, including public street and sidewalk cutting.

Service Eligibility

Who Qualifies for the Service and Under What Parameters?

Single Family Homeowners

- Commercial properties are not eligible unless shared with residence

Rental Properties Are Eligible

- ∞ ➤ Property Owner Must Purchase Warranty

No Pre-inspection of Pipes

- Most pipes covered under LAS/SLWC Service

No Waiting Period

- Enroll today, file a claim tomorrow

Are these warranty plans considered insurance?

- The Plans are a warranty service plan offered by SLWC as an independent private provider. Although the Plans use terms like deductible, coverage and exclusions the Plans are **not insurance**, but a contract pledge to arrange a contractor to repair your service lines.
- Ask your insurance provider if your policy covers repairs to water and sewer line systems. If your policy does not cover water or sewer utility lines, consider the Service Line Warranty program.

Marketing Approach

Getting the Message Out to Residents

Raise Awareness Through Direct Mail & Public Relations

Municipality Must 'Endorse' the service (not available direct to consumer)

Seasonal Marketing Campaigns

- 01 ➤ Letters to Eligible Residents (Spring & Fall)
- No Direct Involvement from Municipality (SLWC pays for all aspects of the program)
- Municipal Logo on All SLWC Letters
- Municipality to Pre-approve Marketing Materials
- Vetted through Third-Party Mail Company (municipality does not give out customer data)

Consumers can enroll three ways:

- Phone
- Mail
- Online

Contractor Management

Who Repairs My Damaged Pipes?

SLWC recruits local contractors in every new municipality

- Initially from Pre-existing Municipal Lists
- Yellow Pages & Similar Listings
- Familiar with Municipal Code
- Quicker Response Time

=

Local Contractors can Apply

- Contact SLWC Directly

Customer Feedback Survey

- Provided to customers after every repair
- Helps weed out “bad” contractors
- 97% customer approval rating in Ontario



LAS/SLWC Service Rates

How Much Does the Warranty Service Cost?

Standard program rates for Southern & Northern Ontario

Southern Ontario	External Water Line	\$5.00	\$55.00
	External Sewer Line	\$7.25	\$79.75
	Annual Total	\$147.00	\$134.75
<hr/>			
Northern Ontario	External Water Line	\$5.75	\$64.00
	External Sewer Line	\$8.00	\$88.00
	Annual Total	\$165.00	\$152.00

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SLWC Program Participants

Which Ontario Municipalities Currently Participate in this program?

- ✓ City of Hamilton
- ✓ Township of Assiginack
- ✓ Town of Atikokan
- ✓ Municipality of Bayham
- ✓ Municipality of Callander
- ✓ Township of Dubreiville
- ✓ Municipality of Grey Highlands
- ✓ Town of Hearst
- ✓ Region of Peel
- ✓ Fort Frances
- ✓ County of Brant
- ✓  City of Kenora
- ✓ Town of Tecumseh
- ✓ Township of St. Clair
- ✓ Township of Georgian Bluffs
- ✓ Town of Arnprior
- ✓ Township of Edwardsburgh/Cardinal
- ✓ Town of Parry Sound
- ✓ Township of Southgate
- ✓ Township of Manitowadge
- ✓ Town of Mattawa
- ✓ Township of McGarry
- ✓ Municipality of Meaford
- ✓ Town of Niagara on the Lake
- ✓ Town of Saugeen Shores
- ✓ Town of South Bruce Peninsula
- ✓ Municipality of Temagami
- ✓ Municipality of Wawa
- ✓ Township of Billings
- ✓ Township of Hornepayne
- ✓ Township of Gore Bay
- ✓ Municipality of Killarney
- ✓ Town of Gananoque
- ✓ City of Elliot Lake
- ✓ Town of Malahide
- ✓ Town of Hanover
- ✓ Township of Ramara
- ✓ City of Kenora
- ✓ Town of Goderich
- ✓ Town of Bancroft
- ✓ Township of Oro-Medonte
- ✓ Town of Lincoln
- ✓ Township of South Glengarry
- ✓ City of Windsor
- ✓ Municipality of Port Hope
- ✓ Town of Grand Valley
- ✓ Township of North Huron
- ✓ Municipality of South Dundas
- ✓ Municipality of Dutton Dunwich
- ✓ City of Kingston

Joining the SLWC Warranty Service

Next Steps for Enrollment

Enrollment

1. Council Approval of SLWC Marketing Agreement

2. Provide SLWC with Municipal Seal / Logo

3. Review and Approve 'Welcome Kit'

✓ Press Release

✓ Web Banner

✓ Marketing Letter

✓ Mailing List

QUESTIONS?

To Learn More please contact:

Elise Dostal

Sales Manager

(416) 400-2022

edostal@slwcofc.ca

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5786 Simcoe County Rd. #21
Utopia, Essa Township, ON
L0M 1T0



Telephone: (705) 424-9770
Fax: (705) 424-2367
Web: www.essatownship.on.ca

**Request for Delegation before Council
at Committee of the Whole**

Person(s) to Appear: JOHN MORRISON

Preferred Date: MAY 15, 2019 Alternate Date: _____

Name	Title/Organization	Telephone Number
<u>John Morrison</u>		

Please provide a general outline of the subject matter:

Farmland tax rate reduction - looking for Council's support.

*Note that 10 minutes is allotted for the delegation.

Letter submitted with request: Yes No

Person(s) Requesting Appearance (if different from those appearing):

Name	Title/Organization	Telephone Number
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Mailing Address:

Name	Title/Organization	Telephone Number
------	--------------------	------------------

Mailing Address:

The following equipment is requested: Projector Laptop will send presentation

** Note that those wishing to conduct a presentation must provide an electronic version of their presentation, in Microsoft PowerPoint, 48 hours in advance of the meeting to the Clerk's Office, otherwise the presentation will not be permitted to take place.

Date Submitted: _____
Signature of Person Requesting Appearance: John Morrison

Reminder: A written and signed letter outlining the subject matter of the delegation must be provided to the Clerk's Office by 4:30 p.m. Wednesday the week prior to the meeting. Additional material may be circulated/presented at the time of the delegation. Scheduling will be at the discretion of the Clerk. There is no guarantee that by requesting a certain date(s) your delegation will be accepted.

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Farm Land Tax Ratios
Presentation to Essa Council
May 15,2019.

Ontario's Farm Property Tax
System.

First off, let me be clear that farmers don't mind paying their fair share of taxes, we have a problem when we pay a disproportionate amount of tax. Property tax is a complicated issue. How taxes are calculated. How and when they are adjusted. And how they reflect the services received from a municipality.

Ontario's farm property tax system is equally complicated.

Farm property tax rates are legislated to be up to 25% of the residential tax to reflect the fact that farmland uses fewer municipal services than residences. Cows don't skate and Chickens can't read.

Farmers pay 100% residential value on the farm house plus 1 acre of land. The remainder of bare farmland is taxed at the farm property tax rate – up to 25% of

the local residential rate. Also, if there is a corner of their property that has a woodlot, that woodlot is taxed at the residential rate.

Property taxes are based on property values. For Ontario farmers, that means as land values increase so do tax bills. In the last few years, the taxable assessment of farmland has increased by an average of 58% in Simcoe County. The residential values have increased by just over 19%.

This has caused a significant shift in tax burden onto farm property owners.

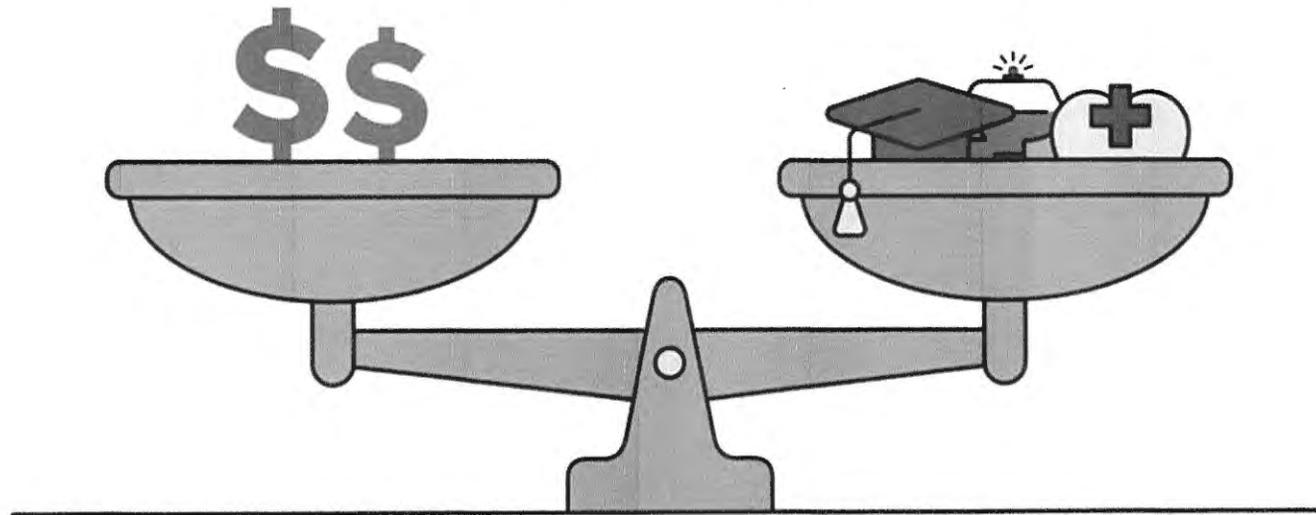
This means that, unless action is taken, farmers are now carrying far too much of the tax burden—without needing more of the municipal services their taxes are paying for. But municipalities have the power to lessen this burden if they so choose.

In Ontario, 17 municipalities have chosen to lessen this tax burden on Ontario farmers, some down to 15%.

Moving the rate to 0.203% (to go back to farm tax burden in 2016) would cost the typical residence 81 cents per \$100k of assessment or \$2.40 total based on the average house assessment.

What we want from you!!
A resolution to support the Simcoe County Federation of Agriculture on May 28th asking for the reduction of the farmland tax ratio in 2020 to 20% from 25% for farmland in Simcoe County.

Cows don't skate
and chickens can't read so ...

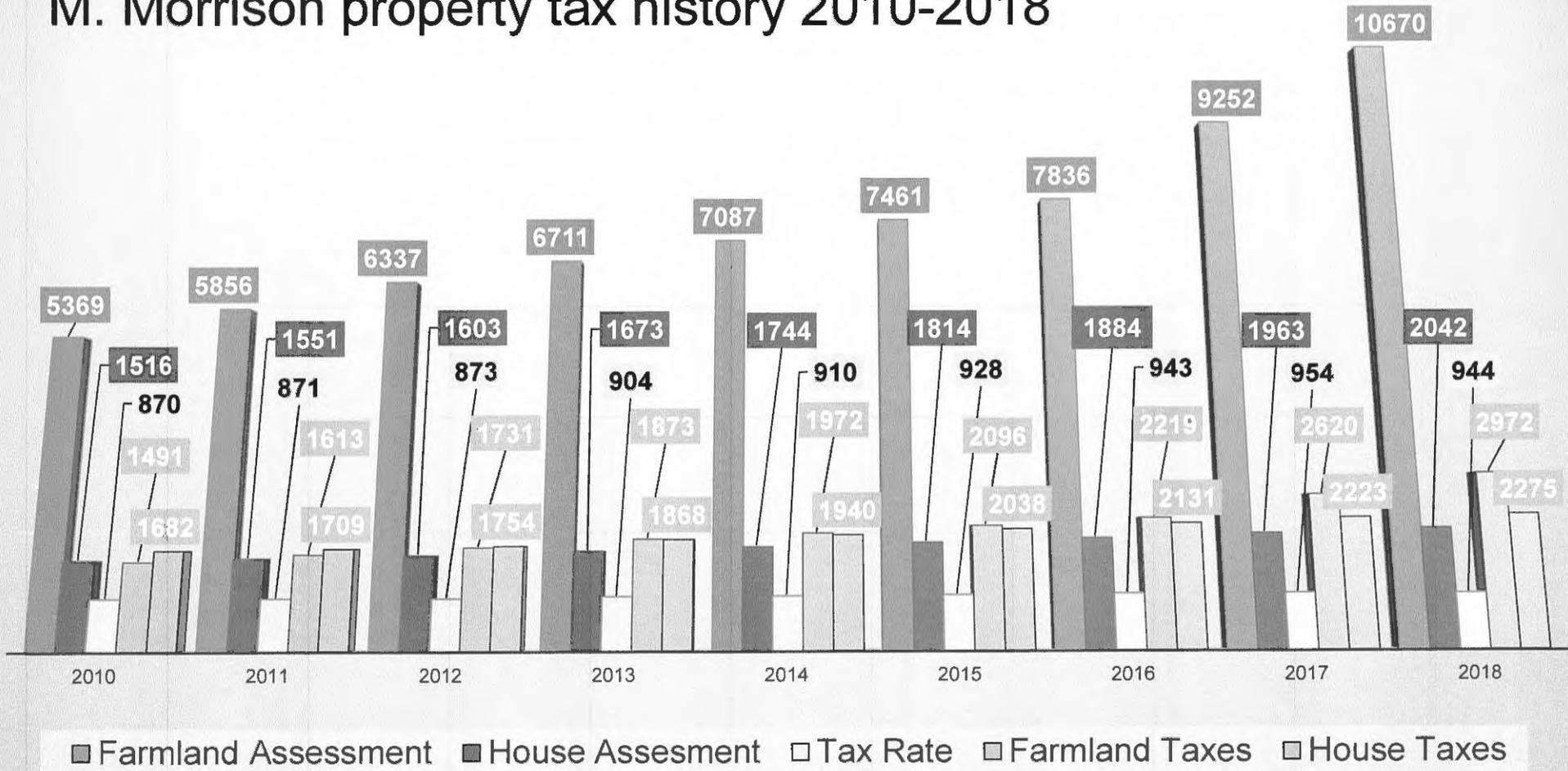


We're encouraging municipalities to
correct unfair tax burdens for Ontario farmers.



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M. Morrison property tax history 2010-2018



Impacts on Property Tax Simcoe County

► In Simcoe County Farmland values have **increased by an average of 58%**

► Residential values have increased by just over 19%

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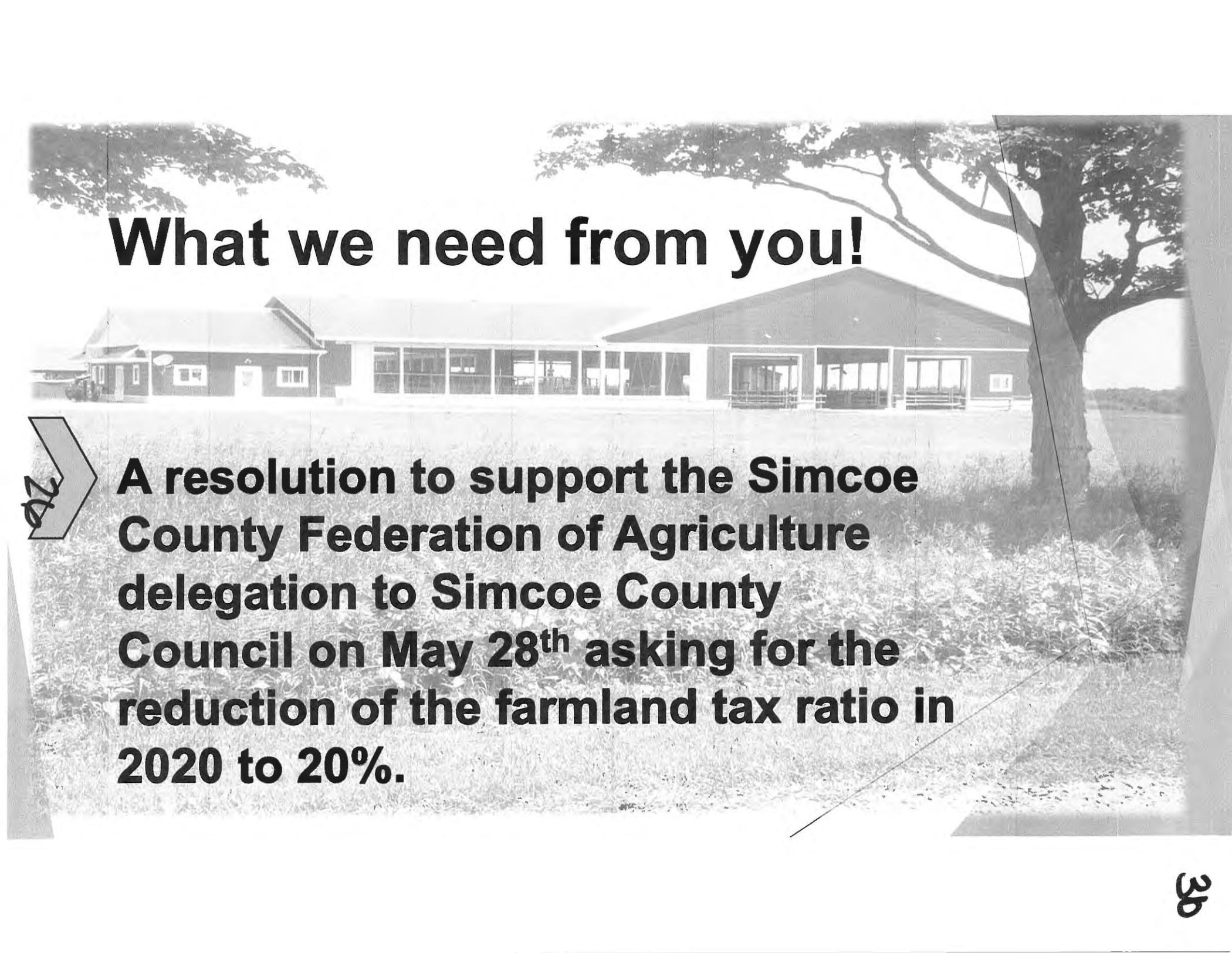
As new assessments phase in, increases in Farm Tax Burden look like this



Year	% of Total tax from farm	\$ increase in Farm Tax Burden
2016	1.2%	
2017	1.4%	\$149,925
2018	1.5%	\$296,825
2019	1.6%	\$473,294
2020	1.65%	\$649,763
Total		\$1.57 Million

Other Upper/Single Tier Municipalities that have addressed this issue

- ▶ Oxford 0.235
- ▶ Elgin 0.23
- ▶ Dufferin 0.23
- ▶ Prince Edward 0.2319
- ▶ Grey 0.24
- ▶ Lambton 0.226
- ▶ London 0.1752
- ▶ Brant 0.24
- ▶ Chatham-Kent 0.22
- ▶ Lennox and Addington 0.23
- ▶ Kingston 0.2375
- ▶ Hamilton 0.1767
- ▶ Ottawa 0.20
- ▶ Caledon 0.1689
- ▶ North Bay 0.15
- ▶ Halton Region 0.20
- ▶ Durham Region 0.20



What we need from you!

A resolution to support the Simcoe County Federation of Agriculture delegation to Simcoe County Council on May 28th asking for the reduction of the farmland tax ratio in 2020 to 20%.



TOWNSHIP OF ESSA STAFF REPORT

STAFF REPORT NO.: PD0028-19

DATE: May 15, 2019

TO: Committee of the Whole

FROM: Bev Mansbridge, Planning Technician

SUBJECT: Site Plan – Proposed for 150 Mill Street, Angus.

RECOMMENDATION

That Staff Report PD028-19 be received; and

That Council direct Planning and Development staff to continue to review and process the site plan application in due course.

BACKGROUND

The Township of Essa (Township) is in receipt of a proposed site plan for 150 Mill Street, abutting the Dairy Queen development along Mill Street. The site plan consists of a convenience store (278 m²), restaurant (185 m²) and gas station with five pumps. The entrance will be a shared access onto Mill Street via the existing Dairy Queen entrance at 160 Mill Street, as well as a proposed second entrance onto River Drive. Proposed parking would include a total of 19 parking spaces; 2 of which will be accessibility spaces.

The property is zoned as “Core Commercial” (C2) Zone, while surrounded by other commercial sites to the north and south, and abuts residential uses to the east. The property lies within the commercial core of Angus’ Settlement Area and is designated as “Commercial” in the Township of Essa’s Official Plan. The Township was aware that there would be future commercial development at this corner at time of receipt of the Dairy Queen development constructed in 2016. Therefore, at the time, there was shared access to each of the two sites in anticipation of a future submission.

Although the proposal indicates a future phase of the lands, it is expected that a potential car wash may be considered at a later date.

COMMENTS AND CONSIDERATIONS

As growth is directed to Settlement Areas within the built-up area of the Township, per Provincial policy, development within this commercial section optimizes existing infrastructure, and transportation and promotes pedestrian use along this corridor.

4a

FINANCIAL IMPACT

It is expected that the Township's commercial tax base will be increased with the development.

SUMMARY/OPTIONS

Council may:

1. Take no further action.
2. Continue to review and process the site plan application in due course.
3. Direct staff in a manner Council may deem appropriate.

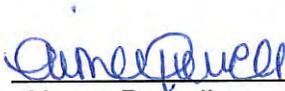
CONCLUSION

Option #2 is recommended.

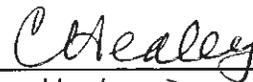
Respectfully submitted by: Reviewed by:



Bev Mansbridge
Planning Technician



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



Colleen Healey - Dowdall
CAO

Attachments:

- Map: Location of Site Plan
- Site Plan

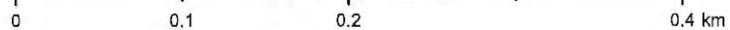
Proposed Site Plan S2/19 - 150 Mill Street

4a



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1:4,514



29 May 8, 2019



1/a



- LEGEND**
- CATCH BASIN
 - DOUBLE CATCH BASIN
 - CATCH BASIN
 - STORM MANHOLE
 - SANITARY MANHOLE
 - SERVICE CAP
 - FINE HYDRANT
 - WATER VALVE
 - FIRE HYDRANT
 - EXISTING ELEVATION
 - PROPOSED ELEVATION
 - PROPOSED DIRECTION AND GRADE
 - SLOPE OF CURB
 - CURB SET LOCATION
 - HIGH POINT
 - EXISTING MEDIAN FLOOD LINE
 - PROPOSED MEDIAN FLOOD LINE
 - 3:1 SLOPE HAN

PEARSON ENGINEERING LTD.

REGISTERED PROFESSIONAL ENGINEER
 PROJECT NO. 18073
 SHEET NO. 18073-1
 DATE: MARCH 2014

**GAS STATION DEVELOPMENT
 150 MILL STREET
 ANGUS, ON**

SITE GRADING PLAN

REVISIONS

NO.	DESCRIPTION	DATE
1	FUTURE DEVELOPMENT COOPERATION	04/04/14
2		02/13

REVISIONS

1. FUTURE DEVELOPMENT COOPERATION

REMARKS:

1. ALL DIMENSIONS ARE IN METERS UNLESS OTHERWISE SPECIFIED.

2. ALL ELEVATIONS ARE IN METERS UNLESS OTHERWISE SPECIFIED.

3. ALL ELEVATIONS ARE TO FINISH GRADE UNLESS OTHERWISE SPECIFIED.

4. ALL ELEVATIONS ARE TO FINISH GRADE UNLESS OTHERWISE SPECIFIED.

5. ALL ELEVATIONS ARE TO FINISH GRADE UNLESS OTHERWISE SPECIFIED.



TOWNSHIP OF ESSA STAFF REPORT

STAFF REPORT NO.: PD029-19

DATE: May 15, 2019

TO: Committee of the Whole

FROM: Bev Mansbridge, Planning Technician

SUBJECT: Site Plan S4/19 Submission - Block 13, Stonemount and Zoning By-law Amendment, Z3/19

RECOMMENDATION

That Staff Report PD029-19 be received; and

That Council consider scheduling a public meeting in accordance with the provisions of the Planning Act.

BACKGROUND

The Township is in receipt of a Site Plan Application for Block 13 within the Stonemount Subdivision in Angus. In addition, a Zoning By-law Amendment application has been submitted simultaneously for the same property. This block, known as Block 13 is currently zoned as "Community Commercial (C1)", has originally been zoned as a commercial block and the developer is currently requesting a mixed use of commercial and residential. The proposed development will be comprised of 5 individual blocks of 31 townhouse units. This property lies at the northeast corner of Gold Park Gate and Greenwood Drive. It is proposed that a private "condo road" will be accessed from both Greenwood Drive, as well as Gold Park Gate. The private road includes 14 visitor parking spaces, with six accessible parking spaces.

There is no parking at the front of the building facing the street other than on-street. This is a new concept for this Municipality and is supported by staff since on-street parking will serve as a traffic calming measure. Walkability will also be promoted as store fronts will be within close proximity to the street. Pedestrian site circulation is achieved via an internal pedestrian sidewalk that links residents and retail customers from the centralized parking at the rear of the buildings to the storefronts that face Gold Park Gate and Greenwood Drive.

Blocks 1-3 within the parcel proposes two-storey conventional townhomes, of 4 units, 6 units and 7 units. Blocks 4 and 5 will propose a mixed-use of commercial and residential

containing 7 units each. The Zoning By-law Amendment would address deficiencies regarding setbacks and address other requirements as set out in the Township's Zoning By-law 2003-50.

It is noted that Angus is the Township's largest growth centre and as such, does support its community offering transportation services, recreation, and work opportunities. The Township is following the Growth Plan (as well as Official Plan and Zoning By-law) in permitting residential development in this Settlement Area.

As part of the public process, a Public meeting is required in accordance with the Planning Act. Staff will coordinate a Public meeting in the near future to address the proposed Zoning By-law Amendment and pending Condominium application proposal.

COMMENTS AND CONSIDERATIONS

The Stonemount subdivision lies at the settlement boundary of Angus at Willoughby Road and 5th Line. This subdivision has continued to be built out such that only a few vacant land parcels are available within this development. The subdivision itself would soon be nearing completion.

With respect to the proposed zoning, the mixed-use of Commercial and Residential would offer an additional use to those local residents residing within this subdivision. The zoning amendments would seem rather minor in nature however, the public meeting will determine if there are any concerns amongst neighbours.

Again, this established subdivision lies within an urban growth centre and Essa's primary settlement area where growth is to be directed. It is expected that staff may arrange for a public meeting as part of the rezoning and condominium approval processes.

FINANCIAL IMPACT

The applicant's fee would offset staff time spent on this file.

SUMMARY/OPTIONS

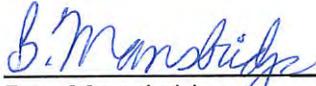
Council may:

1. Take no further action.
2. Council direct staff to co-ordinate a public meeting in accordance with the provisions of the Planning Act.
3. Direct staff in a manner Council may deem appropriate.

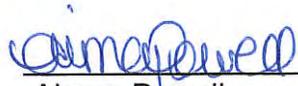
CONCLUSION

Option #2 is recommended.

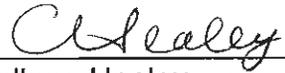
Respectfully submitted by: Reviewed by:



Bev Mansbridge
Planning Technician



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



Colleen Healey - Dorval
CAO

ATTACHMENT: Site Plan SP1



TOWNSHIP OF ESSA STAFF REPORT

STAFF REPORT NO.: PD030-19

DATE: May 15, 2019

TO: Committee of the Whole

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

SUBJECT: Model Home Agreement, Briarwood (Angus) Ltd.

RECOMMENDATION

That Staff Report PD030-19 be received; and

That Council consider entering into a Model Home Agreement with Briarwood (Angus) Ltd. in order to allow for the construction of a total of 2 model homes, 1 on lot 2 and 1 on lot 3 fronting onto the future 'Wakefiled Boulevard'.

BACKGROUND

Briarwood (Angus) Ltd owns lands in Angus which contain a draft approved, residential plan of subdivision containing 156 lots set out for single-detached homes. Briarwood is proceeding with the engineering design of the plan including all servicing and stormwater details. Servicing is planned to take place in 2019 with housing construction to follow. The developer is currently aiming to reach final approval this year.

COMMENTS AND CONSIDERATIONS

The Township's Lawyer has prepared a model home agreement specific to this developer. In the past, developers have been granted model home permission through a pre-servicing agreement, however, in the case at hand, this developer is not at the point of being able to be granted pre-servicing approval. A separate application is for earthworks is expected soon.

FINANCIAL IMPACT

None. All costs to be borne by the developer.

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SUMMARY/OPTIONS

Council may:

1. Take no further action.
2. Authorize entering into a model home agreement with Briarwood to allow the construction of 2 model homes on the future 'Wakefield Boulevard'.
3. Request specific terms to be added to the model home agreement.

CONCLUSION

Option #2 is recommended.

Respectfully submitted:

Reviewed by:



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



Colleen Healey-Dowdall
CAO

Attachments:

Proposed Model Homes Map

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BRIARWOOD MODEL HOMES



Attachment 1: Proposed Location for Briarwood Model Homes /
May 8, 2019





TOWNSHIP OF ESSA STAFF REPORT

STAFF REPORT NO.: PW019-19

DATE: May 15, 2019

TO: Committee of the Whole

FROM: Dan Perreault, C.E.T., Manager of Public Works

SUBJECT: Resurfacing of 9th Line, Scotch Line and 5th Sideroad

RECOMMENDATION

That Staff Report PW019-19 be received; and

That Council authorize the Manager of Public Works to prepare the necessary tender for the resurfacing of the 9th Line in Colwell and portions of the Scotch Line & the 5th Sideroad, and

That \$1,000,000.00 be taken from the Gas Tax Reserve account to fund this work.

BACKGROUND

The Winter and Spring of 2019 has been particularly hard on the Township road network, the continuous freeze thaw cycles, rain, wheel rutting and increased traffic have caused many roads to deteriorate much quicker than expected. The 9th Line between the 30th Sideroad and County Road 90, the Scotch Line from County Road 21 to the 5th Sideroad (in many areas) and the 5th Sideroad between the Scotch Line and the 3rd Line have been particularly hit hard. The existing surface treatment on these roads has outlived its life span by many years and is need of resurfacing.

COMMENTS AND CONSIDERATIONS

Staff are proposing that a tender be prepared to have the 9th Line, Scotch Line and the 5th Sideroad pulverized, gravel added to the road surface and reshaped, then resurface the road with asphalt. Due to the amount of work involved with this project, it would not be possible for Township staff to complete this work. The summary of these tenders will be presented at a future Council meeting.

Township staff may perform some ditching, culvert replacement, etc. prior to the resurfacing work, if needed.

FINANCIAL IMPACT

The Township's Gas Tax Reserve account had a balance of \$1,101,250.29 at the end of 2018. The 2019 allocation for the Gas Tax payment is \$639,578.82 and \$463,174 has been allocated for projects approved in the 2019 budget. This would leave \$1,277,655.11 available for the project if approved by Council.

The Township has also been notified that there may be a one time double-up of the Gas Tax for 2019 to each municipality, however, this has not been factored into the available amount, because we have not received confirmation of this.

SUMMARY/OPTIONS

Council may:

1. Take no action.
2. Authorize the Manager of Public Works to prepare the necessary tender for the resurfacing of the 9th Line in Colwell and portions of the Scotch Line & the 5th Sideroad, and that \$1,000,000.00 be taken from the Gas Tax Reserve account to fund this work.
3. Authorize the Manager of Public Works to prepare the necessary tender for the resurfacing of the 9th Line in Colwell and portions of the Scotch Line & the 5th Sideroad, and that an amount as determined by Council be taken from the Gas Tax Reserve account to fund this work.
4. Do not authorize this work to be done.

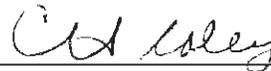
CONCLUSION

Staff recommends that Option 2 be approved.

Respectfully submitted,



Dan Perreault, C.E.T.
Manager of Public Works



Colleen Healey-Dowdall
Chief Administrative Officer



TOWNSHIP OF ESSA STAFF REPORT

STAFF REPORT NO.: PW020-19

DATE: May 15, 2019

TO: Committee of the Whole

FROM: Dan Perreault, C.E.T., Manager of Public Works

SUBJECT: **One-time Payment from the Ministry of Municipal Affairs and Housing**

RECOMMENDATION

That Staff Report PW020-19 be received; and

That Council authorize the Manager of Public Works to prepare the necessary tender in order to convert the Township HPS streetlights to LED streetlights, and

That the one-time payment of \$676,935 from the Ministry of Municipal Affairs and Housing be used to fund this project.

BACKGROUND

On March 20th, 2019, the Township received a letter from the Ministry of Municipal Affairs and Housing outlining a one-time payment for small and rural municipalities, *“intended to help modernize service delivery and reduce future costs through the investments in projects such as: service delivery reviews, development of shared service agreements and capital investments.”*

COMMENTS AND CONSIDERATIONS

Consideration has been given for the past several years to the conversion of the Township's streetlight inventory from High Pressure Sodium (HPS) streetlights to Light Emitting Diode (LED) streetlights. Staff believes that an LED conversion project would fit well with the intent of the one-time payment.

A replacement program of the Township's 1200 HPS streetlights to LED streetlights could potentially save the Township \$60,000 in electricity costs to operate the streetlights and \$20,000 on streetlight maintenance each year. Currently, the Township spends approximately \$130,000 on hydro to operate streetlights and \$25,000 on streetlight maintenance.

FINANCIAL IMPACT

The one-time payment from the Ontario Government will be \$676,935 and is being made unconditionally to small and rural municipalities.

It is estimated that a conversion project for all streetlights in the Township would cost \$700,000, however the exact costs will not be known until a bidding process is complete.

SUMMARY/OPTIONS

Council may:

1. Take no action.
2. Authorize the Manager of Public Works to prepare the necessary tender in order to convert the Township HPS streetlights to LED streetlights, and that the one-time payment of \$676,935 from the Ministry of Municipal Affairs and Housing be used to fund this work.
3. Do not authorize the Manager of Public Works to proceed with a conversion program for the Township HPS streetlights to LED streetlights
4. Utilize the one-time payment of \$676,935 from the Ministry of Municipal Affairs and Housing for another project as selected by Council.

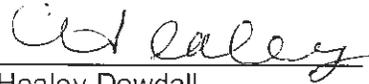
CONCLUSION

Staff recommends that Option 2 be approved.

Respectfully submitted,



Dan Perreault, C.E.T.
Manager of Public Works



Colleen Healey-Dowdall
Chief Administrative Officer

Attachments

No.1 – Letter from the Ministry of Municipal Affairs and Housing.

Farm Food to table

Ministry of
Municipal Affairs
and Housing

Ministère des
Affaires municipales
et du Logement



Office of the Minister

Bureau du ministre

777 Bay Street, 17th Floor
Toronto ON M5G 2E5
Tel.: 416 585-7000
Fax: 416 585-6470

777, rue Bay, 17^e étage
Toronto ON M5G 2E5
Tél. : 416 585-7000
Télééc. : 416 585-6470

March 20, 2019

Your Worship
Mayor Sandie Macdonald
Township of Essa
5786 Simcoe County Road 21
Utopia ON L0M 1T0

Dear Mayor Macdonald:

Our government for the people was elected to restore trust, transparency and accountability in Ontario's finances. As you know, the province has undertaken a line-by-line review of our own expenditures, and we have been clear that we expect our partners, including municipalities, to take steps to become more efficient as well.

Municipalities play a key role in delivering many provincial services that people across Ontario rely on. Taxpayers deserve modern, efficient service delivery that puts people at the centre and respects hard-earned dollars.

Transforming service delivery and identifying more modern, efficient ways of operating is critical and complex work. As Minister of Municipal Affairs and Housing, I recognize that many of Ontario's small and rural municipalities may have limited capacity to plan and manage transformation, depending on the resources they have available and how far they have moved on their own modernization agendas.

That is why we are providing a one-time payment in the 2018-19 fiscal year to support small and rural municipalities' efforts to become more efficient and reduce expenditure growth in the longer term.

To ensure that this investment is targeted to where it is needed most, municipal allocations are based on a formula, which takes into consideration the number of households in a municipality and whether it is urban or rural.

While this investment is unconditional, it is intended to help modernize service delivery and reduce future costs through investments in projects such as: service delivery reviews, development of shared services agreements, and capital investments. Our government believes that municipalities are best positioned to understand the unique circumstances and determine where and how this money is best spent.

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- 2 -

I am pleased to share that Township of Essa will receive a one-time payment of \$676,935 which will flow in this fiscal year.

Staff from our regional Municipal Services Offices will be in touch in the coming days for your acknowledgement of this letter and to discuss any questions that you might have. I encourage you to work with ministry staff as you begin to think about the best way to proceed for your community. The Municipal Services Offices can offer advice and point to examples that may be helpful as you contemplate local solutions. In the future, we would be interested to hear about your modernization success stories.

Thank you once again for your commitment to demonstrating value for money. I look forward to continuing to work together to help the people and businesses in communities across our province thrive.

Sincerely,

A handwritten signature in black ink, appearing to read "Steve Clark", written over a faint, illegible stamp.

Steve Clark
Minister of Municipal Affairs and Housing

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TOWNSHIP OF ESSA STAFF REPORT

STAFF REPORT NO.: TR010-19
DATE: May 15, 2019
TO: Committee of the Whole
FROM: Carol Traynor, Manager of Finance
SUBJECT: Statement of Treasurer – Remuneration 2018

RECOMMENDATION

That Staff Report TR010-19 be received; and

That the Treasurer's Statement of Remuneration and Expenses of Council and Members appointed by Council for the year ending December 31, 2018 be received as circulated.

BACKGROUND

This statement details remuneration and expenses paid to Members of Council and Members appointed by Council in 2018. Council remuneration is authorized by By-Law 2013-53. Other expenses are authorized by By-Law 2017-41 and the 2018 Final Budget. This report is prepared pursuant to section 284 (1) of the Municipal Act, 2001 (S.O. 2001, c.25).

COMMENTS AND CONSIDERATIONS

Remuneration Paid to Council: (\$)

Name	Remuneration	Per Diem	Health Benefits	Car Allow. & Mileage	Conference & Other Expenses	Total
Mayor T. Dowdall	28,467.78	300.00	5,235.97	1,000.00	3,602.15	38,605.90
Deputy Mayor S. Macdonald	23,867.04	300.00	5,709.73	1,000.00	2,097.89	32,974.66
Councillors:						
R. Henderson	19,098.36	700.00	5,708.20	1,596.96	5,150.48	32,254.00
W. Sander	1,591.53	0	475.75	0	0	2,067.28
M. Smith	19,441.29	700.00	43.95	1,650.00	3,193.92	25,029.16
K. White	19,098.36	700.00	5,708.20	1,124.80	3,936.90	30,568.26
K. White re: NVCA	1,000.00	574.21	0	\$75.60	0	1,649.81
Totals	112,564.36	3,274.21	22,881.80	6,447.36	17,981.34	163,149.07



Remuneration Paid to Committee of Adjustment Members: (\$)

Name	Remuneration	Total
D. Davis	1,000.00	1,000.00
S. Fisher	1,000.00	1,000.00
K. Ogilvie	750.00	750.00
J. Truax	1,000.00	1,000.00
D. Tucker	750.00	750.00
Totals	4,500.00	4,500.00

Remuneration Paid to Economic Development Committee: (\$)

Name	Remuneration + Mileage	Total
C. Healey	240.00	240.00
W. Forsyth	240.00	240.00
J. Hunter	180.00	180.00
S. Macdonald Deputy Mayor	180.00	180.00
S. Makepeace	240.00	240.00
J. Smith	407.84	407.84
Totals	1,487.84	1,487.84

Remuneration Paid to Essa Accessibility Advisory Committee: (\$)

Name	Remuneration	Total
P. Foster	150.00	150.00
T. Jazwinski	150.00	150.00
S. Macdonald Deputy Mayor	50.00	50.00
S. McCann	50.00	50.00
N. Willoughby	100.00	100.00
Totals	500.00	500.00

Remuneration Paid to Library Board: (\$)

Name	Remuneration	Total
R. Cade	500.00	500.00
C. Cryer	500.00	500.00
J. Hunter	500.00	500.00
S. Malick	500.00	500.00
D. McKeever	500.00	500.00
Totals	2,500.00	2,500.00

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Attended the OGRA Conference:

Mayor Terry Dowdall [\$1,482.60]
Deputy Mayor Sandie Macdonald [\$1294.54]
Councillor Ron Henderson [\$1,547.99]
Councillor Michael Smith [\$1,453.94]
Councillor Keith White [\$1446.06]

Attended the AMO Conference:

Mayor Terry Dowdall [\$0]
Deputy Mayor Sandie Macdonald [\$0]
Councillor Ron Henderson [\$1,660.75]
Councillor Michael Smith [\$1,554.98]
Councillor Keith White [\$1,565.84]

Cellular, Telephone & Other Expenses:

Mayor Terry Dowdall [\$2,119.55]
Deputy Mayor Sandie Macdonald [\$803.35]
Councillor Ron Henderson [\$1,941.74]
Councillor Michael Smith [\$185.00]
Councillor Keith White [\$925.00]

Statutory deductions and employer remittances for CPP, EI, EHT and WSIB have not been included in the reported amounts.

One third of remuneration paid to an elected member of Council is deemed to be for expenses incidental to the discharge of his or her duties as a member of Council.

FINANCIAL IMPACT

Council and Committee remuneration and expenses were included in the 2018 budget.

SUMMARY/OPTIONS

Council may:

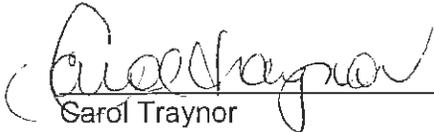
1. Take no further action.
2. That the Treasurer's Statement of Remuneration and Expenses of Council and Members appointed by Council for the year ending December 31, 2018 be received as circulated.

GA

CONCLUSION

Respectfully submitted:

Reviewed by:



Carol Traynor
Manager of Finance



Colleen Healey
CAO



TOWNSHIP OF ESSA STAFF REPORT

02

STAFF REPORT NO.: C020-19
DATE: May 15, 2019
TO: Committee of the Whole
FROM: Lisa Lehr, Clerk
Dan Perreault, Manager of Public Works
SUBJECT: DRAFT By-law – Erection of Stop Signs; Repeal By-law 98-81 for Housekeeping Purposes

RECOMMENDATION

That Staff Report C020-19 be received, and
That Council authorize Staff to bring a Draft By-law forward concerning the erection of stop signs for adoption in the regular meeting of Council.

BACKGROUND

By-law 98-81 is a By-law that was passed 21 years ago by Council at its meeting of October 7, 1998. The purpose of this By-law is to provide for the erection of Stop Signs at intersections in the municipal boundaries within the Township of Essa.

Since its passage, 15 By-laws have been approved by Council to amend By-law 98-81, whereby approximately 72 amendments to Schedule "A" were made. As a result of the amendments, Stop Signs were erected at the various intersections in the Township of Essa. The following is a listing of By-laws which have worked to amend the original By-law 98-81, whereby new stops signs were erected and/or removed at the location(s) designated in the By-law(s), and the appropriate changes to Schedule "A" were made:

Table with 5 columns and 3 rows listing By-law numbers from 1998-94 to 2017-71.

Additionally, the following resolution was passed by Council at its meeting of May 1, 2019 with respect to the erection of a Four-Way Stop at the intersection of the 6th Line/30th Sideroad in Essa:

Resolution No: CW095-2019 Moved by: Smith Seconded by: Sander

WHEREAS motorists are required to follow the "rules of the road" in order to ensure the safety of other motorists, pedestrians, and cyclists utilizing the municipal road system in the Township of Essa; and

WHEREAS the Municipal Act, 2001, as amended, provides that the Council of a municipality may, by By-law, provide for the erection of stop signs at intersections on highways under its jurisdiction, and every sign shall comply with the regulations of the Ministry of Transportation; and

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WHEREAS the intersection at the 6th Line and the 30th Sideroad of Essa currently has a two-way stop on the 30th Sideroad for users travelling east and west of the 6th Line; and WHEREAS Council of the Township of Essa is desirous of erecting a four-way stop at the intersection of the 6th Line and the 30th Sideroad in the Township of Essa; NOW THEREFORE BE IT RESOLVED THAT Council directs staff to bring forward the appropriate By-law at its meeting of May 15, 2019 specific to the installation of a four-way stop at this intersection.

----Carried----

COMMENTS AND CONSIDERATIONS

The Clerk and the Manager of Public Works have worked closely to examine the consolidated listing of all Stop Signs in the Township of Essa. Additionally, the Manager of Public Works had a member of the Roads Department verify as to the accuracy of the Stop Signs on the consolidated listing (employee verified listing by driving around the municipality to ensure Stop Signs matched the list).

For housekeeping purposes, the Manager of Public Works is of the opinion that this would be an ideal opportunity to repeal By-law 98-81 and approve the draft By-law (Attachment No. 1) which is inclusive of all Stop Signs in the Township of Essa, including the Stop Signs scheduled for erection at the 30th Sideroad/6th Line intersection.

Schedule "A" to the Draft By-law contains a comprehensive consolidation of all amendments that have been made to date to By-law 98-81, and will be a good starting point for any future amendments.

SUMMARY/OPTIONS

Council may:

1. Take no further action.
2. **Authorize staff to bring the Draft By-law forward for adoption by Council in their Regular Meeting of Council.**
3. Some other action as deemed appropriate by Council.

CONCLUSION

Staff recommends that Council approve Option No. 2.

Respectfully submitted:



Lisa Lehr
Clerk



Dan Perreault
Manager of Public Works

Reviewed by:



Colleen Healey-Dowdall
Chief Administrative Officer

Attachments:

1. DRAFT By-law – Erection of Stop Signs in the Township of Essa, and to repeal By-law 98-81.

THE CORPORATION OF THE TOWNSHIP OF ESSA

BY-LAW NO. 2019 – 39

A By-law to provide for the erection of stop signs at intersections in the Township of Essa, and to repeal By-law 98-81.

WHEREAS section 27(1) of the *Municipal Act*, 2001, S.O. 2001, Chapter 25, provides that a municipality may pass By-laws in respect of a highway only if it has jurisdiction over the highway; and

WHEREAS section 137 of the *Highway Traffic Act*, R.S.O. 1990, Chapter H.8, as amended, provides that in addition to stop signs required at intersection on through highways, the Council of a municipality may by By-law provide for the erection of Stop Signs at intersections on highways under its jurisdiction, and that every sign so erected shall comply with the Regulations of the Ministry of Transportation; and

WHEREAS Council of the Township of Essa deems it desirable to repeal By-law 98-81 and any previous By-laws adopted for the erection of Stop Signs, for housekeeping purposes;

NOW THEREFORE BE IT RESOLVED THAT Council of the Corporation of the Township of Essa hereby enacts as follows:

1. That Stop Signs be erected in compliance with the Regulations made under the *Highway Traffic Act* at the locations designated in Schedule "A" attached and forming part of this By-law.
2. That the penalties provided in the *Highway Traffic Act*, as amended, shall apply to offences against this By-law.
3. That each designation made by Section 1 shall not become effective until stop signs have been erected in accordance with the Regulations of the *Highway Traffic Act*.
4. That By-law 98-81 and all previous By-laws adopted for the erection of Stops Signs in the Township of Essa be and are hereby repealed.
5. This By-law shall come into force and take effect on the final day of passing thereof.

READ A FIRST AND TAKEN AS READ A SECOND AND THIRD TIME AND FINALLY PASSED on this the 15th day of May, 2019.

Sandie Macdonald, Mayor

Lisa Lehr, Clerk

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**By-law 2019-39
Schedule "A"**

Provide for the Erection of Stop Signs at Intersections

COLUMN 1 Intersection	COLUMN 2 Facing Traffic
Corrie Crescent and Cecil Street	Westbound on Corrie Crescent
Cecil Street and McCarthy Crescent	Westbound on McCarthy Crescent
Cecil Street and Edenbridge Drive, opposite Corrie Crescent	Eastbound on Edenbridge Drive
Cecil Street and Forest Wood Drive	Northbound on Forest Wood Drive
Cecil Street and Carlyne Street	Northbound on Carlyne Street
Carolyne Street and Forest Wood Drive (near Lots 33 and 37, Plan 51M-429)	Southbound on Carlyne Street
Carolyne Street and Forest Wood Drive (near Lots 35 and 61, Plan 51M-429)	Westbound on Forest Wood Drive
Julie Street and Edenbridge Drive (near Lots 4 and 152, Plan 51M-429)	Southbound on Julie Street
Julie Street and Edenbridge Drive (near Lots 108 and 135, Plan 51M-429)	Northbound on Julie Street
Corrie Crescent and McCarthy Crescent	Southbound on Corrie Crescent
Berkar Street and McCarthy Crescent	Northbound on Berkar Street
Darren Drive and McCarthy Crescent	Northbound on Darren Drive
Berkar Street and Darren Drive (near Lots 60 and 70, Plan 51M-428)	Eastbound on Darren Drive
Berkar Street and Darren Drive (near Lots 111 and 112, Plan 51M-429)	Southbound on Berkar Street
Cecil Street and Edenbridge Drive (near Lots 1 and 12, Plan 51M-429)	Eastbound on Edenbridge Drive
Cecil Street and Edenbridge Drive (near Lots 1 and 12, Plan 51M-429)	Northbound and Southbound on Cecil Street
Sandy Lane and McCarthy Crescent (near Lots 8 and 131, Plan 51M-332)	Westbound on McCarthy Crescent
Sandy Lane and McCarthy Crescent (near Lots 99 and 133, Plan 51M-332)	Westbound on McCarthy Crescent
Sandy Lane and John James Drive	Westbound on John James Drive
John James Drive and McCarthy Crescent	Eastbound on John James Drive
McCarthy Crescent and Robertson Road	Northbound on Robertson Road
McCarthy Crescent and Mansonic Way	Northbound on Mansonic Way
Robertson Road and Sandy Lane	Northbound on Sandy Lane
Cecil Street and Mansonic Way	Southbound on Mansonic Way
Cecil Street and Lee Avenue	Northbound on Lee Avenue
Cecil Street and Bushey Avenue	Northbound on Bushey Avenue
Cecil Street and Bushey Avenue	Eastbound and Westbound on Cecil Street
Cecil Street and Tarbush Avenue	Northbound on Tarbush Avenue
Cecil Street and Coulson Avenue	Northbound on Coulson Avenue
Brian Avenue and Bushey Avenue	Southbound on Bushey Avenue
Brian Avenue and Tarbush Avenue	Southbound on Tarbush Avenue
Brian Avenue and Coulson Avenue	Eastbound on Brian Avenue
Coulson Avenue and Pine River Road	Eastbound and Westbound on Pine River Road; Southbound on Coulson Avenue (All Way Stop)
Summerset Place and Tree Top Street	Northbound on Tree Top Street
Pridham Crescent and Tree Top Street (near Lots 79 and 99, Plan 51M-173)	Eastbound on Pridham Crescent

**By-law 2019-39
Schedule "A"**

9a

Provide for the Erection of Stop Signs at Intersections

COLUMN 1 Intersection	COLUMN 2 Facing Traffic
Pridham Crescent and Tree Top Street (near Lots 86 and 87, Plan 51M-173)	Southbound on Pridham Crescent
Tree Top Street and North Street	Northbound on North Street
Roth Street and North Street	Southbound on North Street
River Drive and Roth Street	Northbound on River Drive
River Drive and Park Road	Northbound and Southbound on Park Road
King Street and Water Street	Southbound on Water Street
King Street and Cross Street	Eastbound and Westbound on King Street
King Street and Elizabeth Street	Southbound on Elizabeth Street
King Street and Raglan Street	Southbound on Raglan Street
King Street and Vernon Street	Southbound on Vernon Street
King Street and Auburn Street	Southbound on Auburn Street
Simcoe Street and Water Street	Westbound on Simcoe Street
Simcoe Street and Elizabeth Street	Eastbound and Westbound on Simcoe Street
Simcoe Street and Raglan Street	Eastbound and Westbound on Simcoe Street
Simcoe Street and Vernon Street	Northbound on Vernon Street
Simcoe Street and Auburn Street	Eastbound and Westbound on Simcoe Street
Sydenham Street and Raglan Street	Westbound on Sydenham Street
Sydenham Street and Auburn Street	Eastbound and Westbound on Sydenham Street
Cross Street and Queen Street	Eastbound and Westbound on Queen Street
Curtis Street and Fraser Street	Eastbound on Fraser Street
Curtis Street and Jonas Street	Westbound on Jonas Street
Curtis Street and Margaret Street	Southbound on Curtis Street
Elm Street and Queen Street	Westbound on Queen Street
Elm Street and Jonas Street	Eastbound and Westbound on Jonas Street
Elm Street and Margaret Street	Southbound on Elm Street
Jonas Street and Margaret Street	Eastbound on Jonas Street
Queen Street and Vernon Street	Northbound on Vernon Street
Queen Street and Osborn Street	Northbound on Osborn Street
Queen Street and Alma Street	Eastbound on Queen Street
Alma Street and King Street	Northbound on Alma Street
Margaret Street and Vernon Street	Northbound and Southbound on Vernon Street
Margaret Street and Osborn Street	Northbound and Southbound on Osborn Street
Osborn Street and Nottawasaga Drive (near Lots 1 and 63, Plan 51M-462)	Westbound on Nottawasaga Drive
Osborn Street and McQueen Street	Westbound on McQueen Street
Osborn Street and Nottawasaga Drive (near Lots 31 and 32, Plan 51M-462)	Westbound on Nottawasaga Drive
McQueen Street and Nottawasaga Drive	Eastbound on McQueen Street
Vernon Street and Sandspring Crescent (near Lots 2 and 33, Plan 1567)	Eastbound on Sandspring Crescent

9a

By-law 2019-39

Schedule "A"

Provide for the Erection of Stop Signs at Intersections

COLUMN 1 Intersection	COLUMN 2 Facing Traffic
Vernon Street and Sandspring Crescent (near Lots 40 and 41, Plan 1567)	Eastbound on Sandspring Crescent
Vernon Street and Brown's Line	Westbound on Brown's Line
Ashburton Crescent and Sandspring Crescent (near Lots 30 and 31, Plan 1610)	Northbound on Ashburton Crescent
Ashburton Crescent and Sandspring Crescent (near Lots 39 and 51, Plan 1610)	Westbound on Sandspring Crescent
Sandspring Crescent and Larkdale Crescent (near Lots 52 and 76, Plan 1610)	Westbound on Larkdale Crescent
Sandspring Crescent and Larkdale Crescent (near Lots 73 and 74, Plan 1610)	Westbound on Larkdale Crescent
Sandspring Crescent and Berwick Crescent (near Lots 11 and 24, Plan 1567)	Westbound on Sandspring Crescent
Sandspring Crescent and Berwick Crescent (near Lots 4 and 6, Plan 1567)	Southbound on Sandspring Crescent
Centre Street and Raglan Street	Northbound on Raglan Street
Centre Street and Vernon Street	Northbound on Vernon Street
Centre Street and Auburn Street	Northbound on Auburn Street
Centre Street and Huron Street	Northbound on Huron Street
Centre Street and Duckworth Street	Northbound on Duckworth Street
Centre Street and Shelley Street	Northbound on Shelley Street
Centre Street and Alessio Drive	Northbound on Alessio Drive
Centre Street and Michael Street	Northbound on Michael Street
Centre Street and 5 th Line	Eastbound on Centre Street
Calford Street and Duckworth Street	Southbound on Duckworth Street
Calford Street and Shelley Street	Southbound on Shelley Street
Cindy Lane and Carmen Street	Southbound on Carmen Street
Calford Street and Carmen Street	Northbound on Carmen Street
Carmen Street and McGeorge Avenue	Eastbound and Westbound on McGeorge Avenue
Camilla Crescent and North Ridge Road	Westbound on North Ridge Road
Camilla Crescent and Thornton Avenue	Southbound on Camilla Crescent
Lennox Court and Spencer Avenue	Southbound on Lennox Court
Spencer Avenue and Thornton Avenue	Westbound on Spencer Avenue
Spencer Avenue and Thornton Avenue	Northbound and Southbound on Thornton Avenue
Jamieson Court and Thornton Avenue	Westbound on Jamieson Court
Jamieson Court and Thornton Avenue	Northbound and Southbound on Thornton Avenue
William Street and Stoddart Street	Eastbound and Westbound on William Street, Northbound on Stoddart Street
William Street and Victoria Street	Northbound and Southbound on William Street, Westbound on Victoria Street
Victoria Street and Stoddart Street	Eastbound on Stoddart Street
Cunningham Avenue and Glendale Avenue	Westbound on Glendale Avenue
Cunningham Avenue and Ellen Street	Westbound on Ellen Street
Henry Street and Glendale Avenue	Eastbound on Glendale Avenue
Henry Street and Ellen Street	Eastbound on Ellen Street
Earl's Court and Glen Avenue	Westbound on Glen Avenue
Glen Avenue and Kevin Crescent	Northbound on Kevin Crescent

**By-law 2019-39
Schedule "A"**

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Provide for the Erection of Stop Signs at Intersections

COLUMN 1 Intersection	COLUMN 2 Facing Traffic
Scotch Line and 5 th Sideroad	Eastbound and Westbound on 5 th Sideroad
Scotch Line and 5 th Sideroad	Northbound and Southbound on Scotch Line
Scotch Line and 10 th Sideroad	Northbound and Southbound on Scotch Line
3 rd Line and 5 th Sideroad	Eastbound and Westbound on 5 th Sideroad
3 rd Line and 5 th Sideroad	Northbound and Southbound on 3 rd Line
3 rd Line and 10 th Sideroad	Northbound and Southbound on 3 rd Line
3 rd Line and 10 th Sideroad	Eastbound on 10 th Sideroad
3 rd Line and 10 th Sideroad	Westbound on 10 th Sideroad
4 th Line and Camphill Road	Eastbound on Camphill Road
4 th Line and Camphill Road	Southbound on 4 th Line
4 th Line and Brown's Line	Eastbound on Brown's Line
5 th Line and 5 th Sideroad	Northbound and Southbound on 5 th Line
5 th Line and 10 th Sideroad	Westbound on 10 th Sideroad
5 th Line and Denney Drive (near 7454 5 th Line)	Eastbound on 5 th Line
Denney Drive and Marshall Crescent	Eastbound on Marshall Crescent
Marshall Crescent and Marshall Crescent (near Lot 34 and Block 53, Plan 51M-372)	Southbound on Marshall Crescent
Marshall Crescent and Richard Street	Southbound on Richard Street
5 th Line and 20 th Sideroad	Eastbound on 20 th Sideroad
5 th Line and 25 th Sideroad	Eastbound and Westbound on 25 th Sideroad
5 th Line and 30 th Sideroad	Northbound and Southbound on 5 th Line; and Westbound on 30 th Sideroad (All Way Stop)
6 th Line and 5 th Sideroad (near 5984 5 th Sideroad)	Northbound on 6 th Line
6 th Line and 5 th Sideroad (near 5902 5 th Sideroad)	Southbound on 6 th Line
6 th Line and 10 th Sideroad	Eastbound and Westbound on 10 th Sideroad
6 th Line and 25 th Sideroad	Northbound and Southbound on 6 th Line
6 th Line and Old Mill Road	Westbound on Old Mill Road
6 th Line and Smith Road	Westbound on Smith Road
6 th Line and 30 th Sideroad	Eastbound and Westbound on 30 th Sideroad; Northbound and Southbound on 6 th Line (All Way Stop)
Denney Drive and 19 th Sideroad	Westbound on 19 th Sideroad
Denney Drive and 5 th Line (near 6210 Denney Drive)	Southbound on Denney Drive
8 th Line and 5 th Sideroad	Northbound and Southbound on 8 th Line
8 th Line and 10 th Sideroad	Northbound and Southbound on 8 th Line
8 th Line and 20 th Sideroad	Northbound and Southbound on 8 th Line
8 th Line and Highland Drive	Eastbound on Highland Drive
8 th Line and 25 th Sideroad	Eastbound and Westbound on 25 th Sideroad
8 th Line and 30 th Sideroad	Eastbound and Westbound on 30 th Sideroad
9 th Line and 5 th Sideroad	Northbound and Southbound on 9 th Line
9 th Line and 10 th Sideroad	Northbound and Southbound on 9 th Line

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Schedule "A"

Provide for the Erection of Stop Signs at Intersections

COLUMN 1 Intersection	COLUMN 2 Facing Traffic
9 th Line and 20 th Sideroad	Northbound and Southbound on 9 th Line
9 th Line and 20 th Sideroad	Eastbound and Westbound on 20 th Sideroad
9 th Line and 25 th Sideroad	Northbound on 9 th Line
9 th Line and Pineview Trail (near Lots 2 and 36, Plan 51M-466)	Westbound on Pineview Trail
9 th Line and Pineview Trail (near Lots 25 and 26, Plan 51M-466).	Westbound on Pineview Trail
9 th Line and 30 th Sideroad	Eastbound on 30 th Sideroad
9 th Line and 30 th Sideroad	Northbound and Southbound on 9 th Line
Pioneer Ridge Court and 10 th Sideroad	Southbound on Pioneer Ridge Court
Algonquin Heights Court and 25 th Sideroad	Southbound on Algonquin Heights Court
10 th Line and 5 th Sideroad	Northbound and Southbound on 10 th Line
10 th Line and 10 th Sideroad	Northbound and Southbound on 10 th Line
10 th Line and 20 th Sideroad	Northbound and Southbound on 10 th Line
10 th Line and 25 th Sideroad	Eastbound and Westbound on 25 th Sideroad
11 th Line and 5 th Sideroad	Northbound and Southbound on 11 th Line
11 th Line and 10 th Sideroad	Northbound and Southbound on 11 th Line
11 th Line and 20 th Sideroad	Northbound and Southbound on 11 th Line
11 th Line and 25 th Sideroad	Northbound and Southbound on 11 th Line
Armeda Clow Crescent and Armeda Clow Crescent at 117 Armeda Clow Crescent	Eastbound on Armeda Clow Crescent at 117 Armeda Clow Crescent
Armeda Clow Crescent and Robertson Road	Eastbound on Robertson Road
Armeda Clow Crescent and Cecil Street	Southbound on Armeda Clow Crescent
Gold Park Gate and 5 th Line	Eastbound on Gold Park Gate
Brookside Gate and Gold Park Gate	Eastbound and Westbound on Gold Park Gate; Southbound on Brookside Gate (All-Way Stop)
Gold Park Gate and Lookout Street	Northbound on Lookout Street
Gold Park Gate and Maplewood Drive	Eastbound and Westbound on Gold Park Gate; Southbound and Northbound on Maplewood Drive (All-Way Stop)
Gold Park Gate and Greenwood Drive	Eastbound and Westbound on Gold Park Gate
Gold Park Gate and Greenwood Drive	Southbound and Northbound on Greenwood Drive
Brookside Gate and Truax Crescent	Eastbound and Westbound on Truax Crescent; Northbound on Brookside Gate (All-Way Stop)
Maplewood Drive and Truax Crescent at 153 Maplewood Drive	Westbound on Truax Crescent at 153 Maplewood Drive
Maplewood Drive and Truax Crescent at 113 Maplewood Drive	Westbound on Truax Crescent at 113 Maplewood Drive
Maplewood Drive at McCann Lane	Northbound on McCann Lane
Maplewood Drive at Greenwood Drive at 65 Maplewood Drive	Westbound on Maplewood Drive at 65 Maplewood Drive
Greenwood Drive at Maplewood Drive at 210 Maplewood Drive and 263 Greenwood Drive	Northbound and Southbound on Greenwood Drive;

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Schedule "A"**

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Provide for the Erection of Stop Signs at Intersections

COLUMN 1 Intersection	COLUMN 2 Facing Traffic
	Westbound on Maplewood Drive (All-Way Stop)
Lookout Street at Stonemount Crescent at 2 Stonemount Crescent	Westbound on Stonemount Crescent
Base Street at Lookout Street	Northbound on Base Street
Admiral Crescent at Lookout Street, at 1 Admiral Crescent	Southbound on Admiral Crescent at 1 Admiral Crescent
Admiral Crescent at Lookout Street at 84 Admiral Crescent	Southbound on Admiral Crescent at 84 Admiral Crescent
Greenwood Drive at Lookout Street	Westbound on Lookout Street; Northbound and Southbound on Greenwood Drive (All-Way Stop)
Greenwood Drive at Nadmarc Court	Eastbound on Nadmarc Court
Greenwood Drive at McCann Lane	Westbound on McCann Lane
Base Street at Stonemount Crescent	Southbound on Base Street
Cunningham Drive at Evergreen Lane	Southbound and Northbound on Cunningham Drive; Westbound on Evergreen Lane ; (All-Way Stop)
Cunningham Drive at Meadowland Boulevard	Southbound and Northbound on Cunningham Drive; Eastbound and Westbound on Meadowland Boulevard (All-Way Stop)
Evergreen Lane and Henry Street	Northbound and Southbound on Henry Street; Eastbound on Evergreen Lane (All-Way Stop)
Henry Street and Meadowland Boulevard	Southbound on Henry Street; Eastbound and Westbound on Meadowland Boulevard (All-Way Stop)
Brykman Road and Walton Lane	Northbound on Brykman Road
Brykman Road and Thornton Avenue	Southbound on Thornton Avenue
Brykman Road and Dundas Drive at 11 Dundas Drive	Northbound on Brykman Road at 11 Dundas Drive
Brykman Road and Dundas Drive at 15 Dundas Drive	Eastbound on Dundas Drive at 15 Dundas Drive
Dundas Drive and Walton Lane	Westbound on Dundas Drive
Davis Trail and 11 th Line	Westbound on Davis Trail
Davis Trail and Vanderpost Crescent at 3, 4, 5 and 149 Davis Trail	Eastbound, Westbound and Southbound on Davis Trail; Northbound on Vanderpost Crescent (All-Way Stop)
Davis Trail and Vanderpost Crescent at 63 Vanderpost Crescent	Northbound on Vanderpost Crescent, at 63 Vanderpost Crescent
Davis Trail and Kallen Boulevard	Eastbound and Westbound on Davis Trail; Northbound on Kallen Boulevard (All-Way Stop)
4 th Line and Willoughby Road	Northbound on 4 th Line
5 th Line and Willoughby Road	Eastbound on Willoughby Road
10 th Sideroad at Brolley Crescent (west side)	Northbound on Brolley Crescent at 30 Brolley Crescent
10 th Sideroad and Brolley Crescent (east side)	Northbound on Brolley Crescent at 1 Brolley Crescent (opposite 2 Brolley

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Schedule "A"

Provide for the Erection of Stop Signs at Intersections

COLUMN 1 Intersection	COLUMN 2 Facing Traffic
	Crescent)
Morrison Court and Underhill Court	Westbound on Morrison Court
Underhill Court and 5 th Line	Westbound on Underhill Court
Brennan Drive and Mancini Drive	Eastbound on Brennan Drive
Mancini Drive and Vernon Street	Eastbound on Mancini Drive
Latimer Avenue and Centre Street	Southbound on Latimer Avenue
Latimer Avenue and Collier Crescent	Eastbound on Latimer Avenue
Blanchard Crescent and Mount Crescent	South-West Bound on Blanchard Crescent
Mount Crescent and Latimer Avenue	Southbound on Mount Crescent
Mount Crescent and Latimer Avenue	Eastbound on Mount Crescent
Strong Avenue and Mount Crescent	North-West Bound on Strong Avenue
Strong Avenue and Latimer Avenue	Eastbound on Strong Avenue
Lions Court and Latimer Avenue	Southbound on Lions Court
Legion Way and Collier Crescent	Southbound on Legion Way
Legion Way and Collier Crescent	Eastbound on Legion Way
Collier Crescent and Latimer Avenue	Westbound on Collier Crescent
Stringer Avenue and Collier Crescent	Northbound on Stringer Avenue
Stringer Avenue and Centre Street	Southbound on Stringer Avenue
Dunn Court and Mount Crescent	Northbound on Dunn Court
Alessio Drive and Michael Street	Southbound on Alessio Drive
Christina Court and Michael Street	Southbound on Christina Court
Centre Street and Bank Street	Southbound on Bank Street
Centre Street and Morris Drive	Southbound on Morris Drive
Bank Street and Wood Crescent	Northbound on Bank Street
Morris Drive and Wood Crescent	Northbound on Morris Drive
Wood Crescent and Bank Street	Southbound on Wood Crescent
Wood Crescent and Morris Drive	Westbound on Morris Drive
Centre Street and Greenwood Drive	Northbound on Greenwood Drive
5 th Line and Milson Crescent	Eastbound on Milson Crescent – north leg
5 th Line and Milson Crescent	Eastbound on Milson Crescent – south leg
Greenwood Drive and Mandley Street	Eastbound on Mandley Street
Gold Park Gate and Mandley Street	Southbound on Mandley Street
Gold Park Gate and Decarolis Crescent	Southbound on Decarolis Crescent - East
Gold Park Gate and Decarolis Crescent	Southbound on Decarolis Crescent - West
Battalion Drive and Decarolis Crescent	Eastbound on Battalion Drive
Battalion Drive and Decarolis Crescent	Westbound on Battalion Drive
Gold Park Gate and Sasco Way	Northbound on Sasco Way
Maplewood Drive and Sasco Way	Westbound on Sasco Way
Greenwood Drive and Banting Crescent	Northbound and Southbound on Greenwood Drive and Westbound on Banting Crescent (All Way)
Greenwood Drive and Arnold Crescent	Eastbound on Arnold Cres
Greenwood Drive and Quigley Street	Westbound on Quigley Street
Quigley Street and Banting Crecent	Eastbound on Quigley Street
Quigley Street and Red Cedar Lane	Northbound on Red Cedar Lane
Greenwood and Mike Hart Drive	Northbound and Southbound on Greenwood Drive and Westbound on Mike Hart Drive (All Way)
Greenwood Drive and Elphick Street	Northbound and Southbound on Greenwood Drive and Eastbound on

Provide for the Erection of Stop Signs at Intersections

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COLUMN 1 Intersection	COLUMN 2 Facing Traffic
	Elphick Street (All Way)
Greenwood Drive and Willoughby Road	Southbound on Greenwood Drive
Mike Hart Drive and Red Cedar Lane	Eastbound and Westbound on Mike Hart Drive and Southbound on Red Cedar Lane (All Way)
Mike Hart Drive and Wagner Crescent	Northbound on Wagner Crescent – West
Mike Hart Drive and Banting Crescent	Southbound on Banting Crescent
Mike Hart Drive and Wagner Crescent	Northbound on Wagner Crescent - East
Stevenson Street and Wagner Crescent	Eastbound on Stevenson Street
Stevenson Street and Wagner Crescent	Westbound on Stevenson Street
Wagner Crescent and Hutton Crescent	Southbound on Hutton Crescent – East
Wagner Crescent and Hutton Crescent	Southbound on Hutton Crescent – West
Greenwood Drive and Brownley Lane	Eastbound on Brownley Lane
Brownley Lane and Arnold Crescent	Northbound and Southbound on Arnold Crescent
Brownley Lane and Arnold Crescent	Westbound on Arnold Crescent - South
Brownley Lane and Elphick Street	Northbound and Southbound on Brownley Lane and Westbound on Elphick Street
Brownley Lane and Elphick Street	Northbound on Elphick Street - East
19 th Sideroad and Gillespie Trail	Southbound on Gillespie Trail
Denney Drive and Gillespie Trail	Westbound on Gillespie Trail



TOWNSHIP OF ESSA STAFF REPORT

STAFF REPORT NO.: C021-19

DATE: May 15, 2019

TO: Committee of the Whole

FROM: Lisa Lehr, Clerk

SUBJECT: Housekeeping Amendments – By-laws 2019-34 and 2019-35

RECOMMENDATION

That Staff Report C021-19 be received for information.

BACKGROUND

With respect to housekeeping amendments, the Township’s Procedural By-law 2017-77 states the following:

19 ADMINISTRATIVE AUTHORITY OF THE CLERK

19.1 *The Clerk is authorized to amend by-laws, minutes and other Council and Committee documentation for technical, typographical or other administrative errors or omissions for the purpose of ensuring an accurate and complete record of the proceedings. This shall only be done where the intent of the By-law, minutes, and other Council and Committee documentation is not altered by the amendment, and the Clerk shall submit a report to Council to outline the housekeeping amendment.*

COMMENTS AND CONSIDERATIONS

In accordance with Section 19.1 of the Procedural By-law 2017-77, the Clerk is granted the administrative authority to perform housekeeping amendments to By-laws, so long as the intent of the By-law is not altered. This report is being presented to Council for information on two By-laws whereby the Clerk exercised this authority.

At its meeting of April 17, 2019, Council passed By-law 2019-34 to authorize the Mayor and Clerk to enter into a Development Agreement with the landowners of 5616 County Road 27 to allow for a garden suite on the property.

Housekeeping Issue No. 1 - paragraph 2 left out the provision “**at a distance of 2 metres from a property line**”.

Housekeeping Issue No. 2 – paragraph 2 listed the expiry date as April 17, 2029; it should have read April 17, 2039.

Both issues have been corrected as housekeeping amendments in accordance with provision 19.1 of By-law 2017-77. The intent of By-law 2019-34 was not altered in any way by these two housekeeping revisions.

At its meeting of April 17, 2019, Council passed By-law 2019-35 to authorize the Mayor and Clerk to enter into a Development Agreement with the landowners of 7994 9th Line to allow for a garden suite on the property.

Housekeeping Issue - Paragraph 2 reads “a garden suite is a permitted use for a period of twenty years expiring April 17, 2029. The expiry date was changed to reflect April 17, 2039.

This issue has been corrected as a housekeeping amendment in accordance with provision 19.1 of By-law 2017-77. The intent of By-law 2019-35 was not altered in any way by this housekeeping amendment.

SUMMARY/OPTIONS

Council may:

1. Take no further action.
2. **Receive Staff Report C021-19 for information.**

CONCLUSION

This report is for Council’s information, and was drafted in accordance with the authority granted under section 19.1 of the Township’s Procedural By-law 2017-77.

Respectfully submitted:



 Lisa Lehr
 Clerk

Reviewed by:



 Colleen Healey-Dowdall
 Chief Administrative Officer

Attachments:

None.



TOWNSHIP OF ESSA STAFF REPORT

STAFF REPORT NO.: CAO020-19

DATE: May 15, 2019

TO: Committee of the Whole

FROM: Colleen Healey-Dowdall, Chief Administrative Officer

SUBJECT: Essa Challenge Golf Tournament Gifts and Prizes

RECOMMENDATION

That Staff Report CAO020-19 be received; and

That Council authorize staff to purchase Essa Township shirts as registration gifts for all golfers registered to participate in the upcoming Essa Challenge, with extra shirts to be ordered to be given out either for fundraisers or to staff who make suggestions to be adopted by Council or management.

BACKGROUND

In previous years, golfers participating in the Essa Challenge were awarded with prizes based on their golf score. Following that, for a number of years, golf shirts, bags, balls or other golf equipment was given to each golfer instead of a prize upon registration and check-in for the tournament. More recently, repeat golfers came to acquire a number of Essa Township shirts, and golfers were provided with gift certificates on registration in keeping suit with the Springwater Golf Tournament. The gift certificates are from a variety of local businesses to help to support businesses in the area.

COMMENTS AND CONSIDERATIONS

It is suggested that Council make a decision for prizes or a gift for each golfer participant in the 2019 Essa Challenge. Gift cards from local businesses are great, however, feedback from the past couple of years is that the Essa gift cards are diminishing in value and/or not being used by participants as they may not frequent the retail business from which they are awarded and go left unused.

Staff is suggesting either gift cards be purchased for this year in a set monetary amount of \$20, or a t-shirt or golf shirt be selected as the give-away since a number of years has passed since an Essa Township golf shirt has been provided, and as well, extras could be used to be given out for fundraisers or to staff when staff makes suggestions (as recently suggested by Council that staff be recognized and rewarded for good ideas, the

idea being that staff making suggestions, adopted by Council or management, should be recognized and rewarded).

FINANCIAL IMPACT

Council can decide the value of the gift to be provided to golfers whether it be \$20, \$25 or possibly \$30. The number of golfers currently registered is approximately 32 however it is expected that it should at least double prior to the golf date of June 6th. In past years as many as 140 golfers may attend. The cost of 150 \$25 shirts plus tax would be just under \$5,000.

SUMMARY/OPTIONS

Council may:

1. Take no further action.
2. Purchase gift cards from local businesses with a value of \$20 selecting businesses where it is thought where cards will be used so that a whole \$20 gift card is provided to each golfer excluding golfers who do not pay to enter.
3. Purchase golf shirts with the name of Essa Township on the shirts or possibly t-shirts if that is preferred by Council, at a cost of between \$20 and \$25 non-inclusive of tax, with extras to be purchased to be provided when requests are made for donations or staff is due to be recognized for suggestions adopted by management.

CONCLUSION

Option #3 is recommended, however, staff welcomes Council direction on this matter.

Respectfully submitted:



Colleen Healey-Dowdall
CAO

Attachments: None.