

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

**WEDNESDAY, JULY 7, 2021
(To follow Committee of the Whole)**

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

AGENDA

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

p. 1 Recommendation: *Be it resolved that the motions duly passed and approved at the Committee of the Whole meeting of this date be approved; and That the minutes of the Public, Committee of the Whole and Regular Council meetings held on the 16th day of June, 2021 be adopted as circulated.*

- 4. CONSENT AGENDA**

Recommendation: *Be it resolved that the items listed in the Consent Agenda dated July 7, 2021 be received for information, and that the necessary actions be taken.*

- 5. COMMITTEE REPORTS**

- p. 17 **a. Healthy Community Committee**

Recommendation: *Be it resolved that the minutes of the Healthy Community Committee from their meetings of May 20 and June 7, 2021 be received.*

- 6. PETITIONS**

- 7. MOTIONS AND NOTICES OF MOTIONS**

- a. Nottawasaga Community Safety and Well-Being Plan**

Recommendation: *WHEREAS Section 143 of the Police Services Act provides that a municipality shall prepare and adopt a Community Safety and Well-Being Plan; and*

WHEREAS the Geographical Municipal Coordination Committee was engaged to co-ordinate the development of the Plan; and

WHEREAS the Township of Essa has partnered with the Township of Adjala-Tosorontio and the Town of New Tecumseth;

NOW THEREFORE Council of the Corporation of the Township of Essa hereby adopts the Nottawasaga Community Safety and Well-Being Plan as presented to Council at its meeting of May 19, 2021.

b. International Overdose Awareness Day – August 31, 2021

WHEREAS, the Township of Essa does affirm and acknowledge the harm and hardship caused by drug overdose; and

WHEREAS, we recognize the purpose of International Overdose Awareness Day as remembering loved ones lost to overdose and ending the stigma of drug-related deaths; and

WHEREAS, we resolve to play our part in reducing the toll of overdose in our community, which claimed the lives of 133 people in Simcoe Muskoka in 2020, which was 60% higher than the average of 81 deaths from the previous 3 years, with 1 of those deaths between the months of January to September 2020 occurring in Essa Township; and

WHEREAS, we affirm that the people affected by overdose are our sons and daughters, our mothers and fathers, our brothers and sisters, and deserving of our love, compassion and support;

NOW THEREFORE Council of the Corporation of the Township of Essa hereby proclaims August 31st, 2021, as Overdose Awareness Day in Essa Township.

c. Brookvalley Developments (Angus) Ltd. – Release of Subdivision Agreement

Recommendation: WHEREAS pursuant to a Subdivision Agreement registered August 18, 2009, as Instrument No. SC759820, the Township agreed to the development of a residential plan of subdivision on lands in the Township of Essa, described as Lots 1 through 167 and Blocks 168 through 179 on Plan 51M-935 (“Lands”); and

WHEREAS the Certificate of Maintenance and Final Acceptance for the Aboveground Works for Phase 2 - Stages A & B was issued on the 20th day of December, 2019, and approved by By-Law No. 2020-06 passed the 15th day of January, 2020; and

WHEREAS the Certificate of Maintenance and Final Acceptance for the Aboveground Works for Phase 2 - Stage C was issued on the 20th day of December, 2019, and approved by By-Law No. 2020-07 passed the 15th day of January, 2020; and

WHEREAS BROOKVALLEY DEVELOPMENTS (ANGUS) LTD. has met all obligations set out in the Subdivision Agreement; and

WHEREAS the Corporation of the Township of Essa has fulfilled its obligations to require BROOKVALLEY DEVELOPMENTS (ANGUS) LTD. to comply with its obligations and all requirements have been completed to date;

NOW THEREFORE the Corporation of the Township of Essa and its assigns release and forever discharge BROOKVALLEY DEVELOPMENTS (ANGUS) LTD. from the enforcement of the performance of the terms of a Subdivision Agreement made between The Corporation of the Township of Essa and BROOKVALLEY DEVELOPMENTS (ANGUS) LTD. registered in the Land Registry Office for the Land Titles Division of Simcoe (No. 51) on the 18th day of August, 2009 as Instrument No. SC759820 and all Subdivision Agreement Amendments affecting the lands and premises set out above; and, each party

further releases and forever discharges the other party from all actions, causes of action, claims and demands howsoever arising which heretofore may have been or may hereafter be sustained by them in consequence of the execution and/or performance of the terms of the Subdivision Agreement and Subdivision Agreement Amendments set out herein, including all damage, loss, injury not now known or anticipated but which may arise in the future and all effects and consequences thereof save and except that BROOKVALLEY DEVELOPMENTS (ANGUS) LTD. hereby indemnifies The Corporation of the Township of Essa from any liability which may arise as a result of actions taken by any third party to attempt to enforce any obligations that were the responsibility of BROOKVALLEY DEVELOPMENTS (ANGUS) LTD. under the above-mentioned Subdivision Agreement and Subdivision Agreement Amendments, on The Corporation of the Township of Essa subsequent to the signing of the within Mutual General Full and Final Release; and, all parties further agree not to make any claim or take any proceedings against any person who might claim contribution or indemnity under the provisions of the Negligence Act, R.S.O. 1990, c. N.1 and amendments thereto from the person, persons, corporation or corporations discharged by this release, save and except that BROOKVALLEY DEVELOPMENTS (ANGUS) LTD. hereby indemnifies The Corporation of the Township of Essa from any liability which may arise as a result of actions taken by any other party to attempt to enforce any obligation on The Corporation of the Township of Essa subsequent to the signing of the within release.

d. Fierté Simcoe Pride – July 26 – August 8, 2021 (Flag raising on July 27, 2021 at 3:30 p.m.)

WHEREAS this marks the tenth annual Fierté Simcoe Pride, and its purpose is to create a safe and inclusive Simcoe County that supports gender and sexual diversity through services, activities and events; and

WHEREAS the Rainbow Pride Flag is raised to honour gender and sexual diversity in Simcoe County. The Rainbow Flag was designed by Gilbert Baker in San Francisco in 1978. The flag is a symbol of the Pride movement and the advancement of human rights for sexual orientation, gender identity and expression, and sex characteristics. The colour red signifies life; Orange is healing; Yellow is sunlight. Green represents nature. Blue symbolizes serenity, peace and harmony. And finally, purple represents spirit; and

WHEREAS Fierté Simcoe Pride formed on May 13, 2012, and its mission is “to create and offer inclusive events, services, and educational opportunities that rise above heterosexism, heteronormativity and homo/bi/transphobia, promoting safe communities within Simcoe County”; and

WHEREAS Fierté Simcoe Pride is filled with numerous events and activities that focus on education, awareness, community development, creative expression and fun for the whole family.

NOW THEREFORE Council hereby proclaims July 26 to August 8, 2021 as a time to support Fierté Simcoe Pride and the activities of FSP 2021.

e. 152 Greenwood Dr, Angus – Surplus Land

Recommendation: *That Council declare 152 Greenwood Dr, Angus, as surplus, and that notice of this be placed on the Township website with the intent of Council to sell such parcel of land in accordance with the Municipal Sale and Disposition of Land Policy, section 4.*

8. UNFINISHED BUSINESS

9. BY-LAWS

p. 20 **a. By-law 2021-27**

Recommendation: *Be it resolved that leave be granted to introduce By-law 2021-27, that being a By-law to amend the Township's Fees and Charges B-law 2013-28; and, that said By-law be read a first, and taken as read a second and third time and finally passed.*

p. 23 **b. By-law 2021-28**

Recommendation: *Be it resolved that leave be granted to introduce By-law 2021-28, that being a By-law to appoint a Secretary-Treasurer to the Committee of Adjustment; and, that said By-law be read a first, and taken as read a second and third time and finally passed.*

p. 24 **c. By-law 2021-29**

Recommendation: *Be it resolved that leave be granted to introduce By-law 2021-29, that being a By-law to confirm the appointment of a Fire Chief, Community Emergency Management Coordinator (CEMC) and Fire Inspector for the Township of Essa; and to repeal By-law No. 2013-73; and, that said By-law be read a first, and taken as read a second and third time and finally passed.*

10. QUESTIONS

11. CLOSED SESSION

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

- *Acquisition or Disposition of Land [Municipal Act 2001, s.239(2)(c)]*
- *Litigation or Potential Litigation [Municipal Act 2001, s.239(2)(e)]*
- *Information Supplied in Confidence by a Third Party [Municipal Act 2001, s.239(2)(i)]*

Note: Livestream does not run during Closed Session Deliberations.

Motion to Rise and Report from Closed Session Meeting of July 7, 2021.

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

12. CONFIRMATION BY-LAW

p. 25 **By-law 2021-30**

Recommendation: *Be it resolved that leave be granted to introduce By-law 2021-30, that being a By-law to confirm the proceedings of the Council and Committee of the Whole meetings held on this 7th day of July, 2021; and that said By-law be read a first, and taken as read a second and third time and finally passed.*

13. ADJOURNMENT

Recommendation: *Be it resolved that this meeting of Committee of the Whole of the Township of Essa adjourn at _____ p.m. to meet again on the 1st day of September, 2021 at 6:00 p.m.*

TOWNSHIP OF ESSA
MINUTES OF VIRTUAL PUBLIC MEETING
WEDNESDAY JUNE 16, 2021

RE: PROPOSED AMENDMENTS TO THE FEES AND CHARGES BY-LAW 2013-28

A Public Meeting was held virtually on Wednesday, June 16, 2021 and was livestreamed to the public on the Township of Essa's YouTube Channel.

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

Staff in attendance: C. Healey-Dowdall, Chief Administrative Officer
R. Rosilius, Deputy Treasurer
M. Mikael, Manager of Public Works
A. Powell, Manager of Planning and Development
J. Sidhu, Planner
J. Coleman, Manager of Parks and Recreation
D. Burgin, Deputy Fire Chief
K. Pascoe, Deputy Clerk
L. Lehr, Manager of Legislative Services

Mayor Macdonald opened the meeting at 6:06 p.m. She stated that the purpose of this Public Meeting is to discuss proposed amendments to the Township's Fees and Charges By-law specifically in relation to recommended increases outlined in Staff Report C015-21, and to hear all comments from residents of the Township of Essa.

In accordance with section 391 of the *Municipal Act*, 2001, as amended, a municipality is permitted to impose fees or charges on persons,

- (a) for services or activities provided or done by or on behalf of it;
- (b) for costs payable by it for services or activities provided; and
- (c) for the use of its property including property under its control.

The Deputy Clerk stated that at its meeting of June 2, 2021, Council received staff report C015-21 which provided Council with an overview of the recommended increases to the fees specific to the Parks and Recreation Department, Public Works Department, Planning and Development Department and the Building Department as well as fees relating to the Thornton Union Cemetery. The following is a summary of the recommended increases proposed for consideration:

Proposed Amendments to Fee Schedule (By-law 2013-28)			
PARKS AND RECREATION DEPARTMENT FEES – AMENDEMENTS NO LONGER RECOMMENDED			
Fee Description	Current Fee	Proposed Fee	Rationale for Amendment
AMEND EXISTING FEE 3.1 Day Use (6am-5pm) Per Hour	\$138.00		3% Increase as per inflation adjustment. Fee Increase no longer recommended per Manager of Parks and Recreation.
AMEND EXISTING FEE 3.2 Prime Time Use (5pm-12pm) Adult Per Hour	\$220.00		3% Increase as per inflation adjustment. Fee Increase no longer recommended per Manager of Parks and Recreation.
AMEND EXISTING FEE 3.3 Prime Time Use (5pm-12pm) Minor League Per Hour	\$170.00		3% Increase as per inflation adjustment. Fee Increase no longer recommended per Manager of Parks and Recreation.

PUBLIC WORKS FEES – SITE ALTERATION AND FILL FEES			
Fee Description	Current Fee	Proposed Fee	Rationale for Amendment
AMEND EXISTING FEE Road Occupancy Permit – (New – Major)	\$60.00	\$300.00	Increase is required to cover Admin Fees and to align with other municipalities. Deposit will vary upon application. Major is defined as greater than 5 days.
AMEND EXISTING FEE Road Occupancy Permit – (New – Minor)	\$60.00	\$110.00	Increase is required to cover Admin Fees and to align with other municipalities. Deposit will vary upon application. – Minor is defined as less than 5 days.
AMEND EXISTING FEE Wide or Heavy Load Permit – Project CHANGE NAME to Seasonal Load Permit	\$100.00	\$175.00	Increase is required to cover admin fees and to align with other municipalities. Fees go back into maintaining our roads. Name change will allow season only (farmers, landscaping etc.)
AMEND EXISTING FEE Wide or Heavy Load Permit – Single Trip	\$25.00	\$75.00	Increase is required to cover admin fees and to align with other municipalities. Fees go back into maintaining our roads.
AMEND EXISTING FEE Wide or Heavy Load Permit – Annual	\$150.00	\$300.00	Increase is required to cover admin fees and to align with other municipalities. Fees go back into maintaining our roads.
AMEND EXISTING FEE Property Identifier Signs – Rural, Replacement etc. CHANGE NAME to Property Identifier Sign	\$32.50	\$75.00	For both new homes and vacant lots, as well as replacement the fee will be \$75.00 and installed by the Township only.
AMEND EXISTING FEE Sewer/Water Inspections (done by OCWA)	\$75.00	\$120.00	Fee covers administration fees and Staff time as well as OCWA inspection.
AMEND EXISTING FEE Tile Drainage Inspection Fee	\$150.00	\$250.00	Increase due to travel, inspection, admin, report and follow-up.
AMEND EXISTING FEE Encroachment Agreement	\$100.00	\$1000.00 ((\$5000 Deposit)	Legal and survey required but not included. Deposit \$5000.00 to cover legal review.
AMEND EXISTING FEE Entrance Permit - Commercial	\$90.00	\$250.00 PLUS \$1000.00 Deposit	Increase to cover onsite inspection and staff time. Deposit to only be returned upon satisfactory inspection.
AMEND EXISTING FEE Entrance Permit - Residential	\$60.00	\$150.00 PLUS \$400.00 Deposit	Increase to cover onsite inspection and staff time. Deposit to only be returned upon satisfactory inspection.
NEW FEE Engineering Services – Water and Sewer Connection	n/a	\$1000.00	Will cover services for 1 connection per dwelling (1 of each water and sewer). Will include typical site inspections (flushing, chlorination, pressure testing, restoration)
NEW FEE Engineering Services	n/a	\$145.00/hr	Hourly Rate, for in house reviews, inspections etc. to cover staff time.
NEW FEE Survey/GIS Technician	n/a	\$225.00/hr	New hourly rate for surveying and GIS services as required for various projects.

PLANNING AND DEVELOPMENT FEES			
Fee Description	Current Fee	Proposed Fee	Rationale for Amendment
AMEND EXISTING FEE <i>Pre-Servicing or Earthworks Permittions and Agreements</i>	\$1000.00	\$1,500.00	These Agreements take substantial time to administer and a fee increase would better align to cover staff time.
BUILDING DEPARTMENT FEES			
Fee Description	Current Fee	Proposed Fee	Rationale for Amendment
AMEND EXISTING FEE <i>9 Group F, Farm Uses (9.1, 9.2 and 9.3)</i>	.10/.19 ft ²	20/ft ²	These Agreements take substantial time to administer and a fee increase would better align to cover staff time.
AMEND WORDING <i>9.3 Change from "Accessory Structures <500 ft² to "Accessory Structures"</i>	.10/.19 ft ²	20/ft ² (as above)	These Agreements take substantial time to administer and a fee increase would better align to cover staff time.
AMEND EXISTING FEE <i>10.4 Below Grade Exterior Stairs</i>	.85 ft ²	\$150.00 flat rate	These Agreements take substantial time to administer and a fee increase would better align to cover staff time.
AMEND EXISTING FEE 10.5 Decks, No Roof	.11/.38ft ²	38ft ²	These Agreements take substantial time to administer and a fee increase would better align to cover staff time.
AMEND EXISTING FEE 12.11 Park Model Trailers/Mobile Homes (incl. Foundation)	\$150.00	\$200.00	These Agreements take substantial time to administer and a fee increase would better align to cover staff time.
AMEND EXISTING FEE 12.12 Modular Factory Built Homes (incl. Foundation)	\$100.00 flat rate	\$400.00 flat rate	These Agreements take substantial time to administer and a fee increase would better align to cover staff time.
AMEND EXISTING FEE 13.5 Re-Inspection	\$25.00 flate rate	\$100.00 flat rate	These Agreements take substantial time to administer and a fee increase would better align to cover staff time.
AMEND EXISTING FEE 15.4 Re-Inspection	\$75.00	\$100.00 flat rate	These Agreements take substantial time to administer and a fee increase would better align to cover staff time.
NEW FEE 10.6 Decks, With Roof (re-number current 10.6 and below)	n/a	.40ft ²	Currently non existent.
NEW FEE 11.5 Compliance Inspection of Existing System	n/a	\$100.00	These Agreements take substantial time to administer and a fee increase would better align to cover staff time.
DELETE EXISTING FEE 5.10 Sheds – Under 200 ft ²	.11 / ft ²	Remove	Contradicts \$100.00 minimum fee.

RECREATION RELATED FEES – Thornton Union Cemetery HST to be added to all Fees				2.5% Increase		
1. Sale of Burial Rights (Site Lot Size 3'3 x 10)	RATE	HST	TOTAL	New Rate	HST	New Total
1.1 Interment Rights, Care & Maintenance and 4 Corner Posts	1360.00	176.80	1536.80	1394.00	181.22	1575.22
1.2 Vault	350.00	45.50	395.50	358.75	46.64	405.39
1.3 Crypt	250.00	32.50	282.50	256.25	33.31	289.56
2. Sale of Columbarium-Niche (Size 11x11x11)	RATE	HST	TOTAL	New Rate	HST	New Total
2.1 Top Row, Care & Maintenance	1650.00	214.50	1864.50	1691.25	219.86	1911.11
2.2 3 rd Row, Care & Maintenance	1450.00	188.50	1638.50	1486.25	193.21	1679.46
2.3 2 nd Row, Care & Maintenance	1250.00	162.50	1412.50	1281.25	166.56	1447.81
2.4 1 st Row, Care & Maintenance	1050.00	136.50	1186.50	1076.25	139.91	1216.16
3. Opening and Closing Cost	RATE	HST	TOTAL	New Rate	HST	New Total
3.1 Cremated Remains in Ground	330.00	42.90	372.90	338.25	43.97	382.22
3.2 Cremated Remains in Niche	209.00	27.17	236.17	214.23	27.85	242.09
3.3 In Ground Burial	825.00	107.25	932.25	845.63	109.93	955.56
3.4 Flat Markers	50.00	6.50	56.50	51.25	6.66	57.91
3.5 Upright Marker	100.00	13.00	113.00	102.50	13.33	115.83
3.6 Extra Deep Burial Adult	450.00	58.50	508.50	461.25	59.96	521.21
3.7 Extra Deep Burial Child	200.00	26.00	226.00	205.00	26.65	231.65
3.8 Transfer of Internment Rights	200.00	26.00	226.00	205.00	26.65	231.65
3.9 Staking Fee (Monument Base)	200.00	26.00	226.00	205.00	26.65	231.65
3.10 Funerals Entering Cemetery after 3:00pm ADD on	300.00	39.00	339.00	307.50	39.98	347.48
3.11 Burials on Holidays and Saturdays: After 11:30am ADD on	700.00	91.00	791.00	717.50	93.28	810.78
3.12 Cremation Burials on Holidays and Saturdays: After 11:30am ADD on	275.00	35.75	310.75	281.88	36.64	318.52
4. Disinterment	RATE	HST	TOTAL	New Rate	HST	New Total
4.1 Adult in Ground	3500.00	455.00	3955.00	3587.50	466.38	4053.88
4.2 Child in Ground	1700.00	221.60	1921.00	1742.50	226.53	1969.03
4.3 Cremated Remains from in Ground	375.00	48.75	423.75	384.38	49.97	434.35
4.4 Cremated Remains from in Niche	200.00	26.00	226.00	205.00	26.65	231.65
5. Social Services Department (Welfare/On Assistance)	RATE	HST	TOTAL	New Rate	HST	New Total
5.1 Grave (Interment Rights, Care & Maintenance, Grave Opening)	1300.00	169.00	1469.00	1332.50	173.23	1505.73

The Mayor advised members of the public that they must type their name and address and comment into the Chat Function on Zoom so that proper records may be kept and notice of future decisions can be sent to those persons involved in the review process.

There were no comments or questions from the public or members of Council.

The Mayor stated that if there are no further questions, Council wishes to thank all those in attendance for their participation. The Clerk’s Department will be preparing a By-law to be presented to Council concerning this matter for the next meeting of Council scheduled on July 7, 2021.

Meeting adjourned at 6:14 p.m.

Sandie Macdonald, Mayor

Lisa Lehr, Manager of Legislative Services

**TOWNSHIP OF ESSA
MINUTES OF VIRTUAL PUBLIC MEETING
WEDNESDAY JUNE 16, 2021**

**RE: PROPOSED OFFICIAL PLAN AMENDMENT, ZONING BY-LAW AMENDMENT, AND
DRAFT PLAN OF SUBDIVISION – 6275 COUNTY ROAD 90, ANGUS**

A Public Meeting was held virtually on Wednesday, June 16, 2021 and was livestreamed to the public on the Township of Essa's YouTube Channel.

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

Staff in attendance: C. Healey-Dowdall, Chief Administrative Officer
R. Rosilius, Deputy Treasurer
M. Mikael, Manager of Public Works
A. Powell, Manager of Planning and Development
J. Sidhu, Planner
J. Coleman, Manager of Parks and Recreation
D. Burgin, Deputy Fire Chief
K. Pascoe, Deputy Clerk
L. Lehr, Manager of Legislative Services

Mayor Macdonald opened the meeting at 6:14 p.m. She stated that the purpose of this Public Meeting is to discuss proposed Amendments to the Township's Official Plan, 2001, and Zoning By-law 2003-50 and a proposed Draft Plan of Subdivision in accordance with Sections 22, 34, and 51 of the Planning Act, R.S.O., c.p. 13, to hear a presentation from Vanessa Simpson from Innovative Planning Solutions introduced by Township Planning Staff, and to hear all comments from residents of the Township of Essa.

The Township Planner stated that the municipality is in receipt of a complete application submission for 6275 County Road 90, Angus. The submission includes applications for an Official Plan Amendment (OPA), Zoning By-law Amendment (ZBA), and a proposed Draft Plan of Subdivision.

She stated that 6275 County Road 90 is 18.98 hectares in size, designated Commercial Recreation, Agricultural, and Environmental in the Township's Official Plan, and is zoned Commercial Recreation, Low-Density Detached, and Environmental Protection. The land is currently operational as the Green Acres Golf Centre.

She also stated that the purpose of the Official Plan Amendment is to redesignate the lands from Commercial Recreation, Agricultural, and Environmental, to Commercial – Special Policy Area, Open Space, and Residential Multiple, while maintaining the Environmental designation. The recommended redesignation also intends to amend the current floodway policy in the Township's Official Plan to adhere to the Provincial Policy Statement, 2020 (PPS) definition. The Zoning By-law Amendment is to provide site-specific zoning for a Mixed-Use development.

The Township Planner stated that the Proposed Plan of Subdivision is for the development of 194 residential units, a future residential block, a public park, two commercial blocks fronting County Road 90, a stormwater management block, a pumping station, and Environmental Protection.

The Township Planner advised that a full comment set concerning this application's circulation is pending Staff's review and will inform the forthcoming recommendation Report that will be provided to Council for their decision at a future meeting of the Committee of the Whole. Staff will be intaking comments on this matter until July 14th, 2021.

Vanessa Simpson from Innovative Planning Solutions provided the public and members of Council with an overview of the proposed Official Plan Amendment, Zoning By-law Amendment and Draft Plan of Subdivision, and briefly reviewed history of the steps taken to date.

The Township Planner advised that those wishing to ask questions or provide comments must type their name and address into the 'Chat Function' on Zoom so that proper records may be kept, and Notice of future decisions can be sent to those persons involved in the review process.

COMMENTS / CONCERNS FROM THE PUBLIC:

- Dust
- Noise
- Increased traffic on local roads (5th Line, 30th Sideroad, Centre Street, 30th Sideroad)
- Movement of Fill (big trucks, increased traffic, noise, etc.)
- Nuisance (headlights into homes from traffic)
- Loss of Privacy to adjacent properties
- Pedestrian Safety
- Impact to septic systems on adjacent properties due to construction
- Potential increase to taxes due to increased assessment values of homes
- Impact on existing schools in the community due to increased growth in Angus
- Affect on Municipal Services (water, sewer, gas)
- Dewatering
- Impact to wildlife and environment (removal of trees)
- Flooding to existing properties
- Impact on existing wells
- Is developer going to supply water lines for future use?

COMMENTS / CONCERNS FROM COUNCIL:

Councillor Sander

- Impact on water and sewer capacity
- Traffic impact on 5th Line and the 25th Sideroad
- Traffic calming measures

The Township Planner advised Council and members of the public that the comment period was not closed and requested that members of the public contact the Planning Office if they would like to receive copies of the various studies that had already been submitted by the applicant.

Mayor Macdonald thanked the public for their participation in the public meeting and advised that all questions and concerns of the public will be taken into consideration. She encouraged participants to send further comments and concerns to the Planning Office.

The Mayor advised that if there are no further questions, Council wishes to thank all those in attendance for their participation. The Planning and Development Department will be preparing a Staff Report to be presented to Council at a future meeting of the Committee of the Whole.

Meeting adjourned at 7:08 p.m.

Sandie Macdonald, Mayor

Lisa Lehr, Manager of Legislative Services

**THE CORPORATION OF THE TOWNSHIP OF ESSA
VIRTUAL COMMITTEE OF THE WHOLE MEETING
WEDNESDAY, JUNE 16, 2021**

MINUTES

A Committee of the Whole meeting was held virtually on Wednesday, June 16, 2021 and was livestreamed to the public on the Township of Essa's YouTube Channel.

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

Staff in attendance: C. Healey-Dowdall, Chief Administrative Officer
R. Rosilius, Deputy Treasurer
M. Mikael, Manager of Public Works
A. Powell, Manager of Planning and Development
J. Sidhu, Planner
J. Coleman, Manager of Parks and Recreation
D. Burgin, Deputy Fire Chief
K. Pascoe, Deputy Clerk
L. Lehr, Manager of Legislative Services

1. OPENING OF MEETING BY THE MAYOR

Mayor Macdonald opened the meeting at 6:05 p.m.

2. DISCLOSURE OF PECUNIARY INTEREST

None.

3. DELEGATIONS / PRESENTATIONS / PUBLIC MEETINGS

a. Public Meeting – Proposed Amendments - Fees and Charges By-law
re: By-law 2013-28

See separate set of minutes.

b. Public Meeting – OPA 37, ZBA Z6/20 and Draft Plan of Subdivision
re: 6275 County Road 90, Angus

See separate set of minutes.

STAFF REPORTS

4. PLANNING AND DEVELOPMENT

5. PARKS AND RECREATION / COMMUNITY SERVICES

- a. **Staff Report PR005-21 submitted by the Manager of Parks and Recreation, re: Expression of Interest.**

Resolution No: CW086-2021 Moved by: Henderson Seconded by: Sander

*Be it resolved that Staff Report PR005-21 be received; and
That Council direct the Manager of Parks and Recreation to proceed with utilizing the designated former Pro Shop area in the Thornton and Angus Arena for staff and operations to ensure optimal use of space for the department and Township.*

---Carried---

6. FIRE AND EMERGENCY SERVICES

7. PUBLIC WORKS

- a. **Staff Report PW019-21 submitted by the Manager of Public Works, re: Award of Tender – Elizabeth Street Bridge Culvert Replacement.**

Resolution No: CW087-2021 Moved by: Smith Seconded by: Sander

*Be it resolved that Staff Report PW019-21 be received; and
That the quotation as received from Arnott Construction Limited. for the Elizabeth Street Bridge Culvert Replacement be accepted in the amount of \$1,000,000.00 (excluding HST).*

---Carried---

8. FINANCE

- a. **Reduction of Securities – Brownley Meadows – Phase 2 (Brookvalley Angus South) Subdivision Reduction No. 3.**

Resolution No: CW088-2021 Moved by: Henderson Seconded by: Smith

Be it resolved that Council approve the reduction of securities relating to Brownley Meadows, Brookvalley Angus South, as recommended by AECOM as follows:

<i>Current Securities Held by Township of Essa:</i>	<i>\$755,530.82</i>
<i>LESS AECOM's Recommended Reduction:</i>	<i>\$677,977.74</i>
<i>Securities to be Retained by Township of Essa:</i>	<i>\$77,553.08</i>

and,

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

---Carried---

- b. **Staff Report TR010-21 submitted by the Deputy Treasurer, re: Budget to Actuals Update as of May 31st 2021.**

Resolution No: CW089-2021 Moved by: Sander Seconded by: Henderson

Be it resolved that Staff Report TR010-21 be received.

----Carried----

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

- a. **Staff Report C016-21 submitted by the Manager of Legislative Services, re: Proposed Amendments to Fireworks By-law 2020-59.**

Resolution No: CW090-2021 Moved by: Henderson Seconded by: Smith

*Be it resolved that Staff Report C016-21 be received; and
That Council approve the recommended amendments to the Fireworks By-law as outlined in this Report and as further amended by Council; and
That Council direct staff to present the necessary By-law to amend the Township's Fireworks By-law 2020-59, for Council consideration of passage in its Regular meeting of this date.*

----Carried----

- b. **Staff Report C017-21 submitted by the Manager of Legislative Services, re: DRAFT Council Vacancy Policy.**

Resolution No: CW091-2021 Moved by: Henderson Seconded by: Smith

*Be it resolved that Staff Report C017-21 be received; and
That Council approve the Draft Council Vacancy Policy, as amended.*

----Carried----

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

- a. **Staff Report CAO029-21 submitted by the Chief Administrative Officer, re: Proposal for Public Transit for Seniors.**

MOTION AS AMENDED:

Resolution No: CW092-2021 Moved by: Smith Seconded by: Sander

Be it resolved that Staff Report CAO029-21 be received

----Carried----

11. **OTHER BUSINESS**

- a. **Request for Report – Provincial COVID Funding**

Council requested a Staff Report be brought forward to their meeting of July 7, 2021, of which will explain the provincial funding received in the amount of \$315,000.00.

b. Status of Grant Application – Simcoe County Sports and Tourism Grant

The Manager of Parks and Recreation advised that the application submitted for the Simcoe County Sports and Tourism Grant had been approved in the amount of \$7,600.00.

c. Request for Report – Amalgamation of Committees

Council requested a Staff Report be brought forward that examines the amalgamation of the following Committees: Accessibility Advisory Committee, Healthy Community Committee, Age-Friendly Committee, Parks and Recreation Committee, and the Garden "Grow-a-Row Share-a-Row".

12. ADJOURNMENT

Resolution No: CW093-2021 Moved by: Smith Seconded by: Henderson

Be it resolved that this meeting of Committee of the Whole of the Township of Essa adjourn at 7:24 p.m., to meet again on the 7th day of July, 2021 at 6:00 p.m.

----Carried-----

Sandie Macdonald, Mayor

Lisa Lehr, Manager of Legislative Services

THE CORPORATION OF THE TOWNSHIP OF ESSA
VIRTUAL REGULAR COUNCIL MEETING
WEDNESDAY, JUNE 16, 2021

MINUTES

A Meeting of Council was held virtually on Wednesday, June 16, 2021 following Committee of the Whole and was livestreamed for viewing to the public on the Township of Essa's YouTube Channel.

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

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

Deputy Mayor Smith chaired this portion of the meeting.

1. OPENING OF MEETING BY THE MAYOR

Deputy Mayor Smith opened meeting at 7:26 p.m.

2. DISCLOSURE OF PECUNIARY INTEREST

None.

3. ADOPTION OF PREVIOUS MINUTES AND MOTIONS

Resolution No: CR118-2021 Moved by: Sander Seconded by: Henderson

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

----Carried-----

4. CONSENT AGENDA

Resolution No: CR119-2021 Moved by: Sander Seconded by: Henderson

*Be it resolved that the items listed in the Consent Agenda dated June 16, 2021 be received for information, and
That Items A3, A6 and A7(a) be moved to section B of the Consent Agenda with letters of support to be sent.*

----Carried-----

Mayor Macdonald resumed the position of Chair for the remainder of the meeting.

5. COMMITTEE REPORTS

a. Essa Public Library Board

Resolution No: CR120-2021 Moved by: Sander Seconded by: Henderson

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

----Carried-----

6. PETITIONS

7. MOTIONS AND NOTICES OF MOTIONS

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

Resolution No: CR121-2021 Moved by: Sander Seconded by: Smith

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

----Carried-----

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

Resolution No: CR122-2021 Moved by: Henderson Seconded by: Smith

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

----Carried-----

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

Resolution No: CR123-2021 Moved by: Henderson Seconded by: Smith

*WHEREAS the Township of Essa’s seniors are valued, contributing members of society, imparting wealth of experience and wisdom in our communities; individuals that deserve to be treated with respect and dignity; and
WHEREAS It is our collective responsibility to ensure that they live safely and fully engaged within the community that cares about them; and
WHEREAS the International Network for the Prevention of Elder Abuse, in support of the United Nations International Plan of Action, proclaimed June 15 as a day to recognize the significance of elder abuse as both a public health and human rights issue; and*

*WHEREAS 2021 marks the 16th Anniversary of World Elder Abuse Awareness Day; its recognition will foster a better understanding of abuse and neglect of older adults; and
WHEREAS Elder abuse is not limited to race, gender, culture or circumstance, and regardless of whether the abuse is physical, emotional, or financial, it has a significant impact on the lives of individuals and families; and
WHEREAS Seniors are at risk of being abused and social isolation and ageism are contributing risk factors in Ontario; and
WHEREAS the Township of Essa recognizes the importance of taking action, to create social change that prevents elder abuse and raises awareness through education of neighbours, friends and family members about the rights of older adults; and
WHEREAS Preventing abuse of older adults will help improve their quality of life and allow them to live independently and contribute to the vibrancy of Ontario for as long as possible; and
WHEREAS, Where there is Respect there can be no abuse;
NOW THEREFORE BE IT RESOLVED THAT Council of the Township of Essa hereby proclaims June 15, 2021 as "World Elder Abuse Awareness Day" and urges residents to join the global movement to "Stop Abuse and Restore Respect", and to recognize and celebrate seniors and their ongoing contributions to the success and vitality of our province, Ontario.*

----Carried----

8. UNFINISHED BUSINESS

9. BY-LAWS

a. By-law 2021-22

Resolution No: CR124-2021 Moved by: Sander Seconded by: Henderson

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

----Carried----

b. By-law 2021-23

Resolution No: CR125-2021 Moved by: Smith Seconded by: Sander

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

----Carried----

10. QUESTIONS

11. **CLOSED SESSION**

Resolution No: CR126-2021 Moved by: Sander Seconded by: Smith

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

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

----Carried-----

Council proceeded into Closed Session Deliberations at 7:39 p.m.

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

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

Resolution No: CR127-2021 Moved by: Sander Seconded by: Smith

Be it resolved that Council rise and report from the Closed Session Meeting at 8:11 p.m.

----Carried-----

- a. **ACQUISITION OR DISPOSITION OF LAND [s. 239(2)(c)]**
Confidential Staff Report CAO025-21 submitted by the Chief Administrative Officer, re: Property Acquisition and Easement Agreement.

Resolution No: CR128-2021 Moved by: Smith Seconded by: Sander

Be it resolved that Confidential Staff Report CAO025-21 be received; and That Council authorize the Chief Administrative Officer to proceed with Option Nos. 1 and 2 as outlined in this Confidential Report.

----Carried-----

- b. **LABOUR RELATIONS OR EMPLOYEE NEGOTIATIONS [s. 239(2)(d)]**
Confidential Staff Report CAO026-21 submitted by the Chief Administrative Officer, re: Staffing.

Resolution No: CR129-2021 Moved by: Henderson Seconded by: Smith

Be it resolved that Confidential Staff Report CAO026-21 be received; and That Council authorize the Chief Administrative Officer to proceed with Option No. 2 as outlined in this Confidential Report.

----Carried-----

- c. **ACQUISITION OR DISPOSITION OF LAND [s. 239(2)(c)]**
Confidential Staff Report CAO027-21 submitted by the Chief Administrative Officer, re: 152 Greenwood Drive.

This Item has been deferred to July 7, 2021.

- d. **LITIGATION OR POTENTIAL LITIGATION [s. 239(2)(e)]**
Confidential Staff Report CAO028-21 submitted by the Chief Administrative Officer, re: File No. 004CRUZ21.

Resolution No: CR130-2021 Moved by: Sander Seconded by: Henderson

Be it resolved that Confidential Staff Report CAO028-21 be received.

----Carried----

12. CONFIRMATION BY-LAW

By-law 2021-24

Resolution No: CR131-2021 Moved by: Henderson Seconded by: Smith

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

----Carried----

13. ADJOURNMENT

Resolution No: CR132-2021 Moved by: Smith Seconded by: Henderson

Be it resolved that this meeting of Committee of the Whole of the Township of Essa adjourn at 8:14 p.m. to meet again on the 7th day of July, 2021 at 6:00 p.m.

----Carried----

Sandie Macdonald, Mayor

Lisa Lehr, Manager of Legislative Services

**HCC May Meeting
May 20th, 2021**

Attendees: Paula Hughes, Anne Learn Sharpe, Angelica Tang, Judith Hunter, Susan Antler

Regrets: Shannon Stephens

Staff: Elizabeth Davis, Aimee Powell

Budget and Event Planning

- The grant requires that we substantiate that the funds include a youth benefit component.
- All invoices from the garden plant can go to Glenda.
- The garden supplies were ordered and have now been picked up.
- All supplies will be on site for June 4th planting day.
- Rake and shovels will be needed to move soil and mulch when they arrive.
- Cardboard needs to be at the garden before soil on 28th for the base.
- Need to choose which company to go with for soil – Carr comes in at \$426 Rumble in at \$395.
- Anne to connect with soil supplier.
- Materials can be picked up by Elizabeth and she will bring cardboard and shovels and rakes by 27th.
- We are still waiting for NVCA invoice for garden edging.

Hands on Component for Youth Engagement

- Project requires a youth engagement component, which has become challenging with the lockdown.
- We will investigate other ways youth can be informed on the creation of the garden.
- 10 people allowed at the site, which will include all members (from 9 am to Noon, June 4th)
- Ensure this plant process is well documented so we are able to do a step-by-step process and provide it to youth as resource to see the end results of the lasagna garden.
- Library will help engage with youth.
- Can have more volunteers in the spring plant, in preparation we could have the youth watch the video on how we got to the end result of the garden.
- Could have a program where there is sketching of the garden and could then have a gallery with some information about the plants as well.
- We will extend the opportunity to youth that would be interested. Will put opportunity up on the Township Facebook and Twitter as well as announce it at Council.

Plant Day Logistics

- Committee to meet on site at 8:30 am June 4th.
- Bring your own gloves and garden trowels.
- Soil and mulch preparation – Paula and Anne – Elizabeth and Aimee available to help.
- 7 cubic yards per garden for soil and mulch.

Design for garden

- Shannon to be on site to organize the design of the garden.

End 6:00 pm

HCC June Meeting

Attendees: Paula, Anne Learn Sharpe, Angelica, Susan Antler

Regrets – Shannon Stephens, Judith Hunter, Melissa Keen

Staff: Aimee Powell, Elizabeth Davis

Summary and Comments of the Garden Plant

- The garden plant went really well, all the hard work had great results.
- A big thank you to the Committee for a great job.
- People of the community seem very interested in the garden.

Super Committee

- Mayor Macdonald has asked Staff to review and Report back to Council on the creation of super Committee with a broader portfolio that will include all the current committees which includes: The Accessibility Committee, HCC, Plant a Row Share a Row, and the Parks and Recreation Committee.
- This is to create efficiency, reduce staff resources, and reduce duplication of projects.
- Would like to see if HCC is interested in joining the super committee.
- Committee showed interest to speak to Council on the matter.
- Committee would be interested in a super committee with subsets where HCC could be part of it.

Budget for Plant

- Glenda is awaiting Aimee's clarification of Visa charges/returns.
- Should have around \$700 left in the grant budget.
- Committee still has \$5,000 for LeClair Park Restoration in the budget.
- Anne/Aimee to finalize expenditures with Glenda and send the breakdown to the Committee.
- Committee will still need to purchase seeds for the seeding in the fall, Anne to receive the quote.

HCC Official Plan

- Want to ensure Angus is densified enough to save our farmland.
- Consultant is drafting policies for the respective themes. These policies will then be circulated.
- Committee will be circulated to provide comments on these policies.
- Committee can look into resources for HCC to read before commenting on Official plan.
- Aimee to provide the Healthy Development Assessment Tool to the Committee.

Next Project Planning

- Start email chain for ideas we can put into practice for the end of August.
- Committee can take a poll to see which idea is best received.
- Committee could propose to use the LeClair Park funds for a new social event to bring people to the site use for this budget.

Ideas for the next project in the park:

- Event in the park, with food trucks
- Bee theme with a beekeeper
- Paint in the park
- Corn on the cob themed
- Yoga in the park
- Tomato themed
- Include signage for the flowers
- high population of butterflies – scavenger hunts
- Qmarks – to give information on phones

To Do:

- Update to committee on the garden budget
- Email chain to committee for next events
- Quote for September seeds

End of meeting: 6:30 pm

THE CORPORATION OF THE TOWNSHIP OF ESSA

BY-LAW 2021 - 27

A By-law to amend the Township's Fees and Charges By-law (2013-28).

WHEREAS Section 11 (1) of the *Municipal Act*, 2001, S.O. 2001, c.M.25, as amended, provides that municipalities may provide any service or thing that the municipality considers necessary or desirable for the public, subject to the rules set out in subsection (4); and

WHEREAS Section 391(1) of the *Municipal Act 2001*, S.O. 2001, c.M.25, as amended, provides that municipalities may pass By-laws imposing fees or charges on any class of persons:

- a) for services or activities provided or done by or on behalf of it;
- b) for costs payable by it for services or activities provided or done by or on behalf of any other municipality or local board; and
- c) for the use of its property including property under its control; and,

WHEREAS Notice of Intent to amend its Fees and Charges By-law was provided to the public, and a Public Meeting was held on June 16, 2021 to provide the public with the opportunity to address Council and provide comments and/or objections to the proposed increase in fees and charges;

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

1. That By-law 2013-28 be and is hereby amended as outlined in Schedule "A" of this By-law, effective immediately upon passage of this By-law.
2. That this By-law shall come into full force and effect upon the final passing thereof.

READ A FIRST, AND TAKEN AS READ A SECOND AND THIRD TIME AND FINALLY PASSED on this the 7th day of July, 2021.

Sandie Macdonald, Mayor

Lisa Lehr, Manager of Legislative Services

9a

SCHEDULE "A" TO BY-LAW 2021-27

Amendments to Fees and Charges

THORNTON UNION CEMETERY FEES				
1.	Sale of Burial Rights (Site Lot Size 3'3 x 10)	RATE	HST	TOTAL
1.1	Interment Rights, Care and Maintenance and 4 Corner Posts	\$1394.00	\$181.22	\$1575.22
1.2	Vault	\$358.75	\$46.64	\$405.39
1.3	Crypt	\$256.25	\$33.31	\$289.56
2.	Sale of Columbarium-Niche (Size 11x11x11)	RATE	HST	TOTAL
2.1	Top Row, Care and Maintenance	\$1691.25	\$219.86	\$1911.11
2.2	3 rd Row, Care and Maintenance	\$1486.25	\$193.21	\$1679.46
2.3	2 nd Row, Care and Maintenance	\$1281.25	\$166.56	\$1447.81
2.4	1 st Row, Care and Maintenance	\$1076.25	\$139.91	\$1216.16
3.	Opening and Closing Cost	RATE	HST	TOTAL
3.1	Cremated Remains in Ground	\$338.25	\$43.97	\$382.22
3.2	Cremated Remains in Niche	\$214.23	\$27.85	\$242.09
3.3	In Ground Burial	\$845.63	\$109.93	\$955.56
3.4	Flat Markers	\$51.25	\$6.66	\$57.91
3.5	Upright Markers	\$102.50	\$13.33	\$115.83
3.6	Extra Deep Burial Adult	\$461.25	\$59.96	\$521.21
3.7	Extra Deep Burial Child	\$205.00	\$26.65	\$231.65
3.8	Transfer of Interment Rights	\$205.00	\$26.65	\$231.65
3.9	Staking Fee (Monument Base)	\$205.00	\$26.65	\$231.65
3.10	Funerals Entering Cemetery after 3:00pm ADD on	\$307.50	\$39.98	\$347.48
3.11	Burials on Holidays and Saturdays: After 11:30am ADD on	\$717.50	\$93.28	\$810.78
3.12	Cremation Burials on Holidays and Saturdays: After 11:30am ADD on	\$281.88	\$36.64	\$318.52
4.	Disinterment	RATE	HST	TOTAL
4.1	Adult in Ground	\$3587.50	\$466.38	\$4053.88
4.2	Child in Ground	\$1742.50	\$226.53	\$1969.03
4.3	Cremated Remains from in Ground	\$384.38	\$49.97	\$434.35
4.4	Cremated Remains from in Niche	\$205.00	\$26.65	\$231.65
5.	Social Services Department (Welfare/On Assistance)	RATE	HST	TOTAL
5.1	Grave (Interment Rights, Care and Maintenance, Grave Opening)	\$1332.50	\$173.23	\$1505.73

PUBLIC WORKS FEES	
Fee Description	Fee
AMEND EXISTING FEE - Road Occupancy Permit – (New – Major)	\$300.00
AMEND EXISTING FEE - Road Occupancy Permit – (New – Minor)	\$110.00
AMEND EXISTING FEE - Wide or Heavy Load Permit – Project CHANGE NAME to Seasonal Load Permit	\$175.00
AMEND EXISTING FEE - Wide or Heavy Load Permit – Single Trip	\$75.00
AMEND EXISTING FEE - Wide or Heavy Load Permit – Annual	\$300.00
AMEND EXISTING FEE – Property Identifier Signs – Rural, Replacement etc. CHANGE NAME to Property Identifier Sign	\$75.00
AMEND EXISTING FEE - Sewer/Water Inspections (done by OCWA)	\$120.00
AMEND EXISTING FEE - Tile Drainage Inspection Fee	\$250.00
AMEND EXISTING FEE - Encroachment Agreement	\$1000.00 \$5000 Deposit
AMEND EXISTING FEE - Entrance Permit - Commercial	\$250.00 \$1000.00 Deposit
AMEND EXISTING FEE - Entrance Permit - Residential	\$150.00 \$400.00 Deposit
NEW FEE - Engineering Services – Water and Sewer Connection	\$1000.00
NEW FEE - Engineering Services	\$145.00/hr
NEW FEE - Survey/GIS Technician	\$225.00/hr
PLANNING AND DEVELOPMENT FEES	
Fee Description	Fee
AMEND EXISTING FEE - Pre-Servicing or Earthworks Permissions and Agreements	\$1,500.00
BUILDING DEPARTMENT FEES	
Fee Description	Fee
AMEND EXISTING FEE - 9 Group F, Farm Uses (9.1, 9.2 and 9.3)	.20/ft ²
AMEND WORDING - 9.3 Change from "Accessory Structures <500 ft² to "Accessory Structures"	.20/ft ² (as above)
AMEND EXISTING FEE - 10.4 Below Grade Exterior Stairs	\$150.00 flat rate
AMEND EXISTING FEE - 10.5 Decks, No Roof	.38ft ²
AMEND EXISTING FEE - 12.11 Park Model Trailers/Mobile Homes (incl. Foundation)	\$200.00
AMEND EXISTING FEE - 12.12 Modular Factory Built Homes (incl. Foundation)	\$400.00 flat rate
AMEND EXISTING FEE - 13.5 Re-Inspection	\$100.00 flat rate
AMEND EXISTING FEE - 15.4 Re-Inspection	\$100.00 flat rate
NEW FEE - 10..6 Decks, With Roof - (re-number current 10.6 and below)	.40ft ²
NEW FEE - 11.5 Compliance Inspection of Existing System	\$100.00
DELETE EXISTING FEE - 5.10 Sheds – Under 200 ft²	Remove

THE CORPORATION OF THE TOWNSHIP OF ESSA

BY-LAW 2021 - 28

A By-law to appoint a Secretary-Treasurer to the Committee of Adjustment.

WHEREAS Section 44(8) of the *Planning Act*, R.S.O. 1990, c. P. 13, as amended, states that the Council of each municipality may appoint a Secretary-Treasurer in the conduct of Committee of Adjustment matters in following out functions outlined within Section 44(1)(10); and

WHEREAS Council of the Township of Essa deems it advisable to appoint a Secretary Treasurer to the Committee of Adjustment as is necessary for the purposes of the said Act;

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

- 1. That Carly Murphy, Aimee Powell and Elizabeth Davis be and are hereby appointed as the Secretary-Treasurer to the Township of Essa's Committee of Adjustment, and that any previous By-laws specific to said appointments be and are hereby repealed.
- 2. That the said appointment shall become effective immediately.
- 3. That this By-law shall come into force and effect on the day it is finally passed.

READ A FIRST, AND TAKEN AS READ A SECOND AND THIRD TIME AND FINALLY PASSED on this the 7th day of July, 2021.

Sandie Macdonald, Mayor

Lisa Lehr, Manager of Legislative Services

9c

THE CORPORATION OF THE TOWNSHIP OF ESSA

BY-LAW 2021 – 29

Being a By-law to Confirm the Appointment of a Fire Chief, Community Emergency Management Coordinator (CEMC) and Fire Inspector for the Township of Essa; and to repeal By-law No. 2013-73.

WHEREAS the *Fire Protection and Prevention Act*, S.O. 1997, ch.4, s. 6 (1) provides that if a Fire Department is established for the whole or a part of a municipality or for more than one municipality, the Council of the municipality shall appoint a Fire Chief for the Fire Department who is ultimately responsible for the delivery of fire protection services; and

WHEREAS the *Fire Protection and Prevention Act*, S.O. 1997 provides that a municipality may appoint an officer to enter upon land and into structures at any reasonable time to inspect the land and structures to determine whether by-laws enacted in accordance with this section are being complied with; and

WHEREAS the Council of The Township of Essa deems it advisable to appoint a Fire Chief, and that the Fire Chief is also designated as the Community Emergency Management Coordinator (CEMC), and Fire Inspector as is necessary for the enforcement of said Acts and By-laws;

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

1. That Wayne Mclsaac be and is hereby appointed to the position of Fire Chief, Community Emergency Management Coordinator (CEMC) and Fire Inspector of the Corporation of the Township of Essa to carry out the duties and responsibilities as set out in the position description.
2. That this By-law repeals By-law No. 2013-73.
3. That the said appointment takes effect on July 12, 2021 and that this appointment shall remain in effect as of that date.

READ A FIRST, AND TAKEN AS READ A SECOND AND THIRD TIME AND FINALLY PASSED on this the 7th day of July, 2021.

Sandie Macdonald, Mayor

Lisa Lehr, Manager of Legislative Services

THE CORPORATION OF THE TOWNSHIP OF ESSA

BY-LAW 2021 – 30

Being a By-law to confirm the proceedings of the Council meeting held on the 7th day of July, 2021.

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

THAT the action of the Council at its meeting held on the 7th day of July, 2021 and, in respect of each recommendation contained in the Minutes of the Public Meeting held on the 16th day of July, 2021, and in the Minutes of the Regular Council meeting held on the 16th day of July, 2021 and the Committee of the Whole meeting held on the 16th day of July, 2021; and, in respect of each motion, resolution and other action passed and taken by Council at the said meetings, is, except where prior approval of the Ontario Municipal Board is required, hereby adopted, ratified and confirmed.

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

READ A FIRST, AND TAKEN AS READ A SECOND AND THIRD TIME AND FINALLY PASSED on this the 7th day of July, 2021.

Sandie Macdonald, Mayor

Lisa Lehr, Manager of Legislative Services