



Vacant Lot - Tender
Surplus Property
11 Samis Drive, Lakefield

Dated: September 16th, 2025





Table of Contents

1.0 General Information	3
2.0 Closing Date	4
3.0 Acceptance	4
4.0 Submission Requirements	4
5.0 Delivery of Submissions.....	5
6.0 Clarifications following Proposal Submission:.....	5
7.0 General Conditions	6
8.0 Cautions.....	6
9.0 Checklist – Tender Submission	8
10.0 Declaration.....	9
Appendix A.....	10
Appendix C.....	15
Appendix B.....	17



1.0 General Information

- a) The Township of Selwyn (the Township) is inviting tenders for the purchase of a vacant lot located at 11 Samis Drive, Lakefield and legally described as Plan 28 PT Braden St Plan 45M62 BLK 17 PT BLK 16 RP 45R14689 Parts 1, 4 and 8.
- b) The Council of the Township of Selwyn declared the lands as surplus in 2006.
- c) The sale of the property will be subject to the minimum reserve bid which has been established by Council of the Township of Selwyn. This reserve bid remains confidential. The Township expects to receive fair market value for the property.
- d) The property is zoned Residential Type One (R1).
- e) There are no Work Orders or outstanding Building Permits associated with the subject property.
- f) The property is being sold as is, where is.
- g) The Agreement of Purchase and Sale shall include a clause requiring that, upon development of the property, any driveway shall be located on the east side of the lot. This is to ensure adequate turnaround space at the road end for service vehicles, including but not limited to garbage trucks, recycling collection vehicles, and snowplows. In addition, upon development of the property, the successful proponent must obtain all the necessary entrance permits to complete the construction of any driveway.
- h) The successful proponent shall agree that any applicable Harmonized Sales Tax (HST) on the sale of the subject property shall be in addition to the Bid amount.
- i) General Information regarding the subject property:

Photographs of the property are available on the Township's website. Interested purchasers are encouraged to visit the site at their convenience for viewing.

Property – Vacant lot

- Site Dimensions: 67.06 ft. (front) X 110.01 ft.
- Site Area: approximately 0.169 acres
- Topography: generally level
- Configuration: rectangular
- Located on a cul-de-sac
- The road is municipally maintained, with a portion of it being surface treated and a portion being gravel
- Services: service available at the property line for a Municipal Water and Sewer connection.



- j) During the Tender period direct all questions to:

Janice Lavalley, Chief Administrative Officer
Phone: (705) 292-9507 ext. 212
Email: jlavalley@selwyntownship.ca

Questions that require interpretation or clarification—beyond simple editorial changes—will be addressed through an Addendum. All Addendums will be issued by the Township and sent by email to all tender participants.

All bidders who obtain a copy of the Tender package are required to contact Janice Lavalley, Chief Administrative Officer jlavalley@selwyntownship.ca to advise of the same should any addenda or clarifications be issued with respect to the Tender. The municipality reserves the right to supplement, add to, delete from, and change this solicitation document. Respondents will be advised by e-mail of any changes that are made providing that contact with the Chief Administrative Officer has been made as described above.

2.0 Closing Date

Sealed Tenders, clearly marked as to the contents will be received by the Township until **Monday, October 6th, 2025, at 11:59:59 am** (according to the Administration lobby clock).

3.0 Acceptance

The evaluation of the Tender will be carried out by an evaluation committee with a recommendation brought forward to Council. The Council will make its decision based on information gathered during the procurement process.

Item	Date
Tender Release	September 16 th , 2025
Receipt of Proposal Submission	October 6 th , 2025 (Noon)
Completion of evaluation of the submissions with a recommendation to the Council (in confidence)	October 14 th , 2025
Anticipated date to accept a Proposal or reject all	October 15 th , 2025

4.0 Submission Requirements

Proponents are required to include with their Tender submission the following material:

- a) **A Bid Form** using **Appendix A** appended to this Tender document. Please note



that the conditions in the standard offer format attached may not be altered.

- b) **A deposit in the amount of \$25,000.00** in the form of a bank draft, certified cheque, or money order, made payable to the Township of Selwyn.
- c) **Signed Declaration – Section 10.**

5.0 Delivery of Submissions

- a) Tenders shall be submitted in a sealed envelope to the Township not later than **Monday, October 6th, 2025, at 11:59:59 am (according to the Administration lobby clock)** and must be clearly marked as follows:

(Do Not Mail – Hand Deliver or Courier)

TENDER – Vacant Lot – 11 Samis Drive

Janice Lavalley, Chief Administrative Officer
Township of Selwyn
1310 Centre Line
Selwyn, Ontario K9J 6X5

- b) Fax or email submissions shall not be accepted or considered.
- c) Late Tenders shall be returned unopened. Please ensure a return address is marked on the outside of the sealed envelope.
- d) Proponents will not be notified in writing of the Tender results.
- e) The Council of the Township of Selwyn will consider the results of the Tender submissions at their regular meeting of October 14th, 2025, in confidence in closed session.

6.0 Clarifications following Proposal Submission:

- a) The Township, at its sole discretion, may clarify any aspect of the offer of purchase and sale with any proponent at any time. Without limiting the generality of the foregoing, the Township may clarify with one or more proponents, at any time.
- b) All such clarifications shall be in writing in a form satisfactory for inclusion in the final agreement and satisfactory to the Township.
- c) Clarifications with any proponent shall not oblige the Township to enter into an agreement with such proponent, and shall not constitute an acceptance of the proponent's Tender.



7.0 General Conditions

- a) Submission of a Tender shall mean that the proponent:
 - i) Has read and understood this document
 - ii) Agrees to comply with the conditions set out herein.
- b) Proponents shall provide any and all information relevant to their submission(s). The Township reserves the right to request any other information it requires to evaluate the submission. Failure to provide the information requested may result in the Tender being disqualified.
- c) The deposit (\$25,000.00) shall be returned by the Township to each unsuccessful proponent within four (4) days from the date of entering into an agreement with the successful proponent.
- d) Failure to provide a Tender deposit will render the tender null and void and it will not be considered.
- e) The Tender deposit of \$25,000.00 of the successful proponent will be credited to the Purchase Price upon completion of the sale.
- f) No interest will be paid by the Township on the tender deposit.
- g) The successful proponent shall agree that upon development of the property, the construction of any driveway shall be located on the east side of the lot to ensure adequate turnaround space at the road end for service vehicles. An Entrance Permit may be required from the Township.
- h) The Buyer/Tenderer agrees that they shall purchase the property as it exists at the present time without representation, warranty, or condition with respect to the fitness condition, value, zoning, or lawful use of the property. The buyer acknowledges that they are submitting this bid, relied entirely upon their own inspections and investigations with respect to the property, including, its quality, quantity, state of repair, zoning and lawful use as well as its value and does not rely upon any representation, warranty or statement made by the Township or his representative or any other party involved in this proposed transaction.

8.0 Cautions

With respect to the Tender call process, the Township:

- a) Reserves the right to waive any irregularities in any Tender, to negotiate for the modification of any single Tender, to request clarification and additional information on any tender, and to re-advertise the Tender if desired.



- b) Reserves the right to reject, at its discretion, any, or any part of, or all Tenders. The Township may accept the Tender that, in its sole opinion, is deemed to be the most advantageous.
- c) Reserves the right to withdraw, at its discretion, this Tender at any time and shall not be liable for any expense, cost, loss or damage incurred or suffered by any proponent as a result of such withdrawal.
- d) Takes no responsibility for the accuracy of the information supplied during this tender call process by any official, employee or agent of the Township.
- e) Takes no responsibility for the proponent lacking any information.
- f) Shall not be responsible for any expense incurred by any proponent in preparing or submitting a Tender or in providing any additional information necessary for the evaluation of the Tender.
- g) Shall not permit assignment of the Tender without the Township's prior written approval.
- h) All Tenders and supporting material submitted in response to this Tender shall become the property of the Township. The Township shall make every effort to safeguard the confidentiality of each proposal submission. It is the Township's intention that information expressly provided in confidence will be fully respected. At the same time, it is the Township's intention to recognize the need for public accountability in the process. Accordingly, no part of any Tender that is not expressly stated to have been provided in confidence shall be implied to be confidential. All tender submissions are subject to the provisions of the Municipal Freedom of Information and Protection of Privacy Act. Proponents are encouraged to review the Act and take it into consideration in the preparation of their submissions.



9.0 Checklist – Tender Submission

- ___ Deadline – Monday, October 6th, 2025 – Noon (deliver/courier to Township of Selwyn, 1310 Centre Line, Selwyn, Ontario K9J 6X5) - (Do Not Mail – hand deliver or courier only)
- ___ Completed Signed Declaration – Section 10
- ___ Deposit – \$25,000 (bank draft, certified cheque, or money order, made payable to the Township of Selwyn)
- ___ Completed Bid Form 11 Samis Drive – Appendix A



10.0 Declaration

I/We Declare that this Tender is made without any connection, knowledge, comparison of figures or arrangements with any other company, firm or person making a Tender for the same work and is in all respects fair and without collusion or fraud.

I/ We Declare that all matters stated in the submitted Tender are in all respects true.

The undersigned have carefully read the requirements as per the Tender and have satisfied ourselves as to the conditions under which the transaction and subsequent property use is to be conducted, and hereby make an offer to the Township of Selwyn for 11 Samis Drive, more specifically described as Plan 28 PT Braden St Plan 45M62 BLK 17 PT BLK 16 RP 45R14689 Parts 1, 4 and 8.

I/We acknowledge that _____ addenda have been received and that it is my/our ultimate responsibility to ensure all addenda issued have been received.

If selected as the successful proponent, I/We agree to abide by the terms as set out in the Tender and provisions for the price shown.

Dated at _____ this _____ day of _____, 2025.

) _____
Signature

) _____
Signing Authority (Print Name)

) _____
Street Address / City / Town / Postal Code

) _____
Telephone(s)

) _____
Email



Appendix A

Bid Form

Appendix A

Bid Form – 11 Samis Drive, Lakefield

Dated this day of 2025

Buyer:, agrees to purchase from
(Full legal names of all Buyers)

Seller: The Corporation of the Township of Selwyn, the following
(Full legal names of all Sellers)

Real Property:

Address **11 Samis Drive, Lakefield Ontario** fronting on the **South** side of **Samis Drive** in the **Township of Selwyn (Lakefield Ward)** and having a frontage of **67.06 ft.** more or less by a depth of **110.01 ft. rectangular** more or less and legally described as **as Plan 28 PT Braden St Plan 45M62 BLK 17 PT BLK 16 RP 45R14689 Parts 1, 4 and 8** (the “property”)

(Legal description of land including easements not described elsewhere)

Purchase Price: Dollars (CDN\$)
.....Dollars plus HST

Deposit: Buyer submits **herewith Twenty-Five Thousand Dollars (CDN\$) \$25,000.00** by bank draft, certified cheque, or money order, made payable to **The Corporation of the Township of Selwyn** “Deposit Holder” to be held in trust pending completion or other termination of a signed Agreement of Purchase and Sale and to be credited toward the Purchase Price on completion. For the purposes of this bid submission, the Buyer is required to deliver the deposit on the date the bid is submitted. The Deposit Holder (seller) will hold the deposit and no interest shall be earned, received or paid on the deposit.

Buyer agrees to pay the balance if bid submission is successful.

Schedule(s) A.....attached hereto form(s) part of this Bid Submission.

1. Bids will be considered, in confidence, by the Council of the Township of Selwyn at the October 14th, 2025 Council meeting. The successful bidder must enter into the formal Agreement of Purchase and Sale.

2. Chattels Included: N/A

3. Fixtures Excluded: N/A

4. Rental Items (Including Lease, Lease to Own): The following equipment is rented and **not** included in the Purchase Price. The Buyer agrees to assume the rental contract(s), if assumable: **N/A**

Appendix A

Bid Form – 11 Samis Drive, Lakefield

Acknowledgement/Attestation

I, _____ (Buyer(s)) acknowledge this bid, if successful, will be forwarded to the Township of Selwyn solicitor who will prepare an Agreement Purchase and Sale and I authorize the Township to forward a copy to my lawyer and I agree to enter into an Agreement of Purchase and Sale within seven (7) working days of acceptance of the bid.

.....

(Buyer)

(Date)

.....

(Buyer)

(Date)

Address for Service (Buyer).....

Email

.....

(Tel. No.)

(Fax. No.)

(Tel. No.)

Buyer's Lawyer

Address

Email

.....

(Tel. No.)

(Fax. No.)

Appendix A

Bid Form – 11 Samis Drive, Lakefield

This Schedule is attached to and forms part of the bid conditions:

Buyer:, and

Seller: The Corporation of the Township of Selwyn for the purchase and sale of 11 Samis Drive, Lakefield Ontario dated the day of, 20.....

Buyer agrees as follows:

1. The Buyer agrees to pay the balance of the Purchase Price plus applicable taxes, subject to adjustments, to the Seller on completion of this transaction, with funds drawn on a lawyer's trust account in the form of a bank draft, certified cheque or wire transfer using the Lynx high value payment system as set out and prescribed by the Canadian Payments Act (R.S.C., 1985, c. C-21) as amended from time to time.
2. This Bid is conditional upon acceptance by the Council of The Corporation of the Township of Selwyn, as evidenced by by-law, failing which, this Bid and any subsequent Agreement of Purchase and Sale shall be null and void.
3. The Buyer agrees that they shall purchase the property as it exists at the present time without representation, warranty or condition with respect to the fitness condition, value, zoning, or lawful use of the property. The Township shall have no responsibility whatsoever to remedy any defect, comply with any work orders or deficiency or other similar notice, or complete any unfinished work. The buyer acknowledges that they are submitting this Bid, relied entirely upon their own inspections and investigations with respect to the property, including, its quality, quantity, state of repair, zoning and lawful use as well as its value and does not rely upon any representation, warranty or statement made by the Township or their representative or any other party involved in this proposed transaction.
4. The successful proponent shall, upon development of the property, ensure that any driveway be located on the east side of the lot to ensure adequate turnaround space at the road end for service vehicles and further the proponent must obtain all the necessary entrance permits to complete the construction of any driveway.
5. HST: If the sale of the property (Real Property as described above) is subject to Harmonized Sales Tax (HST), then such tax shall be in addition to the Purchase Price. The Township will not collect HST if the Buyer provides to the Township a warranty that the Buyer is registered under the Excise Tax Act ("ETA"), together with a copy of the Buyer's ETA registration, a warranty that the Buyer shall self-assess and remit the HST payable and file the prescribed form and shall indemnify the Township in respect of any HST payable. The foregoing warranties shall not merge but shall survive the completion of the transaction.

Appendix A

Bid Form – 11 Samis Drive, Lakefield

Schedule B Buyer's Conditions



Appendix B

Survey

SCHEDULE			I REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE LAND TITLES ACT.	
PART	LOT	PLAN	PIN	AREA
1	AI BLK 17	45M-62	AI 28407-0231	110 sq.ft.
2	AI BLK 18		AI 28407-0232	132 sq.ft.
3				10 sq.ft.
4				660 sq.ft.
5	AI BLK 16	AI 28407-0230		396 sq.ft.
6				794 sq.ft.
7				58 sq.ft.
8				6604 sq.ft.
9	Pt OF	28	Pt 28407-0229	3965 sq.ft.
10				5612 sq.ft.
11				1302 sq.ft.
12	BRADEN STREET			1058 sq.ft.
13				504 sq.ft.
14				77 sq.ft.
15				1392 sq.ft.
16				2193 sq.ft.
17				5857 sq.ft.

I REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE LAND TITLES ACT.

DATE **JAN 26** 2009

J.B. FLEGUEL
J.B. FLEGUEL
ONTARIO LAND SURVEYOR

PLAN 45R-14689

RECEIVED AND DEPOSITED

DATE **28 January** 2009

P. DOWNER
AD LAND REGISTRAR FOR THE LAND TITLES DIVISION OF PETERBOROUGH (N^o. 451)

PIN 28407-0255

FITZGERALD STREET (50' WIDE)

(BY REGISTERED PLAN No. 28)

PLAN OF SURVEY OF
BLOCKS 16, 17 & 18, PLAN 45M-62 and
PART OF BRADEN STREET
REGISTERED PLAN No. 28
FORMER VILLAGE OF LAKEFIELD
TOWNSHIP OF SMITH-
ENNISMORE-LAKEFIELD
COUNTY OF PETERBOROUGH

SCALE: 1 INCH = 20 FEET



IMPERIAL: DISTANCES SHOWN HEREON ARE IN FEET, AND CAN BE CONVERTED TO METRES BY MULTIPLYING BY 0.3048.

J.B. FLEGUEL O.L.S.
2008

- DENOTES SURVEY MONUMENT, FOUND
- DENOTES SURVEY MONUMENT, PLANTED
- E&P DENOTES ELLIOTT & PARR, O.L.S.
- P&P DENOTES PIERCE & PIERCE, O.L.S.
- S73 DENOTES W.A. BENNINGER, O.L.S.
- I134 DENOTES N.H. VERHOEFF, O.L.S.
- P1 DENOTES DEPOSITED PLAN 45R-10961
- P2 DENOTES A PLAN OF SURVEY DATED JAN. 28, 2002, BY ELLIOTT & PARR, O.L.S.
- P3 DENOTES DEPOSITED PLAN 45R-2891
- P4 DENOTES DEPOSITED PLAN 45R-937
- P5 DENOTES PLAN 45M-62
- P6 DENOTES REGISTERED PLAN No. 28

BEARINGS SHOWN HEREON ARE ASTRONOMIC AND ARE RELATED TO THE BEARING N 71° 30' 15" E OF THE SOUTHERLY LIMIT OF PLAN 45M-62, IN ACCORDANCE THEREWITH.

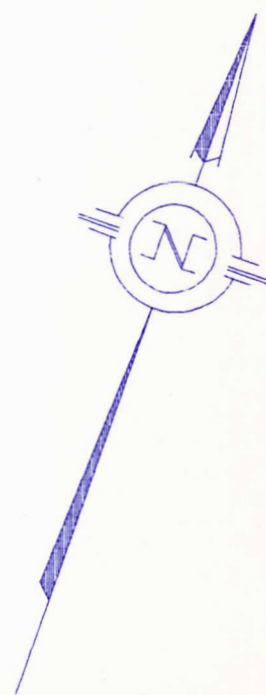
SURVEYOR'S CERTIFICATE

I CERTIFY THAT:

- THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT AND THE LAND TITLES ACT, AND THE REGULATIONS MADE UNDER THEM.
- THE SURVEY WAS COMPLETED ON JUNE 4, 2008.

SIGNED AT LAKEFIELD, ONTARIO
THIS 16th DAY OF JANUARY, 2009

J.B. FLEGUEL
J.B. FLEGUEL
ONTARIO LAND SURVEYOR



REGISTERED PLAN No. 40

J.B. FLEGUEL
ONTARIO LAND SURVEYOR
44 CLEMENTI STREET, BOX 70
LAKEFIELD, ONTARIO K0L 2H0
705-652-6198 (FAX 652-1647)

PROJ. # 3381



Appendix C

Zoning

Part II

Section 4.9 – Residential Type One (R1) Zone

4.9 Residential Type One (R1) Zone

No person shall, within any Residential Type One (R1) Zone, use any land, or erect, alter, or use any building or structure, except in accordance with the following provisions.

4.9.1 Permitted Uses

4.9.1.1 Residential Uses

- a) single-detached dwelling;
- b) second unit in accordance with the provisions of Section 3.41 of this By-law;
- c) existing semi-detached, duplex or multi-unit dwellings;
- d) Type A home occupation use within the principal dwelling;
- e) group home;
- f) boarding, lodging or rooming house within a dwelling serviced by municipal water supply and sanitary sewers in accordance with the provisions of Section 3.49 of this By-law.

4.9.1.2 Non-Residential Uses

- a) public use or utility in accordance with the provisions of Section 3.39 of this By-law.

4.9.1.3 Accessory Uses

Uses, buildings or structures accessory to any of the foregoing permitted uses specified under Subsections 4.9.1.1 and 4.9.1.2 hereof and in accordance with the provisions of Section 3.1 of this By-law.

4.9.2 Exceptions

Any exceptions referred to in Schedule “B” applicable to the land building or structure.

Part II

Section 4.9 – Residential Type One (R1) Zone

4.9.3 Zone Regulations - Single Detached Dwelling Serviced By Municipal Water Supply & Sanitary Sewers

i)	Lot Area (Minimum)	510 sq. m
ii)	Lot Frontage (Minimum)	
	Interior Lot	15 m
	Exterior/Corner Lot	18 m
iii)	Building Height (Maximum)	11 m
iv)	Front Yard (Minimum)	7.5 m
v)	Exterior Side Yard (Minimum)	5 m
vi)	Rear Yard (Minimum)	7.5 m
vii)	Dwelling Unit Area (Minimum)	92 sq. m
viii)	Maximum Lot Coverage (all buildings and structures)	30%
ix)	Dwellings Per Lot (Maximum)	one
x)	Landscaped Open Space (Minimum)	30%

4.9.3.1 Interior Side Yard

The minimum interior setback shall be 4.8 m on one side and 1.2 m on the other side unless a garage or carport is attached to or is within the main dwelling in which case the minimum interior side yard setback shall be 1.2 m for both interior side yards.

4.9.3.2 Minimum Setback from Street Centreline

Minimum setback shall be 17.6 m except where the exterior side yard is adjacent a public street or road in which case the minimum setback requirement from street centreline shall be 15 m.

4.9.4 Zone Regulations - Single Detached Dwelling Serviced By Municipal Water Supply Or Private Wells & Private Sewage Treatment Facilities

i)	Lot Area (Minimum)	4050 sq. m
ii)	Lot Frontage (Minimum)	45 m

Part II

Section 4.9 – Residential Type One (R1) Zone

iii)	Lot Depth (Minimum)	60 m
iv)	Building Height (Maximum)	11 m
v)	Front Yard (Minimum)	7.5 m
vi)	Exterior Side Yard (Minimum)	5 m
vii)	Rear Yard (Minimum)	10 m
viii)	Dwelling Unit Area (Minimum)	92 sq. m
ix)	Maximum Lot Coverage (all buildings and structures)	20%
x)	Dwellings Per Lot (Maximum)	one
xi)	Landscaped Open Space (Minimum)	30%

4.9.4.1 Interior Side Yard

Minimum width shall be 4.8 m on one side, 1.2 m on the other side, plus 0.6 m on the narrow side for each additional or partial storey above the first, provided that where a garage or carport is attached to or is within the main residential building on the lot or the lot is a corner lot, the minimum width of the interior side yard shall be 1.2 m plus 0.6 m for each additional or partial storey above the first.

4.9.4.2 Minimum Setback from Street Centreline

Minimum setback shall be 17.6 m except where the exterior side yard is adjacent a public street or road in which case the minimum setback from street centreline shall be 15 m.

4.9.5 High Water Mark – Setback Provisions

Notwithstanding the minimum yard setback provisions as set forth under Sections 4.9.3 and 4.9.4 herein to the contrary, all provisions of Section 3.15, High Water Mark – Setback Provisions, of this By-law to the use of any land, building or structure permitted within the Residential Type One (R1) Zone shall apply and be complied with.

4.9.6 Source Water Protection Overlay Zone

Notwithstanding the permitted uses as set forth under Section 4.9.1 herein to the contrary, all the provisions of Section 3.44, Source Water Protection Overlay Zone, of this By-law where applicable to the use of any land, building, or structure within the Residential Type One (R1) Zone shall apply and be complied with.”

Part II

Section 4.9 – Residential Type One (R1) Zone

4.9.7 General Zone Provisions

All provisions of Section 3, General Zone Provisions, of this By-law where applicable to the use of any land, building or structure permitted within the Residential Type One (R1) Zone shall apply and be complied with.