



COMMITTEE OF THE WHOLE MEETING AGENDA WEDNESDAY MARCH 4, 2026 6:00 p.m.

Members of the public wishing to attend can do so by attending in person to the Council Chambers in the Administration Centre located at 5786 County Road 21, Utopia.

1. OPENING OF THE MEETING BY THE MAYOR

The Township of Essa acknowledges that we are situated on land within the area of Treaty 18, also known as the Lake Simcoe-Nottawasaga Treaty, signed on October 17, 1818, between the Government of Upper Canada and the Anishinaabe Indigenous peoples. The Anishinaabe include the Ojibwe, Odawa and Pottawatomi Nations collectively known as the Three Fires Confederacy. We are dedicated to honouring Indigenous history and culture and committed to moving forward in the spirit of reconciliation and respect with all First Nation, Metis and Inuit People.

2. DISCLOSURE OF PECUNIARY INTEREST

3. DELEGATIONS/PRESENTATIONS/PUBLIC MEETINGS

- a) **Presentation – Rescue Lake Simcoe Coalition
Lake Simcoe Report
Presented by: Jonathan Scott, Executive Director**

STAFF REPORTS

4. PLANNING AND DEVELOPMENT

- a) **Staff Report PD002-26 submitted by the Planning and Development Coordinator, re: Housekeeping By-law**

Recommendation:

Be It Resolved That Staff Report PD002-26 be received for information; and

That Council approve the proposed amendments to the Township Zoning By-law (2003-50) as contained in this report, with the By-law being presented at a future meeting.

- b) **Staff Report PD003-26 submitted by the Manager of Planning, re: Provincial Planning Legislation Update**

Recommendation:

Be It Resolved That Staff Report PD003-26 be received for information.

c) Staff Report PD004-26 submitted by the Planning and Development Coordinator, re: Site Plan Control Area By-law

Recommendation:

Be It Resolved That Staff Report PD004-26 be received for information; and

That Council approve repealing By-law 2025-22 and replacing it with an updated By-law that reflects changes resulting from Bill 17, *Protect Ontario by Building Faster and Smarter Act, 2025*.

d) Staff Report PD005-26 submitted by the Manager of Planning and Chief Building Official, re: 380 Mill Street

Recommendation:

Be It Resolved That Staff Report PD005-26 be received for information; and

That Council direct Staff to continue processing Planning applications associated with the proposed commercial use of the property at 380 Mill Street, as outlined in this report, as conditions of an occupancy permit.

5. PARKS & RECREATION

a) Staff Report PR003-26 submitted by the Manager of Parks and Recreation, re: Supply and Installation of Thornton Skate Park and Baxter Pump Track

Recommendation:

Be It Resolved That Staff Report PR003-26 be received for information; and

That the quotations as received from Canadian Ramp Company, in the total amount of \$420,000.00 (including 1.76% applicable tax), be approved, utilizing the CANOE Procurement Program, which provides approximately 8% in cost savings and,

That both projects proceed without tendering, as procurement through the CANOE program satisfies the Township's purchasing requirements and results in a lower overall cost contingent upon receipt of a WSIB Clearance Certificate and required Insurance documentation.

6. FIRE & EMERGENCY SERVICES

No items.

7. PUBLIC WORKS

a) Staff Report PW001-26 submitted by the Manager of Public Works, re: Award of Quotation – 2026 Granular Gravel Supply

Recommendation:

Be It Resolved That Staff Report PW001-26 be received for information; and

That the quotation as received from Duivenvoorden Haulage Ltd. be accepted in the amount of \$279,350.00 (excluding HST), to supply and place Granular 'A' Gravel on various locations within the Township limits, and to deliver to stockpile granular for supply, contingent upon a WSIB Clearance Certificate and a copy of Insurance being provided to the Township, to the Township's satisfaction.

**b) Staff Report PW002-26 submitted by the Manager of Public Works, re:
Award of Quotation – Line Paint and Traffic Calming Pavement Markings**

Recommendation:

Be It Resolved That Staff Report PW002-26 be received for information; and

That the quotation as received from Precision Markings Inc. for Line Paint & Traffic Calming Pavement Markings be accepted in the amount of \$17,920.00 (excluding HST) contingent upon a WSIB Clearance Certificate and a copy of Insurance being provided to the Township, to the Township's satisfaction.

**c) Staff Report PW003-26 submitted by the Manager of Public Works, re:
Award of Quotation – 2026 Street Sweeping**

Recommendation:

Be It Resolved That Staff Report PW003-26 be received for information; and

That the quotation as received from Glen's Sweeping Ltd. for the 2026 Street Sweeping RFQ be accepted in the amount of \$72,999.00 (excluding HST) as per Township specifications, contingent upon WSIB Clearance Certificate and a copy of Insurance being provided to the Municipality; and

That the Roads Supervisor be authorized to arrange for the necessary works to be completed.

**d) Staff Report PW004-26 submitted by the Manager of Public Works, re:
Award of Quotation – 2026 Dust Suppressant Application**

Recommendation:

Be It Resolved That Staff Report PW004-26 be received for information; and

That the quotation as received from Den-Mar Brines Ltd. be accepted in the amount of \$40,320 (excluding HST), to supply and place Calcium Chloride Dust Suppressant on the Township's gravel roads, contingent upon a WSIB Clearance Certificate and a copy of Insurance being provided to the Township, to the Township's satisfaction.

That the Roads Supervisor be authorized to arrange for the necessary works to be completed.

- e) Staff Report PW005-26 submitted by the Manager of Public Works, re:
Emergency Purchase Sidewalk MV6 Machine - Purchase of 2027 Cab and
Chassis, plus Plow and Sanding Equipment**

Recommendation:

Be It Resolved That Staff Report PW005-26 be received for information; and

That Council approve the emergency purchase of one (1) Maclean MV6 sidewalk machine in the amount of \$244,000 (including 1.76% HST) to replace unit 15 (1999 model) to be funded from the Asset Management Reserve and;

That Council authorize placing an order for a 2027 Western Star cab and chassis from Complete Western Star Truck Centre in Barrie including plow and sander equipment from Viking Cives Ltd at a cost of \$438,932 (including 1.76% applicable tax - radio and greasing).

- f) Staff Report PW006-26 submitted by the Manager of Public Works, re:
Slurry Seal Treatment**

Recommendation:

Be It Resolved That Staff Report PW006-26 be received for information; and

That the quotation as received from Duncor Enterprises Inc. be accepted in the amount of \$422,350.64 (excluding HST), to complete the 2026 Slurry Seal Treatment program on various locations within the Township limits, contingent upon a WSIB Clearance Certificate and a copy of Insurance being provided to the Township, to the Township's satisfaction.

- g) Staff Report PW007-26 submitted by the Manager of Public Works, re: 2026
Double Surface Treatment**

Recommendation:

Be It Resolved That Staff Report PW007-26 be received for information; and

That the quotation as received from Duncor Enterprises Inc. be accepted in the amount of \$309,471.00 (excluding HST), to complete the 2026 double surface treatment projects, contingent upon a WSIB Clearance Certificate and a copy of Insurance being provided to the Township, to the Township's satisfaction.

- h) Correspondence submitted by Ontario Clean Water Agency (OCWA), re:
Schedule 22 Summary Reports (2025) for the Angus, Baxter and Thornton
Drinking Water Systems.**

***Correspondence added on March 3, 2026 at 3:30 p.m.**

Recommendation:

Be It Resolved That the 2025 Schedule 22 Summary Reports from the Ontario Clean Water Agency for the Angus, Baxter and Thornton Drinking Water and Distribution Systems be received; and

That a notice be posted on the Township's website stating that the 2025 Summary Reports are available for inspection at the Administration Centre or on the Township website by any member of the public during normal business hours, at no charge.

8. FINANCE

- a) **Staff Report TR002-26 submitted by the Manager of Finance, re: Statement of Treasurer – Remuneration 2025**

***Staff Report TR002-26 revised on March 2, 2026 at 1:30 p.m.**

Recommendation:

Be It Resolved That Staff Report TR002-26 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, 2025 be received as circulated.

9. AUTOMATED SPEED ENFORCEMENT (ASE)

No Items.

10. CLERKS / BY-LAW ENFORCEMENT / IT

- a) **Staff Report C004-26 submitted by the Deputy Clerk, re: 2026 General Assistance Grants and Intake Date Adjustment on Policy #A01-19 "Community Assistance Grants"**

Recommendation:

Be It Resolved that Staff Report C004-26 be received; and

That Council approve the tax exemption and municipal grant amounts as presented in Attachment No. 2 of this report; and

That Council approve the amendment to Policy #A019-Community Assistance Grants reflecting the Intake deadline as attached.

- b) **Staff Report C005-26 submitted by the Deputy Clerk, re: Fees and Charges By-law 2026**

Recommendation:

Be It Resolved that Staff Report C005-26 be received; and

That Council approve the proposed amendments as attached to this Report, and

That a Fees and Charges By-law be brought forward for Council's approval.

- c) **Staff Report C006-26 submitted by the Deputy Clerk, re: Building Department Fees and Charges By-law 2026**

Recommendation:

Be It Resolved that Staff Report C006-26 be received; and

That Staff be directed to schedule a Public Meeting in accordance with the Building Code Act.

11. CHIEF ADMINISTRATIVE OFFICER

- a) **Staff Report CAO003-26 submitted by the Chief Administrative Officer, re: Angus Water System Upgrades - Award of Quotation - Mill Street Well 1A Installation and Flow Testing**

Recommendation:

Be It Resolved that Staff Report CAO003-26 be received; and

That Council award the installation and flow testing of the proposed Mill street Well 1A to Well Initiatives Limited in the amount of \$1,597,462.50 (excluding HST), contingent upon a WSIB Clearance Certificate and a copy of Insurance being provided to the Township, to the Township's satisfaction.

12. OTHER BUSINESS

13. ADJOURNMENT

Recommendation:

Be It Resolved That this meeting of Committee of the Whole of the Township of Essa Adjourn at _____ p.m.