



COMMITTEE OF THE WHOLE MEETING AGENDA
WEDNESDAY June 3, 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 – Blackstock Heritage**
re: Heritage Designation Request – 5992 County Road 27

STAFF REPORTS

4. PLANNING AND DEVELOPMENT

- a) **Staff Report PD011-26 submitted by the Development Planner, re:**
Extension of Draft Plan Conditions – 34 Mill Street

Recommendation:

Be It Resolved that Staff Report PD011-26 be received for information; and

That Council approve extending the draft plan approval for the 34 Mill Street Plan of Subdivision until September 13th, 2029, being the date of expiration.

**b) Staff Report PD012-26 submitted by the Development Planner, re:
Briarwood Subdivision Trail - Update**

Recommendation:

Be It Resolved that Staff Report PD012-26 be received for information; and

That Council direct staff to permit the developer to construct a fenced and lighted trail around the stormwater ponds as well as a man gate instead of the original Subdivision-approved forest trail.

5. PARKS & RECREATION

**a) Staff Report PR007-26 submitted by the Manager of Parks and Recreation,
re: Thornton Community Centre (TCC) – Asphalt Improvements /
Restoration – 2026 Capital Project**

Recommendation:

Be It Resolved that Staff Report PR007-26 be received; and

That the quotation as received from Global Simcoe Paving be accepted in the amount of \$101,000 (excluding HST), to complete the Thornton Community Centre (TCC) Asphalt Improvements / Restoration project, contingent upon a WSIB Clearance Certificate and a copy of Insurance being provided to the Township, to the Township's satisfaction.

**b) Staff Report PR008-26 submitted by the Manager of Parks and Recreation,
re: Award of quotation - Outdoor Lighting Projects**

Recommendation:

Be It Resolved that Staff Report PR008-26 be received; and

That the quotation as received from Pridham Electrical Ltd. be accepted in the amount of \$142,720 (excluding HST), to supply, install and upgrade lighting at several recreational facilities to improve usability and extend operating hours, contingent upon a WSIB Clearance Certificate and a copy of Insurance being provided to the Township, to the Township's satisfaction.

**c) Staff Report PR010-26 submitted by the Manager of Parks and Recreation,
re: Recommendation to Replace Brine – Thornton Community Centre**

Recommendation:

Be It Resolved that Staff Report PR010-26 be received; and

That Council approve the emergency purchase of new brine for the Thornton Community Center new header trench to be funded from Parks and Recreation Reserve in the amount of \$39,494.29 (excluding HST).

6. FIRE & EMERGENCY SERVICES

No items.

7. PUBLIC WORKS

- a) **Staff Report PW009-26 submitted by the Manager of Public Works, re: Asphalt Tender**

Recommendation:

Be It Resolved that Staff Report PW009-26 be received; and

That the tender as received from GIP Paving Inc. in the amount of \$1,783,982 (including 1.76% HST) to complete the 2026 resurfacing projects be accepted based on the information contained in this report, contingent upon a WSIB Clearance Certificate and a copy of Insurance being provided to the Township to the Township's satisfaction.

8. FINANCE

- a) **Correspondence for Township Engineer AECOM, re: Reduction in Securities – Mill Street Ventures Site Plan – Phase 1**

Recommendation:

Be It Resolved that Council approve a reduction in securities relating to Mill Street Ventures Site Plan – Phase 1, as recommended by AECOM as follows:

Current Securities Held by the Township of Essa:	\$392,054.13
Reduction as Recommended by AECOM	\$296,988.02
Securities to be Retained by the Township of Essa	\$95,066.11; 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.

9. AUTOMATED SPEED ENFORCEMENT (ASE)

- a) **Staff Report A002-26 submitted by the Manager of ASE, re: Red Light Camera Program**

Recommendation:

Be It Resolved that Staff Report A002-25 be received for information; and

That Council direct Staff to bring forward a By-law at a future meeting to authorize execution of an Agreement with the Province of Ontario (MTO) for the purposes of administering a Red-Light Camera Program, only once the appropriate approvals have been received; and

Direct Staff to bring forward a By-law at a future meeting to amend Essa By-law 2024-18 "Administrative Penalties" to include the necessary provisions for red-light camera contraventions in its Administrative Penalty Program.

10. CLERKS / BY-LAW ENFORCEMENT / IT

- a) **Staff Report C015-26 submitted by the Deputy Clerk, re: Exception to Allow Food Trucks – Essa Public Library – Family Fun Night– August 20, 2026**

Recommendation:

Be It Resolved that Staff Report C015-26 be received, and

That Council approve the request from Essa Public Library to allow food trucks at their Family Fun Night on Thursday August 20, 2026, from 5:00 p.m. to 7:30 p.m. . and further that Essa Public Library ensures all necessary Health Unit approvals are in place.

- b) **Staff Report C017-26 submitted by the Deputy Clerk, re: Amendment to By-law 2026-19 – Feeding Wildlife By-law**

Recommendation:

Be It Resolved that Staff Report C017-26 be received, and

That Council approve amending the Feeding of Wildlife By-law to include the additions identified in this report; and

That the amending By-law be presented during the Council meeting.

- c) **Staff Report C018-26 submitted by the Manager of Legislative Services/ Clerk, re: Ice Cream Truck / Mobile Vending Operations**

Recommendation:

Be It Resolved that Council of the Township of Essa hereby receive Staff Report C018-26; and

That Council adopt a new by-law to repeal and replace By-law 2005-62, as amended to strengthen enforcement provisions related to transient traders and mobile vending operations; and

That the new by-law include short-form wording and set fines under the Provincial Offences Act for enforcement purposes.

11. CHIEF ADMINISTRATIVE OFFICER

- a) **Staff Report CAO007-26 submitted by the Chief Administrative Officer, re: Essa Food Bank (Angus Food Bank) – Commercial Lease**

***This item was removed at the request of the Chief Administrative Officer on June 3, 2026 at 8:45 a.m.**

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.