

**TOWNSHIP OF ESSA
HEALTHY, ACCESSIBLE COMMUNITY AND PARKS COMMITTEE
AGENDA**

THURSDAY JULY 20, 2023 – 3:00 p.m. - ZOOM

1. OPENING OF THE MEETING

2. APPROVAL OF AGENDA

Recommendation: *Be it resolved that the agenda as presented be approved.*

3. DISCLOSURE OF PECUNIARY INTEREST

4. ADOPTION OF MINUTES OF PREVIOUS MEETING

p. 1 Recommendation: *Be it resolved that the minutes of the Healthy, Accessible Community and Parks Committee from their meeting of April 20, 2023 be approved as circulated.*

5. BUSINESS ARISING FROM PREVIOUS MEETING / OUTSTANDING ITEMS

5.1 Farmers Market

5.2 Community Garden

6. NEW BUSINESS

p. 3 6.1 Charged for Change
• Update from Manager of Planning and Development, Samuel Haniff

p. 6 6.2 Splash Pad, Angus
• Update from Manager of Parks and Recreation, Jason Coleman

6.3 Pamphlet
• Discussion on the creation of literature, Re: HACP Committee

p. 9 6.4 Terms of Reference
• Overview from, Clerk, Lisa Lehr

6.5 Procedural Review
• Overview from Deputy Clerk, Sarah Corbett

7. CORRESPONDENCE / INFORMATION ITEMS

p. 12 7.1 Email Response from Mayor Macdonald to Resident dated June 6, 2023, re: 2-1-1 and Accessibility in Essa Township.

8. OTHER BUSINESS/ ROUND TABLE

9. ESTABLISH DATE AND TIME OF NEXT MEETING

9.1 Set date for next quarterly meeting.

10. ADJOURNMENT

Recommendation: *Be it resolved that this meeting of the Healthy, Accessible Community and Parks Committee of the Township of Essa adjourn at _____ p.m.*



**TOWNSHIP OF ESSA
HEALTHY, ACCESSIBLE COMMUNITY AND PARKS COMMITTEE
MINUTES**

THURSDAY April 20th, 2023 – 3:00 p.m. - ZOOM

1. OPENING OF THE MEETING

2. APPROVAL OF AGENDA

Resolution No: HACPC01-2023 Moved by: McCann Seconded by: Smith

Recommendation: Be it resolved that the agenda as presented be approved.

----Carried----

3. ADOPTION OF MINUTES OF PREVIOUS MEETING

Resolution No: HACPC02-2023 Moved by: McCann Seconded by: Smith

Recommendation: Be it resolved that the minutes of the Healthy Accessible Community and Parks Committee dated January 26th 2023, be received.

----Carried----

4. BUSINESS ARISING FROM PREVIOUS MEETING / OUTSTANDING ITEMS

5. NEW BUSINESS

5.1 Re-select a Chair (from community representatives – cannot be staff or Council)

5.2 Mandatory AODA Training: <https://www.ohrc.on.ca/en/learning/working-together-code-and-aoda/certificate-version>

5.3 No Mow May

5.4 Suggestion from Committee member – Audit of Parks in Essa

6. CORRESPONDENCE / INFORMATION ITEMS

Chery Jackson has been selected as the new Chair for the HACPC

Baileigh explained the mandatory AODA training. The committee agreed that the training will be completed and submitted before the next HACPA meeting.

No Mow Day will be spoken about in the next meeting or via email once Baileigh receives data from the WSP audit templates.

7. OTHER BUSINESS/ ROUND TABLE

Cheryl Jackson has requested to have a table at the Farmer’s Market to receive resident’s feedback regarding a community garden for 2024.

Patty Foster would like to see raised beds for the community garden to make it more accessible for all residents.

Stephanie McCann would like the community garden to be in an accessible location for senior residents.

8. ESTABLISH DATE AND TIME OF NEXT MEETING

The next committee meeting is scheduled for Thursday July 20, 2023, at 3:00 p.m. via Zoom.

9. ADJOURNMENT

Resolution No: HACPC03-2023 Moved by: McCann Seconded by: Foster

Recommendation: Be it resolved that this meeting of the Healthy, Accessible Community and Parks Committee of the Township of Essa adjourn at 3:53 p.m.



TOWNSHIP OF ESSA STAFF REPORT

STAFF REPORT NO.: PD012-23

RELATED STAFF REPORT: PD006-23

DATE: May 17th, 2023

TO: Committee of the Whole

FROM: Samuel Haniff
Manager of Planning

SUBJECT: Charged for Change Program – Earth Day Canada
Funding Agreement
Electric Vehicle Chargers – Township of Essa

RECOMMENDATION

That Staff Report PD012-23 be received for information purposes.

BACKGROUND

Reference is made to Staff Report PD006-23 which discussed an application to the Earth Day Canada 'Charged for Change Program' for funding for Electric Vehicle (EV) chargers in the Township of Essa in February 2023 (Attachment A).

Please note that the Township of Essa was selected by the Charged for Change Program Selection Committee to receive funding in the amount of \$78,393.33 (Attachment B). Funding is to be provided on a reimbursement basis if the work is completed in 2023.

COMMENTS AND CONSIDERATIONS

A total of seven Municipalities were selected as 2023 Beneficiaries for the Charged for Change Program (Attachment C) as follows:

1. Municipality of East Ferris
2. Township of Essa
3. Township of Manitouwadge
4. Town of Pelham
5. The County of Prince Edward
6. Township of Selwyn
7. Town of Thessalon

Reference is also made to the Township Application to the Charged for Change Program, in which a total of 6 sites and 9 dual pedestal chargers were proposed as potential sites/installations (Attachment D). These included both Township-owned and privately owned properties at key locations across the Township.

Of the sites proposed by the Township, the following were selected by the Committee for the EV Chargers:

1. No Frills Plaza, Angus (285 Mill Street, Angus) – 2 dual pedestal chargers
2. Thornton Community Centre (246 Barrie Street, Thornton) – 1 dual pedestal charger

Pending a formal agreement with the private property owners at the No Frills Plaza (285 Mill Street), Earth Day has been informed that another site may be necessary in case an agreement can't be reached. It is intended that the Angus Recreation Centre (10 Sideroad, Angus) would be the second choice in Angus since the property is already owned by Essa Township and any permissions would be internal to the Township.

FINANCIAL IMPACT

Earth Day Canada agrees to fund up to \$78,393.33 to the Township for the installation of EV Chargers, broken down as follows:

- Professional Services: \$33,393.33
- 3 EV Dual Head Charging Stations: \$45,000.00

Payment Terms are as follows:

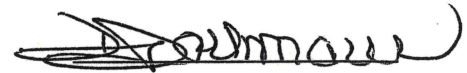
Advance Payment: Upon signature of the Funding Agreement, EDC shall transfer up to twenty-three thousand five hundred eighteen dollars (CAD \$23,518.00).

Interim Payment: One payment of twenty-three thousand five hundred eighteen dollars (CAD \$23,518.00) representing at most thirty percent (30%) of the Total Project Allotment to be made during the construction period upon provision of an interim construction report.

Final Payment: Final payment of thirty-one thousand three hundred fifty-seven dollars and thirty-three cents (CAD \$31,357.33) representing at most forty percent (40%) of the Total Project Allotment to be made after of the Final Report of all activities and costs is submitted and approved.

The Planning & Development Work in Progress account (GL02.01.850.015.8795) will be used to hold the costs until payments are received by Earth Day Canada. If for any reason the expenses do not get covered in full, the difference will be pulled from a Working Capital Reserve (GL02.80.002.060.3550).

The Funding Agreement submitted by Earth Day Canada (Attachment E) is currently being circulated to key Township Staff for comment before signing.



Manager of Finance Approval

SUMMARY/OPTIONS

Council may:

- 1. Take no further action.
- 2. Receive Staff Report PD012-23 for information purposes.
- 3. Direct Staff in another manner Council deems appropriate.

CONCLUSION

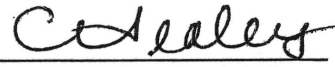
Option #2 is recommended.

Prepared and Submitted by:

Reviewed by:



Samuel Haniff, BURPL, MCIP, RPP
Manager of Planning



Colleen Healey-Dowdall
CAO

- Attachment A – February Staff Report on Charged for Change Program (PD006-23)
- Attachment B – Email confirming selection under the Charged for Change Program
- Attachment C – Earth Day Canada – 2023 Beneficiaries
- Attachment D – Township Submission Package for Charged for Change Program
- Attachment E – Charged for Change Funding Agreement

* Attachments A-E are not included for this Report on the HACP Agenda.
They may be viewed at: www.essatownship.on.ca



TOWNSHIP OF ESSA STAFF REPORT

STAFF REPORT NO.: PR016-23

DATE: June 21, 2023

TO: Committee of the Whole

FROM: Jason Coleman- Manager of Parks and Recreation

SUBJECT: New Proposed Angus Splash Pad Location

RECOMMENDATION

That Staff Report PR016-23 be received; and

That Council direct the Manager of Parks and Recreation to proceed with pursuing 191 Maplewood Drive as the new site for a splash pad in Angus along with some additional playground equipment required to be replaced from 152 Greenwood Drive.

BACKGROUND

152 Greenwood Drive is named Stonemount Park in Angus and has been sold to the Simcoe County District School Board to build a new elementary school in Angus at an undisclosed future date.

Due to the School Board purchasing the existing 152 Greenwood Drive park in Angus to accommodate the need for a new school, this requires existing park amenities including the existing splash pad at 152 Greenwood Drive to be relocated/replaced to an alternate suitable and available nearby site.

COMMENTS AND CONSIDERATIONS

After meeting with Township Consulting Engineers to review and consider all aspects and components of the project to install a new splash pad in Angus within close to proximity to the existing one, it has been suggested and recommended by the Consulting Engineer and Staff to locate the new splash pad at the existing vacant parkland at 191 Maplewood Drive (as opposed to Mike Hart or Gold Park Gate sites).

6.2

FINANCIAL IMPACT

Council approved \$400,000 to come from Parks Reserve Funds to cover the associated costs with the creation and implementation of a new splash Pad in Angus. The Township received money in the sale of land at 152 Greenwood which is to be re directed and invested back into the Townships parkland development near to the original Stonemount Park.


Manager of Finance

SUMMARY/OPTIONS

Council may:

1. Take no further action, but this could put residents at a loss of a splash pad in the future.
2. Direct the Manager of Parks and Recreation to proceed with pursuing 191 Maplewood Drive as the new site for a splash pad in Angus along with some additional playground equipment to be replaced.
3. Direct staff in another manner.

CONCLUSION

Staff recommends that Option 2 be approved.

Respectfully submitted by:

Reviewed by:



Jason Coleman
Manager of Parks and Recreation



Colleen Healey-Dowdall
CAO

Attachments:

1. Angus Map

7

Subject of this Report: New Proposed Angus Splash Pad Location
Council Meeting Date: June 21, 2023

Attachments:

- 1. Angus Map



**TOWNSHIP OF ESSA
HEALTHY, ACCESSIBLE COMMUNITY AND PARKS COMMITTEE (HACP)
TERMS OF REFERENCE 2022-2026**

1. Mandate

The Healthy, Accessible Community and Parks Committee is dedicated to advise and assist the Township in promoting and facilitating a barrier-free healthy community while improving the quality of life for all persons and promoting equal opportunity for citizens of all abilities.

2. Scope of Responsibilities

- a) Advocate on behalf of persons with disabilities through the promotion of public awareness and understanding the needs of disabled persons;
- b) Support the development and implementation of programs, policies and by-laws which promote and create a barrier-free healthy community;
- c) Make recommendations to Council on strategies and policies to ensure that existing barriers are eliminated, and that no new barriers will be created especially at parks and in public spaces
- d) Identify any potential funding opportunities to assist Essa in becoming healthy and barrier free;
- e) Monitor the status of municipally-owned and/or operated buildings, facilities and public areas to ensure that they meet the needs of disabled persons;
- f) Work with Township staff in the maintenance of the Essa Accessibility Plan in accordance with the Ontarians with Disabilities Act;
- g) Respond to relevant accessibility issues as raised by individuals or community groups;
- h) Promote healthy and active lifestyles for all residents, assist in planning future trails, sidewalks, canoeing and kayaking launches, as well as parks and public spaces;
- i) Promote healthy living and access to eating local food;
- j) Promote safe roads, reduction in personal vehicle use and energy conservation;
- k) Provide advice to Staff and Council on policy matters relating to the provision of recreational, cultural and related services, including special events for residents and visitors;
- l) Provide a forum for discussion and coordination of recreational, and healthy community initiatives ad programs with other community groups and agencies; and
- m) Make recommendations to Council on amenities to be contained in parks, park and facility planning and policies for park and facility use.

3. Composition

- a) The Committee shall be comprised of 4 residents from the Township of Essa one of who:
 - i) Has a disability; one member shall be representative of gender, ethnicity and different types of visible and invisible disabilities as defined in the applicable legislation, such as persons with physical (visual, speech, hearing, deaf, brain injury, use of a wheelchair); cognitive (intellectual impairments); perceptual (learning disability) and mental health disabilities; or
 - ii) are citizen caregivers or volunteers to persons with disabilities; or
 - iii) members of the community or professional stakeholders; or
 - iv) have knowledge of issues faced by persons with disabilities
- b) One member of the Township staff from the Clerk's Department will be in attendance for all meetings and will act as the recording secretary for the Committee.
- c) One member from the Parks and Recreation Department

- d) At least one member of Council. (Members of Council may not Chair or Vice Chair the meetings)

The following are considered assets in the recruitment of members:

- One youth resident of the Township of Essa under the age of 25;
- Representative from the Simcoe Muskoka District Health Unit;
- Someone who is a sport enthusiast or has been involved with organized sport; or
- Someone with lived or work experience in park or public space planning.

Other staff or experts in a field may be invited to participate as guests with the Committee from time to time.

4. Appointment

All members of the Committee shall be appointed by Council. Appointments shall be approved by Council in accordance with the membership requirements in the Terms of Reference. The advertising of vacancies and appointments to the Committee will be in accordance with the policies adopted by Council and applicable legislation. A Chair and Vice Chair shall be elected by a majority vote of the committee at its first meeting of each new term to preside over meetings and Committee business. The term for the Chair shall be two years, whereby the Vice Chair shall take on the role of Chair thereafter.

5. Term of Service

The term of service will coincide with the term of Council, namely four years, and members will remain in office until their successors are appointed. In the event of a vacancy other than the expiration of the term for which the member was appointed, such vacancy shall be dealt with in accordance with policies adopted by Council and applicable legislation. In the event that a committee member has not attended 3 consecutive meetings, they shall no longer sit on the Committee, and the Committee members will recruit for a replacement as well as inform the Clerk of such.

6. Delegated Authority

The Committee has no authority to direct staff, and any recommendations that need to be carried out (reports or staff actions) must be first considered by Committee of the Whole and/or Council.

7. Meetings

The Committee will meet on a quarterly basis with specific dates and times for meetings to be determined by the Committee at the beginning of each year. Each meeting shall be a minimum of 1 hour in length. The Committee may meet more frequently if necessary as long as appropriate notice is provided to all members of the Committee. The location of meetings will be mutually agreed upon by members of the Committee. The meetings may be conducted through Zoom and the conduct of business at meetings will be governed by the Township's Procedural By-law unless otherwise stipulated.

8. Remuneration

Community members will receive an honorarium of \$50 per meeting attended; the paid meetings being the four meetings scheduled at the beginning of the year.

9. Agenda and Minutes

- a) Secretary assistance for the Committee will be provided by the Office of the Clerk. Staff will prepare the agendas and minutes with input from the Chair and Committee members. The Parks and Recreation staff member may be asked to assist the Clerks Department.
- b) Minutes will be prepared by staff and forwarded to each of the Committee members for review as soon as possible following the meeting. Once approved at the next meeting the minutes will be placed on the regular Council agenda so as to inform Council of the work that the Committee is doing.
- c) An annual report shall be prepared each year summarizing the activities of the committee and will be submitted to Council for review. Records shall be filed with the Clerk and kept in accordance with the Township's records management practices.

Hi Lisa,

We can forward this to this Committee for their agenda/correspondence.

Colleen Healey-Dowdall, RPP
 Chief Administrative Officer
 Township of Essa
 5786 County Road 21
 Utopia, ON, L0M 1T0
 Telephone: (705) 424-9917 Ext 109
 Email: chealey@essatownship.on.ca
 Website: www.essatownship.on.ca



Information transmitted is intended only for the person or entity to which it is addressed and may contain confidential and/or privileged material. Any review, retransmission, dissemination or other use of, or taking of any action in reliance upon this information by persons or entities other than the intended recipient is prohibited. If you received this in error, please contact the sender and delete the material from any computer.

From: Sandie Macdonald <smacdonald@essatownship.on.ca>
Sent: Tuesday, June 6, 2023 1:46:01 PM
To: Resident Name/Email address removed (personal information); Colleen Healey <chealey@essatownship.on.ca>; Jason Coleman <jcoleman@essatownship.on.ca>; Michael Smith <msmith@essatownship.on.ca>; Pieter Kiezebrink <pkiezebrink@essatownship.on.ca>; Henry Sander <hsander@essatownship.on.ca>; Liana Maltby <lmaltby@essatownship.on.ca>
Subject: Re: More in the Community ..

Hello,

Thank you for your email, I reached out to different agencies before replying.

My findings were that using 211 is the best source of information regarding what you could use to help with your son. I spoke with 211 and they partner with most of the agencies. They asked that you call them and they would walk you through what programs are best suited for both your son's and your needs. I know you mentioned travelling is not ideal - 211 said they would discuss this with you when you call them.

Essa Township as a Municipal Government is not a Government level that supplies resources for Social Services, or Health care -these are accessed through the County of Simcoe and funded by the 16 Municipalities and the 2 separated cities that make up the County Council. The Provincial Government also contributes funds to the County for these resources. These services can be accessed by Essa and all County Residents.

Education is through the Provincial Government (Ministry of Education). Each School Boards can tap into these services to allow some meetings with parents and

7.1

students. You can also reach out to your School Board Trustee, Brandy Rafeek, to see what they have in place.

For Government funding, 211 said there is funding for families with children with disabilities - they have the information and forms required if you are not already on these assistance programs. I have copied Staff on this email in case we have any local programs or investigate programs for the future to have in Angus/ Essa.

Essa Council does and will continue to do proclamations to bring attention and awareness to the needs of everyone. I am sorry to hear of you and your Son being singled out at our public parks. We do not tolerate that behaviour. Essa Council believes that educating the Public helps to share what one goes through daily, and ideas sometimes arise through public awareness.

Essa Council just did a proclamation for World Autism Awareness Day on April 2nd. Council, Staff and Residents proudly raised the flag for awareness, inclusion, of those on the Autism spectrum. May 28th we celebrated National AccessAbility Day and a flag for awareness was raised. We have done proclamations for most of what you mentioned in your email and more.

If you have any ideas that you think would work in our parks or communities, please share it and we will make sure it gets on the proper committee agenda to review. Angus, Al Breau Community Park on Huron street in Angus does have accessible play equipment.

I hope you will contact 211, there may be local parent support groups. If I can help you further, please call or email me. Take care.

Kind Regards,

Sandie Macdonald

Township of Essa Mayor

Get [Outlook for iOS](#)

From: Resident Name/Email address removed (personal information);
Sent: Thursday, June 1, 2023 9:45:23 PM
To: Sandie Macdonald <smacdonald@essatownship.on.ca>
Subject: More in the Community ..

Evening

As a mother to a son who has multiple special needs .. it is disappointing that there is not alot of resources/activities available in Essa for these individuals

13

I'm aware about this so called "inclusion" that schools have "supposedly" adapted too (which in my experience is not the case), but it's preached about

These children need resources/activities in their community .. yes people can drive to other towns, but not all disabilities present the same
For example, driving out of town for my child is a nightmare; as it is too long of a drive & gets him agitated which ends up in an episode
Their parents may not own a vechile/drive & have to rely on family/friends .. which is an inconvenience to some, especially if their child has an episode to or from a resource/activity

Us parents do get singled out at any activity/parks if our child does have an episode, you have children taunting them while your trying to calm/help your child .. you have other parents hovering over you/up your rear while trying to deesclate the situation

Essa as a township needs to do better for these children/adults .. we need more resources/activities closer to home then in other towns (re-read paragraph 3 if needed) .. instead of planning/talking about a new school, shoping centre, etc .. why doesn't Essa think about these children? why can't Essa do better for these individuals in their community?

We all adapted to LGBT, we have flags being flown at schools instead of the Canadian Flag .. why can't we do the same for Mental Health Awareness, Disabilities (autism, adhd, odd, fasd, etc ..)?

Why can't we have safe places for these individuals to play & grow into their best selfs

..

We NEED to do better, we need CHANGE!

Resident Name/Email address removed (personal information);

[EXTERNAL]