

**THE CORPORATION OF THE TOWNSHIP OF ESSA  
REGULAR COUNCIL MEETING  
WEDNESDAY, FEBRUARY 19, 2025  
(To follow Committee of the Whole)**

**AGENDA**

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

- 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 5<sup>th</sup> day of February, 2025 be adopted as circulated.

**4. CONSENT AGENDA**

Recommendation: **BE IT RESOLVED THAT** the items listed in the Consent Agenda dated February 19<sup>th</sup> 2025, be received for information.

**5. COMMITTEE REPORTS**

- p. 14 a. **Minutes of the Traffic Advisory Committee.**

Recommendation: **BE IT RESOLVED THAT** the minutes of the Essa Traffic Advisory Committee from their meetings held on July 2, 2024, September 24, 2024 and January 28, 2025, be received.

- p. 24 b. **Minutes of the Angus Business Improvement Area Board.**

Recommendation: **BE IT RESOLVED THAT** the minutes of the Angus Business Improvement Area Board from their meeting held on October 23, 2024, be received.

**6. PETITIONS**

**7. MOTIONS AND NOTICES OF MOTIONS**

**8. UNFINISHED BUSINESS**

**9. BY-LAWS**

- p. 28 a. By-law 2025-09 – A By-law to appoint a Secretary-Treasurer to the Committee of Adjustment and to appoint a Zoning Administrator.

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Recommendation: **BE IT RESOLVED THAT** By-law 2025-09, 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:

a. **Staff Report CAO003-25, re: Staffing.**

- *Personal Matters About an Identifiable Individual – s.239(2)(b)*
- *Labour Relations or Employee Negotiations – s.239(2)(d)*

b. **Staff Report C002-25, re: Committee Member Removal and Replacement.**

- *Personal Matters About an Identifiable Individual – s.239(2)(b)*

**Motion to Rise and Report from Closed Session Meeting of February 19, 2025.**

Recommendation: **BE IT RESOLVED THAT** Council rise and report from the Closed Session Meeting at \_\_\_\_\_ p.m.

12. **CONFIRMATION BY-LAW**

p. 29 **By-law 2025-10**

Recommendation: **BE IT RESOLVED THAT** leave be granted to introduce By-law 2025-10, that being a By-law to confirm the proceedings of the Committee of the Whole, Closed and Council meetings held on this 19<sup>th</sup> day of February, 2025; 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 Council of the Township of Essa adjourn at \_\_\_\_\_ p.m. to meet again on the 5<sup>th</sup> day of March, 2025 at 6:00 p.m.

THE CORPORATION OF THE TOWNSHIP OF ESSA  
PUBLIC MEETING MINUTES  
February 5<sup>th</sup>, 2025  
ZONING BY-LAW AMENDMENT (Z2-25)  
(Affecting all areas in the Township of Essa)

MINUTES

A Public meeting was held in person on Wednesday, February 5<sup>th</sup>, 2025 in the Council Chambers of the Administration Centre, Township of Essa.

In attendance: Mayor Sandie Macdonald  
Deputy Mayor Michael Smith  
Councillor Liana Maltby  
Councillor Pieter Kiezebrink  
Councillor Henry Sander

Staff in attendance: M. Mikael, Chief Administrative Officer  
L. Lehr, Manager of Legislative Services/Clerk  
D. Dollmaier, Manager of Finance  
S. Haniff, Manager of Planning  
J. Kolb, Manager of Public Works

Mayor Macdonald opened the meeting at 6:27 p.m. She stated that the purpose of this Public Meeting is to review an application for a Zoning By-law Amendment relating to all lands in the Township of Essa in accordance with Section 34 of the Planning Act.

A description and presentation of the proposal was then read by the Manager of Planning, Samuel Haniff as outlined below.

**THE PROPOSED ZONING BY-LAW AMENDMENT** would affect those lands described as listed below, being 1):

- 1) List of proposed changes to Zoning By-law (2003-50) listed in the table below.

Item Description	Proposed Changes
Section 3 - Definitions	To amend section 3 to include a definition for "In-law Suites".
Section 4.38.1	To introduce a new provision that would allow an ARU to exceed maximum lot coverage requirements up to a total of 45% and not preclude maximum gross floor area restrictions.

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No comments were registered from any Agency, Department, or Resident at the time of the Public Meeting.

Mayor Macdonald then welcomed comments and questions from the public, stating that speakers must state their name and address so that proper records may be kept and notice of future decisions be sent to those persons involved in the review process.

No comments were received during the Public Meeting.

Mayor Macdonald thanked all in attendance for their participation. She added that the Essa Township Planning office will prepare a report and by-law to be presented to Council concerning this matter.

The Public meeting adjourned at **6:34 p.m.**

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Sandie Macdonald, Mayor

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Lisa Lehr, Manager of Legislative Services/Clerk

THE CORPORATION OF THE TOWNSHIP OF ESSA  
PUBLIC MEETING MINUTES  
February 5<sup>th</sup>, 2025  
ZONING BY-LAW AMENDMENT (Z1-25)  
(Affecting all areas in the Township of Essa)

MINUTES

A Public meeting was held in person on Wednesday, February 5<sup>th</sup>, 2025 in the Council Chambers of the Administration Centre, Township of Essa.

In attendance: Mayor Sandie Macdonald  
Deputy Mayor Michael Smith  
Councillor Liana Maltby  
Councillor Pieter Kiezebrink  
Councillor Henry Sander

Staff in attendance: M. Mikael, Chief Administrative Officer  
L. Lehr, Manager of Legislative Services/Clerk  
D. Dollmaier, Manager of Finance  
S. Haniff, Manager of Planning  
J. Kolb, Manager of Public Works

Mayor Macdonald opened the meeting at 6:34 p.m. She stated that the purpose of this Public Meeting is to review an application for a Zoning By-law Amendment relating to all lands in the Township of Essa in accordance with Section 34 of the Planning Act.

A description and presentation of the proposal was then read by the Manager of Planning, Samuel Haniff on behalf of the Simcoe County District School Board, as outlined below.

**THE PROPOSED ZONING BY-LAW AMENDMENT** would affect those lands described as listed below, being 1):

- 1) List of proposed changes to Zoning By-law (2003-50) listed in the table below.

Item Description	Proposed Changes
Schedule "A" and "B"	To rezone 152 Greenwood Drive from Open Space Park with Special Provisions (OSP-2) to Public Service Zone with Special Provision (PS-XX).
Schedule "A" and "B"	To rezone 8505 from Rural (RL) to Public Service Zone with Special Provision (PS-XX).

Multiple Sections to be amended	All mentions of "day care" and "day care centers" be replaced with "childcare" and "childcare centers". Additionally, all zones that permit public services shall include "childcare" and "childcare centers" as permitted uses
Section 3 – Definitions	That the definition of "Public Body" be included.
Section 3 - Definitions	That the definition of "Public Service Facilities" be included.
Multiple Sections to be amended	That in conjunction with Item 6, all mentions of "school" shall be removed and substituted with "Public Service Facilities"
Section 3 - Definitions	That the definition of "Portable Classroom" be included.
Section 4.12d)	That the section be amended to include a "school board" as a specified agency.
Section 4.28.4 & 4.28.9	That the Section be amended to revise parking standards for elementary and secondary schools and exempt them from loading space requirements.
Section 33 – Institutional (I) Zone	That the Institutional (I) Zone be changed to Public Service Facility (PS) Zone.
Section 33.2d)	That the term "public or separate schools" be replaced with the term "public service facilities"
Section 33.3a)	That the section be amended to include new provisions regarding lot frontage requirements, front, rear, side yard, and exterior side yard setbacks.

**The proposed changes are Simcoe County District School Board recommendations, which will be considered by Staff for recommendation to Council.**

No comments were registered from any Agency, Department, or Resident at the time of the Public Meeting.

Mayor Macdonald then welcomed comments and questions from the public, stating that speakers must state their name and address so that proper records may be kept and notice of future decisions be sent to those persons involved in the review process.

No comments were received during the Public Meeting.

Mayor Macdonald thanked all in attendance for their participation. She added that the Essa Township Planning office will prepare a report and by-law to be presented to Council concerning this matter.

The Public meeting adjourned at 6:40 p.m.

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Sandie Macdonald, Mayor

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Lisa Lehr, Manager of Legislative Services/Clerk

THE CORPORATION OF THE TOWNSHIP OF ESSA  
NON-STATUTORY PUBLIC MEETING MINUTES  
February 5<sup>th</sup>, 2025  
ZONING BY-LAW AMENDMENT (Z15-23/OPA47/SP3-23)  
(8949 Smith Road)

MINUTES

A Public meeting was held in person on Wednesday, February 5<sup>th</sup>, 2025 in the Council Chambers of the Administration Centre, Township of Essa.

In attendance: Mayor Sandie Macdonald  
Councillor Liana Maltby  
Councillor Pieter Kiezebrink  
Councillor Henry Sander

Staff in attendance: M. Mikael, Chief Administrative Officer  
L. Lehr, Manager of Legislative Services/Clerk  
D. Dollmaier, Manager of Finance  
S. Haniff, Manager of Planning  
J. Kolb, Manager of Public Works

Guests: Kevin Bechard, Planner, IPS  
John Albert, Intermediate Planner, IPS  
Alan Lever, Developer, Annex Park/Trans Canada Wood

Mayor Macdonald opened the meeting at 6:40 p.m. She stated that the purpose of this Public Meeting is to review an application for an Official Plan Amendment, a Zoning By-law Amendment, and a Site Plan Control Application relating to all lands in the Township of Essa in accordance with the Planning Act.

A description and presentation of the updated proposal was then read by Kevin Bechard (the Applicant) and Alan Lever (the Developer). While a Plan of Subdivision application is still ongoing for the larger site, the purpose of the presentation was to update the public on the western portion of the site currently designated Rural and zoned Agricultural.

No comments were registered from any Agency, Department, or Resident at the time of the Public Meeting.

Mayor MacDonald then welcomed comments and questions from the public, stating that speakers must state their name and address so that proper records may be kept and notice of future decisions be sent to those persons involved in the review process.

The following comments were recorded:

1. Tom Smith (8866 Smith Road)
  - The developer has made significant concessions to accommodate immediate resident concerns.
  - A wood storage facility should be captured under an Agricultural zoning. There's no need for Industrial.



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- Springwater residents should have a say as well.

2. Susan Antler (5901 Old Mill Road)

- There is a creeping of industrial uses towards residential uses.
- The existing light pollution from the County Road 56 Industrial area is visible from the Grist Mill. While job creation is important, the potential light pollution from this proposed development is a concern.
- With an estimated 45 employees for the wood storage facility, traffic in and out of Smith Road is a concern.
- The community was established around agriculture and it is hoped that the developer will be respectful to the neighbours.

3. Joe Pantalone (5901 Old Mill Road)

- Left turns from Smith Road onto County Road 90 is dangerous and risky for drivers
- A traffic signal would make sense at this location, but should be installed at the cost of the applicant.
- The proposed storm pond is welcomed but should include more trees.
- Permeable surfaces can be used in this development where possible.

Mayor Macdonald thanked all in attendance for their participation. She added that the Essa Township Planning office will prepare a report and by-law to be presented to Council concerning this matter.

The Public meeting adjourned at 7:09 p.m.

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Sandie Macdonald, Mayor

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Lisa Lehr, Manager of Legislative Services/Clerk

**THE CORPORATION OF THE TOWNSHIP OF ESSA  
COMMITTEE OF THE WHOLE MEETING  
WEDNESDAY, FEBRUARY 5, 2025**

**MINUTES**

A Committee of the Whole meeting was held in person on Wednesday February 5, 2025, in the Council Chambers of the Administration Centre, Township of Essa.

In attendance: Mayor Sandie Macdonald  
Deputy Mayor Michael Smith  
Councillor Pieter Kiezebrink  
Councillor Henry Sander  
Councillor Liana Maltby

Staff in attendance: M. Mikael, Chief Administrative Officer  
C. Rankin, Manager of Parks and Recreation  
D. Dollmaier, Manager of Finance  
S. Haniff, Manager of Planning  
J. Kolb, Manager of Public Works  
L. Lehr, Manager of Legislative Services

**1. OPENING OF MEETING BY THE MAYOR**

Mayor Macdonald opened the meeting at 6:00 pm.

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**

Deputy Mayor Smith declared an interest on Item3(e) as he has familial relations that reside adjacent to subject property.

**3. DELEGATIONS / PRESENTATIONS / PUBLIC MEETINGS**

- a. Presentation**  
**Thornton Food Bank**  
Re: Cheque Presentation

Mayor Macdonald presented the Thornton Food Bank with a donation cheque on behalf of Essa's Solicitor, Paul Rabinovitch, HR Graham and Partners. Mayor Macdonald thanked the Thornton Food Bank for their ongoing support of the residents of Essa.

**b. Presentation**  
Carrie Green, Chief Operating Officer - Axxima Insurance Services provided a presentation outlining the benefits of participation in a Municipal Insurance Pool with other participating Municipalities.

**c. Public Meeting**  
**Zoning By Law Amendment**  
Re: Additional Residential Units (ARU) (Z2-25)

See separate set of Minutes.

**d. Public Meeting**  
**Zoning By Law Amendment**  
Re: SCDSB recommendations (Z1-25)

See separate set of Minutes.

Deputy Mayor Smith declared a conflict on Item3(e). He recused himself from Council Chambers and did not participate in any discussion on this Item.

**e. Public Meeting**  
**Official Plan (OPA 47) and Zoning By-law Amendments (Z15-23), and Site Plan Application (SP3-23)**  
Re: 8949 Smith Road

See separate set of Minutes.

**STAFF REPORTS**

**4. PLANNING AND DEVELOPMENT / BUILDING**

**a. Staff Report PD002-25 submitted by the Manager of Planning, re: New Official Plan – Draft Vision and Principals.**

**Resolution No: CW006-2025 Moved by: Kiezebrink Seconded by: Sander**

***BE IT RESOLVED THAT** That Staff Report PD002-25 be received; and **THAT** Council adopt the Vision and Principles contained in this report as the framework for drafting the Township’s New Official Plan.*

**---Carried---**

**5. PARKS AND RECREATION / COMMUNITY SERVICES**

**6. FIRE AND EMERGENCY SERVICES**

**7. PUBLIC WORKS**

8. FINANCE

- a. Correspondence from Township Engineer AECOM, re: Reduction in Securities.

Resolution No: CW007-2025 Moved by: Sander Seconded by: Maltby

*BE IT RESOLVED THAT Council approve a reduction in securities relating to Briarwood Angus Subdivision, as recommended by AECOM as follows:*

Current Securities Held by Township of Essa	\$3,516,121.30
Reduction as Recommended by AECOM	\$649,053.37
Securities to be Retained by Township of Essa	\$2,867,067.93

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---

9. CLERKS / BY-LAW ENFORCEMENT / IT

- a. Staff Report C001-25 submitted by the Manager of Legislative Services / Clerk, re: Automated Speed Enforcement Program Evaluation.

Resolution No: CW008-2025 Moved by: Kiezebrink Seconded by: Maltby

*BE IT RESOLVED THAT Staff Report C001-25 be received for information.*

---Carried---

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

11. OTHER BUSINESS

12. ADJOURNMENT

Resolution No: CW009-2025 Moved by: Smith Seconded by: Sander

*BE IT RESOLVED THAT this meeting of Committee of the Whole of the Township of Essa adjourn at 7:19 pm., to meet again on the 19<sup>th</sup> day of February, 2025 at 6:00 p.m.*

---Carried---

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Sandie Macdonald  
Mayor

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Lisa Lehr  
Manager of Legislative Services

THE CORPORATION OF THE TOWNSHIP OF ESSA  
REGULAR COUNCIL MEETING  
WEDNESDAY, FEBRUARY 5, 2025  
(To follow Committee of the Whole)

MINUTES

A Regular Council meeting was held in person on Wednesday February 5, 2025, in the Council Chambers at the Administration Centre located at 5786 County Road 21, Utopia.

In attendance: Mayor Sandie Macdonald  
Deputy Mayor Michael Smith  
Councillor Pieter Kiezebrink  
Councillor Henry Sander  
Councillor Liana Maltby

Staff in attendance: M. Mikael, Chief Administrative Officer  
D. Dollmaier, Manager of Finance  
S. Haniff, Manager of Planning  
J. Kolb, Manager of Public Works  
L. Lehr, Manager of Legislative Services

1. **OPENING OF MEETING BY THE MAYOR**

Mayor Macdonald opened the meeting at 7:19 pm.

2. **DISCLOSURE OF PECUNIARY INTEREST**

None.

3. **ADOPTION OF PREVIOUS MINUTES AND MOTIONS**

**Resolution No: CR007-2025 Moved by: Smith Seconded by: Sander**

*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 Committee of the Whole and Regular Council meetings held on the 15<sup>th</sup> day of January, 2025 be adopted as circulated.*

4. **CONSENT AGENDA**

**Resolution No: CR008-2025 Moved by: Maltby Seconded by: Sander**

*BE IT RESOLVED THAT the items listed in the Consent Agenda dated February 5<sup>th</sup> 2025, be received for information.*

5. **COMMITTEE REPORTS**

a. **Minutes of the Essa Public Library Board**

**Resolution No: CR009-2025 Moved by: Sander Seconded by: Smith**

**BE IT RESOLVED THAT** the minutes of the Essa Public Library Board from their meeting of December 16, 2024, be received.

6. **PETITIONS**

7. **MOTIONS AND NOTICES OF MOTIONS**

- a. **Proclamation - Designate the Month of February, 2025 as "Black History Month"**

**Resolution No: CR010-2025 Moved by: Maltby Seconded by: Kiezebrink**

***WHEREAS** the celebration of Black History Month originates from the U.S. Professor Carter G. Woodson's 1926 declaration of Negro History Week, a week in February which marked the birthdates of civil rights activists Frederick Douglass and Abraham Lincoln; and*

***WHEREAS** in 1976, the Toronto City Council declared February as Black History Month. National recognition occurred on December 14, 1995, when the House of Commons unanimously agreed to a motion presented by the Honourable Jean Augustine to recognize February as Black History Month; and*

***WHEREAS** Black History Month sought to level the imbalance in historical perspective and has become an important part of multicultural and antiracism programs; and*

***WHEREAS** Black History Month in Canada is essential since it educates Canadians. Few Canadians know that slavery once existed in Canada, or that many of the British Loyalists who came here after the American Revolution were Black. Black History Month recognizes the important sacrifices and contributions of Black people to the development of Canada and the world. Racial discrimination and intolerance is on the rise, it is time for good people to help raise awareness and show their support of the fight against racial discrimination;*

***NOW THEREFORE BE IT RESOLVED THAT** Council of the Township of Essa hereby proclaims the month of February, 2025, as "Black History Month" in our community, and encourages all citizens to participate in educational activities related to and honour the significant role that Black people, both past and present, have played in shaping the Township of Essa and its values.*

8. **UNFINISHED BUSINESS**

9. **BY-LAWS**

- a. By-law 2025-05 – A By-law to appoint a Municipal Law Enforcement Officer.
- b. By-law 2025-06 – A By-law to appoint an additional Deputy Clerk and a Director of Infrastructure.
- c. By-law 2025-07 – A By-law to amend By-law 2005-23, that being a By-law to regulate the operation of Motorized Snow Vehicles.

**Resolution No: CR011-2025 Moved by: Kiezebrink Seconded by: Smith**

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**BE IT RESOLVED THAT** By-laws 2025-05, 2025-06, and 2025-07 be read a first, and taken as read a second and third time and finally passed.

10. **QUESTIONS**

11. **CLOSED SESSION**

12. **CONFIRMATION BY-LAW**

**By-law 2025-08**

**Resolution No: CR012-2025    Moved by: Maltby                      Seconded by: Kiezebrink**

**BE IT RESOLVED THAT** leave be granted to introduce By-law 2025-08, that being a By-law to confirm the proceedings of the Committee of the Whole, and Council meetings held on this 5<sup>th</sup> day of February, 2025; and, that said By-law be read a first, and taken as read a second and third time and finally passed.

13. **ADJOURNMENT**

**Resolution No: CR013-2025    Moved by: Smith                      Seconded by: Maltby**

**BE IT RESOLVED THAT** this meeting of Council of the Township of Essa adjourn at 7:24 p.m. to meet again on the 19<sup>th</sup> day of February, 2025 at 6:00 p.m.

**---Carried---**

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Sandie Macdonald  
Mayor

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Lisa Lehr  
Manager of Legislative Services



TOWNSHIP OF ESSA  
TRAFFIC ADVISORY COMMITTEE

5a

TUESDAY, July 2, 2024 – 3:15 p.m.  
ZOOM MEETING  
MINUTES

In attendance:

Michael Mikael, CAO  
Mayor Sandie Macdonald, Chair  
Councillor Henry Sander  
Rick Foley, Ward 2 Committee Representative  
Nottawasaga OPP  
Vanessa Kupch, Secretary  
John Kolb, Manager of Public Works  
Mike Owen, Ward 1 Committee Representative

Regrets: Dan tucker, Ward 3 Committee Representative

**1. OPENING OF THE MEETING**

Sgt. Chris McConnell opened the meeting at 3:15 p.m.

**2. APPROVAL OF AGENDA**

Moved by: Owen                      Seconded by: Sander

*Be it resolved that the Agenda as presented be approved.*

**3. ADOPTION OF MINUTES OF PREVIOUS MEETING**

Moved by: Sander                      Seconded by: Foley

*Be it resolved that the minutes of the Traffic Advisory Committee meeting dated April 2, 2024, be approved as printed.*

**4. BUSINESS ARISING FROM PREVIOUS MEETING**

**4.1 Transportation Master-Plan**

Draft Traffic Calming Policy

**4.2 Rectangular Rapid Flashing Beacon**



## 5. NEW BUSINESS

### 5.1 Resident Concerns:

DATE	CONCERN LOCATION:	CONCERN:
April 2, 2024	Willoughby Road & Greenwood Drive	Resident is requesting to change the intersection of Willoughby Road and Greenwood Drive to a 3-way stop to improve traffic flow on Greenwood Drive. As well as to moderate the speed along Willoughby Road.
April 15 <sup>th</sup> , 2024	Barrie Street	Resident is concerned of drag racing and high speeds along Barrie Street, resident is requesting for OPP presence to monitor speeding.
April 26 <sup>th</sup> , 2024	Coulson Avenue	Resident is requesting a speed bump to be placed permanently on Coulson Avenue, as the residents along this street are very concerned for the children's safety. Drivers are using Coulson Avenue as a bypass from Cecil Street to Pine River Road to get to Mill Street and driving at an excessive speed.
April 26 <sup>th</sup> , 2024	County Road 10 & 5 <sup>th</sup> Sideroad	Resident is requesting for a set of lights or a roundabout to be placed on County Road 10 and 5 <sup>th</sup> Sideroad. The resident noted that there are accidents every other week and has witnessed 4 accidents in the last 4 weeks. The resident is concerned of the safety of children as school buses stop near the intersection
May 1 <sup>st</sup> , 2024	Robert Street	Resident is very concerned for Children's safety as vehicles are driving through while bus is stopped, dropping off or picking up children for school by the fire hall. The resident noted that it is now necessary to stand in the middle of the road so children can cross the road safely, vehicles are still driving through.
May 6 <sup>th</sup> , 2024	Denny Drive	Resident is requesting a four-way stop to be placed at the Baxter Public School on Denny Drive. The resident noted that it is a very busy area and has concerns for the children and parents during pick up and drop off times.

May 8 <sup>th</sup> , 2024	9 <sup>th</sup> Line & 11 <sup>th</sup> Line	Resident is requesting for bike lanes to be installed on the 9 <sup>th</sup> Line and the 11 <sup>th</sup> Line, so the trails can be more accessible for bikers.
May 9 <sup>th</sup> , 2024	Hutton Crescent	Resident is requesting for two speed bumps to be installed on both sides of Hutton Crescent. Families within the area are concerned for their children's safety as vehicles are speeding through Hutton Crescent and one vehicle has recently crashed into a basketball net.
May 13 <sup>th</sup> , 2024	Thornton Avenue	Resident is requesting for speed bumps to be placed on Thornton Avenue. The resident is concerned for children's safety within the neighbourhood as cars are speeding within the area.
May 21 <sup>st</sup> , 2024	Vernon Street	Resident is requesting for additional speed bumps to be added to Vernon Street, as vehicles are not slowing down with the existing speed bumps.
May 24 <sup>th</sup> , 2024	Roth Street	Resident is requesting for a speed bump to be placed on Roth Street as well as police monitoring. The resident has witnessed motor cross bikes, dune buggies, dirt bikes, and a small race car utilizing the road as a racetrack and not paying attention to traffic or children.
May 29 <sup>th</sup> , 2024	Margaret Street & Alma Street	Resident is requesting for speed bumps to be placed on Margaret Street and Alma Street as the resident has concerns of vehicles speeding.
June 6 <sup>th</sup> , 2024	Cunningham Drive & Stewart Crescent	Resident is requesting for speed bumps to be placed on Cunningham Drive to Stewart Crescent as cars are speeding within the area.
June 25 <sup>th</sup> , 2024	6 <sup>th</sup> Line	Resident is requesting for the speed limit to be reduced on the 6 <sup>th</sup> Line to 60 km, as vehicles are utilizing this road to bypass Cookstown as well as speeding.





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5. NEW BUSINESS

5.1 Resident Concerns:

DATE	CONCERN LOCATION:	CONCERN:
July 8, 2024	William Street	Resident has witnessed speeding and drivers failing to utilize the stop sign on Victoria Street. The resident has also noted that drivers are using William Street to bypass the lights at Robert Street and Highway 27. The resident is also requesting for police to monitor these intersections.
July 10, 2024	10 <sup>th</sup> Line	Resident is requesting for Police enforcement as well as speed cameras to be placed on the 10 <sup>th</sup> Line as the resident has concerns of speeding within the area.
July 22, 2024	Summerset Place	Resident is requesting for speed bumps to be placed on Summerset Place due to vehicles speeding more than 60-70 km. The resident also noted that vehicles are using this street to bypass Tree Top Street and Roth Street.
July 25, 2024	Queen Street	Resident is very concerned for the safety of the community and is requesting for police enforcement and monitoring of off-road vehicles on Queen Street. The Resident also noted that the off-road vehicles are creating a hazardous environment due to the noise, pollution, and reckless driving within the area and walking trails.
July 29, 2024	Denny Drive	Resident is very concerned for the safety of her children and her neighbours as they have witnessed multiples cars racing down Denny Drive. The resident is requesting for automated speed enforcement along Denny Drive, as well as OPP enforcement.
August 13, 2024	Cecil Street & Bushey Avenue	Resident is requesting for a crosswalk to be installed on Cecil Street as the resident would like to provide more assistance for children and parents walking to Pine River Elementary School.
August 14, 2024	5 <sup>th</sup> Sideroad	Resident has concerns of speeding on the 5 <sup>th</sup> Sideroad, between the 8 <sup>th</sup> and 9 <sup>th</sup> Line.

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August 25, 2024	Vernon Street	Resident is requesting for Police enforcement as well as speed cameras to be placed on Vernon Street as the resident has concerns of speeding within the area and believes speed bumps are not enough to slow down traffic.
September 9, 2024	11 <sup>th</sup> Line	Resident is requesting for the speed to be reduced to 60 km on the 11 <sup>th</sup> Line between County Road 21 and the 20 <sup>th</sup> Sideroad.
September 9, 2024	10 <sup>th</sup> Line & 20 <sup>th</sup> Sideroad	Resident has requested for a four-way stop, rumble strips or a round about to be placed at the intersection of the 10 <sup>th</sup> Line and 20 <sup>th</sup> Sideroad as there is a concern regarding the number of accidents that have taken place at this intersection.
September 13, 2024	5 <sup>th</sup> Line, Centre Street & Gold Park Gate	Resident is concerned of the visibility at the intersections of the 5 <sup>th</sup> Line approaching from Centre Street and Gold Park Gate. Resident is requesting for crosswalk line painting to be placed at these intersections.
September 16, 2024	Wiloughby Road	Resident is requesting for more lighting on the sidewalk of Wiloughby Road by the parking lot. The resident noted that it can be quite dark while residents are walking at night.

**6. OTHER BUSINESS**

6.1 Round Table Comments/Questions.

A member requested police enforcement in Egbert between the 10<sup>th</sup> and 11<sup>th</sup> Line.

**7. ESTABLISH DATE AND TIME OF NEXT MEETING**

The next Traffic Advisory Committee meeting will be scheduled virtually for January 28, 2025, at 3:15 p.m.

Thank you to everyone for their attendance and input during this term of Council.

**9. ADJOURNMENT**

Moved by: Sander                      Seconded by: Owen

*Be it resolved that this meeting of the Traffic Advisory Committee of the Township of Essa adjourn at 4:08 PM.*



TOWNSHIP OF ESSA  
TRAFFIC ADVISORY COMMITTEE

TUESDAY, January 28, 2025 – 3:15 p.m.  
ZOOM MEETING  
MINUTES

In attendance:

- Michael Mikael, CAO
- Mayor Sandie Macdonald, Chair
- Councillor Henry Sander
- Rick Foley, Ward 2 Committee Representative
- Nottawasaga OPP
- Tyler Clara, Secretary
- John Kolb, Manager of Public Works
- Mike Owen, Ward 1 Committee Representative

Regrets:

Dan tucker, Ward 3 Committee Representative

**1. OPENING OF THE MEETING**

Sgt. Chris McConnell opened the meeting at 3:06 p.m.

**2. APPROVAL OF AGENDA**

Moved by:           Foley                            Seconded by:        Sander

*Be it resolved that the Agenda as presented be approved.*

**3. ADOPTION OF MINUTES OF PREVIOUS MEETING**

Moved by:           Sander                            Seconded by:        Owen

*Be it resolved that the minutes of the Traffic Advisory Committee meeting dated September 24, 2024, be approved as printed.*

**4. BUSINESS ARISING FROM PREVIOUS MEETING**

**4.1 10<sup>th</sup> Sideroad (10<sup>th</sup> Line to 11<sup>th</sup> Line) Speed Data Analysis**

**4.2 Vernon Street Speed Data Analysis**

## 5. NEW BUSINESS

### 5.1 Resident Concerns:

DATE	CONCERN LOCATION:	CONCERN:
September 23, 2024	8 <sup>th</sup> Line	Resident has requested a pedestrian walking sign to be placed on the 8 <sup>th</sup> Line between the 5 <sup>th</sup> Sideroad and Highway 89.
September 28, 2024	10 <sup>th</sup> Line	Resident is requesting Police enforcement on the 8 <sup>th</sup> Line as the resident has concerns of the heavy traffic and speeding along this road.
October 3, 2024	Cecil Street & Bushey Avenue	Resident is requesting a crosswalk to be installed on Cecil Street and Bushey Avenue as well as Cecil Street and Tarbush Avenue as the resident would like to provide more assistance for children and parents walking to Pine River Elementary School.
October 7, 2024	Stoddard Street & William Street	Resident is concerned of speeding and would like speed bumps to be placed on Stoddard Street and William Street.
November 22, 2024	10 <sup>th</sup> & 11 <sup>th</sup> Line	Resident is concerned of speeding and would like to have the speed limit reduced to 50km due to reduced visibility of driveways and the Trans Canada Trail crossing.
December 22, 2024	11 <sup>th</sup> Line	Resident is requesting for slow pavement markings to be placed on the 11 <sup>th</sup> Line.
January 14, 2025	County Road 10 & 5 <sup>th</sup> Sideroad	Resident is very concerned of the number of accidents that have taken place at the intersection of County Road 10 and the 5 <sup>th</sup> Sideroad. The resident has witnessed serious accidents once every 8 to 12 weeks. The resident is requesting a resolution to prevent further accidents. The resident has also contacted Simcoe County regarding the concern.
January 15, 2025	11 <sup>th</sup> Line & 10 <sup>th</sup> Sideroad	Resident is requesting a four way stop to be placed at the 11 <sup>th</sup> Line and the 10 <sup>th</sup> Sideroad. Due to sightline issues on the west bound from traffic approaching eastbound.





ANGUS BUSINESS IMPROVEMENT AREA

OCTOBER 23 – 2024 MEETING

“AGENDA”

OCT. 24 2024 at (time) 9:30 AM at (location) Angus Mcdonalds Rest.

- 1) Meeting called to order at (time) 9:30 AM
- 2) Agenda:

Resolution: That the Agenda for the Angus BIA Meeting of (date) OCT.23 2024 approved as printed.

Moved: Sandie  
 Second: Justin  
 Carried: Yes

- 3) Declaration of Conflicts of Interest for the proceedings of this Angus BIA Membership (describe).

Stated:  
 None

- 4) Opening Remarks: Chair, Joe Van Leeuwen.

- Welcome & introductions.
- This AGM is for the Angus BIA “members”, includes landlords & tenants within the BIA, who pay the levy.
- The BIA was established & governed by Essa By-laws, for designated commercial areas & properties.
- 2019 to 202 “Board of Management” Introductions: Joe Van Leeuwen (Landlord), Rory MacKinnon (McDonalds), Justin Oliver (No Frills), Linda Knight (Linda Knight Team), and Sandie Macdonald (Mayor, Township of Essa – BIA Council Representative).

**“A BIA allows local business people and property owners to join together and, with the support of the municipality, to organize, finance, and carry out physical improvement and promote economic development in their district. The local municipality is the body that is responsible for approving the budget of the BIA”**  
 (Ontario Ministry of Municipal Affairs & Housing, OMAFRA)

- For Angus, Essa By-law 2007-30 as amended, 2018 & 2019. “Commercial” developed lands. Sets out the workings of the BIA & its Board of Management. Ontario Municipal Act governs BIAs. Supported by Essa Staff - Clerk’s, Planning, Public Works, Parks, Finance Departments.
- Questions.....

Resolution: That the general information relative to the Angus BIA presented, be received.

5b

Moved: Linda  
Second: Rory  
Carried: Yes

## 5) ACTIVITIES 2024

### PLANTERS

#### Comments

Bridge Planters to be painted and used again next year ( Joe to look after this)  
Joe to ask if liners will help bridge plants grow better?  
Wendy Harry's letter to Sandie was discussed and will be partially implemented.  
Concrete planter location changes to be determined and Sandie will ask township staff to move them.

### BANNERS

Some repairs are needed.

#### Comments

Joe commented that there needs to be some repairs to existing Banners and that some are missing.  
Rory Stated; that he has made several attempts to reach T&M Branding about banner changes/repairs and has not received a response. He and Sandie will be looking at alternate suppliers to get better service.  
Sandie Said that it is ESSA Townships 175 anniversary in 2025 so this could be put on some banners as well.

### DIGITAL SIGNS

Hydro meter has been installed and a comparison of cost is in progress.

#### Comments

Sandie requested current list of advertisers so she can edit it.  
Linda will ask Dayna to for the list.  
It was decided that only BIA business members can put adds on the message boards.

We all agreed to the following messages on signs

Rory requested that Borden Museum be allowed to advertise on digital signs.

Remembrance Day message to be on signs for the entire day of Nov. 11.

Santa Clause Parade and Tree Lighting to be on sign before and after Remembrance Day , From Now<sup>t</sup> until Nov. 16th  
(To be added to the ad list for that time period).

**WEED AND SHRUB CONTROL**

Expenses are higher than my estimate.

Comments

Joe Stated: that the cost was higher than my estimate , next year it will be more accurate.

Board agreed to continue with the weed and shrub cutting in BIA area.

**OTHER EXPENSES**

High school bursary, Santa clause parade

Comments

Joe said, Santa Clause parade money has not been paid yet this year, Sandie will request money from township.

It was agreed by all that an increase donation is warranted

High school bursary. to \$500.00.

Santa Clause parade. to \$400.00

In regards to High school award the recipient should not always be the highest mark student,  
Rory will talk to the new Principal about this and ask for her guidance.

I was discussed that we should create a name for the high school award so it identifies who the BIA is in our  
Community.

**OTHER BUSINESS AND NEW FUTURE PROJECTS**

Comments /Suggestions

Joe Requested help with computer and BIA email address to be installed on his computer so he can get messages  
directly from members. A new email address was suggested (chair@angus bia .ca).

When this is complete Linda will put it on our social media page.

It was agreed that we would not open up the face book page to anyone other than BIA members .

Sandie mentioned that new bike racks (4 bikes) could be installed in BIA areas We will look into pricing and  
Locations.

5b

**Resolution:** That the information relative to the activities in 2024\_\_ of the Angus BIA be received.

Motion: Rory\_\_\_\_\_

Second: Sandie\_\_\_\_\_

Carried: yes\_\_\_\_\_

**ADJOURNMENT**

**Resolution:** That the Angus BIA meeting of (date)\_\_\_ October 23 2024 be adjourned at

11:30 : AM

Moved: Rory\_\_\_\_\_

Second: Sandie\_\_\_\_\_

Carried: Yes\_\_\_\_\_

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**Resolution:** That the Minutes of the previous digital Angus BIA Board Meeting of (date)\_\_\_\_\_ be approved as printed and circulated.

Moved: \_\_\_\_\_ Second: \_\_\_\_\_ Carried: \_\_\_\_\_

**THE CORPORATION OF THE TOWNSHIP OF ESSA**

**BY-LAW 2025-09**

**Being a By-law to appoint a Secretary-Treasurer to the Committee of Adjustment and to appoint a Zoning Administrator.**

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 the following out functions outlined within Section 44 (11) (10); and

WHEREAS Section 34(1) of the *Planning Act*, R.S.O. 1990, C. P. 13, as amended, states that the Council of each municipality may pass a zoning by-law to restrict the use of land or to prohibit the use of land except for such purposes as may be set out in the by-law; 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 purpose of the said Act; and

WHEREAS the Council of the Township of Essa deems it advisable to appoint a Zoning Administrator as is necessary for the purposes of the enforcement of said Act;

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

1. That Anmol Burmy be and is hereby appointed as Secretary-Treasurer to the Township of Essa's Committee of Adjustment, for the period during which she is an employee of the municipality.
2. That Anmol Burmy be and is hereby appointed to the position of Zoning Administrator of the Corporation of the Township of Essa for the period during which she is an employee of the municipality.
3. That the said appointment shall become effective immediately.
4. 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 19<sup>th</sup> day of February, 2025.

\_\_\_\_\_  
Sandie Macdonald, Mayor

\_\_\_\_\_  
Lisa Lehr, Manager of Legislative Services

**THE CORPORATION OF THE TOWNSHIP OF ESSA**

**BY-LAW 2025 - 10**

**Being a By-law to confirm the proceedings of the Council meeting held on the 19<sup>th</sup> day of February, 2025.**

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 19<sup>th</sup> day of February, 2025 and, in respect of each recommendation contained in the Regular Council meeting held on the 5<sup>th</sup> day of February, 2025, and the Minutes of the Committee of the Whole meeting held on the 5<sup>th</sup> day of February, 2025, and the Minutes of the Public meeting held on the 5<sup>th</sup> day of February, 2025, 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 19<sup>th</sup> day of February, 2025.

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Sandie Macdonald, Mayor

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Lisa Lehr, Manager of Legislative Services