



## **COMMITTEE OF THE WHOLE MEETING AGENDA WEDNESDAY SEPTEMBER 2, 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 – Matthews House Hospice – Mandy McCurdy**  
**Donation from Essa Golf Tournament**
- b) **Presentation – Stevenson Memorial Hospital Foundation – Ted Vandeviss**  
**Donation from Essa Golf Tournament**
- c) **Presentation – Royal Victoria Regional Health Foundation – Trina Duncan**  
**Donation from Essa Golf Tournament**

### **STAFF REPORTS**

### **4. PLANNING AND DEVELOPMENT**

- a) **Staff Report PD016-26 submitted by the Consultant Planner, re: Zoning By-law Amendment Z2-26 (Housekeeping) – 8800 and 8866 Smith Road**

#### **Recommendation:**

Be It Resolved that Staff Report PD016-26 be received; and

That Council amend the Township's Zoning By-law 2003-50, for lands legally known as Lot 21, Concession 6, municipally known as 8800 and 8866 Smith Road (subject lands) to rezone the majority of the lands from Environmental Protection (EP) Zone to a site-specific Agricultural with Special Provisions (A-15) and Agricultural with Special Provisions (A-16) Zone and a small portion from Agricultural (A) Zone to Environmental

Protection (EP) Zone to permit the creation of a new lot to contain an existing dwelling unit.

**b) Staff Report PD017-26 submitted by the Manager of Planning, re: Status of Economic Development Strategic Plan**

**Recommendation:**

Be It Resolved that Staff Report PD017-26 be received for information.

**5. PARKS & RECREATION**

**a) Staff Report PR009-26 submitted by the Manager of Parks and Recreation, re: Award of Tender – Snow Removal**

**Recommendation:**

Be It Resolved that Staff Report PR009-26 be received; and

That the quotation received from Sunshine Grounds Care be accepted for Snow Removal & Distribution of Pickled Sand in the amount of \$\$352,634.57 (excluding HST) as per Township specifications, contingent upon WSIB Clearance Certificate and a copy of Insurance being provided to the Municipality for the three-year term and;

That Council authorize the purchase and installation of one truck-mounted snowplows and one truck-mounted salters for an existing Township Truck, to an upset allowance of \$25,000 to come from the Asset Management Reserve.

**6. FIRE & EMERGENCY SERVICES**

No items.

**7. PUBLIC WORKS**

**8. FINANCE**

No items.

**9. AUTOMATED SPEED ENFORCEMENT (ASE)**

No items.

**10. CLERKS / BY-LAW ENFORCEMENT / IT**

**a) Staff Report C020-26 submitted by the Clerk, re: Joint Compliance Audit Committee**

**Recommendation:**

Be It Resolved that Staff report C020-26 be received; and

That Council approve the attached by-law be brought presented during the Council meeting to formally establish the Joint Compliance Audit Committee and to appoint its members.

- b) Staff Report C021-26 submitted by the Deputy Clerk, re: Special Occasion Permit/Municipally Significant Event Request – Essa Public Library – Trivia Fundraiser**

**Recommendation:**

Be It Resolved that Staff report C021-26 be received; and

That Council approve the request from Essa Public Library, for a Special Occasion Permit to serve alcohol between the hours of 7:00 p.m. to 8:30 p.m. at the Banquet Hall, Angus Recreation Centre, 8529 County Road 10, Angus on September 17, 2026; and

That Council designate the Triva Fundraising event, hosted by Essa Public Library as a Municipally Significant Event on the date listed above.

**11. CHIEF ADMINISTRATIVE OFFICER**

- a) Staff Report CAO015 submitted by the Chief Administrative Officer, re: Vehicle Purchase for By-law Enforcement Services**

**Recommendation:**

Be It Resolved that Staff Report CAO015-26 be received; and

That Council endorse the purchase of a replacement vehicle for By-Law Enforcement Services; and

That Council authorize staff to dispose of the existing 2007 Dodge Caravan through public sale.

- b) Staff Report CAO016 submitted by the Chief Administrative Officer, re: Interim Development Charge Measures to Facilitate Building Permit Processing During By-law Review**

**Recommendation:**

Be It Resolved that Staff Report CAO016-26 be received; and

That Council authorize staff to implement interim measures to allow building permits to continue to be processed in accordance with the recent changes to the Development Charges Act, 1997 introduced through Bill 17; and

That Council authorize staff to engage Hemson Consulting Ltd. to review and recommend revisions to the Township's Development Charges By-law to reflect the Provincial changes; and

That staff bring forward a subsequent report to Council with the recommended amendments to the Development Charges By-law (By-law 2023-32) for Council's consideration and approval.

**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.