

**THE CORPORATION OF THE TOWNSHIP OF ESSA
COMMITTEE OF THE WHOLE MEETING
WEDNESDAY, JULY 02, 2025
6:00 p.m.**

AGENDA

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 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

- p. 1 **a. Delegation from Baker Tilly KDN LLP (Township Auditor)**
Richard Steiginga
Re: 2024 Draft Year End Financial Statements

Recommendation: ***BE IT RESOLVED THAT the Draft 2024 Consolidated Financial Statements for the Township of Essa, the Essa Public Library, and the Angus Business Improvement Area Board, as presented by Baker Tilly KON LLP, be approved.***

- p. 18 **b. Presentation - Friends of Peacekeepers Park**
Robert George and Don Ward
Re: Improvements to Peacekeepers Park, Endorsement of County Recognition Project and Financial Support for Security System

Recommendation: ***BE IT RESOLVED THAT the Peacekeepers Park Presentation be received and endorsed for presentation to the County of Simcoe; and THAT Council approve the installation of concrete pads and military vehicles at Peacekeepers Park at no cost to the Township; and THAT Council direct Staff to absorb the cost of the internet connection for security monitoring within the Parks and Recreation budget for 2025; and THAT Council direct Staff to include the cost of the internet connection for security monitoring within the Parks and Recreation budget for 2026.***

STAFF REPORTS

4. PLANNING AND DEVELOPMENT / BUILDING

- p. 51 a. **Staff Report PD012-25 submitted by the Manager of Planning, re: New Official Plan – Engagement Update and Policy Directions.**

Recommendation: ***BE IT RESOLVED THAT*** Staff PD012-25 be received; and ***THAT*** Council adopt the recommended policy directions in this report as the framework for the first draft of the Township's New Official Plan.

- p. 75 b. **Staff Report PD013-25 submitted by the Manager of Planning, re: Site Plan Control Application (SP2-24) 152 Greenwood Drive.**

ITEM WITHDRAWN AT REQUEST OF THE MANAGER OF PLANNING

5. PARKS AND RECREATION / COMMUNITY SERVICES

6. FIRE AND EMERGENCY SERVICES

7. PUBLIC WORKS

- p. 79 a. **Staff Report PW013-25 submitted by the Manager of Public Works, re: Road Resurfacing Tender Award.**

Recommendation: ***BE IT RESOLVED THAT*** Staff Report PW013-25 be received; and ***THAT*** the quotation as received from ***GIP*** be accepted in the amount of ***\$1,203,517.78 (including 1.76% HST)***, to complete resurfacing work on the 6th line, 8th Line and Emergency resurfacing repairs on 5th Sideroad, Scotch Line and 10th Line contingent upon a WSIB Clearance Certificate and a copy of Insurance being provided to the Township to the Township's satisfaction; and ***THAT*** Council authorize Staff to fund the shortfall in the amount of ***\$603,517.78 (including 1.76% HST)*** from the Asset Management Reserve and as per the funding strategy contained in this report.

8. FINANCE

9. CLERKS / BY-LAW ENFORCEMENT / IT

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

11. OTHER BUSINESS

12. ADJOURNMENT

Recommendation: **BE IT RESOLVED THAT** *this meeting of Committee of the Whole of the Township of Essa adjourn at _____p.m., to meet again on the 3rd day of September, 2025 at 6:00 p.m.*

Township of Essa

Comparative Analysis

December 31, 2024

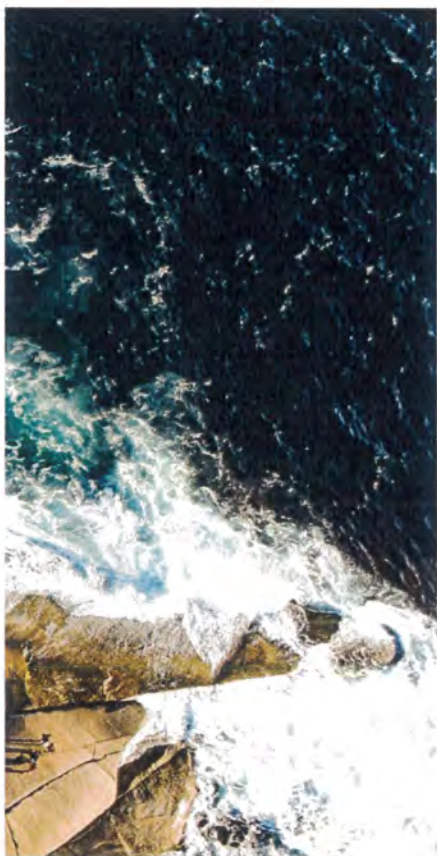
Council Presentation

July 2, 2025

Now, for tomorrow

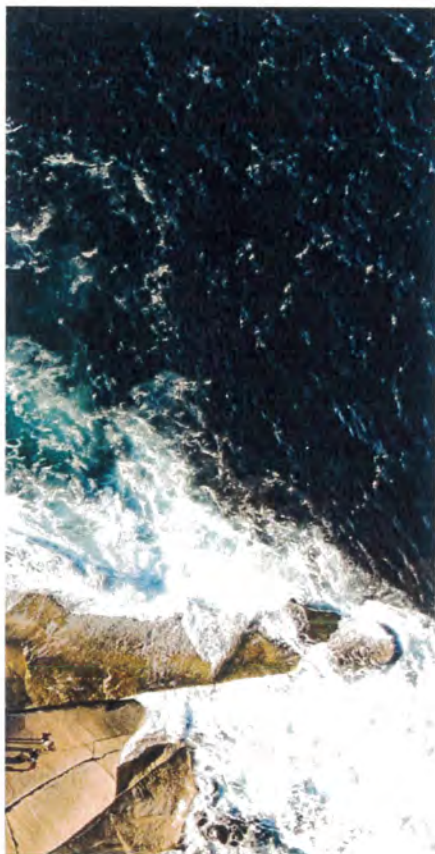


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Independent Auditor's Report

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the financial position of the Township of Essa as at December 31, 2024, and the results of its operations and cash flows for the year then ended in accordance with Canadian Public Sector Accounting Standards.



Audit Procedures

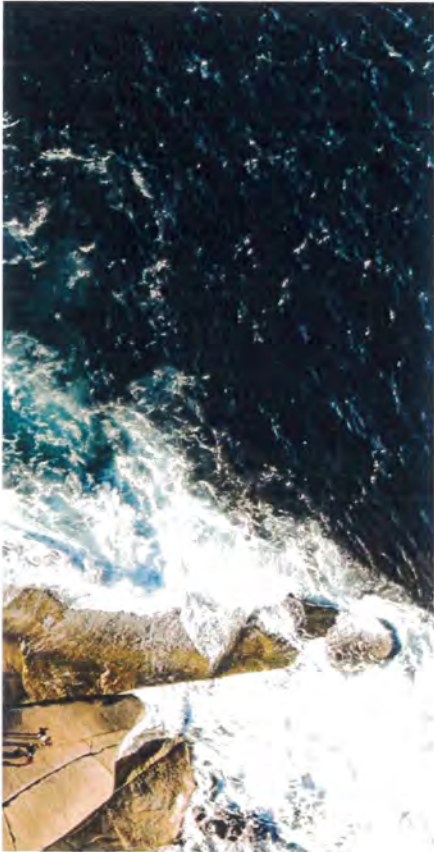
Review of minutes of council

Substantive Testing

- Sampling
- Management estimates
- Analytical review

Systems documentation and related control testing

- Revenues
- Payroll
- Journal entries
- Disbursements



Audit Overview - Matters of Communication

Audit is complete pending:

- Receipt of signed representation letter
- Receipt of legal letters
- Council approval of financial statements

No significant difficulties encountered during the course of our audit procedures:

- No disagreements or difficulties with management
- No changes to initial audit plan
- Excellent cooperation from management and staff
- Additional audit procedures for the new revenue standard

Uncorrected audit difference noted:

- Prepaid insurance not set up \$200,950 (2023 \$201,216)
- Cash balance understated \$106,696

Financial Assets

	Dec 2020	Dec 2021	Dec 2022	Dec 2023	Dec 2024	Trend
Cash	\$37,683,784	\$37,269,440	\$48,900,608	\$45,696,266	\$34,524,277	
Taxes receivable	\$2,691,999	\$2,341,510	\$2,160,792	\$2,211,120	\$2,980,927	
Accounts receivable	\$3,634,658	\$2,583,013	\$1,749,565	\$1,901,730	\$1,436,984	
Investments	\$0	\$0	\$0	\$10,355,397	\$20,541,300	
	\$44,010,441	\$42,193,963	\$52,810,965	\$60,164,513	\$59,483,488	

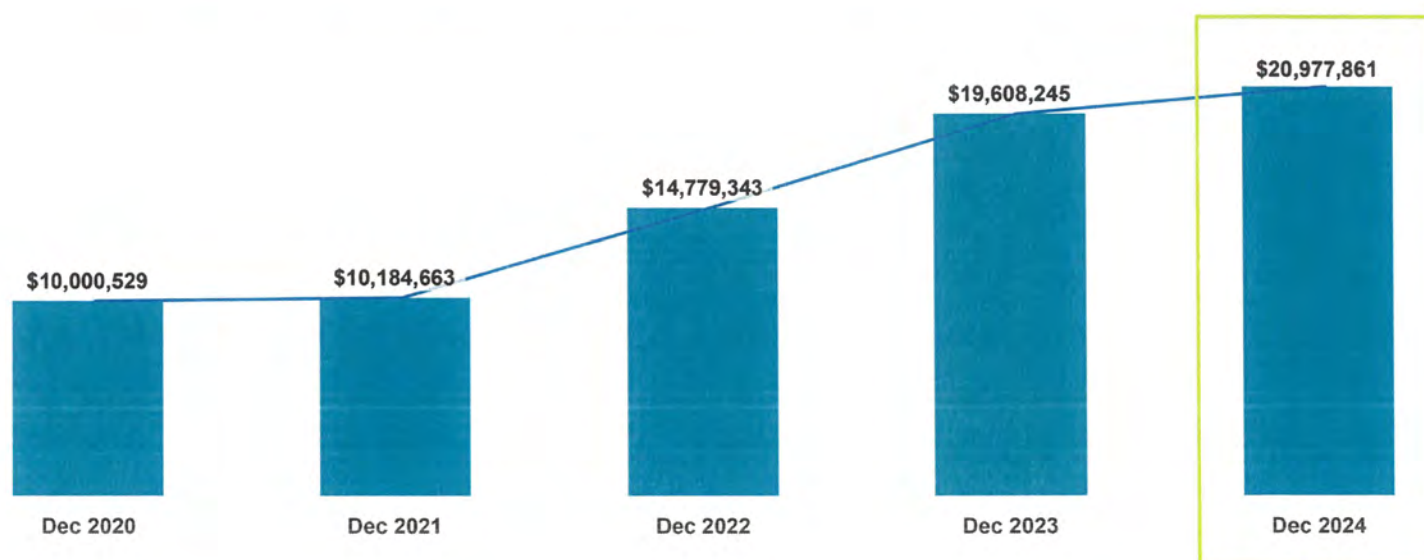
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Financial Liabilities

	Dec 2020	Dec 2021	Dec 2022	Dec 2023	Dec 2024	Trend
Accounts payable and accrued liabilities	\$5,919,539	\$5,564,657	\$5,186,951	\$6,023,912	\$6,017,013	
Accounts payable - developers	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	
Deferred revenue - obligatory reserve fund	\$23,121,621	\$21,918,425	\$28,752,601	\$31,007,233	\$29,105,958	
Deferred revenue - other	\$357,320	\$223,624	\$73,804	\$74,404	\$195,509	
Long term debt	\$3,346,290	\$2,991,730	\$2,623,303	\$2,240,419	\$1,918,747	
Employee future benefits payable	\$620,142	\$665,864	\$749,963	\$565,300	\$623,400	
	\$34,009,912	\$32,009,300	\$38,031,622	\$40,556,268	\$38,505,627	

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Net Financial Assets - 5 Year Trend



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Non-Financial Assets

	Dec 2020	Dec 2021	Dec 2022	Dec 2023	Dec 2024	Trend
Tangible capital assets	\$120,353,322	\$123,315,962	\$122,427,192	\$120,306,719	\$125,072,045	
Prepaid expenses	\$46,077	\$76,942	\$29,523	\$43,199	\$67,807	
	\$120,399,399	\$123,392,904	\$122,456,715	\$120,349,918	\$125,139,852	



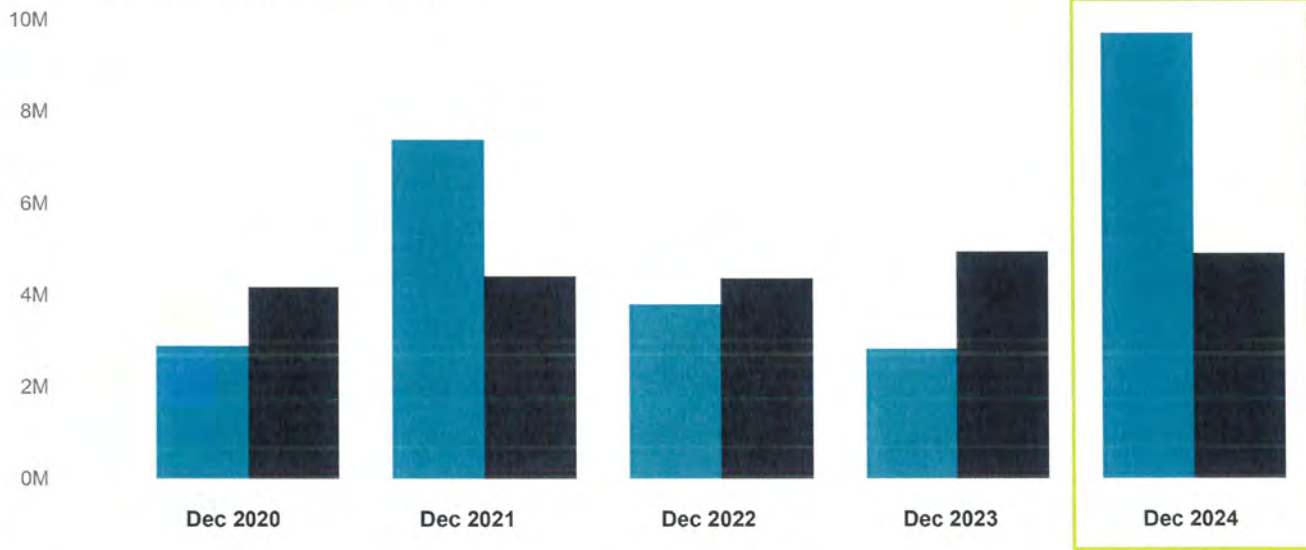
Tangible Capital Assets - Additions

Land	\$489,952	5.1%
Land improvements	\$1,717,894	17.7%
Buildings	\$979,580	10.1%
Equipment	\$245,472	2.5%
Vehicles	\$674,610	7.0%
Roads and bridges	\$5,050,123	52.2%
Water and sanitary sewer systems	\$522,751	5.4%
Total	\$9,680,382	100.0%

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Tangible Capital Asset Additions vs Amortization

● Total Capital Asset Additions ● Amortization



Accumulated Surplus

	Dec 2020	Dec 2021	Dec 2022	Dec 2023	Dec 2024	Trend
Surplus						
Invested in capital assets	\$117,007,032	\$120,324,232	\$119,803,889	\$118,066,300	\$123,153,298	
Township	\$742,981	\$1,597,147	\$1,760,112	\$3,233,332	\$2,146,664	
Unfunded employee future benefits	(\$620,142)	(\$665,864)	(\$749,963)	(\$565,300)	(\$623,400)	
	\$117,129,871	\$121,255,515	\$120,814,038	\$120,734,332	\$124,676,562	
Reserves and Reserve Funds						
Capital assets and contingencies	\$2,268,758	\$4,165,043	\$7,281,295	\$9,412,700	\$10,874,143	
Working funds and operations	\$4,774,875	\$1,820,140	\$1,802,382	\$1,802,382	\$1,860,057	
Future enforcement of Building Code Act	\$1,143,449	\$1,052,967	\$988,734	\$1,018,396	\$1,030,342	
Water and sanitary sewer	\$5,082,150	\$5,277,707	\$6,337,017	\$6,979,976	\$7,659,672	
Angus Business Improvement Area	\$825	\$6,195	\$12,592	\$10,377	\$16,937	
	\$13,270,057	\$12,322,052	\$16,422,020	\$19,223,831	\$21,441,151	
Total Accumulated Surplus	\$130,399,928	\$133,577,567	\$137,236,058	\$139,958,163	\$146,117,713	

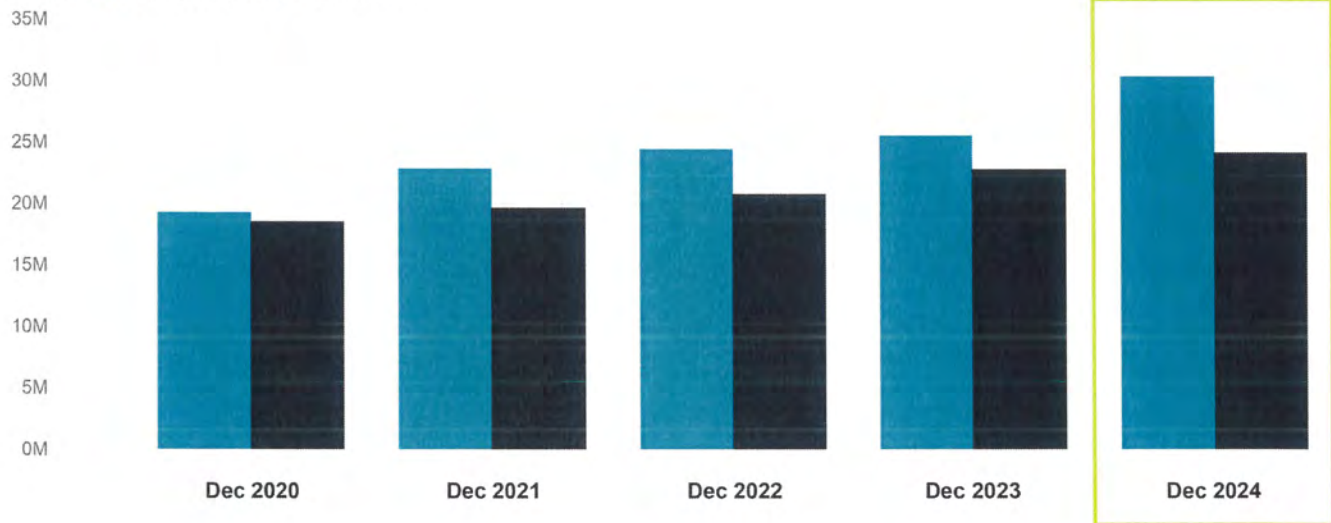
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Consolidated Statement of Operations

	Budget	Actual	Actual
	Dec 2024	Dec 2024	Dec 2023
PSAB Annual Surplus (Deficit)			
Total Revenues	\$30,848,426	\$30,308,414	\$25,481,718
Total Expenses	\$23,833,364	\$24,122,285	\$22,759,613
	\$7,015,062	\$6,186,129	\$2,722,105
Reconciliation			
Amortization of tangible capital assets	\$4,491,737	\$4,890,105	\$4,930,899
Purchase of tangible capital assets	(\$17,344,028)	(\$9,680,382)	(\$2,810,426)
Loss/(gain) on disposal of tangible capital assets	\$0	\$5,562	(\$1,764)
Proceeds on sale of tangible capital assets	\$0	\$19,389	\$1,764
Change in employee future benefits	\$0	\$58,100	(\$184,663)
Adjustment on adoption of Revenue Recognition Standard	\$0	(\$26,579)	\$0
Principal repayments of long term debt	(\$506,655)	(\$321,672)	(\$382,884)
Net transfers (to)/from reserves and reserve funds	\$6,343,884	(\$2,217,320)	(\$2,801,810)
Change in surpluses	\$0	\$1,086,668	(\$1,473,221)
	(\$7,015,062)	(\$6,186,129)	(\$2,722,105)
Operating Surplus/(Deficit)	\$0	\$0	\$0

Total Revenues and Expenses

Account ● Total Revenues ● Total Expenses



Financial Activities - Revenues

	Budget	Actual		Actual	
	Dec 2024	Dec 2024		Dec 2023	
Property taxation	\$14,419,435	\$14,544,462	48.0%	\$13,752,706	54.0%
User charges	\$6,333,508	\$6,352,797	21.0%	\$6,200,885	24.3%
Government of Canada	\$8,426	\$3,561	0.0%	\$8,680	0.0%
Province of Ontario	\$1,650,431	\$2,180,897	7.2%	\$2,147,648	8.4%
Other municipalities	\$27,040	\$120,863	0.4%	\$32,601	0.1%
Penalties and interest on taxes	\$306,000	\$335,926	1.1%	\$292,847	1.1%
Investment income	\$1,059,120	\$1,772,491	5.8%	\$1,938,467	7.6%
Donations	\$11,856	\$30,748	0.1%	\$21,692	0.1%
Sale of assets and other	\$0	\$1,010	0.0%	\$0	0.0%
Development charges earned	\$6,310,430	\$2,228,915	7.4%	\$375,563	1.5%
Parkland fees earned	\$0	\$2,459,204	8.1%	\$139,139	0.5%
Canada Community-Building Fund earned	\$722,180	\$277,540	0.9%	\$571,490	2.2%
Total Revenues	\$30,848,426	\$30,308,414	100.0%	\$25,481,718	100.0%

Financial Activities - Expenses

	Budget	Actual		Actual	
	Dec 2024	Dec 2024		Dec 2023	
General government	\$2,553,268	\$2,626,768	10.9%	\$2,543,507	11.2%
Protection services	\$6,289,433	\$5,993,906	24.8%	\$5,639,904	24.8%
Transportation services	\$5,828,276	\$6,094,223	25.3%	\$5,894,414	25.9%
Environmental services	\$4,601,314	\$4,786,545	19.8%	\$4,650,372	20.4%
Health services	\$115,326	\$95,306	0.4%	\$129,868	0.6%
Recreation and cultural services	\$3,931,330	\$4,103,288	17.0%	\$3,508,943	15.4%
Planning and development	\$514,417	\$422,249	1.8%	\$392,605	1.7%
Total Expenses	\$23,833,364	\$24,122,285	100.0%	\$22,759,613	100.0%

Expenses - Segmented Information

	Budget	Actual		Actual	
	Dec 2024	Dec 2024		Dec 2023	
Salaries and benefits	\$7,471,795	\$7,543,049	31.3%	\$6,687,286	29.4%
Interest charges	\$146,763	\$101,520	0.4%	\$116,591	0.5%
Materials	\$7,678,929	\$7,671,535	31.8%	\$7,365,058	32.4%
Contracted services	\$3,753,008	\$3,580,975	14.8%	\$3,396,588	14.9%
Rents and financial	\$62,224	\$97,623	0.4%	\$63,561	0.3%
External transfers	\$228,908	\$231,916	1.0%	\$201,394	0.9%
Amortization	\$4,491,737	\$4,890,105	20.3%	\$4,930,899	21.7%
Loss (gain) on disposal of tangible capital assets	\$0	\$5,562	0.0%	(\$1,764)	-0.0%
Total Expenses	\$23,833,364	\$24,122,285	100.0%	\$22,759,613	100.0%

Now, for tomorrow

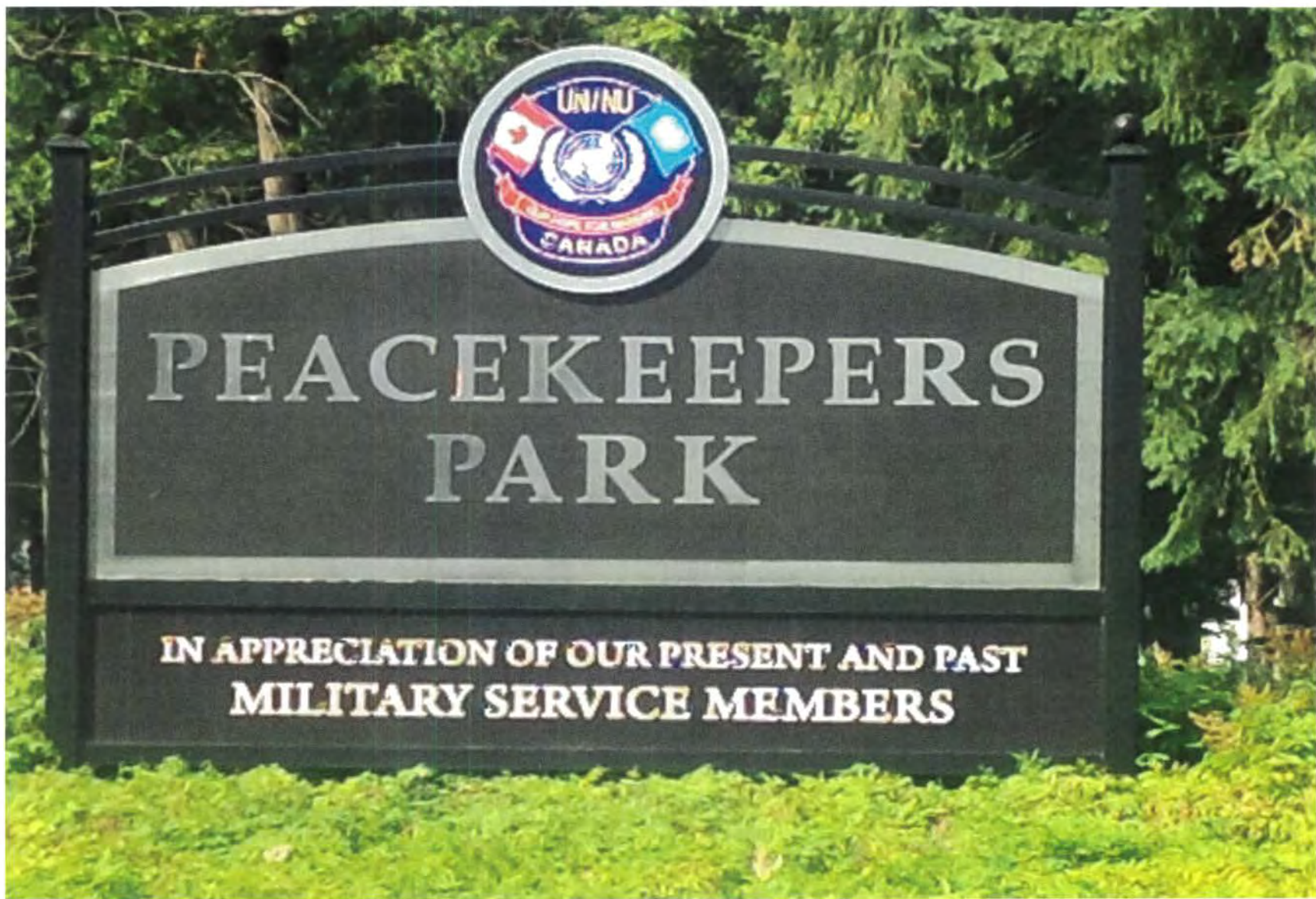




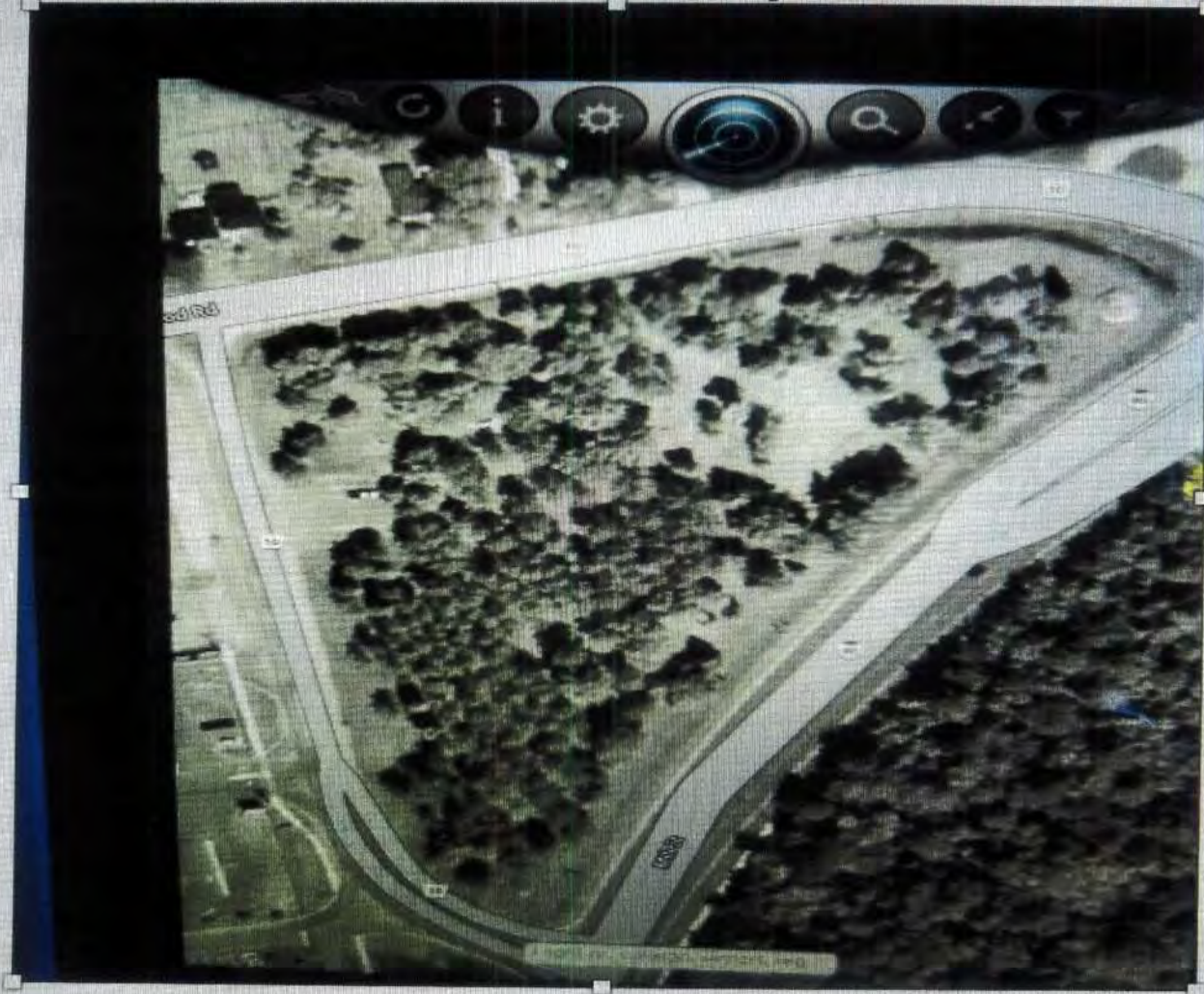


Don Ward

Bob George



PEACEKEEPERS' PARK, FROM THE AIR







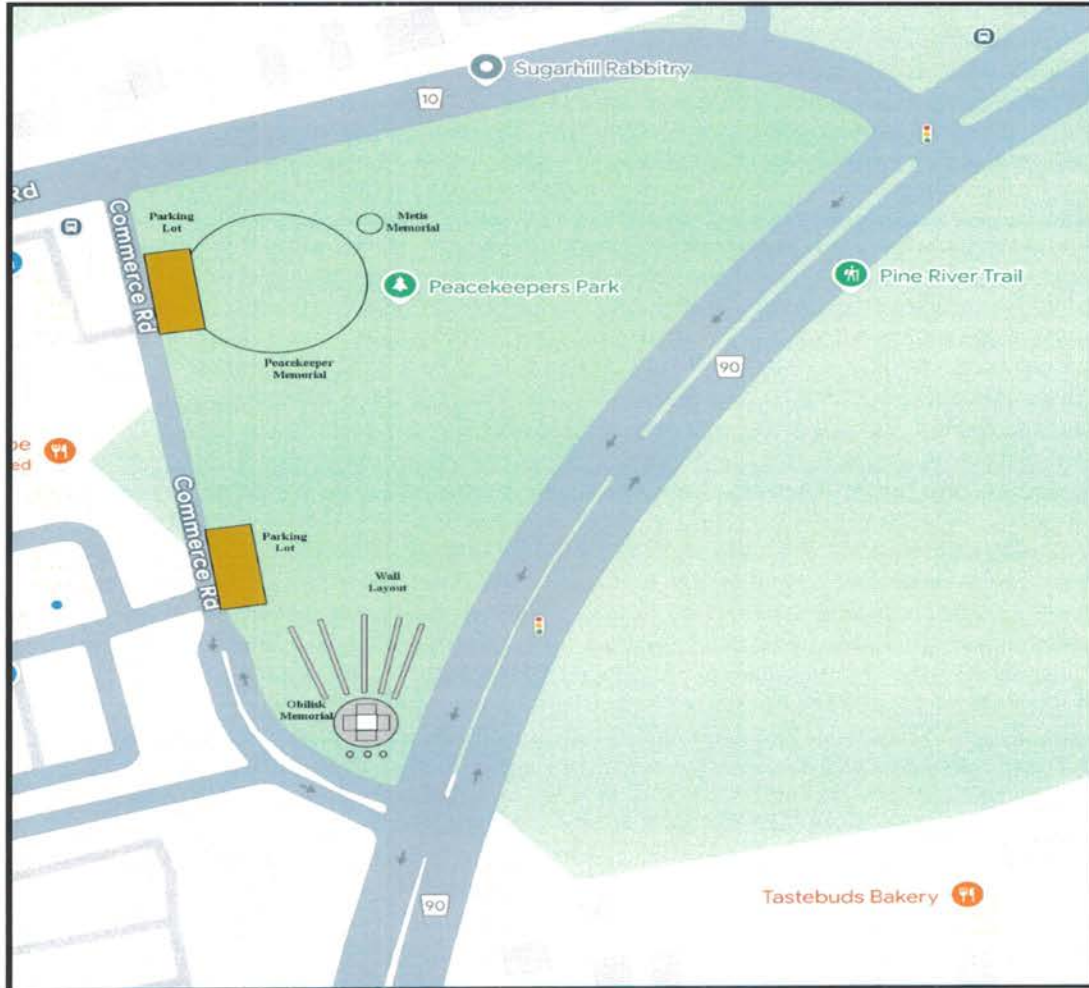
WHAT'S UP ??

**•FRIENDS OF ANGUS
PEACEKEEPERS PARK**

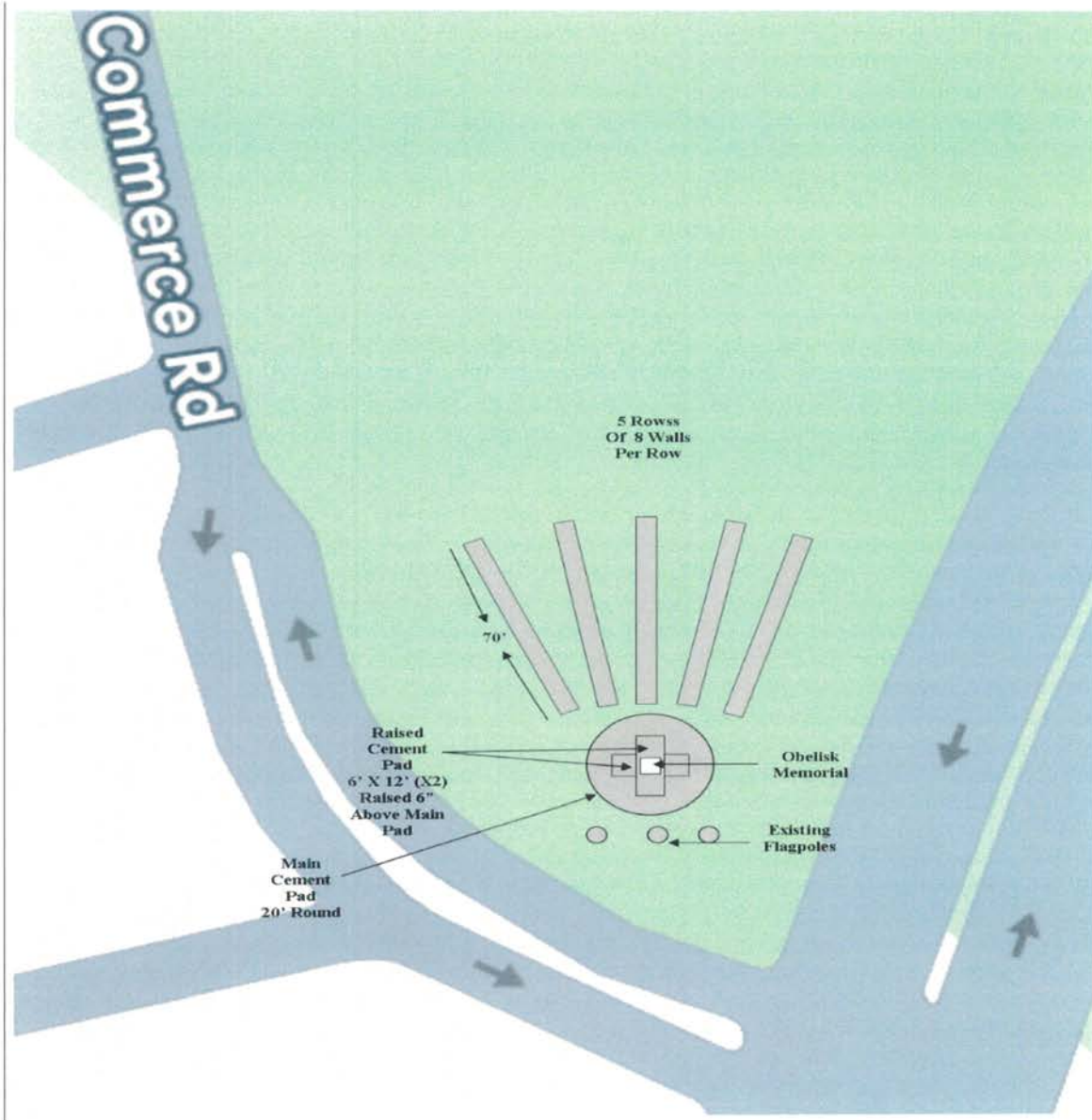
• friendsofanguspeacekeeperspark@gmail.com

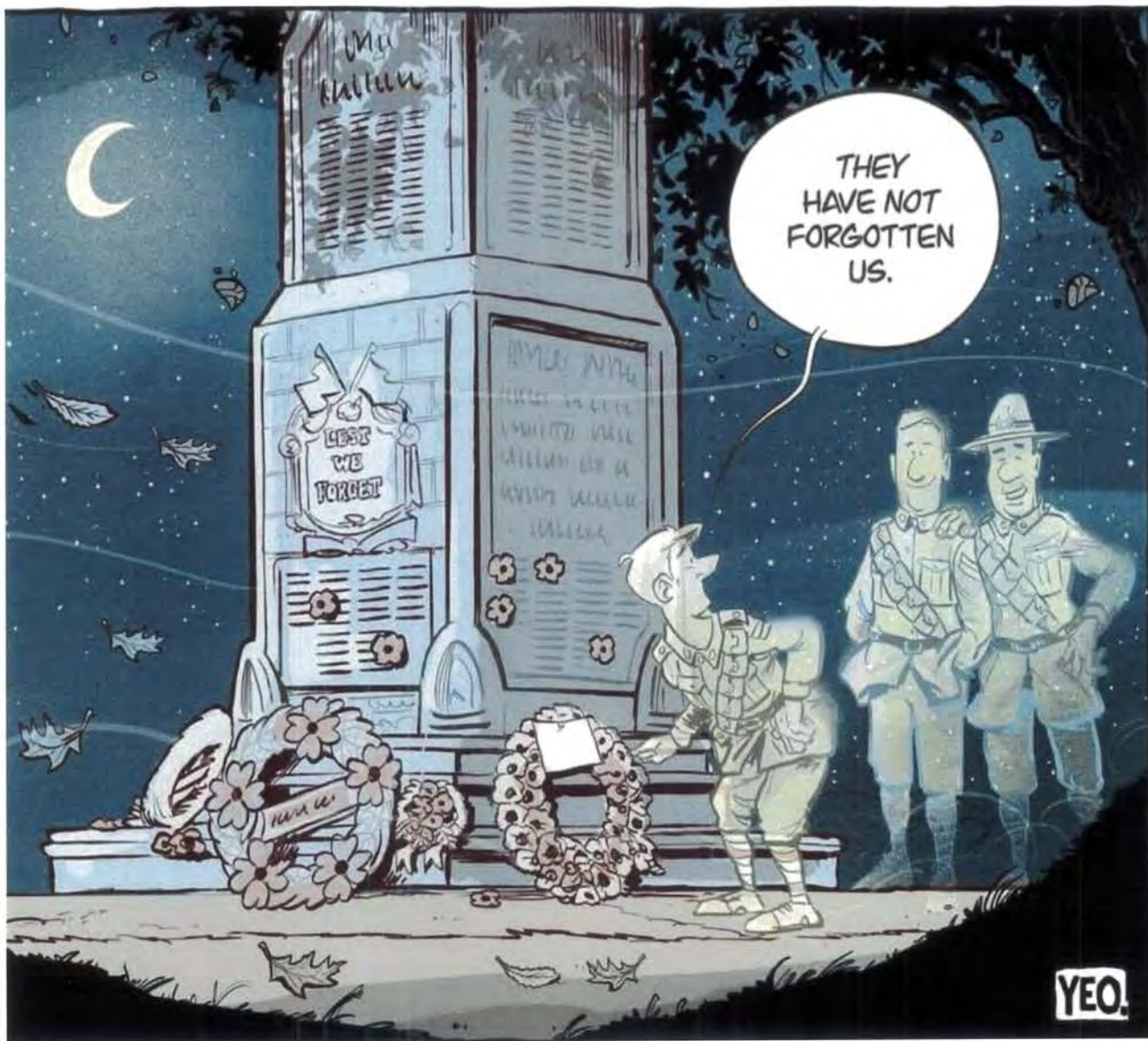


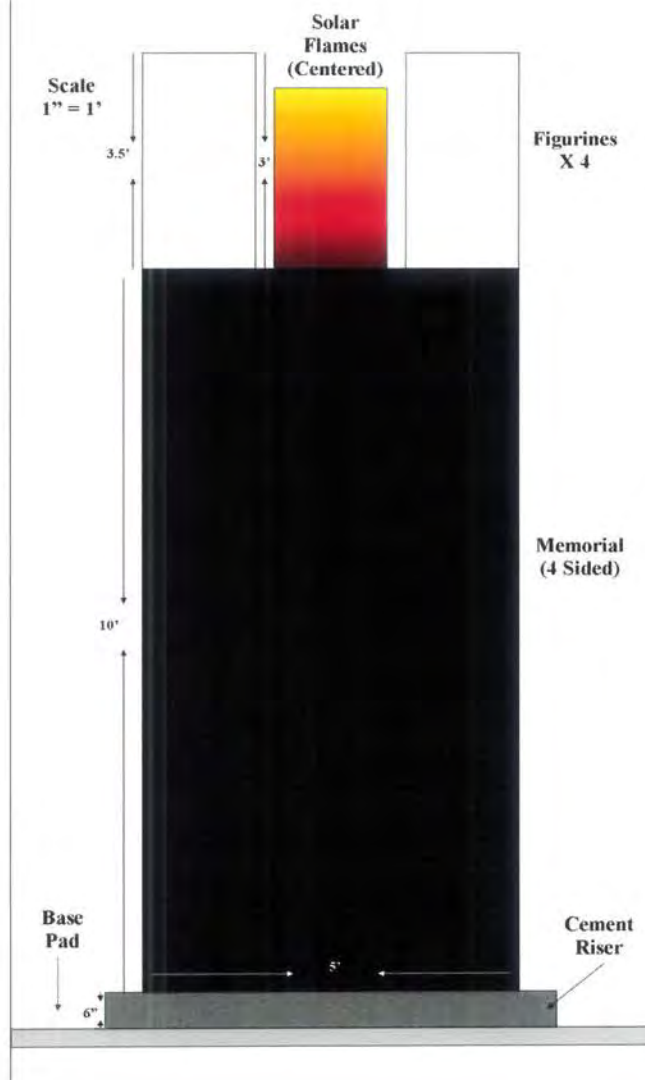
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They Shall Grow Not Old.....
*Honouring Those From
 Simcoe County Who Made The
 Supreme Sacrifice &
 Those Who Served With Distinction*



*To You From Failing Hands,
 We Throw The Torch;
 Be Yours To Hold It High,
 If Ye Break Faith With Us Who Die,
 We Shall Not Sleep. ...*

Douglas
 CM
 971467
 N. 100th



William Nobleton
Pawling, Ontario
World War 2



James Robertson
Lowell, Ontario
World War 2

They Shall Grow Not Old...

In The Service To Canada, World Peace & Freedom
June 1st, 1866 - April 24th, 1945
2,463 Canadians Lost Their Lives



<p>Ford Robert Ford lost his life on February 1941, aged 28 years, in the Battle of Britain, Ontario. He was the son of Robert Ford, Ontario. He is buried in the Commonwealth War Graves Commission Cemetery, London, England. He was 28 years of age.</p>	<p>Macdonald Robert Macdonald lost his life on February 1941, aged 28 years, in the Battle of Britain, Ontario. He was the son of Robert Macdonald, Ontario. He is buried in the Commonwealth War Graves Commission Cemetery, London, England. He was 28 years of age.</p>
<p>Robert Robert Robert lost his life on February 1941, aged 28 years, in the Battle of Britain, Ontario. He was the son of Robert Robert, Ontario. He is buried in the Commonwealth War Graves Commission Cemetery, London, England. He was 28 years of age.</p>	<p>Robert Robert Robert lost his life on February 1941, aged 28 years, in the Battle of Britain, Ontario. He was the son of Robert Robert, Ontario. He is buried in the Commonwealth War Graves Commission Cemetery, London, England. He was 28 years of age.</p>
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Port McNicoll Barbershop
542 Talbot St.
Unit 4A
Port McNicoll, ON.
705-506-0282
Email: portmcnicollbarbershop@gmail.com

Gerry Tremblay, CD
Central Ontario Chapter
Canadian Association of Veterans
In United Nations Peacekeeping
Barrie, Ontario
Website Address Here

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Honouring The Service Of



**William
Nobleton**
Penetanguishene, ON
World War 2

Honouring The Service Of



**James
Robertson**
Lovering, ON
World War 2



Winchester-Verdugo Rifle
Manufacturer - United States of America
Action - Lever / Magazine Fed - Caliber - .30-06
Canadian Service 1896 - 1900



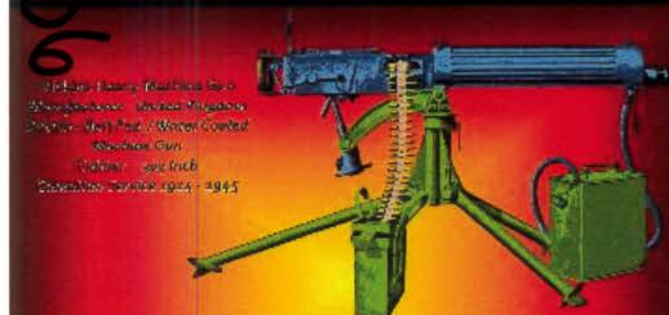
Snider-Enfield Single Shot Rifle
Manufacturer - United Kingdom
Action - Breech Load - Caliber - .577
Canadian Service 1866 - 1890



Lee-Enfield Mark 3 Rifle
Manufacturer - United Kingdom
Action - Bolt / Magazine Fed - Caliber - .303
Canadian Service 1888 - 1900



Ross Rifle
Manufacturer - Canada
Action - Bolt / Magazine Fed - Caliber - .243
Canadian Service 1894 - 1900



Vickers Heavy Machine Gun
Manufacturer - United Kingdom
Action - Belt Fed / Water Cooled
Machine Gun
Caliber - .303
Canadian Service 1904 - 1945



M1895 Colt-Browning
Manufacturer - United States
Of America
Action - Belt Fed Machine Gun
Caliber - .303
Canadian Service 1904 - 1905



Airco DH.2
Manufacturer - United Kingdom Class - Fighter Aircraft
Armament - 1 x .303 MG Used By Canadian Aircrew Attached To RFC / RAF 1918 - 1919



Sopwith Pup
Manufacturer - United Kingdom Class - Fighter Aircraft
Armament - 1 x .303 MG Used By Canadian Aircrew Attached To RFC / RAF 1918 - 1919



Curtiss J3
Manufacturer - United States
Of America Class - Fighter Aircraft
Armament - 1 x .303 MG
Used By Canadian Aircrew Attached To RFC / RAF 1918 - 1919



Armoured Autocar
Manufacturer - Canada Class - Armoured Car (Infantry Support Vehicle)
Armament - 2 x .303 MG Canadian Service 1914 - 1920



Armoured Car
Manufacturer - Canada Class - Armoured Car (Infantry Support Vehicle)
Armament - 2 x .303 MG Canadian Service 1914 - 1920



They Shall Grow Not Old Project

Cost Projections

Main Memorial Obelisk - Frame For Panels Production & Installation \$5,000
- Panels X 4 \$1,500 Per Panel (Includes Design, Production
& Installation \$6,000 Total

- Figurines X 4 There, But Not There Figurines \$ 1,000 Total
- Solar Flame Lights X 3 \$ 400.00 Total
- Cement Base (Unknown Cost)

Total Cost -\$12,400 + Cost Of Base

Walls - Walls (2 Sided) Design, Production & Installation \$2,100
Each (40 Walls) \$84,000 Total
(Cost On Walls May Vary Slightly Due
To Some Products For Walls Are
Affected By USA Tariffs. Additional
costs will be absorbed by creator of
Memorial)

Goal Of Project - To honour the 2,300 + Simcoe County Fallen, (born in or
residents of), including the more than 250 who are not
memorialized on any Cenotaph or memorial in Simcoe
County, including those who lost their lives in the 1 SFTS.
To create a space which is a teaching experience of the
history of the Canadian Military from 1866 to present. To
honour 4,000 + who served honourably in the Canadian
military from Simcoe County from all eras.

Income Projections Per Wall

- 14 X Sponsorship @ \$60 Per Slot (Total \$840)
- 102 X Service Memorial @ \$20 Per Slot (\$2,040)
- Total Income Per Wall \$2,880 X 40 Walls

Income VS Cost (Base) - Total Income - \$115,200
Total Cost - \$96,400

+ \$18,800

*Note - This total does not include any Grants or other monies brought in through
Other forms of support.

Friends of (Angus) Peacekeepers Park



Friends of (Angus) Peacekeepers Park: Donations support enhancements and maintenance of this Military Memorial situated at 12 Commerce Road, Angus, Ontario. Receive an Automatic Tax-deductible receipt from *Canada Helps*, scan the QR Code with your smart phone.
It is linked to our Campaign hosted by the RCAF Association.

You may contact: Bob George (Project Manager)

Gerry Tremblay CD COC - CAVUNP

Directly at Email: FriendsOfAngusPeaceKeepersPark@gmail.com



<https://www.canadahelps.org/en/charities/royal-canadian-air-force-association-trust/campaign/cavunp/>



Enlisted In 1896 With
36th Canadian Militia Battalion
(Peel Regiment)

Served With
Lord Strathcona's Horse
(Royal Canadians)



In Memory Of Trooper

Frederick

Arnold

Frederick Arnold Lost His
Life On August 11th, 1900
In South Africa. He Was
Born In Cookstown, ON.
He Listed His Uncle (Name
Unknown) Of Cookstown,
ON; As Next Of Kin.

He Is Interred In
Standerton, South Africa.
He Was 23 Years Of Age.

*Frederick Arnold a perdu la vie le
11 août 1900 En Afrique du Sud.*

Il l'était Né à Cookstown, ON.

*Il a inscrit son oncle (nom inconnu) de
Cookstown, ON; En tant que plus
proche parent. Il est enterré à
Standerton, Afrique du Sud.*

Il était âgé de 23 ans.



Enlisted In 1914 With
General Service Canadian
Military In Valcartier, PQ

Served With
4th Battalion
(Central Ontario Regiment)



In Memory Of Private

George

Harrison

George Harrison Lost His
Life On April 23rd, 1915
In Belgium. He Was A
Resident Of Barrie, ON.

He Was The Son Of
Thomas Of
Kettering, England.

He Is Interred In
Poperinge, Belgium.
He Was 35 Years Of Age.

*George Harrison a perdu la vie le
23 avril 1915 En Belgique.*

Il était un Résident de Barrie, ON.

*Il était le fils de Thomas
de Kettering, Angleterre.*

*Il est enterré à
Poperinge, Belgique.
Il était âgé de 35 ans.*



Enlisted In 1914 With
6th Field Company (Canadian
Engineers) In Ottawa, ON.

Served With
1st Field Company
(Canadian Engineers)

In Memory Of Sapper
John Bert
Lang
John Lang Lost His Life On
September 23rd, 1915
In France. He Was A
Resident Of Innisfil, ON.
He Was The Son Of
Alexander & Bertha Of
Toronto, ON.
He Is Interred In
Bailleul, France.
He Was 19 Years Of Age.

John Lang a perdu la vie le
23 septembre 1915 en France.
Il était résident d'Innisfil, ON.

Il était le fils
d'Alexander et Bertha
de Toronto, ON.
Il est enterré à Bailleul, France.
Il avait 19 ans



**Enlisted With
General Service In
Camp Valcartier, PQ**

**Served With
7th Battalion
1st B.C. Regiment**



In Memory Of Private
Ernest Albert

Clapp

**Ernest Albert Clapp Lost His Life
In France On February 27th, 1915.**

**He Was A Resident Of
Waubashene, ON. He Was The
Son Of Melvin & Adelaide Of
Vancouver, BC.**

He Was 18 Years Of Age.

The Fenian Raids / Red River Rebellion 1866 - 1870



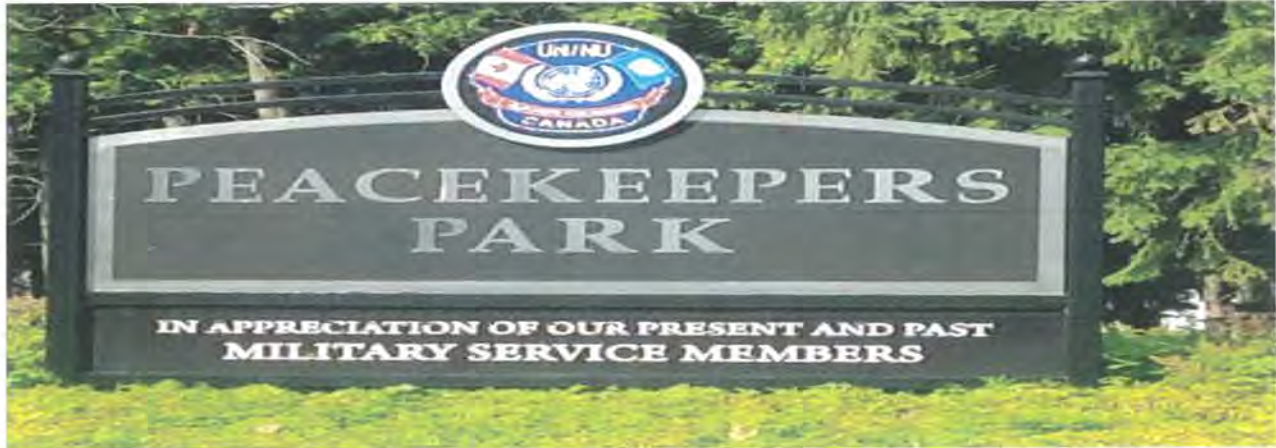
Canadian General
Service Medal
(1866 - 1870)

Fenian Raids (1866) - On June 1st, 1866, A Force, Totaling 1,400, Of Fenian Americans & Civil War Mercenaries Crossed The Niagara River & Captured Several Communities In The Fort Erie Area Of Ontario.

Thousands Of Canadian Militia Responded & After Several Days Fighting, The Fenians Retreated Back Across The River. In Quebec, On June 9th, 1866, The Fenians Invaded & Captured The Area Around Pigeon Hill, PQ. Canadian Militia Units Advanced On The Area, & Most Of The Fenians Either Retreated Or Surrendered. During These Raids, Canadian Militia Units Would Suffer 142 Casualties.

Red River Rebellion (1870) - In 1869, Under The Leadership Of Louis Riel, The Metis & Residents Of Rupert's Land (Manitoba) Tried To Establish Their Own Territory & Government. After The Trial & Execution Of A Hudson's Bay Company Official For Insubordination, The Canadian Government, In 1870; Dispatched a Military Force Which Took Control Of Modern Day Winnipeg After Riel & His Followers Fled.





Township of Essa Council
June 16, 2025

Security lighting and cameras were installed at Peacekeepers Park in November, 2023.

The internet connection for the security cameras were connected to Sweet Escape, ice cream parlour across the street from the Park. We were allowed to piggy-back on his internet connection with no charge, as he needed the connection for his debit machine.

His new financial arrangement no longer requires an internet connection. If we wish to remain on the internet connection, there will be a charge of \$80.00 per month.

We ask for your consideration in assuming or at least sharing in that cost. Arrangements can be made in order for an outlet at the Twsp to access the cameras 24/7.

Yours in the service of peace,

Bob George

Bob George, MStJ, CD

Project Manager,

Gerry Tremblay, CD, COC, CAVUNP

L'ASSOCIATION CANADIENNE
DES VETERANS DES FORCES
DE PAIX DES NATIONS-UNIES



CANADIAN ASSOCIATION OF
VETERANS IN UNITED
NATIONS PEACEKEEPING
(CAVUNP)

March 5, 2025

Mayor Sandie Macdonald
Essa Township.

Re: Installation of vehicles at Peacekeepers Park

Further to our conversation on March 1, 2025 regarding the placement of possibly three vehicles in the Park this summer.

The vehicles (see attached photos) are in the area and being temporarily stored but are not suitable for placement in the Park.

Cement pads are ready to be poured, upon the approval of your fine council.

We are currently seeking a facility(s) that will undertake the task of sanding and painting (in white) sufficiently to be placed in the Park. We are not looking for a 'showroom' finish on the vehicles.

These undertakings are currently on hold until we have your approval to go ahead.

The installation of these vehicles will not be a financial burden of the Township unless it can help us in some way to have the necessary work completed. We await your approval and any recommendations you may have.

We will be starting a promotion to raise funds for the exterior finishing, once approval is given.

Yours in the service of peace,

Bob George MStJ, CD
Friends of (Angus) Peacekeepers Park

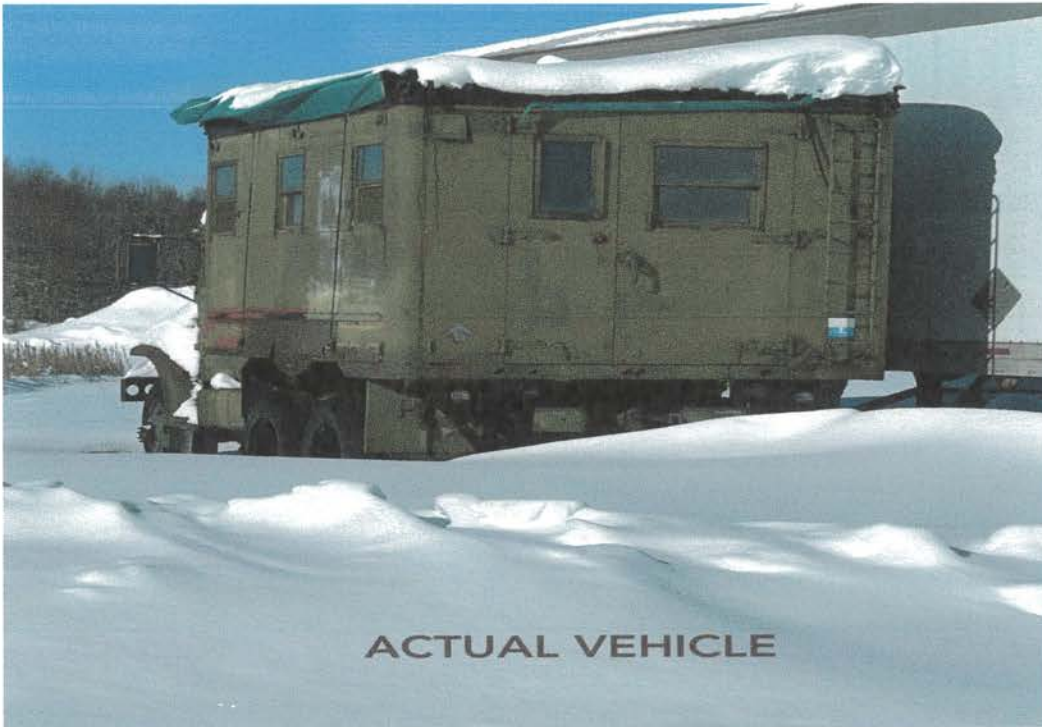
Attachements



1953 Military Dodge M43 4X4 Wagon

3b

4



49

4





TOWNSHIP OF ESSA STAFF REPORT

STAFF REPORT NO.: PD012-25

DATE: July 2nd, 2025

TO: Committee of the Whole

FROM: Samuel Haniff, MCIP, RPP, Manager of Planning

SUBJECT: New Official Plan – Engagement Update and Policy Directions

RECOMMENDATION

That Staff Report PD012-25 be received; and

That Council adopt the recommended policy directions in this report as the framework for the first draft of the Township's New Official Plan.

BACKGROUND

The new Official Plan will be the primary planning document guiding development and growth in Essa to the year 2051. The Township's current Official Plan was approved on July 6, 2001, and a new Official Plan has been underway since 2020. The process for the new OP was put on hold for two years to better understand and adapt to a number of legislative changes.

Since restarting the process in the summer of 2024, the OP Team (SGL, Dillon and Township staff) have continued to build upon the community engagement sessions dating back to October 2020 to inform the ongoing steps of the New Official Plan process. The purpose of this report is to provide a summary of recent community engagement, and recommend policy directions that will be considered in the first draft of the new OP. Options for future policy directions were identified in the Background, Issues and Options Report May 2025 ("Background Report") summarizing background research and public feedback ([Background Paper May 2025](#)).

This report builds on Staff Report PD002-25 that established the OP Planning Vision and Principles used to inform the Background Report and in the identification of preferred policy in in this report. The January 2025 adopted Vision for the new OP is:

To foster a thriving community of neighbourhoods that balance growth, evolve character, and minimize impacts by protecting

agricultural functions, preserving natural environments, establishing good urban design, promoting resilient development, and enhancing transportation connections. Essa will be an inspired and cohesive community with residents connecting through better public spaces with social connections that foster resiliency and Essa's identity for future generations.

This Vision statement is built on the 5 Guiding Principles also identified in the January 2025 staff report and adopted by Council:

1. Rural Essa

- a. Promote and protect the agriculture system as an important part of the Township's economy and identity; and
- b. Support diversification of agricultural uses, a robust agri-food network and agricultural related uses including agri-tourism.

2. Natural Essa

- a. Protect environmental areas from development effects and incompatible land uses while improving access and connection to natural areas for passive recreational purposes; and
- b. Promote sustainable and climate resistant approaches to growth, infrastructure and facilities.

3. Growing Essa

- a. Grow according to an urban structure approach and settlement hierarchy that preserves agricultural and rural lands;
- b. Support balanced and appropriate growth that provides for a range of housing options in tandem with commercial, employment, infrastructure and recreational growth;
- c. Establish growth targets, land needs and locations based on Essa's interpretation of County and Provincial data; and
- d. Enable local economic opportunities that support local business, attract and improve service offerings and serve the rural community.

4. Resilient Essa

- a. Support healthy, complete and vibrant communities through quality design, active transportation and meaningful local places to live, work, and play;
- b. Improve access to community services and facilities, including child care, health care and recreational facilities; and
- c. Build on a community identity that embraces a small town feel with rural heritage.

5. Connecting Essa

- a. Improve mobility options for all residents by providing active transportation connections within neighbourhoods and between communities augmented by public transit;

- b. Promote a transportation network, informed by master planning, that safely and efficiently moves people and goods over the long-term, both for Essa and its adjoining municipal partners; and
- c. Strengthen digital connectivity by creating opportunities for internet infrastructure.

ANALYSIS

Background research was undertaken and policy options identified for further engagement with residents. A summary of this engagement is included in Attachment 1 - Essa Engagement Summary #2 and summarized in the following section “Comments and Considerations”.

The valuable comments from the public engagement have been applied using the five Guiding Principles and Background Report to identify the preferred policy directions that will be used to inform the first draft of the new OP. Once the first draft of the new OP and Schedules are completed this summer, the OP Team will re-engage with the community to get further input prior to a second draft.

The following is a summary of the **recommended policy directions** that are proposed for Council adoption to inform the first draft of the new OP and Schedules:

1. County of Simcoe Official Plan and new legislation:

The first draft of the OP will include relevant and applicable policies of the County of Simcoe Official Plan. This is considered a proactive step if the County loses its planning authority when proposed legislation is enacted. This approach will avoid the need for the Township to refer to two different official plans and improve service for residents. Other provincial legislative changes associated with ongoing planning reporting will also be reflected in the first draft.

New legislation also requires allowing 3 residential unit on most serviced residential lots. Draft policies will be provided to meet this legislative requirement while balancing servicing and neighbourhood character considerations.

2. Growth for Essa:

The Province provides flexibility for what growth targets can be used by the Township. In the absence of specific provincial growth numbers for Essa, the first draft of the new OP will use the numbers from the County of Simcoe’s comprehensive growth management study. These growth numbers, contained in the County Official Plan Amendment 7 are still at the Province for approval but represent the best available data for the Township. Therefore, it is recommended that any population and employment growth should still conform to the County of Simcoe’s growth allocation and direction in the absence of other specific growth-related data.

3. Expansion of Settlement Boundaries:

Submissions from landowners continue to be received and they illustrate significant interest in expanding the boundaries of settlement areas. While the County has identified approximately 135 Ha for residential development (net hectares excluding hazard lands and natural heritage features), it is recommended that the Township look for approximately 150 hectares to consider requests that couldn't be completely developed due to land constraints. Requests have been received in areas throughout the Township totalling approximately 800 hectares.

These requests will be evaluated against the criteria contained in Section 4.2.2 of the Background Report. The anticipated outcome of this process will be draft mapping showing most growth to expand Angus (Option 1 from Section 4.2.3 of the Background Paper) with the potential of some growth going to Baxter which will need to be evaluated in the context of "planned" servicing. Residential growth is not expected in other settlement areas, save and except the potential for some small 'rounding-out' of current boundaries.

With respect to employment lands, the Township has a surplus of approximately 157 hectares. To be conservative and to protect for future employment opportunities, the existing surplus lands are proposed to be maintained with no additional employment lands to be added.

4. Housing Options:

It is recommended that the Township include OP policies encouraging a greater range of housing types in a manner that reflects the preferred character for communities. This approach will see policies encouraging incremental density increases to offset pressure on agricultural lands and rural landscapes. The incremental density will help reduce the price point of housing and make these new forms of housing more attainable. The first draft of the OP will propose no more than 65% of new dwellings be single detached homes.

The first draft of the OP will also seek to reflect the County's definitions for affordable and attainable housing together with a suggested minimum target for affordable housing in new developments (likely around 20%).

5. Employment and Commercial Uses:

Regarding employment use recommendations, the first draft OP will propose broadening the permitted uses in agricultural and rural designations to support rural employment uses and diversification.

Regarding commercial uses, more complete communities will be encouraged by small scale commercial uses being proposed in residential areas for more convenient access.

Proposed policies will prioritise 'main street' and mixed use developments over big box retail sites. A wider range of commercial uses will also be considered in Thornton to reinforce the character and function of main street.

6. Agricultural and Rural Areas:

Building on the strong preferences identified through the survey, the first draft of the OP will continue to protect agricultural areas for the long term. At the same time, the new OP will also recognize different farm types and broaden the range of permitted uses using the Province's guidelines. These uses will propose agricultural-related uses, value-added activities, agri-food strategies and on-farm diversified uses.

In the absence of more accurate mapping, it is proposed that the first draft OP land use schedules adopt the former Growth Plan Agricultural System (March 2022) as previously refined by Simcoe County in consultation with the Township. If required the County can be asked to assist with agricultural mapping amendments.

Lot creation in prime agricultural areas will generally be discouraged consistent with the Provincial Planning Statement 2024 (PPS2024).

Considering limited expansions to settlement areas, rural lands will face increased pressure due to their reduced level of policy protection. Given that these lands significantly contribute to the character of Essa and that there was strong public support to protect this character, new policies will be proposed limiting estate residential development, permitting compatible employment uses, and reducing opportunities for inappropriate rural severances.

7. Community Design and Placemaking:

Section 4.6 of the Background has limited policy options for Council consideration. The first draft OP will embrace general policies for urban design and placemaking for all areas of the Township to create more compact, complete and physically/socially connected communities. These proposed policies will consider discussions with our community partners including but not limited to the Library, school boards, health unit, and Base Borden.

These proposed policies are well supported by the findings of Engagement Summary #2.

8. Natural Heritage and Water Protection:

The first recommendation regarding natural heritage is the proposed mapping to identify areas within the Township subject to protection policies. We propose that the County's most recent natural heritage mapping (currently out for comment) is adopted to inform the draft OP schedules. If the County is unable to provide this more recent mapping, the next best source of mapping will be the March 2022 Natural Heritage Mapping prepared for the former Growth Plan. This mapping previously went through an engagement process with the Township.

Other recommendations include proposing fixed buffer requirements to environment features unless reduced by a natural heritage assessment. Source water protection policies will also be included, together with tree canopy targets, and supportive policies for local environmental organizations.

9. Sustainability and Climate Change:

General recommendations for this topic include promoting resilience to climate change, including climate change and sustainability policies throughout the new OP, securing community hubs/Township land acquisition, school siting, and cultural heritage protection.

There will also be specific policies to reduce opportunities for development in flood prone areas. NVCA will play a key role in identifying these areas for a new OP schedule.

10. Transportation and Infrastructure:

A key recommendation of this section is to establish policies for infrastructure to support the preferred growth option. Policies will be added to the first OP draft to clarify “planned infrastructure” and its role in establishing future infrastructure that is financially sustainable, more efficient and watershed supportive.

It is also recommended that stormwater management policies embrace low impact development concepts and best practice measures.

Transportation policies are recommended that connect the Township to the wider region while internally Essa's latest Transportation and Trails Masterplan will be foundational for establishing planning policies within and between Essa's communities. The concept of future truck routes may be established through draft policies to improve the quality of life for residents along major corridors. Rail corridors will also be protected with policies to require compatible development that protects for long term rail operations.

Walking and cycling for communities was a topic heard loud and clear. Best practice policies promoting these modes of transportation will be included in the first draft.

11. Administration and Implementation

To be more efficient and accelerate preferred development within the Township, it is recommended that the new Official Plan contain policies that enable the option of a future Community Planning Permit System. The CPPS tool can streamline the development process by combining multiple processes into one application and approval (Zoning, Minor Variance and Site Plan Approval) while supporting local priorities through providing opportunities to incentivize community benefits. Including these policies in the new OP does not obligate the Town to use this tool. CPPS policies would provide the option to use this planning approval tool in future.

For further background on the above recommendations, please refer to the full Background, Issues and Options Report dated May 2025 found on the Town website ([Background Paper May 2025](#)).

The first full draft of the new Official Plan will be prepared using the recommendations adopted by Council through this report, together with collected data, public input and applicable Township master plans and studies.

Alongside the development of new policies, updated OP mapping for the entire Township will be created. The maps will be clearly designed to improve accessibility for residents and support day-to-day operations by Township staff. These mapping components—including thematic layers and overlay schedules—will be aligned with the format and structure of the new Official Plan.

ENGAGEMENT COMMENTS AND CONSIDERATIONS

The second round of public engagement for the Essa Official Plan Review took place in June 2025 and included a community session and an online survey with over 300 responses. Participants were asked to provide feedback on key policy directions, proposed settlement area boundary expansions, and priorities for growth and development in the Township. Common themes included the need for affordable housing, improved infrastructure, support for local businesses, protection of natural areas, and more accessible recreational amenities.

Survey and session feedback indicated strong support for planning that prioritizes affordable and diverse housing options, rural and agricultural preservation, walkable communities, and environmental sustainability. Participants emphasized the importance of addressing current infrastructure constraints before expanding growth areas, enhancing transportation connectivity (including public transit and active transportation), and creating policies that reflect the rural and small-town character of Essa. Specific concerns were raised about traffic, school safety, water availability, and commercial development that better serves local needs.

The input collected during this second phase of engagement is being used to inform the first draft of the new Official Plan, including updated mapping and policy structure. Public and stakeholder feedback is being integrated alongside technical studies and applicable master plans. A third phase of engagement, including a draft Plan and survey, is scheduled for fall 2025 to further refine and finalize the document based on community priorities.

A summary of the most recent survey and public engagement is included as Attachment 1.

FINANCIAL IMPACT

Council has approved a capital budget in support of the Town's Official Plan Review. The consultation to date and the adoption of the Engagement Update and Policy Directions are included within the approved scope of this project.


Manager of Finance

SUMMARY/OPTIONS

The next step in the Township's New Official Plan is an important one that will see the first draft being prepared during the summer of 2025. Council's ongoing input, together with public engagement, provides a solid framework for preparing the initial policies and mapping. These documents will form part of the next round of community engagement in the fall of 2025. To this end, staff supports the policy recommendations contained in this report.

Council may:

1. Take no further action.
2. **Approve the proposed recommendations contained in this report as the framework for the Township's New Official Plan.**
3. Direct staff in another manner, including any revisions to the enclosed recommendations.

CONCLUSION

Option #2 is recommended.

Respectfully submitted by:




Tim Cane MCIP, RPP
Principal, SGL Planning
and Design Inc.

Reviewed by:



Samuel Haniff/MCIP,
RPP, Manager of
Planning

Reviewed by:



Michael Mikael, CAO

Attachments:

1. Essa Engagement Summary #2

ATTACHMENT NO.1

Essa Engagement Summary #2

4a



Township of Essa New Official Plan

Engagement Summary #2
June 2025



60

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1.0 Introduction

Like every municipality, the Township of Essa has an Official Plan, a key document that lays out where and how we plan to grow into the future, and guides where we live, work, and play. The Township's current Official Plan was put into effect on July 6, 2001. In 2020, the Township of Essa started developing a new Official Plan to bring the document into conformity with the latest provincial policies and community interests. The Official Plan Review was placed on hold in 2022 while the Township engaged with the Province and County of Simcoe to better understand the impact of legislative changes. Engagement on the New Official Plan resumed in August 2024.

A first round of engagement was conducted in the fall of 2024, as summarized in Engagement Summary #1. The outcomes of that round of engagement alongside background research informed the development of a set of key policy directions as well as criteria and data gathering around settlement boundary expansion in Essa, in order to accommodate future residential growth. The second round of engagement summarized in this report was conducted in June 2025 to gather feedback on these topics.

2.0 What We Heard Overview

This summary provides an overview of the in-person and online public engagement held in June 2025. Please refer to the project website for summaries of past engagements that were completed in earlier stages of the review for the Essa Official Plan, which are also being considered and feedback brought forward into the current development of the new Official Plan: <https://www.essatownship.on.ca/official-plan-review/>

1.1 Community Session

An in-person session was held at the Essa Township offices in Council Chambers on June 17th, 2025 from 6:30-8:30pm. Approximately 35 people attended the session. Poster boards were set up for residents to share their input on the key policy directions and potential locations for settlement boundary expansions. The key feedback heard included:

- Input from landowners about potential lands to be considered as part of the settlement area boundary expansion around Angus and Baxter.
- Need for adequate parking to support residential growth.
- Need for more commercial and retail access and supporting services for the growing community.
- Importance of protecting the natural environment.
- Need for allowing more flexibility in permissions for rural areas, to support more small-scale business growth.
- Need for recreational spaces and interest in the approach to planning for access to parks and recreational areas.

1.2 Online Survey #2

Participant Profile

The second survey garnered over 300 responses as of this report (up to June 20th, 2025), of which 184 were complete to the end of the survey. The survey will remain open until July 4th, when this engagement report will be updated. The participant profile shown in **Figure 2-2** shows the majority of participants being Essa residents (94%), along with a number of people who work in Essa (10%) and a few who have professional interest in growth and planning in Essa, own a business in Essa, are frequent or occasional visitors to Essa, are potential future Essa residents, or are Canadian Forces Base Borden personnel.

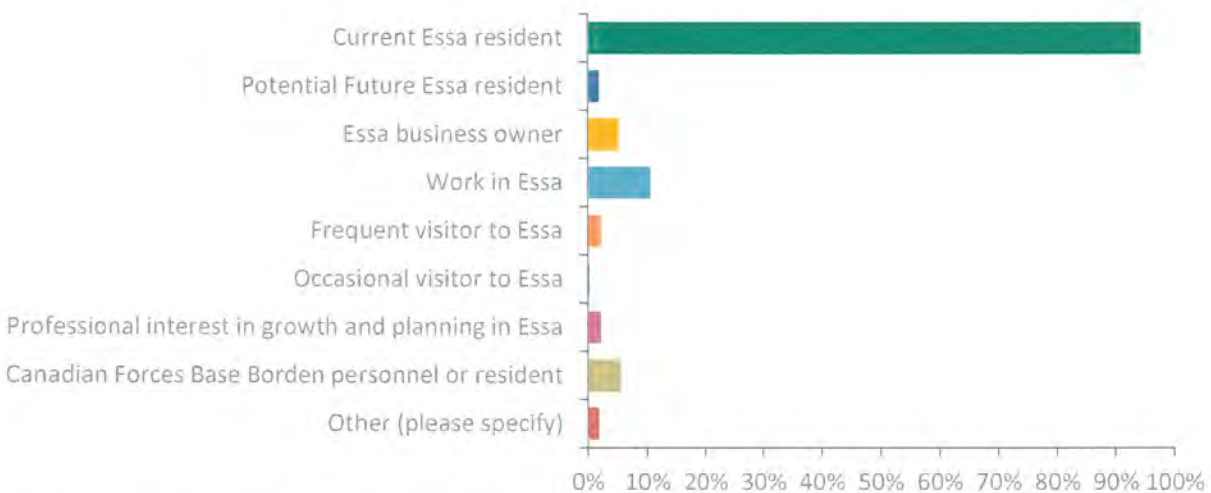


Figure 2-1 Survey #1 Participants – Background

There was some variability in the communities that participants who live in Essa resided in, with the highest number being from Angus (73%) followed by Utopia (6%), Baxter (5%), and the Rural area in Essa (4%). A summary of where respondents of the survey live is shown in **Figure 2-3**.

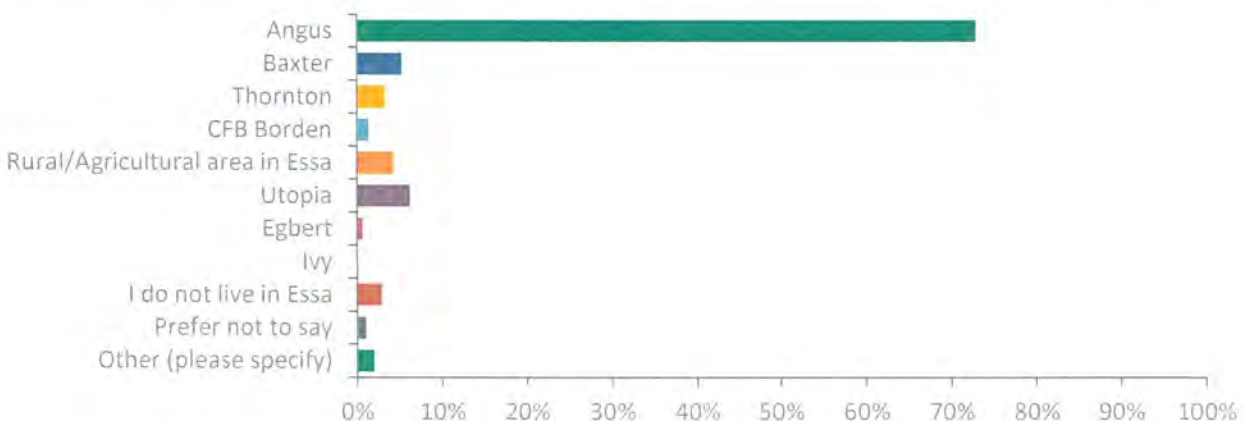


Figure 2-2 Survey #1 Participants – Neighbourhood of Residence

Settlement Area Boundary Expansion – Evaluation Criteria

The following criteria have been identified to evaluate those lands that have potential to be serviced by municipal infrastructure and public service facilities, and be considered for future growth as they are connected to an existing settlement area in Essa and are not part of another municipality. Which are most important criteria to you in selecting new lands to be considered as expansion areas to support growth in Essa? Please select the top three that matter most.

There were 253 responses to this question summarized on **Figure 2-4**, with key criteria being:

- Allowing for rural areas in Essa to remain protected
- Impacts to natural heritage and water resources have been considered and can be reduced or managed.
- No significant impacts on agricultural operations as a result of growth
- Opportunity to make the best use of existing or planned infrastructure
- Lands are adjacent to Angus, Essa's principal settlement area

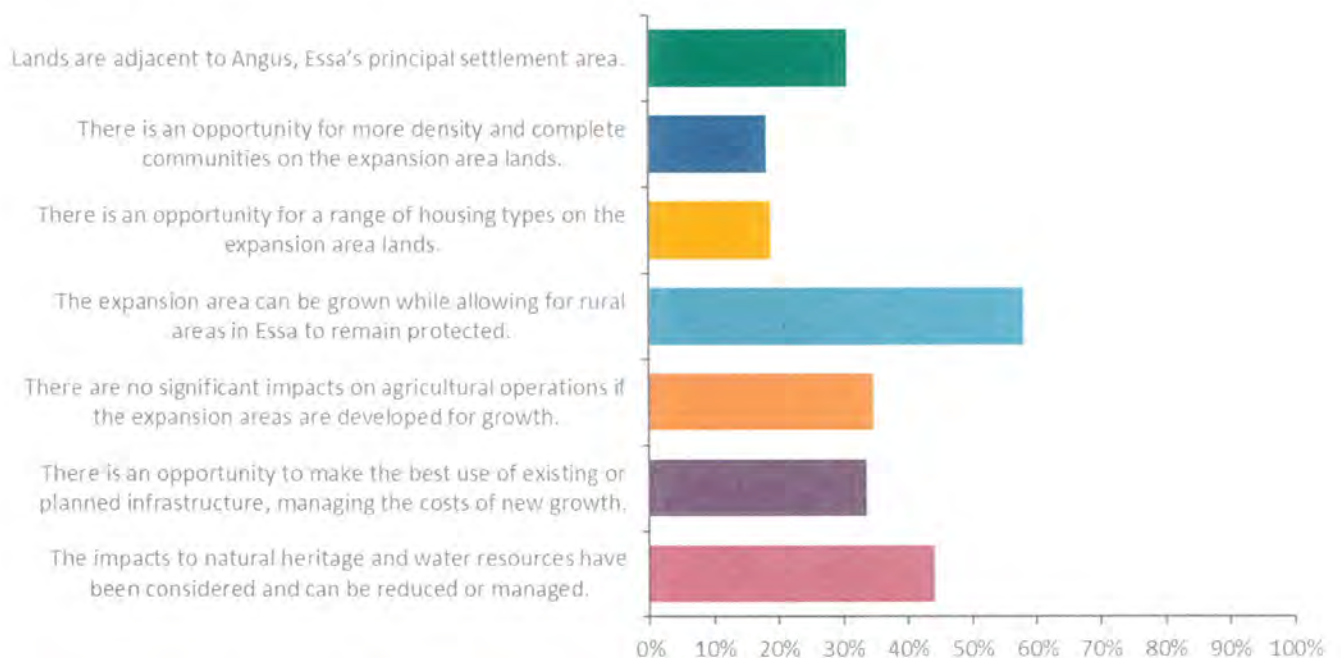


Figure 2-3 Evaluation Criteria – Issues that Matter Most to Participants

In addition, participants noted the following key considerations for any expansion to the settlement area boundary:

- Desire to see affordable housing and not large estates or unaffordable 'McMansions'
- Designing areas that support local businesses rather than franchises or larger corporations
- Preserving agricultural function and food productivity of existing high-potential lands
- Adopting an environmentally conscious approach to new development, including through pre-fab or lighter footprint development

- More local and accessible retail options to reduce trips outside of Essa
- Allocating resources to address existing issues and infrastructure needs in the settlement areas before approving new growth
- Consideration of traffic and access routes and limiting the potential for more congestion
- Importance of infrastructure planning to support growth, including water resources which are already constrained, and electrical grid capacity given the existing limitations.

Key Policy Directions for the New Official Plan

Housing and Residential Areas

Tell us how important the following policy directions are to supporting growth and housing supply in Essa.

There were 191 responses to this question summarized on **Figure 2-5**. The policy directions highlighted as being of highest importance were relating to increasing the supply of affordable/attainable housing, increasing the range of housing types in settlement areas, and reducing sprawl.

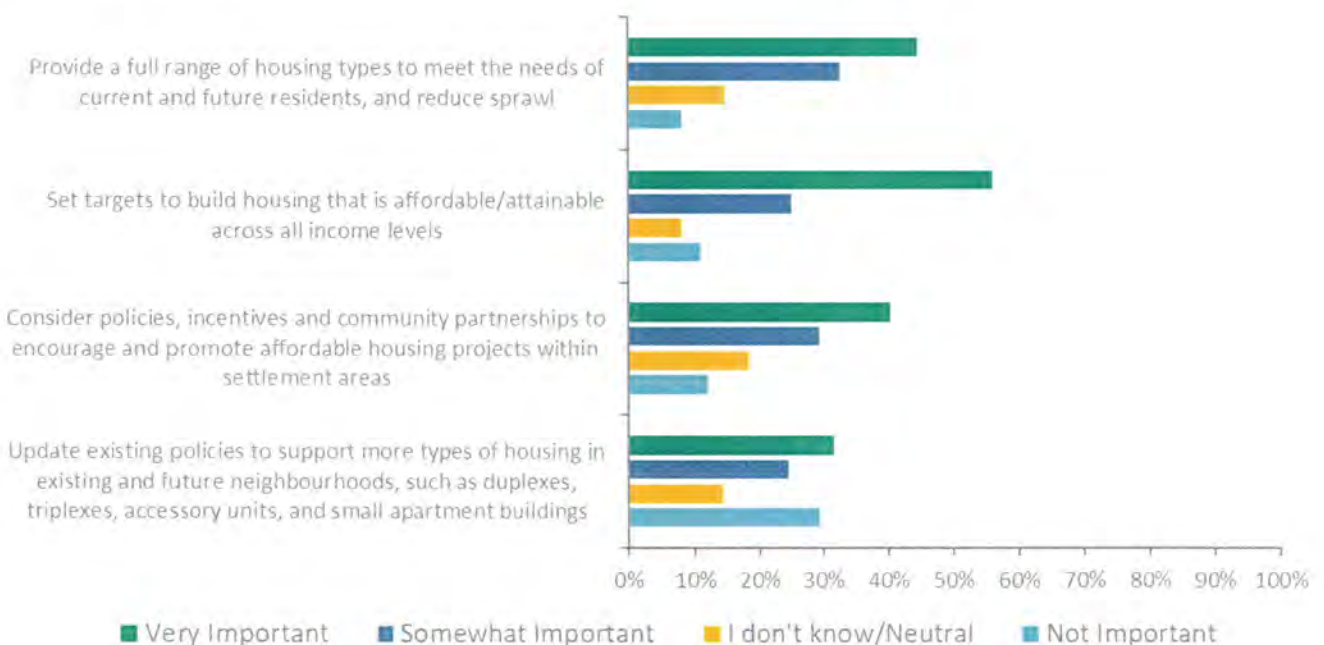


Figure 2-4 Housing and Residential Areas – Key Policy Directions

In addition, respondents noted the following considerations for housing policy:

- Addressing the housing crisis and increase in unhoused residents, particularly in Angus
- Considering the safety of new development particularly for duplexes and triplexes, and developing standards for infill development
- Providing adequate recreational space for new residents
- Providing more senior and assisted living options
- Policies or regulations to address abandoned properties

- Planning for schools and services to support growing communities
- Ensuring sufficient parking for new residential development
- Locating an expanded site for the local food bank.

Employment and Commercial Areas

Tell us how important the following policy directions are to supporting employment and businesses in Essa.

There were 191 responses to this question, as summarized on **Figure 2-6**. The most highly rated issues in terms of importance were: planning for adequate infrastructure to service employment area growth, allowing more retail and smaller stores in residential areas to promote walkability, and supporting rural employment and rural resource-based recreational employment uses.

The idea of minimizing big box stores and supporting more 'main street' development received overall positive responses, with over 60% of respondents classifying this as Very or Somewhat Important, and 22% of respondents classifying this as Not Important. Policies relating to allowing more employment and commercial activity, or supporting industrial or extractive activity received mixed responses, also received an overall positive response, although with lower rates of respondents noting these as Very Important.

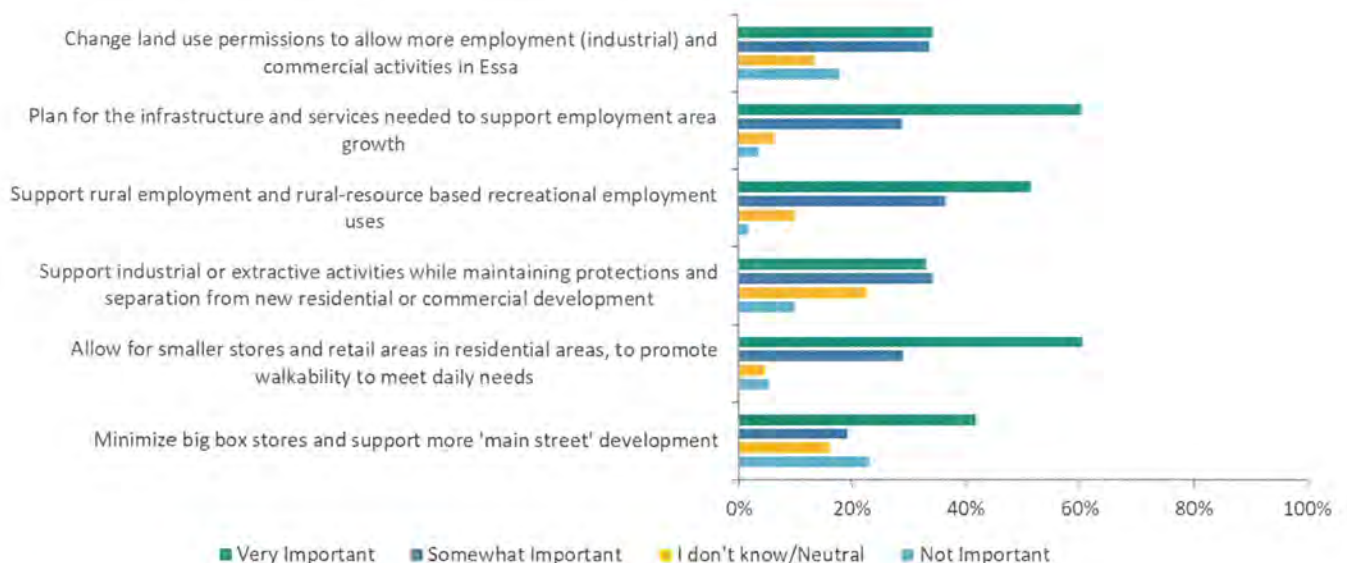


Figure 2-5 Employment and Commercial Areas - Key Policy Directions

In addition, participants noted the following considerations for employment and commercial policies:

- Need for a wider array of retail and commercial services to support job growth
- Considering the types of industries that are being drawn to Essa and the potential environmental impact
- Support for some big box stores to provide options within Essa
- Limiting gas stations and other uses in Angus which are already well-served

- Incentivizing a more vibrant business culture and longer hours in the main areas of Angus
- More commercial development along Highway 89.

Agricultural Areas

Tell us how important the following policy directions are to supporting agricultural activity in Essa.

There were 191 responses to this question, as shown on **Figure 2-7**. Protecting agricultural lands for long term use was highlighted as a key policy direction with 78% rating it as Very Important. The other two directions received similar responses to each other, with between 56-60% of respondents classifying these as Very Important.

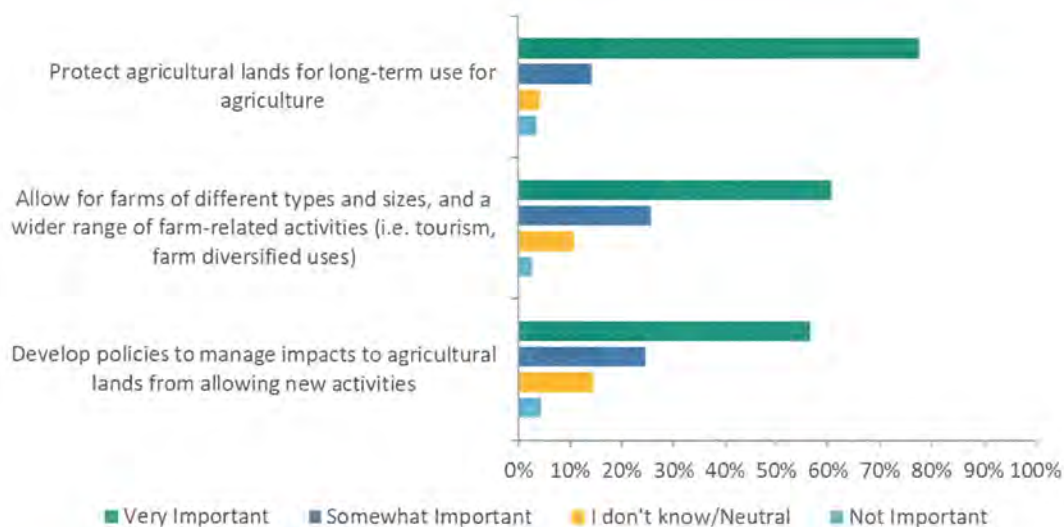


Figure 2-6 Agricultural Areas - Key Policy Directions

Rural Areas

How important are the following opportunities for the rural areas? These are areas in Essa with lower agricultural potential, but where some farming is still possible and there is a more natural landscape.

There were 191 responses to this question, as shown in **Figure 2-8**. The most highly rated issues were supporting agricultural activity and preserving existing rural character. There was low support for supporting unserviced residential growth, with the majority of respondents rating this as Somewhat Important (37%), Not Important (12%) or Neutral (30%). There was some support for allowing for commercial and employment uses, with the majority of respondents rating this as Very Important (29%) or Somewhat Important (41%).

The policy of restricting the ability to sever rural lots into smaller parcels received mixed responses, with 31% selecting Very Important, 27% Somewhat Important, 20% staying neutral, and 21% selecting Not Important, the highest rate for this selection out of all the policies.

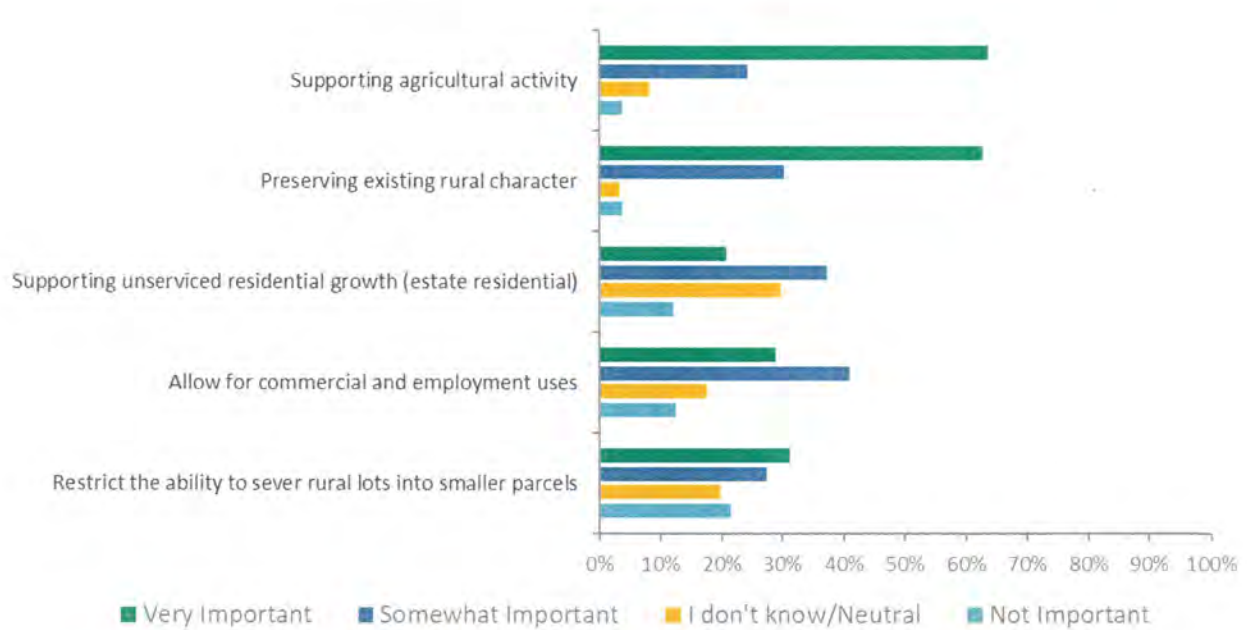


Figure 2-7 Rural Areas - Key Policy Directions

In addition, participants noted the following considerations for agricultural and rural area policies:

- Supporting smaller scale food production and community gardens
- Protecting agricultural land from industrial or commercial expansion, such as trucking operations or outdoor storage facilities.
- Allow severing of rural lots into smaller parcels to keep residents in Essa, particular on land with low agricultural potential.

Community Design and Public Spaces

There is an opportunity to develop policies to support healthy, thriving communities in Essa through design. The New Official Plan will have policies to support age-friendly and pedestrian friendly communities, and celebrate Essa's cultural and architectural heritage. There are options for how we design community services and facilities. Tell us which of the following options you would prefer most.

There were 191 responses to this question, as shown in **Figure 2-8**. All the policies generally received favourable ratings of being Highly or Somewhat Preferred. In particular, policies relating to growing access to both active and passive recreational areas had approximately 55% of respondents selecting Highly Preferred and 33-34% selecting Somewhat Preferred.

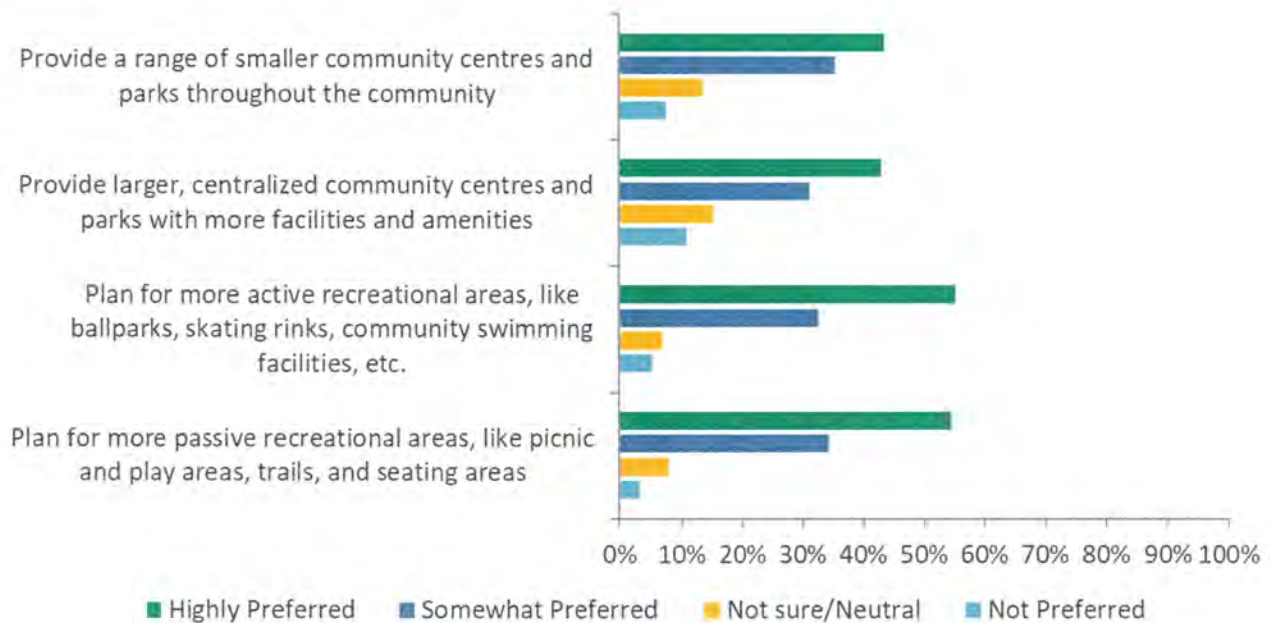


Figure 2-8 Community Design and Public Spaces - Key Policy Directions

In addition, participants noted the following considerations for the design of healthy communities:

- Access to heated swimming facilities and amenities for small children, as well as areas catering to youth such as a stake park, outdoor basketball courts, etc.
- Walkable communities that promote community cohesion
- More trails and connections between areas
- Improvements to recreational areas outside the higher density areas such as Ivy, Baxter, and Utopia
- Need for a seniors' centre or recreational facility
- Greater focus on accessibility and planning for people with disabilities
- Co-locating recreational and commercial areas to provide easier and more convenient access for families
- Managing speeding and promoting more pedestrian-friendly design in high-traffic areas
- Potential for a new park adjacent to the existing Fishing Park
- Consideration of school safety zones and managing traffic near schools to prevent speeding and support pedestrian safety.

Natural Heritage and Water Resources

Essa's New Official Plan will include updates to environmental policies, including to:

- Protect environmental areas from the impacts of development
- Protect, maintain, and enhance water resources
- Provide buffers around natural features to limit the proximity of new development

- Require an Environmental Impact Study where new development is proposed in proximity to natural features
- Support partnerships with local organizations working to improve and protect the natural environment

Do these policies generally represent the important issues for natural heritage protection in Essa?

There were 184 responses to this question, with 75% selecting Yes, 5% selecting No, and 20% staying neutral. Additional comments included:

- Increasing tree canopy to help address air quality concerns
- Consideration for a bird sanctuary in Essa
- Policies to protect and integrate environmental considerations into all new development
- Improving recycling and waste management policies and procedures
- Protecting forest cover and limiting impacts to woodlands
- Promoting local beautification and community-based programming relating to environmental protection and maintaining clean public spaces
- Protecting wildlife corridors
- Supporting more native tree and plant growth
- Managing impacts to water resources from all new development, given the high water table.

Sustainability and Climate Change

Essa's New Official Plan will include updates to sustainability-related policies, including to:

- Adapt to extreme weather, as well as increasing number of hot days and increased risk and frequency of flooding
- Support energy efficiency and conservation
- Encourage integration of sustainability measures into new developments, such as shade, stormwater management, and integration of green space
- Develop new community hubs that provide services to neighbouring areas and can support the community in the event of a major storm or weather event.
- Plan for new schools and walking routes to the schools that connect to neighbourhoods, reducing the need to rely on personal vehicles.

Do these policies generally represent the important issues for sustainability and climate change in Essa?

There were 184 responses to this question, with 79% selecting Yes, 6% selecting No, and 15% staying neutral. Additional comments included:

- Addressing flooding and the need for flood protection in existing communities
- Providing timely snow removal in large snowfall events
- Supporting public transportation growth and access
- Incorporating more cycling and walking paths on main routes

- Addressing water pooling near trails to prevent the growth of mosquito populations
- Providing shade protection in parking lots
- Wastewater treatment prior to discharge into creeks
- Developing a climate change adaptation plan and emergency response plan in the event of the need for evacuation of communities.

Transportation and Infrastructure

Essa's New Official Plan will include updates to transportation and infrastructure-related policies, including to:

- Plan for water and wastewater infrastructure servicing to support growth, while being financially sound
- Protect and conserve ground and surface water quality and quantity
- Plan for any settlement area boundary expansions only to areas with existing or planned servicing
- Integrate sustainable stormwater management to reduce the impacts of extreme weather
- Plan for green infrastructure that integrates more natural areas into development, streets, and public spaces
- Develop transportation routes that promote walking and cycling
- Provide improved cycling infrastructure including cycling routes, parking, and signage
- Preserve lands around the railway corridor to allow for future expansion for freight or passenger rail service
- Plan for improved transit connectivity particularly between key settlement areas like Angus, Thornton and Baxter

Do these policies generally represent the important issues for transportation and infrastructure planning in Essa?

There were 184 responses to this question, with 87% selecting Yes, 4% selecting No, and 9% staying neutral. Additional comments included:

- Consideration of where traffic calming/speed bumps are located, and focusing on school zones
- Increasing access to public transportation, for example between Angus and Alliston to support access to employment opportunities
- Better integration across all systems including trails, County Roads, and local roads
- Improving sidewalks and pedestrian access on main roads
- Improving access to GO transit, and planning for a future station location such as at 5th Line
- Consideration of new trails alongside the rail corridor
- On-demand transit options within Essa
- More consistent water quality monitoring and sharing of the results with the community.

Do you have any additional questions or comments related to growth in Essa or the Official Plan Review?

Additional input received for this question beyond the comments already summarized in previous sections included:

- Need for improvements to road maintenance and overall state of waste management in Essa
- Need for more dog parks and places for people to go with their pets
- Taking lessons and best practices from other growing communities
- Development of more medium and high density housing and mixed use communities, to draw Federal funding similar to other communities in Ontario
- Taking a measured approach to growth, and not rushing to overbuild communities
- Desire for more public meetings and opportunities to provide input
- Importance of preserving the natural and rural character of Essa
- Need for improvements to the Station 2 Fire Hall
- Overall need for more jobs, retail and commercial areas in Essa
- Desire for a trail connection between Utopia and Angus
- Need for more accessible transportation for seniors and people with disabilities who cannot drive
- Request for ongoing engagement with the Simcoe County District School Board as the New Official Plan is developed.

2.3 Correspondence

A number of residents shared their input on the Official Plan and settlement area boundary expansion via email to the Township. These comments and lands proposed to be brought into the settlement area in Essa were tabulated for consideration and evaluation as part of the next step in the process, to be conducted over summer 2025.

3.0 Next Steps

The results of the engagement as presented in this report are being used to inform the development of the Draft Official Plan and preliminary selection of lands to be brought into the settlement boundary. The Draft Official Plan will be brought forward for community feedback in the fall of 2025, along with a third online survey.



Figure 2-9 Project Timeline and Next Steps

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TOWNSHIP OF ESSA STAFF REPORT

STAFF REPORT NO.: PW013-25

DATE: July 2nd, 2025

TO: Committee of the Whole

FROM: John Kolb – Manager of Public Works

SUBJECT: Award of Tender – Road Resurfacing & Asphalt Repairs

RECOMMENDATION

That Staff Report PW013-25 be received; and

That the quotation as received from **GIP** be accepted in the amount of

\$1,203,517.78 (including 1.76% HST), to complete resurfacing work on the 6th line, 8th Line and Emergency resurfacing repairs on 5th Sideroad, Scotch Line and 10th Line contingent upon a WSIB Clearance Certificate and a copy of Insurance being provided to the Township to the Township's satisfaction; and

That Council authorize Staff to fund the shortfall in the amount of **\$603,517.78 (including 1.76% HST)** from the Asset Management Reserve and as per the funding strategy contained in this report.

BACKGROUND

The 2025 Public Works prioritized Capital Budget included the following resurfacing projects (Figure1):

- 6th Line: from the entrance to the Utopia Conservation Area to Old Mill Road including embankment Rehabilitation and Asphalt gutters
- 8th Line: from 25th sideroad, south approximately 1.4km including Asphalt & Surface treatment work.

Emergency Asphalt Repairs (Figure1):

- 5th Sideroad: from County Road 56 to west of the 5th Line (various locations)
- Scotch Line: from 5th Sideroad to 10th Sideroad (various locations)
- 10th Line: Spot Asphalt repair around municipal address#6350

These projects align with the Township's on-going commitment to maintaining critical infrastructure and ensuring public safety through proactive renewal of aging assets.

BIDDER	Tender Deposit/Bid Bond	TOTAL TENDER (Including 1.76% HST)
IPAC Paving Ltd.	Included	\$969,408.00
GIP	Included	\$1,203,517.78
Dufferin Construction	Included	\$1,416,499.20
Georgian Paving	Included	\$1,439,615.05

**A detailed Traffic Management Plan has been developed and will be shared with the residents to ensure smooth vehicular movement during construction.*

FINANCIAL IMPACT

The 2025 approved Capital Budget for 8th Line and 6th Line resurfacing projects is **\$600,000 (\$100,000 Taxation - \$500,000 Infrastructure Renewal Res.)** resulting in a short fall in the amount of \$603,517.78 to come from the Asset Management Reserve (02-80-002-060-3581) – assuming no change orders.

Worth to mention that the tender included emergency repair projects in the amount of \$202,300.58 (excluding HST) as stated above which were not included in the 2025 Budget.

Staff will be utilizing the remaining non regulatory fund envelope related to the bridge culverts replacement to bridge the short fall for the 2025 road resurfacing projects & emergency repairs (assuming no change orders) prior to utilizing funds from the Asset Management Reserve as per PW009-25.



Manager of Finance

SUMMARY/OPTIONS

Council may:

1. Take no action.
2. Award the Tender to **GIP**. in the amount of **\$1,203,517.78 (including 1.76% HST)**, to complete resurfacing work on the 6th line, 8th Line and Emergency resurfacing repairs on 5th Sideroad, Scotch Line and 10th Line contingent upon a WSIB Clearance

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Figure 1

COMMENTS AND CONSIDERATIONS

A public tender was issued on Biddingo on May 26th, 2025 with an official closing date and time of June 16th, 2025, at 3:00 PM. Three addenda were issued in response to bidder inquiries during the tender period.

The tender stipulates that the successful contractor must complete all work within 10 weeks, no later than September 30th, 2025. Failure to meet this completion date may result in liquidated damages of \$1,500 per calendar day. Additionally, the successful contractor must provide a one-year warranty period on all work, commencing from the date of substantial performance.

Four (4) bids were received prior to the tender closing date and time. The bids are summarized, as follows.

Certificate and a copy of Insurance being provided to the Township to the Township's satisfaction.

3. Authorize Staff to fund the shortfall in the amount of **\$603,517.78 (including 1.76% HST)** from the Asset Management Reserve and as per the funding strategy contained in this report.
4. Direct Staff in another course of action

CONCLUSION


Staff recommends that **Options 2,3** be approved. These projects represent a necessary investment in the Township's infrastructure and aligns with our asset management and risk mitigation strategies.

Respectfully submitted,

Reviewed by,



John Kolb
Manager of Public Works



Michael Mikael, P.Eng
Chief Administrative Officer