

**THE CORPORATION OF THE TOWNSHIP OF ESSA  
COMMITTEE OF THE WHOLE MEETING  
WEDNESDAY, OCTOBER 16, 2024  
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**  
          **Dr. Shannon Reid, Alliston Family Health Team**  
          Re: Physician Recruitment and Retention
- p. 7     **b. Presentation**  
          **Rick Monkman, Emergency Management Group**  
          Re: Township of Essa Fire Department Fire Master Plan

Link: [Draft Township of Essa Fire Department Master Plan](#)

*Recommendation: **BE IT RESOLVED THAT** the Fire Master Plan as presented by the Emergency Management Group be received; and **THAT** Council endorse, in principle, the recommendations contained in the Fire Master Plan; and **THAT** the Fire Chief be directed to provide Council with a multi-year prioritized listing of the recommendations contained therein, including the financial impact on the municipality for future budgeting years.*

- p. 25    **c. Presentation**  
          **Brett Sears, WSP**  
          Transportation and Trails Master Plan

Link: [Draft Township of Essa Transportation and Trails Master Plan](#)

*Recommendation: **BE IT RESOLVED THAT** the Transportation and Trails Master Plan as presented by WSP be received; and*

**THAT** Council endorse, in principle, the recommendations contained in the Transportation and Trails Master Plan; and  
**THAT** the Manager of Public Works be directed to provide Council with a multi-year prioritized listing of the recommendations contained therein, including the financial impact on the municipality for future budgeting years.

**STAFF REPORTS**

**4. PLANNING AND DEVELOPMENT / BUILDING**

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

- p. 48 a. **Staff Report PR013-24 submitted by the Manager of Parks and Recreation, re: Rental Fee Reduction for Charity Ball Hockey Tournament.**

Recommendation: **BE IT RESOLVED THAT** Staff Report PR0013-24-24 be received:  
and  
**THAT** Council approve the request of Cassandra Williams Birch to provide a 50% rental fee reduction for the outdoor rink at the Thornton Community Centre for a charity tournament.

**6. FIRE AND EMERGENCY SERVICES**

**7. PUBLIC WORKS**

**8. FINANCE**

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

- p. 51 a. **Staff Report C013-24 submitted by the Deputy Clerk, re: Proposed 2025 Regular Council and Committee of the Whole Meeting Schedule.**

Recommendation: **BE IT RESOLVED THAT** Staff Report C013-24-24 be received:  
and  
**THAT** Council approve the 2025 Regular Council and Committee of the Whole Meeting schedule as presented.

**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 \_\_\_\_\_pm., to meet again on the 6<sup>th</sup> day of November, 2024 at 6:00 p.m.

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# PRIMARY CARE IN ANGUS ONTARIO

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DR. SHANNON REID, BSCE MD CCFP  
SIGNATORY PHYSICIAN WITH  
ALLISTON FAMILY HEALTH TEAM

# THE ISSUE

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- Population Angus & Borden in 2021: 14503
  - Avg age 35
- Population change from 2016 to 2021: 15.5%
- Median Income: \$48 000
- Physicians registered to practice in Angus: 4

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## WHAT OTHER COMMUNITIES ARE DOING

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- Huntsville: \$80 000, Trenton: \$100 000, Kingston \$100 000, Belleville \$150 000, Norfolk \$250 000
- Mildmay: cover 2 years of office expenses
- Innisfil: Riccardo Centre

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# IMPROVE COMMUNITY ACCESS

- Multi-disciplinary approach
  - Offload: counselling, obesity management, coughs/colds to allied health professionals
- Free up physician time
- Need a physical space for this



## ANGUS FAMILY HEALTH TEAM

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- Nurse Practitioner for a Women's Clinic and Flu clinic
- Geriatric nurse for home visits and to do dementia screening
- Pharmacist and dietician to improve diabetes care
- Methadone clinic for our patients with addiction
- Social worker for psychotherapy

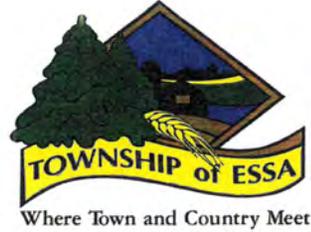
## NEXT STEPS

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- Can you think of a space to house this?
- Can you think of funding available to invest in this?
  - Put money aside each year to have money ready (Reserve Fund)
- Do you know who we can advocate with at the Province?
- Designate a position to present at Medical Schools – recruiting medical students to our region

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# Township of Essa Fire Department Fire Master Plan

Emergency Management Group  
October 2024

# Ontario Regulation 378-18 Community Risk Assessment

- Came into effect July 1<sup>st</sup>, 2019
- 8 ➤ Requires every municipality in Ontario to complete a Community Risk Assessment (CRA) by July 1<sup>st</sup>, 2024
- CRA is to be reviewed and updated annually
- New CRA required every five years

## **CRA profile is based on nine mandatory sections**

1. Geographic Profile
2. Building Stock profile
3. Critical Infrastructure profile
4. Demographic profile
5. Hazard Profile
6. Public safety response profile
7. Community services profile
8. Economic profile
9. Past loss and event history profile

## General Scope of Work for FMP

- A. Governance of the Fire Department
- B. Administration
- C. Human Resources
- D. Facilities/Apparatus/Equipment
- E. Training
- F. Service level standards and evaluation of response data
- G. Fire Prevention and Public Education
- H. Emergency Planning
- I. Financial Implications/Budget
- J. Fire Protection - Automatic and Mutual Aid Agreements
- K. Dispatch and Communications Systems
- L. Review Community Risk Profile

# Benefits of Master Planning

The benefits of master planning are many, but the key advantages are:

- Having a clearer vision of what future needs are to be implemented and when,
- A guide that includes options and budgetary estimates for implementation,
- Prioritization of each project, and
- The ability to communicate with staff, internal, and external stakeholders about the future goals of the organization.



# Process



Along with assistance and input from staff and stakeholders, we have been able to complete a full review of the department, and the services offered through the following steps

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# Fire Protection Model

Key focus of this Fire Master Plan revolves around the three Lines of Defence for Public Safety

1. Public Fire Safety Education
2. Code Enforcement Through Inspections
3. Emergency Response Capabilities

At EMG we also consider the following as a key partner to the above three lines:

4. Emergency Management



# Standards Utilized



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- The OFM guidelines and the Fire Protection and Prevention Act (FPPA)
- National Fire Protection Association (NFPA)
- National Institute of Standards and Technology (NIST)
- Commission on Fire Accreditation International (CFAI)
- Fire Underwriters Survey (FUS)
- Occupational Health and Safety Act (OHSA)
- Municipal standards and regulations
- Council-approved policies
- Ministry of Labour, Section 21 Committee, Guidance Notes.
- Industry best practices.

# Recommendations Based On

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- Governance
- Administration
- Fire Prevention
- Fire Station
- Staffing
- Training
- Apparatus
- Emergency Operations
- Communications/Dispatching
- Budget and Finance

44 Recommendations that are either operationally or strategic in their focus:

- **Operational**  
recommendations can be addressed mostly by staff
- **Strategic**  
recommendations require large financial investment and possible Council approval.

## Recommendations Overview - Administration



- Develop a Community Risk Reduction Plan based on the findings of the CRA and FMP.
- Update By-Laws, and Policies.
- Establish an SOG Committee to review existing documents and develop new ones.
- Initiate a pre-incident plan program per NFPA 1620.

# Recommendations Overview

## Fire Prevention & Public Education

- Increased building stock requiring inspections.
- Not meeting FUS or NFPA 1730 frequency of inspections.
- Add the provision to Fees and Charges By-law to provide monetary penalties to non-compliant inspections.
- Train firefighters to assist with Public Fire and Life Safety Education – NFPA 1035
- Engage the community groups/organizations in supporting Public Education
- Lightweight construction and changes to the OBC.

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## Recommendations Overview - Training



- Hire a full-time Training Officer.
- Implement a career path model for all functions/positions within EFD.
- Provincial Certifications
- 12. • As buildings get higher the need for enhanced hi-rise fighting training.
- Training props need to be NFPA 1402 compliant.
- Require SOGs specific to live-fire training exercises.

# Recommendations Overview - Suppression



- District Chiefs complete NFPA 1031, Level I
- Train fighters in elevator rescue per TSSA requirements
- Prepare SOGs, training and purchase equipment for EV fires.
- Need to develop a PTSD prevention program
- Monitor response time per NFPA 1720

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## Stations/Emergency Response Plan, Automatic Aid etc.

- Need to budget for the construction of a new Station 2.
- Require a Respiratory Program
- Hydrants must comply with OFC. Change steamer ports from threads to Storz lugs.
- Add a budget line for EM Program
- Review and update all Automatic Aid and Mutual Aid By-laws.
- Update Fees By-law to include provisions for full cost recovery when attending technical rescues.

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# Volunteer/POC Firefighters

- Recruitment and retention issues are common in fire services across Canada re -POC Firefighters.
- Mental and physical wellness programs.
- 21. • Cancer screening
- PTSD training session for families
- In future years EFD may need to review the need for full-time firefighters to work M to F daytime due to POC shortcomings.

# Budget and Finance



- Next Generation 9-1-1 and impacts on municipal budgets.
- Effects of NFPA Certifications on all ranks.
- Review Development Charges fee rates and possibly increasing those allocated to Fire Protection.
- Review opportunities to enhance Public/Private partnerships for public education.

# Conclusion



It must be noted that during our development of this FMP, it is evident that:

- The Township of Essa's Fire Department is comprised of a group of dedicated, professional personnel committed to moving the department forward thereby improving the level of service to meet the community's needs.
- We would like to thank everyone who assisted in developing this Fire Master Plan.

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In Closing

- *This presentation has been a high-level overview of the Strategic items requiring Council support. The Fire Chief and staff should prioritize all recommendations based on the implementation timelines and bring forward to the Council for consideration.*

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# Thank You – Questions?

Rick Monkman, Consultant  
Emergency Management Group Inc.  
E: [rmonkman@emergencymgt.com](mailto:rmonkman@emergencymgt.com)  
P: (705) 719-9007,  
or toll free: 1 (888) 421-0665

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# Township of Essa

## Transportation and Trails Master Plan



Council Presentation

October 16, 2024

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# Presentation Objectives

- 1 Provide an overview of the Transportation and Trails Master Plan Development Process
- 2 Present recommendations for Roads, Active Transportation, and Trails
- 3 Discuss recommended strategies for pedestrian crossover locations, traffic calming measures, and parking in the Township
- 4 Get Council's endorsement to issue Notice of Study Completion

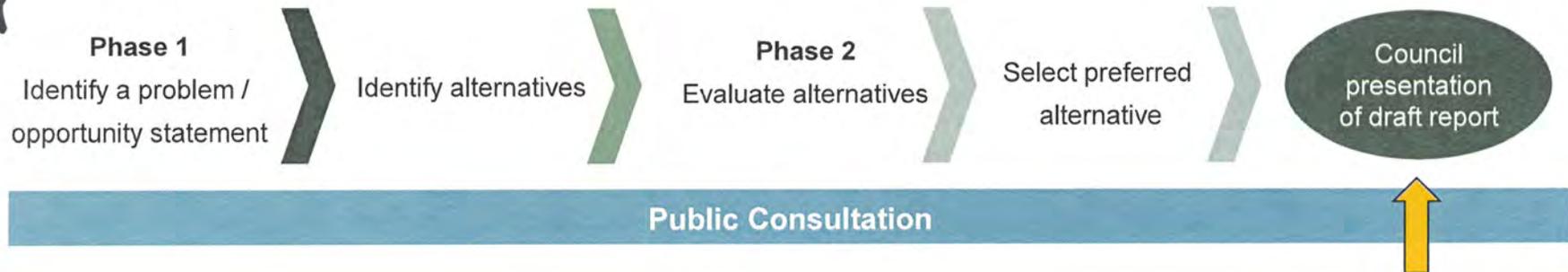


# TTMP Development Process

The **Municipal Class Environmental Assessment** outlines the process for undertaking municipal **infrastructure projects** in accordance with the relevant provincial legislation.

Master plans, such as this Transportation and Trails Master Plan, are **required to complete Phases 1 and 2** of the five phases of the Municipal Class EA process.

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# TTMP Study Timeline

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Fall 2022



## Part 1

Understand current travel patterns in the Township of Essa and existing challenges and opportunities, identify alternative network options

## Part 2

Engage and gather input from residents and stakeholders on alternative network options, informing network priorities and vision for the future of Essa

## Part 3

Refine alternative network options and opportunities based on stakeholder and public input

## Part 4

Develop a TTMP implementation plan for recommendations and policy framework

## Part 5

Final TTMP and Council Presentation

PIC #1 –  
February 23,  
2023

PIC #2 – March 19,  
2024

We are here!



# TTMP Working Vision

A vision for transportation has been established for the Township of Essa to reflect the priorities of the community and the Township's strategic objectives looking to the future. The vision reads as follows:

To provide a multi-modal network that allows users of **all ages and abilities** to **access all modes of transportation**, contributing to a **connected** and resilient community. The success of the Plan will be based on its ability to accentuate Essa's unique natural and rural areas, while accommodating future travel demands as the community continues to grow. Its success will be based on the implementation of achievable and relevant programming looking to the 20 year planning horizon.

The vision for Essa's transportation future integrates four key principles:



Accommodate future growth and associated travel demands



Promote equitable and accessible travel for all ages and abilities



Integrate traffic calming measures to enhance safety



Improving connectivity for all modes of transportation to create resilient communities



# Consultation Summary

## Who did we engage with?

- Residents, Local Employees, Businesses & Visitors
- Technical Advisory Committee
- Interested Stakeholders
- Township Staff
- Council

## How did we engage?

- Engagement Platform
- Two Public Information Centres

Rank in order of importance the following list of transportation issues that the Transportation and Trails Master Plan should consider for the future of the Township (where '1' is the most important, and '7' the least important):

- Reducing Traffic Congestion
- Traffic Calming and Speed Reduction
- Exploring New Transit Connections
- Improving Road Connections between Essars Communities
- New Connections for Walking and Cycling (Trails, Sidewalks, Bike Lanes)
- Preparing for new technologies such as driverless or autonomous vehicles
- Other

Closed to responses

**Continue**



**Priorities** Travel patterns Map your Comments

Please identify your level of agreement with the following statements about transportation in Essa:

Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	Don't Know

it is easy to drive in Essa

it is easy to bike in Essa

it is easy to walk in Essa

What is the best thing about getting around in Essa?

Closed for Comments

No bus or taxi service at night. Also, if your kids is in High School and has to walk across town to get to school in the rain or in the cold winter time, Transit town bus would come in handy.  
one year ago [Reply](#) [0](#) [1](#) Agree

Trails that connect. More trails connecting everyone would be great. Keeps kids off the roads.  
one year ago [Reply](#) [0](#) [1](#) Agree



# Consultation Summary

## Key themes

Speed Reduction & Enforcement



Improved Public Realm



3/ More Transit Options



Improved Cycling & Walking



Better Trail Connectivity



Separated Recreational Trails



## What we heard

- Speed is a major and growing concern on Township roads. Residents would like to see more effective traffic calming measures and speed enforcement
  - Interest in red light cameras for enforcement
- Resident want benches and stroller-friendly seating in the public realm
- Community wants more transit options and connectivity around Essa
- Desire for connections to trail systems at parks and recreational areas, as well as urban to rural areas
- Desire to separate recreational trails from ATV trails, interest to explore snowmobile access in the winter months
- There is a need for more school pick-up and drop-off zones



# Active Transportation and Trails Network Options



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# Trails Overview

- Based on the existing conditions, trends, best practices, and design standards, **98.84km of new trail is proposed.**

Trail Type	Trail Width	Proposed Length (Meters)
Primary Trail (Type 1)	3.0	15,201
Secondary Trail (Type 2)	2.6	32,565
Nature Trail (Type 3)	1.5	1,344
Neighbourhood Greenway (Type 4)	2.0	49,725
<b>Total Proposed Trails:</b>		<b>98,835</b>

- The proposed trail network is shown on the following maps, which includes proposed upgrades to existing facilities.
- Recommendations to address accessibility and safety have also been identified.

## Proposed Trail Typologies:

Primary	<ul style="list-style-type: none"> <li>Asphalt pathway, off-road condition</li> <li>Frequently use, winter maintained.</li> <li>Connects neighbourhood to key destinations</li> </ul>
Secondary	<ul style="list-style-type: none"> <li>Compacted stone dust surface</li> <li>Connects neighbourhoods to recreational experiences</li> <li>Accessible routes through both urban and nature areas.</li> </ul>
Rustic / Natural	<ul style="list-style-type: none"> <li>Natural, compacted earth or mulch surfacing.</li> <li>Located in sensitive areas or areas of lower frequency use.</li> <li>Offers a more challenging experience.</li> </ul>
Neighbourhood Greenway	<ul style="list-style-type: none"> <li>Sidewalk and on-road facility on quiet streets</li> <li>Asphalt multi-use pathway on busy streets</li> <li>Connects neighbourhoods to destinations and trails.</li> </ul>

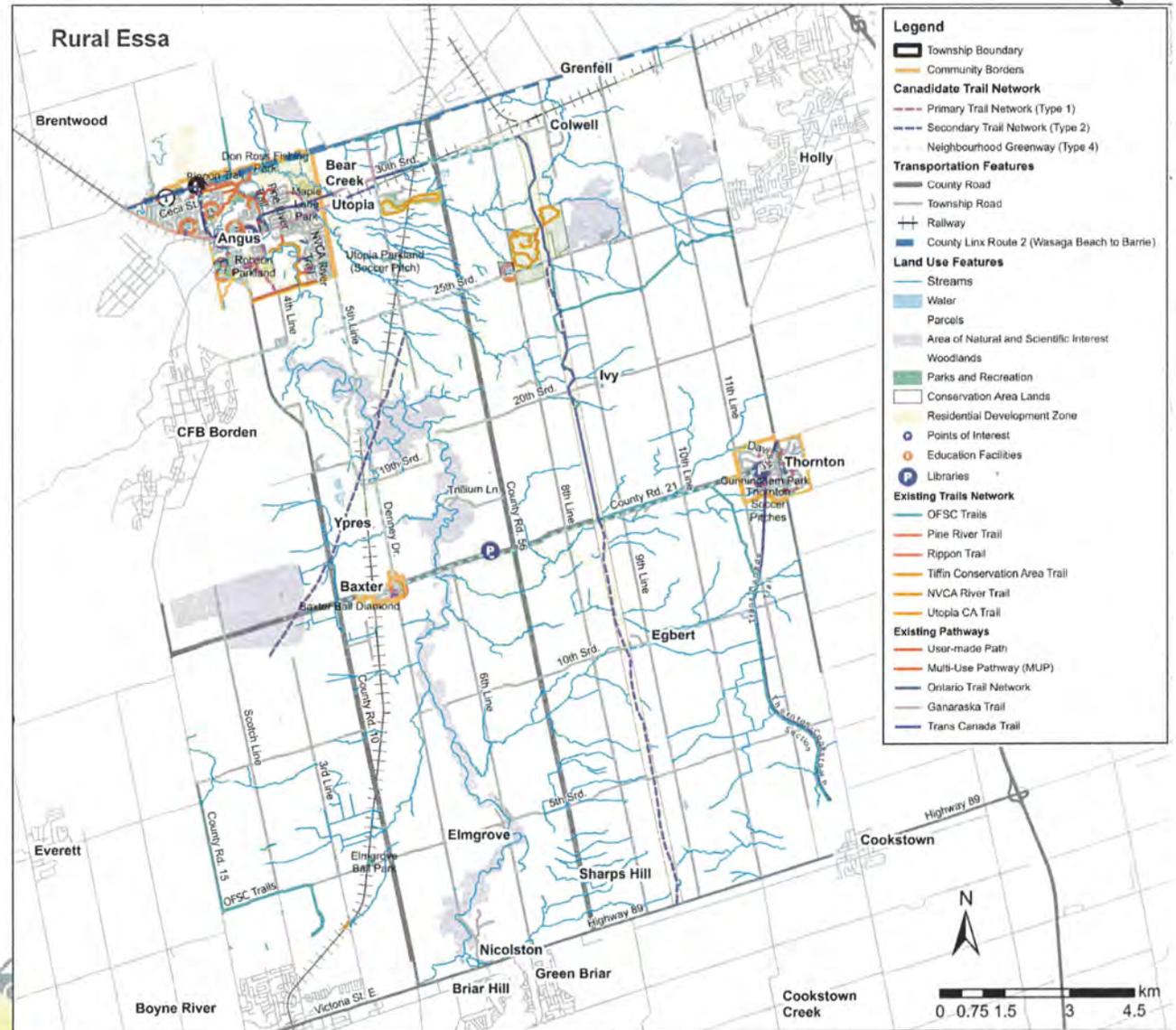


# Proposed Trails Network

## Key Highlights:

- Five proposed 'spines' to connect Angus, Thornton and Baxter.
- East-West Spines:
  - CR-21& 25<sup>th</sup> Sideroad proposed to include Neighbourhood Greenway Trail.
  - 30<sup>th</sup> Sideroad to be Secondary Trail & Neighbourhood Greenway.
- North-South Spines:
  - Off-road via hydro corridor between 8<sup>th</sup> & 9<sup>th</sup> Line.
  - 5<sup>th</sup> Line proposed to include Neighbourhood Greenway Trail.

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# Parks Overview

The Township of Essa has approximately:

- 25 existing parks,
- 20 playgrounds, and
- a variety of sports facilities.

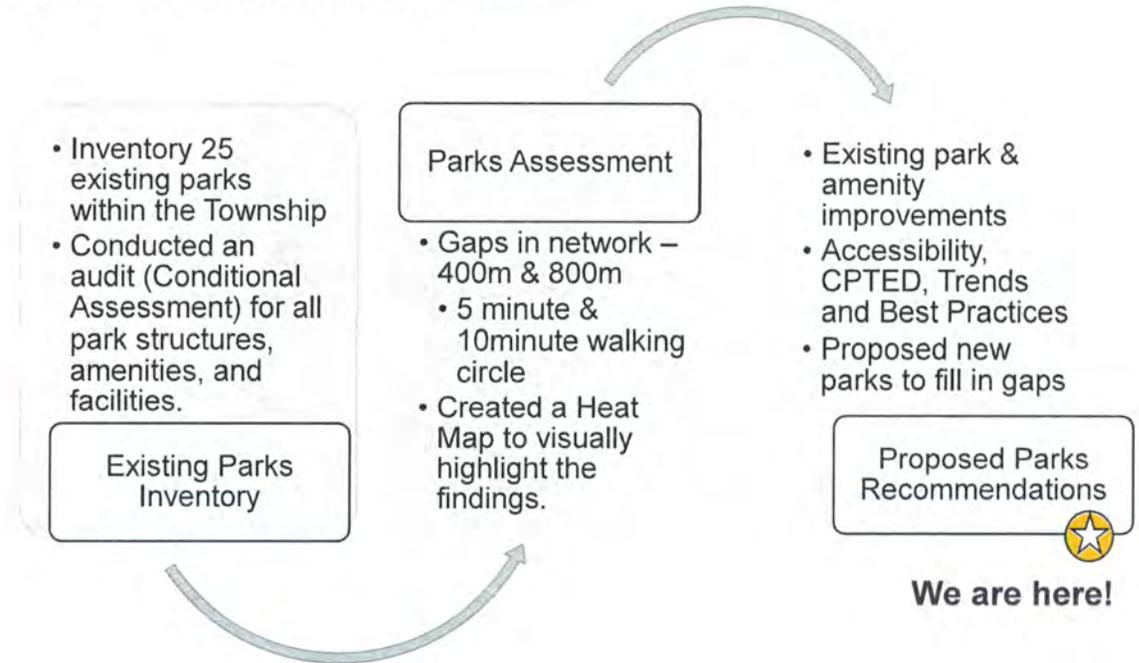
A conditional assessment audit found 97% of parks were in a “Fair” or better condition.

Existing Parks Condition					
Excellent	Good	Good- Fair	Fair	Poor	Critical
0	8 (31%)	8 (31%)	8 (31%)	2 (7%)	0

**Planning for Parks:** Locations for new park infrastructure and/or infrastructure improvements based on needs & gaps are shown in the following maps.



## Parks Assessment Process:



# Proposed Parks



# Park Recommendations

Short Term (1-3 years)	Medium Term (4-6 years)	Long Term (7-10+ years)
Essa to complete <b>accessibility audits</b> for all <b>parks &amp; playgrounds</b> and develop a <b>funding plan</b> for capital expenditures to rehab/ upgrade features to meet AODA standards by 2025. (ongoing).	Essa should <b>adopt the four park types</b> proposed to guide the development and redevelopment of active parkland.	Essa should explore developing a <b>sport facility management plan</b> for scheduling and distribution of <b>outdoor sport fields</b> as demand for passive recreation grows with aging population.
Essa should develop a <b>parks and recreation master plan</b> to help identify and guide current and future needs to assist with long-term capital planning.	Group amenities and facilities into the various park typologies and fill gaps based on local residential need.	Come 2031, Essa will face a deficit of 3 parks. Plan a <b>capital budget</b> to acquire land and develop the parks according to gap needs.
Essa should categorize their existing parks into a <b>park classification system</b> based on the park types proposed.	Parks are a great way to increase urban tree canopy. Essa should explore a <b>canopy target and naturalization target</b> . (Medium – Long)	<b>Ongoing Recommendations</b> - Essa staff should increase the <b>maintenance budget</b> for park infrastructure that is reaching its end of lifecycle. - External <b>funding opportunities</b> should be explored to supplement capital reserves.
Essa should <b>prioritize</b> its efforts on <b>upgrades and improvements</b> to those parks that fall within the Poor to Fair categories as per the Conditional Assessment Reports.		

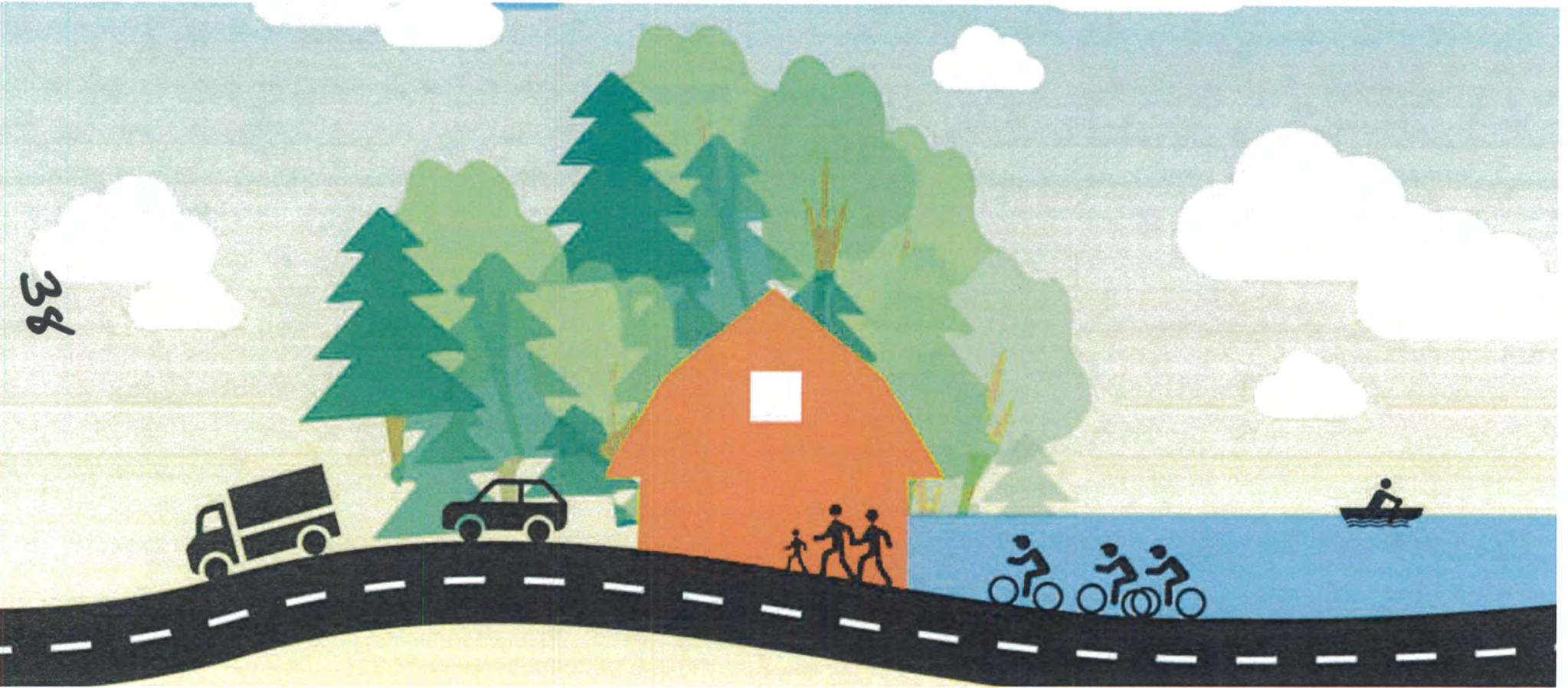
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# Road Network Options



# Road Network Overview

- In addition to the existing conditions, three road network alternatives are being analyzed to determine the preferred transportation network, looking forward to 2043.
- **Planning for the road network:**
  - Possible road alignment opportunities with Active Transportation and Trails improvements.
  - Strategic capacity improvements to accommodate future growth
  - Identify opportunities for alignments with local municipalities and Simcoe County for proposed road improvements.

## Proposed Road Network Alternatives:

Existing Conditions	<ul style="list-style-type: none"> <li>• Existing Network with no Planned Improvements</li> </ul>
Alternative 1	<ul style="list-style-type: none"> <li>• Existing Township Network</li> <li>• Committed County Improvements</li> </ul>
Alternative 2	<ul style="list-style-type: none"> <li>• Previously Planned Township Network Improvements</li> <li>• Committed County Improvements</li> </ul>
Alternative 3	<ul style="list-style-type: none"> <li>• Additional Township Network Improvements to Accommodate Growth</li> <li>• Combination of Alternative 1 and Alternative 2</li> </ul>

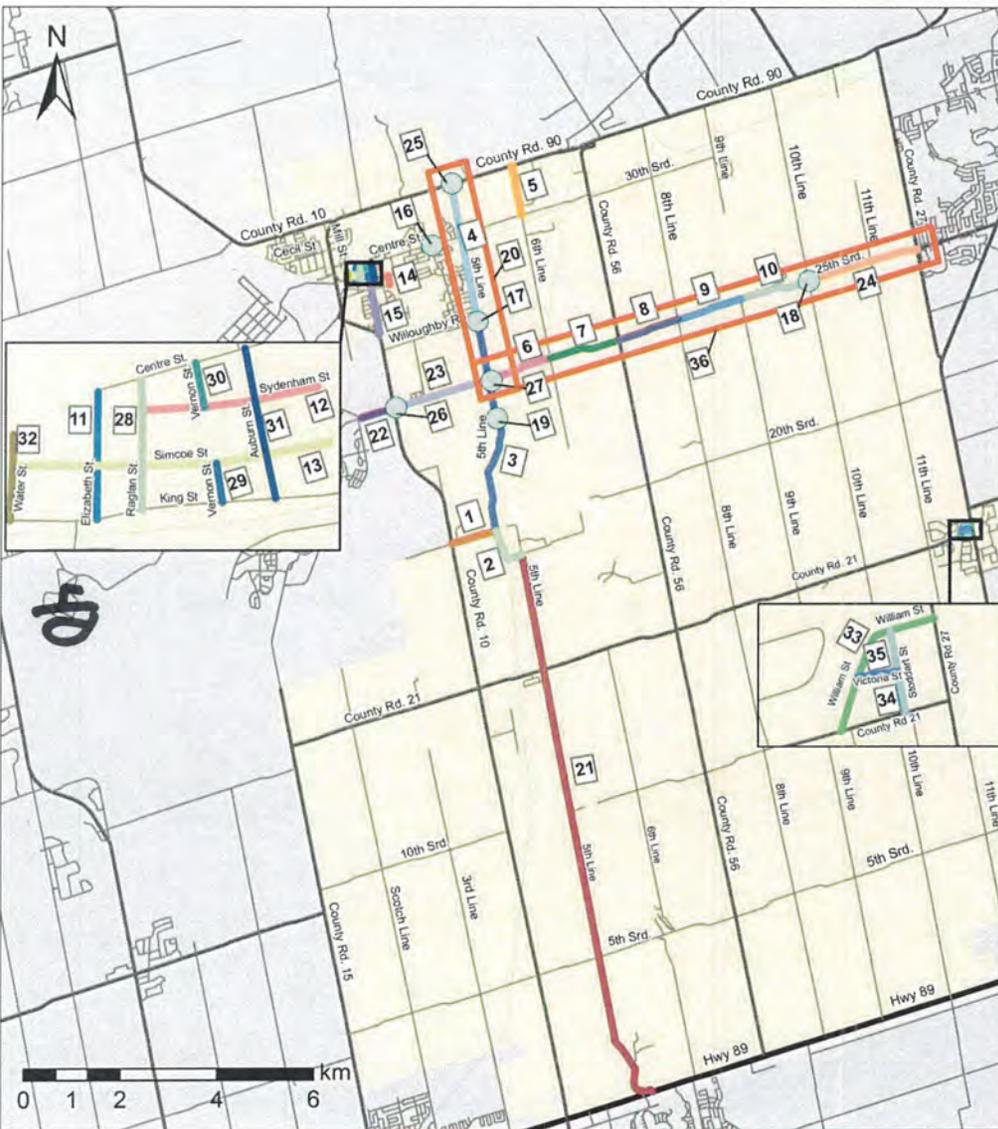


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# Recommended Road Improvements



ID	Road	Improvement Type	ID	Road	Improvement Type
1	20th Sideroad from 5th Line to County Rd 10	Reconstruction and strengthening	19	Bridge 9 on 5th Line (1.95 km north 20th Sideroad) from - to -	Bridge (replacement and widening)
2	5th Line from 20th Sideroad to South of 19th Sideroad	Reconstruction and strengthening	20	5th Line from County Rd 90 to 25th Sideroad	widen to 3 or 4 lanes
3	5th Line from 20th Sideroad to Willoughby Road	Reconstruction and strengthening	21	5th Line from 19th Sideroad to Highway 89	Reconstruction and strengthening
4	5th Line from County Rd 90 to Willoughby Road	Reconstruction and strengthening	22	25th Sideroad from County Rd 10 to Tank Rd	New 2-lane road construction
5	6th Line from 30th Sideroad to County Rd 90	Reconstruction and strengthening	23	25th Sideroad from 5th Line to County Rd 10	New 2-lane road construction New Bridge (across Nottawasaga River), Reconstruction and strengthening for existing roadway
6	25th Sideroad from 5th Line to 6th Line	Reconstruction and strengthening	24	25th Sideroad from 10th Line to County Rd 27	Reconstruction and strengthening
7	25th Sideroad from 6th Line to County Rd 56	Reconstruction and strengthening	25	5th Line at County Rd 90	Signalization of Intersection
8	25th Sideroad from County Rd 56 to 8th Line	Reconstruction and strengthening	26	County Rd 10 at 25th Sideroad	Signalization of Intersection
9	25th Sideroad from 8th Line to 9th Line	Reconstruction and strengthening	27	5th Line at 25th Sideroad	Signalization of Intersection
10	25th Sideroad from 9th Line to 10th Line	Reconstruction and strengthening	28	Raglan St from King St to Centre St	Urbanization
11	Elizabeth St from Centre St to King St	Urbanization	29	Vernon St from King St to Simcoe St	Urbanization
12	Sydenham St from Raglan St to East of Auburn St	Urbanization	30	Vernon St from Sydenham St to Centre St	Urbanization
13	Simcoe St from Water St to East of Auburn St	Urbanization	31	Auburn St from King St to Centre St	Urbanization
14	Alma St from King St to Margaret St	Urbanization	32	Water St from King St to north of Simcoe St	Urbanization
15	Vernon St from Queen St to County Rd 10	Urbanization	33	William St from County Rd 27 to County Rd 21	Urbanization
16	Centre St at Greenwood Drive	Signalization of Intersection	34	Stoddart St from William St to County Rd 21	Urbanization
17	5th Line at Willoughby Rd	Intersection Improvement (Construct left turning lane and slip-by lane northbound on 5th Line)	35	Victoria St from William St to Stoddart St	Urbanization
18	25th Sideroad at 10th Line	Intersection Improvement	36	25th Sideroad from 5th Line to County Rd 27	widen to 3 or 4 lanes

# Other Considerations

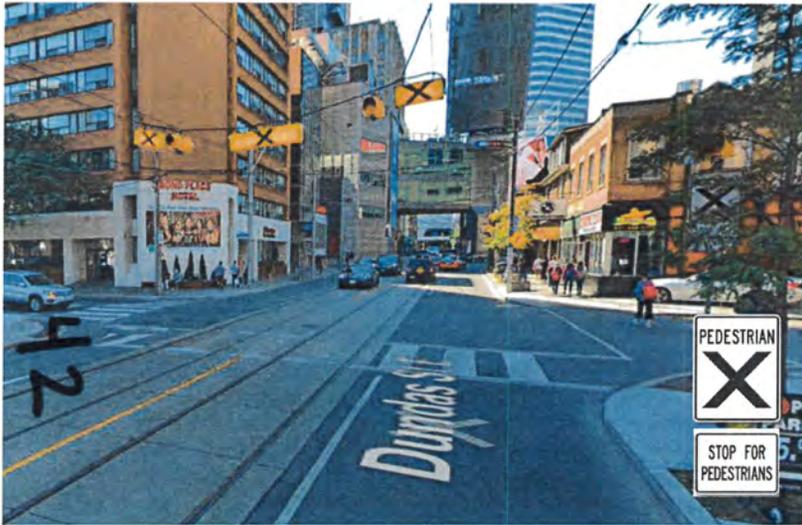


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# Pedestrian Crossovers

## Selection Criteria

### Pedestrian Crossovers (Type A)



- Overhead flashing amber beacons
- Crosswalk markings
- Pedestrian push button

### Pedestrian Crossovers (Type B)



- Rapid rectangular flashing beacons (RRFBs)
- Side-mounted signage
- Overhead sign (in some cases)



# Potential Locations of Pedestrian Crossovers

## Angus



Intersection of Mill Street and entrance of Dairy Queen

## Baxter



West leg of intersection at Murphy Road and Denny Drive

## Thornton

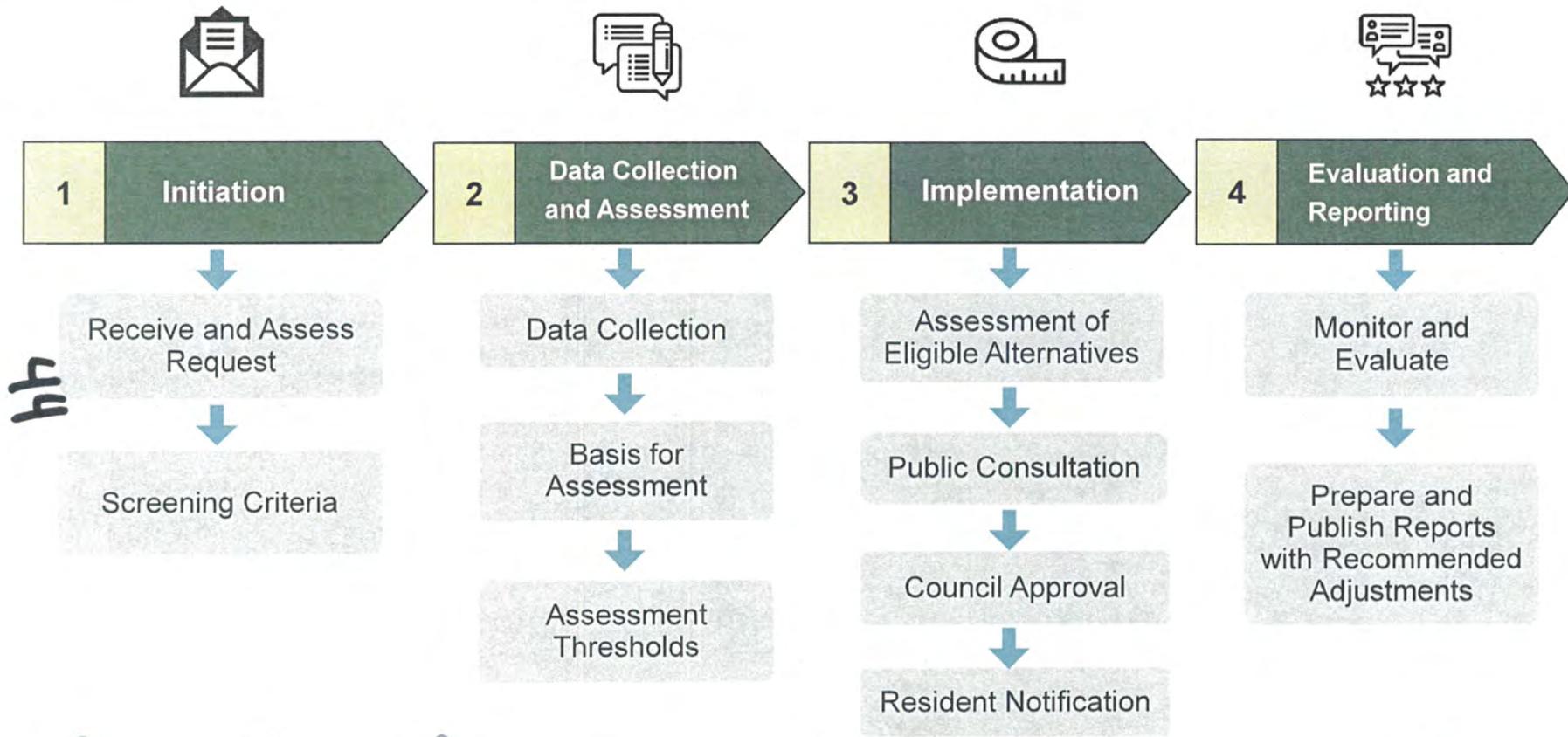


Intersection of Robert Street and Kallen Boulevard (in front of Essa Public Library)



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# Traffic Calming Process



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# Traffic Calming Measures

## Speed Control

Purpose: Intended to reduce travel speeds

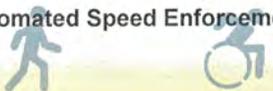


Speed Bumps / Humps



Source: Region of Durham

Automated Speed Enforcement



## Education

Purpose: Support other types of traffic calming measures



Radar Speed Display Sign



Community Safety / School Zones



## Volume Control

Purpose: Intended to reduce traffic volumes



Source: Richard Drdull

Directional Closures

### Intersections that are Recommended for Speed Review:

- County Road 90 & County Road 10/ Brentwood Road
- County Road & 5<sup>th</sup> Line

### Other Recommendations:

- Align with Ontario cities and industry trends by setting a default **urban area** speed limit of **40 km/h** in the Township.
- Implement measures to encourage behavioural change and ensure compliance with the speed limit.



# Parking Recommendations

## 1 Curbside Giveaway Days



## On-Street Right-of-Way Parking Time Restrictions



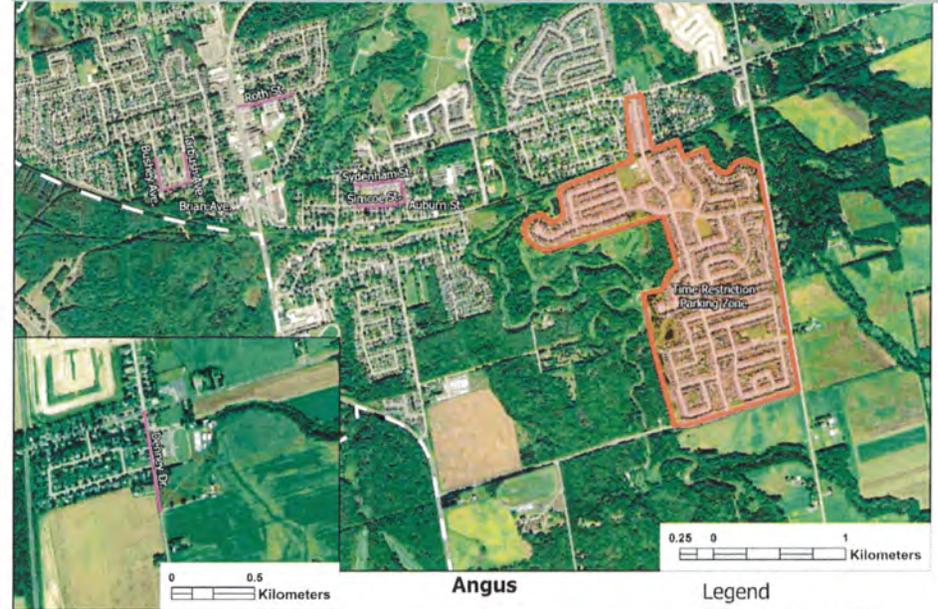
UNLESS OTHERWISE POSTED



Source: City of Ottawa



## 3 Update Existing 'No Parking' Signage to 'No Stopping' Signage and Increase the Number of Signs



Baxter

Angus

Legend

- Time Restriction Parking Zone
- No Parking - School Zone

## 4 Update Residential and Visitor Parking Provisions



Residential Visitor Parking Lot (City of Markham)

Lay-By Parking (City of Markham)



wsp

# Next Steps & Contact Information

Thank you for contributing to the Transportation and Trails Master Plan!

- 1 Receive feedback from Council
- 2 Issue Notice of Study Completion
- 3 Proceed to next steps in implementation

Project website:

<https://publicinput.com/essatmp>

## Contact information:

**Michael Mikael, P.Eng.**  
(Township of Essa)

E: [mmikael@essatownship.on.ca](mailto:mmikael@essatownship.on.ca)

**Brett Sears, MCIP RPP**  
(WSP Canada Inc.)

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## TOWNSHIP OF ESSA STAFF REPORT

**STAFF REPORT NO.:** PR0013-24

**DATE:** September 27, 2024

**TO:** Committee of the Whole

**FROM:** Chris Rankin, Manager of Parks and Recreation

**SUBJECT:** Rental Fee Reduction for Charity Ball Hockey Tournament

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### RECOMMENDATION

That Staff Report PR0013-24 be received; and

That Council approve the request of Kassandra Williams Birch to provide a 50% rental fee reduction for the outdoor rink at the Thornton Community Centre for a charity tournament.

### BACKGROUND

Kassandra Williams Birch, the organizer of the tournament has approached Staff requesting a fee reduction on the Thornton Outdoor Rink rental. This is the first year this tournament has been held at the facility. The funds raised will be donated to the Mental Health Association and the Seasons Centre for Grieving Children.

### COMMENTS AND CONSIDERATIONS

The Tournament is to run from 9:00am to 7:00pm (10 Hrs) on Saturday October 26, 2024. The organizer will utilize the Thornton outdoor pad, and it is expected that many participants will be in attendance for the event.

Operational impacts for this event will be garbage removal throughout the day.

## FINANCIAL IMPACT

The rental fee for the outdoor rink is \$340.00/day plus applicable tax as per the approved Fee Schedule. The financial impact for the 50% rental fee reduction is \$170 plus tax for the one-day rental period.

Manager of Finance:



## SUMMARY/OPTIONS

Council may:

1. Take no further action, thereby declining the request of Kassandra Williams Birch
2. Approve the request of Kassandra Williams Birch to be provide a 50% rental fee reduction for the outdoor rink at the Thronton Community Centre for a charity tournament.
3. Direct Staff in another course of action.

## CONCLUSION

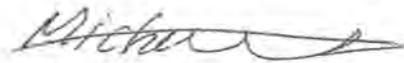
Option #2 is recommended.

Respectfully submitted,



Chris Rankin  
Manager of Parks and Recreation

Reviewed by,



Michael Mikael  
Chief Administrative Officer

Attachment #1 – Kassandra Williams Birch Letter of Request

September 27, 2024

SENT VIA EMAIL TO: [amclinton@essatownship.on.ca](mailto:amclinton@essatownship.on.ca)

Abbey McClinton on behalf of Township Council  
Township of Essa  
5786 Simcoe County Road 21  
Utopia, ON L0M 1T0

Dear Members of the Township Council,

I hope this letter finds you well. I am writing to kindly request that you consider waiving the rental fee or offering a discount of 50 % for the outdoor rink rental at the Thornton Community Centre on October 26, 2024, for a community hockey tournament. The funds raised from this event will be donated to the Mental Health Association and the Seasons Centre for Grieving Children, two causes that hold deep personal significance to me and my family, and our surrounding communities.

This tournament is being organized in memory of two loved ones. We are raising funds for the Mental Health Association on behalf of my 23-year-old friend, who tragically lost her life to mental health challenges in July 2024. She had a passion for ball hockey and played competitively for Team Great Britain, making this tournament a fitting tribute to her legacy. Additionally, we are supporting the Seasons Centre for Grieving Children in honor of my 2.5-year-old son, who passed away tragically in 2023. From the moment my son could walk, he was holding a hockey stick, and the sport became a significant part of his young life.

The Seasons Centre has been instrumental in supporting my older son as he navigates the grief of losing his little brother, along with many other children in our communities.

By granting a reduced rental rate, you will enable us to maximize the funds raised, allowing us to give back to these two important organizations that provide vital services to those in need.

Thank you for considering this request. I look forward to the possibility of partnering with you to make this event a meaningful success for both the community and the causes it supports.

Sincerely,

*KWilliams*

Kassandra Williams Birch  


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**TOWNSHIP OF ESSA STAFF REPORT**

**STAFF REPORT NO.:** C013-24

**DATE:** October 16, 2024

**TO:** Committee of the Whole

**FROM:** Sarah Corbett, Deputy Clerk

**SUBJECT:** Proposed 2025 Regular Council and Committee of the Whole Meeting Schedule

**RECOMMENDATION**

That Staff Report C013-24 be received; and  
That Council approve the 2025 Regular Council and Committee of the Whole Meeting Schedule as attached.

**BACKGROUND**

The *Municipal Act*, 2001, as amended, requires that every municipality pass a Procedure By-law for governing the calling, place and proceedings of meetings.

Section 3.1.1 of the Township's Procedural By-law, By-law 2017-77, states that Council shall establish a schedule of all Regular Council meeting dates for the upcoming calendar year, prior to the first meeting in each calendar year. As such, this Report is being presented to Council for consideration and approval in setting the dates for Committee of the Whole and Regular Council meetings for the upcoming 2025 calendar year.

**COMMENTS AND CONSIDERATIONS**

Section 3.2.1 of the Township's Procedural By-law states the following in respect of scheduling regular Committee of the Whole and Council meetings:

*"Regular meetings of Council shall be held on the first and third Wednesday of each month following Committee of the Whole, which shall begin at 6:00 p.m. unless otherwise specified by Resolution of Council; and except when Wednesday is a statutory holiday, in which case the Council shall meet at the call of the Chair on a date which is not a public or civic holiday".*

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As Council typically takes recess following the first meeting in July to the end of August it is proposed that no meetings be held on the following dates:

- July 16, 2025
- August 6, 2025
- August 20, 2025

**Cancellation Meeting of January 1, 2025**

As the Administration Centre will be closed for Christmas Holidays and as it is a statutory holiday, the regular Committee of the Whole and Council meeting that should be held on January 1, 2025, will be cancelled.

**FINANCIAL IMPACT**

No financial impact



Manager of Finance

**SUMMARY/OPTIONS**

Council may:

1. Take no further action.
2. **Approve the Proposed 2025 Regular Council & Committee of the Whole Meeting Schedule as presented.**
3. Amend the Proposed 2025 Regular Council & Committee of the Whole Meeting Schedule as recommended by Council.

**CONCLUSION**

Option #2 is recommended.

Respectfully submitted by:



Sarah Corbett  
Deputy Clerk

Reviewed by:



Lisa Lehr  
Manager of Legislative  
Services/Clerk

Reviewed by:



Michael Mikael  
Chief Administrative Officer

Attachments:

1. Proposed 2025 Council and Committee of the Whole Schedule

