

Regular Council Meeting  
**AGENDA**

Tuesday, December 13, 2016, 7:00 PM  
Tecumseh Town Hall  
[www.tecumseh.ca](http://www.tecumseh.ca)

	<b>Pages</b>
<b>1. CALL TO ORDER - Mayor</b>	
<b>2. MOMENT OF SILENCE</b>	
<b>3. NATIONAL ANTHEM</b>	
<b>4. ROLL CALL &amp; DISCLOSURE OF PECUNIARY INTEREST</b>	
<b>5. COUNCIL MINUTES</b>	
a. Special Council Meeting November 17, 2016	5 - 7
b. Public Council Meeting November 22, 2016 5:30 PM	8 - 9
c. Special Council Meeting November 22, 2016 6:00 PM	10 - 12
d. Regular Council Meeting November 22, 2016	13 - 19
<b>6. SUPPLEMENTARY AGENDA ADOPTION</b>	
<b>7. DELEGATIONS</b>	
a. Local Government Week Re: Essay and Poster Contest Winners	
b. Union Gas, Sean Collier & Tim Meechem, Utility Support Manager Re: Funding Presentation for CO Detectors and Smoke Alarms	
<b>8. COMMUNICATIONS FOR INFORMATION</b>	
a. Town of Essex Re: Essex County Library Labour Dispute	20 - 23
b. Tay Valley Township Re: Ontario's Electrical Bills	24 - 25
c. Town of Lakeshore Re: Support of Resolution - Accommodation Review Process	26 - 27
d. Member of Parliament Guy Caron Re: Bill C-274: Transfer of small business, family farm or fishing operation.	28 - 31
<b>9. COMMUNICATIONS ACTION REQUIRED</b>	
a. Township of McKellar, Re: Fire Protection and Prevention Act, 1997 <b>THAT</b> the resolution of the Township of McKellar requesting funding opportunities for Fire Department capital costs with the Provincial Governments Infrastructure Strategy to Move Ontario Forward, be supported.	32 - 33

- |    |   |         |
|----|---|---------|
| b. | Recycling Council of Ontario, Re: Save the Dates for 2017!<br><b>THAT</b> October 16 – 22, 2017 be proclaimed as Waste Reduction Week in the Town of Tecumseh   | 34 - 35 |
| c. | Association of Municipalities Ontario, Re: Federal Infrastructure Phase 2 Incrementality Resolution<br><b>THAT</b> the Council of the Town of Tecumseh call on the federal government to provide long-term, predictable, and formula-based funding in its Phase 2 programs for municipal governments; and to change incremental requirements in Phase 2 to recognize in Ontario that a municipal government's asset management plan meets a municipal incremental infrastructure requirement. | 36 - 38 |

## 10. COMMITTEE MINUTES

- |    |   |         |
|----|---|---------|
| a. | Youth Advisory Committee<br>November 15, 2016           | 39 - 41 |
| b. | Heritage Committee<br>November 21, 2016                 | 42 - 43 |
| c. | Cultural & Arts Advisory Committee<br>November 21, 2016 | 44 - 45 |
| d. | Senior Advisory Committee<br>November 24, 2016          | 46 - 48 |

## 11. REPORTS

- |    |   |          |
|----|---|----------|
| a. | Corporate Services & Clerk  |          |
| 1. | Deputy Clerk, Report No. 56/16<br>Re: Tecumseh Snow and Leaf Angels Program Update  | 49 - 52  |
| 2. | Director Corporate Services & Clerk, Report No.57/16<br>Re: Canada 150 Mural Mosaic   | 53 - 57  |
| b. | Financial Services  |          |
| 1. | Director Financial Services & Treasurer, Report No. 20/16<br>Re: Windsor/Essex Area Intermunicipal Courts Service Agreement (ISA) Renewal | 58 - 65  |
| 2. | Director Financial Services & Treasurer, Report No. 21/16<br>Windsor/Essex Area Intermunicipal Courts Tax Roll Agreement (TRA)            | 66 - 76  |
| c. | Parks & Recreation Services   |          |
| 1. | Manager Parks & Horticulture, Report No. 30/16<br>Re: Parks Five (5) Year Capital Projects  | 77 - 89  |
| 2. | Manager Town Facilities, Report No. 31/16<br>Re: Arena/Pool Five (5) Year Capital Projects  | 90 - 97  |
| 3. | Manager Town Facilities, Report No. 32/16<br>Re: Building Five (5) Year Capital Projects  | 98 - 104 |

d. Planning & Building Services

- |    |   |           |
|----|---|-----------|
| 1. | Director Planning & Building Services, Report No. 35/16<br>Tecumseh Road Main Street Community Improvement Plan<br>Financial Incentive Program Grant Application Planning<br>Application and Permit Fee Grant Program and Development<br>Charges Grant Program Request for Time Extension to<br>Approved Grants | 105 - 115 |
| 2. | Manager Planning Services, Report No.36/16<br>Re: Zoning By-law Amendment 6485 Holden Road  | 116 - 122 |
| 3. | Director Planning & Building Services, Report No.37/16<br>Re: Potential Alternative Uses for Shipping Containers  | 123 - 134 |

e. Public Works & Environmental Services

- |    |   |           |
|----|---|-----------|
| 1. | Manager Engineering Services, Report No. 43/16<br>Re: Tecumseh Transportation Master Plan (TTMP)  | 135 - 161 |
| 2. | Manager Engineering Services, Report No. 51/16<br>Re: 2016 Pump & Metering Station Condition Assessment                                 | 162 - 173 |
| 3. | Manager Engineering Services, Report No. 52/16<br>Re: Arlington Boulevard Improvements - Project Update,<br>December 2016               | 174 - 180 |
| 4. | Manager Engineering Services, Report No. 54/16<br>Re: 2017 - 2021 Public Works & Environmental Services Capital<br>Works Plan           | 181 - 221 |
| 5. | Director Public Works & Environmental Services, Report No.<br>55/16<br>Re: Waste, Organics and White Goods Collection Tender<br>Results | 222 - 227 |
| 6. | Manager Water & Wastewater, Report No. 56/16<br>Re: 2017 Water and Wastewater Rates Bylaw   | 228 - 233 |

**12. BY-LAWS**

- |    |   |           |
|----|---|-----------|
| a. | By-Law 2016-84<br>Being a by-law to provide for an Interim Tax Rate for the Year 2017   | 234 - 234 |
| b. | By-Law 2016-85<br>Being a by-law to impose late payment charges for non-payment of taxes<br>or any installment of taxes by due date                             | 235 - 235 |
| c. | By-Law 2016-86<br>Being a by-law to authorize the participation in the Provincial Offences Act<br>Transfer Program for the Windsor/Essex County Service Area    | 236 - 236 |
| d. | By-Law 2016-87<br>Being a by-law to authorize the participation in the Provincial Offences Act<br>Tax Roll Agreement  | 237 - 237 |
| e. | By-Law 2016-88<br>Being a by-law to provide for the adoption of the estimates of all sums<br>required (budget) for general municipal purposes for the Year 2017 | 238 - 243 |
| f. | By-Law 2016-89<br>Being a by-law to establish the water and wastewater rates for the year<br>2017   | 244 - 248 |

g.	By-Law 2016-90 Being a by-law to appoint members to the Tecumseh Youth Advisory Committee for the term of Council ending 2018.	249 - 249
h.	By-Law 2016-91 Being a by-law to appoint directors to the Board of Management for the Business Improvement Area for the term of Tecumseh Council ending 2018	250 - 251
i.	By-Law 2016-92 Being a by-law to appoint members to the Tecumseh Senior Advisory Committee for the term of Council ending 2018	252 - 252
j.	By-Law 2016-93 Being a by-law constituting and appointing a Committee of Adjustment and empowering the granting of Minor Variances for the term of Council ending in 2018	253 - 254
k.	By-Law 2016-94 Being a by-law delegating the authority for the giving of consents for the term of Council ending in 2018	255 - 256
l.	By-Law 2016-95 Being a by-law to appoint members to the Cultural and Arts Advisory Committee for the term of Council 2015-2018	257 - 257
m.	By-Law 2016-96 Being a by-law to appoint members to the Tecumseh Heritage Committee for the term of Council 2015-2018	258 - 259
n.	By-Law 2016-97 Being a by-law to appoint members to the Tecumseh Corn Festival Committee for the term of Council ending 2018	260 - 260
<b>13.</b>	<b>UNFINISHED BUSINESS</b>	
a.	Unfinished Business - December 13, 2016	261 - 261
<b>14.</b>	<b>NEW BUSINESS</b>	
<b>15.</b>	<b>MOTIONS</b>	
a.	By-Law 2016-98 Being a by-law to confirm the proceedings of the December 13, 2016 regular meeting of the Council of The Corporation of the Town of Tecumseh	262 - 262
<b>16.</b>	<b>NOTICES OF MOTION</b>	
<b>17.</b>	<b>NEXT MEETING</b> Tuesday, January 24, 2017 6:30 pm Public Council Meeting, Re: ZBA Agricultural Farm Severance  7:00 pm Regular Council Meeting	
<b>18.</b>	<b>ADJOURNMENT</b>	



## **MINUTES OF A SPECIAL MEETING OF THE COUNCIL OF THE TOWN OF TECUMSEH**

Tecumseh Council meets in special session on Thursday, November 17, 2016, at the Town of Tecumseh at 5:00 p.m.

(SCM 5-1)

### **ORDER**

Mayor Gary McNamara calls the meeting to order at 5:15 p.m.

(SCM 5-2)

### **ROLL CALL**

Present:	Mayor	- Gary McNamara
	Deputy Mayor	- Joe Bachetti
	Councillor	- Andrew Dowie
	Councillor	- Brian Houston
	Councillor	- Rita Ossington
	Councillor	- Bill Altenhof
Also Present:	Chief Administrative Officer	- Tony Haddad
	Director Corporate Services & Clerk	- Laura Moy
	Deputy Clerk	- Tatiana Dafoe
	Director Financial Services & Treasurer	- Luc Gagnon
	Deputy Treasurer & Tax Collector	- Tom Kitsos
	Director Planning & Building Services	- Brian Hillman
	Director Public Works & Environmental Services	- Dan Piescic
	Director Fire Services & Fire Chief	- Doug Pitre
	Deputy Fire Chief	- Chad Mactier
	Manager Roads & Fleet	- Kirby McArdle
	Manager Engineering Services	- Phil Bartnik
	Manager Water & Wastewater	- Denis Berthiaume
	Manager Recreation Programs & Events	- Kerri Rice
	Manager Parks & Horticulture	- Casey Colthurst
	Manager Planning	- Chad Jeffery
	Financial Analyst	- Zora Viskreuna
	Supervisor Recreation Programs & Events	- Brett Palmer

Councillor Tania Jobin is absent for personal reasons.

(SCM 5-3)

### **PECUNIARY INTEREST**

There is no pecuniary interest declared by a member of council.

(SCM 5-4)

### **INTRODUCTION AND PURPOSE OF MEETING**

The Mayor extended greetings and stated the purpose of the meeting is to review the proposed 2017 Business Plan and Budget.



**THAT** the 2017 Budget Reconciliation for PSAB Adjustments as reported in Section 2 Overview of the 2017 Business Plan & Budget document be accepted in accordance with the *Municipal Act, 2001* Regulation 284/09.

Carried

Motion: (SCM-10/16) Moved by Councillor Brian Houston  
Seconded by Councillor Rita Ossington

**THAT** the 2017 Business Plan and Budget as presented at the November 17, 2016 Special Meeting of Council, be accepted as amended.

Carried

Motion: (SCM-11/16) Moved by Deputy Mayor Joe Bachetti  
Seconded by Councillor Brian Houston

**THAT** the November 24, 2016 Special Council Meeting be cancelled.

Carried.

(SCM 5-8)

**MOTIONS**

None.

(SCM 5-9)

**ADJOURNMENT**

Motion: (SCM-12/16) Moved by Councillor Bill Altenhof  
Seconded by Councillor Rita Ossington

**THAT** there being no further business to discuss, the November 17, 2016 Special Meeting of Council now adjourn at 9:40 pm.

Carried

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Gary McNamara, Mayor

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Laura Moy, Clerk

**MINUTES OF A PUBLIC MEETING OF  
THE COUNCIL OF THE TOWN OF TECUMSEH**

Tecumseh Council meets in public session on Tuesday, November 22, 2016, in the Council Chambers, 917 Lesperance Road, Tecumseh, Ontario at 5:30 p.m.

(PCM 13-1)

**ORDER**

The Mayor calls the meeting to order at 5:30 p.m.

(PCM 13-2)

**ROLL CALL**

Present:	Mayor	- Gary McNamara
	Deputy Mayor	- Joe Bachetti
	Councillor	- Rita Ossington
	Councillor	- Tania Jobin
	Councillor	- Andrew Dowie
	Councillor	- Brian Houston
	Councillor	- Bill Altenhof

Also Present:	Acting Chief Administrative Officer	- Shaun Fuerth
	Director Corporate Services & Clerk	- Laura Moy
	Deputy Clerk	- Tatiana Dafoe
	Manager Planning Services	- Chad Jeffrey
	Director Public Works & Environmental Services	- Dan Piescic

(PCM 13-3)

**PECUNIARY INTEREST**

There is no pecuniary interest declared by a Member of Council.

(PCM 13-4)

**INTRODUCTION AND PURPOSE OF MEETING**

The purpose of the meeting is to consider a proposed Zoning By-law amendment pursuant to the provisions of the Planning Act, R.S.O. 1990. An application has been filed with the Town requesting that the Sandwich South Zoning By-law 85-18 be amended by changing the zoning on a 1.5 hectare (3.8 acre) property located on the west side of Manning Road/County Road 19 (1855 Manning Road), approximately 190 metres south of its intersection with Jamsyl Drive, from “Industrial Zone (M1)” to a site-specific “Industrial Zone (M1)”. This rezoning will add “commercial recreation facility” as a permitted use on the property, in addition to all the uses currently permitted in the general M1 Zone. The proposed rezoning will permit a fitness class facility to operate from a portion of the existing main building that is located on the subject property. The subject property is designated “Business Park” in the Sandwich South Official Plan.

(PCM 13-5)

**DELEGATIONS**

None present.

Manager Planning Services gives an overview of Planning Report No. 33/16 and highlights the proposed change of use. The proposed changes are in keeping with the Official Plan.

(PCM 13-6)

**COMMUNICATIONS**

- A. Notice of Public Meeting, October 26, 2016, Re: Proposed Zoning Bylaw Amendment, 1855 Manning Road
- B. Manager Planning Services, October 20, 2016, Report No 33/16, Re: Zoning By-Law Amendment 1855 Manning Road/County Road 19
- C. Essex Region Conservation Authority, November 1, 2016, Re: Zoning By-Law Amendment 1855 Manning Road

Motion: (PCM-25/16) Moved by Councillor Bill Altenhof  
Seconded by Councillor Andrew Dowie

**THAT** the Communications listed as Items A through C on the November 22, 2016, Public Council Meeting Agenda, be received.

Carried

(PCM 13-7)

**ADJOURNMENT**

Motion: (PCM-26/16) Moved by Deputy Mayor Joe Bachetti  
Seconded by Councillor Brian Houston

**THAT** there being no further business to discuss, the November 22, 2016, Public Meeting of the Council of the Town of Tecumseh adjourn at 5:41 pm.

Carried

\_\_\_\_\_  
Gary McNamara, Mayor

\_\_\_\_\_  
Laura Moy, Clerk

**MINUTES OF A SPECIAL MEETING OF  
THE COUNCIL OF THE TOWN OF TECUMSEH**

Tecumseh Council meets in special session on Thursday, November 22, 2016, at the Town of Tecumseh at 6:00 p.m.

(SCM 6-1)

**ORDER**

Mayor Gary McNamara calls the meeting to order at 6:00 p.m.

(SCM 6-2)

**ROLL CALL**

Present:	Mayor	- Gary McNamara
	Deputy Mayor	- Joe Bachetti
	Councillor	- Andrew Dowie
	Councillor	- Brian Houston
	Councillor	- Rita Ossington
	Councillor	- Tania Jobin
	Councillor	- Bill Altenhof

Also Present:	Acting Chief Administrative Officer- Shaun Fuerth	
	Director Corporate Services & Clerk	- Laura Moy
	Deputy Clerk	- Tatiana Dafoe
	Director Public Works & Environmental Services	- Dan Piescic
	Deputy Fire Chief	- Chad Mactier
	Manager Recreation Programs & Events	- Kerri Rice

(SCM 6-3)

**PECUNIARY INTEREST**

There is no pecuniary interest declared by a Member of Council.

(SCM 6-4)

**INTRODUCTION AND PURPOSE OF MEETING**

The purpose of the meeting is to consider Award Nominations and applications for Committee and Local Board Vacancy Appointments.

(SCM 6-5)

**DELEGATIONS**

None.

(SCM 6-6)

**COMMUNICATIONS**

A. Director Corporate Services & Clerk, Report No 53/16, November 4, 2016, Re: Award Nominations

Motion: (SCM-12/16) Moved by Deputy Mayor Joe Bachetti  
Seconded by Councillor Rita Ossington

**THAT** the nomination of Rose Rennie for the 2016 Donald "Donny" Massender Memorial Volunteer Award (Donny Massender Award) be accepted;

Carried

Motion: (SCM-13/16) Moved by Councillor Brian Houston  
Seconded by Councillor Bill Altenhof

**THAT** the nomination of the Tecumseh Goodfellows Team #35 for the 2016 Dr. Henri Breault Community Excellence Award be accepted;

**AND THAT** the nomination of Kenneth Coulson for the 2017 Senior of the Year Award be accepted;

**AND FURTHER THAT** following the November 22, 2016, Special Meeting of Council, the nominators and selected recipients of each of the Awards, be invited to attend the Volunteer Appreciation Night, to be held on Friday, January 27, 2017.

Carried

B. Director Corporate Services & Clerk, Report No 54/16, November 4, 2016, Re: 2017 Committee and Board Vacancy Appointments

Motion: (SCM-14/16) Moved by Deputy Mayor Joe Bachetti  
Seconded by Councillor Rita Ossington

**THAT** Deputy Mayor Joe Bachetti and Councillor Andrew Dowie be appointed to the Corn Festival Committee as the Liaison and alternate Liaison, respectively;

**AND THAT** Councillor Brian Houston be appointed to the Heritage and Cultural & Arts Advisory Committee in place of Councillor Andrew Dowie, for the remaining term of Council.

Carried

Motion: (SCM-15/16) Moved by Councillor Andrew Dowie  
Seconded by Deputy Mayor Joe Bachetti

**THAT** Councillor Bill Altenhof be appointed to the Committee of Adjustment for a term of one year;

**AND THAT** he also be appointed as a Director on the Tecumseh BIA Board of Management.

Carried

Motion: (SCM-16/16) Moved by Deputy Mayor Joe Bachetti  
Seconded by Councillor Bill Altenhof

**THAT** the application of Tom Burton for the Essex Power Corporation Board of Directors be accepted for the appointment of the non-elected representative on the Essex Power Corporation Board of Directors for a 3-year term.

Carried

A request is made to offer Mr. Chapman the opportunity to volunteer for other committees that may be of interest.

Motion: (SCM-17/16) Moved by Councillor Rita Ossington  
Seconded by Councillor Bill Altenhof

**THAT** all applications to the Youth Advisory, Senior Advisory, Cultural & Arts Advisory and the Heritage Committees be accepted;

**AND THAT** Jules Champoux be appointed to the Tecumseh Business Improvement Area (BIA) Board of Management (Board);

**AND THAT** The term of the Committee and BIA Board appointments be for the remaining term of Council, ending December 1, 2018, or until such time as new members are appointed.

Carried

(SCM 6-7)

**ADJOURNMENT**

Motion: (SCM-18/16) Moved by Councillor Rita Ossington  
Seconded by Councillor Tania Jobin

**THAT** there being no further business to discuss, the November 22, 2016  
Special Meeting of Council now adjourn at 6:47 pm.

Carried

\_\_\_\_\_  
Gary McNamara, Mayor

\_\_\_\_\_  
Laura Moy, Clerk



**MINUTES OF A MEETING OF  
THE COUNCIL OF THE TOWN OF TECUMSEH**

Tecumseh Council meets in regular public session on Tuesday, November 22, 2016, in the Council Chambers, 917 Lesperance Road, Tecumseh, Ontario at 7:00 p.m.

(RCM 20-1)

**ORDER**

The Mayor calls the meeting to order at 7:00 pm.

(RCM 20-2)

**MOMENT OF SILENCE**

The Members of Council and Administration observe a moment of silence.

(RCM 20-3)

**NATIONAL ANTHEM**

The Members of Council and Administration observe the National Anthem of O'Canada.

(RCM 20-4)

**ROLL CALL**

Present:	Mayor	- Gary McNamara
	Deputy Mayor	- Joe Bachetti
	Councilor	- Rita Ossington
	Councillor	- Tania Jobin
	Councillor	- Andrew Dowie
	Councillor	- Brian Houston
	Councillor	- Bill Altenhof

Also Present:	Acting Chief Administrative Officer	- Shaun Fuerth
	Director Corporate Services & Clerk	- Laura Moy
	Deputy Clerk	- Tatiana Dafoe
	Director Financial Services & Treasurer	- Luc Gagnon
	Deputy Fire Chief	- Chad Mactier
	Director Public Works & Environmental Services	- Dan Piescic
	Director Parks & Recreation Services	- Paul Anthony
	Director Planning & Building Services	- Brian Hillman
	Manager Engineering Services	- Phil Bartnik
	Manager Planning Services	- Chad Jeffrey
	Manager Strategic Initiatives	- Lesley Racicot
	Manager Recreation Programs & Events	- Kerri Rice
	Manager Building Services & Chief Building Official	- Michael Voegeli

**PECUNIARY INTEREST**

There is no pecuniary interest declared by a Member of Council.

(RCM 20-5)

**MINUTES**

Motion: (RCM-393/16) Moved by Councillor Tania Jobin  
Seconded by Councillor Brian Houston

**THAT** the minutes of the November 8, 2016, Regular Meeting of Council as was duplicated and delivered to the Members, are adopted.

Carried

(RCM 20-6)

**SUPPLEMENTARY AGENDA ADOPTION**

There are no supplementary agenda items.

(RCM 20-7)

**DELEGATIONS**

LED Conversion Project

Joe Barile, General Manager, and Kris Taylor, with Essex Power Corporation present a cheque in the amount of \$196,760 arising from the Town's conversion of street lights under its LED Conversion Project.

211 Services Campaign

Jennifer Tanner, 211 Program Manager, presents the Help Starts Here Campaign and 211 services.

Major Rain Event 28-29, 2016

Resident Suanne Hawkins discusses her experience of her basement flooding on September 29, 2016.

Motion: (RCM-394/16) Moved by Deputy Mayor Joe Bachetti  
Seconded by Councillor Andrew Dowie

**THAT** Director Public Works & Environmental Services, Report No.40/16, November 10, 2016, regarding the Rainfall Event of September 29, 2016, be brought forward on the Agenda.

Carried

The Director Public Works & Environmental Services gives a PowerPoint Presentation summarizing the Public Works & Environmental Services Report No. 40/16 regarding the Rainfall Event of September 29, 2016 (Report).

A Member requests that the Report be sent to the residents who completed the survey after the September 29, 2016 rain event along with information on the subsidy programs offered by the Town.

A further request is made for the Public Works & Environmental Services department to attend the residence of Ms. Hawkins to assist in analysing the improvements that can be made to protect their home.

A Member advises that maintenance is key to protecting homes against flooding. It is reiterated that it takes efforts on both sides of the property line to prevent flooding and that the event experienced on September 29<sup>th</sup> was a unique and rare rainfall.

A suggestion is made to hold a Public Information Centre to allow residents to hear the presentation given by Public Works and to learn how to prevent future flooding and ways to protect their homes.

Discussion is held on new technology which syncs sump pump monitors to ones phone to warn of unit malfunctions and high water levels.

It is suggested the 1/100 year storm definition be revised. It is noted the definition is being reviewed with ERCA in relation to the events experienced in Windsor-Essex in recent years.

Motion: (RCM-395/16) Moved by Councillor Rita Ossington  
 Seconded by Deputy Mayor Joe Bachetti  
**THAT** Public Works and Environmental Services Report No. 40/16, Rainfall Event of September 29, 2016, be received as information.  
 As recommended by the Director Public Works & Environmental Services, under Report No.40/16, dated November 10, 2016.  
 Carried

(RCM 20-8)

### **COMMUNICATIONS**

#### **Communications for Information**

None.

#### **Communications - Action Required**

- A. Lorne Coe, MPP Whitby-Oshawa, November 12, 2016, Re: Bill 9 "End Age Discrimination Against Stroke Recovery Patients Act, 2016"
- B. Great Lakes and St. Lawrence Cities Initiative, November 17, 2016 Re: Waukesha Diversion Application Challenge - Municipal Resolutions

Motion: (RCM-396/16) Moved by Deputy Mayor Joe Bachetti  
 Seconded by Councillor Brian Houston  
**THAT** the Council of the Town of Tecumseh support Bill 9 which states that all stroke victims receive care regardless of their age;  
**AND THAT** the Great Lakes St. Lawrence Cities Initiative's resolution opposing the approval of the Waukesha Water Diversion Application be adopted by Council.

Carried

(RCM 20-9)

### **COMMITTEE MINUTES**

Motion: (RCM-397/16) Moved by Councillor Bill Altenhof  
 Seconded by Councillor Andrew Dowie  
**THAT** the November 8, 2016 Personnel Committee, as amended, to record Councillor Bill Altenhof in attendance, are accepted.  
 Carried

Motion: (RCM-398/16) Moved by Councillor Rita Ossington  
 Seconded by Councillor Brian Houston  
**THAT** the October 24, and November 9, 2016, Minutes of the Town of Tecumseh Business Improvement Area Board, as were duplicated and delivered to the Members of Council, are accepted.  
 Carried

(RCM 20-10)

### **REPORTS**

Director Corporate Services & Clerk, Report No. 52/16, November 2, 2016, Re: 2016 Local Government Week Activities and Contests

Motion: (RCM-399/16) Moved by Councillor Tania Jobin  
Seconded by Councillor Andrew Dowie

**THAT** the Corporate Services Report No. 52/16 regarding the 2016 Local Government Week [LGW] Activities be received;

**AND THAT** the Town of Tecumseh continue to participate in LGW and to look for ways in which it can engage youth and create an interest in community leadership.

As recommended by the Director Corporate Services & Clerk, under Report No. 52/16, dated November 2, 2016.

Carried

Director Corporate Services & Clerk, Report No. 55/16, October 21, 2016 Re: Keeping of Urban Chickens

Motion: (RCM-400/16) Moved by Councillor Tania Jobin  
Seconded by Councillor Bill Altenhof

**THAT** Animal Control Bylaw No. 1999-07, be amended to specifically prohibit the keeping of chickens in urban areas;

**AND THAT** Corporate Services & Clerks Department Report No. 55/16 regarding the keeping of urban chickens, be received.

As recommended by the Director Corporate Services & Clerk, under Report No. 55/16, dated October 21, 2016.

Carried

Director Financial Services & Treasurer, Report No. 19/16, November 10, 2016, Re: Administrative Fees and Charges 2017

Motion: (RCM-401/16) Moved by Councillor Brian Houston  
Seconded by Councillor Andrew Dowie

**THAT** By-law 2016-82, being a by-law prescribing a tariff of administrative fees and charges for 2017, be approved.

As recommended by the Director Financial Services & Treasurer, under Report No. 19/16, dated November 10, 2016.

Carried

Manager Recreation Programs & Events, Report No 29/16, October 24, 2016 Re: Transition Timelines for the Tecumseh Corn Festival - Update

Motion: (RCM-402/16) Moved by Councillor Rita Ossington  
Seconded by Councillor Bill Altenhof

**THAT** Parks and Recreation Report No. 29/16 respecting the Transition Timelines for the Tecumseh Corn Festival be received and referred to a meeting of the Policies & Priorities Committee with stakeholders [Executive Committee, Knights of Columbus, Optimist Club].

As recommended by the Manager Recreation Programs & Events, under Report No 29/16, dated October 24, 2016.

Carried

Manager Building Services & Chief Building Official, Report No.34/16, November 14, 2016, Re: 2016 3rd Quarter Permit Report

Motion: (RCM-403/16) Moved by Deputy Mayor Joe Bachetti  
Seconded by Councillor Brian Houston

**THAT** Planning and Building Services Report No. 34/16, "2016 3rd Quarter Permit Report", be received.

As recommended by the Manager Building Services & Chief Building Official, under Report No. 34/16 dated November 14, 2016.

Carried

Drainage Superintendent, Report No. 26/16, November 7, 2016 Re: Endangered Species Act, Species at Risk Mitigation Plan for Municipal Drains

Motion: (RCM-404/16) Moved by Councillor Bill Altenhof  
Seconded by Councillor Tania Jobin

**THAT** Dillon Consulting Limited be retained to provide professional services to complete a Species at Risk Mitigation Plan for an estimated fee of \$28,500 excluding applicable taxes;

**AND THAT** the cost of \$28,500 to prepare a Species at Risk Mitigation Plan for the Town's 123 municipal drains be funded from each drainage project from 2017 to 2021:

- \$442 per Section 4 project,
- \$110 per Section 74 project (brushing or cutting only),
- \$221 per Section 74 project (excavation and brushing),
- \$442 per Section 75 project,
- \$442 per Section 78 project.

As recommended by the Drainage Superintendent, under Report No. 26/16, dated November 7, 2016.

Carried

(RCM 20-11)

#### **BY-LAWS**

Motion: (RCM-405/16) Moved by Councillor Brian Houston  
Seconded by Councillor Andrew Dowie

**THAT** By-law No. 2016-80 being a by-law of The Corporation of the Town of Tecumseh to authorize the borrowing upon amortizing debentures in the principal amount of \$167,100.00 towards the cost of the North Talbot Road Sanitary Sewer;

**AND THAT** By-law No. 2016-81 being a by-law for the Zoning By-law Amendment of 1855 Manning Rd;

**AND FURTHER THAT** By-law No. 2016-82 being a by-law to prescribe a tariff of administrative fees and charges for the Town of Tecumseh.

Be given first and second reading.

Carried

Motion: (RCM-406/16) Moved by Deputy Mayor Joe Bachetti  
Seconded by Councillor Brian Houston

**THAT** By-law No. 2016-80 being a by-law of The Corporation of the Town of Tecumseh to authorize the borrowing upon amortizing debentures in the principal amount of \$167,100.00 towards the cost of the North Talbot Road Sanitary Sewer;

**AND THAT** By-law No. 2016-81 being a by-law for the Zoning By-law Amendment of 1855 Manning Rd;

**AND FURTHER THAT** By-law No. 2016-82 being a by-law to prescribe a tariff of administrative fees and charges for the Town of Tecumseh.

Be given third and final reading.

Carried

(RCM 20-12)

#### **UNFINISHED BUSINESS**

The Members receive the Unfinished Business listing.

(RCM 20-13)

**NEW BUSINESS**

Public Information Centre- Heavy Rain event of September 28-29, 2016

It is recommended that a Public Information Centre be held to provide residents with information on the heavy rain event experienced on September 28 and 29, 2016, and to hear their concerns. It is suggested the Insurance Bureau of Canada and Insurers be invited to provide information on their respective flood prevention incentive programs.

Motion: (RCM-407/16) Moved by Councillor Andrew Dowie  
Seconded by Councillor Bill Altenhof

**THAT** a Public Information Centre be convened to give residents information on basement flooding and to present the report prepared by Public Works in relation to the rain event of September 29, 2016.

Carried

Rural Mailbox Policy

Administration is to remind residents in Ward 4 about the Rural Mailbox Policy and to prepare for future winter conditions.

Christmas In Tecumseh

Reminder that Christmas in Tecumseh will be held this Friday, November 25, 2016, and that canned goods are being collected at the Tecumseh Town Hall and Arena.

Ward Boundary and Council Structure Review

Reminder that the Ward Boundary and Council Structure Review Survey ends on November 30, 2016.

Goodfellows

A reminder is given that the Windsor-Tecumseh Goodfellows will be fundraising this coming weekend (November 24-27). The Essex-Maidstone area Goodfellows campaign was held last weekend.

(RCM 20-14)

**MOTIONS**

Motion: (RCM-408/16) Moved by Councillor Brian Houston  
Seconded by Councillor Andrew Dowie

**THAT** By-law 2016-83, being a by-law to confirm the proceedings of the November 22, 2016 regular meeting of the Council of The Corporation of the Town of Tecumseh;  
Be given first, second, third and final reading.

Carried

(RCM 20-15)

**NOTICES OF MOTIONS**

There are no Notices of Motion.

(RCM 20-16)

**NEXT MEETING**

The next Regular Council meeting will be held on Tuesday, December 13, 2016, at 7:00 pm

(RCM 20-17)

**ADJOURNMENT**

Motion: (RCM-419/16) Moved by Deputy Mayor Joe Bachetti  
Seconded by Councillor Tania Jobin

**THAT** there being no further business the November 22, 2016,  
regular meeting of Council now adjourn at 9:10 pm.

Carried

\_\_\_\_\_  
Gary McNamara, Mayor

\_\_\_\_\_  
Laura Moy, Clerk



November 14, 2016

**Brian Gregg**

**Chief Administrative Officer**

Corporation of the County of Essex  
Suite 202  
360 Fairview Ave W  
Essex, Ontario  
N8M 1Y6

**Robin Greenall, CEO**

**Essex County Library**

360 Fairview Avenue West, Suite 101  
Essex, Ontario, N8M 1Y3

**Suanne Hawkins**

**CUPE National Representative**

3200 Deziel Drive, Unit 414  
Windsor, Ontario N8W 5A5

**HAND DELIVERED**

RE: Essex County Library Labour Dispute

At its last regular council meeting of November 7, 2016 the Council of the Corporation of the Town of Essex resolved and gave direction for a written demand on behalf of the Town to be issued to the respective sides in the above referenced labour dispute, requesting immediate notification as to when talks will resume and imploring the two sides to immediately return to the bargaining table to reach a resolution in order to take the financial onus off the taxpayer and so that library services can be returned to the residents of Essex County as soon as possible.





This recent act of Essex Town Council is further to Councils previous resolutions and actions in this matter:

- At the regular council meeting of July 18, 2016:

Moved by Councillor Voakes

Seconded by Councillor Bjorkman

(R16-07-290) That the Town of Essex send a letter to the National Representative for CUPE 2974 and the Essex County Library C.E.O. encouraging both sides to immediately return to the negotiating table for the purposes of negotiating a collective agreement so that service can be returned to residents as soon as possible.

- At the regular council meeting of August 22, 2016:

Moved by Councillor Voakes

Seconded by Councillor Bjorkman

(R16-08-367) That a letter be sent to the Essex County Library Board and CUPE asking that the Town of Essex ratepayers be reimbursed for ratepayers monies provided for library services that have not been available in 2016 due to the library dispute and that Essex Council encourages the Library Board and CUPE to immediately return to the table to end the labour dispute.

Accordingly, the Corporation of the Town of Essex, whose mandate is to act in the best interests of its residents, taxpayers and stakeholders, wishes to express its strongest disappointment with the fact that the two sides to this labour dispute have not resumed collective bargaining in order to reach a mutually acceptable resolution of this matter.



The length of this labour dispute and the associated lack of library services for the members of our community is unacceptable and while the Town respects the collective bargaining process it is time for a settlement of the outstanding issues prolonging this dispute.

The County of Essex Library Board and its employees as represented by CUPE 2974 have a collective and paramount obligation to provide these vital services to our community. The Essex County Library Mission/Vision statement speaks to the fact that all are welcome to a "...world of discovery, creativity and lifelong learning through accessible resources, programs and innovative services" Respectfully, it is clear that both sides to the ongoing labour dispute are failing in this regard and are providing a disservice to the very people it is committed to serve. The Town of Essex not only feels that the continuing disruption to these services needs to be addressed immediately but as well the services lost as a result of this lengthy dispute will need to be addressed.

As one of the seven (7) stakeholder municipalities constituting the lower tier of the County of Essex, the Town of Essex demands to be put on notice as to the date when the respective sides in this labour dispute intend to return to the bargaining table to conclude the collective bargaining process and restore services to the residents of our community. We look forward to your timely response.



Yours truly,

A handwritten signature in black ink, appearing to read "Robert Auger".

Robert Auger, L.L.B.  
Manager, Legislative Services/Clerk  
Barrister & Solicitor

c.c. Lori Wightman, Unit Chair, CUPE 2974, Email: [reader1209@gmail.com](mailto:reader1209@gmail.com)

Deputy Mayor Meloche, Chair, Essex County Library Board, Email: [rmeloche@essex.ca](mailto:rmeloche@essex.ca)



November 25<sup>th</sup>, 2016

The Honorable Kathleen Wynne, Premier of Ontario  
Legislative Building  
Queen's Park  
Toronto ON M7A 1A1  
[premier@ontario.ca](mailto:premier@ontario.ca)

Dear Honorable Wynne:

**RE: Ontario's Electrical Bills.**

The Council of the Corporation of Tay Valley Township at its Council meeting on November 8<sup>th</sup>, 2016 adopted the following resolution:

**RESOLUTION #C-2016-11-11**

**"WHEREAS**, 570,000 Ontario consumers are unable to maintain a paid up balance on their electrical bills;

**AND WHEREAS**, 50,000 to 60,000 consumers have had their service disconnected due to unpaid balance;

**AND WHEREAS**, it is the fall heating season and approaching the winter season;

**AND WHEREAS**, Ontario is the only Province in Canada to be subject to these charges;

**THEREFORE BE IT RESOLVED THAT**, the Council of Tay Valley Township request that these charges be removed from consumer's electrical bills to make it more affordable and more comparative to the Provinces;

**AND THAT**, this resolution be circulated to Kathleen Wynne, Premier of Ontario, Glenn Thibeault, Minister of Energy, Randy Hillier, MPP, and all Ontario Municipalities."



If you require any further information, please do not hesitate to contact the undersigned at (613) 267-5353 ext. 130 or [clerk@tayvalleytwp.ca](mailto:clerk@tayvalleytwp.ca).

Sincerely,

Janie Laidlaw, Acting Clerk

cc: Glenn Thibeault, Minister of Energy  
Randy Hillier, MPP, Lanark-Frontenac-Lennox-Addington  
Ontario Municipalities



## TOWN OF LAKESHORE

---

419 Notre Dame St.  
Belle River, ON N0R 1A0

December 2, 2016

Mitzie Hunter, Minister of Education  
14<sup>th</sup> Floor, Mowat Block  
900 Bay Street  
Toronto ON  
M7A 1L2

Dear Minister Hunter:

**RE: SUPPORT OF RESOLUTION – ACCOMMODATION REVIEW PROCESS**

At their meeting of November 22, 2016 the Council of the Town of Lakeshore duly passed the following resolution.

Councillor Bailey moved and Councillor McKinlay seconded:

**WHEREAS** the current Accommodation Review Process released by the Minister of Education to serve as a province wide minimum standard that, school boards must use to develop their own policies for pupil accommodation reviews is not reflective of the reality of rural school and community life

**AND WHEREAS** school closures impact single-school small rural communities in all educational, social and economic aspects to a far greater degree than those impacts in multi-school urban communities;

**AND WHEREAS** projected growth patterns of rural communities should be a factor within the review process;

**THEREFORE BE IT RESOLVED**, that the Town of Lakeshore requests the Minister of Education to initiate an immediate moratorium on the Accommodation Review Process until such time as a review of the above mentioned impacts on small rural communities are studied, completed and the results and recommendations are considered;

**AND THAT** this resolution be circulated to the Minister of Education, Mitzie Hunter, Premier Kathleen Wynne, Leader of the Opposition Party, Patrick Brown, MPP Taras Natyshak and all

municipalities in Ontario requesting they forward a letter of support to the Minister of Education, Premier, Leader of the Opposition Party and local MPP.

**Motion Carried Unanimously**

Should you require any further information regarding the above, please contact the undersigned.

Yours truly,

A handwritten signature in cursive script, appearing to read 'Mary Masse', written in dark ink.

Mary Masse  
Clerk

/km

Cc: Municipalities in Ontario



NOV 24 2016

Town of Tecumseh



Chambre des Communes  
House of Commons  
CANADA

### Ottawa

Pièce 718  
Édifice de la Confédération  
Ottawa (Ontario)  
K1A 0A6  
Tél. : 613-992-5302

### Rimouski

140, rue Saint-Germain  
suite 109  
Rimouski (Québec)  
G5L 4B5  
Tél. : 418-725-2562

### Dégelis

749, 7e rue Ouest,  
Dégelis, (Québec)  
G5T 1Y9  
Tél: 418-894-6962



**Guy  
Caron**

Député / Member of  
Parliament  
Rimouski-Neigette—  
Témiscouata—Les  
Basques

[Guy.Caron@parl.gc.ca](mailto:Guy.Caron@parl.gc.ca)  
<http://guycaron.npd.ca>

### Ottawa

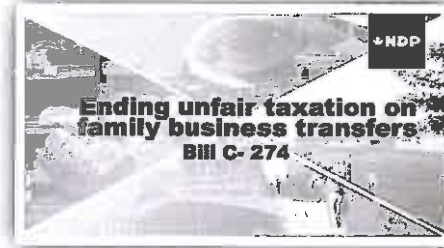
Room 718  
Confederation Building  
Ottawa, Ontario  
K1A 0A6  
Tel.: 613-992-5302

### Rimouski

140 Saint-Germain Street,  
Suite 109  
Rimouski, Quebec  
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Tel.: 418-725-2562

### Dégelis

749, West St. Dégelis,  
(Quebec)  
G5T 1Y9  
Tel: 418-894-6962



## Ending unfair taxation on family business transfers

**Bill C-274:** Transfer of small business, family farm or fishing operation

Dear Sir/Madam:

I am pleased to write to you today to ask for your support for my Private Member's Bill to end unfair taxation on family business transfers. The vote will take place Winter 2017.

Bill C-274 seeks to facilitate the transfer of small businesses, family farms and fishing operations between members of the same family. Specifically, it would give owners and buyers in the same family the same rights and privileges extended to non-related persons involved in a transaction.

In Canada, when an individual sells a business to a family member, the difference between the sale price and the price originally paid is considered a dividend. If the individual sells the business to an unrelated person, it is considered a capital gain. That makes it highly disadvantageous to transfer a business to a family member because the transaction does not include the right to a lifetime exemption and is more heavily taxed. This unfair situation penalizes our small businesses, family farms and fishing operations.

Owners of small businesses, family farms and fishing operations all agree that current tax rules discourage the transfer of their businesses to their children. Bill C-274 would remedy that by helping to ensure local businesses remain in the hands of local people. Not only would this legislation protect family businesses, but it would also create local jobs.

Since introducing my bill in the spring, I have received support from numerous farming, fishing and small business organizations, as well as from chambers of commerce across the country:

*"Many small business owners are telling us that tax rules discourage them from passing on their firm to their children. Mr. Caron's bill addresses this unfairness and will help small business owners ensure their firm remains locally owned, creating and protecting local jobs."*

**Dan Kelly**, President, Canadian Federation of Independent Business

*"Simply put, if taxation barriers aren't addressed, we will see fewer and fewer family farms in Canada. We support Mr. Caron and his colleague's commitment to addressing these tax burdens that could cause significant administrative burden, cost..."*

**Ron Bonnett**, President, Canadian Federation of Agriculture

*"Bill C-274 will mean security for many of our members who have already begun the steps to transfer their business to one of their children. It's absurd that the current rules do not give business owners any incentive to keep their business in the family. Many of our convenience..."*



Name of MP: \_\_\_\_\_  
Name of riding: \_\_\_\_\_  
House of Commons  
Ottawa, Ontario  
K1A 0A6

**Bill C-274: Transfer of small business, family farm or fishing operation**

Dear Member of Parliament:

I am writing to ask that you support Bill C-274, Guy Caron's Private Member's Bill.

Bill C-274 seeks to facilitate the transfer of small businesses, family farms and fishing operations between members of the same family. Specifically, it would give owners and buyers of the same family the same rights and privileges extended to non-related persons involved in a transaction.

In Canada, when an individual sells a business to a family member, the difference between the sale price and the price originally paid is considered a dividend. If the individual sells the business to an unrelated person, it is considered a capital gain. That makes it highly disadvantageous to transfer a business to a family member because the transaction does not include the right to a lifetime exemption and is more heavily taxed. This unfair situation penalizes our small businesses, family farms and fishing operations.

It is time to level the playing field to ensure the survival of family businesses. Your support for Bill C-274 at second reading is essential to end this unfair tax, which is threatening the survival of local business.

As a member of Parliament, you have an opportunity to end this unfair treatment while protecting family businesses and contributing to local job creation. I am counting on your support.

Sincerely,

**Name:**  
**Name of business or organization:**  
**Address:**  
**Telephone number/email address:**

c.c.:

Guy Caron (Member of Parliament for Rimouski-Neigette—Témiscouata—Les Basques and NDP Finance Critic)  
Bill Morneau (Minister of Finance)



Chambre des Communes  
House of Commons  
CANADA

## Ottawa

Pièce 718  
Édifice de la Confédération  
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Tél. : 613-992-5302

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Tél. : 418-894-6962



## Guy Caron

Député / Member of  
Parliament

Rimouski-Neigette—  
Témiscouata—Les  
Basques

Guy.Caron@parl.gc.ca  
<http://guycaron.npd.ca>

## Ottawa

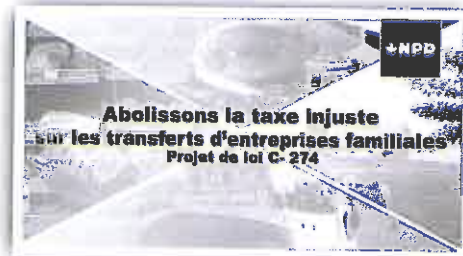
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(Québec)  
G5T 1Y8  
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## Abolir la taxe injuste sur les transferts d'entreprises familiales

**Projet de loi C-274:** Transfert d'une petite entreprise ou d'une société agricole ou de pêche familiale

Madame, Monsieur,

C'est avec grand plaisir que je vous écris pour demander votre appui à mon projet de loi privé pour mettre fin à la taxe injuste appliquée lors de transferts d'entreprises familiales. Le vote aura lieu à l'hiver 2017.

Le projet de loi C-274 vise à faciliter le transfert des PME, des fermes familiales ou des sociétés de pêche entre les membres d'une même famille. Plus particulièrement, il permettra aux propriétaires et aux acheteurs d'une même famille de profiter des mêmes droits et privilèges que dans le cadre d'une transaction entre personnes non apparentées.

Au Canada, lorsqu'un parent vend son entreprise à un membre de sa famille, la différence entre le prix de vente et le prix payé à l'origine est considérée comme un dividende. S'il vend son entreprise à une personne sans lien de dépendance, elle est considérée comme un gain en capital. Le régime de transfert familial est très désavantageux, puisqu'il n'inclut pas le droit à une exemption à vie et que le transfert est plus lourdement imposé. C'est une injustice qui pénalise nos PME, nos fermes et nos entreprises de pêche.

Les propriétaires de PME, de fermes familiales et d'entreprises de pêche s'entendent sur le fait que les règles fiscales actuelles les découragent de transférer leur entreprise à leurs enfants. Le projet de loi C-274 corrige le tir et aide les entreprises d'ici à demeurer aux mains des gens d'ici. Cela permet de protéger le milieu des entreprises familiales et de contribuer à la création d'emplois locaux.

Depuis le dépôt de mon projet de loi au printemps dernier, j'ai reçu l'appui de nombreuses organisations agricoles, de pêches, de PME ainsi que de chambres de commerce à travers le pays.

*«De nombreux chefs de PME nous disent que les règles fiscales actuelles les dissuadent de transférer leur entreprise à leurs enfants. Le projet de loi de M. Caron corrige cette iniquité et pourrait contribuer à ce que les entreprises restent entre les mains de gens de leur localité, contribuant du même souffle à créer et à protéger les emplois dans les collectivités.»*

**Dan Kelly**, Président, Fédération canadienne de l'entreprise indépendante

Nom du député(e) \_\_\_\_\_  
Nom de la circonscription \_\_\_\_\_  
Chambre des communes  
Ottawa, Ontario  
K1A 0A6

**Projet de loi C-274: Transfert d'une petite entreprise ou d'une société agricole ou de pêche familiale**

Madame la députée,  
Monsieur le député,

Je vous écris pour vous demander d'appuyer le projet de loi C-274 du député Guy Caron.

Le projet de loi C-274 vise à faciliter le transfert des PME, des fermes familiales ou des sociétés de pêche entre les membres d'une même famille. Plus particulièrement, il permettra aux propriétaires et aux acheteurs d'une même famille de profiter des mêmes droits et privilèges que dans le cadre d'une transaction entre personnes non apparentées.

Au Canada, lorsqu'un parent vend son entreprise à un membre de sa famille, la différence entre le prix de vente et le prix payé à l'origine est considérée comme un dividende. S'il vend son entreprise à une personne sans lien de dépendance, elle est considérée comme un gain en capital. Le régime de transfert familial est très désavantageux, puisqu'il n'inclut pas le droit à une exemption à vie et que le transfert est plus lourdement imposé. C'est une injustice qui pénalise nos PME, nos fermes et nos entreprises de pêche.

Il est temps de corriger le tir pour assurer la pérennité de nos entreprises familiales existantes. Votre appui au projet de loi C-274 lors de la deuxième lecture est essentiel pour abolir cette taxe injuste qui nuit à la fibre entrepreneuriale de nos communautés.

Madame la députée, monsieur le député, vous avez ici l'occasion de mettre fin à cette injustice, tout en protégeant le milieu des entreprises familiales et de contribuer à la création d'emplois locaux. Je compte sur votre appui.

Salutations cordiales,

**Nom :**  
**Nom de l'entreprise ou organisation :**  
**Adresse :**  
**Numéro de téléphone / adresse courriel :**

CC :

Guy Caron (Député de Rimouski-Neigette—Témiscouata—Les Basques, Porte-parole du NPD en matière de Finances)  
Bill Morneau (Ministre des Finances)

# Township of McKellar

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P.O. Box 69, McKellar, Ontario P0G 1C0

Phone: (705) 389-2842

Fax: (705) 389-1244

VIA EMAIL

November 22, 2016

The Honourable Kathleen Wynne  
The Honourable Brad Duguid  
The Honourable Bob Chiarelli  
Norm Miller, MPP for Parry Sound-Muskoka  
Association of Municipalities of Ontario (AMO)  
Federation of Northern Ontario Municipalities (FONOM)  
Rural Ontario Municipal Association (ROMA)  
All Ontario Municipalities

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Please be advised that at its regular meeting held, Monday November 21, 2016 the Council of the Township of McKellar passed the following resolution:

**RESOLUTION: 16-384**

**WHEREAS** the *Fire Protection and Prevention Act, 1997*, legislates that fire prevention, public education and fire protection services are a mandatory municipal responsibility;

**AND WHEREAS** there are a total of 449 Fire Departments operating in the province comprised of 32 Full-Time Departments, 191 Composite Departments and 226 Volunteer Departments with 11,376 Full-Time Firefighters, 19,347 Volunteer Firefighters and 343 Part-Time Firefighters staffing these departments;

**AND WHEREAS** the fire service represents a significant percentage of small, rural and northern municipalities' managed capital assets;

**AND WHEREAS** the Municipal Fire Department and associated assets represent critical municipal infrastructure;

**AND WHEREAS** there are currently no funding opportunities available from the Provincial or the Federal Government for the equipment, training, maintenance, operating or capital requirements of local fire departments;

**NOW THEREFORE BE IT RESOLVED** that the Council of the Township of McKellar hereby petition the Provincial Government to recognize the municipal fire service as critical infrastructure by including funding for Fire Department infrastructure as part of the Provincial Governments Infrastructure Strategy to Move Ontario Forward;

**AND FURTHER** that a copy of this resolution be sent to the Premier of Ontario, the Minister of Economic Development, Employment and Infrastructure, Norm Miller, MPP for Parry Sound-Muskoka, the Association of Municipalities of Ontario (AMO), the Federation of Northern Ontario Municipalities (FONOM), the Rural Ontario Municipal Association (ROMA) and all Ontario municipalities.

As per the above resolution, please accept this correspondence for your information and consideration.

If you have any questions please do not hesitate to contact undersigned.

Sincerely,

Shawn Boggs  
Clerk Administrator  
Township of McKellar



## Waste Reduction Week in Canada *Save the Date!*

**October 16 - 22, 2017**

Thank-you to all communities that participated in Waste Reduction Week 2016 by issuing an official proclamation, hosting events, or promoting the campaign through social media and other communications.

As Waste Reduction Week in Canada heads into its sixteenth year we are excited to continue informing and engaging Canadians about the importance of waste reduction and the 3Rs.

As we look to 2017 Waste Reduction Week in Canada, a coalition of environmental non-profit and government organizations from the 13 participating provinces/territories, is asking municipalities to mark **October 16 – 22** as **Waste Reduction Week in Canada** into your 2017 residential waste collection calendars and websites. Your community's commitment and participation in Waste Reduction Week in Canada demonstrates the importance of waste reduction, and encourages residents to contribute to environmental protection.

You are welcome to download the Waste Reduction Week in Canada logo and website banner from the links below for your communications leading up to the 2017 campaign. If you require EPS files, please email [www@rco.on.ca](mailto:www@rco.on.ca)

- Logo (47 KB): [English](#), [French](#)
- Web banner (25 KB): [English](#), [French](#)

As always, we will be sending requests later in the year asking municipalities to officially proclaim **Oct. 16 – 22, 2017** as **Waste Reduction Week in Canada** and register events.



**Waste Reduction Week in Canada**  
**October 16 - 22, 2017**

[wwwcanada.com](http://wwwcanada.com)  
[#WasteReductionWeek](https://twitter.com/WasteReductionWeek)

## Get Involved

There are plenty of ways you can involve your community in waste reduction throughout the year. Here's how:

- Hold events and host facility tours that showcase and celebrate the behind the scenes work that goes into waste reduction and recycling. Register your year-round events online at [www.wrwcanada.com/events](http://www.wrwcanada.com/events).
- [Access our municipal resources](#). Learn how to conduct a waste audit in your community or get ideas for your Waste Reduction Week activities.

We are excited for what the 2017 campaign will bring, and how the new waste legislation in Ontario will improve waste reduction performance both in Ontario and Canada.

Thank you for your commitment to the environment and waste reduction.

Kind regards,

Jo-Anne St. Godard  
Executive Director  
Recycling Council of Ontario  
416.657.2797, ext. 3  
[wrw@rco.on.ca](mailto:wrw@rco.on.ca)



**Want to stay up to date on waste & recycling news in Canada?**

Subscribe to our quarterly newsletter. The first edition will be issued **January 2017**.

**Subscribe**

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## About Waste Reduction Week in Canada

Waste Reduction Week in Canada is a national environmental campaign that builds awareness around issues of sustainable and responsible consumption, encourages choice for more environmentally responsible products/services, and promotes actions that divert more waste from disposal and conserve natural resources. For more information, visit [www.wrwcanada.com](http://www.wrwcanada.com).

## About Recycling Council of Ontario

Since 1978 RCO has worked closely with municipalities and businesses across Ontario to inform and educate all members of society about the generation of waste, the avoidance of waste, the more efficient use of resources, and the benefits and/or consequences of these activities. We also run programs that support waste reduction goals. [www.rco.on.ca](http://www.rco.on.ca)

## Waste Reduction Week in Canada

416.657.2797  
[wrw@rco.on.ca](mailto:wrw@rco.on.ca)  
[www.wrwcanada.com](http://www.wrwcanada.com)

STAY CONNECTED



December 1, 2016

Dear AMO Member:

**RE: Federal Infrastructure Phase 2 Incrementality Resolution**

As you know, the federal government announced additional infrastructure funding over the next 12 years in the Fall Economic Statement as part of its Phase 2 programming. It is consulting on design aspects for Phase 2 in order for it to be known before the funding programs begin in 2018.

AMO has endorsed a number of principles for the funding design – that it should maximize municipal flexibility; respect the breadth of municipal infrastructure assets and priorities; and provide stable, predictable, formula-based funding to municipal governments.

The role of incrementality and the funding formula (i.e., the share by each order of government) are important aspects. In communicating our principles to the federal government, we have noted the impacts of different formula approaches. The ideal position for municipal governments would be a 50% federal, 33% provincial, and a 17% municipal portion. This would mean a smaller share of municipal capital costs would recognize ongoing municipal operating costs which are generally not eligible for funding purposes. In reality, very few provinces agreed to fund 33% of Phase 1 programs, and some didn't put up new funds where they agreed to it. In Ontario, the provincial government did add new funding, in the amount of \$250 million (25%) for the recent Clean Water and Wastewater Fund (CWWF). This was in addition to its existing multi-billion long term infrastructure plan. No provincial funding was added for the federal public transit agreement.

Generally, incrementality has been a feature of prior federal programs. It requires that municipal and provincial governments spend new additional funds for each infrastructure project in order to meet the eligibility rules. This requirement may have had some merit before municipal governments had comprehensive asset management plans and related multi-year capital plans. Going forward, it will confuse the principles and practice of asset management not to mention municipal financial planning because it would influence municipal priorities. Where there are multi-year capital plans, based on asset replacement and maintenance priorities of an asset management plan, the federal funding should be aligned with these municipal plans. Phase 2 should align with municipal long-term planned spending, not the other way around.



We hope that you agree. If so, please adopt the attached resolution and add your voice to AMO's. AMO continues to believe that good asset management is the foundation of appropriate municipal infrastructure and financial management. Funding approaches must support it to further advance the culture of municipal asset management in Ontario.

Sincerely,

A handwritten signature in cursive script, appearing to read 'L. Dollin', written in dark ink.

Lynn Dollin  
AMO President

## **FEDERAL INFRASTRUCTURE PHASE 2 INCREMENTALITY RESOLUTION**

**WHEREAS** municipal governments' infrastructure is critical to our collective economic health;

**WHEREAS** stable, predictable and formula- based infrastructure funding allows municipal governments to plan and schedule investments in infrastructure;

**WHEREAS** Ontario municipal governments have asset management plans which set out a municipality's longer term capital plan which reflects the infrastructure priorities of these asset management plans; and

**WHEREAS** a federal incrementality rule interferes with municipal long-term infrastructure priorities and diminishes the value of municipal asset planning and management;

**NOW, THEREFORE BE IT RESOLVED** that the (name of municipality) calls on the federal government to provide long-term, predictable, and formula-based funding in its Phase 2 programs for municipal governments; and

**BE IT ALSO RESOLVED** that the (name of municipality) calls on the federal government to change incremental requirements in Phase 2 to recognize in Ontario that a municipal government' asset management plan meets a municipal incremental infrastructure requirement.

Please forward your resolution to:  
AMO President Lynn Dollin [amopresident@amo.on.ca](mailto:amopresident@amo.on.ca)

**MINUTES OF A MEETING OF THE YOUTH ADVISORY COMMITTEE FOR THE TOWN OF TECUMSEH**

A meeting of the Youth Advisory Committee (YAC) for the Town of Tecumseh was held on Tuesday, November 15, 2016, in the Council Chambers at Town Hall, 917 Lesperance Road, Tecumseh at the hour of 6:00 p.m.

(YAC 6-1)

**ORDER**

The Chair calls the meeting to order at 6:00 p.m.

(YAC 6-2)

**ROLL CALL**

Members Present:	Chair	- Hannah Ruuth
	Member	- Brendan Froese
	Member	- Paytin Gardner
	Vice-Chair	- Rachel Haddad

Also Present:	Deputy Clerk	- Tatiana Dafoe
	YAC Applicant	- Ava Ruuth
	YAC Applicant	- Andre Ducharme
	YAC Applicant	- Serena Kelly

Absent:	Vice-Chair	- Kristi Koutros
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(SAC 6-3)

**DISCLOSURE OF PECUNIARY INTEREST**

None Reported.

(SAC 6-4)

**DELEGATIONS**

**Distracted Driving Initiative**

Community Safety Officer, Karen Sinnaeve, details the Tecumseh OPPs new Distracted Driving Initiative for 2017. The purpose of this campaign is to teach new drivers about distracted driving and to reduce the amount of distracted driving incidents in Windsor-Essex County. The target cohort for this campaign is new and young drivers.

The campaign will provide educational materials and simulations of distracted driving. The OPP is also looking into partnering with 1Tap, an app which reduces distracted driving by turning off notifications on cell phones once it registers a car in motion over 5 km.

Wanting this initiative to be as successful as possible, the OPP is reaching out to youth in the Towns of Lakeshore and Tecumseh to get involved. The Tecumseh YAC is approached to assist in the developing of this campaign. Specifically the Committee is asked to develop a slogan by December 15, 2016; assist in media promotion; and be involved in a parent's night.

The Distracted Driving Kick-Off is scheduled for April 2017.

(SAC 6-5)

**COMMUNICATIONS**

**Minutes**

a) Senior and Youth Advisory Committees Meeting held October 18, 2016

**Motion:** (SAC 13/16) Moved by Member Rachel Haddad  
Seconded by Member Brendan Froese

**THAT** the Minutes of the Senior and Youth Advisory Committees meeting held October 18, 2016, be approved.

Carried

(SAC 6-6)

**REPORTS**

None.

(SAC 6-7)

**UNFINISHED BUSINESS**

Social Media Development

Members are informed that the Committee's Twitter and Facebook accounts are live. They are reminded to 'like' and 'share' the pages.

(SAC 6-8)

**NEW BUSINESS**

Lakeshore Youth Advisory Committee and Windsor-Essex Youth Council

Chair, Hannah Ruuth, advises that she attended the Windsor-Essex Youth Council's meeting. She informs the Members that the Council discussed issues concerning youth across Windsor-Essex such as mental health. The Council is also creating a Youth Charter they are hoping area municipalities will sign.

The Lakeshore Youth Advisory Committee meeting was cancelled, no update to be given.

Youth Citizenship Award

The Members express interest in establishing a Youth Citizenship Award, similar to the Senior of the Year Award. The Members discuss that the award will be given to a student each year for outstanding Leadership and Community Volunteering. The Committee would like to provide a bursary along with the award. Members suggest offering a separate award for elementary and high school students.

Community Safety Officer, Karen Sinnaeve, advises the OPP gives out an award annually to a student at graduation with a \$100 bursary. She advises there may be an opportunity to partner on this award.

Motion: (SAC 14/16) Moved by Member Rachel Haddad  
Seconded by Member Brendan Froese

**THAT** the Youth Advisory Committee establish the Terms of Reference for a Youth Citizenship Award to be given annually, commencing in 2017.

Carried

Transportation Survey

Members are informed that the Chair has prepared a Transportation Survey to be given to local youth. The Deputy Clerk asks for a copy of the survey to be reviewed by Administration.

YAC Logo

The Members express an interest in developing a logo and Snapchat filter. Member Brendan Froese to begin preliminary designs that are to be brought back to the Committee in 2017.

Sleepout Challenge

The Members discuss holding a Sleepout Challenge in 2017. Sleepout challenges are events held to raise awareness about youth homelessness. Participants sleep outside of their comfort zone (not necessarily outside) for one night in order to experience what being homeless is like. During these challenges there is a fundraising component.

Community Safety Officer, Karen Sinnaeve, advises that a Sleepout Challenge is occurring in Windsor-Essex on November 23, 2016. As part of this challenge participants are collecting health care essentials such as toothbrushes.

2017 Draft Budget and Business Plan – Notice of Meeting

The Deputy Clerk advises that the 2017 Draft Budget and Business Plan will be reviewed by Town Council on Thursday, November 17, 2016, at 5:00 pm in the Council Chambers. She notes the meeting is open to the public and that a budget for the Committee is being considered.

(SAC 6-9)

**NEXT MEETING**

The next meeting of the YAC will be held on Monday, December 12, 2016, at 6:00 p.m.

(SAC 6-10)

**ADJOURNMENT**

Motion: (SAC-15/16) Moved by: Member Rachel Haddad

Seconded by: Member Brendan Froese

**THAT** there being no further business, the November 15, 2016, meeting of the Youth Advisory Committee be adjourned at 7:20 p.m.

Carried

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Hannah Ruuth, Chair

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Rachel Haddad, Vice Chair

## **MINUTES OF A MEETING OF THE HERITAGE COMMITTEE FOR THE TOWN OF TECUMSEH**

A meeting of the Heritage Committee for the Town of Tecumseh was scheduled to be held on Monday, November 21, 2016, in the Sandwich South Meeting Room at Town Hall, 917 Lesperance Road, Tecumseh, at the hour of 6:00 pm.

(HC 10-1)

### **ORDER**

The Chair calls the meeting to order at 6:03 pm.

(HC 10-2)

### **ROLL CALL**

Members Present:	Councillor/Chair	- Andrew Dowie
	Vice-Chair	- Ian Froese
	Member	- Dwayne Ellis
	Member	- Rhonda Dupuis
	Member	- Terry England
	Councillor	- Rita Ossington

Also Present:	Deputy Clerk	- Tatiana Dafoe
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Absent:	Member	- Jerome Baillargeon
	Member	- Cheryl Hardcastle

(HC 10-3)

### **DISCLOSURE OF PECUNIARY INTEREST**

None reported.

(HC10-4)

### **DELEGATIONS**

None.

(HC 10-5)

### **COMMUNICATIONS**

#### **Minutes**

a) Heritage Committee Meetings held September 12 and October 17, 2016

Motion: (HC-26/16) Moved by Councillor Rita Ossington  
Seconded by Member Terry England

**THAT** the Minutes of the Heritage Committee meetings held September 12, and October 17, 2016, be approved.

Carried

#### **Communication for Information**

b) Ontario Heritage Trust, Re: Ontario Heritage Act Register

Motion: (HC-27/16) Moved by Councillor Rita Ossington  
Seconded by Member Terry England

**THAT** Communication b on the October 17, 2016 Heritage Committee Agenda be received.

Carried

(HC 10-6)

### **REPORTS**

None.

(HC 10-7)

### **UNFINISHED BUSINESS**

#### **Heritage Property Listing & Bus Tour**

Members are advised that a preliminary heritage property list has been prepared and will be submitted to Administration for inclusion on the next Committee meeting agenda. Following review of the listing a bus tour is to be scheduled for Spring 2017.

Log Cabin Update

There is no update to be given at this time.

2017 Budget

Members are advised that the 2017 Proposed Business Plan & Budget was reviewed and approved by Council on November 17, 2016. Formal approval of the budget will occur at the Regular Council Meeting scheduled for December 13, 2016.

The Members review the Heritage Committee budget which remains status quo. An inquiry is made into the flexibility of this budget. Members are advised that should there be a project the Committee wishes to undertake that requires additional funds they will need to discuss the project with Administration and present their request to Council with reasoning on why additional funds are required.

Heritage Portal Update

Members are advised that Administration will be providing the Committee with a drop box to house their photos and heritage documents.

Discussion is held on creating an interactive portal where residents can view heritage properties in the Town. Administration is asked to review the City of Windsor and Peterborough's heritage portal for ideas. Administration is to review this request and report back to the Committee at a future meeting.

(HC 10-8)

**NEW BUSINESS**Committee Appointments

Members are advised that the Town received one application for the Heritage Committee. Committee and Local Board applicants are being considered at the November 22, 2016, Special Meeting of Council to be held at 6:00 pm in the Tecumseh Town Hall Council Chambers.

(HC 10-9)

**NEXT MEETING**

The next meeting of the Heritage Committee will be held on Monday, January 16, 2017, at 6:00 pm in the Sandwich South Room, Tecumseh Town Hall.

(HC 10-10)

**ADJOURNMENT**

Motion: (HC-28/16) Moved by Vice-Chair Ian Froese

Seconded by Member Dwayne Ellis

**THAT** there being no further business, the November 21, 2016, meeting of the Heritage Committee be adjourned at 6:30 pm.

Carried

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Andrew Dowie, Chair

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Ian Froese, Vice-Chair

## MINUTES OF A MEETING OF THE CULTURAL & ARTS ADVISORY COMMITTEE FOR THE TOWN OF TECUMSEH

A meeting of the Cultural & Arts Advisory Committee for the Town of Tecumseh was scheduled to be held on Monday, November 21, 2016, in the Sandwich South Meeting Room at Town Hall, 917 Lesperance Road, Tecumseh at the hour of 7:00 pm.

(CAA 12-1)

### **ORDER**

The Chair calls the meeting to order at 7:14 pm.

(CAA 12-2)

### **ROLL CALL**

Present:	Vice-Chair	- Ian Froese
	Member	- Dwayne Ellis
	Member	- Rhonda Dupuis
	Councillor	- Andrew Dowie

Also Present:	Deputy Clerk	- Tatiana Dafoe
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Absent:	Chair	- Jerome Baillargeon
	Councillor	- Rita Ossington

(CAA 12-3)

### **DISCLOSURE OF PECUNIARY INTEREST**

None reported.

(CAA 12-4)

### **DELEGATIONS**

None.

(CAA 12-5)

### **COMMUNICATIONS**

#### **Minutes**

a) Cultural & Arts Advisory Committee Meetings held September 12, and October 17, 2016.

Motion: (CAA-30/16) Moved by Member Dwayne Ellis  
Seconded by Councillor Andrew Dowie

**THAT** the Minutes of the Cultural & Arts Advisory Committee meetings held September 12, and October 17, 2016, be approved.

Carried

(CAA 12-6)

### **REPORTS**

#### **Storyboard Plaque Policy No. 88**

The Members review the Storyboard Plaque Policy.

(CAA 12-7)

### **UNFINISHED BUSINESS**

#### **2017 Budget**

The Members review the Cultural & Arts Advisory Committee budget. It is noted the budget is status quo with the addition of funds, in the amount of \$3,500, allocated to the Windsor Symphony Orchestra for the planning of their annual concert series.

#### **Community Event Boards**

Members are advised that an electronic message board is proposed to be located at Lakewood Park and funded from the Parks & Recreation Services budget. As the Committee discussed placing a Community Event Board in Lakewood Park, Administration has asked that this item be tabled until the board is installed by the Parks & Recreation Services department.

A request is made for the Tecumseh Streetscaping Initiative to consider installing a community message board on Tecumseh Road.



Tecumseh-l'Essor Arts Centre Auditorium Sign Unveiling Event Update

Members are informed that discussions continue with l'Essor in planning the Auditorium Sign Unveiling Event. A tentative date of March 31, 2017, has been secured. Both the Town and l'Essor are reviewing the cost of the event as well as logistics. Further information is to be presented at future meetings.

(CAA 12-8)

**NEW BUSINESS****2017 Coffee House**

The Deputy Clerk informs the Members that the 2017 Coffee House has been scheduled for Friday, May 5, 2017, from 7:00 pm to 10:00 pm. The Committee discusses styling the event as a coffee house and requests Administration to contact l'Essor to determine if a small stage can be erected on the auditorium floor. The Tecumseh Area Historical Society is confirmed for the event and will once again be supplying pop, water and popcorn.

The Members review the application form and request that it be made available to residents.

**TAHS Feather Project**

The Committee is advised that funds remain in the budget for the Feather Project.

**Canada 150 – Mosaic Project**

The Deputy Clerk advises that the Town has been approached to participate in the Canada 150 Mosaic Project. The purpose of the project is to create a mural including all provinces and territories, with over 80,000 paintings and 150 individual murals that when united will form one gigantic mural mosaic. The mural, if ever connected would be over 365 meters wide (4 football fields) x 2.5 meters high (8 feet).

For this project, 400-750 tiles will be given to the Town for painting. The Canada 150 Mosaic team of artists and facilitators will come and work with members of the community to create an ultimate two-day painting event. Any skill level and age are welcome. Every tile painted will be 4 inches x 4 inches in size, creating a unified community mural.

Upon the completion of the mural, it will reside in the town or city where it was created as a reminder of the 150<sup>th</sup> anniversary, and the pride of the community and the nation.

The Committee, along with the Youth and Senior Advisory Committees, is asked to advise and participate in this event should it be approved by Council.

(CAA 12-9)

**NEXT MEETING**

The next meeting of the Cultural & Arts Advisory Committee will be held on Monday, January 16, 2017, at 7:00 pm, in the Sandwich South Room, Tecumseh Town Hall.

(CAA 12-10)

**ADJOURNMENT**

Motion: (CAA-31/16) Moved by Member Dwayne Ellis  
Seconded by Member Rhonda Dupuis

**THAT** there being no further business, the November 21, 2016, meeting of the Cultural & Arts Advisory Committee be adjourned at 7:40 pm.

Carried

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Jerome Baillargeon, Chair

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Ian Froese, Vice-Chair

## MINUTES OF A MEETING OF THE SENIOR ADVISORY COMMITTEE FOR THE TOWN OF TECUMSEH

A meeting of the Senior Advisory Committee (SAC) for the Town of Tecumseh was held on Thursday, November 24, 2016, in the Council Chambers at Town Hall, 917 Lesperance Road, Tecumseh at the hour of 6:00 p.m.

(SAC 6-1)

### **ORDER**

The Chair calls the meeting to order at 6:01 p.m.

(SAC 6-2)

### **ROLL CALL**

Members Present: Senior Advisory Committee  
Chair - Doug Drouillard  
Member - Dara Pfeifer O'Connor  
Member - Nancy Tenant  
Member - Michelle Phillion  
Member - Don Crowder (6:24 p.m.)  
Member - Nancy Tennant

Also Present: Director Corporate Services & Clerk - Laura Moy  
Administrative Assistant to the Director Corporate Services & Clerk - Anne Kantharajah

Absent: Co-Chair - Paul Morand

(SAC 6-3)

### **DISCLOSURE OF PECUNIARY INTEREST**

None Reported.

(SAC 6-4)

### **DELEGATIONS**

#### Introduction as Community Safety Officer

Community Safety Officer, Karen Sinnaeve, details her role with the Tecumseh OPP.

The role of the Community Safety Officer is to provide expertise and bring awareness to the community in the areas of crime prevention, community safety and well-being.

The Community Safety Officer is looking to partner with the Senior Advisory Committee, and to work on education and awareness initiatives to increase community safety and well-being affecting the senior population in the Town of Tecumseh.

For example, the campaign can include presentations on phone scams targeting seniors and other safety concerns or presentations the Committee considers of importance to the community.

Committee members raise several ideas: (1) Teaching seniors methods of defending themselves during a dangerous situation, and how to identify and remove themselves from dangerous situations. (2) Bringing awareness about Power of Attorneys, (3) Door-to-Door Salespersons, (4) first-aid, and (5) personal finance.

Provisions to consider when arranging the presentations are interest in the community, costs, location of venues, transportation, and partnering up existing organizations.

Golden Age Club, Tecumseh Historical Society, St. Clair Beach residences, and the apartments on Tecumseh Road could all be venue options for the presentations.

Pending community interest and co-ordination of venue(s), presentations can begin early next year.

(SAC 6-5)

**COMMUNICATIONS**

**Minutes**

a) Senior and Youth Advisory Committees Meeting held October 18, 2016

Motion: (SAC 13/16) Moved by Member Dara Pfeifer O'Connor  
Seconded by Member Michelle Phillion

**THAT** the Minutes of the Senior and Youth Advisory Committees meeting held October 18, 2016, be approved.

Carried

(SAC 6-6)

**REPORTS**

None.

(SAC 6-7)

**UNFINISHED BUSINESS**

None.

(SAC 6-8)

**NEW BUSINESS**

**2017 Budget**

The 2017 Senior Advisory Committee budget, in the amount of \$2,500, was approved by Town Council on Thursday, November 17, 2016. The budget can be allocated to various aspects of the community awareness campaigns such as subsidizing transportations, venue rentals, and costs to bringing guest speakers.

**Strategic Goal Setting Session**

1. Community Interest Survey

The members consider undertaking a Community Interest Survey to determine the potential for safety and awareness presentations, and other areas of service.

The purpose of this survey would be to provide the Committee with a scope of understanding and consulting with area seniors on the following items:

- Areas of interest
- Venue locations
- Time
- Types of safety workshops/campaigns
- Identifying awareness of senior service organizations

The survey would be distributed through a variety of methods such as social media, and print copies would be available at various locations around the Town, and at local organizations and service groups. Committee members are asked to act as liaisons to distribute the survey among the groups and associations they currently belong.

2. Transportation for Seniors

Members indicate interest in a Transportation Survey targeted towards seniors in the community to gain insight regarding the needs of the community.

3. Life After Fifty

Life After Fifty is a multi-service organization which offers opportunities for personal wellness to members of the community above the age of 50. They provide social, recreational, educational, and volunteer events for members ranging from Zumba classes to computer classes.

Administration will set up a date for presentation to explain a Life After Fifty chapter in Tecumseh.

Members also encourage reaching out to existing organizations such as the Canadian Association of Retired Persons (CARP), which is a nonprofit organization that advocates on behalf of adults 45 and over. The Committee can investigate a Tecumseh chapter which can further help identify local and regional issues.

(SAC 6-9)

**NEXT MEETING**

The next meeting of the Senior Advisory Committee will be held in January 2017. Email invitation with date and time will be sent out at a later time.

(SAC 6-10)

**ADJOURNMENT**

Motion: (SAC-14/16) Moved by: Member Dara Pfiefer O'Connor

Seconded by: Member Michelle Phillion

**THAT** there being no further business, the November 24, 2016, meeting of the Senior Advisory Committee be adjourned at 7:19 p.m.

Carried

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Doug Drouillard, Chair

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Nancy Tennant, Member



## THE CORPORATION OF THE TOWN OF TECUMSEH

Corporate Services & Clerk  
Report No. 56/16

**TO:** Mayor and Members of Council

**FROM:** Tatiana Dafoe, Deputy Clerk

**DATE:** November 21, 2016

**DATE TO COUNCIL:** December 13, 2016

**SUBJECT:** Tecumseh Snow & Leaf Angels Program Update

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### **RECOMMENDATIONS**

It is recommended that:

1. Corporate Services & Clerk Report No. 56/16, titled "Tecumseh Snow & Leaf Angels Program Update," be received.

### **BACKGROUND**

In 2014, Council approved a pilot program known as the Snow Angels Volunteer Snow Removal Program (Pilot Program) for 2014-15. The Pilot Program was implemented to offer assistance to seniors and persons with physical disabilities living in the Town to comply with the Town's Snow Removal By-law 2003-100 (Snow Removal By-law). The Snow Removal By-law requires property owners or occupants of the Town to clear snow and ice from sidewalks adjacent to their property. Recognizing that meeting this requirement may be difficult for seniors and persons with disabilities, finding innovative ways to provide assistance became a necessity. It was hoped with the implementation of this Pilot Program it would minimize the likelihood of fining these individuals for failure to comply with the Snow Removal By-law and reduce snow and ice hazards for individuals with mobility issues and those delivering services [mail delivery, Fire, EMS, OPP].

The Pilot Program received five (5) resident applications and one (1) volunteer application. A sixth resident application was received but was deemed ineligible for the Pilot Program because there were not any sidewalks adjacent to the property. Unfortunately the effectiveness of the Pilot Program was minimal because not all residents who applied received assistance due to the lack of volunteers.

Following the limited success, the Pilot Program was approved for a second year with the addition of Leaf Angels. The purpose of Leaf Angels is to provide assistance in raking and bagging leaves. This second iteration of the program, known as the "Tecumseh Snow & Leaf Angels Program" (Program) began in 2015-16. The Town received four (4) applications from both residents and volunteers. All four residents were matched and the Program generally received positive feedback from participants. One resident did indicate that their volunteer did not complete the outlined duties and as such, procedures have been implemented to ensure volunteers are fulfilling their responsibilities and to answer any questions or concerns that may arise throughout the Program.

Recognizing the benefit brought to the participating residents and volunteers, the Program was approved for a third year in 2016, and will run from October 31, 2016, through to March 31, 2017.

## **COMMENTS**

### **Program Promotion**

Following approval of the Program, information, along with application forms for both residents and volunteers, was posted to the Town's website and social media. A News Release regarding the continuation of the Program and how to apply was distributed on September 19 and an ad was placed in the Shoreline Newspaper and Essex Free Press on September 16 and 15 respectively.

Letters, including volunteer and resident applications, were mailed directly to area schools and community groups to advise about the Program. During Local Government Week (October 16 to 22, 2016) Administration attended the local high schools to promote the Program as a great way for students to complete their 40 hours of community service, and to distribute the Volunteer Application Package.

Information was also provided to the Youth and Senior Advisory Committees, with the Youth Advisory Committee being tasked with encouraging participation amongst the community.

### **Applications**

Residents participating in the program can choose to receive assistance from a Snow Angel, a Leaf Angel or both a Snow and Leaf Angel. Similarly, Volunteers can choose to be a Snow Angel, a Leaf Angel, or both a Snow and Leaf Angel.

At this writing, the Town has received six (6) applications from residents wanting to participate in the 2016-17 Program. Five (5) residents have applied for both a Snow and Leaf Angel, while one (1) resident has applied for just a Leaf Angel. Four (4) Volunteer applications have been received. All volunteers have applied to act as both a Snow and Leaf Angel.

Since the Program began on October 31, five (5) residents have been matched with a volunteer(s) and one (1) resident is currently waiting to be matched. As there are more residents than volunteers, those currently volunteering have been approached to provide assistance to two (2) residences in order to ensure all participating residents receive assistance.

### **Call for Volunteers**

The Town continues to receive inquiries from residents wanting to participate in the Program. Unfortunately, the Town has not had the same level of uptake from volunteers.

In an effort to recruit more volunteers to the Program, the Town issued a second News Release on November 28 and an ad in the Shoreline Week Newspaper for the week of December 2. The focus of these communications is to recruit volunteers. Area schools have been contacted again to remind students about this volunteer opportunity with the Town.

Incentives for volunteers, such as Town toques, public skating passes and letters of appreciation from Town Council have been promoted to assist with recruitment. In an effort to increase volunteer participation, all volunteers will be entered into a draw for a chance to win an iPad at the end of the 2016-17 Season.

## **CONSULTATIONS**

None

## **FINANCIAL IMPLICATIONS**

The cost of advertising and promoting the Program is funded from the 2016 and 2017 Budgets.

Incentive costs for volunteers will be funded from the 2016 and 2017 Budgets for Promotional Items. No costs will be incurred for incentives such as public skating passes and letters of appreciation from Town Council.

## **LINK TO STRATEGIC PRIORITIES**

<b>No.</b>	<b>2015-16 Strategic Priorities</b>	<b>Applicable</b>
1.	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.	✓
2.	Ensure that the Town of Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.	✓
3.	Integrate the principles of health and wellness into all of the Town of Tecumseh's plans and priorities.	
4.	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.	✓
5.	Demonstrate the Town's leadership role in the community by promoting good governance and community engagement, by bringing together organizations serving the Town and the region to pursue common goals.	✓

## **COMMUNICATIONS**

Not applicable ☒

Website ☐ Social Media ☐ News Release ☐ Local Newspaper ☐

This report has been reviewed by senior Administration as indicated below and recommended for submission by the CAO.

Prepared by:

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Tatiana Dafoe, MA  
Deputy Clerk

Reviewed by:

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Laura Moy, Dipl. M.M, CMM III HR Professional  
Director Corporate Services & Clerk

Recommended by:

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Tony Haddad, MSA, CMO, CPFA  
Chief Administrative Officer





## THE CORPORATION OF THE TOWN OF TECUMSEH

Corporate Services & Clerk  
Report No. 57/16

**TO:** Mayor and Members of Council

**FROM:** Laura Moy, Director Corporate Services & Clerk

**DATE:** November 28, 2016

**DATE TO COUNCIL:** December 13, 2016

**SUBJECT:** Canada 150 Mural Mosaic

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### **RECOMMENDATIONS**

It is recommended that:

1. The Town participate in the 8 x 8 Canada 150 Mural Mosaic project; and that
2. The Director Corporate Services & Clerk be authorized to sign any required documents necessary to complete the Application; and further that
3. The cost to participate in the 8 x 8 Canada 150 Mosaic Mural project, in the amount of \$12,500, be funded from the Lifecycle Strategic Issues – One Time Reserve.

### **BACKGROUND**

In 2017, Canada will turn 150 years old.

To celebrate this birthday, the Canada 150 Mural Mosaic Team is launching a bold undertaking. Over a two year span, they plan to create a mural including all provinces and territories, with over 80,000 paintings and 150 individual murals that when united will form one gigantic mural mosaic. The mural, if ever connected would be over 365 meters wide (4 football fields) x 2.5 meters high (8 feet).

The mural will represent a cultural mosaic, a time capsule, a visual portrayal of history, an art masterpiece from the soul of the nation. An art piece that 50 years from now, may inspire another generation, who will in turn be able to celebrate through the mural, and maybe take it upon themselves to add to this memory.

From each province and territory 5-15 individual communities will be selected to represent the province/territory and the nation. Each community will host an event inviting participants from their region to participate and create their own community mural, which will then be connected to the the larger mural representing the nation.

Upon the completion of the entire Canada 150 Mural Mosaic, each community mural will reside in the town or city where it was created as a reminder of the 150<sup>th</sup> anniversary, and the pride of the community and the nation.

The Town of Tecumseh has been invited to represent the Province of Ontario and to participate in the creation of its own community mural.

## **COMMENTS**

### **How it works**

Approximately 5-15 communities per province and territory across Canada will create sections of the overall mural that will connect Canada through art. Each participating city or town will create a section of the mural made up of 400-750 individual tiles that symbolizes their community.

Each of these Community Mural sections will stand alone as a mural for that particular community. Then, each of these sections of the mural will become one of the many storybook pages within the overall mural to form the ultimate visual time capsule and create a legacy for a proud nation.

As each painting is part of a community mural, each community mural is part of the Canada 150 National Mosaic Mural. Each community mural virtually connects to other community murals resulting in a massive coast to coast unified mosaic.

The Canada 150 Mural Mosaic Team will consult with each Community to learn about important and interesting moments that define the community, its history and its citizens to design key elements for the mural.

Key Artist/Director of Mural Mosaic, Lewis Lavoie, will design a conceptual mural for approval by the community.

Participating communities will need to invite participants to paint in workshops facilitated by the Canada 150 Mural Mosaic team.

With 4x4 inch aluminum primer-coated panels, brushes and paint, participants will be encouraged to leave their mark by creating a painting that represents their community from their own creative perspective.

All ages and every skill level are welcome. Participants need not be an artist.



The completed tiles created by the community will be assembled into a large mural grid, magically transforming the paintings into a unified mosaic that will represent the community.

There are no digital effects. The mural will be 100% hand painted uniting to form another image.

Upon its completion, the community mural will be permanently assembled and protected so it will stand as a legacy piece for decades to come – becoming a key piece of the Canada 150 Mosaic and celebration.

### **Mosaic Mural Team Support**

The Mosaic Mural Team from the Province will provide the following:

- Mural designed by Lewis Lavoie – uniquely representing the community
- Travel to the Town to facilitate painting workshops
- All materials
- Travel and Administrative Costs

- Mounting, clear coating and photographing (ready to hang)
- 25 poster prints of the completed community mural
- Online presence virtually connecting to other communities on [Canada150Mosaic.com](http://Canada150Mosaic.com)

#### Community Mural Options:

There are two scales of Murals:

- 8 x 8 Community Mural, with up to 400 Participants
- 8 x12 Community Mural with up to 600 Participants

#### What is required of the Town

The Town will need invite participants of all ages to paint in workshops, facilitated by the Canada 150 Mural Mosaic Team, coordinated by the Town with area schools, local service groups and Town Committees. The workshops will be held over at 2-3 day period at various accessible locations, convenient for participating schools and service groups.

A location for displaying the Town's own unique Mural will be determined upon completion of the project, in consultation with Town Committees and Parks & Recreation Services.

#### **CONSULTATIONS**

Senior Advisory Committee

Youth Advisory Committee

Cultural & Arts Advisory Committee

Heritage Committee

Director Financial Services & Treasurer

Director Parks & Recreation Services

#### **FINANCIAL IMPLICATIONS**

It is recommended that the Town participate in the 8 x 8 Canada 150 Mosaic Mural project at a cost of \$12,500 to be funded from the Lifecycle Strategic Issues – One Time Reserve.

## **LINK TO STRATEGIC PRIORITIES**

No.	2015-16 Strategic Priorities	Applicable
1.	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.	✓
2.	Ensure that the Town of Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.	
3.	Integrate the principles of health and wellness into all of the Town of Tecumseh's plans and priorities.	
4.	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.	
5.	Demonstrate the Town's leadership role in the community by promoting good governance and community engagement, by bringing together organizations serving the Town and the region to pursue common goals.	✓

## **COMMUNICATIONS**

Not applicable ☒

Website ☐ Social Media ☐ News Release ☐ Local Newspaper ☐

This report has been reviewed by senior Administration as indicated below and recommended for submission by the CAO.

Prepared by:

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Laura Moy, Dipl. M.M, CMM III HR Professional  
Director Corporate Services & Clerk

Recommended by:

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Tony Haddad, MSA, CMO, CPFA  
Chief Administrative Officer

/lm



## THE CORPORATION OF THE TOWN OF TECUMSEH

Financial Services  
Report No. 20/16

**TO:** Mayor and Members of Council

**FROM:** Luc Gagnon, Director Financial Services & Treasurer

**DATE:** November 22, 2016

**DATE TO COUNCIL:** December 13, 2016

**SUBJECT:** Windsor/Essex Area Intermunicipal Courts Service Agreement (ISA)  
Renewal

---

### **RECOMMENDATIONS**

It is recommended that:

1. By-law 2016-86, being a by-law authorizing the execution of a 2<sup>nd</sup> Renewal Agreement for a five (5) year period from January 1, 2017 to December 31, 2021, be approved.

### **BACKGROUND**

The Windsor-Essex Provincial Offences Program was created as a special purpose vehicle to accept the transfer of the POA responsibilities from the Province as per by-law 2000-106. It generates a net surplus from operations that is shared between the participating Municipalities.

The Inter-municipal Service Agreement (ISA) governs the operation of the POA program. The Windsor/Essex Court Service Area Liaison Committee is an advisory panel and is composed of one representative from each participating municipality. The Committee serves as the liaison between the City of Windsor and the serviced Municipalities on matters relating to the operation of the POA Program.

The ISA provides, among other things:

- that the program is delivered by the City of Windsor;
- net revenues are shared based on proportionate weighted assessment,
- dispute resolution provisions; and
- governance provisions.

The initial ISA expired at the end of the 6<sup>th</sup> program fiscal year, but contained a clause allowing for automatic renewal for a further 5-fiscal year period, unless the agreement was terminated per the terms of agreement. The agreement was automatically renewed for the additional 5 year period, with an expiration date of December 31, 2011.

All municipalities in the ISA agreed to enter into a 1<sup>st</sup> Renewal Agreement, by-law #2011-35, for a 5 year period from January 1, 2012 to December 31, 2016. All terms and conditions and schedules of the original ISA continued save and except for the right of automatic renewal.

## **COMMENTS**

The POA Liaison Committee members were requested to review the ISA and provide requests for changes to the ISA. The City of Windsor POA Administration and members of their legal staff also reviewed the ISA to determine if they wished to make any changes to the original agreement.

The only changes proposed relate to the frequency of the POA Liaison Committee meetings and the quarterly payment dates. These changes were discussed by the POA Liaison Committee and all were in favour of recommending approval of the renewal agreement as proposed. Attachment 1.

If any municipality in the Windsor/Essex POA Court Service area determined that they did not wish to continue to have the City of Windsor provide POA Court Services on their behalf, the alternative options would be to enter into a Municipal Partner Agreement with the Province to administer the POA Court function on their own, or contract with the next closest POA Court Service area, being Chatham-Kent.

Administration recommends that By-law 2016-86, being a by-law authorizing the execution of a 2<sup>nd</sup> Renewal Agreement for a five (5) year period from January 1, 2017 to December 31, 2021, be approved.

## **CONSULTATIONS**

None

## **FINANCIAL IMPLICATIONS**

The Town's share of the net surplus/deficit of the POA courts system is based on our percentage of weighted assessment of the total member municipalities. Historically, the court system has generated a net surplus which has been included in the Town's budget. Renewing the agreement will allow the Town to continue to receive our share of the POA revenue generated.

## **LINK TO STRATEGIC PRIORITIES**

No.	2015-16 Strategic Priorities	Applicable
1.	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.	
2.	Ensure that the Town of Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.	✓
3.	Integrate the principles of health and wellness into all of the Town of Tecumseh's plans and priorities.	
4.	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.	✓
5.	Demonstrate the Town's leadership role in the community by promoting good governance and community engagement, by bringing together organizations serving the Town and the region to pursue common goals.	✓

## **COMMUNICATIONS**

Not applicable ☒

Website ☐ Social Media ☐ News Release ☐ Local Newspaper ☐



This report has been reviewed by senior Administration as indicated below and recommended for submission by the CAO.

Prepared by:

---

Luc Gagnon CPA, CA, BMath  
Director Financial Services and Treasurer

Recommended by:

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Tony Haddad, MSA, CMO, CPFA  
Chief Administrative Officer

Attachment(s): 1. 2<sup>nd</sup> Renewal Agreement

lg

## **Attachment 1 – 2<sup>nd</sup> Renewal Agreement**

**THIS 2<sup>nd</sup> RENEWAL AGREEMENT** made in decuplicate as of the            day of            , 2016

**B E T W E E N:**

**THE CORPORATION OF THE TOWN OF AMHERSTBURG**

Hereinafter referred to as “Amherstburg”

OF THE FIRST PART

-and-

**THE CORPORATION OF THE TOWN OF ESSEX**

Hereinafter referred to as “Essex”

OF THE SECOND PART

-and-

**THE CORPORATION OF THE TOWN OF KINGSVILLE**

Hereinafter referred to as “Kingsville”

OF THE THIRD PART

-and-

**THE CORPORATION OF THE TOWN OF LAKESHORE**

Hereinafter referred to as “Lakeshore”

OF THE FOURTH PART

-and-

**THE CORPORATION OF THE TOWN OF LaSALLE**

Hereinafter referred to as “LaSalle”

OF THE FIFTH PART

-and-

**THE CORPORATION OF THE MUNICIPALITY OF  
LEAMINGTON**

Hereinafter referred to as “Leamington”

OF THE SIXTH PART

-and-

**THE CORPORATION OF THE TOWNSHIP OF PELEE**

Hereinafter referred to as “Pelee”

OF THE SEVENTH PART

-and-

**THE CORPORATION OF THE TOWN OF TECUMSEH**

Hereinafter referred to as “Tecumseh”

OF THE EIGHTH PART

-and-

**THE CORPORATION OF THE COUNTY OF ESSEX**

Hereinafter referred to as the “County”

OF THE NINTH PART

-and-

**THE CORPORATION OF THE CITY OF WINDSOR**

Hereinafter referred to as the “City”

OF THE TENTH PART

**WHEREAS** the aforementioned parties are parties to an intermunicipal court services agreement dated the 20<sup>th</sup> day of November, 2000 which sets out the terms and conditions for the use of employees of the City for purposes of court administration and support and conducting prosecutions in tandem with provision of the within Program, for cost and revenue sharing matters, for dispute resolution, for the structure of the Program and associated matters all as more particularly described therein, a copy of which is attached hereto as *Appendix “A”* (the “Original Agreement”);

**AND WHEREAS** the Original Agreement expired on December 31, 2006 and automatically renewed for a five (5) year period, such renewal period expiring December 31, 2011;

**AND WHEREAS** the parties entered into a renewal agreement, dated the 7<sup>th</sup> day of March, 2011, whereby the Original Agreement was renewed for a period of five (5) years, commencing on January 1, 2012 and terminating on December 31, 2016, a copy of which is attached hereto as **Appendix “B”** (the “1<sup>st</sup> Renewal Agreement”, and together with the Original Agreement, the “Extended Agreement”);

**AND WHEREAS** the parties wish to further renew the Extended Agreement;

**AND WHEREAS** the parties have by resolutions of the respective Councils authorized the execution of this 2<sup>nd</sup> Renewal Agreement for a five (5) year period from January 1, 2017 to December 31, 2021, and in the case of the City, authorized such execution by [CR ], on \_\_\_\_\_, 2016;

**NOW THEREFORE THIS AGREEMENT WITNESSETH THAT** in consideration of the terms, conditions, premises, and covenants hereinafter contained, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

1. The recitals hereto are true and form part of this Agreement.
2. The term shall be extended for a five (5) year period from January 1, 2017 to December 31, 2021 (the “2<sup>nd</sup> Renewal Term”).
3. Section 2.7 of the Original Agreement shall be deleted in its entirety and replaced with the following:

The Committee shall meet at least two (2) times a year and otherwise at the call of the Chair or any two (2) members of the Committee. The first meeting shall be within the first two (2) months for the relevant fiscal year of the Program. The weighted assessment proportions shall be determined for that fiscal year based upon the final recent data available from the assessment authorities.

4. The quarterly distributions, as set out in section 8.3(a) of the Original Agreement, shall be as of the following dates of each fiscal year of the Program:

Q1 = As of April 30<sup>th</sup>

Q2 = As of July 31<sup>st</sup>

Q3 = As of October 31<sup>st</sup>

Q4 = As of December 31<sup>st</sup>

5. All terms, conditions and schedules of the Extended Agreement shall apply to the 2<sup>nd</sup> Renewal Term *mutatis mutandis*, save and except that there shall be no further right of renewal, of either an automatic or discretionary nature. However nothing in this Agreement prevents the parties from further renegotiating and/or extending the Agreement.
6. The parties hereby specifically acknowledge the indemnity provisions as contained in Article 15 “Indemnity” of the Original Agreement.
7. This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original and both of which together shall constitute one and the same instrument. To evidence its execution of an original counterpart of this Agreement, a Party may send a copy of its original signature on the execution page hereof to the other Party by facsimile transmission and such transmission shall constitute deliver of an executed copy of this Agreement to the receiving Party as of the date of receipt thereof by the receiving Party or such other date as may be specified by the sending Party as part of such transmission. Notwithstanding the foregoing, either Party may demand a fully executed single copy of this Agreement.
8. All terms used herein which are denoted with an initial capital letter shall have the meanings assigned to them in the Extended Agreement, unless amended herein.

This Agreement and everything in it shall enure to the benefit of and be binding on the parties hereto, and their respective successors and assigns.

**IN WITNESS WHEREOF** the parties have affixed their corporate seals duly attested by the hands of their proper officers in that behalf.

*(Remainder of Page Intentionally Left Blank. Execution Pages Follow, One party per page)*



## THE CORPORATION OF THE TOWN OF TECUMSEH

Financial Services  
Report No. 21/16

**TO:** Mayor and Members of Council

**FROM:** Luc Gagnon, Director Financial Services & Treasurer

**DATE:** November 29, 2016

**DATE TO COUNCIL:** December 13, 2016

**SUBJECT:** Windsor/Essex Area Intermunicipal Courts Tax Roll Agreement (TRA)

---

### **RECOMMENDATIONS**

It is recommended that:

1. By-law 2016-87, being a by-law authorizing the execution of a Tax Roll Agreement between the City of Windsor and Essex County Municipalities allowing defaulted fines, or any part thereof, arising under section 69 of the *Provincial Offences Act* to be added to the tax roll for any property for which all of the owners are responsible for paying the fine, be approved.

### **BACKGROUND**

The Windsor-Essex Provincial Offences Program was created as a special purpose vehicle to accept the transfer of the POA responsibilities from the Province as per by-law 2000-106. It generates a net surplus from operations that is shared between the participating Municipalities.

Revenue is generated by collecting fines levied under section 69 of the *Provincial Offences Act*. Fine collection is an ongoing issue for the POA; various procedures have been implemented to assist in the collection process.

### **COMMENTS**

The POA Liaison Committee members were asked to consider agreeing to a TRA. The TRA allows the City of Windsor's POA department to request that another County Municipality add any part of a fine for a commission of a provincial offence that is in default, to the tax roll for any property in a particular municipality.

The following is an excerpt of the report recently considered and approved by the City of Windsor.

### POA Municipal Tax Rolling Agreement

As previously mentioned, section 441.1 of the Municipal Act, 2001 permits a local municipality to add any part of a fine for a commission of a provincial offence that is in default to the tax roll for any property in the local municipality. It should be noted that fines can only be added to the tax roll if they are sole property owners. Joint property ownership does not apply to the process of tax rolling although there are other enforcement tools that can be utilized in those cases (i.e. Writ of Seizure & Sale against the property).

Over the past four years, the POA division has been adding fines to property taxes where applicable. Over the past year, it has been the goal of management to put in place a formal process and agreement that will guide the division in these collection efforts. The efforts of the staff at POA along with the City's legal department has resulted in a draft agreement that seeks the approval of all municipal partners, including the City of Windsor.

Research has shown that there are a number of other POA offices in Ontario that have secured agreements similar to the one being sought for approval. For example, this type of "inter-municipal agreement" was piloted in 2012 between the City of Belleville, City of Kawartha Lakes, City of Ottawa, City of Toronto, City of Mississauga and the County of Hastings back in 2012. Due to the overwhelming success of the pilot program, many other POA offices are initiating the same formalized procedures and agreements.

The POA Liaison Committee supports the entering into of this agreement.

### **CONSULTATIONS**

POA Liaison Committee

### **FINANCIAL IMPLICATIONS**

The Town's share of the net surplus/deficit of the POA courts system is based on our percentage of weighted assessment of the total member municipalities. There are no additional costs to implement the TRA; the expectation is that the TRA will increase fine collections and therefore will increase the Town's revenue.

Administration recommends that By-law 2016-87, being a by-law authorizing the execution of a Tax Roll Agreement between the City of Windsor and Essex County Municipalities allowing defaulted fines, or any part thereof, arising under section 69 of the Provincial Offences Act to be added to the tax roll for any property for which all of the owners are responsible for paying the fine, be approved.

## **LINK TO STRATEGIC PRIORITIES**

<b>No.</b>	<b>2015-16 Strategic Priorities</b>	<b>Applicable</b>
1.	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.	
2.	Ensure that the Town of Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.	✓
3.	Integrate the principles of health and wellness into all of the Town of Tecumseh's plans and priorities.	
4.	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.	✓
5.	Demonstrate the Town's leadership role in the community by promoting good governance and community engagement, by bringing together organizations serving the Town and the region to pursue common goals.	✓

## **COMMUNICATIONS**

Not applicable ☒

Website ☐ Social Media ☐ News Release ☐ Local Newspaper ☐



This report has been reviewed by senior Administration as indicated below and recommended for submission by the CAO.

Prepared by:

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Luc Gagnon CPA, CA, BMath  
Director Financial Services and Treasurer

Recommended by:

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Tony Haddad, MSA, CMO, CPFA  
Chief Administrative Officer

Attachment(s):     1. Tax Roll Agreement

lg

## **Attachment 1 – Tax Roll Agreement**

This agreement (“Agreement”) made this \_\_\_\_ day of \_\_\_\_\_, 2016

### **Between**

**THE CORPORATION OF THE CITY OF WINDSOR**

-and-

**THE CORPORATION OF THE TOWN OF AMHERSTBURG**

-and-

**THE CORPORATION OF THE TOWN OF ESSEX**

-and-

**THE CORPORATION OF THE TOWN OF KINGSVILLE**

-and-

**THE CORPORATION OF THE TOWN OF LAKESHORE**

-and-

**THE CORPORATION OF THE TOWN OF LASALLE**

-and-

**THE CORPORATION OF THE MUNICIPALITY OF LEAMINGTON**

-and-

**THE CORPORATION OF THE TOWNSHIP OF PELEE**

-and-

**THE CORPORATION OF THE TOWN OF TECUMSEH**

WHEREAS section 441.1 of the *Municipal Act, 2001* permits a local municipality to add any part of a fine for a commission of a provincial offence that is in default under section 69 of the *Provincial Offences Act* to the tax roll for any property in the local municipality for which all of the owners are responsible for paying the fine and collect it in the same manner as municipal taxes at the request of a municipality that has entered into a transfer agreement under Part X of the *Provincial Offences Act*;

AND WHEREAS The Corporation of the City of Windsor (the “Requesting Party”), The Corporation of the Town of Amherstburg, The Corporation of the Town of Essex, The Corporation of the Town of Kingsville, The Corporation of the Town of Lakeshore, The Corporation of the Town of LaSalle, The Corporation of the Municipality of Leamington, The Corporation of the Township of Pelee and The Corporation of the Town of Tecumseh (collectively, the “Municipalities”, and each one of them a “Municipality”) wish to formalize arrangements so that they may add defaulted fines to tax rolls in their respective municipalities at each other's request and appropriately share any collected revenue;

NOW THEREFORE the Municipalities agree as follows:

### **Requests**

1. Subject to applicable law, the Requesting Municipality may request that another Municipality (the “Tax Rolling Municipality”) add any part of a fine for a commission of a provincial offence that is

in default under section 69 of the *Provincial Offences Act* (the “Defaulted Fine”) to the tax roll for any property in the Tax Rolling Municipality for which all of the owners are responsible for paying the Defaulted Fine may do so by providing the Tax Rolling Municipality with a completed copy of a request form to add to tax roll, a copy of which is attached hereto as Schedule “A”.

2. A Tax Rolling Municipality that receives a request from the Requesting Municipality to add to its tax roll any part of a Defaulted Fine shall add the amount to the tax roll of any property within its municipal boundaries for which the Tax Rolling Municipality confirms that all of the owners are responsible for paying the Defaulted Fine (the “Defaulting Property Owners”).

### **Payments, Fees and Interest**

3. A Tax Rolling Municipality may add any fee to the tax roll that the Tax Rolling Municipality charges under its by-law for adding amounts to the tax roll and may charge any interest that the Tax Rolling Municipality charges under its by-law for amounts collected in the same manner as municipal taxes.

4. The Tax Rolling Municipality shall, within 14 days of adding the Defaulted Fine to the tax roll, provide written notice to the Defaulting Property Owners, of the amount added to the tax roll, and of any fees and interest that may accrue under the Tax Rolling Municipality's by-law.

5. The Tax Rolling Municipality shall review tax rolled accounts monthly to report and remit any fine amounts paid to the Requesting Municipality.

6. The Requesting Municipality shall review tax rolled accounts monthly to report fine amounts paid which may be removed from the tax roll.

7. The Tax Rolling Municipality may retain any of its fees charged for adding the amount to the tax roll and may retain any of its interest charges on the amount.

### **Recovery and Short-fall**

8. A Tax Rolling Municipality may apply amounts it receives on behalf of the Defaulting Property Owners or through a tax sale to outstanding property taxes, fine amounts and other charges on the tax roll in accordance with applicable legislation and with the Tax Rolling Municipality's by-laws and policies.

9. If the Requesting Municipality receives any payment for a Defaulting Fine after receiving payment for the Defaulted Fine from a Tax Rolling Municipality, the Requesting Municipality shall pay the amount to the Tax Rolling Municipality and the Tax Rolling Municipality shall apply the payment to the amount tax rolled.

### **Accounting**

10. The Municipalities shall maintain detailed and accurate accounts, records, books and data of all financial transactions undertaken by it pursuant to this Agreement for the current year, and at least the six (6) previous years, prepared in accordance with generally accepted accounting principles. Such records shall be available for

review or audit by any Municipality, during the term of the Agreement and for four years following the termination of this Agreement.

### **Errors and Omissions and Indemnity**

11. In the event that there is an error, inaccuracy or omission in any information provided under this Agreement, including but not limited to a transaction, report or notice, the Requesting Party or the Municipality responsible for the error, inaccuracy or omission (the “Responsible Municipality”) shall correct the transaction, report or notice and shall within ten (10) days of making such correction, provide written notice of such correction to every other Municipality or property owner affected by the error, report or notice. In no event will any Municipality other than the Responsible Municipality be liable or responsible for any damages resulting from the errors, inaccuracies or omissions of the Responsible Municipality.
12. The Responsible Municipality will at all times defend, indemnify and save harmless all other Municipalities from and against all actions, proceedings, claims, demands, losses, costs, damages and expenses of whatever nature which may be brought against or suffered by another Municipality, or which any other Municipality may incur, sustain or properly pay as a result either directly or indirectly of the error, inaccuracy or omission caused by the Responsible Municipality in accordance with this Agreement.

### **Notice**

13. Any notice required in this Agreement shall be in writing and shall be effective if:

- (a) delivered personally;
- (b) sent by mail; or
- (c) sent by facsimile or e-mail.

Notice shall be effective upon personal delivery; on the fifth (5<sup>th</sup>) day following the date of mailing; or upon receipt of delivery notice if by email.

14. All notices and other communications shall be given to the parties at the following addresses:

#### **The Corporation of the City of Windsor**

The Corporation of the City of Windsor  
Property Tax Clerk  
350 City Hall Square West, 1<sup>st</sup> Floor  
Windsor, Ontario N9A 6S1

#### **The Corporation of the Town of Amherstburg**

The Corporation of the Town of Amherstburg  
Supervisor of Revenue  
271 Sandwich Street South  
Amherstburg, Ontario N9V 2A5

**The Corporation of the Town of Essex**

The Corporation of Town of Essex  
Leader – Taxation & Tax Collection  
33 Talbot Street South  
Essex, Ontario N8M 1Y6

**The Corporation of the Town of Kingsville**

The Corporation of Town of Kingsville  
Tax Collector  
2021 Division Road North  
Kingsville, Ontario N9Y 2Y9

**The Corporation of the Town of Lakeshore**

The Corporation of the Town of Lakeshore  
Manager of Revenue  
419 Notre Dame Street  
Belle River, Ontario N0R 1A0

**The Corporation of the Town of LaSalle**

The Corporation of the Town of LaSalle  
Supervisor of Revenue  
5950 Malden Road  
LaSalle, Ontario N9H 1S4

**The Corporation of the Municipality of Leamington**

The Corporation of the Municipality of Leamington  
Property Tax Specialist  
111 Erie Street North  
Leamington, Ontario N8H 2Z9

**The Corporation of the Township of Pelee**

The Corporation of Township of Pelee  
Deputy Treasurer  
1045 West Shore Road  
Pelee Island, Ontario N0R 1M0

**The Corporation of the Town of Tecumseh**

The Corporation of Town of Tecumseh  
Deputy Treasurer & Tax Collector  
917 Lesperance Road  
Tecumseh, Ontario N8N 1W9

15. A Municipality may change any particulars of its address for notice by written notice to the other Municipalities.

### **Counterparts**

16. This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original and each of which together shall constitute one and the same instrument. To evidence its execution of an original counterpart of this Agreement, a Municipality may send a copy of its original signature on the execution page hereof to the other Municipalities by facsimile transmission and such transmission shall constitute delivery of an executed copy of this Agreement to the receiving Municipalities as of the date of receipt thereof by the receiving Municipalities or such other date as may be specified by the sending Municipality as part of such transmission.

### **Termination**

17. This Agreement shall continue as long as the arrangement provided for is permitted by provincial legislation.

18. A Municipality may terminate its participation in this Agreement for convenience by providing thirty days (30) written notice to the other Municipalities.

19. Any amounts that are added to the tax roll for any property pursuant to this Agreement prior to the date of termination shall continue to be owed to the Requesting Municipality after termination of this Agreement. For greater certainty, the rights and obligations under section 5 and section 9 shall survive upon termination of this Agreement.

IN WITNESS WHEREOF the Municipalities have caused this Agreement to be executed as of the above indicated date.

**The Corporation of the City of Windsor**

\_\_\_\_\_  
Name  
Position  
I have authority to bind the Corporation

**The Corporation of the Town of Amherstburg**

\_\_\_\_\_  
Name  
Position  
I have authority to bind the Corporation

**The Corporation of the Town of Essex**

\_\_\_\_\_  
Name  
Position  
I have authority to bind the Corporation

**The Corporation of the Town of Kingsville**

\_\_\_\_\_  
Name  
Position  
I have authority to bind the Corporation

**The Corporation of the Town of Lakeshore**

\_\_\_\_\_  
Name  
Position  
I have authority to bind the Corporation

**The Corporation of the Town of LaSalle**

\_\_\_\_\_  
Name  
Position  
I have authority to bind the Corporation

**The Corporation of the Municipality of Leamington**

\_\_\_\_\_  
Name  
Position  
I have authority to bind the Corporation

**The Corporation of the Township of Pelee**

\_\_\_\_\_  
Name  
Position  
I have authority to bind the Corporation

**The Corporation of the Town of Tecumseh**

\_\_\_\_\_  
Name  
Position  
I have authority to bind the Corporation

## Request Form to Add to Tax Roll

Submission Date:

# of Accounts:

**Property Tax Admin Fee: 0.00**

Please forward all payments (partial or full) to the following address:

76





# THE CORPORATION OF THE TOWN OF TECUMSEH

Parks and Recreation Services  
Report No. 30/16

**TO:** Mayor and Members of Council

**FROM:** Casey Colthurst, Manager Parks and Horticulture

**DATE:** November 17, 2016

**DATE TO COUNCIL:** December 13, 2016

**SUBJECT:** Parks Five (5) Year Capital Projects

## **RECOMMENDATIONS**

It is recommended that:

1. Council approve the following park development, reforestation and trail development projects for 2017 with associated funding:

		Previously Approved	Requested for 2017	Total Costs
<b>Park Development</b>				
1	Soccer artificial turf at L'Esson		\$ 1,200,000	\$ 1,200,000
2	McAuliffe Park - artificial turf		\$ 500,000	\$ 500,000
3	Lakewood North - boardwalk replacement		\$ 20,000	\$ 20,000
4	Sports field top dressing and overseeding		\$ 15,000	\$ 15,000
5	Park bench replacements		\$ 15,000	\$ 15,000
6	St Mary's concession roof replacement		\$ 10,000	\$ 10,000
7	Park sign replacements - various parks		\$ 15,000	\$ 15,000
8	Basketball post replacement - various parks		\$ 10,000	\$ 10,000
9	Lacasse washroom update		\$ 6,000	\$ 6,000
10	Lacasse grandstand inspection		\$ 10,000	\$ 10,000
11	McAuliffe power upgrade		\$ 20,000	\$ 20,000
12	Riverside Dr & Kensington parkette development		\$ 30,000	\$ 30,000
13	In ground garbage containers		\$ 20,000	\$ 20,000
14	Install manufactured wood chips under play sets		\$ 15,000	\$ 15,000
15	Annual project allocations TBD	\$	\$ 10,000	\$ 10,000
16	Parks, Recreation & Trails - Master Plan update CFW	\$ 75,000		\$ 75,000
17	P R & T Master Plan contingency CFW	\$ 20,000		\$ 20,000
18	Lakewood North – historical storyboard installation CFW	\$ 10,000		\$ 10,000
19	Weston - tennis court refurbishing CFW	\$ 30,000		\$ 30,000
20	Little River - baseball backstop replacement CFW	\$ 15,000		\$ 15,000
21	Sportsplex Study Plan CFW	\$ 135,500		\$ 135,500
	Sub-total	\$ 285,500	\$ 1,896,000	\$ 2,181,500
	Grants		\$ 850,000	\$ 850,000
	Conseil Scolaire Catholique Providence		\$ 300,000	\$ 300,000
	Infrastructure Reserve		\$ 30,000	\$ 30,000
	Buildings LC Reserve		\$ 10,000	\$ 10,000
	<b>Park Development Lifecycle Reserve</b>	<b>\$ 285,500</b>	<b>\$ 706,000</b>	<b>\$ 991,500</b>

		Previously Approved	Requested for 2017	Total Costs
<b>Reforestation</b>				
1	Tree Planting	\$	\$ 30,000	\$ 30,000
	<b>Reforestation Lifecycle Reserve</b>	\$ -	\$ 30,000	\$ 30,000
		Previously Approved	Requested for 2017	Total Costs
<b>Trails</b>				
1	Trail along County Road 34 from Malden Rd to school	\$	\$ 30,000	\$ 30,000
	<b>Trails Lifecycle Reserve</b>	\$ -	\$ 30,000	\$ 30,000
<b>Grand Total Costs</b>		\$ 285,500	\$ 766,000	\$ 1,051,500

2. Council adopt:
  - a) Appendix A Town of Tecumseh 2017 – 2021 Park Development Five (5) Year Capital Project Expenditure Forecast
  - b) Appendix B Town of Tecumseh 2017 – 2021 Reforestation Five (5) Year Capital Project Expenditure Forecast
  - c) Appendix C Town of Tecumseh 2017 – 2021 Trails Five (5) Year Capital Project Expenditure Forecast

## **BACKGROUND**

The above noted projects are intended to upgrade existing parks and to develop playgrounds that are most in need of improvements. The objective is to deliver high quality park amenities at a consistent level throughout the Town. Proposed projects reflect needs identified in the Parks and Recreation Master Plan completed in 2008, as well as consultations with various individual park users and formal user groups such as Tecumseh Minor Baseball, Tecumseh Minor Soccer, and St. Mary's Athletic Association.

Funding for the Parks & Recreation Master Plan was approved in 2016 - \$75,000 for the Master Plan and \$20,000 for contingency. The projected completion date is June 2017.

Lakewood Park North Story Board background information work has commenced. This project will be completed in 2017.

Weston Tennis Court refurbishment has been awarded. Unfortunately the work was not completed due to contractors' scheduling conflicts and has been rescheduled for completion in April 2017.

Little River Backstop was approved to be replaced in the 2016 Parks Lifecycle. The contract to refurbish the backstop has been awarded and is scheduled to be completed in April 2017.

Sportsplex Study Plan was completed in 2016. The carry over funding request is to allow for continued development of the business plan as required in 2017, in order to keep the project moving forward.

The proposed improvements beyond 2017 will be revisited annually and may be adjusted based on new information becoming available. User groups may present new requests and field assessments may determine that the proposed improvements can be delayed. For example, proposed playset replacements on a 20 year cycle will only be implemented if detailed inspections can justify the

replacements. If the equipment is still in good repair and does not pose any safety concerns, the replacement will be delayed, or alternative improvements will be proposed.

## **COMMENTS**

The following are identified for improvements under the proposed five (5) year Capital Plan:

### **PARKS DEVELOPMENTS 2017 - 2021**

#### **Section 1 – Multi-Year Program Expenditures**

Lakewood North – Boardwalk Repairs - 2017 to 2018 \$20,000

- The boardwalk along the breakwall in Lakewood was installed as part of the original construction of the park in 2012. Since that time, a number of boards in the boardwalk have cracked and rotted, posing a tripping hazard. Sections of the boardwalk will be replaced to ensure a safe walking experience for users of the park. This is year 2 of the 3 year \$60,000 replacement project.

Various Park – Park Bench Replacement and Installations - 2016 to 2020 \$15,000

- A number of benches in various parks have reached the end of their useful lives and need to be replaced. This is year 2 of a 5 year \$70,000 (\$10,000 in 2016 and \$15,000 for 2017 to 2020) plan with all of the required benches to be replaced by 2020. As well, new benches will be installed where necessary. Expect to replace/add up to 70 benches.

Sports Fields Top Dressing and Over Seeding - Annual Ongoing Allocation \$15,000

- With the elimination of pesticides for the control of weeds in turf areas, the Town now relies on cultural practices to maintain and enhance the sports fields in Town. The Parks department has acquired additional equipment to carry out these cultural practices such as the application of sand, compost and topsoil to level the fields, as well as over seeding to improve the thickness of the turf. All of the sports fields used by Soccer and Baseball will be treated as required to keep them in excellent playing condition.

Basketball Post Replacement – Various Parks - 2017 to 2018 \$10,000

- A number of park basketball poles and backboards are in need of replacement to continue to allow park users the opportunity to play the sport of basketball outside; the project proposes replacement of 10 poles, and 10 backboards. Planned two year \$20,000 program.

In Ground Garbage Containers - 2017 to 2020 \$20,000

- Currently in the majority of the larger parks and sports fields, red stand-alone garbage containers are used. These containers have a small storage capacity and are in need of daily attention. In addition the cans can be kicked or blown over causing garbage to be scattered through the parks which in turn requires additional labour for cleanup. The proposed containers are installed underground, have a larger storage capacity, cannot be kicked or blown over, do not require daily emptying and thus help keep the park clean and mostly garbage free.
- Expect to install 25 - 30 containers over the 4 year \$80,000 proposed expenditure.

Various Park – Install Manufactured Wood Chips under Play Sets - 2017 to 2020 \$15,000

- 15 of our park playgrounds have pea stone underneath the equipment as the fall protection material. This was quite common in the parks industry when the Town's playsets were installed. Current standards require the protection surface to be accessible. Therefore the replacement of existing pea stone with manufactured wood chips is recommended to meet current standards, provide the required fall protection, and present a cleaner look. It must be noted that all new installations use the manufactured wood chips or rubber surface. The replacement is expected to take 4 years at an annual cost of \$15,000 which is \$60,000 total project.

Annual Project Allocation - (\$10,000 in 2017 and \$80,000 for 2018 to 2021) \$80,000

- The requested funding will allow the parks department to address smaller issues that come up during the course of the year, such as an emergency replacement of a swing set, unforeseen small drainage work, etc.
- During the course of the year, equipment can break down and require replacement. As well, annual inspections may reveal equipment that has failed. The requested funding allows for an annual allocation for such requirements. This funding and the determined infrastructure/equipment replacement will be reviewed annually and recommendation will be detailed in that year's annual lifecycle report for Council approval.

Splash Pad – Site to be Determined - 2018 to 2020 \$250,000

- The 2008 Parks Master Plan identified the need for one splash pad to be added to the parks inventory by 2018. An update to the 2008 Parks Master Plan will be undertaken in 2017 and one of the directives in the report will be determining the location of the first splash pad installation. It is recommended that a total of 3 splash pads of approximately \$250,000 each will be required over the years 2018 to 2020.
- The forecasts include being able to fund raise \$50,000 for each splash pad.

Lakewood – Implementation of Master Plan - 2019 to 2020 \$150,000

- This is a placeholder for implementing the design concept for Lakewood Park. Specific projects and timing will be developed as part of the 2017 Parks, Recreation and Trails – Master Plan update. \$150,000 has been included for both 2019 and 2020.

## Section 2 – Periodic Program Expenditures

### Park Improvements - 2017

Soccer Fields Artificial Turf at L'Essor High School \$1,200,000

- L'Essor High School is considering installation of artificial turf on the soccer/football field; estimated construction cost approximately \$1,200,000, behind the L'Essor High School for use by the school board to support its programs. The school would like to create a unique partnership between the school board, the soccer club, and the Town to enhance usability of this field.
- The demand for usable soccer fields has been steadily increasing over a number of years as more and more young children take up the sport. At present, the number of soccer fields made available by the Town has reached the maximum. A serious concern in the maintenance of

these fields is use during inclement weather. The tremendous demand of the fields does not allow the turf to recover between uses. Therefore Administration is recommending consideration of participation in this endeavour.

- A Canada 150 Grant has been submitted by the Town of Tecumseh and should the grant be approved the funding would be allocated as follows: Canada 150 Grant Program \$600,000; Conseil Scolaire Catholique Providence \$300,000; Town of Tecumseh \$300,000.

McAuliffe Park – Artificial turf \$500,000

- The proposed future Multi-Use Sportsplex location has been designated to be to the east of the Tecumseh Arena on the Hebert Field Baseball Diamond. As a result of this Tecumseh Minor Ball will be losing a Bantam/Midget ball diamond. Currently the Town does not have any property to replace this diamond. At McAuliffe Park there is a Bantam/Midget lit ball diamond that will require upgrading to make it playable to help accommodate the loss of Hebert Field.
- The Town of Tecumseh is eligible to apply under the Trillium Provincial Canada 150 program. An application has been submitted to this program for 50% funding of the total estimated cost of \$500,000 to replace the dirt infield with an artificial playing surface, replace the backstop and required fencing. This will make the field playable under most spring/summer weather conditions, and allow for multiple users on the field. The project will only move forward in 2017 if the grant application is successful.

St Mary's Concession Roof Replacement \$10,000

- The roof on the concession and washroom building is in a state of disrepair and in need of replacement.
- This replacement will be funded from the Building LC Reserve.

Park Sign Replacement – Various Parks \$15,000

- 5 park signs are in need of replacement. One example is the sign at Weston Park which is an old style sign that needs to be replaced with one of our new signs. Other signs in Town are faded and require replacement.

Lacasse Washroom Upgrades \$6,000

- The fixtures in the Lacasse washroom for both men and women need to be replaced; they are consistently in need of repairs, and parts for old toilets are hard to find.

Lacasse Grandstand Inspection \$10,000

- The Grandstands at Lacasse Park are showing signs of their age, it is recommended that a structural inspection be undertaken in 2017 to provide an engineer's report on the condition of the stands and provide recommendations as to what should be done to keep them usable.

McAuliffe Park Power Upgrade \$20,000

- In 2016 the Optimist Club hosted a Family Fun Fair at McAuliffe Park and it was noted during setup that the park lacked power outlets in numerous locations that caused a number of issues with the equipment. This funding request will allow for the placement of required power outlets

to provide adequate plugs for future events held at McAuliffe.

Riverside Drive & Kensington Parkette Development

\$30,000

- The little Parkette at the corner of Riverside Drive and Kensington is looking tired and is in need of upgrades. This Parkette is located in a prominent location and is used regularly by the local residents as a stopping location for those using the trail.

**Parks Improvements – 2018**

Lakewood – New Pavilion and Patio

\$400,000

- The design concept for Lakewood was approved by Town Council in 2013. The plan highlighted a number of capital improvements that were raised during the public consultation process. A number of these improvements will have been completed by 2019 with funding from other sources, such as the trail construction and bridge installations in 2016.
- A community gathering area located in the active zone of the park was the most popular item raised by project participants. This gathering area should include a large pavilion and adjacent patio area to be utilized for larger social gatherings. The pavilion would be actively utilized during formal Town functions, as well as being offered for private use by rental groups. Once constructed, the new pavilion is projected to satisfy the needs for pavilion rentals currently filled by the pavilion at the back of Lacasse, which is nearing its life expectancy and will be in need of replacement.
- A number of additional improvements are highlighted in the Dialog plan and it is recommended that these amenities be included in the updated Parks and Recreation Master Plan that will be undertaken in 2017. The Master Plan will provide a clear understanding of the total funding required for improvements to the entire parks inventory, and specifically what the Lakewood priorities will be. Some of the larger capital expenditures could include improvements to the park gateway and festival area, and possible construction of a new amphitheater and community building.
- The forecasts include being able to fund raise \$100,000.

Electronic Sign – Lakewood Park      \$75,000

- As Lakewood Park continues to develop, a large number of events and activities will take place on a weekly basis at the park. A programmable electronic sign will be a great communication tool to not only advertise the park's activities but also promote other Town events, i.e. Christmas in Tecumseh, Coffee House, etc. in a high-traffic area.

**Parks Improvements – 2019**

Green Acres – Replacement of Playset

\$200,000

- The large playset in Green Acres will have reached the end of its useful life and will be in need of replacement.

## **Parks Improvements – 2020**

Dorset and Dresden – Replacement of Playsets \$50,000

- The playsets in Dorset and Dresden will have reached the end of their useful lives and will be in need of replacement.

## **REFORESTATION 2017 - 2021**

### **Reforestation – 2017 to 2021**

Tree Planting \$30,000

- New trees will be planted to replace all of the trees removed throughout the Town, as well as in response to individual requests from homeowners wishing to have a tree planted on the right-of-way in front of their house. Additional trees will be planted in various parks to expand the available forest cover. This will be an ongoing annual planting program, modified to meet the needs identified in the town-wide tree inventory.

## **TRAILS 2017 - 2021**

### **Trails – 2017**

St. Mary's Trail – from County Road 34 from Malden to school \$30,000

- A new section of trail will be constructed on the north side of County Road 34 in order to improve access from Malden road easterly to the school.

### **Trails – 2018 to 2021**

This lifecycle reserve was set up to fund trails. The Town's Parks and Recreation Master Plan along with a number of other policy documents identifies a trail network that is proposed to be constructed throughout the Town. At present, the \$50,000 annual contribution doesn't adequately fund the construction of new trails outside of parks as linkages between key destinations, thereby delaying the completion of a trail network for a protracted period of time. By way of example, the cost to install the path on Malden Road was \$160,000 (excluding the bridge crossing) or greater than three times the annual allocation. No projects beyond 2017 are being presented at this time in order to build up the total reserve amount. Trails have been included as one of the project categories for funding from the New Infrastructure Levy. In 2017 a Trails Master Plan will be completed and presented to Council for approval. This will include a long range implementation strategy.

Administration is reviewing alternatives to address issues related to trails & pathways including maintenance and funding responsibilities for:

- The construction of existing trail extensions and future connections recommended in the Strategic Master Plan for Parks and Recreation Services as the means to achieving a trails foundation or spine;
- Implementation of trail projects included in the County Wide Active Transportation Study (CWATS);
- Existing trail and pathway maintenance and enhancement;
- General expansion of the trail and pathway system; and

- The Strategic Master Plan for Parks and Recreation contained a recommendation that there is a need to resolve assignment of responsibility and funding allocation for trail location, design and maintenance between Parks and Recreation Services (where trails are not located in the road right-of-way) and Public Works and Environmental Services (where trails are located in the road right-of-way).

## **SUMMARY**

Administration recommends that Council approve the above Parks, Trails and Reforestation 5 year Capital Improvement and Renovation Projects.

## **CONSULTATIONS**

Director Financial Services & Treasurer  
Director Planning & Building Services  
Director Public Works & Environmental Services

## **FINANCIAL IMPLICATIONS**

Project costs have been outlined throughout the Comments section. Where project specific revenues, other than lifecycle allocations, are anticipated they have been noted in the project write-up. The balance of funds required for Park Development, Reforestation and Trails are generally funded from lifecycle reserves as outlined in the attached Appendices.

Projects proposed for Council consideration are limited by LC balances available. The adequacy of annual LC contributions is reviewed regularly. As indicated above funding for Trails is inadequate for doing anything more than minimal new construction and will be considered for funding as part of the ongoing NIL program. Based on the works proposed the Park Development Reserve will be in a deficit position by the end of 2019.

The Parks LC allocations were established before the development of Lakewood Park commenced. As a result the projected improvements to Lakewood Park will create a shortfall in the Parks LC. Upon completion of the Parks & Recreation Master Plan administration will be able to provide Council with an updated Parks LC annual contribution figure, inclusive of Lakewood Park, and also some of the new emerging large cost amenities such as Splash Pads, for their consideration.



## **LINK TO STRATEGIC PRIORITIES**

No.	2015-16 Strategic Priorities	Applicable
1.	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.	✓
2.	Ensure that the Town of Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.	
3.	Integrate the principles of health and wellness into all of the Town of Tecumseh's plans and priorities.	✓
4.	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.	
5.	Demonstrate the Town's leadership role in the community by promoting good governance and community engagement, by bringing together organizations serving the Town and the region to pursue common goals.	

## **COMMUNICATIONS**

Not applicable ☒

Website ☐ Social Media ☐ News Release ☐ Local Newspaper ☐

This report has been reviewed by senior Administration as indicated below and recommended for submission by the CAO.

Prepared by:

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Casey Colthurst, RPF  
Manager Parks & Horticulture

Reviewed by:

Reviewed by:

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Paul Anthony, RRFA  
Director Parks & Recreation Services

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Luc Gagnon, CPA, CA, BMath  
Director Financial Services & Treasurer

Recommended by:

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Tony Haddad, MSA, CMO, CPFA  
Chief Administrative Officer

cc: Appendix A – 2017 - 2021 Park Development (5) year Capital Project Expenditure Forecast  
Appendix B – 2017 - 2021 Reforestation (5) year Capital Project Expenditure Forecast  
Appendix C – 2017 - 2021 Trails (5) year Capital Project Expenditure Forecast

## Appendix A – 2017 – 2021 Park Development Five (5) Year Capital Project Expenditure Forecast

### LC Park Development (1600)

	2017	2018	2019	2020	2021
Opening Balance	\$1,061,000	\$643,400	\$233,400	-\$111,600	-\$306,600
Budget allocation	\$310,000	\$340,000	\$350,000	\$350,000	\$350,000
Canada 150 Grant re Soccer Artificial Turf	\$600,000				
Contribution from School Board re Soccer Artificial Turf	\$300,000				
Canada 150 Grant re McAuliffe Park Sports Field	\$250,000				
Infrastructure Reserve re Sportsplex	\$72,810				
Buildings LC re: St. Mary's Concession Roof	\$10,000				
DC Reserve Fund re previously unfunded projects	\$198,400				
Fundraising - Lakewood Pavilion		\$100,000			
Fundraising - Splash Pad		\$50,000	\$50,000	\$50,000	
<b>Funds Available</b>	<b>\$2,802,210</b>	<b>\$1,133,400</b>	<b>\$633,400</b>	<b>\$288,400</b>	<b>\$43,400</b>
Tecumseh Town Centre playset (2013)	\$60,000				
Parks, Recreation & Trails Master Plan Update	\$55,000				
Parks & Recreation Master Plan Contingency CFW	\$20,000				
Lakewood North - Historical Storyboard Installation CFW	\$10,000				
Weston Park - Tennis Court Refurbishing CFW	\$30,000				
Little River - Backstop Replacement CFW	\$15,000				
Sportsplex study CFW	\$22,810				
Sportsplex - further development of plan CFW	\$50,000				
<b>Total Committed</b>	<b>\$262,810</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Balance Uncommitted</b>	<b>\$2,539,400</b>	<b>\$1,133,400</b>	<b>\$633,400</b>	<b>\$288,400</b>	<b>\$43,400</b>
Proposed - Lifecycle Expenditures	\$1,896,000	\$900,000	\$745,000	\$595,000	\$95,000
<b>Balance available</b>	<b>\$643,400</b>	<b>\$233,400</b>	<b>-\$111,600</b>	<b>-\$306,600</b>	<b>-\$51,600</b>

<b>Expenditure Forecast</b>	2017	2018	2019	2020	2021
Soccer Artificial Turf (Canada 150 Grant)	\$1,200,000				
McAuliffe Artificial Infield Turf	\$500,000				
Lakewood North Board Replacement	\$20,000	\$20,000			
Various - Park Bench Replacement and Installation	\$15,000	\$15,000	\$15,000	\$15,000	
Sports Fields Top Dressing Overseeding	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000
St. Mary's - Concession Roof Replacement	\$10,000				
Park Sign Replacements - various parks	\$15,000				
Basketball Post Replacement - various parks	\$10,000	\$10,000			
Lacasse Washroom update	\$6,000				
Lacasse Grandstand Inspection	\$10,000				
McAuliffe Power Upgrade	\$20,000				
Riverside & Kensington Parkette Development	\$30,000				
In Ground Garbage Containers	\$20,000	\$20,000	\$20,000	\$20,000	
Install Manufactured Wood Chips under Play Sets	\$15,000	\$15,000	\$15,000	\$15,000	
Annual Project Allocations TBD	\$10,000	\$80,000	\$80,000	\$80,000	\$80,000
Lakewood - New Pavilion & Patio		\$400,000			
Electronic Sign Lakewood Park		\$75,000			
Splash Pad - Site TBD through Master Plan		\$250,000	\$250,000	\$250,000	
Green Acres - Playset Replacement			\$200,000		
Dorset & Dresden - Playset Replacements				\$50,000	
Lakewood Park Master Plan Implementation			\$150,000	\$150,000	
	<b>\$1,896,000</b>	<b>\$900,000</b>	<b>\$745,000</b>	<b>\$595,000</b>	<b>\$95,000</b>

## Appendix B – 2017 - 2021 Reforestation Five (5) Year Capital Project Expenditure Forecast

### LC Reforestation (1560)

	2017	2018	2019	2020	2021
Opening Balance	\$131,798	\$131,798	\$131,798	\$131,798	\$131,798
Budget allocation	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000
Funds Available	\$161,798	\$161,798	\$161,798	\$161,798	\$161,798

Total Committed	\$0	\$0	\$0	\$0	\$0
Balance Uncommitted	\$161,798	\$161,798	\$161,798	\$161,798	\$161,798
Proposed - Lifecycle Expenditures	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000
Balance available	\$131,798	\$131,798	\$131,798	\$131,798	\$131,798

### Expenditure Forecast

	2017	2018	2019	2020	2021
Tree Planting	\$30,000	\$30,000	\$30,000	\$ 30,000	\$ 30,000
	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000

## Appendix C – 2017 - 2021 Trails Five (5) Year Capital Project Expenditure Forecast

### LCTrails (1640)

	2017	2018	2019	2020	2021
Opening Balance	\$93,860	\$113,860	\$163,860	\$213,860	\$263,860
Budget allocation	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
Funds Available	\$143,860	\$163,860	\$213,860	\$263,860	\$313,860
Total Committed	\$0	\$0	\$0	\$0	\$0
Balance Uncommitted	\$143,860	\$163,860	\$213,860	\$263,860	\$313,860
Proposed - Lifecycle Expenditures	\$30,000	\$0	\$0	\$0	\$0
Balance available	\$113,860	\$163,860	\$213,860	\$263,860	\$313,860

### Expenditure Forecast

	2017	2018	2019	2020	2021
St. Mary's Trail - on County Rd 34 from Malden to school	\$30,000				
	\$30,000	\$0	\$0	\$0	\$0



# THE CORPORATION OF THE TOWN OF TECUMSEH

## Parks and Recreation Services

Report No. 31/16

**TO:** Mayor and Members of Council

**FROM:** Ray Hammond Facilities Manager

**DATE:** November 19, 2016

**DATE TO COUNCIL:** December 13, 2016

**SUBJECT:** Arena/Pool Five (5) Year Capital Projects

### RECOMMENDATIONS

It is recommended that:

1. The following renovations and repairs to Municipal Facilities be approved for 2017:

	Previously Approved	Requested for 2017	Total Costs
<b>Arena</b>			
1 Hot Water pre-heater (De-super heater)	\$ 60,000		\$ 60,000
2 Rink A & Rink B Air Quality Control System	\$ 50,000		\$ 50,000
3 Dressing Room 11 refurbishment	\$ 15,000		\$ 15,000
4 Building Environment Control System	\$	\$ 35,000	\$ 35,000
5 Roof Top Unit Replacement	\$	\$ 40,000	\$ 40,000
6 Brine System Filters		\$ 10,000	\$ 10,000
Sub-total	\$ 125,000	\$ 85,000	\$ 210,000
			\$ -
<b>Arena Lifecycle Reserve</b>	\$ 125,000	\$ 85,000	\$ 210,000
	Previously Approved	Requested for 2017	Total Costs
<b>Pool</b>			
1 Sun Shade Shelter	\$ 30,000	\$ 10,000	\$ 40,000
<b>Pool Lifecycle Reserve</b>	\$ 30,000	\$ 10,000	\$ 40,000

2. The following be adopted:
  - a) Appendix A Town of Tecumseh 2017-2021 Arena (5) year Capital Project Expenditure Forecast
  - b) Appendix B Town of Tecumseh 2017-2021 Pool (5) year Capital Project Expenditure Forecast

## **BACKGROUND**

The above noted projects are intended to upgrade the existing facilities and to make the operation of the Arena and Pool safer for participants and visitors to the facilities, as well as following the direction of lowering the gas and electrical utilities used in the facilities.

The de-super heater was approved in the 2015 Arena Lifecycle request; however, due to Technical Standards & Safety Authority (TSSA) certification requirements, the project had to be deferred until certification was obtained. It was anticipated the approvals would be confirmed in 2016; however TSSA did not make certification available in 2016. It is hoped that these approvals will come in 2017.

The air quality control system was approved in the 2016 Arena Lifecycle request; however, due to discrepancies in the process, the project had to be deferred until 2017 to ensure accuracy of the requirements of the project can be accomplished. It is anticipated this project will be completed in the first quarter of 2017.

The refurbishment of dressing room 11 was approved in the 2016 request. It was anticipated that a Junior Hockey Club was going to make the Tecumseh Arena their home. It will be an added feature for the operation to have this room available for special events even if a Junior Club does not move in.

The sun shade shelter for spectator viewing at the pool was approved in the 2016 request. A detailed design or structure could not be finalized prior to the start of the 2016 swim season. The project had to be deferred to 2017 to secure the proper design and set up for these shade features.

The proposed improvements beyond 2018 will be revisited annually and may be adjusted based on new information becoming available:

- User group new requests
- Facility assessments changing priorities. For example, proposed equipment replacements on a 20-year cycle will only be implemented if detailed inspections justify the replacements. If the equipment is still in good condition and does not pose any safety concerns, the replacement will be delayed, or alternative improvements will be proposed.

## **COMMENTS**

The following are identified for improvements under the proposed five (5) year Capital Plan:

### **ARENA 2017 - 2021**

#### **Arena – 2017**

Building Environmental Control System	\$35,000
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- A Building Automation System would consist of a computer mechanism that would control the operation of the building environmental system, i.e. rooftop heating and cooling units (HVAC Units).
- In the 2013 Facility Energy Audit it was recognized that the HVAC units of the entire facility account for approximately 26% of the total electrical consumption of the building. It was recommended that a Building Automation System be considered for the operation of these HVAC units. The audit identified that a conservative estimated savings of 35% for the electrical consumption of the HVAC units could easily be achieved with an automation system.
- Administration will investigate possible funding i.e. energy grants for this project.

Replacement Roof Top HVAC Units (2) \$40,000

- The replacement of the roof top HVAC units would lower maintenance costs. The units are constantly having major components replaced through regular maintenance, due to individual lifespan of these components. The newer units would lower utility costs and maximize the building's potential in both long and short term sustainability and profitability.
- In the 2013 Audit it was noted that these units also make up 66% of the gas utility use of the facility. In Communication with the present HVAC service contractor it is expected that modern HVAC units, on average, use approximately 15% less gas to operate. With the electrical saving of a building automation system, and the reference from our HVAC service contractor there should be savings on the overall operation of these units.
- Administration will investigate all possible funding opportunities through the local power authority.

Brine System Filters \$10,000

- In the most recent annual brine analysis performed in the fall of 2016, due to the age of the brine solution and the evidence of contaminants, it was recommended to have filters installed to each rink's brine circulation system. These contaminants, if not cleaned from the system, can damage the system and the possible replacement of the entire system could exist. These filters would clean the brine solution and extend the lifecycle of each circulation system and the piping under both floors for the ice surface cooling process.

**Arena – 2018**

Replacement Spectator Protective Netting for Both Rinks \$18,000

- This netting is past its life expectancy. It was installed in 2006 and has a ten (10) year life expectancy. For the safety of our spectators, it is recommended that this netting be replaced.

Replacement Airwise Roof Top Unit for back Dressing Rooms \$45,000

- The Airwise Roof Top Unit heats the back portion of the arena dressing room area. The unit will be able to be linked to the Building Management System that should be installed in 2017. This would be another measure to reduce the energy consumption in the Arena. This current unit was installed in 1997 and has reached its life expectancy and is in need of replacement with a more energy efficient model.

**Arena – 2019 - 2021**

Annual General Lifecycle Repairs \$30,000

- Annually, a number of smaller unexpected equipment infrastructures may fail and would need replacement. The requested funding allows for an annual allocation for such requirements. This funding and the determined equipment replacement will be reviewed annually and the actual recommendation will be detailed in that year's annual lifecycle report for Council approval.



## **TECUMSEH LEISURE POOL 2017 - 2021**

### **Pool – 2017**

Sunshade Shelters for Viewers \$40,000

- \$30,000 approved in the 2016 Pool Lifecycle, additional \$10,000 is required due to pricing for these shelters coming in above original estimated value.

### **Pool – 2018**

Remodel Guard Room \$10,000

- The Guard Room is outdated and in need of remodelling. As our programs have grown over the past number of years, staffing levels have also increased and the current setup is overcrowded. It is proposed that the renovations will make the area more functional, meet provincial standards for accessibility, and make it more user friendly for staff. Currently the layout does not take advantage of the space and, as well, a number of areas are not usable due to constraints. The renovations will ensure the allocated space will be well used.

Upgrade Spray Features \$40,000

- The current spray features are reaching their life expectancy and will require replacement. Water and splash play is a key part of recreational play experience. As the current features are in need of replacement it is important the new features are age appropriate and will provide visitors with a memorable experience. Splash pads play an important role as an alternative to swimming pools, and must provide users with a positive experience so they want to come back.

### **Pool – 2019**

Rebuild Sand Filters \$20,000

- These filters were rebuilt in 2010 as part of the Rink grant renovations. The exterior body of these filters are original, and will have reached their life expectancy. The filters will be inspected in 2018 and a recommendation to replace or rebuild based on the inspection findings will be made in the 2019 lifecycle capital request report.

### **Pool – 2020**

Replace Pumps and Motors \$20,000

- Numerous pumps and motors are nearing the end of their life expectancy and will be in need of replacement. Replacing the pumps and motors should reduce energy consumption due to advancements being made in the technology and efficiency of these motors over time.

### **Pool – 2021**

Annual General Lifecycle Repairs \$20,000

- Annually, a number of smaller unexpected equipment infrastructures may fail and need replacement. The requested funding allows for an annual allocation for such requirements. This funding and the determined equipment replacement will be reviewed annually and the actual recommendation will be detailed in that year's annual lifecycle report for Council approval.

## **CONSULTATIONS**

Director Financial Services & Treasurer

## **FINANCIAL IMPLICATIONS**

Project costs have been outlined throughout the Comments section. The funds required for Arena and Pool are generally funded from lifecycle reserves as outlined in the attached Appendices.

Projects proposed for Council consideration are limited by LC balances available. The adequacy of annual LC contributions is reviewed regularly. A recommendation to increase Arena and Pool lifecycles annual contribution to include the new equipment/fixtures proposed in 2017 LC requests is not being made with this report.

Administration will be undertaking a comprehensive review of both the Arena and Pool LC in 2017 to ensure the current approved allocation is sufficient to meet the needs of both facilities. Upon the completion of the review a report will be presented to Council for their consideration should the current allocation be deemed as insufficient and require adjustment.

## **LINK TO STRATEGIC PRIORITIES**

No.	2015-16 Strategic Priorities	Applicable
1.	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.	✓
2.	Ensure that the Town of Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.	✓
3.	Integrate the principles of health and wellness into all of the Town of Tecumseh's plans and priorities.	✓
4.	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.	✓
5.	Demonstrate the Town's leadership role in the community by promoting good governance and community engagement, by bringing together organizations serving the Town and the region to pursue common goals.	

## **COMMUNICATIONS**

Not applicable ☒

Website ☐ Social Media ☐ News Release ☐ Local Newspaper ☐

This report has been reviewed by senior Administration as indicated below and recommended for submission by the CAO.

Prepared by:

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Ray Hammond, RRFO, CARPT  
Facilities Manager

Reviewed by:

Reviewed by:

---

Paul Anthony RRFA  
Director Parks & Recreation Services

---

Luc Gagnon CPA, CA Math  
Director Financial Services & Treasurer

Recommended by:

---

Tony Haddad, MSA, CMO, CPFA  
Chief Administrative Officer

Attachment(s): Appendix A – 2017 - 2021 Arena (5) year Capital Project Expenditure Forecast  
Appendix B – 2017 - 2021 Pool (5) year Capital Project Expenditure Forecast

RH.

## Appendix A – 2017 - 2021 Arena (5) year Capital Project Expenditure Forecast

<b>LC Arena (1580)</b>	2017	2018	2019	2020	2021
Opening Balance	\$ 787,000	\$ 732,000	\$ 835,000	\$ 982,000	\$ 1,129,000
Budget allocation	\$ 118,000	\$ 129,000	\$ 140,000	\$ 140,000	\$ 140,000
Ice Capital Surcharge	\$ 23,000	\$ 23,000	\$ 23,000	\$ 23,000	\$ 23,000
Training Room net proceeds	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000
Funds Available	\$ 942,000	\$ 898,000	\$ 1,012,000	\$ 1,159,000	\$ 1,306,000
De-superheater water heater	\$ 60,000				
Rink A & B - air quality control system	\$ 50,000				
Dressing Room 11 - refurbish	\$ 15,000				
Total Committed	\$ 125,000	\$ -	\$ -	\$ -	\$ -
Balance Uncommitted	\$ 817,000	\$ 898,000	\$ 1,012,000	\$ 1,159,000	\$ 1,306,000
Proposed - Lifecycle Expenditures	\$ 85,000	\$ 63,000	\$ 30,000	\$ 30,000	\$ 30,000
Balance available	\$ 732,000	\$ 835,000	\$ 982,000	\$ 1,129,000	\$ 1,276,000
<b>Arena Expenditure Forecast</b>	2017	2018	2019	2020	2021
Building - environmental control system	\$ 35,000				
Replace 2 rooftop heating/cooling units	\$ 40,000				
Brine System Filters	\$ 10,000				
Spectator protective rubber netting A & B		\$ 18,000			
Back Dressing Rms - replace airwise unit		\$ 45,000			
Annual General Lifecycle Repairs			\$ 30,000	\$ 30,000	\$ 30,000
	\$ 85,000	\$ 63,000	\$ 30,000	\$ 30,000	\$ 30,000
<b>Non Lifecycle Funding</b>	2017	2018	2019	2020	2021
	\$ -	\$ -	\$ -	\$ -	\$ -
Net Lifecycle funding required	\$ 85,000	\$ 63,000	\$ 30,000	\$ 30,000	\$ 30,000

## Appendix B – 2017 - 2021 Pool (5) year Capital Project Expenditure Forecast

<b>LCPool (1510)</b>					
	2017	2018	2019	2020	2021
Opening Balance	\$ 191,000	\$ 206,000	\$ 211,000	\$ 246,000	\$ 281,000
Budget allocation	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000
Funds Available	\$ 246,000	\$ 261,000	\$ 266,000	\$ 301,000	\$ 336,000
Sun Shade Shelters for viewers	\$ 30,000				
Total Committed	\$ 30,000	\$ -	\$ -	\$ -	\$ -
Balance Uncommitted	\$ 216,000	\$ 261,000	\$ 266,000	\$ 301,000	\$ 336,000
Proposed - Lifecycle Expenditures	\$ 10,000	\$ 50,000	\$ 20,000	\$ 20,000	\$ 20,000
Balance available	\$ 206,000	\$ 211,000	\$ 246,000	\$ 281,000	\$ 316,000
<b>Pool Expenditure Forecast</b>	2017	2018	2019	2020	2021
Sun Shade Shelters - add'l funding req'd	\$ 10,000				
Remodel Pool Guard Room		\$ 10,000			
Upgrade Spray Features		\$ 40,000			
Rebuild Sand Filters			\$ 20,000		
Replace Pumps and Motors				\$ 20,000	
Annual General Lifecycle Repairs					\$ 20,000
	\$ 10,000	\$ 50,000	\$ 20,000	\$ 20,000	\$ 20,000
<b>Non Lifecycle Funding</b>	2017	2018	2019	2020	2021
	\$ -	\$ -	\$ -	\$ -	\$ -
Net Lifecycle funding required	\$ 10,000	\$ 50,000	\$ 20,000	\$ 20,000	\$ 20,000



**THE CORPORATION OF THE  
TOWN OF TECUMSEH**

**Parks and Recreation Services**

Report No. 32/16

**TO:** Mayor and Members of Council

**FROM:** Ray Hammond Facilities Manager

**DATE:** November 19, 2016

**DATE TO COUNCIL:** December 13, 2016

**SUBJECT:** Building Five (5) Year Capital Projects

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**RECOMMENDATIONS**

It is recommended that:

1. The following renovations and repairs to Municipal Facilities be approved for 2017:

	Previously Approved	Requested for 2017	Total Costs
<b>Buildings</b>			
1 St. Mary's Equipment Building	\$ 20,000		\$ 20,000
2 Replacement Building Furnace and Air Conditioner		\$ 16,000	\$ 16,000
3 Fire Hall #1 Garage Doors		\$ 25,000	\$ 25,000
4 (2) Unit Heater Replacement Fire Hall #2		\$ 7,000	\$ 7,000
5 Water Services Building Roof Repair		\$ 50,000	\$ 50,000
6 Public Works Building Roof Upgrades		\$ 21,000	\$ 21,000
7 Public Works Storage Shed Rehabilitation		\$ 6,000	\$ 6,000
8 Unit Heater Replacement Public Works Garage		\$ 5,500	\$ 5,500
			\$ -
			\$ -
Sub-total	\$ 20,000	\$ 130,500	\$ 150,500
			\$ -
<b>Buildings Lifecycle Reserve</b>	\$ 20,000	\$ 130,500	\$ 150,500

2. The following be adopted:
  - a) Appendix A Town of Tecumseh 2017-2021 Building (5) year Capital Project Expenditure Forecast

## **BACKGROUND**

The above noted projects are intended to upgrade existing municipal buildings according to the building lifecycle plan based on expected useful life of major components including roofing, mechanical systems, flooring, interior and exterior work. Visual inspections have been undertaken, for those building components beyond their expected useful life, to confirm the need for the maintenance being recommended.

The St. Mary's Equipment Building was approved in the 2016 Buildings Lifecycle request; however, the value of the project came in over budget. The project had to be deferred until 2017 to ensure accuracy of the specifications of the project and to keep the project within budget. It is anticipated this project will be completed by the spring of 2017.

Where other major upgrades are required, Administration has also looked at building uses to determine if they are still required for effective and efficient service delivery.

## **COMMENTS**

The following are identified for improvements under the proposed five (5) year Capital Plan:

### **Buildings 2017 – 2021**

#### **2017**

##### **Parks**

##### **300 Manning Road Parks Building**

Replacement Building Furnace and Air Conditioner \$16,000

- This particular Building was purchased when the municipality acquired Lakewood Golf Course. This particular heating system is well over 20 years old and has outlived its life expectancy.
- It is recommended that the new unit operate outside the building to provide a more economical system for 2017, compared to those of the 1980's. It will also reduce the carbon footprint of the municipality. (More details on the quantity of this reduction will be provided in a later report.) The moving of this unit will also provide more space in a crowded staff room where it currently exists.

##### **Fire Department**

##### **Fire Hall #1**

Four (4) Garage Doors Replacement \$25,000

- As part of the Green Energy Act the municipality has been mandated to reduce its GHG footprint and in an attempt to do that Administration is recommending that the garage doors of the fire halls be replaced with better insulated garage doors. (More details on the quantity of this GHG reduction will be provided in a later report.)

- The existing doors provide no real insulating factor. Replacing these doors will increase the insulating factor of the garage area of the building. These doors are very large and made of single pane plexi-glass windows. The heat loss through these windows can be quite substantial. It could be possible to reduce the energy use to heat the garage area of the fire hall by up to 50%.

## **Fire Hall #2**

Two (2) Unit Heater Replacement Fire Hall #2 \$7,000

- There are (2) two unit heaters, pre 1985, in this fire hall that are beyond the life cycle of 15 years for this style of unit. The new unit would be more energy efficient and reduce the carbon footprint of the municipality. (More details on the quantity of this reduction will be provided in a later report.)

## **Water Services Department**

Water Services Building Roof Repair \$50,000

- Roofing is original and was targeted for replacement in 2011. A survey at that time was completed and it was determined that the roof could last a few more years. In the present assessment it was noted that this roof would be ready for similar repairs as the Golden Age and OPP station roof repairs of 2016.
- This repair will be funded from the Water Facilities Reserve Fund.

## **Public Works Department**

Public Works Garage Roof Upgrade \$21,000

- This building is the original constructed building on the property. The roof of this building is beyond its lifecycle. It is recommended to replace the existing shingled roof system with a steel roof system. This steel roof system will extend the life of this building's roof for another 50 years.
- This building is made up of a series of additions to the original construction. All the additions are of a steel roofing system. Steel roofing systems last substantially longer and it will make all the roof systems of this building identical.

Public Works Storage Shed Rehabilitation \$6,000

- The storage shed on this property has been inherited by the public works department, which was previously used by a service group for storage. The service group no longer requires the use of this building. Upon inspection of the building it has been determined that minor upgrades are required to make this building useful to the Department.
- The interior of this building is in excellent condition; however the exterior is in need of upgrades.
- The upgrade would consist of re-shingling for \$3,000 and moving of the main door and garage door for \$3,000, in order to optimize the space in the building and provide the proper configuration to serve the department better.



Unit Heater Replacement Public Works Garage \$5,500

- The replacement of the unit, pre 1985, is recommended due to the fact the unit is beyond its expected useful life of 15 years. There have been renovations to the original garage and this unit heater, by code, needs to be relocated as well.
- The new unit would be more energy efficient and reduce energy use to heat the garage.

## **2018**

### **Fire Hall #2**

Four (4) Garage Doors Replacement 25,000

- As part of the Green Energy Act the municipality has been mandated to reduce its GHG footprint and in an attempt to do that, it is recommending that the garage doors of the fire halls be replaced with better insulated garage doors.
- The existing doors provide no real insulating factor. Replacing these doors will increase the insulating factor of the entire building. These doors are very large and made of single pane plexi-glass windows. The heat loss through these windows can be quite substantial. It could be possible to reduce the energy used to heat the garage area of the fire hall by up to 50%.

Lacasse Public Works Garage \$18,000

- Interior and exterior works are due for upgrades at that time, for example, brick repainting and interior painting completed. A detailed building analysis will be completed and an explanation of pricing will follow in 2018 Lifecycle reports.

## **2019 - 2021**

General Allowance for Expected Works \$175,000

- The Financial Services Department suggested an asset management inventory should be formalized.
- With the assistance of the Information and Communications Services Department and the "ISSUEtraQ" and "Cartagraph" software updates they are proposing, it is the goal of Administration to obtain and develop a detailed analysis of the Town's building inventory and their assets. Once the inventory is complete, Administration will have a more comprehensive list of projects that are in need of upgrade or replacement at the appropriate time.
- Administration will continue the present practice of using the age of the individual assets with the expected lifecycle of the asset until the detailed analysis is complete.
- Once the detailed analysis is complete and a better record of maintenance for each asset is obtained, and attached to an asset, Administration will be able to have a real time replacement plan in place with a more accurate use of Lifecycle funds.

## **CONSULTATIONS**

Director Financial Services & Treasurer

## **FINANCIAL IMPLICATIONS**

Project costs have been outlined throughout the Comments section. The funds required for Buildings are generally funded from lifecycle reserves as outlined in the attached Appendix.

Projects proposed for Council consideration are limited by LC balances available. The adequacy of annual LC contributions is reviewed regularly. A recommendation to increase Building lifecycles annual contribution to include the new equipment/fixtures proposed in 2017 LC requests is not being made with this report.

Administration will be undertaking a comprehensive review of all the municipal buildings in 2017 and 2018 to ensure the current approved allocation is sufficient to meet the needs of all facilities. Upon the completion of the review a report will be presented to Council for their consideration should the current allocation be deemed as insufficient and require adjustment.

## **LINK TO STRATEGIC PRIORITIES**

No.	2015-16 Strategic Priorities	Applicable
1.	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.	✓
2.	Ensure that the Town of Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.	✓
3.	Integrate the principles of health and wellness into all of the Town of Tecumseh's plans and priorities.	✓
4.	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.	✓
5.	Demonstrate the Town's leadership role in the community by promoting good governance and community engagement, by bringing together organizations serving the Town and the region to pursue common goals.	

## **COMMUNICATIONS**

Not applicable ☒

Website ☐ Social Media ☐ News Release ☐ Local Newspaper ☐

This report has been reviewed by senior Administration as indicated below and recommended for submission by the CAO.

Prepared by:

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Ray Hammond, RRFO, CARPT  
Facilities Manager

Reviewed by:

Reviewed by:

---

Paul Anthony RRFA  
Director Parks & Recreation Services

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Luc Gagnon CPA, CA Math  
Director Financial Services & Treasurer

Recommended by:

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Tony Haddad, MSA, CMO, CPFA  
Chief Administrative Officer

Attachment(s): Appendix A – 2017 - 2021 Building (5) year Capital Project Expenditure Forecast

RH

## Appendix A – 2017 - 2021 Building (5) year Capital Project Expenditure Forecast

<b>LC Buildings (1540)</b>					
	2017	2018	2019	2020	2021
Opening Balance	\$603,000	\$677,500	\$814,500	\$824,500	\$834,500
Budget allocation	\$175,000	\$180,000	\$185,000	\$185,000	\$185,000
Transfer from Water Facilities RF	\$50,000				
Funds Available	\$828,000	\$857,500	\$999,500	\$1,009,500	\$1,019,500
St. Mary's Equipment Shed (2016)	\$20,000				
Total Committed	\$20,000	\$0	\$0	\$0	\$0
Balance Uncommitted	\$808,000	\$857,500	\$999,500	\$1,009,500	\$1,019,500
Proposed - Lifecycle Expenditure	\$130,500	\$43,000	\$175,000	\$175,000	\$175,000
Balance available	\$677,500	\$814,500	\$824,500	\$834,500	\$844,500
Lifecycle Expenditure Forecast					
300 Manning Parks Building Furnace & A/C	\$16,000				
Tecumseh Fire Hall No 1 - 4 garage doors	\$25,000				
Tecumseh Fire Hall No 2 - 2 unit heaters	\$7,000				
Tecumseh Fire Hall No 2 - 4 garage doors		\$25,000			
Water Services Building Roof Repair	\$50,000				
Lacasse PW Building Roof	\$21,000				
Lacasse PW Storage Shed	\$6,000				
Lacasse PW Garage - unit heater	\$5,500				
Lacasse PW Garage - interior/exterior works		\$18,000			
General allowance for expected works			\$175,000	\$175,000	\$175,000
	\$130,500	\$43,000	\$175,000	\$175,000	\$175,000



## THE CORPORATION OF THE TOWN OF TECUMSEH

### Planning and Building Services Report No. 35/16

**TO:** Mayor and Members of Council

**FROM:** Brian Hillman, MCIP, RPP  
Director, Planning and Building Services

**DATE:** December 1, 2016

**DATE TO COUNCIL:** December 13, 2016

**SUBJECT:** Tecumseh Road Main Street Community Improvement Plan  
Financial Incentive Program Grant Application  
Planning Application and Permit Fee Grant Program and  
Development Charges Grant Program  
Request for Time Extension to Approved Grants  
1300/1310 Lesperance Road (1614840 Ontario Ltd.)  
OUR FILE: D18 CIPFIP - CIP-03/16

## **RECOMMENDATIONS**

It is recommended that:

1. An extension to April 1, 2017 to commence the project and an extension to April 1, 2018 to complete the project associated with the Grant Applications (Planning Application and Permit Fee Grant Program and Development Charges Grant Program) approved by Council on June 28, 2016 as part of the Tecumseh Road Main Street Community Improvement Plan Financial Incentive Program, for the property located at 1300/1310 Lesperance Road (Roll No. 374416000009100), be approved in accordance with Section 11.3 (5) of the Tecumseh Road Main Street Community Improvement Plan and Planning and Building Services Report 35/16.

## **BACKGROUND**

On January 12, 2016, Council adopted the Tecumseh Road Main Street Community Improvement Plan (CIP) in accordance with Section 28(2) of the Planning Act. The CIP applies to an area that represents the historical commercial core of the Town and comprises an approximate 1.2 kilometre corridor centred on Tecumseh Road from the VIA Railway on the east to the Town's border with the City of Windsor just beyond Southfield Drive on the west (see CIP Area in Figure 1). The area encompasses 96 acres and approximately 115 properties with a mix of commercial and residential along with many tracks of underutilized land.



The CIP establishes a community developed vision and provides a means for planning and promoting development activities to more effectively and efficiently use lands, buildings, and facilities. Its goal is to bring about revitalization and encourage both private and public investment in the CIP Area. To help achieve this vision, the CIP provides for a range of financial incentive programs to registered owners and tenants of land and buildings within the CIP Area. Attachment 1 contains a table that outlines the financial incentives available for lands in the CIP Area, subject to satisfying various criteria and rules.

#### CIP Grant Application CIP-03/16

On June 28, 2016, Council approved two CIP Grants for the owner of the residential property located at 1300/1310 Lesperance Road (see Attachments 2 for location). The two grants, totalling \$82,784 were:

1. *Planning Application and Permit Fee Grant Program*, for a total amount of \$2,000.00; and
2. *Development Charges Grant Program*, for a total amount of \$80,784.00

These grants were approved as part of a proposed redevelopment of the currently vacant subject property that was once occupied by a single unit detached dwelling (demolished in early 2016). The owner is proposing the construction of two 6-unit residential dwellings each of which will be located on its own separate lot, as per approved severance applications B-05-06/16. A site plan control agreement was approved by Council in August 2015 for the proposed development.

The CIP establishes specific timelines regarding the applicant's obligations to complete certain works/project in order for the grants to be released. Specifically, Section 11.3 (5) of the CIP states:

*"5. Decision of the Director, Planning and Building Services/Expiry of Approval*

*...The applicant will have a period of six months to start the project and one year to complete the project from the date of Council approval. Extensions will be considered on a case by case basis."*

On the basis of the foregoing, the works associated with the aforementioned residential development would have needed to begin by December 28, 2016 and be completed by June 28, 2017. The works have not commenced (other than site servicing) and are not anticipated to be completed by June 28, 2017.

On November 23, 2016, the owner formally requested an extension to the timelines established within the CIP. Specifically, the owner has requested that the timeframe to commence the project associated with the approved grants be extended from December 28, 2016 to no later than April 1, 2017 and that the timeframe to complete the project be extended from June 28, 2017 to no later than April 1, 2018 (one year from the newly proposed commencement date).

## **COMMENTS**

Over the past few months, Town Administration and the property owner have met to discuss potential extensions to the above-noted timelines established in the CIP. Factors related to the legal issues surrounding the property's severance in 2016, the financial business plan of the development and logistics related to the commencement of construction during the winter months, have all played a role in the owner's decision to delay commencement of construction and seek a timeline extension. Greater details regarding these issues are noted in the September 13, 2016 and November 23, 2016 correspondences that were provided to the Town by the owner's solicitor (see Attachment 2).

Town Administration is of the opinion that the project continues to be viable and worthy of the previously approved CIP grants. Accordingly, Administration has no concerns with the requested timeline extension and are satisfied that the issues raised by the owner as reasons to seek an extension are valid and can be accepted as the basis to grant the requested timeline extension as contemplated by Section 11.3 (5) of the CIP. Town Administration therefore recommends the extensions to the CIP grants as proposed by the owner's solicitor.

## **CONSULTATIONS**

None.

## **FINANCIAL IMPLICATIONS**

There are no financial implications as the noted grants have already been committed and approved by Council. As per policy, the unspent grant funds are placed into the CIP reserve.

## **LINK TO STRATEGIC PRIORITIES**

No.	2015-16 Strategic Priorities	Applicable
1.	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.	✓
2.	Ensure that the Town of Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.	✓
3.	Integrate the principles of health and wellness into all of the Town of Tecumseh's plans and priorities.	
4.	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.	
5.	Demonstrate the Town's leadership role in the community by promoting good governance and community engagement, by bringing together organizations serving the Town and the region to pursue common goals.	

## **COMMUNICATIONS**

Not applicable ☒

Website ☐ Social Media ☐ News Release ☐ Local Newspaper ☐



This report has been reviewed by senior Administration as indicated below and recommended for submission by the CAO.

Prepared by:

Prepared by:

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Enrico De Cecco, BA (Hons.), MCIP, RPP  
Junior Planner

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Chad Jeffery, MA, MCIP, RPP  
Manager Planning

Reviewed by:

Reviewed by:

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Brian Hillman, MA, MCIP, RPP  
Director, Planning & Building Services

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Luc Gagnon, CPA, CA, BMath  
Director Financial Services & Treasurer

Recommended by:

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Tony Haddad, MSA, CMO, CPFA  
Chief Administrative Officer

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Attachment(s):      1.      CIP Support Programs and Incentives Summary  
                                 2.      Property Location  
                                 3.      Correspondences from owner

File Name (R:\Tecumseh Road Main Street CIP\D18 CIPFIP\1300-1310 Lesperance Road, Masotti Apartments\Planning Report 35-16 CIP Grant Program 1300-1310 Lesperance Road re. Extension of CIP Grant timeframe.docx)

**Attachment 1**  
**Financial Incentive Program Grant Application**  
**Tecumseh Road Main Street Community Improvement Plan**  
**1300/1310 Lesperance Road (1614840 Ontario Ltd.)**  
**CIP Support Programs and Incentives Summary**

**11.4 SUPPORT PROGRAMS AND INCENTIVES SUMMARY**

<b>Grant Program</b>	<b>Monetary Incentive</b>	<b>Annual Program Allocation</b>
Planning, Design, and Architectural Grants	Matching grant of 50% of the cost of eligible planning, design and architectural work to a maximum grant of \$3,000 with a maximum of one study per property.	\$15,000
Planning Application and Permit Fee Grant Program	Grant will be provided for 100% of the normal application or permit fees paid by the applicant to a maximum of \$2,000 for approved projects.	\$10,000
Development Charges Grant Program	One-time grant of an amount equivalent to the Town of Tecumseh Development Charge for the buildings being constructed.	\$200,000
Building Façade Improvement Grant Program (BFIP)	Matching grant of 50% of the cost of eligible façade improvements to existing commercial properties to a maximum grant of \$15,000, with a maximum of one grant per property per year. Improvements must cost \$2,000 or greater to be eligible.	\$45,000
Building and Property Improvement Grant Program (BPIG)	Amount to be determined based upon the incremental increase in the municipal taxes that results from the work being completed.	N/A
Building Rehabilitation Loan Program (BRLP)	Loan equivalent to a proportion of the work value and on a matching funds basis, to a maximum of 50% of eligible costs. The maximum loan is \$15,000.	N/A
Residential Grant Program (RGP)	Grant equal to the cost of rehabilitating existing residential units and/or constructing new residential units on the basis of \$30 per square foot of habitable floor space rehabilitated or constructed, to a maximum grant of \$20,000 per unit.	\$100,000
Parking Area Improvement Program (PAIP)	Matching grant of 50% of the cost of eligible parking area improvement work to a maximum grant of \$10,000, with a maximum of one grant per property per year.	\$30,000
Sidewalk Café Grant Program	One-time grant of 50% of the cost, up to a maximum of \$2,000 for the design of a sidewalk café. Additionally, the Town will provide eligible candidates an annual grant of 50% of the costs for related work, up to a maximum of \$2,000.	\$12,000
Mural/Public Art Program	One-time grant of a maximum of \$1,000.	\$5,000



**Attachment 3**

Financial Incentive Program Grant Application  
Tecumseh Road Main Street Community Improvement Plan  
1300/1310 Lesperance Road (1614840 Ontario Ltd.)  
**Correspondences from Owner**



**Fazio Giorgi LLP**  
Barristers & Solicitors

Joseph C. Giorgi  
B.A., LL.B., J.D.  
E-mail: jgiorgi@faziogiorgi.com

November 23, 2016

*Delivered via email*

**The Corporation of the Town of Tecumseh**  
**Planning and Building Services Department; and**  
**Clerk for the Town of Tecumseh**  
917 Lesperance Road  
Tecumseh, Ontario N8N 1W9

Attention: Mr Brain Hillman – Director – Planning and Building Services  
Mr. Enrico De Cecco – Junior Planner; and  
Laura Moy – Clerk for the Town of Tecumseh

**Re: Tecumseh Road Main Street Community Improvement Plan**  
**Financial Incentive Program Grant Application**  
**Planning Application and Permit Fee Grant Program and Development Charges Grant**  
**Program**  
**1300/1310 Lesperance Road – 1614840 Ontario Ltd.**  
**Your File: D18CIPFIP – CIP-03/16**

On June 28, 2016 Council for the Town of Tecumseh passed a resolution approving the Grant Application for the Tecumseh Road Main Street Community Improvement Plan Financial Incentive Program for the above noted property, deeming the project eligible for development grants in the amount of \$82,784.00 to be applied towards the construction of two-6 unit residential dwellings. Further to our correspondence dated September 13, 2016, a copy of which is attached hereto, the Applicant-1614840 Ontario Ltd. is requesting an extension of the commencement and project completion timelines set out in the CIP. A summary of the basis for our client's request was set out in our correspondence and discussed further at our meeting with Planning and Building Department officials on September 22, 2016. While administration was supportive of our request, we were advised at our meeting that a resolution from Council is required to approve the said extension.

Accordingly and on behalf of our client, we kindly ask that our request for an extension of the project timelines be submitted to Council for the Members' consideration on the next Council meeting scheduled for December 13<sup>th</sup>, 2016. We are asking for Council to pass a resolution extending the project's commencement date under the CIP to April 01, 2017 with a one year period from the said commencement date to complete construction.

We will await your confirmation that our request has been added to Council's agenda for December 13<sup>th</sup>, 2016 and if administration feels it is necessary, I will be in attendance at the meeting to address any questions the Members may have.

Yours very truly,

**FAZIO GIORGI LLP**

Per:   
Joseph C. Giorgi

JCG/ba

Encls.





**Fazio Giorgi LLP**  
**Barristers & Solicitors**

**Joseph C. Giorgi**  
B.A., LL.B., J.D.  
E-mail: jgiorgi@faziogiorgi.com

September 13, 2016

*Delivered via email*

**The Corporation of the Town of Tecumseh**  
**Planning and Building Services Department**  
917 Lesperance Road  
Tecumseh, Ontario N8N 1W9

Attention: Mr. Brain Hillman – Director – Planning and Building Services  
Mr. Enrico De Cecco – Junior Planner

**Re: Tecumseh Road Main Street Community Improvement Plan**  
**Financial Incentive Program Grant Application**  
**Planning Application and Permit Fee Grant Program and Development Charges Grant**  
**Program**  
**1300/1310 Lesperance Road – 1614840 Ontario Ltd.**  
**Your File: D18CIPFIP – CIP-03/16**

As you are aware, on June 28, 2016 Council for the Town of Tecumseh passed a resolution that the Grant Application for the Tecumseh Road Main Street Community Improvement Plan Financial Incentive Program for the above noted property approving development grants in the amount of \$82,784.00 towards the construction of two-6 unit residential dwellings on the subject property. In accordance with section 11.3 (5) of the CIP the applicant/owner, 1614840 Ontario Ltd. is afforded six months to commence the project applied for under the grant application and one year to complete the project. Our office acts as the corporate solicitor for 1614840 Ontario Ltd. and we are contacting you to request an extension of the commencement and project completion timelines.

We understand that extensions will be considered on a case by case basis and the following summarizes the basis for my client's request:

a) Severance of the Subject Property – As you are aware it is the intention of our client to develop the property under separate ownership, with 1614840 Ontario Ltd. owning one of the 6 unit dwellings and a group of affiliated corporations owning the second 6 unit dwelling. The Committee of Adjustments approved the severance of the property and the necessary reciprocal easements to facilitate the unified operation of the project and use of the subject lands (parking lot, pedestrian and vehicle access). The approval of the Committee of Adjustment was subject to conditions, which included the installation of municipal services to each lot and the finalization of a reciprocal access and operating agreement to be registered on title. Services to the site were installed at the end of July, and our office is presently working with the Town's solicitor to finalize the reciprocal access and operating agreement. The duality of the intended ownership structure requires separate building permits for each residential unit and the severance must be finalized prior to the application and issuance of same. We expect the severance and transfer to be completed by month's end putting the developer's in a position to apply for permits.

**333 Wyandotte St. E., Windsor, Ontario N9A 3H7 • Tel: (519) 258-5030 • Fax: (519) 971-9051**

b) CIP Incentives –The value of the incentives available under the CIP program was a significant financial consideration for the development of the Project. Our client wanted to complete the application and await confirmation of approval by the Municipality prior to finalizing its business plan and determining initial capital contributions required to commence construction. Confirmation of approval was received on July 27, 2016.

c) Financing – Once approval of the CIP grants was confirmed, my client was then able to finalize the business plan for the project. They are now in a position to secure financing to assist with the development of the Project.

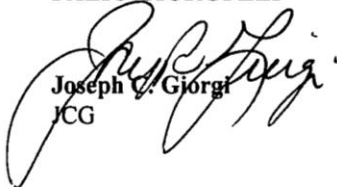
d) Winter Protection – My client has concerns with commencing the project in the fall. Coordinating sub-trades for the Project has been difficult due to limited availability and it is likely that framing will not begin until late fall/early winter. Our client has been advised by their sub-trades to delay construction until the Spring of 2017, due to the risks associated with the potential for inclement weather in the approaching months. Further, if our client were to proceed at this time, much of the construction of the project would take place during the winter season and the winter protection measures my client would have to implement would greatly increase the costs of construction.

The principals of the affiliated ownership group have met and feel it is in the best interests of the Project to commence construction in the Spring of 2017. We are therefore requesting an extension of the construction and completion timelines to April 01, 2017 with a one year period to complete construction. We would like to coordinate a meeting with the Planning Department to further discuss the proposed extension and the issues raised herein which have lead to our request. At your nearest convenience, we kindly ask that you contact our office to advise of your availability in order to set a date and time.

My clients are greatly appreciative of the cooperation and assistance they have received thus far from the Town of Tecumseh and its administration and looking forward to meeting with you.

Yours vey truly,

**FAZIO GIORGI LLP**

  
Joseph C. Giorgi  
JCG



## THE CORPORATION OF THE TOWN OF TECUMSEH

### Planning and Building Services Report No. 36/16

**TO:** Mayor and Members of Council

**FROM:** Chad Jeffery, MCIP, RPP  
Manager, Planning

**DATE:** December 7, 2016

**DATE TO COUNCIL:** December 13, 2016

**SUBJECT:** Zoning By-law Amendment  
Agricultural Surplus Dwelling – 6485 Holden Road  
Condition of Consent for Surplus Dwelling Lots (B-09/16)  
Mr. Matthew Rau  
OUR FILE: D19 RAU

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### **RECOMMENDATIONS**

It is recommended that:

1. The scheduling of a public meeting, to be held on Tuesday, January 24, 2017, at 6:30 p.m., for the application submitted by Mr. Matthew Rau, to amend Sandwich South Zoning By-law 85-18 to rezone an approximate 19.7 hectare (48.7 acre) agricultural property situated on the west side of Holden Road (6485 Holden Road), approximately two kilometres south of its intersection with South Talbot Road, from “Agricultural Zone (A)” to a site specific “Agricultural Zone (A-27)” in order to prohibit the construction of a residential dwelling unit in accordance with Section 2.3.4.1 c) of the Provincial Policy Statement; and
2. The preparation of a draft zoning by-law amendment for consideration at the same meeting be authorized.

### **BACKGROUND**

Severance application B-09/16 was granted provisional consent by the Committee of Adjustment at its May 16, 2016 meeting. The application proposed the creation of a 0.5 hectare (1.24 acre) surplus dwelling lot from an agricultural property and the retention of the remnant 19.7 hectare (48.7 acre) agricultural parcel situated on the west side of Holden Road (6485 Holden Road), approximately two kilometres south of its intersection with South Talbot Road (see Attachment 1). The Committee determined that the application conformed to the Land Division Policies for Surplus Dwelling Lots on lands designated Agricultural in the Sandwich South Official Plan.

The consent was granted subject to standard conditions including the passing of a zoning by-law amendment on the retained 19.7 hectare farm parcel that would prohibit a new residential dwelling, in accordance with the requirements of Section 2.3.4.1 c) of the Provincial Policy Statement.

Based on the foregoing, an application to amend the Sandwich South Zoning By-law 85-18 for the subject retained farm parcel has now been filed with the Town.



## **COMMENTS**

### Provincial Policy Statement, 2014

*The Planning Act* establishes that Council, when making decisions that affect a planning matter, “shall be consistent with” the 2014 Provincial Policy Statement (“PPS”) issued under *The Planning Act*. The PPS establishes the following land division policy for surplus dwelling severances on Agricultural lands:

#### *“2.3.4 Lot Creation and Lot Adjustments*

##### *2.3.4.1 Lot creation in prime agricultural areas is discouraged and may only be permitted for:*

- c) a residence surplus to a farming operation as a result of farm consolidation, provided that:*
  - 1. the new lot will be limited to a minimum size needed to accommodate the use and appropriate sewage and water services; and*
  - 2. the planning authority ensures that new residential dwellings are prohibited on any remnant parcel of farmland created by the severance. The approach used to ensure that no new residential dwellings are permitted on the remnant parcel may be recommended by the Province, or based on municipal approaches which achieve the same objective.”*

The subject rezoning is intended to satisfy the condition that new residential dwellings are prohibited on the vacant retained farm parcel created by application B-11/16.

### Official Plan Designation

The subject property is designated “Agricultural” on Schedule “A” of the former Sandwich South Official Plan (see Attachment 2). The policies encourage the conservation and preservation of land for agricultural purposes and agricultural related uses. The proposed rezoning ensures that the retained farm parcel is not used for residential uses or non-agricultural related purposes.

### Zoning

The subject property is currently zoned Agricultural Zone (A) (see Attachment 3), which permits agricultural and agricultural related uses, including a single unit dwelling. In order to conform to subsection 2.3.4.1 c) of the Provincial Policy Statement, and to satisfy the previously noted condition of severance application B-11/16, it is necessary to place the consolidated retained farm parcel in a site specific Agricultural Zone that will allow the full range of agricultural uses but prohibit the construction of a residential dwelling.

### Summary

The proposed zoning by-law amendment is in keeping with the Provincial Policy Statement and, if adopted, fulfills one of the conditions of consent for application B-09/16 regarding the prohibition of a new residential dwelling. A public meeting to consider the rezoning in accordance with the

requirements of the *Planning Act* will provide an opportunity to hear concerns and comments, if any, of neighbouring owners and public agencies.

### **CONSULTATIONS**

None.

### **FINANCIAL IMPLICATIONS**

None.

### **LINK TO STRATEGIC PRIORITIES**

No.	2015-16 Strategic Priorities	Applicable
1.	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.	✓
2.	Ensure that the Town of Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.	✓
3.	Integrate the principles of health and wellness into all of the Town of Tecumseh's plans and priorities.	
4.	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.	
5.	Demonstrate the Town's leadership role in the community by promoting good governance and community engagement, by bringing together organizations serving the Town and the region to pursue common goals.	

### **COMMUNICATIONS**

Not applicable ☐

Website ☒ Social Media ☐ News Release ☐ Local Newspaper ☐

This report has been reviewed by senior Administration as indicated below and recommended for submission by the CAO.

Prepared by:

\_\_\_\_\_  
Enrico De Cecco, BA (Hons.), MCIP, RPP  
Junior Planner

Reviewed by:

Reviewed by:

\_\_\_\_\_  
Chad Jeffery, MA, MCIP, RPP  
Manager Planning

\_\_\_\_\_  
Brian Hillman, MA, MCIP, RPP  
Director, Planning & Building Services

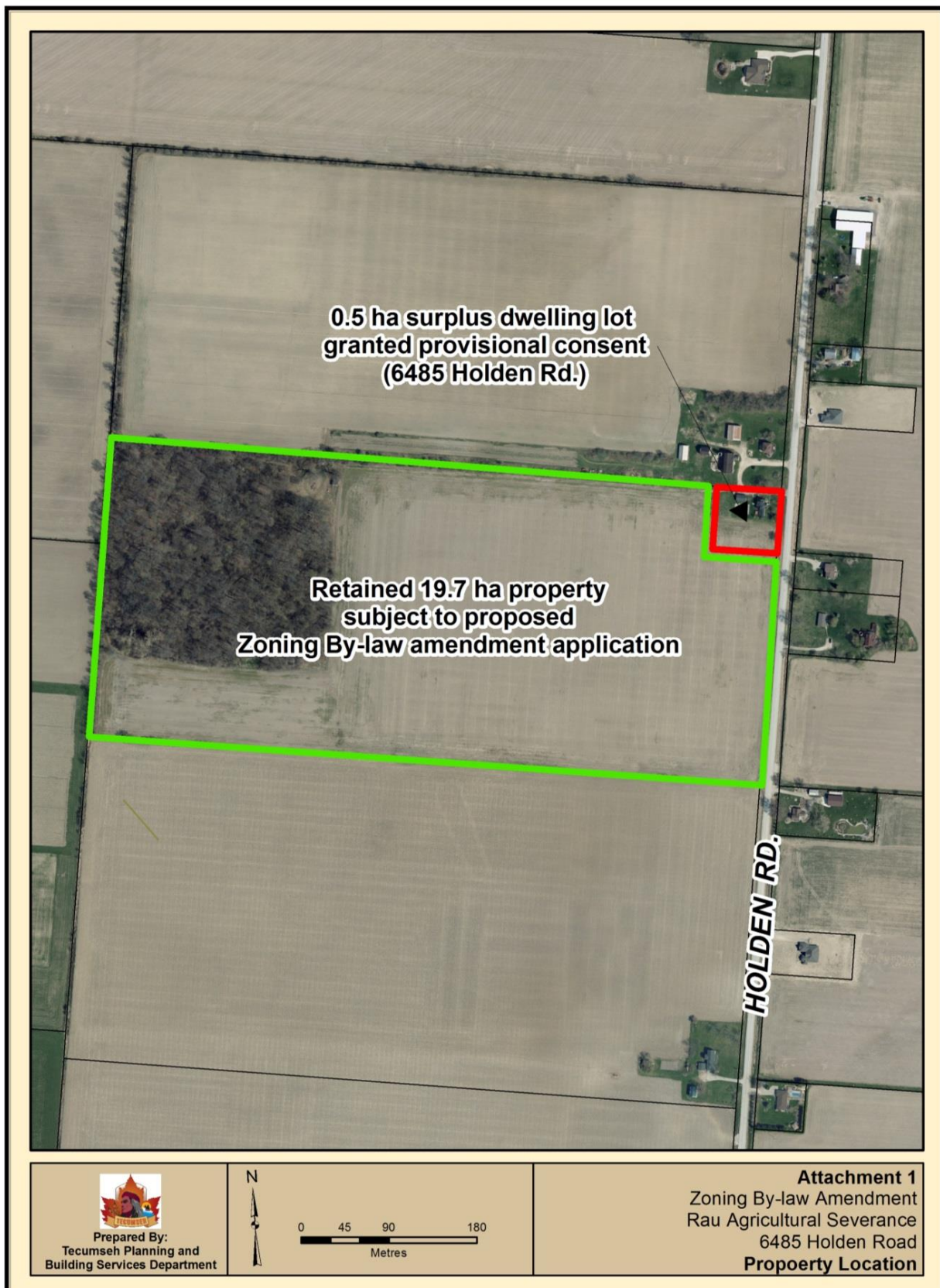
Recommended by:

\_\_\_\_\_  
Tony Haddad, MSA, CMO, CPFA  
Chief Administrative Officer

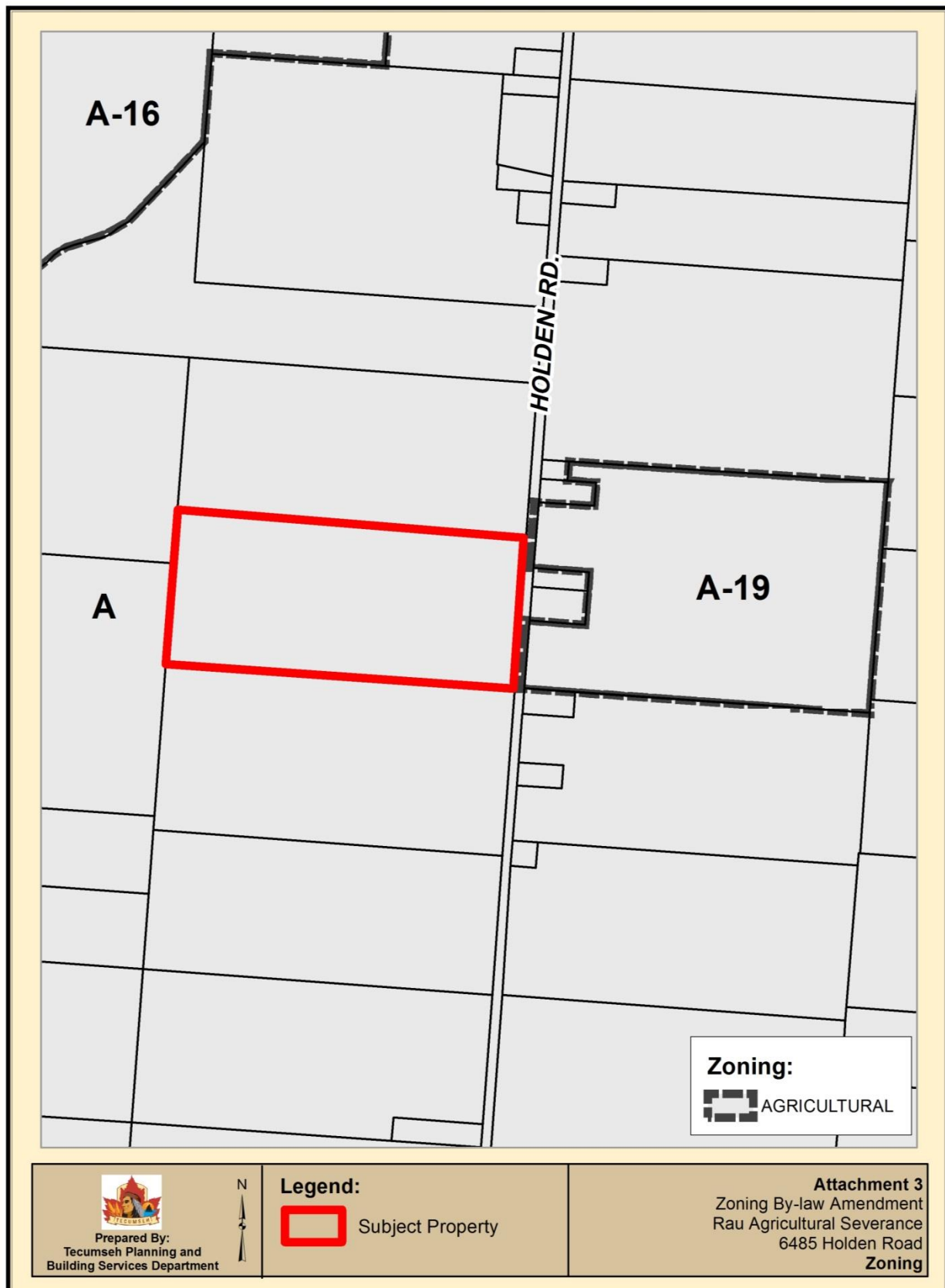
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Attachment(s):      1.      Location Map  
                             2.      Official Plan Map  
                             3.      Zoning Map

File Name (R:\ZBA & OPA APPLICATIONS\D19 RAU\Planning Report 36-16, D19 RAU, Rau Agricultural Severance ZBA.docx)











## THE CORPORATION OF THE TOWN OF TECUMSEH

### Planning and Building Services Report No. 37/16

**TO:** Mayor and Members of Council

**FROM:** Brian Hillman, MCIP, RPP  
Director, Planning and Building Services

**DATE:** December 7, 2016

**DATE TO COUNCIL:** December 13, 2016

**SUBJECT:** Potential Alternative Uses for Shipping Containers  
OUR FILE: D00 SHIPCNT

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### **RECOMMENDATIONS**

It is recommended that:

1. Planning and Building Services Report 37/16 be received;
2. The scheduling of a public meeting, to be held on Tuesday, February 28, 2017 at 6:00 p.m., in accordance with *The Planning Act*, to consider a housekeeping amendment to the Town's Zoning Bylaws to regulate shipping containers as accessory storage units in accordance with the general concepts contained in Planning and Building Services Report No. 37/16, be authorized.

### **BACKGROUND**

Council directed Administration to prepare a report considering potential alternative uses for shipping containers (sea containers) and potential changes to any associated pertinent zoning regulations. The impetus for this direction was the approval by Council of a temporary use by-law at that time pertaining to a commercial property on Riverside Drive that permitted a shipping container on the property for use as a temporary storage structure for a specified period of time.

### **COMMENTS**

Research has indicated there are an estimated 20 million surplus shipping containers around the world. The recent abundance and relative affordability of these containers is the result of the deficit in manufactured goods originating from North America in the last two decades. The majority of manufactured goods come to North America from Asia and, to a lesser extent, Europe, in containers that often have to be shipped back empty at considerable expense. It is often cheaper to construct and buy new containers in Asia than to ship old ones back. The result is a surplus in used shipping containers and therefore new applications are frequently sought for the used containers that have reached their North American destination.

In the North American context, most containers end up being used as accessory storage structures in commercial or industrial areas. Having stated that, a number of innovative architects and

builders have repurposed them for residences and businesses. The majority of inquiries received by the Town, however, are in relation to seeking permission to use shipping containers for storage uses.

The increase in the use of shipping containers for both as a building component and for storage purposes has presented regulatory challenges for municipalities. Issues surrounding the use of shipping containers affect a number of different jurisdictional areas within the municipality including: Planning, Building, By-law Enforcement and Fire Safety.

### **Current Municipal Regulations**

Currently, the Town of Tecumseh has no policy or zoning provisions related specifically to using shipping containers. All three Zoning By-laws do, however, contain regulations pertaining to the use and placement of such items as mobile homes, truck/bus/coach bodies, trailers, transport trailers and streetcars (i.e. similar items to shipping containers). As such, Administration has historically treated shipping containers in a similar manner to transport trailers, whereby the By-laws establish they are not permitted to be used as permanent offices or for permanent storage purposes. The only exception is with respect to the Sandwich South Zoning By-law wherein transport trailers are permitted to be used for storage in non-residential zones.

Aside from permanent storage, all three Zoning By-laws permit these structures to be used in all zones for temporary storage when incidental and necessary to construction work and projects. The time frame for temporary storage is up to six months in the Sandwich South and Tecumseh Zoning By-laws and up to two months after construction is completed for the St. Clair Beach Zoning By-law.

None of the current Zoning By-laws contains a definition of “shipping container”.

When considering a regulatory approach to shipping containers, there are two categories of potential use:

- i) shipping containers as building components; and
- ii) shipping containers as accessory storage units.

Each of these comes with unique regulatory and policy implications and the following sections of this Report provide an overview of these two categories.

### **Shipping Containers as Building Components**

When placed on land and no longer used for shipping purposes, the Ontario Building Code Commission interprets a shipping container as a building. Accordingly, they are subject to the same requirements and limitations as permanent buildings. Having stated that, they can only be used in a manner that is permitted by the zoning by-law and must observe all zone regulations such as lot coverage, lot-line setback requirements and so on. A typical shipping container has an area of about 200 square feet. The threshold for a building in Ontario that is required to seek a permit under the *Ontario Building Code Act* is any structure with an area of 108 square feet or more consisting of walls, a roof and floor or any part thereof. As such, anyone bringing a container onto their property needs a building permit. Given the foregoing, and as is the case with mobile homes, detached transport trailers and derelict school bus bodies, we believe there is the ability to regulate the use of shipping containers to a certain degree through the introduction of appropriate regulations in the zoning by-law.



In recent years, however, a niche trend in sustainable design/construction has emerged. The use of containers as a building component has grown in popularity over the past several years due to their inherent strength, wide availability, and relatively low expense. Using containers in home construction is viewed by various groups as more eco-friendly than using traditional building materials such as wood, brick and cement. The container, acting as “a room” can be delivered in one piece and can be stacked/assembled together to make multiple rooms or joined to make one larger room.

Cursory research has identified that various experimental development projects involving shipping containers are being constructed through-out North America, primarily in the United States, such as million-dollar beach houses, housing at army bases and commercial projects.

Since this trend is relatively recent, uncommon or used in rare niche projects as identified above, few municipal regulations on this practice can be found. The use of shipping containers for housing has a multitude of issues associated with it. The advantages and challenges/constraints associated with their conversion to use as a permanent “building” or “structure” are identified below:

### **Advantages**

#### *Strength and Durability*

Shipping containers are in many ways an ideal building component. They are designed to carry heavy loads and to be stacked in high columns and are designed to resist harsh environments. Due to their high strength, containers may be adapted for secure storage. Typical containers have an average life span of 20 years when used for shipments. Their lifespan increases dramatically when left stationary (as the case for inhabitation) and maintained properly.

#### *Uniformity*

The vast majority of shipping containers have the same width and most have two standard height and length measurements. This uniformity simplifies design, planning, transport and assembly. As they are already designed to interlock for ease of mobility during transportation, structural construction is completed by simply securing them together.



#### *Cost*

Many used containers are available at an amount that is comparable to a finished structure built by other labor-intensive means such as framing, bricks and mortar. Used shipping container prices range from \$1,200 to \$6,000. The welding and cutting of steel is considered to be specialized labor and can increase construction expenses if containers are used as part of a construction project. Unlike wood frame construction, attachments must be welded or drilled to the outer skin, which is more time consuming and requires different job site equipment. However, this cost is considered lower than the overall cost of conventional construction materials.

#### *Availability*

As noted above, the sheer quantity of unused shipping containers makes them readily available to

those wishing to purchase them. In some instances, their wide availability is of benefit for areas where resources are scarce and where people are in immediate need of shelter, such as developing nations or for use in disaster relief.

### *Foundations*

Containers are designed to be supported by their four corners making a very simple foundation possible, rather than larger foundations typically required for traditional structures. In addition, the top four corners are very strong as they are intended to support stacking of other containers.



### *Eco-Friendly*

A standard 40 foot shipping container weighs approximately 3,500 kilograms. Accordingly, the use of shipping containers in building projects promotes the reuse of this steel and prevents it from being discarded as waste. Their reuse also provides a substitute for a comparable amount of traditional building materials (wood, bricks and cement).

## **Constraints/Disadvantages**

### *Engineering/Building Codes*

The original intention of shipping containers is to house/store merchandise for transport across oceans, not to house people. Therefore, once any welding is done to a shipping container (for use in a residential or commercial redevelopment project), subsequent to its construction, the integrity of the original intention of the container changes. Therefore, review of any proposed building construction involving sea containers requires careful review as it relates to the Ontario Building Code. Also, the use of steel for construction, while prevalent in industrial construction, is not widely used for residential structures. Obtaining building permits may be complicated as building code regulations dealing with this type of construction method is lacking.

### *Lack of Flexibility*

Although shipping containers can be combined together to create bigger spaces, creating spaces different to their default size (either 20 or 40 foot) is expensive and time consuming. In addition, the size and weight of the containers will, in most cases, require them to be placed by a crane or forklift. Traditional brick, block and lumber construction materials can often be moved by hand, even to upper stories.

### *Insulation/Humidity*

As noted above, the steel construction of the containers conducts heat (i.e. it is not an insulator). In temperate climates, moist interior air condenses against the steel. Rust will form unless the steel is well sealed and insulated. Further, containers used for human occupancy in an environment with extreme temperature variations would require enhanced insulation and ventilation.

### *Noxious Chemicals and By-Products*

Since shipping containers are not originally designed for human habitation, substances harmful to humans are typically used in their manufacture. These include paints and solvents, as well as insulation materials installed to control the temperature inside the containers during transport. To

meet international government quarantine requirements and to deter pest infestation the majority of sea containers' wood floors are treated with insecticides containing copper (23–25%), chromium (38–45%) and arsenic (30–37%). Long term exposure to these could lead to health problems for the inhabitants. Before human habitation, floors must be removed and safely disposed.

In addition, a shipping container can store a wide variety of cargo during its working life. Spillages or contamination can occur and would need to be cleaned before any habitation. Also, solvents released from paint and sealants used during their original manufacture might be harmful. Typically, this requires that all internal surfaces be abrasive blasted to bare metal, and re-painted with a nontoxic paint system. Therefore, a multi-container construction project can produce a significant quantity of hazardous waste before it can be used as a habitable structure.

### *Damage*

While in service, shipping containers are damaged by friction, handling collisions, and force of heavy loads overhead during ship transits. Although the two ends of a sea container are extremely strong, the roof is not. A limit of 300kg is typically identified as the limit, without any structural reinforcement. In addition, rust may become an issue as the protecting layer of shipping containers can be scratched and damaged and not sufficiently repaired. Those damaged areas present potential rusting places for later use in housing projects.

### *Potential to Attract Rodents*

A shipping container, due to its inherent structural integrity, can simply be placed on land or on a concrete slab if it is to be used as a structure for alternative uses (e.g. storage unit). As a result, there is no barrier that extends underground below the span of the walls to restrict rodents from seeking refuge or habitat under the structure or slab foundation.

## **Shipping Containers as Accessory Storage Units**

In recent years, there have been occurrences within the Town and region involving the use of shipping containers for storage purposes. This is being seen primarily in Industrial areas where they are being used for the storage of material related to the industrial use located on the property. In addition, the containers are typically located to the rear of a main building, located in areas designated for storage purposes and historically used for outside storage (i.e. storage of goods exposed to the elements).

The use of shipping containers for storage in areas other than Industrial zones needs to be carefully considered. Their use in residential, commercial and institutional locations has the clear potential to create neighbourhood conflicts in relation to urban design, architectural and aesthetical features, particularly with respect to abutting properties, but also as features that could, over time, adversely affect the broader character of the community.

### **Potential Adverse Impact in Residential Areas**

The primary concern related to shipping containers as accessory storage units is one of aesthetics. While a shipping container may be "suitable" as an accessory structure within which to store goods, that



in and of itself does not mean it is desirable from a neighbourhood aesthetic perspective. In short, it is visually different from these structures and does not have a “residential” appearance. Typically, a shed or a detached garage has a hip roof and exterior building materials similar to those used for the main dwelling on a residential property, such as vinyl or wood siding, brick, stone, stucco, etc. These exterior features are normally compatible with the predominant style of housing in a residential neighbourhood. Even the smaller pre-fabricated sheds that are available for purchase have typically become accepted structures with design elements consistent with residential neighbourhood expectations.

A shipping container is a steel, rectangular box with a flat top giving it an industrial appearance. It is difficult to visually integrate these containers with buildings in a residential neighbourhood or commercial context. Due to its rigidity, a shipping container is difficult and costly to modify to resemble the design character of a storage shed or a garage. Regardless of its location on a residential property, a shipping container is visible from either the street or adjacent properties, and it presents a negative visual impact and detracts from the residential character of a neighbourhood.

#### Potential Adverse Impact in Commercial Areas (Aesthetics)

It is a generally accepted principle that the built form of commercial districts significantly contribute to what comprises a community’s character. These districts not only serve the purpose of providing places of commerce and the provision of services, but they also become important gathering places and destinations – places people are drawn to in order to meet their routine needs but also as places to congregate and socialize. As community gathering places, these areas should ideally have environments that are welcoming, pedestrian-oriented and of a high urban design quality. These are fundamental elements of “placemaking”. With that in mind, the following two examples are offered to illustrate Council’s recent acknowledgement and support of the foregoing concepts:

*a) Tecumseh Road and Manning Road Commercial District*

Considerable streetscape features were introduced at the time of the widening of the municipal roads in this district (approximately ten years ago). These new and enhanced streetscape features (robust landscaping, tree plantings, sidewalks on both sides of the street, decorative light fixtures, dedicated bike lanes, benches, etc.) were installed, and continue to be maintained, at the cost of the Town, and are clearly intended to add to the beautification of this area. In addition, development approvals in the past 15 years (site plan approval process) have strived to ensure that newly developed commercial lands are designed at a high development standard and maintained by landowners in a similar manner over time.

*b) Tecumseh Road Main Street CIP Area*

Council has expressed an interest in investing and revitalizing the historical urban core of the Town, specifically through the Tecumseh Road Main Street CIP. This Plan is the Town’s first step toward the revitalization and transformation of the traditional “Main Street” and surrounding community into a unique, vibrant, mixed-use destination. The two fundamental methods being undertaken to achieve this goal are, firstly, through a considerable public capital investment that will transform the public realm through a major streetscaping plan and, secondly, through the adoption of design guidelines that will direct the future urban built form in the area. In addition, Council has made grants/incentives available to private property owners through the CIP Plan as a means to assist in the redevelopment of lands in this area.

In summary, it is the opinion of the writer that these foregoing examples are expressions of Council's desire to achieve vibrant commercial areas of a high standard. The presence of shipping containers in commercial areas is not, at this time, congruent with the desired standard. It is acknowledged that there are a number of examples of how shipping containers can be used in a creative manner in commercial areas (e.g. food vendors in various metropolitan areas). However, those types of creative expressions have not been demonstrated in our area to date nor have there been enquiries suggesting the same. If there is a desire to experiment with such a concept in the future, we would recommend that they be considered on an interim basis, following the associated temporary use by-law provisions afforded in the Planning Act. The requests for use of shipping containers to date have been for storage purposes and we continue to believe such uses are not appropriate on commercial lands in the Town.

### **Shipping Container Regulations in Other Municipalities**

A review of how other municipalities regulate shipping containers revealed that a majority of municipalities prohibit shipping containers in residential areas, for reasons mainly related to aesthetics and preserving the character of a residential neighbourhood. Conversely, the majority of these municipalities permit shipping containers in industrial areas for accessory storage purposes, with most municipalities establishing regulations to ensure their use is properly integrated.

The following two tables provides examples of how local and other North American municipalities regulate the use and location of shipping containers.

City of Windsor	Town of Lakeshore	Town of Kingsville	Town of LaSalle
<ul style="list-style-type: none"> <li>• Permitted to be used as residential units provided they adhere to permit regulations and plans are received under the stamp of a certified engineer and/or architect.</li> <li>• Prohibited in residential zones except for the temporary placement in connection with construction activity occurring on residential lot. Prohibited as an accessory or storage use.</li> <li>• If the shipping container is converted to a building component subject to a permit and Ontario Building Code approvals, then it ceases to be a shipping container and the prohibition does not apply.</li> </ul>	<ul style="list-style-type: none"> <li>• Regulates "shipping container" similar to truck/bus/coach bodies, trailers and recreational vehicles.</li> <li>• Not permitted for habitation.</li> <li>• Not permitted as permanent office or storage use.</li> <li>• Prohibited in residential areas unless being used to facilitate a construction project on site and restricted to a maximum time frame of 120 days.</li> </ul>	<ul style="list-style-type: none"> <li>• Identified as a prohibited use unless specifically permitted.</li> </ul>	<ul style="list-style-type: none"> <li>• Regulates "shipping container" similar to truck/bus/coach bodies, trailers and recreational vehicles.</li> <li>• Not permitted for habitation.</li> <li>• Not permitted as permanent office or storage use.</li> </ul>



Town of Milton	Port Colbourne	County of San Diego, USA	City of Deer Park, Washington, USA
<ul style="list-style-type: none"> <li>• Permitted as ancillary uses in industrial zones on lots greater than 0.4 ha</li> <li>• One container per 0.4 ha to a maximum of four</li> <li>• Located in rear yard and screened from street</li> <li>• Permitted on residential properties for a period of not more than five days</li> <li>• Permitted on construction sites</li> <li>• Prohibited from being used for advertising or as a commercial storage facility</li> <li>• If fixed or concrete footings and/or occupied, considered buildings and subject to same development application process as other buildings</li> </ul>	<ul style="list-style-type: none"> <li>• Prohibited in all zones other than Industrial zones</li> </ul>	<ul style="list-style-type: none"> <li>• Permitted for storage uses only in accordance with zoning regulations noted below</li> <li>• The property contains a legal primary use</li> <li>• On lots where the primary use is residential in nature, must not be visible from road. Landscaping or fencing required</li> <li>• On residential lots of less than 2 acres one sea container is permitted not exceeding 320 square feet for up to 180 consecutive days</li> <li>• Must meet setback requirements for accessory structures and square footage included in lot coverage of all existing and/or proposed accessory structures</li> <li>• Allowed in commercial and industrial zoned areas only if there is a legally established primary use and all parking requirements are maintained</li> <li>• Allowed in all zones temporarily to store building materials during construction of development with active building permit</li> <li>• Exterior walls shall be painted with a colour approved by the municipality (dark green, white, tan or other solid neutral colour that matches surrounding natural environment)</li> <li>• A building permit is required before placing or removing a sea container</li> </ul>	<ul style="list-style-type: none"> <li>• Not considered accessory structures. Specifically defined and regulated in zoning by-law</li> <li>• Not permitted as permanent storage building in residential areas or where principle use is residential</li> <li>• Permitted in residential areas for period of up to 30 days in calendar year for the loading/unloading of household goods</li> <li>• Contractors may use containers for temporary office or storage during construction which is taking place on the property where the container is located and a building permit has been issued</li> <li>• Permitted as accessory storage buildings in defined commercial and industrial areas in accordance with applicable zoning regulations/setbacks</li> <li>• Building permit to place container is required</li> <li>• Prohibits the stacking of containers unless in industrial zone</li> <li>• No advertising permitted on container</li> <li>• May require fencing or screening</li> <li>• Shall be included in the calculation of overall lot coverage</li> <li>• Shall not occupy required off-street parking, loading or landscaping areas</li> <li>• Materials stored are subject to approval by the local Fire Department.</li> </ul>

## Proposed Regulatory Approach in Tecumseh

### Shipping Containers as Building Components

Once a shipping container is retired, it is not a means of shipping and is not used for the carriage or conveyance of goods. The intended use of a shipping container for a purpose other than shipping or storing transforms the structure, and when the intended use becomes for the occupancy of people or property, a shipping container becomes a building under the Building Code Act. At this point, it is regulated by the Ontario Building Code and a building permit is required. That, in and of itself, however, does not mean that they cannot be regulated under zoning provisions. In other words, it is still reasonable to regulate the use of a shipping container just as it is reasonable to regulate/prohibit alternative uses (e.g. storage or office uses) for things such as transport trailers or school buses.

### Options to Regulate Shipping Containers as Accessory Storage Units in Tecumseh

As noted earlier in this report, the Town's Zoning Bylaws currently do not contain a definition for shipping containers. As a fundamental element for any possible regulations, a definition is recommended to be added to the Town's Zoning Bylaws to clearly define this type of structure. The following definition is an example of what could be introduced into the By-laws:

*"Shipping Container means an intermodal freight container that is used for the transportation and storage of goods and materials which are loaded onto trucks, trains or ships for the purpose of moving of goods and materials. For the purpose of this definition a shipping container does not have wheels and does not include a truck body, trailer or transport trailer"*

It is recommended that a strong and clear regulatory approach be taken toward prohibiting the permanent placement of shipping containers as storage units in all areas of the Town other than industrial zones. This would not impose an undue hardship on home owners or businesses who wish to use shipping containers for storage on their properties, as there are many other economical alternative storage structures available, such as storage sheds, detached garages, etc., which are better suited for residential neighbourhoods and commercial areas. The need for maintaining the aesthetic character of these areas outweighs the benefit of using shipping containers for storage purposes. In addition, our experience has not demonstrated a strong desire to permit these, other than in industrial areas.



As the temporary use of shipping containers for moving purposes or on construction sites is also becoming more popular, and does not present a permanent negative impact on residential neighbourhoods, it is reasonable to permit this use with regulations. Possible regulations may include limiting the duration of the temporary placement of a shipping container, specifying its setback distance from lot lines to maintain proper spatial separation and safe sight line, and restricting the number of containers per property and the maximum size of a container.

For industrial lands, it is proposed that the use of shipping containers for storage be allowed subject to consideration of including the following types of provisions:

- i) Shall only be permitted as accessory structures in industrial zones;
- ii) shall not be used for human habitation, office use, display, advertising, screening or fencing;
- iii) shall only be located in the side yard or rear yard provided it:
  - a. is screened from view from the street and abutting properties zoned other than industrial;
  - b. complies with the lot coverage and accessory buildings and structures setback requirements of the zone;
  - c. is not located in any required parking areas or landscaped buffer;
- iv) shall be included in the calculation of lot coverage;
- v) shall not exceed a height of 3.0 metres and a length of 12.0 metres and shall not be stacked one on top of the other;
- vi) the maximum number of shipping containers for accessory storage purposes on any property shall be limited to two unless the shipping containers are used in the transportation of goods and materials in which case no maximum shall apply;
- vii) shall comply with the requirements of the Ontario Building Code.

If Council would like to pursue the incorporation of the foregoing types of regulations into the Zoning By-law, it will be necessary to follow the requirements of the Planning Act with respect to advertising for and holding a public meeting to offer an opportunity for public input and comment. Input from stakeholders will assist Council and Administration in developing a regulatory environment that achieves important municipal objectives while offering the flexibility to certain land owners and under appropriate circumstances to consider shipping containers for storage purposes. Accordingly, it is recommended that Administration be directed to commence processing a housekeeping amendment to the Zoning Bylaws to regulate shipping containers as accessory storage units in accordance with the general concepts contained in Planning and Building Services Report No. 37/16.

## **CONSULTATIONS**

Fire Services  
Public Works and Environmental Services

## **FINANCIAL IMPLICATIONS**

None



### **LINK TO STRATEGIC PRIORITIES**

<b>No.</b>	<b>2015-16 Strategic Priorities</b>	<b>Applicable</b>
1.	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.	✓
2.	Ensure that the Town of Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.	✓
3.	Integrate the principles of health and wellness into all of the Town of Tecumseh's plans and priorities.	
4.	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.	
5.	Demonstrate the Town's leadership role in the community by promoting good governance and community engagement, by bringing together organizations serving the Town and the region to pursue common goals.	✓

### **COMMUNICATIONS**

Not applicable ☐

Website ☒ Social Media ☐ News Release ☐ Local Newspaper ☐

This report has been reviewed by senior Administration as indicated below and recommended for submission by the CAO.

Prepared by:

Prepared by:

---

Enrico De Cecco, BA (Hons.), MCIP, RPP  
Junior Planner

---

Chad Jeffery, MA, MCIP, RPP  
Manager, Planning Services/Senior Planner

Reviewed by:

Reviewed by:

---

Brian Hillman, MA, MCIP, RPP  
Director, Planning and Building Services

---

Michael Voegeli,  
Manager, Building Services,  
Chief Building Official

Recommended by:

---

Tony Haddad, MSA, CMO, CPFA  
Chief Administrative Officer

ED  
Attachment(s):

File Name (R:\Planning Reports\2016\Planning Report 37-16 Potential Alternative Uses for Shipping Containers  
December 7 2016 edit.docx)



## THE CORPORATION OF THE TOWN OF TECUMSEH

### Public Works & Environmental Services Report No. 43/16

**TO:** Mayor and Members of Council

**FROM:** Phil Bartnik, P. Eng., PMP – Manager Engineering Services

**DATE:** November 16, 2016

**DATE TO COUNCIL:** December 13, 2016

**SUBJECT:** Tecumseh Transportation Master Plan (TTMP)

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### **RECOMMENDATIONS**

It is recommended that:

1. The report titled “Tecumseh Transportation Master Plan”, dated November 23, 2016, as prepared by Dillon Consulting Limited, be received and be placed on the 30-day public review period.

### **BACKGROUND**

At the December 8, 2015 Regular Meeting of Council, Council approved the recommendations (Motion RCM-419/15) of PWES Report 63/15 titled “2016-2020 Public Works & Environmental Services Capital Works Plan” that authorized additional funding for Administration to finalize the Transportation Master Plan in 2016.

At the May 24, 2016 Special Meeting of Council, Council received the executive summary of the Tecumseh Transportation Master Plan (Motion SCM-04/16). Representatives from Dillon Consulting Limited provided a presentation to Council on the contents of the draft Tecumseh Transportation Master Plan, and requested direction on holding a Public Information and Consultation session in June 2016.

### **COMMENTS**

The Tecumseh Transportation Master Plan presents a dynamic, sustainable multi-nodal transportation strategy to accommodate future population and employment growth in the Town of Tecumseh. The TTMP establishes principles, policies and a network framework to guide the development of Tecumseh’s future transportation system.

#### **Public Information Centre**

A Public Information Centre (PIC) was held on June 22, 2016 from 4:00pm – 7:00pm in Council Chambers to receive input from the public on the recommendations for the principles, policies and network framework in the Transportation Master Plan.

A total of ten people attended the PIC, comprising members of the public, Town Councillors, and Administration from the City of Windsor and the Town of Lakeshore. Town Administration and Dillon Consulting was present to answer questions and receive comments throughout the duration of the PIC. The comments received were generally supportive and have been incorporated into the final report.

### **Next Steps**

The 'Notice of Study Completion' will be published in the Tecumseh Shoreline, placed on the Town's website, and sent to the stakeholders and regulatory agencies that were contacted throughout the study. The Notice shall include the public's right to request a Part II Order within the 30-day review period. If no request is received by the Minister or delegate, the Town may proceed with the implementation of the Study.

A copy of the Executive Summary from the Tecumseh Transportation Master Plan has been attached to this report for reference, and highlights the key study components including the Transportation Master Plan Vision, Transportation Strategy, Transportation Policies, Road Networks, and Active Transportation.

A full copy of the Tecumseh Transportation Master Plan will be available for review on the Town's website, as well as at the Public Works & Environmental Services Department.

### **CONSULTATIONS**

Dillon Consulting Limited  
Director Planning and Building Services

### **FINANCIAL IMPLICATIONS**

There are no financial implications to the Town at this time.

### **LINK TO STRATEGIC PRIORITIES**

No.	2015-16 Strategic Priorities	Applicable
1.	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.	✓
2.	Ensure that the Town of Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.	✓
3.	Integrate the principles of health and wellness into all of the Town of Tecumseh's plans and priorities.	✓
4.	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.	✓
5.	Demonstrate the Town's leadership role in the community by promoting good governance and community engagement, by bringing together organizations serving the Town and the region to pursue common goals.	✓

## **COMMUNICATIONS**

Not applicable ☒

Website ☐ Social Media ☐ News Release ☐ Local Newspaper ☐

This report has been reviewed by senior Administration as indicated below and recommended for submission by the CAO.

Prepared by:

---

Phil Bartnik, P. Eng., PMP  
Manager Engineering Services

Reviewed by:

Reviewed by:

---

Dan Piescic, P. Eng.  
Director Public Works & Environmental  
Services

---

Brian Hillman, MA, MCIP, RPP  
Director Planning and Building Services

Recommended by:

---

Tony Haddad, MSA, CMO, CPFA  
Chief Administrative Officer

Attachment(s):

1. Executive Summary, Tecumseh Transportation Master Plan

## Executive Summary

The Tecumseh Transportation Master Plan (TTMP) provides a flexible and dynamic multi-modal transportation strategy that will guide the provision of transportation service and networks by the Town of Tecumseh to the year 2034. The Tecumseh transportation system balances the needs of residents, businesses, and recreational users in a way that is fiscally responsible.

### TTMP Vision

Stakeholder consultation completed early in the TTMP process was used to generate the following Vision statement and themes for the TTMP:

*The TTMP provides an integrated and diverse transportation system for all residents and businesses that is safe, convenient, affordable and sustainable, and that facilitates the efficient movement of people and goods within the Town and to adjoining areas. The transportation system supports the goals and values of the Town, maintaining the rural and small Town character, protecting the environment and natural heritage, and promoting sustainable economic growth.*

The TTMP was developed around four core themes:

- Improve the integration of the existing transportation networks
- Provide networks to encourage and facilitate transportation by Active Modes
- Provide infrastructure to serve demands at preferred Performance Targets
- Provide transportation systems that serve all citizens

### Population Scenario

The 2016 population of the Town of Tecumseh is approximately 25,240. By 2034, the population of Tecumseh is expected to increase by 4,900, to a total population of 30,140. **Figures ES1 and ES2** show the Official Plan Land Use Designations.

The Town's population and employment growth is directed to the three main settlement areas of the Town, comprising: i) the northern settlement area (former Town of Tecumseh, former Village of St. Clair Beach, Tecumseh Hamlet); ii) Oldcastle Hamlet; iii) Maidstone Hamlet. Planning and servicing circumstances will result in the majority of residential population growth occurring in the northern settlement area, particularly within the growth areas known locally as the Tecumseh Hamlet Secondary Plan and Manning Road Secondary Plan Areas (Secondary Plan work in both of these areas has resulted in proposed land uses and a road network as illustrated on **Figure ES3**). The majority of employment growth is anticipated on a number of designated greenfield sites in the Oldcastle Hamlet, which is recognized as a regionally significant employment district.

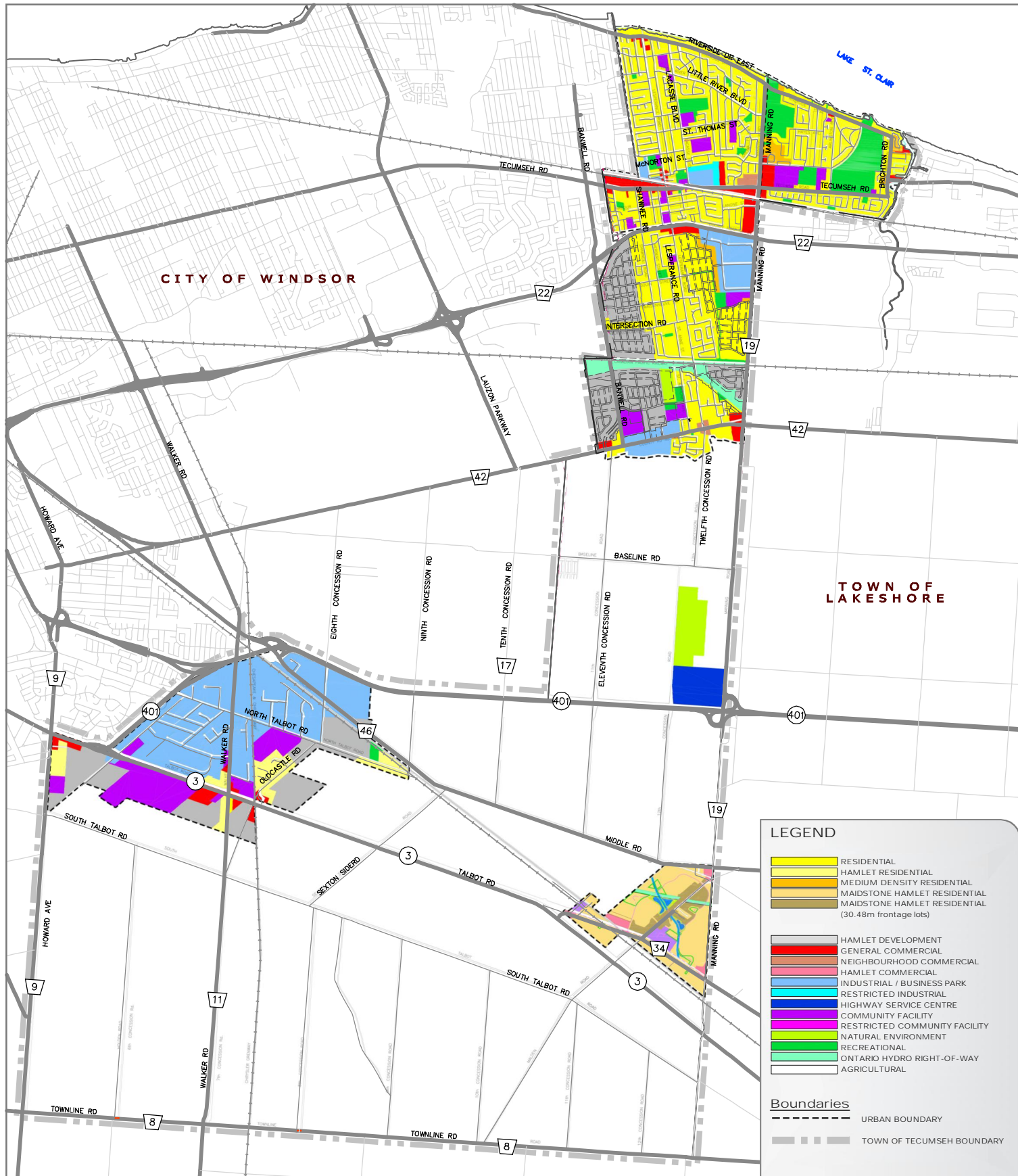
**Table ES1** demonstrates the distribution of population and employment growth throughout the Tecumseh Hamlet and Manning Road Secondary Plan areas.

**Table ES1: Planned Development Yield in Tecumseh Hamlet and Manning Road Secondary Plan Area**

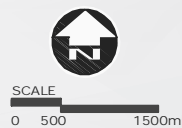
Zone	Residential Units		Commercial GFA (1000sqft)	
	Low Density	Medium Density*	Conventional	"Main Street"
<i>Tecumseh Hamlet</i>				
N1	138	48	0	0
N2	177	486	60	158
N3	99	138	114	0
N4	182	120	0	0
SW1	162	120	31	0
SW2	58	204	0	0
SE1	94	90	0	0
SE2	158	288	51	0
SE3	35	162	0	0
SE4	0	42	0	0
E	203	96	0	0
<i>Total</i>	<i>1306</i>	<i>1794</i>	<i>255</i>	<i>158</i>
<i>Manning Road Secondary Plan Area</i>				
NE1	367	0	142	0
NE2	388	0	36	0
<i>Total</i>	<i>755</i>	<i>0</i>	<i>178</i>	<i>0</i>
<i>Total</i>	<i>2061</i>	<i>1794</i>	<i>433</i>	<i>158</i>

\* Includes apartment units above commercial development.





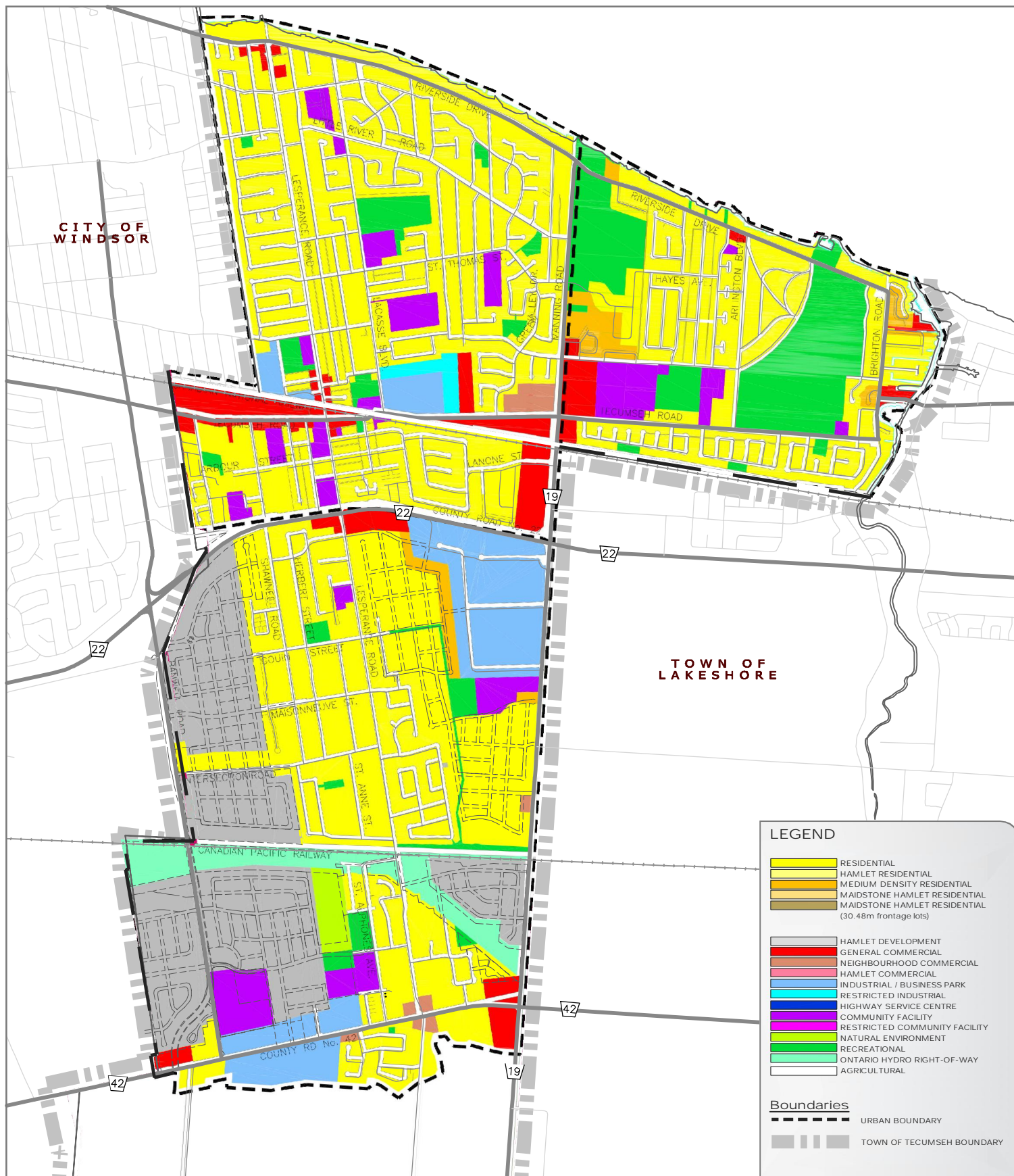
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 STATUS: FINAL  
 DATE: NOVEMBER 2016



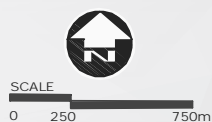
THE TOWN OF TECUMSEH  
 TRANSPORTATION MASTER PLAN UPDATE

OFFICIAL PLAN LAND  
 USE DESIGNATION

FIGURE ES1



Dillon Proj.No.: 15-2937  
 STATUS: FINAL  
 DATE: NOVEMBER 2016

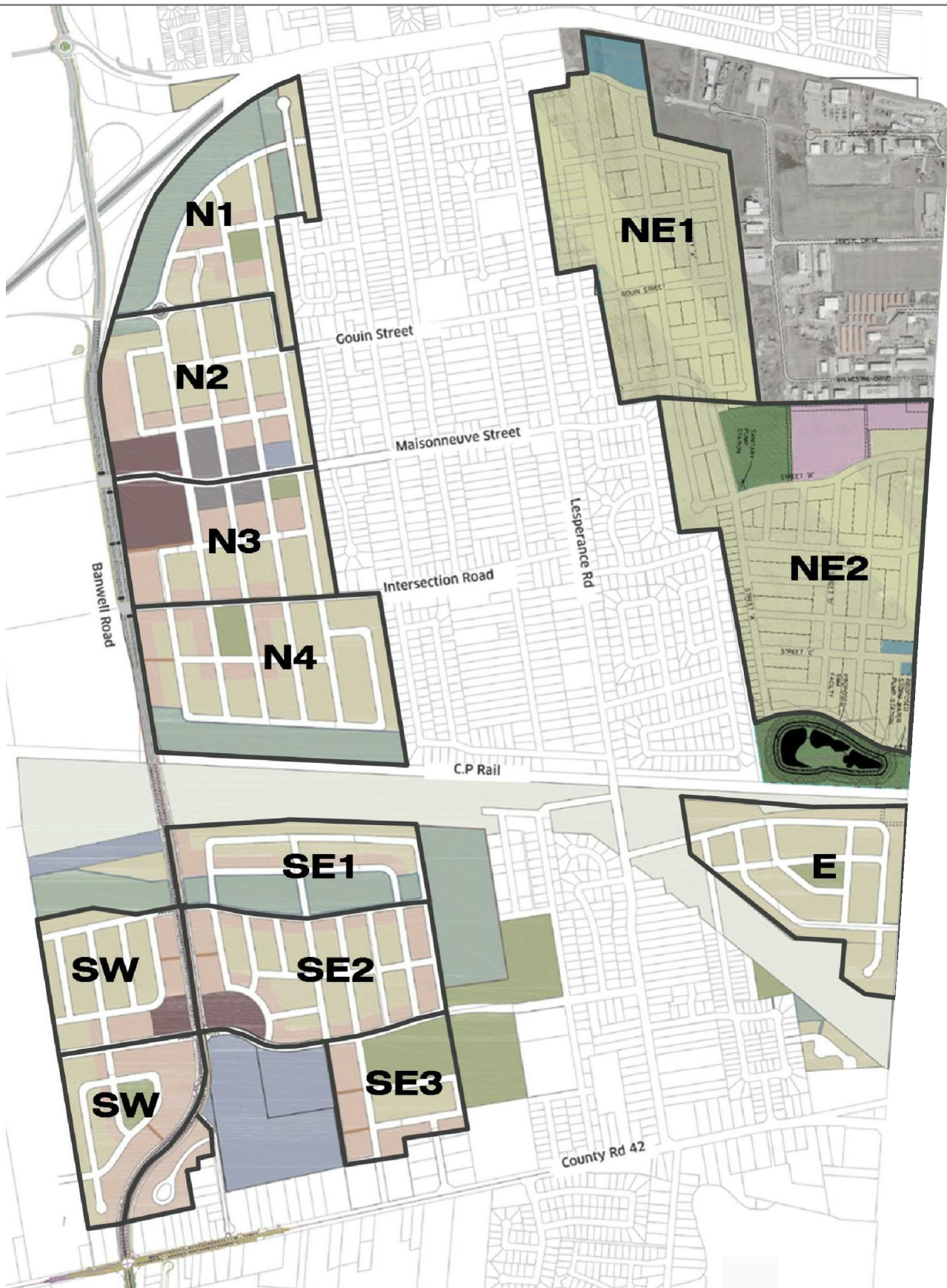


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OFFICIAL PLAN LAND  
 USE DESIGNATION  
 (URBAN AREA)

FIGURE ES2





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 DATE: NOVEMBER 2016



THE TOWN OF TECUMSEH  
 TRANSPORTATION MASTER PLAN UPDATE

TECUMSEH HAMLET AND  
 MANNING ROAD  
 SECONDARY PLAN AREA  
 ZONES

FIGURE ES3

## Transportation Strategy

Conventional automobile travel will remain the primary mode of travel in Tecumseh within the life of the TTMP. The role of transit within Tecumseh will be driven by growth; expansion of service will occur as conditions drive expanded service. The active transportation network will be improved in order to address the principles and goals of the TTMP and encourage sustainable transportation for all users. Accordingly, the role of active modes will be elevated, particularly for local trips within Settlement areas, which are well-suited towards active transportation.

## Transportation Policies

### Complete Streets

**The Town of Tecumseh adopts a “complete streets” approach to the planning, design, operation, and maintenance of roads. Going forward, we will shift the focus of streets from a strong emphasis on auto mobility to a more balanced philosophy to better serve all modes to meet the needs of travellers of all ages and abilities.**

The Complete Streets framework seeks to balance the many roles of streets to maximize their potential as a public resource. A complete street is appropriate for all expected functions and offers safety, comfort, and convenience to all users regardless of age or ability. Complete streets must be implemented with a context sensitive approach, as different users take priority in different locations. Corridors must be assessed from both a local (small-scale) perspective and a global (large-scale) perspective, to understand their function to all users and all trips. In areas where there is high demand for several modes, the Town will seek to balance the needs of all users in a sustainable and context sensitive manner. **Figure ES4** displays examples of Complete Streets in different contexts.

A Complete Streets Design Handbook has been prepared as a supplement to the TTMP to guide stakeholders through the planning, design and operations of streets.



**Figure ES4: Complete Streets in an Urban, Suburban, and Rural Context**

### **Road Hierarchy**

The Town adopts a road hierarchy based on seven road classes:

- **Commercial Main Street;**
- **Minor Arterial (Urban);**
- **Collector (Urban);**
- **Local (Urban);**
- **Minor Arterial (Rural);**
- **Collector (Rural); and**
- **Local (Rural).**

**Figures ES5 and ES6** show the recommended road hierarchy system for the Town. **Figures ES7-ES13** show typical cross-sections for new roads in all road classes proposed in the road hierarchy. These cross-sections are a starting point for designing roads in these road classes; individual roads need to consider local conditions for road design and construction and are subject to the discretion of the Director of Public Works.

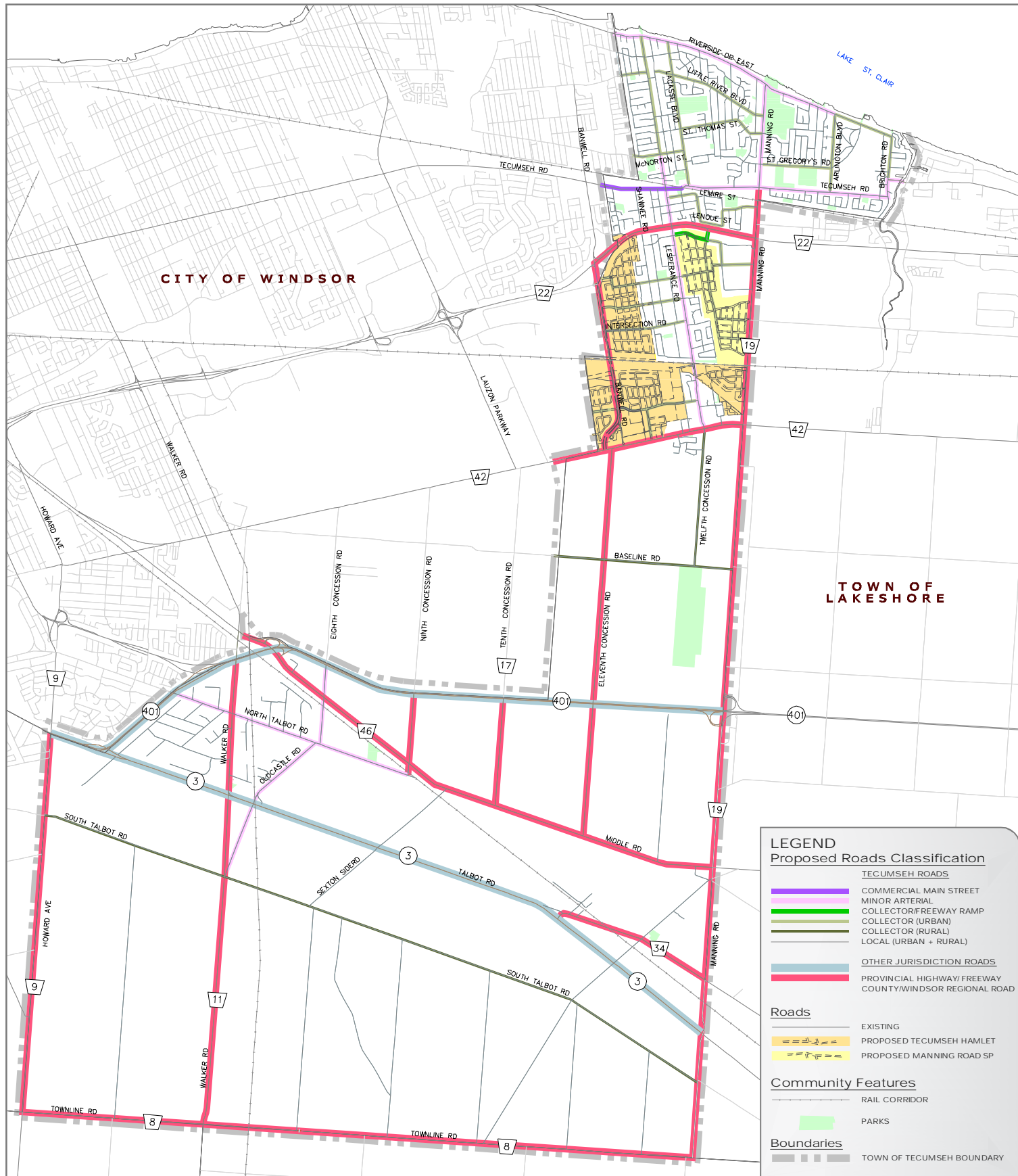
The development of an understandable road classification system is a fundamental requirement for the Town of Tecumseh. A road classification system is the orderly grouping of roads into systems according to the type of service they provide to the public. When a road system is properly classified, the characteristics of each road are readily understood. Classification assists in establishing the geometric design features for each group of roads, consistent with the short and long term operational needs of that particular group.

Traditionally, roadway classification systems are structured on a hierarchy of classes focused primarily on mobility and access for private vehicles. A Complete Streets approach establishes a framework for street design that provides “streets for everyone”. The corresponding multi-modal roadway classification system maintains hierarchy between road classes, but speaks to all modes of transportation and places greater emphasis on pedestrians, cyclists, and transit users. This approach allows for streets to be designed according to their local context and provide a safe, comfortable, and convenient environment for pedestrians, cyclists, and transit users, while maintaining traffic flow.

Together, these policies result in key changes to road planning, operations, and design:

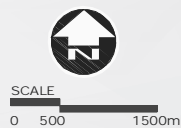
- New roads will be designed and built with facilities for pedestrians and cyclists in addition to cars;
- Appropriate pedestrian and cyclist facilities will be added to existing roads when reconstructed, consistent with the Complete Streets Design Handbook and road classification;
- Key gaps in the pedestrian and cyclist network within the road system will be prioritized based on network plans and recommendations from the AT plan; and
- Pedestrian and cyclist crossings of Arterials and Collectors will be provided as needed.



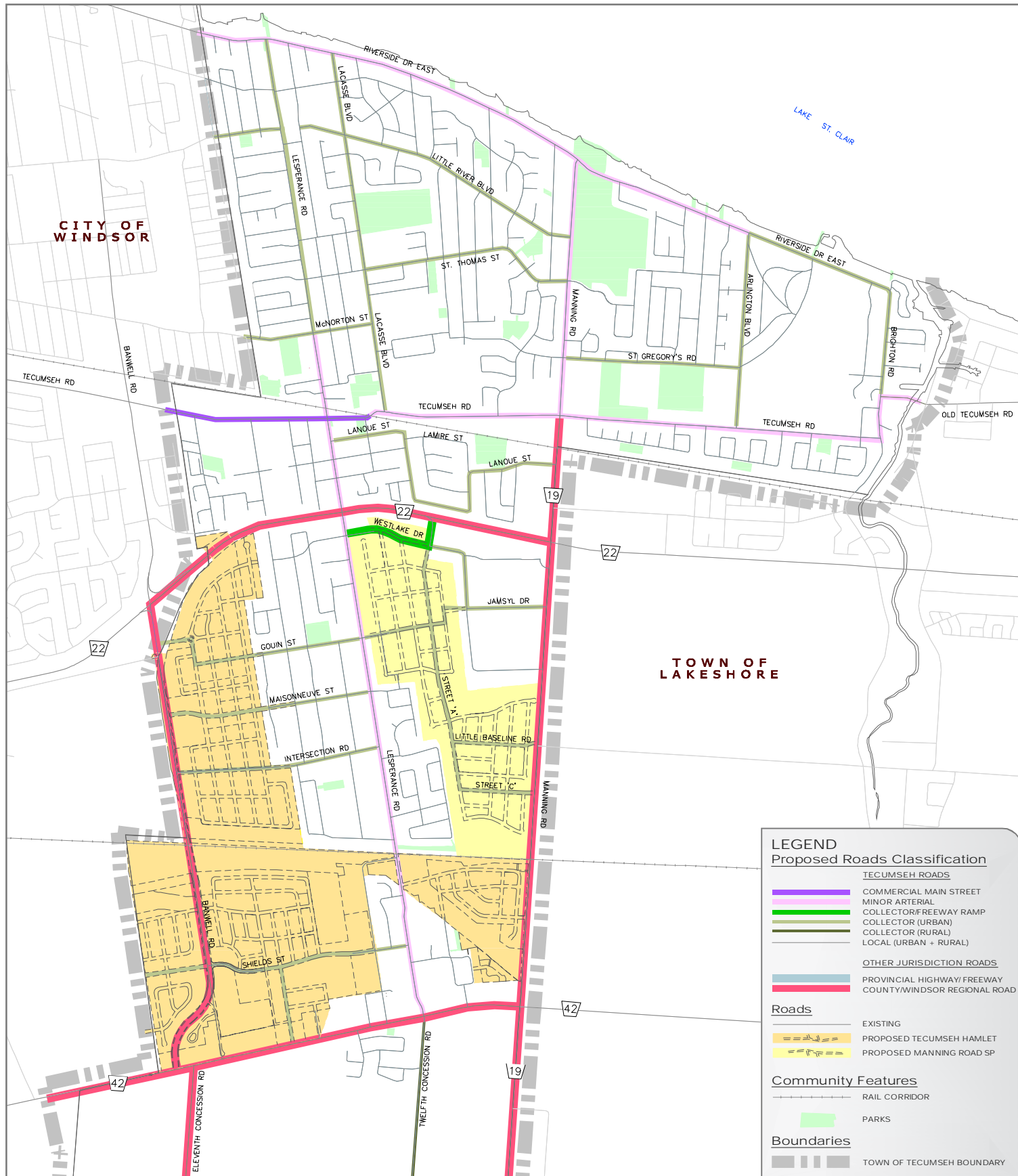


**DILLON**  
CONSULTING

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**THE TOWN OF TECUMSEH  
TRANSPORTATION MASTER PLAN UPDATE  
TECUMSEH TMP ROAD  
CLASSIFICATIONS**



**LEGEND**

**Proposed Roads Classification**

**TECUMSEH ROADS**

- COMMERCIAL MAIN STREET
- MINOR ARTERIAL
- COLLECTOR/FREEWAY RAMP
- COLLECTOR (URBAN)
- COLLECTOR (RURAL)
- LOCAL (URBAN + RURAL)

**OTHER JURISDICTION ROADS**

- PROVINCIAL HIGHWAY/ FREEWAY
- COUNTY/WINDSOR REGIONAL ROAD

**Roads**

- EXISTING
- PROPOSED TECUMSEH HAMLET
- PROPOSED MANNING ROAD SP

**Community Features**

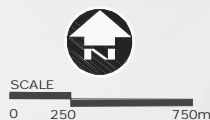
- RAIL CORRIDOR
- PARKS

**Boundaries**

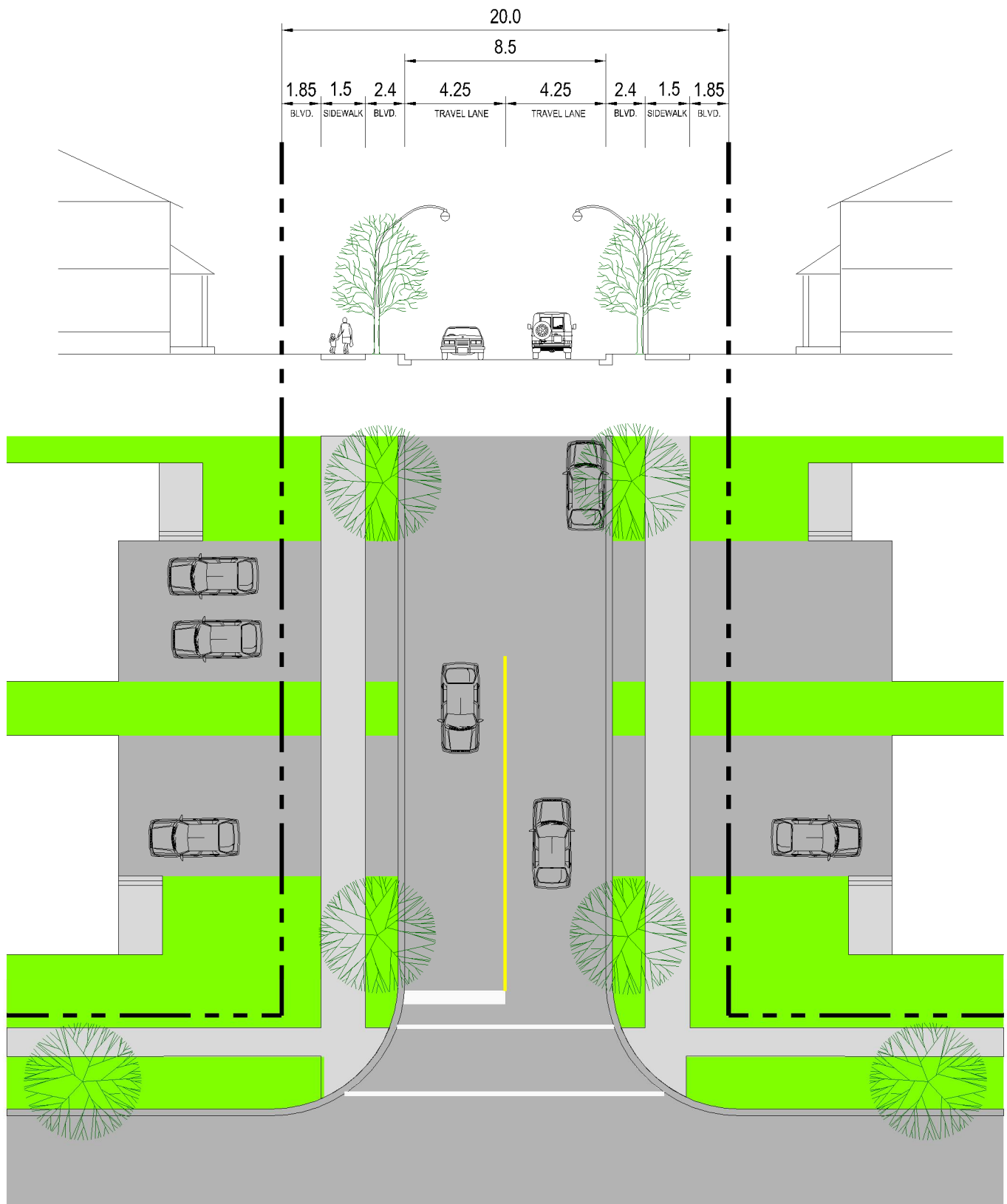
- TOWN OF TECUMSEH BOUNDARY



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**THE TOWN OF TECUMSEH  
 TRANSPORTATION MASTER PLAN UPDATE  
 TECUMSEH TMP ROAD  
 CLASSIFICATIONS  
 (URBAN AREA)**



\*SIDEWALK MAY BE PROVIDED ON ONE SIDE, DEPENDING ON ADJACENT LAND USE



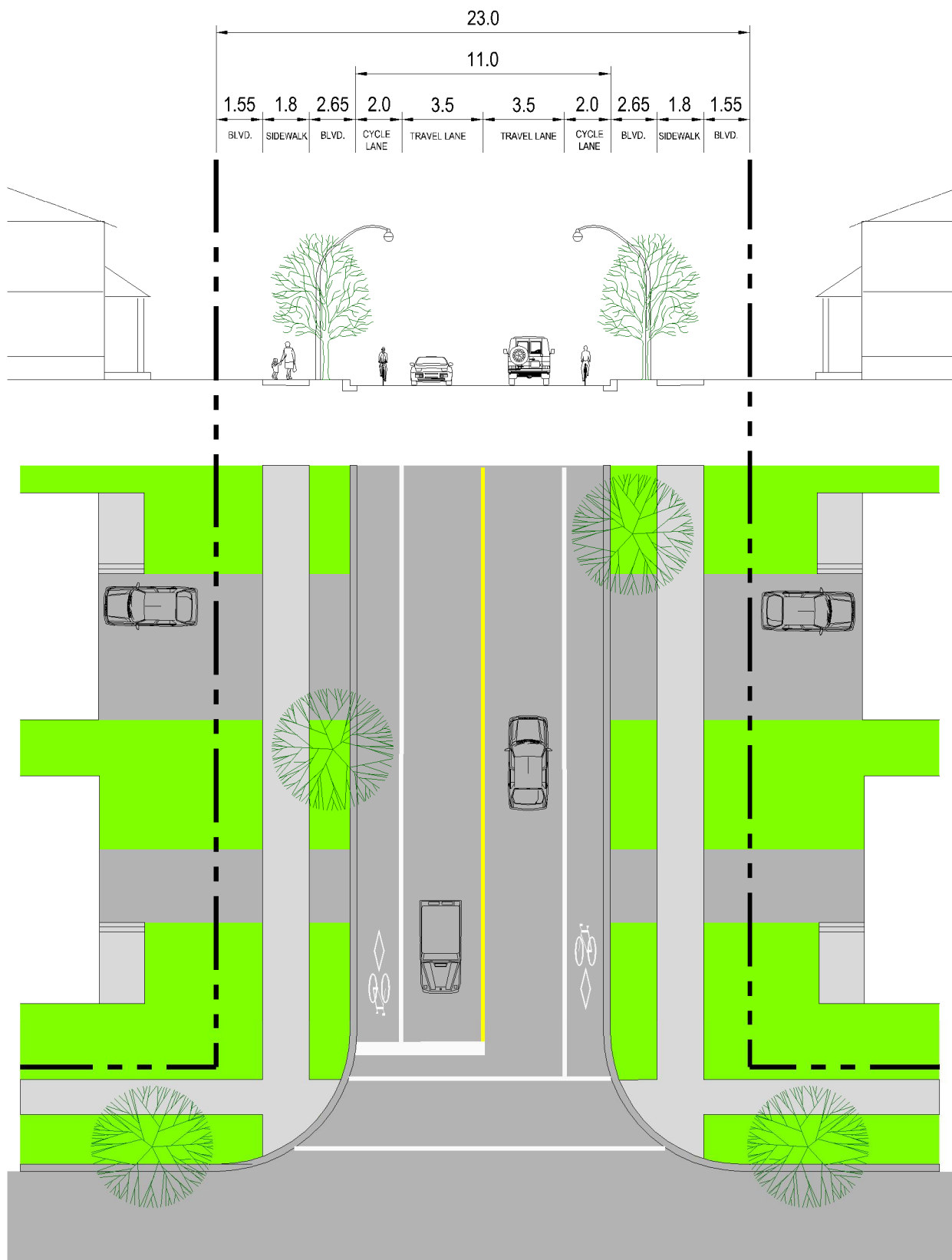
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 STATUS: FINAL  
 DATE: NOVEMBER 2016  
 NOT TO SCALE

THE TOWN OF TECUMSEH  
 TRANSPORTATION MASTER PLAN UPDATE

**LOCAL ROAD  
 URBAN CROSS-SECTION  
 20m R.O.W.**

**FIGURE ES7**





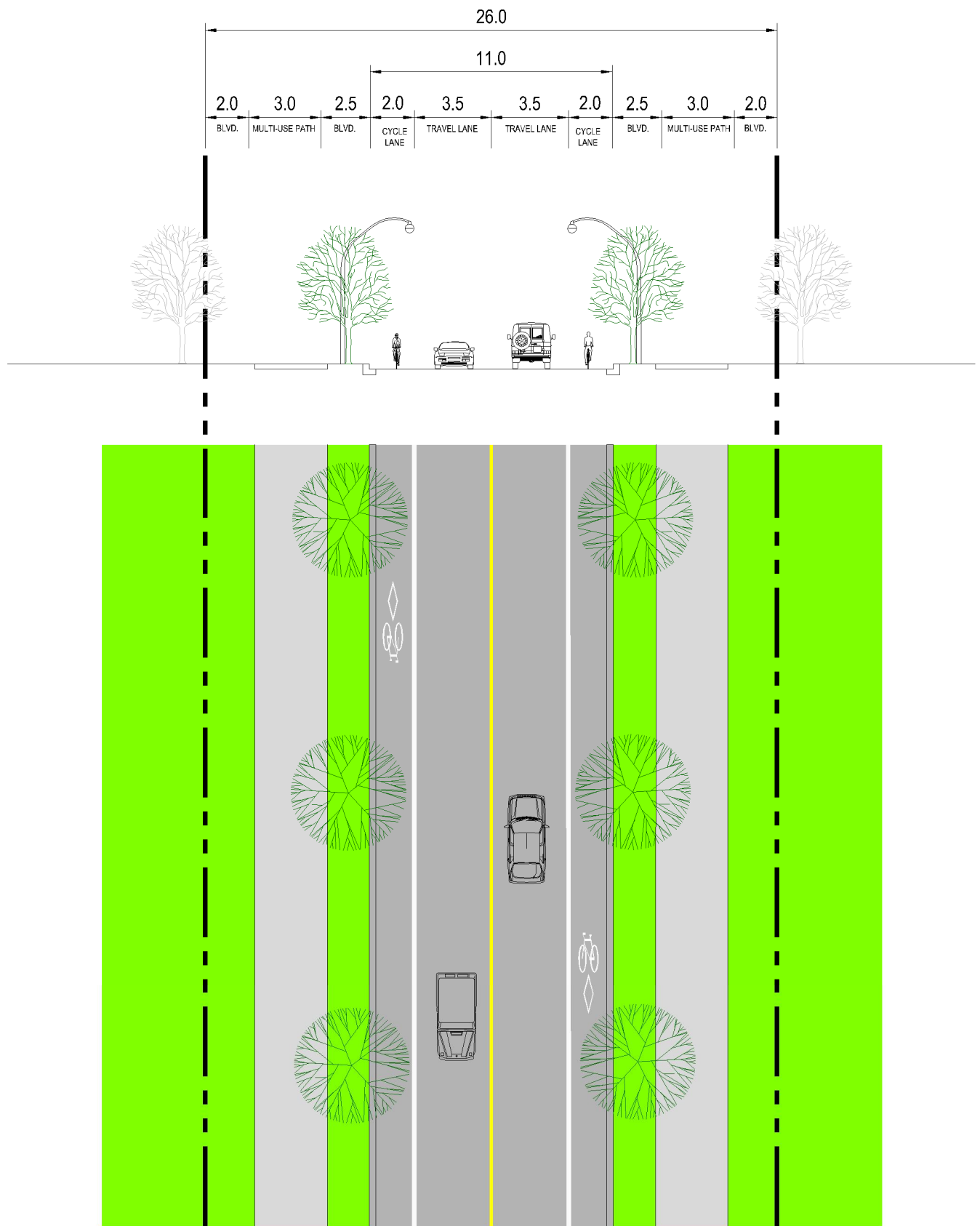
File Location: c:\project\working directory\active\32\h\0287154\15-2937\_tmpp\plan-sections.dwg November, 23, 2016 10:28 AM



Dillon Proj.No.: 15-2937  
 STATUS: FINAL  
 DATE: NOVEMBER 2016  
 NOT TO SCALE

THE TOWN OF TECUMSEH  
 TRANSPORTATION MASTER PLAN UPDATE  
**COLLECTOR ROAD  
 URBAN CROSS-SECTION  
 23m R.O.W.**

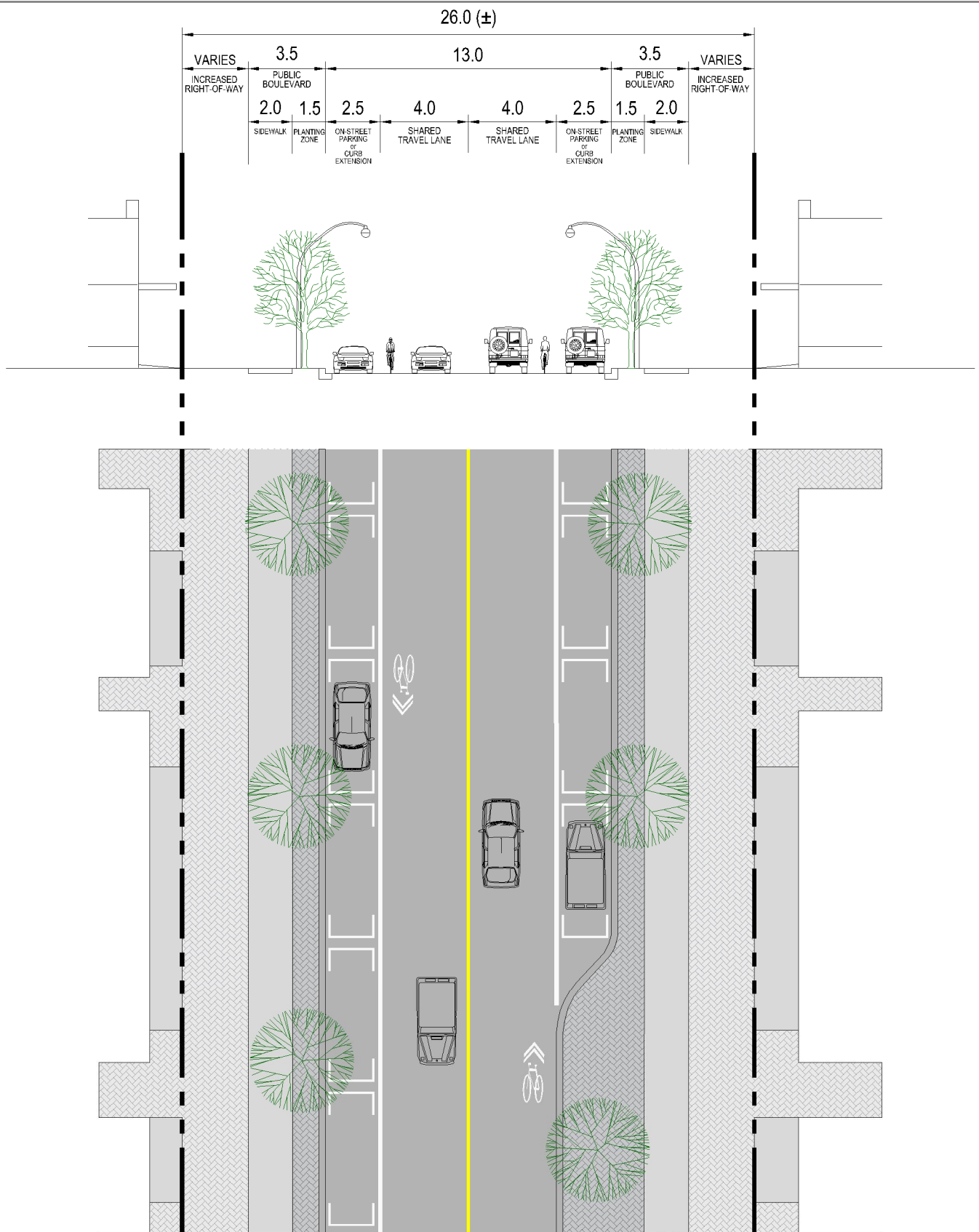
**FIGURE ES8**



Dillon Proj.No.: 15-2937  
 STATUS: FINAL  
 DATE: NOVEMBER 2016  
 NOT TO SCALE

THE TOWN OF TECUMSEH  
 TRANSPORTATION MASTER PLAN UPDATE

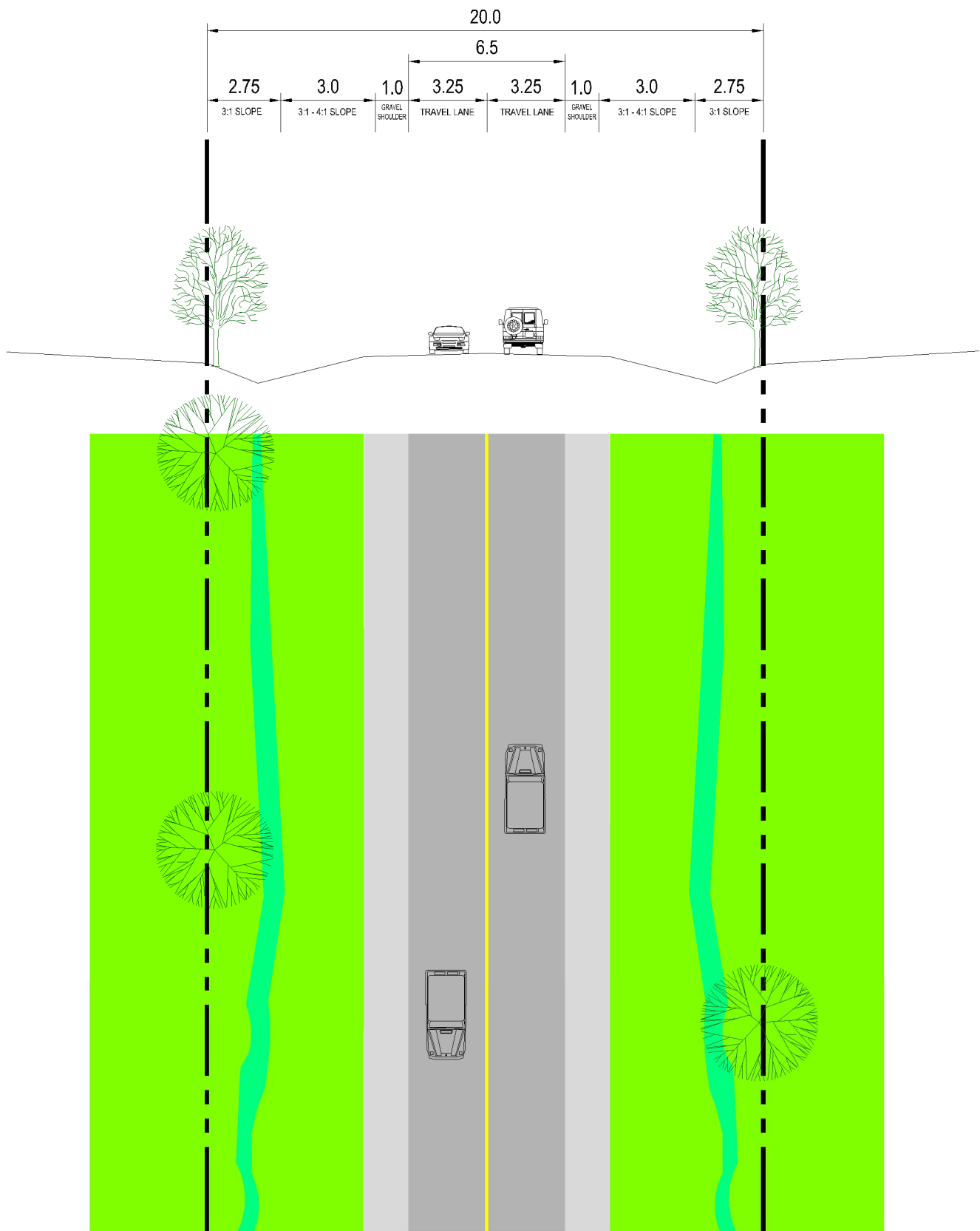
**MINOR ARTERIAL ROAD  
 URBAN CROSS-SECTION**  
 (With Multi-Use Paths)  
 26m R.O.W.



Dillon Proj.No.: 15-2937  
 STATUS: FINAL  
 DATE: NOVEMBER 2016  
 NOT TO SCALE

THE TOWN OF TECUMSEH  
 TRANSPORTATION MASTER PLAN UPDATE  
**COMMERCIAL MAIN STREET  
 URBAN CROSS-SECTION**  
 26m R.O.W.

**FIGURE ES10**

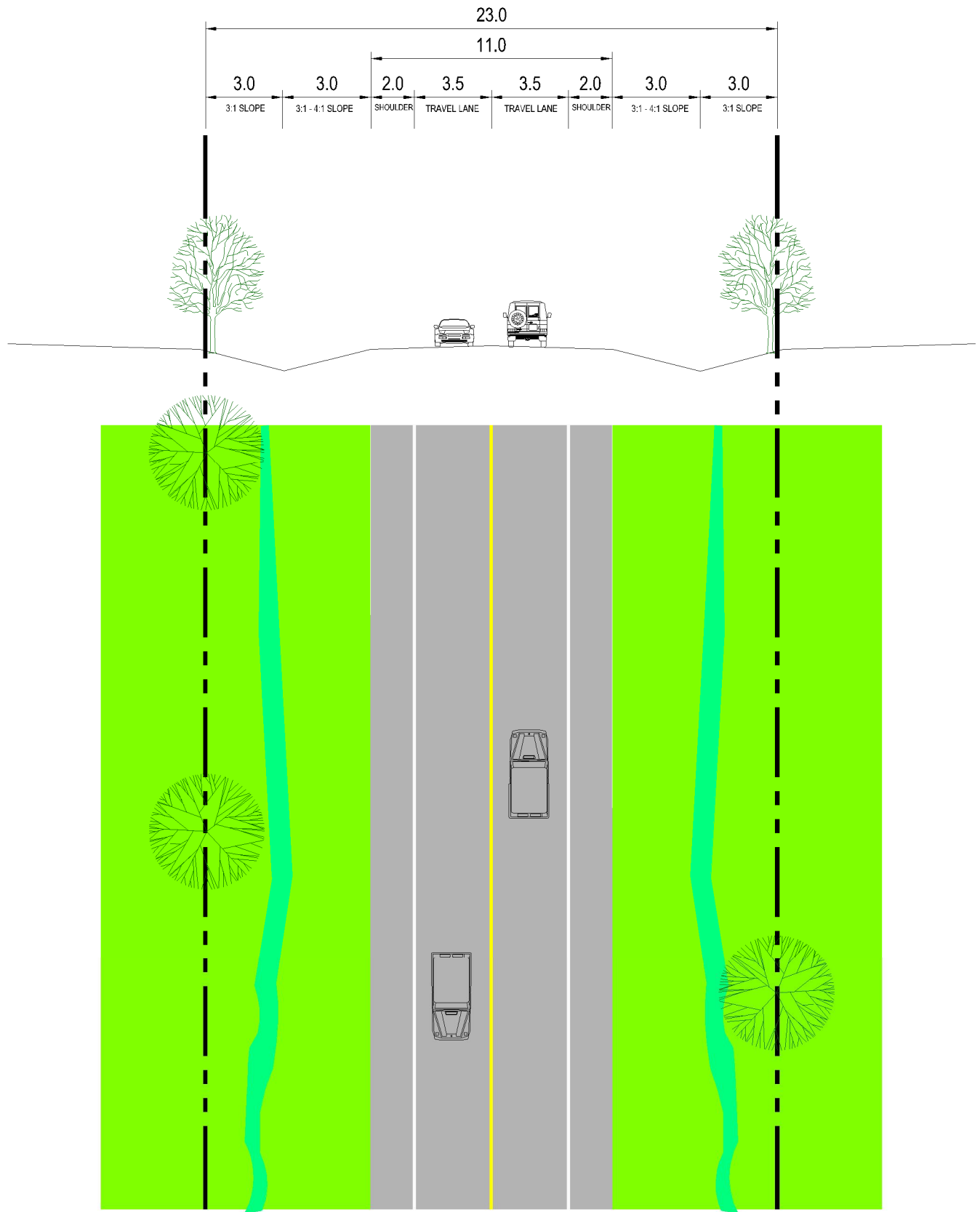


Dillon Proj.No.: 15-2937  
 STATUS: FINAL  
 DATE: NOVEMBER 2016  
 NOT TO SCALE

THE TOWN OF TECUMSEH  
 TRANSPORTATION MASTER PLAN UPDATE

LOCAL ROAD  
 RURAL CROSS-SECTION  
 20m R.O.W.

**FIGURE ES11**

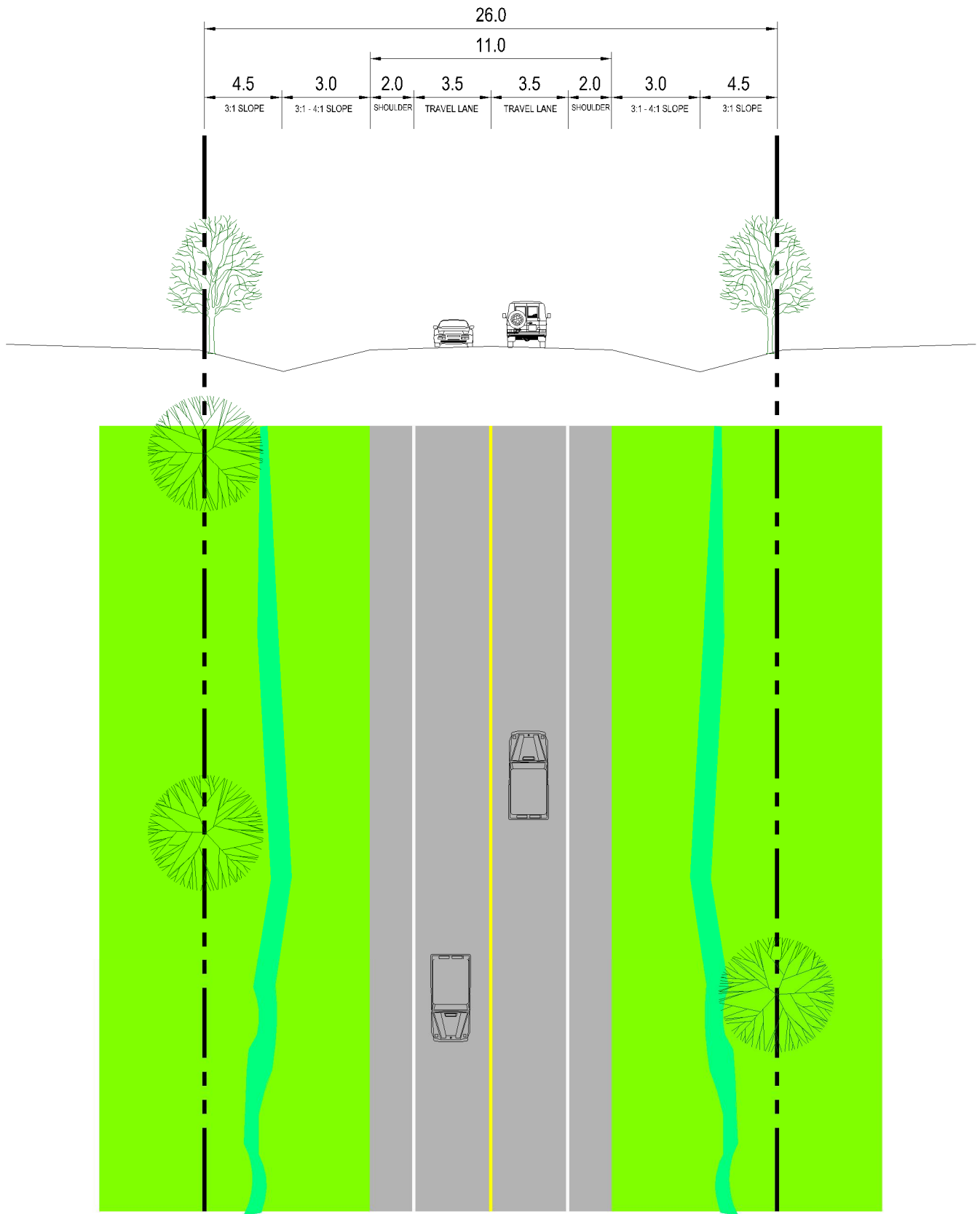


Dillon Proj.No.: 15-2937  
 STATUS: FINAL  
 DATE: NOVEMBER 2016  
 NOT TO SCALE

THE TOWN OF TECUMSEH  
 TRANSPORTATION MASTER PLAN UPDATE

# COLLECTOR ROAD RURAL CROSS-SECTION 23m R.O.W.

**FIGURE ES12**



Dillon Proj.No.: 15-2937  
 STATUS: FINAL  
 DATE: NOVEMBER 2016  
 NOT TO SCALE

THE TOWN OF TECUMSEH  
 TRANSPORTATION MASTER PLAN UPDATE

# MINOR ARTERIAL ROAD RURAL CROSS-SECTION 26m R.O.W.

**FIGURE ES13**

### **Roundabouts**

**The Town will consider roundabouts as an option for traffic control at all intersections on its Minor Arterial and Collector roads where traffic control signals are needed.**

Roundabouts have emerged in North America as an environmentally-friendly and cost-efficient alternative to traffic signals or all-way stops for traffic control at intersections, particularly in new residential subdivisions or in locations where traffic signals are warranted. Particular attention is required to the design of pedestrian and cycling facilities through roundabouts to provide safe passage for vulnerable users.

### **Traffic Calming**

**The Town will use Traffic Calming measures as a tool to reduce speeds on existing roads where they have determined that observed operating conditions are not in line with desired conditions, accounting for the varying roles of different road classes in carrying vehicle traffic.**

*Traffic calming* is defined as “physical devices aimed at slowing the speed of motorists to the desired speed, given the context of the street”. Traffic calming measures must be implemented in a way that respects the intended role of the street. Higher order streets (arterials and minor arterials) are intended to have higher operating speeds and carry higher volumes of trucks. These streets form the backbone of the transit system as well as the emergency response network, and are not appropriate for all traffic calming measures. The needs of all users must be considered in developing a traffic calming plan.

The traffic calming measures shown in **Table ES2** are supported in the Town of Tecumseh:

The measures each have a different purpose and impact, and should only be applied to certain classes of roadways. **Table ES3** displays which measures are appropriate for each roadway classification.



**Table ES2: Traffic Calming Measures****Speed hump**

Vertical deflection; Rounded raised areas of pavement, often placed in a series several metres apart

**Speed table**

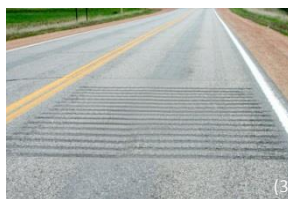
Vertical deflection; Speed humps with a flat section in the middle and ramps on either side

**Speed cushion**

Vertical deflection; Speed humps with wheel cutouts to allow emergency and transit vehicles to travel over them unaffected

**Raised pedestrian crosswalk**

Vertical deflection; Speed humps with a flat section in the middle, designated as a pedestrian crosswalk

**Rumble strip**

Vertical deflection; Small bumps in the roadway surface causing vibration in automobiles

**Curb extension**

Horizontal deflection; Extensions of the curbs into the travel lanes to narrow the street width

**Chicane**

Horizontal deflection; A series of curb extensions alternating between sides of the street to create S-shaped curves

**Mid-block narrowings**

Horizontal deflection; Curb extensions at mid-block locations

**Traffic circle**

Horizontal deflection; Raised islands placed in the middle of intersections to force traffic to travel around

Photo sources:

(1) Traffic Calming Measures, ITE (<http://www.ite.org/traffic/tcdevices.asp>).

(2) Urban Street Design Guide, NACTO (<http://nacto.org/publication/urban-street-design-guide/street-design-elements/>).

(3) Blackburn News (<http://blackburnnews.com/wp-content/uploads/2013/08/rumble-strip.jpg>).



Table ES3: Traffic Calming Measures by Roadway Classification

Proposed Tecumseh Roadway Classification								
		Urban				Rural		
Traffic Calming Measure		Commercial Main Street	Minor Arterial	Collector	Local Road	Minor Arterial	Collector	Local Road
Vertical deflection	Speed hump	●	●	●	●	●	●	●
	Speed table	●	●	●	●	●	●	●
	Speed cushion	●	●	●	●	●	●	●
	Raised pedestrian crosswalk	●	●	●	●	●	●	●
	Rumble strip	●	●	●	●	●	●	●
Horizontal deflection	Curb extension	●	●	●	●	●	●	●
	Chicane	●	●	●	●	●	●	●
	Mid-block narrowing	●	●	●	●	●	●	●
	Traffic circle	●	●	●	●	●	●	●

● Appropriate measure    ● Implement with caution    ● Inappropriate measure

## Road Network

Analysis of road network performance identified several roads and intersections which are approaching or at capacity in the existing conditions. The County, MTO and the City of Windsor are planning to undertake a number of significant capital projects before the end of the planning period which will address the identified road network deficiencies. Operational issues may need mitigation measures (minor change to the geometric conditions of the approaches and /or optimization of the traffic control) to alleviate operational and safety concerns if the planned major capital projects are delayed. These intersections are primarily under the ownership of MTO and/or the County and, as such, mitigation measures would be the responsibility of senior levels of government. Project implementation will need to be monitored to determine the potential need for local intersection modifications in the future.

### Key Issues

#### *Lesperance Road*

Lesperance Road is a key north-south spine in the networks for all modes of travel and the only continuous north-south road under the control of the Town of Tecumseh. Consideration has been given to modifying the existing cross-section to remove the existing two-way left turn lane (TWLTL) between McNorton Street and Riverside Drive to permit the creation of on-road cycling lanes. Removal of the TWLTL would not significantly affect intersection capacity or road safety. Given the commitment to promote Active Transportation and balance the level of service for all transportation modes it is recommended that the existing cross-section north of McNorton Street be modified to add cycling lanes and a multi-use pathway be constructed in the boulevard.

#### *Tecumseh Road Main Street*

Tecumseh Road is a key east-west spine in the networks for all modes of travel and the focus of activity for a planned vibrant commercial node (Tecumseh Road Main Street runs from approximately the Municipal Boundary west of Southfield Road to the Via Rail tracks east of Lesperance Road). The Town of Tecumseh completed a planning study for the CIP area in January 2016 to identify a road design that would support the urban design and development objectives of the historic commercial zone. The CIP study, approved by Council in January 2016, recommended reducing the existing four lane cross-section on Tecumseh Road to a cross-section that only contains two driving lanes for general traffic and cycling, with the balance of the road space used for parking and pedestrian amenities.

#### *Westlake Drive*

The proposed configuration of the Lesperance Road/County Road 22 interchange will change the role of Sylvestre Drive and the future Westlake Drive. In the short term, Sylvestre Drive/ Westlake Drive will be an alternative for eastbound vehicles to exit CR22 and access Lesperance Road; in the long term it will be the only way to do so. Absent the ramp connection, Sylvestre Drive (County Road 22 to Westlake Drive) and Westlake Drive (Sylvestre Drive to Lesperance Road) would be designated as Collector Roads;

with the ramp connection both roads will function as Minor Arterial roads and a three lane approach is recommended for westbound Westlake Drive at Lesperance Road.

## Active Transportation (AT)

Expansion of the Tecumseh AT network is a municipal focus for several reasons:

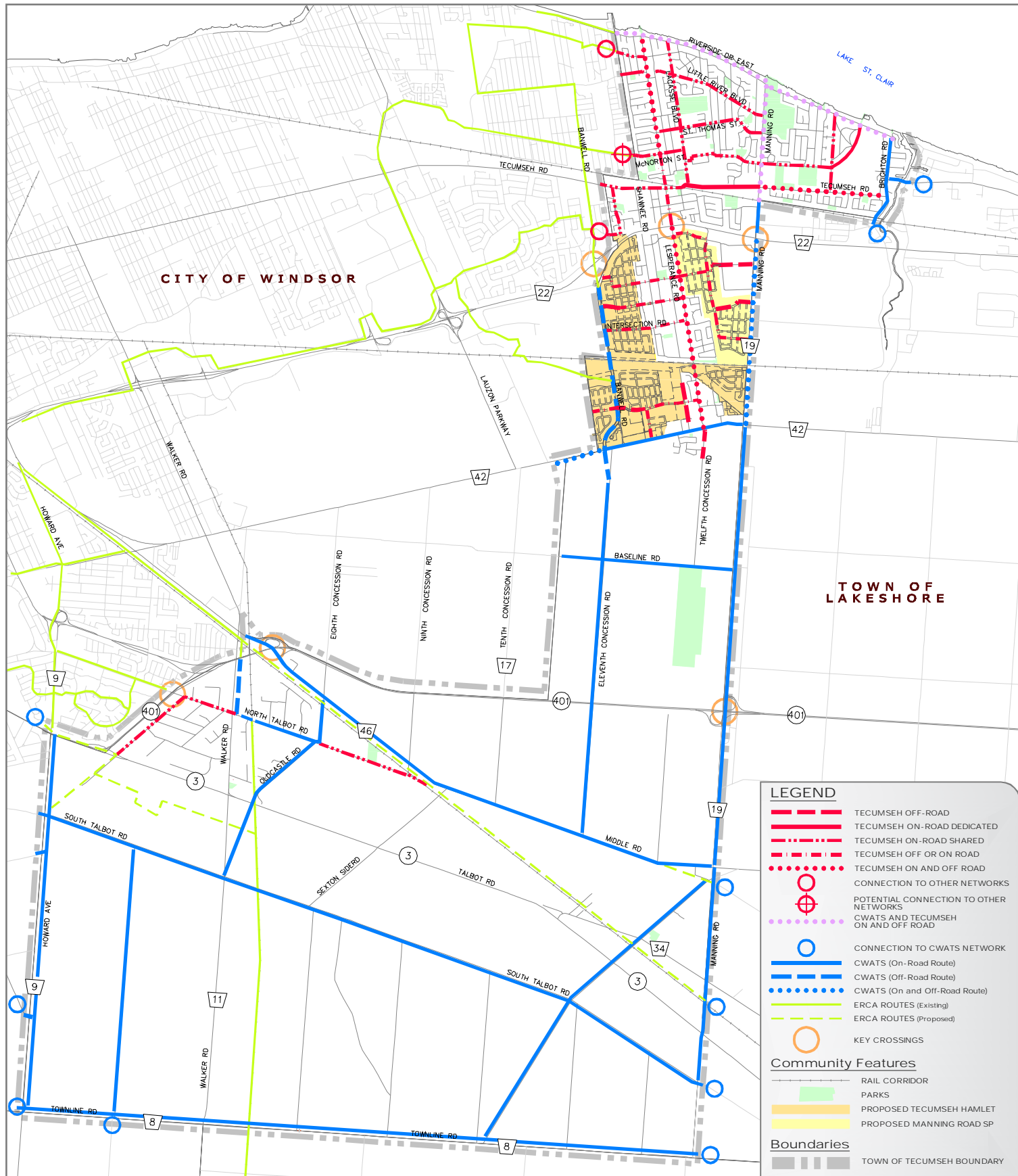
- It promotes Environmental Sustainability – Increased use of AT promotes denser development patterns and travel that does not produce harmful air emissions.
- It promotes personal Health – Municipalities and Health Units across Canada are well aware of the benefits that AT has for their community, and are working hard to encourage it through policy development, regulatory changes, planning and development, and transportation planning and design.
- It promotes Equity in transportation service – A well-planned and complete AT network serves users of all economic means and physical abilities.

There are a number of partners involved in the delivery of a continuous AT network throughout the Town of Tecumseh, notably the County and Essex Region Conservation Authority. Coordination between these partners is essential to develop an AT network that is connected across the Town, convenient, and safe for all users.

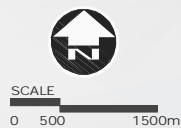
The Complete Streets approach to new streets will provide a foundation for an improved AT network, by guiding all new road projects to include appropriate AT infrastructure within the road corridor. AT infrastructure can be accommodated within the road corridor in many different configurations, for many different classes of roads.

A network of key AT facilities has been developed to ensure connectivity in the larger network. This network has been coordinated with plans and recommendations from the County Wide Active Transportation Study (CWATS) and the City of Windsor Bicycle Use Master Plan (BUMP).

**Figures ES14 and ES15** show the recommended AT network.

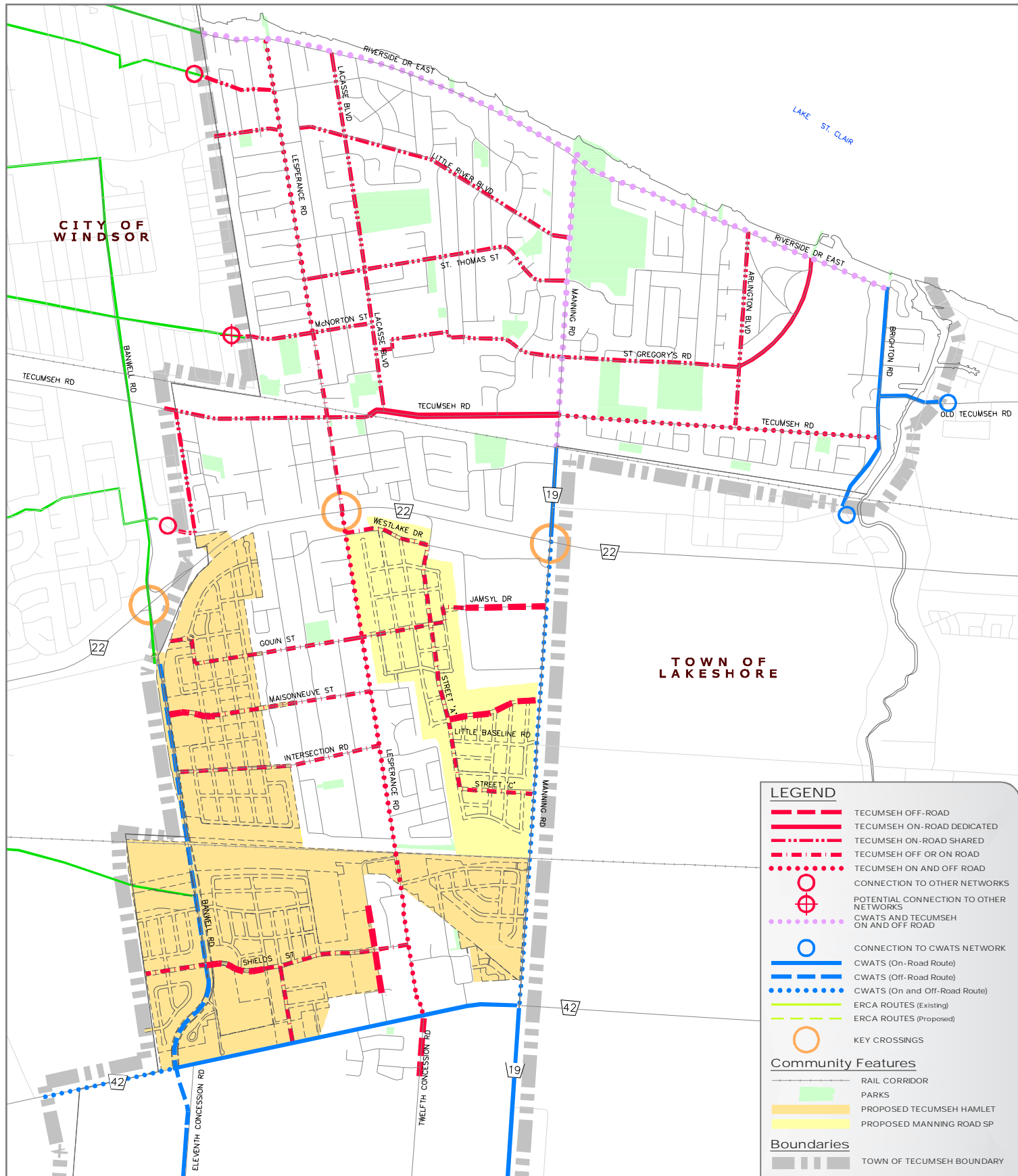


Dillon Proj.No.: 15-2937  
STATUS: FINAL  
DATE: NOVEMBER 2016



THE TOWN OF TECUMSEH  
TRANSPORTATION MASTER PLAN UPDATE

ACTIVE  
TRANSPORTATION  
NETWORK



**DILLON**  
CONSULTING

Dillon Proj.No.: 15-2937  
STATUS: FINAL  
DATE: NOVEMBER 2016

SCALE  
0 250 750m



**THE TOWN OF TECUMSEH  
TRANSPORTATION MASTER PLAN UPDATE  
ACTIVE TRANSPORTATION  
NETWORK  
(URBAN AREA)**



## THE CORPORATION OF THE TOWN OF TECUMSEH

### Public Works & Environmental Services Report No. 51/16

**TO:** Mayor and Members of Council

**FROM:** Phil Bartnik, P. Eng., PMP – Manager Engineering Services

**DATE:** November 16, 2016

**DATE TO COUNCIL:** December 13, 2016

**SUBJECT:** 2016 Pump & Metering Station Condition Assessment

---

### **RECOMMENDATIONS**

It is recommended that:

1. The report titled “2016 Pump & Metering Station Condition Assessments”, dated November 15, 2016 be received; and that
2. The recommendations contained within the “2016 Pump & Metering Station Condition Assessments” form the basis for prioritizing projects when completing future annual Public Works & Environmental Services Capital Works Plans.

### **BACKGROUND**

At the December 8, 2015 Regular Meeting of Council, Council approved the recommendations (Motion RCM-419/15) of PWES Report No. 63/15 titled “2016-2020 Public Works & Environmental Services Capital Works Plan” that authorized Administration to proceed with a pump and metering station condition assessment. Dillon Consulting Limited was retained to conduct the study based on their past experience reconstructing various storm and sanitary pump stations within the Town.

### **COMMENTS**

The Town conducted an assessment of the water and wastewater facilities to understand the condition and to effectively prioritize rehabilitation and replacement work in the future. The work conducted included a visual site inspection of all structures, identification of deficiencies, preparation of preliminary estimates, and identification of priority/suggested timing to address the noted deficiencies.

The facilities included as part of the study consisted of eleven (11) water metering stations, four (4) sanitary pumping stations, five (5) sanitary metering stations, and eight (8) storm pumping stations. A Location Map of all of the facilities is included in Attachment No.1. A detailed inventory of the facilities has been provided below.

### Water Metering Stations

- Dillon Drive
- McNorton Street
- Tecumseh Road
- County Road 22
- County Road 42
- Baseline Road
- 8<sup>th</sup> Concession Road
- County Road 46
- Walker Road
- North Talbot Road
- Talbot Road

### Sanitary Pumping Stations

- Cedarwood Sanitary Pumping Station
- Lakewood Sanitary Pumping Station
- Sylvestre Pumping Station
- St. Alphonse Pumping Station

### Sanitary Metering Stations

- Meter #1 – WP 01 – Cedarwood Pumping Station
- Meter #2 – TSM 02 – County Road 22 at Shawnee Flume
- Meter #3 – WP 03 – Lakewood Pumping Station
- Meter #4 – TSM 04 – North Talbot Road Flume
- Meter #5 – TSM 05 – 8<sup>th</sup> Concession Road @ Hwy#401 Flume

### Storm Pumping Stations

- Lesperance Road Pumping Station
- West St. Louise Pumping Station
- (East) St. Louise Pumping Station
- Manning Road Pumping Station
- Scully (Edgewater) Pumping Station
- St. Mark's Pumping Station
- Peter Cecile (Kensington) Pumping Station
- Brighton Road Pumping Station

## **Development of Asset Condition Rating System**

To assess the condition of an asset, rating methodologies were developed and applied to the conditions of the pumping and metering stations. The following tasks were completed in conducting the condition assessment:

- Creation of a catalogue of equipment, services and building components including mechanical, electrical, structural and architectural.
- Assessment of each component for replacement cost and life expectancy.
- Identification of any violations to existing codes.
- Categorizing required repairs and maintenance needs based on urgency.

Each condition rating was assigned condition indicators to assist in the consistent evaluation of assets. The condition ratings of asset components were used in determining an overall condition index, indicating the general condition of the asset as a whole. The condition index was determined using a weighting of each asset component and associated condition rating.

**Table 1: Condition Assessment Rating Table**

Very Good	Good	Fair	Poor	Critical
1	2	3	4	5



## Development of Risk Rating System

Determining a score for condition alone does not provide sufficient information to prioritize improvements. A poor condition rating on a less essential asset will not equate to an essential asset in need of imminent rehabilitation.

The risk drivers that affect the water, wastewater and stormwater infrastructure include the percentage of system impacted, asset failure, environmental or social impacts, and population impacted. Each factor has been attributed a range of values to help describe the anticipated impacts and severity of each of the risk factors.

A composite risk value was determined using a formula derived to reflect the specific asset risks. Development of the formula considered the particular assets being evaluated, and each risk factor's interconnection and influence on the overall system. This formula is further outlined in Attachment No.4.

## Prioritized Recommendations and Cost Estimates

Prioritized recommendations were determined in consideration of the risk, condition, and combined ratings of each pump and metering station. The combined rating is the sum of the risk rating and condition rating. A high combined rating indicates a station that is in poor condition and is high risk.

**Table 2: Water Metering Stations**

Station Name	Risk Rating	Condition Rating	Combined Rating	Immediate Costs	10-Year Costs	Totals
Dillon Drive	N/A	2.9	2.9	\$1,700	\$1,600	\$3,300
McNorton Street	N/A	2.8	2.8	\$2,700	\$1,600	\$4,300
Tecumseh Road	N/A	2.8	2.8	\$3,000	\$1,600	\$4,600
County Road 22	N/A	2.9	2.9	\$4,050	\$16,600	\$20,650
County Road 42	N/A	2.8	2.8	\$7,500	\$1,000	\$8,500
Baseline Road	N/A	2.7	2.7	\$3,300	\$1,200	\$4,500
8th Concession Road	N/A	2.8	2.8	\$16,300	\$1,200	\$17,500
County Road 46	N/A	2.9	2.9	\$9,500	\$1,200	\$10,700
Walker Road	N/A	2.8	2.8	\$4,500	\$2,200	\$6,700
North Talbot Road	N/A	3.0	3.0	\$28,500	\$1,200	\$29,700
Talbot Road	N/A	1.2	1.2	\$2,000	\$1,200	\$3,200
<b>Totals for Water Metering Stations</b>				<b>\$83,050</b>	<b>\$30,600</b>	<b>\$113,650</b>

**Table 3: Sanitary Pumping Stations**

Station Name	Risk Rating	Condition Rating	Combined Rating	Immediate Costs	10-Year Costs	Totals
Cedarwood PS	11	2.7	13.7	\$351,500	\$370,000	\$721,500
Lakewood Sanitary PS	10	1.1	11.1	\$0	\$0	\$0
Sylvestre PS	5	2.6	7.6	\$12,500	\$30,000	\$42,500
St. Alphonse PS	3	1.8	4.8	\$1,500	\$0	\$1,500
<b>Totals for Sanitary Pumping Stations</b>				<b>\$365,500</b>	<b>\$400,000</b>	<b>\$765,500</b>



**Table 4: Sanitary Metering Stations**

Station Name	Risk Rating	Condition Rating	Combined Rating	Immediate Costs	10-Year Costs	Totals
Meter #1 - WP 01 - Cedarwood PS	N/A	1.9	1.9	\$4,000	\$0	\$4,000
Meter #2 - TSM 02 - CR22 at Shawnee Flume	N/A	1.8	1.8	\$0	\$0	\$0
Meter #3 - WP 03 - Lakewood PS	N/A	1.0	1.0	\$0	\$0	\$0
Meter #4 - TSM 04 - North Talbot Road Flume	N/A	1.9	1.9	\$6,000	\$0	\$6,000
Meter #5 - TSM 05 - 8th Con Rd @ HWY401 Flume	N/A	2.2	2.2	\$4,000	\$0	\$4,000
<b>Totals for Sanitary Metering Stations</b>				<b>\$14,000</b>	<b>\$0</b>	<b>\$14,000</b>

**Table 5: Stormwater Pumping Stations**

Station Name	Risk Rating	Condition Rating	Combined Rating	Immediate Costs	10-Year Costs	Totals
Lesperance Road PS	7	1.9	8.9	\$80,200	\$444,000	\$524,200
West St. Louis PS	8	1.8	9.8	\$50,950	\$28,000	\$78,950
(East) St. Louis PS	5	1.8	6.8	\$65,000	\$39,500	\$104,500
Manning Road PS	10	1.0	11.0	\$0	\$0	\$0
Scully (Edgewater) PS	4	1.8	5.8	\$12,000	\$6,500	\$18,500
St. Mark's PS	5	2.2	7.2	\$525,000	\$0	\$525,000
Peter Cecile (Kensington) PS	3	1.7	4.7	\$13,000	\$86,500	\$99,500
Brighton Road PS	4	1.0	5.0	\$0	\$0	\$0
<b>Totals for Storm Pumping Stations</b>				<b>\$746,150</b>	<b>\$604,500</b>	<b>\$1,350,650</b>

A full copy of the 2016 Pump & Metering Station Condition Assessment is available for review at the Public Works & Environmental Services Department.

## **CONSULTATIONS**

Dillon Consulting Limited  
 Director Financial Services & Treasurer

## **FINANCIAL IMPLICATIONS**

The 2016 Pump & Metering Station Condition Assessment identified \$1,208,700 in recommended works that should be completed immediately, and \$1,035,100 in recommended works that should be completed within the next 10 years. Administration will be incorporating the recommended works within their annual Public Works & Environmental Services Capital Works Plan.

The table below summarizes the expected costs over the next 10 year period and calculates the average annual contribution required to fund those costs for Pump and Metering Stations.

	Immediate (1-3 Years)	10-Years (3-10 Years)	Total	Average/Year
<b>Water Facilities Reserve Fund</b>				
Water Metering Chambers	83,050	30,600	113,650	10,000
Yearly average requirement	10,000			
2017 Proposed Allocation	85,000			
2017 Estimated Beginning Balance	6,744,000			
<b>Wastewater Facilities Reserve Fund</b>				
Sanitary Pumping Stations	365,500	400,000	765,500	70,000
Sanitary Metering Stations	14,000	-	14,000	1,000
Sub-Total	379,500	400,000	779,500	71,000
Yearly average requirement	71,000			
2017 Proposed Allocation	350,000			
2017 Estimated Beginning Balance	691,000			
<b>Storm Sewer Lifecycle Reserve</b>				
Storm Pumping Stations	746,150	604,500	1,350,650	123,000
Yearly average requirement	123,000			
2017 Proposed Allocation	820,000			
2017 Estimated Beginning Balance	413,000			

The above information will be used to assist in formulating the proposed 2017-2021 PWES Capital Works Plan. Administration will prioritize these works against other proposed works taking into consideration funds available in reserve. Further, Administration will consider the impact of the “Yearly average requirement” on the budgeted allocation to each of the Water and Wastewater Facilities Reserve Funds and the Storm Sewer Lifecycle Reserve.

## **LINK TO STRATEGIC PRIORITIES**

<b>No.</b>	<b>2015-16 Strategic Priorities</b>	<b>Applicable</b>
1.	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.	
2.	Ensure that the Town of Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.	✓
3.	Integrate the principles of health and wellness into all of the Town of Tecumseh's plans and priorities.	
4.	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.	✓
5.	Demonstrate the Town's leadership role in the community by promoting good governance and community engagement, by bringing together organizations serving the Town and the region to pursue common goals.	

## **COMMUNICATIONS**

Not applicable ☒

Website ☐ Social Media ☐ News Release ☐ Local Newspaper ☐

This report has been reviewed by senior Administration as indicated below and recommended for submission by the CAO.

Prepared by:

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Phil Bartnik, P. Eng., PMP  
Manager Engineering Services

Reviewed by:

Reviewed by:

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Dan Piescic, P. Eng.  
Director Public Works & Environmental  
Services

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Luc Gagnon, CPA, CA, BMath  
Director Financial Services & Treasurer

Recommended by:

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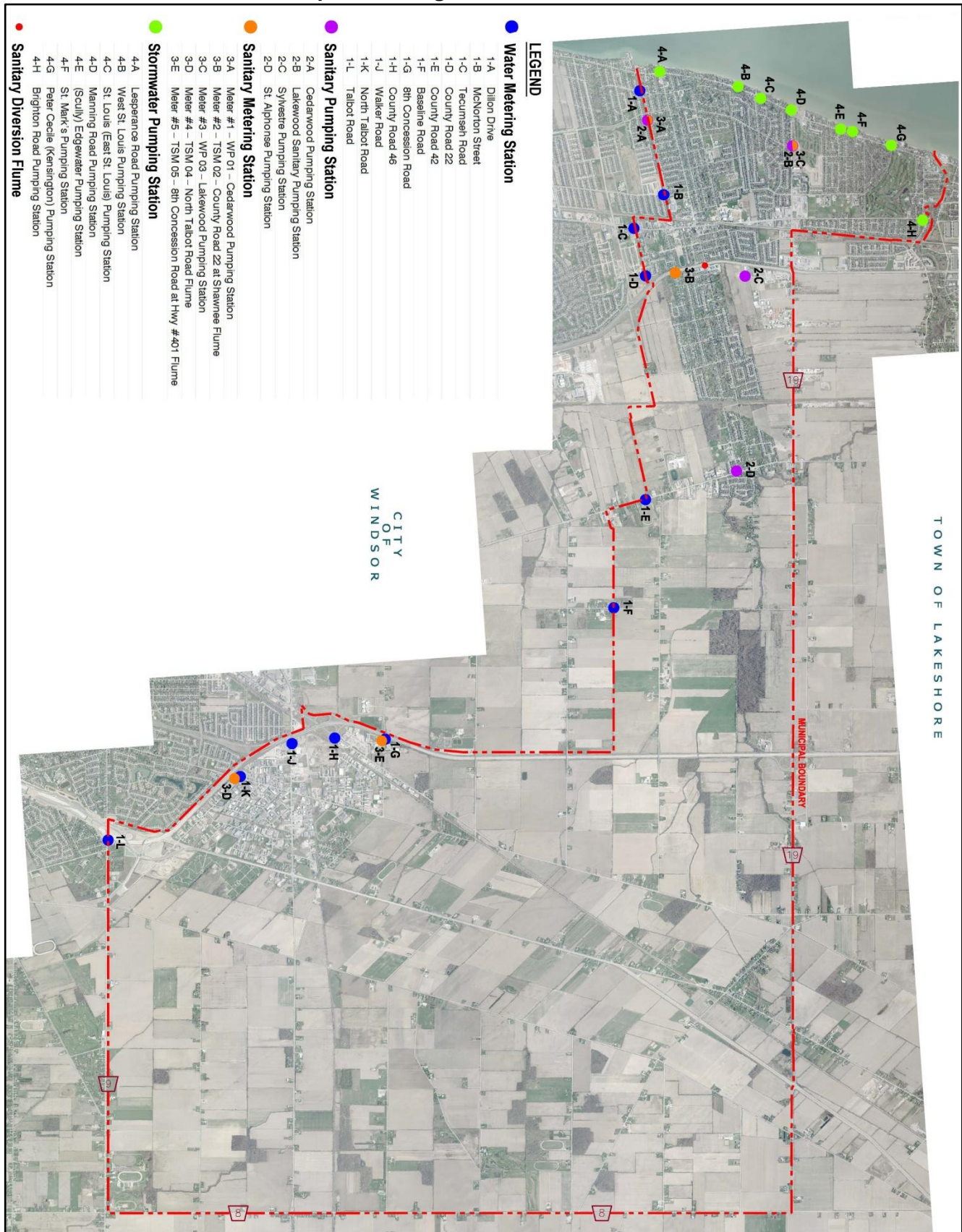
Tony Haddad, MSA, CMO, CPFA  
Chief Administrative Officer

Attachment(s):

1. Pump & Metering Stations – Location Plan
2. Sanitary Pumping Stations & Service Areas
3. Storm Pumping Stations & Drainage Areas
4. Risk Rating System
5. Risk Rating Calculation

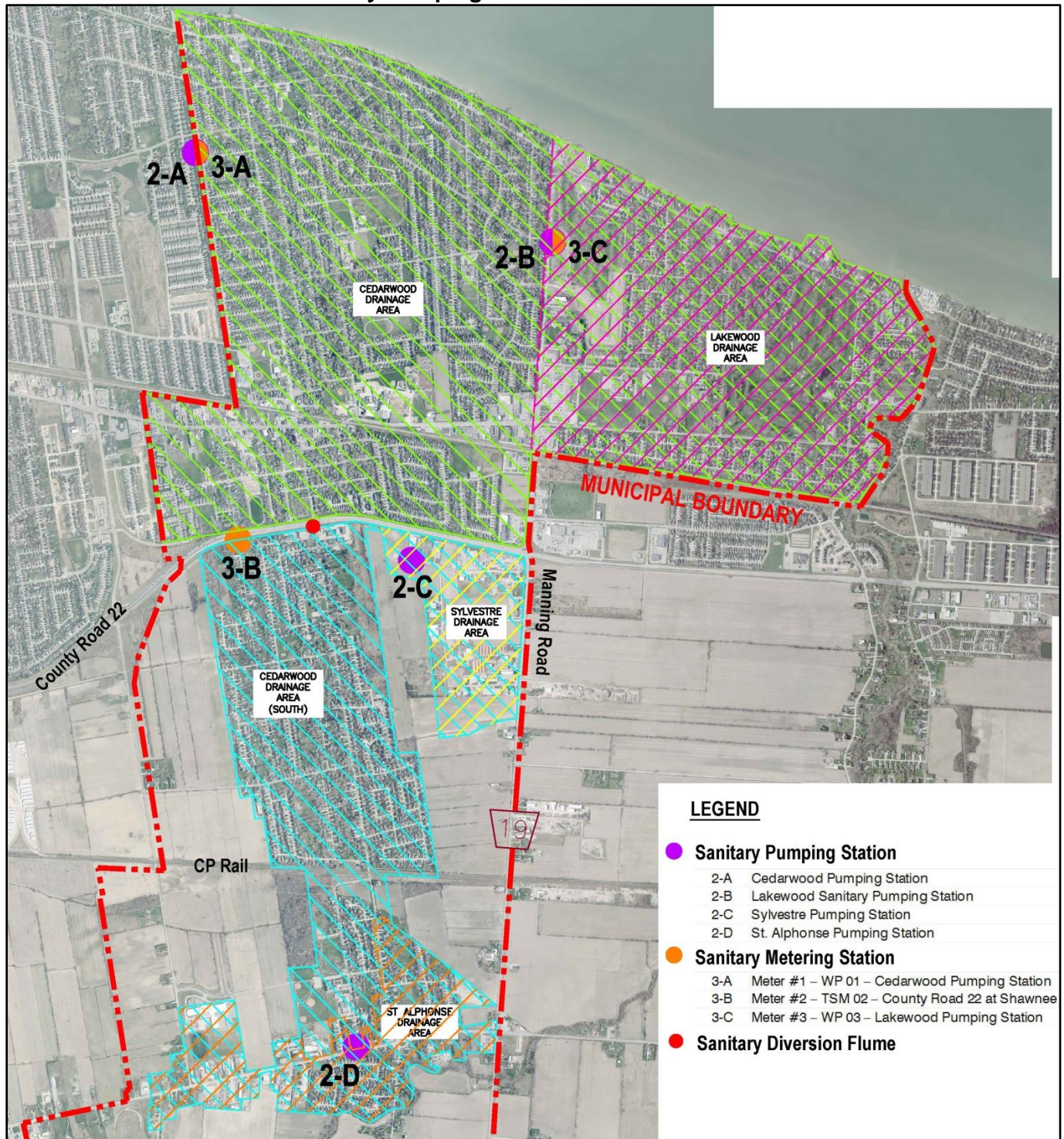
Revised August 24, 2015 (v. 1-2015)

## Attachment No.1 Pump & Metering Stations – Location Plan



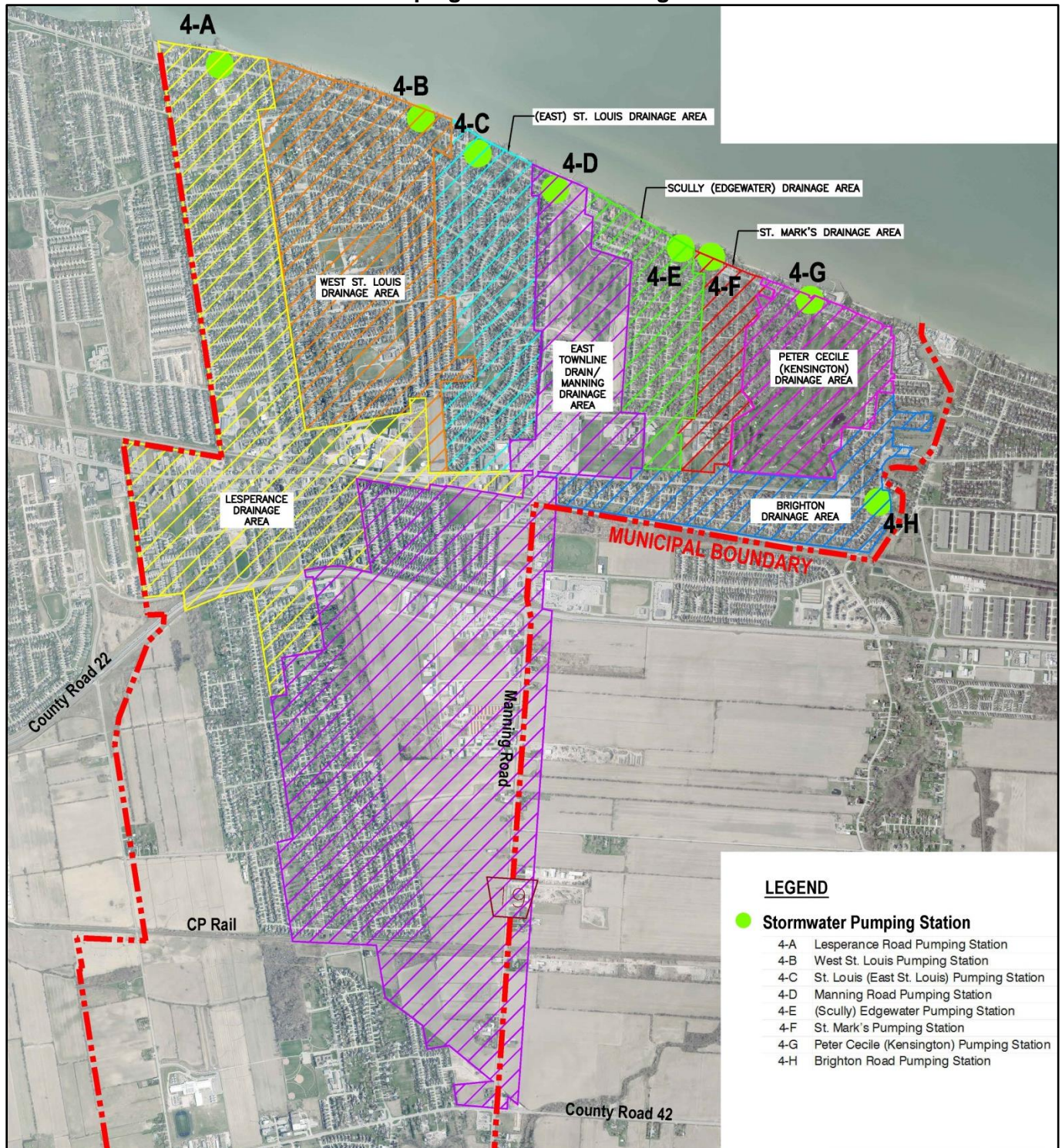


## Attachment No.2 Sanitary Pumping Stations & Service Areas





### Attachment No.3 Storm Pumping Stations & Drainage Areas



### Attachment No.4 Risk Rating System

A composite risk value was determined using a formula derived to reflect the specific asset risks. Development of the formula considered the particular assets being evaluated, and each risk factor's interconnection and influence on the overall system.

$$\text{Asset Risk Score} = \{C + (D \times A)\} + B$$

$$\text{Asset Risk Score} = \{\text{Environmental or Social Risk Factor} + (\text{Population Impacted Risk Factor} \times \text{Percentage of System Impacted Risk Factor})\} + \text{Asset Failure Risk Factor}$$

The asset risk score is determined using the following numerical risk factor scores:

**Table: Risk Profile**

Severity Category	Score	Description
<b>A) Percentage of System Impacted</b>		
None	0	Equal to or less than 1% of system impacted
Low	1	1.1% to 10% of system impacted
Medium	2	10% to 25% of system impacted
High	3	Greater than 25% of system impacted
<b>B) Asset Failure</b>		
None	0	Immediate backup to failure
Low	1	1 hour or less to return to operable condition
Medium	2	1 to 3 hours required to return to operable condition
High	3	Greater than 3 hours to return to operable condition
<b>C) Environmental or Social Impacts</b>		
None	0	Non-emergency. Doesn't endanger people or environment
Low	1	Can be managed but poses risk to people and/or environment
Medium	2	Difficult to manage, and poses some risk to people and/or environment
High	3	Cannot be managed. Endangers people or environment
<b>D) Population Impacted</b>		
None	0	Equal or less than 100 persons
Low	1	101 to 250 persons
Medium	2	251 to 1,000 persons
High	3	Equal to or greater than 1,001 persons



### Attachment No.5 Risk Rating Calculation

Sanitary & Storm Pumping Stations									
Station	Drainage Area Characteristics			Risk Factor				Risk Rating	
	Drainage Area (ha)	% of System Impacted	Population Value	A	B	C	D		
				Percentage of System Impacted	Asset Failure	Environmental or Social Impacts	Population Impacted		
Sanitary Pumping Stations									
Cedarwood Pumping Station	921.04	66	29361	3	2	0	3	11	
Lakewood Sanitary Pumping Station	334.86	24	9204	3	1	0	3	10	
Sylvestre Pumping Station	62.55	4	938	1	3	0	2	5	
St. Alphonse Pumping Station	86.15	6	2960	1	3	0	3	3	
Storm Pump Stations									
Lesperance Road Pumping Station	271.68	22	9979	2	1	0	3	7	
West St. Louis Pumping Station	176.27	14	6563	2	2	0	3	8	
East St. Louis Pumping Station	95.98	8	4031	1	2	0	3	5	
Manning Road Pumping Station	482.35	38	10740	3	1	0	3	10	
Edgewater (Scully) Pumping Station	53.21	4	2235	1	1	0	3	4	
St. Mark's Pumping Station	32.5	3	1365	1	2	0	3	5	
Kensington (Peter Cecile) Pumping Station	73.26	6	901	1	1	0	2	3	
Brighton Road Pumping Station	75.34	6	3164	1	1	0	3	4	
Note: Population value determined based on land use and population density assumptions. Value includes consideration of populations associated with industrial and commercial land uses in addition to residential.									



## THE CORPORATION OF THE TOWN OF TECUMSEH

### Public Works & Environmental Services Report No. 52/16

**TO:** Mayor and Members of Council

**FROM:** Phil Bartnik, P. Eng., PMP – Manager Engineering Services

**DATE:** November 17, 2016

**DATE TO COUNCIL:** December 13, 2016

**SUBJECT:** Arlington Boulevard Improvements – Project Update, December 2016

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### **RECOMMENDATIONS**

It is recommended that:

1. Public Works & Environmental Services Report No. 52/16 titled “Arlington Boulevard Improvements – Project Update, December 2016” be received.

### **BACKGROUND**

#### **Class Environmental Assessment & Design**

In April 2006, the Town initiated a Municipal Class Environmental Assessment (EA) for the proposed improvements on Arlington Boulevard. These works consisted of a road reconstruction with on-street parking, replacement of the existing watermain, and the installation of new storm sewers. The EA was completed in May 2008, and Council adopted the recommendations outlined in the EA on August 12, 2008 (PW-45/08). Dillon Consulting Limited (Dillon) was subsequently retained and authorized to commence the engineering design for this project, with the remaining final design and tender documents to be completed upon Council's approval to proceed.

#### **Project Phasing**

At the October 8, 2013 Regular Meeting of Council, Council approved the recommendations (Motion RCM-338/13) of PWES Report No. 45/13 titled “Phasing of the Arlington Boulevard Improvements Project” that recommended the report be received for information purposes, and identified Administrations additional recommendation that the proposed works on Arlington Boulevard be divided into two phases.

#### **Arlington Boulevard Improvements, Phase 1 (Riverside Drive to Burlington Road)**

At the January 27, 2015 Regular Council Meeting, Council approved the recommendations (Motion RCM-25/15) of PWES Report No. 01/15 titled “2015-2019 Public Works & Environmental Services Capital Works Plan” that authorized Administration to proceed with the completion of the final design and preparation of tender documents for Arlington Boulevard Improvements, Phase 1.

The second phase of the Arlington Boulevard Improvements, Phase 2 (Burlington Road to Tecumseh Road), was tentatively scheduled to be completed in subsequent years after Phase 1.

## **COMMENTS**

### **Design & Capacity Constraints Identified**

With the finalization of the detailed design for Phase 1 being re-initiated in (late) 2015, it became apparent that the previous design works that had taken place between 2008 and 2011 were put on hold by Administration due to capacity issues regarding the existing downstream storm sewer network and storm pumping station. It was identified that storage would be required to accommodate the additional flows from Arlington Boulevard based on the following:

- Identified improvements to the existing storm drainage system;
- Modification of the road cross-section from rural to urban (including curb and gutters);
- The inadequate size of the storm sewer along Riverside Drive to accommodate the increased flows from Arlington Boulevard; and
- The capacity of the St. Marks storm pumping station.

Administration and Dillon reviewed the option to oversize the storm sewers on Arlington Boulevard in order to accommodate the required storage due to downstream capacity constraints. It was determined that storage requirements to handle even a 1:2 year storm event would be extremely costly (estimated at \$2M).

In lieu of providing storage, Administration and Dillon also reviewed upgrades to the St. Mark's storm pumping station and existing sewers on Riverside Drive to accommodate the additional flows. Various pumping station modifications were reviewed, such as an impeller change, and it was determined that upgrades could potentially accommodate the increased flows from Arlington Boulevard only. This upgrade however, could not accommodate additional flows from St. Marks Road upon its (future) reconstruction to an urban cross-section.

### **Design Options Reviewed**

As a result of the design and capacity constraint identified, Administration and Dillon began to review a number of various alternatives, not only within the St. Marks Storm pumping station drainage area, but also within the Scully (Edgewater) Storm pumping station drainage area due to their proximity to each other as well as similar type characteristics within the watersheds (existing rural roads). Capital, maintenance and operational costs were reviewed for each of the following five options over a 50-year life cycle to determine the most cost effective solution.

- Option No.1: Storage in Oversized Storm Sewers on Arlington, St Marks and Edgewater
- Option No.2: St Marks & Scully (Edgewater) PS Upgrades to a 1:2 Year Level of Service
- Option No.3: St Marks & Scully (Edgewater) PS Upgrades to a 1:5 Year Level of Service
- Option No.4: Decommissioning of St Marks PS and Upgrade Scully (Edgewater) PS for the Expanded Drainage Area for a 1:2 Year Level of Service
- Option No.5: Decommissioning of St Marks PS and Upgrade Scully (Edgewater) PS for the Expanded Drainage Area for a 1:5 Year Level of Service

Administration would not recommend implementing Options No.2 or No.4 (design for the 1:2 year storm events), as the industry standard for all storm sewer design is progressively moving towards a 1:5 year storm event. Furthermore, The Town's storm sewer designs for the recent capital projects as well as developments have been designed to accommodate the 1:5 year storm event (where possible).

Further information is provided for Options No.1, No.3 and No.5 below:

Option No.1: Storage in Oversized Storm Sewers:

- Future Reconstruction of Arlington, St Marks, and Edgewater to an urban cross-section.
- Allowable discharge rate into existing storm sewer on Riverside Drive to match existing outlet capacity, and upstream storm sewers oversized as required for storage.
- No required capacity upgrades for St Marks or Scully (Edgewater) pumping stations.

Option No.3: St Marks & Scully (Edgewater) PS Upgrades to a 1:5 Year Level of Service

- Future Reconstruction of Arlington, St Marks, and Edgewater to an urban cross-section.
- Storm sewers sized for a 1:5 year level of service.
- Riverside Drive storm sewers upgraded to provide 1:5 year level of service to the storm pumping stations.
- Review of required upgrades to the St Marks and Scully (Edgewater) pumping stations to accommodate designed 1:5 year flows.

Option No.5: Decommissioning of St Marks PS and Upgrade Scully (Edgewater) PS for the Expanded Drainage Area for a 1:5 Year Level of Service

- Future Reconstruction of Arlington, St Marks, and Edgewater to an urban cross-section.
- Storm sewers sized for a 1:5 year level of service.
- Riverside Drive storm sewers upgraded to provide 1:5 year level of service to the storm pumping stations.
- Decommissioning of the St Mark pumping station.
- Review of required upgrades to the Scully (Edgewater) pumping stations to accommodate designed 1:5 year flows from the expanded area.
- No proposed upgrades to the existing streets with an urban cross-section and (1:2 year) storm sewers to remain.

**Cost Analysis Summary**

	<b>Option No.1</b>	<b>Option No.3</b>	<b>Option No.5</b>
<b>CAPITAL</b>			
Storm Sewers	\$ 9,184,000	\$ 4,039,000	\$ 4,134,000
St. Marks PS	\$ 673,000	\$ 2,545,000	\$ -
Scully (Edgewater) PS	\$ 803,000	\$ 2,126,000	\$ 4,819,000
Decommission St Marks PS	\$ -	\$ -	\$ 100,000
Engineering (15%)	\$ 1,599,000	\$ 1,306,500	\$ 1,358,000
Capital Sub-Total	\$ 12,259,000	\$ 10,016,500	\$ 10,411,000
<b>OPERATION &amp; MAINTENANCE</b>			
<b>St Marks PS</b>			
Operation	\$ 579,000	\$ 1,876,000	\$ -
Maintenance	\$ 36,000	\$ 36,000	\$ -
Short Term Repairs	\$ 525,000	\$ 525,000	\$ -
<b>Scully (Edgewater) PS</b>			
Operation	\$ 987,300	\$ 1,347,000	\$ 2,436,000
Maintenance	\$ 36,000	\$ 36,000	\$ 36,000
Short Term Repairs	\$ -	\$ -	\$ -
O&M Sub-Total	\$ 2,163,300	\$ 3,820,000	\$ 2,472,000
<b>TOTALS (excl. HST)</b>	<b>\$ 14,422,300</b>	<b>\$ 13,836,500</b>	<b>\$ 12,883,000</b>

## **2016 Pump & Metering Station Condition Assessment**

At the December 8, 2015 Regular Meeting of Council, Council approved the recommendations (Motion RCM-419/15) of PWES Report No. 63/15 titled “2016-2020 Public Works & Environmental Services Capital Works Plan” that authorized Administration to proceed with a pump and metering station condition assessment. Dillon Consulting Limited was retained to conduct the study based on their past experience reconstructing various storm and sanitary pump stations within the Town.

Administration will be presenting the results of the 2016 Pump & Metering Condition Assessment to Council under PWES Report No.51/16. The study had recommended minimal repairs of the Scully (Edgewater) pumping station over the next 10-year period, and a major refurbishment of the St Marks pumping station within the next 3-years. However, it should be noted that the recommended works to the pumping stations identified within this study only addressed the condition of the existing station, and did not take into consideration upgrading the capacity requirements to accommodate an increase in stormwater flows due to sewer enhancements.

## **(Proposed) 2017 Stormwater Master Plan**

As part of the Public Works & Environmental Services 2017 Capital Works Plan, under PWES Report 54/16, it is being recommended that a Stormwater Master Plan be completed on the Town’s eight (8) storm pumping stations and the contributing storm sewer network within the their drainage areas. This analysis will review how the Town’s stormwater infrastructure functions during minor rainfall events (what can be contained within the storm sewer network), and major rainfall events (which would follow overland flood routes). The storm pumping stations will also be reviewed to determine if any modifications or improvements are required based on any of the recommended storm sewer network improvements (i.e. capacity upgrades).

The Master Plan will also look for efficiencies in the storm sewer network, and whether a consolidation of storm pumping stations is feasible. The Master Plan will follow the Municipal Class Environmental Assessment (EA) process, and is equivalent to the same steps that a Schedule ‘B’ EA would follow. This will provide the Town the necessary analysis/study under the Municipal Class EA process to complete future improvements, reconstruct and/or decommission storm pumping stations without having to complete a separate Schedule ‘B’ EA at a later date.

## **Recommended Next Steps**

Upon review of the preliminary design of Arlington Boulevard Improvements, the capacity constraints of St. Marks and Scully (Edgewater) storm pumping stations, the cost analysis completed on various design options, the 2016 Pump & Metering Station Condition Assessment, and taking into account the proposed 2017 Stormwater Master Plan, Administration is recommending the next steps:

- The Town undertake the Stormwater Master Plan as part of the PWES 2017 Capital Works Plan, and that further analysis under the framework of a Master Plan (Municipal Class EA) be given to consolidating the St. Marks and Scully (Edgewater) pumping stations.
- The recommendations contained within the Stormwater Master Plan form the basis for prioritizing projects when completing future annual Public Works & Environmental Services Capital Works Plans.
- Finalizing the design and tender documents for the Arlington Boulevard Improvements, Phase 1 be put on hold, until the timing of the project is identified as part of the prioritization of projects in future Capital Works Plans.
  - Timing of the first phase of the Arlington Boulevard Improvements will be contingent on the completion of the Stormwater Master Plan, the downstream storm and pump station

improvements, any other storm project with a higher prioritization, and available funding. At a minimum, provided there is funding available, Administration is estimating approximately 8+ years until the first phase of Arlington Boulevard could possibly proceed.

- Administration gives consideration to completing a milling/paving of the existing asphalt on Arlington Boulevard as part of the 2018 Asphaltting Program. The 2014 PCI (Pavement Condition Index) for Arlington Boulevard was 49.3 coinciding with a rating of 'poor', and the recommended asphalt works will prolong the life of the road structure until such time the Arlington Boulevard Improvements can be completed.

## **CONSULTATIONS**

Dillon Consulting Limited  
Director Financial Services & Treasurer

## **FINANCIAL IMPLICATIONS**

Financial implications will be determined as part of the Stormwater Master Plan process.

## **LINK TO STRATEGIC PRIORITIES**

No.	2015-16 Strategic Priorities	Applicable
1.	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.	
2.	Ensure that the Town of Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.	✓
3.	Integrate the principles of health and wellness into all of the Town of Tecumseh's plans and priorities.	
4.	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.	✓
5.	Demonstrate the Town's leadership role in the community by promoting good governance and community engagement, by bringing together organizations serving the Town and the region to pursue common goals.	

## **COMMUNICATIONS**

Not applicable ☒

Website ☐ Social Media ☐ News Release ☐ Local Newspaper ☐

This report has been reviewed by senior Administration as indicated below and recommended for submission by the CAO.

Prepared by:

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Phil Bartnik, P. Eng., PMP  
Manager Engineering Services

Reviewed by:

Reviewed by:

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Dan Piescic, P. Eng.  
Director Public Works & Environmental  
Services

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Luc Gagnon, CPA, CA, BMath  
Director Financial Services & Treasurer

Recommended by:

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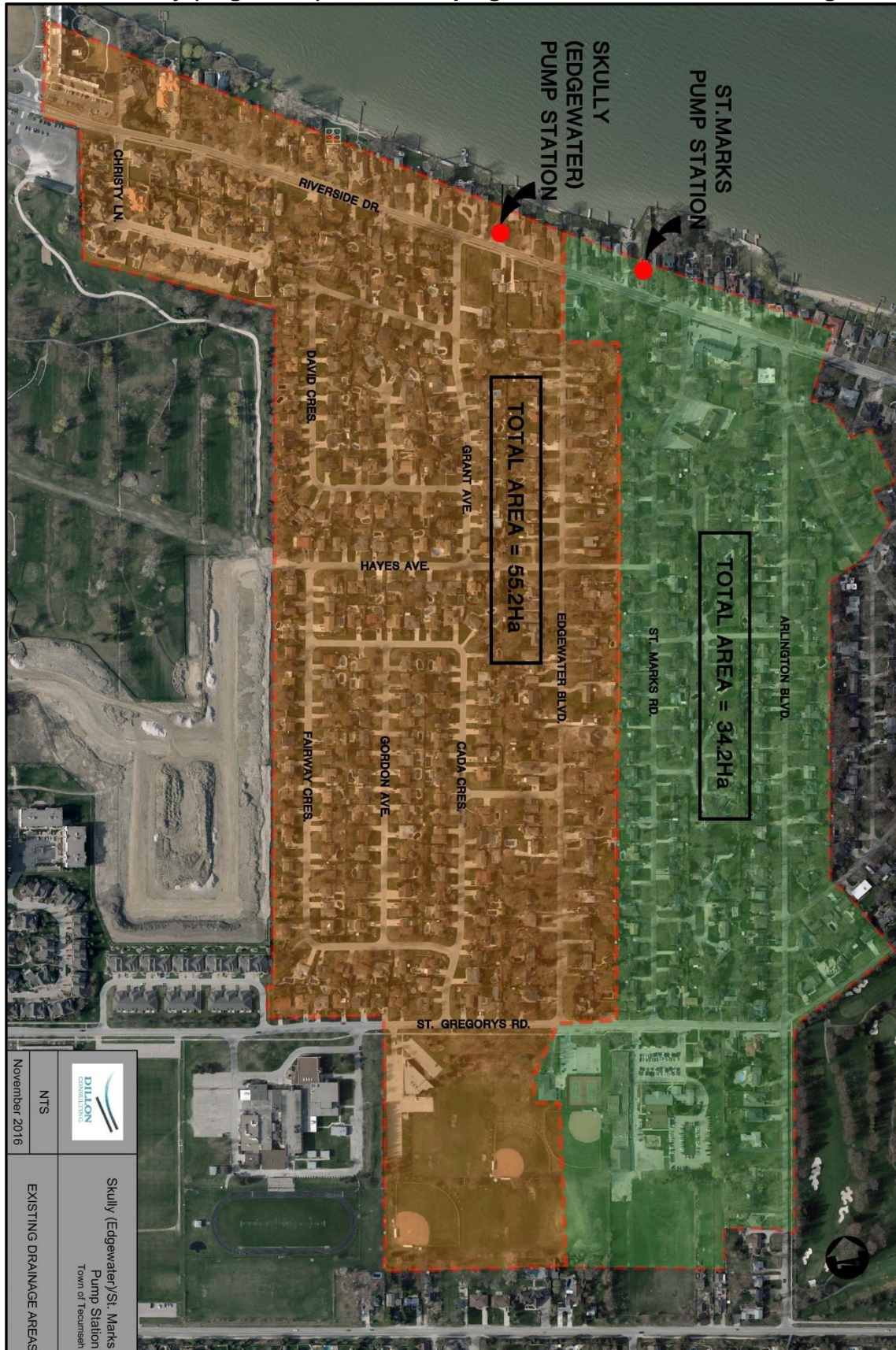
Tony Haddad, MSA, CMO, CPFA  
Chief Administrative Officer

Attachment(s):

1. St Marks & Scully (Edgewater) Storm Pumping Station – Location & Drainage Areas



# **Attachment No.1** **St. Marks & Scully (Edgewater) Storm Pumping Stations – Location & Drainage Areas**







# THE CORPORATION OF THE TOWN OF TECUMSEH

## Public Works & Environmental Services Report No. 54/16

**TO:** Mayor & Members of Council

**FROM:** Phil Bartnik, P.Eng., PMP - Manager Engineering Services

**DATE:** November 21, 2016

**DATE TO COUNCIL:** December 13, 2016

**SUBJECT:** 2017 - 2021 Public Works & Environmental Services Capital Works Plan

### RECOMMENDATIONS

It is recommended that:

1. The following Public Works and Environmental Services Projects for the 2017 year, and the Capital Project List 2017-2021, be approved.

		Previously Approved	Requested for 2017	Future Costs	Total Costs
<b>Road Projects</b>					
1. Road Paving - Tar & Chip		\$ -	\$ 200,000	\$ -	\$ 200,000
2. Road Paving - Asphaltting		\$ -	\$ 885,000	\$ -	\$ 885,000
3. Road Paving - Crack Sealing		\$ -	\$ 75,000	\$ -	\$ 75,000
4. Traffic Signal Reconstruction (Riverside/Lesperance)		\$ -	\$ 140,300	\$ -	\$ 140,300
5. Traffic Signal - CR19/Jamsyl Drive (County)		\$ -	\$ 75,000	\$ -	\$ 75,000
6. Tecumseh Road CIP - Streetscape Plan & Final Design		\$ 672,750	\$ 140,100	\$ 20,237,571	\$ 21,050,421
7. 8th Concession Trunk Sanitary & Watermain, Ph1		\$ 45,140	\$ 1,337,300	\$ -	\$ 1,382,440
8. Pulleyblank-Crowder-Moro Sanitary Sewer Extension		\$ 88,000	\$ 1,480,600	\$ -	\$ 1,568,600
9. Rossi Drive Sanitary Sewer Extension		\$ -	\$ 77,500	\$ 991,500	\$ 1,069,000
10. Manning Road Reconstruction, Phase 2		\$ -	\$ 50,000	\$ 814,700	\$ 864,700
11. Manning Road Reconstruction, Phase 3		\$ -	\$ 180,000	\$ 4,222,900	\$ 4,402,900
12. South Talbot Road Reconstruction		\$ -	\$ 90,000	\$ 1,617,800	\$ 1,707,800
	Sub-Total:	\$ 805,890	\$ 4,730,800	\$ 27,884,471	\$ 33,421,161
	Grants:	\$ -	\$ -	\$ -	\$ -
	Recoveries:	\$ -	\$ -	\$ 1,626,000	\$ 1,626,000
	<b>Road Lifecycle Reserve:</b>	\$ 805,890	\$ 4,730,800	\$ 26,258,471	\$ 31,795,161
<b>Sidewalk Projects</b>					
1. Sidewalk Repair Program - Various Locations		-----	\$ 69,000	-----	\$ 69,000
	Sub-Total:	\$ -	\$ 69,000	\$ -	\$ 69,000
	Grants:	\$ -	\$ -	\$ -	\$ -
	Recoveries:	\$ -	\$ -	\$ -	\$ -
	<b>Sidewalk Lifecycle Reserve:</b>	\$ -	\$ 69,000	\$ -	\$ 69,000

		Previously Approved	Requested for 2017	Future Costs	Total Costs
<b>New Infrastructure</b>					
1. Riverside Drive Trail		\$ -	\$ 68,000	\$ 707,000	\$ 775,000
2. CR11: Hwy401 to NTR (CWATS Multi-Use Trail)		\$ -	\$ 5,650	\$ 264,450	\$ 270,100
	Sub-Total:	\$ -	\$ 73,650	\$ 971,450	\$ 1,045,100
	Grants:	\$ -	\$ -	\$ -	\$ -
	Recoveries:	\$ -	\$ -	\$ 108,040	\$ 108,040
	<b>Infrastructure Reserve:</b>	\$ -	\$ 73,650	\$ 863,410	\$ 937,060
<b>Bridge Projects</b>					
1. Culvert #1 - Riverside Drive at City Limits		\$ -	\$ 12,000	\$ -	\$ 12,000
2. Culvert #7 - Desro Drive at East Townline Drain		\$ -	\$ 23,000	\$ -	\$ 23,000
3. Culvert #8 - Jamsyl Drive at East Townline Drain		\$ -	\$ 332,000	\$ -	\$ 332,000
4. Culvert #46 - South Talbot Road at South Talbot Drain		\$ -	\$ 40,000	\$ 450,000	\$ 490,000
5. Culvert #47 - South Talbot Road at Dickson Drain		\$ -	\$ 20,000	\$ 225,000	\$ 245,000
6. Culvert #58 - 10th Concession Road		\$ -	\$ 120,000	\$ -	\$ 120,000
7. Culvert #60 - 10th Concession Road		\$ -	\$ 125,000	\$ -	\$ 125,000
8. Culvert #62 - 10th Concession Road		\$ -	\$ 125,000	\$ -	\$ 125,000
9. Culvert #67 - 11th Concession Road		\$ -	\$ 115,000	\$ -	\$ 115,000
	Sub-Total:	\$ -	\$ 912,000	\$ 675,000	\$ 1,587,000
	Grants:	\$ -	\$ -	\$ -	\$ -
	Recoveries:	\$ -	\$ -	\$ -	\$ -
	<b>Bridge Lifecycle Reserve:</b>	\$ -	\$ 912,000	\$ 675,000	\$ 1,587,000
<b>Water Projects</b>					
1. Mack Court Watermain Replacement		\$ 65,000	\$ 5,000	\$ -	\$ 70,000
2. Lacasse Park Watermain Replacement		\$ 100,000	\$ 10,000	\$ -	\$ 110,000
3. Tecumseh Road Watermain Abandonment		\$ -	\$ 72,000	\$ -	\$ 72,000
4. Tecumseh Road CIP - Streetscape Plan & Final Design		\$ 6,250	\$ 44,000	\$ 1,815,324	\$ 1,865,574
5. 8th Concession Trunk Sanitary & Watermain, Ph1		\$ 55,815	\$ 1,037,500	\$ -	\$ 1,093,315
6. Pulleyblank-Crowder-Moro Sanitary Sewer Extension		\$ 34,400	\$ 491,600	\$ -	\$ 526,000
7. Rossi Drive Sanitary Sewer Extension		\$ -	\$ 25,000	\$ 356,000	\$ 381,000
8. Manning Road Reconstruction, Phase 2		\$ -	\$ 25,000	\$ 430,500	\$ 455,500
9. CR11 (North) Sanitary Sewer Extension		\$ -	\$ 6,000	\$ 88,000	\$ 94,000
	Sub-Total:	\$ 261,465	\$ 1,716,100	\$ 2,689,824	\$ 4,667,389
	Grants:	\$ -	\$ -	\$ -	\$ -
	Recoveries:	\$ -	\$ -	\$ -	\$ -
	<b>Watermain Reserve Fund:</b>	\$ 261,465	\$ 1,716,100	\$ 2,689,824	\$ 4,667,389
<b>Water Facility Projects</b>					
1. Water Metering Facilities - Repairs		\$ -	\$ 85,000	\$ -	\$ 85,000
	Sub-Total:	\$ -	\$ 85,000	\$ -	\$ 85,000
	Grants:	\$ -	\$ -	\$ -	\$ -
	Recoveries:	\$ -	\$ -	\$ -	\$ -
	<b>Water Facilities Reserve Fund:</b>	\$ -	\$ 85,000	\$ -	\$ 85,000

		Previously Approved	Requested for 2017	Future Costs	Total Costs
<b>Wastewater Projects</b>					
1. Tecumseh Road CIP - Streetscape Plan & Final Design		\$ 55,100	\$ 8,400	\$ 1,165,569	\$ 1,229,069
2. 8th Concession Trunk Sanitary & Watermain, Ph1		\$ 79,450	\$ 2,167,200	\$ -	\$ 2,246,650
3. Pulleyblank-Crowder-Moro Sanitary Sewer Extension		\$ 55,500	\$ 874,500	\$ -	\$ 930,000
4. Sanitary Sewer Rehabilitation (I&I Removal)		\$ -	\$ 3,637,824	\$ -	\$ 3,637,824
5. Rossi Drive Sanitary Sewer Extension		\$ -	\$ 42,500	\$ 593,500	\$ 636,000
6. Manning Road Reconstruction, Phase 2		\$ -	\$ 20,000	\$ 308,500	\$ 328,500
7. CR11 (North) Sanitary Sewer Extension		\$ -	\$ 125,000	\$ 1,516,000	\$ 1,641,000
	Sub-Total:	\$ 190,050	\$ 6,875,424	\$ 3,583,569	\$ 10,649,043
	Grants:	\$ -	\$ 2,978,459	\$ -	\$ 2,978,459
	Recoveries:	\$ -	\$ 3,678,350	\$ 1,403,145	\$ 5,081,495
	<b>Wastewater Sewers Reserve Fund:</b>	\$ 190,050	\$ 218,615	\$ 2,180,424	\$ 2,589,089
<b>Wastewater Facility Projects</b>					
1. Cedarwood Sanitary PS - Repairs		\$ -	\$ 70,000	\$ 298,500	\$ 368,500
2. Sylvestre Sanitary PS - Repairs		\$ -	\$ 15,000	\$ -	\$ 15,000
3. St Alphonse Sanitary PS - Repairs		\$ -	\$ 3,000	\$ -	\$ 3,000
4. Cedarwood Sanitary PS, Meter #1 - Repairs		\$ -	\$ 5,000	\$ -	\$ 5,000
5. NTR Sanitary Flume, Meter #4 - Repairs		\$ -	\$ 6,500	\$ -	\$ 6,500
6. 8th Concession Flume, Meter #5 - Repairs		\$ -	\$ 4,500	\$ -	\$ 4,500
	Sub-Total:	\$ -	\$ 104,000	\$ 298,500	\$ 402,500
	Grants:	\$ -	\$ -	\$ -	\$ -
	Recoveries:	\$ -	\$ -	\$ -	\$ -
	<b>Wastewater Facilities Reserve Fund:</b>	\$ -	\$ 104,000	\$ 298,500	\$ 402,500
<b>Stormwater Projects</b>					
1. Tecumseh Road CIP - Streetscape Plan & Final Design		\$ 20,900	\$ 20,000	\$ 102,811	\$ 143,711
3. Pulleyblank-Crowder-Moro Sanitary Sewer Extension		\$ 42,100	\$ 748,900	\$ -	\$ 791,000
4. Rossi Drive Sanitary Sewer Extension		\$ -	\$ 35,000	\$ 487,000	\$ 522,000
5. Manning Road Reconstruction, Phase 2		\$ -	\$ 60,000	\$ 1,085,200	\$ 1,145,200
6. Stormwater Master Plan		\$ -	\$ 600,000	\$ -	\$ 600,000
	Sub-Total:	\$ 63,000	\$ 1,463,900	\$ 1,675,011	\$ 3,201,911
	Grants:	\$ -	\$ -	\$ -	\$ -
	Recoveries:	\$ -	\$ -	\$ -	\$ -
	<b>Storm Sewer Lifecycle Reserve:</b>	\$ 63,000	\$ 1,463,900	\$ 1,675,011	\$ 3,201,911
<b>Municipal Drains</b>					
1. Manning Road Reconstruction, Phase 2		\$ -	\$ 105,000	\$ 1,991,000	\$ 2,096,000
	Sub-Total:	\$ -	\$ 105,000	\$ 1,991,000	\$ 2,096,000
	Grants:	\$ -	\$ -	\$ -	\$ -
	Recoveries:	\$ -	\$ -	\$ -	\$ -
	<b>Drains Lifecycle Reserve:</b>	\$ -	\$ 105,000	\$ 1,991,000	\$ 2,096,000

## **BACKGROUND**

The above noted projects are intended to upgrade existing infrastructure while also providing for future development. The objective of the 2017 - 2021 Public Works & Environmental Services (PWES) Capital Works Plan is to maintain a consistently high level of service and strive to improve the Town's infrastructure components through these improvements.

The Town adopted an Asset Management Plan in December 2013 which serves as a guide as to what, and when, capital projects should be undertaken. The attached PWES Capital Project List 2017 – 2021 summarizes PWES projects proposed to be undertaken over the 2017 – 2021 period. Recommendations will be made requesting Council approve specific projects which begin in 2017 while adopting the five year capital plan; this gives authorization to proceed with the 2017 projects while 2018 to 2021 projects will come back to Council in subsequent years for approval to proceed.

## **COMMENTS**

This section provides detailed information for all 2017 projects, i.e. both those previously approved and those newly proposed for 2017. Comments are provided by **ROAD, SIDEWALKS & PATHWAYS, BRIDGE, WATER, WASTEWATER, STORM SEWER** and **MUNICIPAL DRAIN** categories. Generally projects will contain expenditures related to all categories; for expediency purposes we have included project discussion on the main driver requiring the project be undertaken.

We have also included a section entitled **2018 to 2021 PROJECTS** which provides a higher level discussion on projects being proposed for future years.

The attached Public Works & Environmental Services (PWES) Capital Project List 2017 – 2021 ***has been prepared assuming adequate funding is available in all lifecycle categories.*** Discussion on those categories that are deficient can be found in the Financial Implications Section.

Certain projects have been proposed to be phased in over a two year period. Generally this occurs because either the project scope is generally too large or costly to be completed in one construction season or would be too disruptive over too large of an area and too long a period of time to the adjacent properties. Projects being phased would be tendered as two separate tender calls.

## **ROAD PROJECTS**

Public Works staff reviews roads for inclusion in the annual paving program. The Town's Road Needs Study has been used for reference in conjunction with Public Works input and suggestions from Council and residents to form the basis for the recommended annual paving projects. Public Works & Environmental Services investigates and categorizes the needs based on the condition of the roads in comparison with other roads of similar traffic volumes.

The list of roads proposed for tar and chip are based on Public Works staff review of observed conditions of the roads and maintenance needs in conjunction with Pavement Condition Index (PCI) ratings from the Road Needs Study. Public Works has recently undertaken rebuilding the tar and chip roads rather than just placing surface treatment over existing roads. The process recycles all existing road materials and results in a new pavement structure with no loss of materials. This program has received positive reviews from the public and Public Works in reviewing roads that were completed through last year's program. It is Public Works' intention to place a final surface course of tar and chip on roads completed in the last few years. This process results in a road that will last longer and as such require less remedial maintenance in the future. Public Works would also suggest earmarking an

amount for remedial tar and chip repairs on roads other than those planned for. Every spring Public Works finds areas that require some repair from winter plowing activities, and this would be used to address those concerns.

Administration recommends that as part of the annual paving program, an amount be set aside for crack sealing of Town roads to extend the lifespan of the pavement before more substantial repairs or replacement are required. It is recommended that \$75,000 be set aside for crack sealing.

#### **RD 1. Tar & Chip, Asphaltting, and Crack Sealing**

<b><u>Tar &amp; Chip - \$200,000</u></b>	<b><u>Asphaltting - \$885,000</u></b>	<b><u>Crack Sealing - \$75,000</u></b>
Sexton Sideroad (Hwy #3 to South Talbot Road)	Outer Drive (Blackacre to Hwy #3)	Various Locations (TBD)
8 <sup>th</sup> Concession (South Talbot Road to CR8)	Hebert (Westlake to Chornoby)	
	Juniper (Full Length)	
	Clarice (Full Length)	
	Mack Court (Full Length)	
	Burdick (Full Length)	
	Brouillette (Full Length)	
	Fasan (Full Length)	

Inspection and project administration will be carried out by Public Works & Environmental staff upon award of the Contract by Council. Quality control of the materials will be carried out by a Consulting Geotechnical Engineer.

Funding to be provided from:

- Road Lifecycle Reserve \$1,160,000

#### **RD 2. Manning Road Improvement Project, Phase 3**

Manning Road Improvement Project Phase 3 - Project Costs Summary			
Previously Approved	<b>Requested for 2017</b>	Future Costs	Total Project Costs
\$0	<b>\$180,000</b>	\$4,222,900	\$4,402,900

The Town completed a Class Environmental Assessment (EA) in April 2010 for improvements to the East Townline Drain (Manning Road) Storm Pump Station. The proposed upgrades to the pump station and drain enclosure along Manning Road provided an opportunity to improve this portion of Manning Road by constructing an urban cross-section that accommodates pedestrians, cyclists and urban design features to create an aesthetically pleasing gateway into Lakewood Park. The limits of the Class EA included Manning Road from Riverside Drive to St. Gregory's Road.

The Town actively pursued senior government funding and on July 8, 2011, the Ontario Minister of Finance announced a grant for financial assistance to the Town in the amount of \$6,183,333, which represented a one-third share of the total project cost of \$18.55M. The Town was able to amend the funding agreement with the Ontario Government so that the \$6.1M grant could be utilized in Phase 1, being the construction of the storm pump station and associated facilities, and the reconstruction of a section of Riverside Drive (Manning Road to Christy Lane), including the roundabout at the Manning Road/Riverside Drive intersection. Construction of Phase 1 was completed in 2014.

The finalization of the design of Phase 2 of the Manning Road Improvement Project has also been recommended to be completed as part of the 2017 Capital Works, and is discussed under the STORM SEWER section of this report.

As Dillon Consulting Limited completed the Class EA, and the design/contract administration for Phase 1, and is familiar with the entire scope of this project, Administration recommends continuing with Dillon Consulting Limited to complete the engineering design for Phase 3 of this project in 2017. Construction is currently scheduled for 2020 subject to funding being available in the Road Lifecycle Reserve.

Expected recoveries from the County of Essex are anticipated to be \$120,000 for a portion of the Bike Lanes (under the CWATS program), and \$635,000 for a portion of the Manning Road reconstruction (under the Connecting Link Agreement).

Funding to be provided from:

- Road Lifecycle Reserve \$180,000

### RD 3. South Talbot Road Reconstruction

South Talbot Road Reconstruction - Project Costs Summary			
Previously Approved	<b>Requested for 2017</b>	Future Costs	Total Project Costs
\$0	<b>\$90,000</b>	\$1,617,800	\$1,707,800

The section of South Talbot Road between County Road 9 (Howard Avenue) and County Road 11 (Walker Road) consists of a paved two-lane rural cross-section road. Over the last number of years, portions of this section have been rehabilitated: (i) A 1,030m section west of County Road 11 was milled and paved approximately eight years ago, and is still in relatively good shape, (ii) A 250m section east of County Road 9 was reconstructed approximately five years ago by the MTO as part of the realignment into the Laurier Parkway. The remaining section of South Talbot Road, a 1,590m length (250m east of County Road 9 to 400m east of Holden Road) is in need of repairs.

It was Administration's intent to include this section of South Talbot Road as part of the annual asphaltting program in 2017. However, a geotechnical investigation of the existing road structure confirmed that there is insufficient granular base, and that a full road reconstruction is recommended over a mill/pave operation.

Administration is recommending the South Talbot Road Reconstruction project be combined with the replacement of Culverts No.46 and No.47 (as discussed in the following section of this report) into a single tender to benefit from the efficiencies of completing the engineering, tendering, and construction in one package. Administration also recommends retaining Dillon Consulting Limited to provide engineering services on this project based on their past completion of various road reconstruction projects within the Town and their experience with the Town's Bridge and Culvert structures.

Construction is scheduled for 2018.

Funding to be provided from:

- Road Lifecycle Reserve \$90,000

#### **RD 4. Traffic Signal Infrastructure Reconstruction**

Traffic Signal Infrastructure Reconstruction - Project Costs Summary			
Previously Approved \$195,000	<b>Requested for 2017 \$140,300</b>	Future Costs \$227,500	Total Project Costs \$562,800

A condition assessment was conducted for all traffic signal infrastructure owned and maintained by the Town, including 11 intersections and one mid-block cross walk. Traffic signal infrastructure includes poles, luminaires, mast arms, traffic signal heads, pedestrian signal heads, pedestrian push buttons, hand holes, loop detectors, cabinets, controllers, wiring and conduit.

The traffic signal condition assessment was used as the basis for identifying the recommended priority, scope and cost for traffic signal infrastructure improvements, which could be utilized by the Town to develop a long-term, comprehensive maintenance and capital replacement strategy.

At the September 22, 2015 Regular Meeting of Council, Council approved the recommendations (Motion RCM-319/15) of PWES Report 51/15 titled "Traffic Signal Infrastructure Assessment (2015)" where the report was adopted, and authorized Administration to use the recommendations contained within the report to form the basis of the annual PWES Capital Works Plan.

As part of the 2016 Capital Works Plan, \$195,000 was approved for the replacement of the traffic signal infrastructure at the Lesperance Road/Arbour Street intersection (as part of Shawnee/Arbour Improvements, Phase 2). A total of \$82,000 (of the approved \$195,000) was used to purchase the traffic signal materials. However, during the design process of the Tecumseh Road CIP Project, which includes a section of Lesperance Road, it became apparent that the future modifications of the Lesperance Road width would impact the Lesperance Road/Arbour Street intersection. It was determined to postpone the installation of the traffic signal infrastructure at this intersection to limit the amount of any 'throw away' costs.

It is recommended that the traffic signal materials purchased for this intersection be used at the Lesperance Road/Riverside Drive intersection in 2017, and the costs spent to date transferred under the new project cost centre.

The updated Traffic Signal Infrastructure Reconstruction program is recommended as follows:

- Lesperance Road / Riverside Drive (2017)
- Lesperance Road / Tecumseh Road East\*
- Lesperance Road / Arbour Street\*
- Tecumseh Road East / Shawnee Road\*
- Lesperance Road / McNorton Street (2020)

*\*Subject to timing of the Tecumseh Road CIP project*

Administration recommends that Dillon Consulting Limited be retained to complete the detailed design as they have conducted the Traffic Signal Infrastructure Assessment in 2015, and has worked closely with the Town, our current maintenance provider, and the Essex County Highways Signal Department in the past.

Funding to be provided from:

- Road Lifecycle Reserve \$140,300

**RD 5. County Road 19/Jamsyl Drive Intersection – Traffic Signal Infrastructure**

CR19/Jamsyl Drive Intersection, Traffic Signal Infrastructure - Project Costs Summary			
Previously Approved	<b>Requested for 2017</b>	Future Costs	Total Project Costs
\$0	<b>\$75,000</b>	\$0	\$75,000

Through discussions with the County, it is anticipated that the County Road 22/County Road 19 Advance Construction Works will take place in 2017. As part of those works, it is proposed to install a signalized intersection at County Road 19 and Jamsyl Drive.

It is anticipated that the Town will be assessed 50% of the costs pertaining to the signal infrastructure with the County (as per their internal policy regarding shared signalized intersections). Administration will confirm the exact costs with the County once the works have been tendered.

Funding to be provided from:

- Road Lifecycle Reserve \$75,000

**RD 6. Tecumseh Road Community Improvement Plan (CIP) – Streetscape Plan & Design**

Tecumseh Road CIP Streetscape Plan & Final Design - Project Costs Summary			
Previously Approved	<b>Requested for 2017</b>	Future Costs	Total Project Costs
\$755,000	<b>\$212,500</b>	\$23,321,275	\$24,189,375

At the May 10, 2016 Special Meeting of Council, Council approved the recommendations (Motion SCM-01/16) of Planning & Building Services Report No.10/16 titled “Tecumseh Road Main Street CIP, Streetscape Plan and Detail Design and Utility Lines” that selected the preferred streetscape design that calls for the removal of above-ground hydro poles, hydro wires and utility wires placing them underground.

At the July 12, 2016 Regular Meeting of Council, Council approved the recommendations (Motion RCM-257/16) of PWES Report No. 35/16 titled “Streetscape Plan and Design, Revised Scope & Budget Update, July 2016” that included a revised scope of a 30% Schematic Design for the full project limits, a 100% Tender Drawings and Specifications for Phase 1, and 90% Design Drawings and Specifications for Phase 2.

The tentative phasing and associated project costs are broken up into the five following phases:

- Phase 1: \$11,296,434 - Tecumseh Road (St. Annes to VIA) & Lesperance (St. Denis to Arbour)
- Phase 2: \$5,498,108 - Tecumseh Road (St. Annes to Shawnee)
- Phase 3: \$1,970,366 - Tecumseh Road (Shawnee to Southfield)
- Phase 4: \$2,443,623 - Tecumseh/Southfield intersection
- Phase 5: \$2,980,844 - Lesperance (McNorton to St. Denis)

Expected recoveries from the County of Essex are anticipated to be \$871,000 for a portion of the Tecumseh Road reconstruction (under the Connecting Link Agreement). Administration is still exploring recovery opportunities with some of the Utility companies.

The additional costs required for 2017 are needed to finalize the components of the project, being the 30% Schematic Design (all phases), 100% Tender Drawings and Specifications for Phase 1, and the 90% Design Drawings and Specifications for Phase 2.



The revision to the budget is a reflection of the watermain replacement, storm sewer video inspections, the evolving streetscape design components, and continued coordination with the various utility companies.

Funding to be provided from:

- Road Lifecycle Reserve \$140,100
- Watermain Reserve Fund \$44,000
- Wastewater Sewers Reserve Fund \$8,400
- Storm Sewer Lifecycle Reserve \$20,000

## SIDEWALK PROJECTS

### SW 1. Sidewalk Repair Projects

Sidewalk Repair Projects - Project Costs Summary			
Previously Approved	Requested for 2017	Future Costs	Total Project Costs
----	<b>\$69,000</b>	----	\$69,000

The 2017 sidewalk program will be based on sidewalk conditions determined through the comprehensive sidewalk inspection conducted annually. Currently this inspection is completed by Public Works staff and along with input from Council and residents is used in conjunction with these findings to develop the annual program. This information will also be used to recommend sidewalk repair and replacements. Should this inspection generate large amounts of sidewalk replacement a Request for Quotation (RFQ) will be issued.

Trip hazards identified throughout the Town will be addressed to keep the Town in compliance with minimum maintenance standards. Currently, a detailed list of sidewalks to be repaired/replaced has not been generated. The funding requested is for an upset limit to carry out the work. A detailed list of recommended sidewalk replacements will be circulated to Council for their information prior to issuing the RFQ.

Inspection and project administration will be carried out by PWES Staff upon award of the Contract.

Funding to be provided from:

- Sidewalk Lifecycle Reserve \$69,000

### SW 2. Riverside Drive Trail

Riverside Drive Trail - Project Costs Summary			
Previously Approved	Requested for 2017	Future Costs	Total Project Costs
\$0	<b>\$68,000</b>	\$707,000	\$775,000

At the October 25, 2016 Regular Meeting of Council, Council approved the recommendations (Motion RCM-372/16) of Planning Report No. 32/16 titled "County Wide Active Transportation Study Plan, Town of Tecumseh 2017 Project, Trail on Riverside Drive from Tecumseh/Windsor Municipal Boundary to Manning Road" that endorsed the construction of a 2.4m wide trail having a length of approximately 2.4km as a 2017 CWATS Project.

It is recommended to complete the engineering design in 2017, and to evaluate and prioritize the construction of the trail once the Parks & Recreation Master Plan has been completed (anticipated

completion date of Summer 2017). For preliminary purposes we show construction in 2018 with funding coming from the Infrastructure Reserve.

Administration recommends Bezaire & Associates complete the design work for the Riverside Drive Trail based on their experience on various trail projects throughout Essex County, which included the Ganatchio Trail, the Leamington Trail, and McAuliffe Park.

Funding to be provided from:

- Infrastructure Reserve \$68,000

## BRIDGE PROJECTS

### BR 1. Culvert Works (Structures with Spans < 3.0m)

Culvert Works (Structures with Spans < 3.0m) - Project Costs Summary			
Previously Approved	Requested for 2017	Future Costs	Total Project Costs
\$0	<b>\$912,000</b>	\$2,573,000	\$3,485,000 *

*\*For works identified up to the year 2022*

At the November 8, 2016 Regular Meeting of Council, Council approved the recommendations (Motion RCM-384/16) of PWES Report No. 39/16 titled “2016 Culvert Needs Study (Structures with Spans < 3.0m)” that authorized Administration to use the recommendations contained within the report to form the basis of the annual PWES Capital Works Plan.

The 2016 Culvert Needs Study (Structures with Spans < 3.0m) had identified two (2) structures to be replaced immediately; 10 structures to be rehabilitated or replaced within a 1-5 year timeframe; and three (3) structures to be rehabilitated or replaced within a 6-10 year timeframe. The recommended works for 2017 consist of the following:

Culvert No.1 (Riverside Drive at the City of Windsor limits): Cost of \$12,000

This box culvert had previously been abandoned and backfilled with granular material. Upon inspection, it was determined that there is an approximate 0.4m void between the backfill material and the soffit of the box culvert. It is recommended to fill that void with lean grout to prevent a sink hole within Riverside Drive should the box culvert ever fail.

Culvert No.7 (Desro Drive at East Townline Drain): Cost of \$23,000

This culvert had been identified to be replaced within the 1-5 year timeframe. These works are anticipated to take place in 2017 as part of the County’s advance construction works at the County Road 22/County Road 19 intersection. A Drainage Engineer has already been appointed through Council to complete a Section 78 Report under the Drainage Act for the enclosure of the East Townline Drain. The actual costs to the Town will be confirmed once the Engineer’s Drainage Report has been completed.

Culvert No.8 (Jamsyl Drive at East Townline Drain): Cost of \$332,000

This culvert had been identified to be replaced within the 1-5 year timeframe. These works are anticipated to take place in 2017 as part of the County’s advance construction works at the County Road 22/County Road 19 intersection. A Drainage Engineer has already been appointed through Council to complete a Section 78 Report under the Drainage Act for the enclosure of the East Townline Drain. The actual costs to the Town will be confirmed once the Engineer’s Drainage Report has been completed.

**Culvert No.46 (South Talbot Road at South Talbot Drain): Cost of \$40,000**

This culvert had been identified to be replaced within the 1-5 year timeframe. It is recommended to complete the Engineering in 2017, with Construction to follow in 2018. The total project cost is \$490,000. It is also recommended to combine this project with the replacement of Culvert No.47 and the reconstruction of South Talbot Road (as discussed in the previous section of this report).

**Culvert No.47 (South Talbot Road at Dickson Drain): Cost of \$20,000**

This culvert had been identified to be replaced within the 1-5 year timeframe. It is recommended to complete the Engineering in 2017, with Construction to follow in 2018. The total project cost is \$245,000. It is also recommended to combine this project with the replacement of Culvert No.46 and the reconstruction of South Talbot Road Reconstruction project (as discussed in the previous section of this report).

**Culvert No.58 (10<sup>th</sup> Concession Road): Cost of \$120,000**

This road culvert had been identified to be replaced within the 1-5 year timeframe under the 2016 Culvert Needs Study. This culvert is currently being reviewed under the Municipal Drainage project, the JC Smith/McPherson Drain. It is anticipated that the drainage report will be completed in early 2017, with construction to follow in late 2017.

**Culvert No.60 (10<sup>th</sup> Concession Road): Cost of \$125,000**

This road culvert had been identified to be replaced within the 1-5 year timeframe under the 2016 Culvert Needs Study. This culvert is currently being reviewed under the Municipal Drainage project, the JC Smith/McPherson Drain. It is anticipated that the drainage report will be completed in early 2017, with construction to follow in late 2017.

**Culvert No.62 (10<sup>th</sup> Concession Road): Cost of \$125,000**

This road culvert had been identified to be replaced within the 1-5 year timeframe under the 2016 Culvert Needs Study. This culvert is currently being reviewed under the Municipal Drainage project, the JC Smith/McPherson Drain. It is anticipated that the drainage report will be completed in early 2017, with construction to follow in late 2017.

**Culvert No.67 (11<sup>th</sup> Concession Road): Cost of \$115,000**

This road culvert had been identified to be replaced within the 1-5 year timeframe under the 2016 Culvert Needs Study. This culvert is currently being reviewed under the Municipal Drainage project, the East McPherson Drain. It is anticipated that the drainage report will be completed in early 2017, with construction to follow in late 2017.

Administration recommends Dillon Consulting Limited complete the design work for Culverts No. 46 & No.47 in 2017 based on their experience of various bridge rehabilitations and replacement projects throughout the Town, and their completion of the 2016 Culvert Needs Study.

Funding to be provided from:

- Bridge Lifecycle Reserve \$912,000

## **WATER & WASTEWATER PROJECTS**

Water and wastewater projects are intended to upgrade existing infrastructure while also providing for future development.

The methodology used to provide Council with recommendations for yearly capital projects are:

- a review of the Town of Tecumseh Water & Wastewater Master Plan
- a review of lifecycle dollars available and possible government funding

- a review of the Ministry of Environment regulations/guidelines
- a review of other planned capital projects
- a review of possible opportunities to improve/upgrade the existing infrastructure.

## WATER PROJECTS

### WA 1. Mack Court Watermain Replacement

Mack Court Watermain Replacement - Project Costs Summary			
Previously Approved \$65,000	<b>Requested for 2017 \$5,000</b>	Future Costs \$0	Total Project Costs \$70,000

Mack Court is located off of St Marks Road. The water on Mack Court supplied by the Town is serviced with an old 100mm diameter cast iron watermain. The Water Division is recommending replacement of this size and type of watermain as it poses a possibility of poor water quality and lack of water flow. There are concerns with fire protection due to the small size of this watermain. Over a period of time buildup may occur within cast iron pipes, making it difficult to maintain chloride residuals as mandated by the MOE.

This is a carry-over project from the 2016 Capital Works Plan. The recommended works would see replacement of the old 100mm diameter cast iron watermain with a new 150mm diameter PVC watermain, along with a fire hydrant for additional fire protection. Most of this proposed project would be designed and constructed in-house at a cost savings.

Funding to be provided from:

- Watermain Reserve Fund \$5,000

### WA 2. Lacasse Park Watermain Replacement

Lacasse Park Watermain Replacement - Project Costs Summary			
Previously Approved \$100,000	<b>Requested for 2017 \$10,000</b>	Future Costs \$0	Total Project Costs \$110,000

Located off Lacasse Road at Clapp Street there is approximately 350 metres of 150mm diameter ductile iron watermain which runs through Lacasse Park to service the pool and provide fire protection. The Water Division is recommending replacement of this watermain as it has been failing more in recent years due to the age and soil conditions. The type of failures from this section of watermain has caused Ministry of Environment (MOE) boil water advisories.

This is a carry-over project from the 2016 Capital Works Plan. The recommended works would see replacement of the old 150mm diameter ductile iron watermain with a new 150mm diameter PVC watermain. Most of this proposed project would be designed and constructed in-house at a cost savings.

Funding to be provided from:

- Watermain Reserve Fund \$10,000

### **WA 3. Tecumseh Road Watermain Abandonment**

Tecumseh Road Watermain Abandonment - Project Costs Summary			
Previously Approved \$0	<b>Requested for 2017 \$72,000</b>	Future Costs \$0	Total Project Costs \$72,000

In 1980 as part of the Village Estates Phase 2 Development, a 205mm diameter PVC watermain was installed on the south side of Tecumseh Road from Arlington Boulevard to approximately 530m westerly. At that time the existing 150mm diameter Cast Iron watermain (originally installed in 1955) located on the north side of Tecumseh Road remained in service. In recent years the 150mm diameter Cast Iron watermain has been failing due to the age and material of the pipe.

The recommended works would see the transfer of all water services and hydrant connections over to the 250mm diameter PVC watermain, and the abandonment of the 150mm diameter Cast Iron watermain. Most of this proposed project would be designed and constructed in-house at a cost savings.

Funding to be provided from:

- Watermain Reserve Fund \$72,000

### **WA 4. Water Metering Facilities, 2017 Repairs**

Water Metering Facilities, 2017 Repairs - Project Costs Summary			
Previously Approved \$0	<b>Requested for 2017 \$85,000</b>	Future Costs \$0	Total Project Costs \$85,000

At the December 13, 2016 Regular Meeting of Council, PWES Report No. 51/16 titled “2016 Pump & Metering Station Condition Assessment” will recommend to use the recommendations contained within the report to form the basis of the annual PWES Capital Works Plan.

The Town owns and operates 11 water meter stations that use magnetic flowmeters installed in below grade. The 2016 Pump & Metering Station Condition Assessment had identified \$83,050 in ‘Immediate Repairs’, and \$30,600 in ‘10 Year Repairs’. It is recommended that Town forces complete the repair works on the Water Meter Facilities.

Funding to be provided from:

- Water Facilities Reserve Fund \$85,000

## **WASTEWATER PROJECTS**

### **WW 1. 8<sup>th</sup> Concession Road Trunk Sanitary Sewer & Watermain, Phase 1**

8 <sup>th</sup> Concession Road Trunk Sanitary Sewer & Watermain, Phase 1 - Project Costs Summary			
Previously Approved \$180,405	<b>Requested for 2017 \$4,542,000</b>	Future Costs \$0	Total Project Costs \$4,722,205

At the May 24, 2016 Regular Meeting of Council, Council approved the recommendations (Motion RCM-206/16) of PWES Report 28/16 titled “Amendment to PWES Report No.63/15: 2016-2020 Public Works & Environmental Services Capital Works Plan, 8<sup>th</sup> Concession Road Trunk Sanitary Sewer & Watermain” that authorized Administration to proceed with the completion of the engineering design.

The engineering design was completed in 2016 and consisted of the following limits:

- 8<sup>th</sup> Concession Road (County Road 46 to North Talbot Road)
  - Approximately 730m of trunk sanitary sewer & watermain
- North Talbot Road (8<sup>th</sup> Concession Road to Oldcastle Road)
  - Approximately 75m of trunk sanitary sewer
- Oldcastle Road (North Talbot Road to Highway No.3)
  - Approximately 1,310m of trunk sanitary sewer

Administration is recommending dividing the project up into two separate construction phases, Phase 1 being the works on 8<sup>th</sup> Concession Road, and Phase 2 consisting of the works on North Talbot Road and Oldcastle Road. The associated cost for each phase is \$4,722,405 for Phase 1 and \$3,475,000 for Phase 2.

The Phase 1 project cost of \$4,722,405 includes \$2,246,650 for sanitary sewers, \$1,382,440 for road reconstruction, and \$1,093,315 for watermain replacement. Estimated recoveries from landowners for the sanitary sewers would be \$3,078,350, and will be refined once the By-Law for the 8<sup>th</sup> Concession Road Trunk Sanitary Sewer Service Area is completed (anticipated Spring 2017).

As Dillon Consulting Limited has completed the engineering design for Phase 1 and Phase 2, Administration recommends continuing with Dillon Consulting Limited to complete the contract administration and inspection for the 8<sup>th</sup> Concession Road Trunk Sanitary Sewer & Watermain, Phase 1 project in 2017.

Funding to be provided from:

- Road Lifecycle Reserve \$1,337,300
- Watermain Reserve Fund \$1,037,500
- Wastewater Sewers Reserve Fund \$2,167,200

## **WW 2. Pulleyblank Street / Crowder Court / Moro Drive Sanitary Sewer Extension**

Pulleyblank/Crowder/Moro - Project Costs Summary			
Previously Approved	Requested for 2017	Future Costs	Total Project Costs
\$220,000	<b>\$3,595,600</b>	\$0	\$3,815,600

At the December 8, 2015 Regular Meeting of Council, Council approved the recommendations (Motion RCM-419/15) of PWES Report 63/15 titled "2016-2020 Public Works & Environmental Services Capital Works Plan" that authorized Administration to proceed with the completion of the engineering design of the Pulleyblank Street / Crowder Street / Moro Drive Sanitary Sewer Extension.

This project considered under the North Talbot Road sanitary sewer service area is the extension of a sanitary sewer along Pulleyblank Street from North Talbot Road to Rossi Drive, on Crowder Court from Pulleyblank to the cul-de-sac, and on Moro Drive from Pulleyblank Street to Burke Street.

Expected recoveries from landowners for the sanitary sewer would be \$600,000. The project cost of \$3,815,600 includes \$930,000 for sanitary sewers, \$1,568,600 for road reconstruction, \$791,000 for storm sewers, and \$526,000 for watermain replacement.

As Stantec Consulting Limited has completed the engineering design, Administration recommends continuing with Stantec Consulting Limited to complete contract administration and inspection for the Pulleyblank Street/Crowder Court/Moro Drive Sanitary Sewer Extension project in 2017.

Funding to be provided from:

- Road Lifecycle Reserve \$1,480,600
- Watermain Reserve Fund \$491,600
- Wastewater Sewers Reserve Fund \$874,500
- Storm Sewer Lifecycle Reserve \$748,900

### **WW 3. Rossi Drive Sanitary Sewer Extension**

Rossi Drive Sanitary Sewer Extension - Project Costs Summary			
Previously Approved	Requested for 2017	Future Costs	Total Project Costs
\$0	<b>\$180,000</b>	\$2,493,000	\$2,673,000

The next project considered under the North Talbot Road sanitary sewer service area is the extension of a sanitary sewer along Rossi Drive from Pulleyblank Street to Outer Drive. It is proposed to carry out the engineering in 2017 and proceed with construction in 2018.

Expected recoveries from landowners for the sanitary sewer would be \$292,965. The project cost of \$2,673,000 includes \$636,000 for sanitary sewers, \$1,069,000 for road reconstruction, \$522,000 for storm sewers, \$381,000 for watermain replacement, and \$65,000 for the replacement of Culvert No.35.

Administration recommends Stantec Consulting Limited complete the design work for the Rossi Drive Sanitary Sewer Extension project in 2017, based on their experience with the Oldcastle Area, and recent works on the Brendan Lane/Binder Crescent Sanitary Sewer Extension and the Pulleyblank Street/Crowder Court/Moro Drive Sanitary Sewer Extension.

Funding to be provided from:

- Road Lifecycle Reserve \$77,500
- Watermain Reserve Fund \$25,000
- Wastewater Sewers Reserve Fund \$42,500
- Storm Sewer Lifecycle Reserve \$35,000

### **WW 4. County Road 11 (North) Sanitary Sewer Extension**

County Road 11 (North) Sanitary Sewer Extension - Project Costs Summary			
Previously Approved	Requested for 2017	Future Costs	Total Project Costs
\$0	<b>\$136,650</b>	\$1,868,450	\$2,005,100

The next project considered under the North Talbot Road sanitary sewer service area is the extension of a sanitary sewer along County Road 11 from North Talbot Road to Highway 401. It is proposed to carry out the engineering in 2017, utility relocations in 2018, and proceed with construction in 2019. It is also recommended to incorporate the proposed CWATS project of a 3.0m wide trail along the east side of County Road 11 from North Talbot Road to Highway 401 as part of the sanitary sewer extension project.

As recommended under Planning Report No. 23/13 dated July 3, 2013, Council approved (Motion: RCM-218/13) a 3.0m wide trail along the east side of Walker Road from Highway 401 to North Talbot Road. This trail is identified as Trail Segment Tec-3 in the CWATS Master Plan.

Expected recoveries from landowners for the sanitary sewer would be \$1,110,180. Expected recoveries from the County of Essex for the CWATS trail would be \$108,040 (40% of trail costs).

The project cost of \$2,005,100 includes \$1,641,000 for sanitary sewers, \$94,000 for watermain replacement, and \$270,100 for the installation of the 3.0m wide asphalt trail.

Administration recommends Dillon Consulting Limited complete the design work for the County Road 11 (North) Sanitary Sewer Extension project in 2017, based on their experience with the Oldcastle Area, their recent works on the Dumouchelle Street/Outer Drive Sanitary Sewer Extension project, and their involvement with the road reconstruction project the County previously undertook of County Road 11.

Funding to be provided from:

- Watermain Reserve Fund \$6,000
- Wastewater Sewers Reserve Fund \$125,000
- New Infrastructure Levy \$5,650

#### **WW 5. Sanitary Pump Stations and Metering Stations, 2017 Repairs**

Sanitary Pump Stations and Metering Stations, 2017 Repairs - Project Costs Summary			
Previously Approved \$0	<b>Requested for 2017 \$104,000</b>	Future Costs \$298,500	Total Project Costs \$402,500

At the December 13, 2016 Regular Meeting of Council, PWES Report No. 51/16 titled “2016 Pump & Metering Station Condition Assessment” will recommend to use the recommendations contained within the report to form the basis of the annual PWES Capital Works Plan.

The Town owns and operates four (4) sanitary pump stations, and five (5) sanitary metering stations. The 2016 Pump & Metering Station Condition Assessment had identified \$365,500 in ‘Immediate Repairs’ for the sanitary pump stations, and \$14,000 for ‘Immediate Repairs’ for the sanitary metering stations. The report also identified \$400,000 in ‘10 Year Repairs’ for the sanitary pump stations. The proposed (2017) works consist of the following locations:

- Cedarwood Sanitary Pump Station \$70,000
- Sylvestre Sanitary Pump Station \$15,000
- St. Alphonse Sanitary Pump Station \$3,000
- Cedarwood Sanitary PS, Meter #1 \$5,000
- NTR Sanitary Flume, Meter #4 \$6,500
- 8<sup>th</sup> Concession Flume, Meter #5 \$4,500

Funding to be provided from:

- Wastewater Facilities Reserve Fund \$104,000

#### **WW 6. Sanitary Sewer Rehabilitation (Inflow & Infiltration Removal)**

Sanitary Sewer Rehabilitation (Inflow & Infiltration Removal) - Project Costs Summary			
Previously Approved \$0	<b>Requested for 2017 \$3,637,824</b>	Future Costs \$0	Total Project Costs \$3,637,824

This project involves the renewal and rehabilitation of approximately 30,000 linear metres of sanitary sewer pipe, 500 manholes and the rehabilitation of approximately 500 sanitary sewer service connections. The work generally consists of:

- Camera inspections of the sewer pipes to identify: pipe condition; pipe defects; and sources of inflow and infiltration using trenchless technology.



- Flushing and cleaning debris from the sanitary sewer pipes and service connections to facilitate leak testing and repair using trenchless technology
- Pressure testing and sealing of: mainline joints, cracked or otherwise leaking pipes, tee connections, clean outs, risers and sanitary service connections using innovative trenchless technology
- Structural repairs of sanitary sewer pipes where required using innovative trenchless technology.
- Sealing leaks in manholes using rain shields, chemical sealants and latest technology.

In the Fall of 2016 Administration had submitted this project for two grants, the Ontario Community Infrastructure Fund (OCIF) and the Canada Water Wastewater Fund (CWWF). The Town will be made aware in February 2017 on whether we were successful with our applications. The components of this project will only be undertaken, should the Town be successful in obtaining grant funding from upper levels of government.

The project costs and expected recoveries are as follows:

Part A: Ontario Community Infrastructure Fund (OCIF)

• Provincial Formula-Based Funding	\$ 493,942
• Provincial Top-Up Funding	\$ 806,149
• Municipal Contribution	<u>\$ 99,909</u>
Sub-Total Part A	\$1,400,000

Part B: Canada Water Wastewater Fund (CWWF)

• Federal Contribution	\$1,118,912
• Provincial Contribution	\$ 559,456
• Municipal Contribution	<u>\$ 559,456</u>
Sub-Total Part B	\$2,237,824

Summary of Project Costs

• Municipal Contribution	\$ 659,365
• Provincial Contribution	\$1,859,547
• Federal Contribution	<u>\$1,118,912</u>
Total	\$3,637,824

Administration recommends Blackrock Consulting be retained to complete the contract administration based on their experience with Infiltration & Inflow Removal projects for other municipalities within Essex County.

Funding to be provided from:

• Wastewater Sewers Reserve Fund	\$659,365
• Grants	\$2,978,459

## STORM SEWER PROJECTS

### ST 1. Manning Road Improvement Project, Phase 2

Manning Road Improvement Project, Phase 2 - Project Costs Summary			
Previously Approved	Requested for 2017	Future Costs	Total Project Costs
\$0	<b>\$260,000</b>	\$4,629,900	\$4,889,900

The Town completed a Class Environmental Assessment (EA) in April 2010 for improvements to the East Townline Drain (Manning Road) Storm Pump Station. The proposed upgrades to the pump station and drain enclosure along Manning Road provided an opportunity to improve this portion of Manning Road by constructing an urban cross-section that accommodates pedestrians, cyclists and urban design features to create an aesthetically pleasing gateway into Lakewood Park. The limits of the Class EA included Manning Road from Riverside Drive to St. Gregory's Road.

The Town actively pursued senior government funding and on July 8, 2011, the Ontario Minister of Finance announced a grant for financial assistance to the Town in the amount of \$6,183,333, which represented a one-third share of the total project cost of \$18.55M. The Town was able to amend the funding agreement with the Ontario Government so that the \$6.1M grant could be utilized in Phase 1, being the construction of the storm pump station and associated facilities, and the reconstruction of a section of Riverside Drive (Manning Road to Christy Lane), including the roundabout at the Manning Road/Riverside Drive intersection. Construction of Phase 1 was completed in 2014.

The Phase 2 project cost of \$4,889,900 includes \$328,500 for sanitary sewers, \$864,700 for road reconstruction, \$1,145,200 for storm sewers, \$2,096,000 for municipal drains, and \$455,500 for watermain replacement.

As Dillon Consulting Limited completed the Class EA, and the design/contract administration for Phase 1, and is familiar with the entire scope of this project, Administration recommends continuing with Dillon Consulting Limited to complete the engineering design for Phase 2 of this project in 2017, including fulfilling the Town's obligations under the *Drainage Act*.

Funding to be provided from:

- Road Lifecycle Reserve \$50,000
- Watermain Reserve Fund \$25,000
- Wastewater Sewers Reserve Fund \$20,000
- Storm Sewer Lifecycle Reserve \$60,000
- Drains Lifecycle Reserve \$105,000

## ST 2. Stormwater Master Plan

Stormwater Master Plan - Project Costs Summary			
Previously Approved \$0	<b>Requested for 2017 \$600,000</b>	Future Costs \$0	Total Project Costs \$600,000

The Town's stormwater infrastructure network is supported through eight stormwater pumping stations, which are primarily located near the shore of Lake St. Clair due to the topography of the area within Wards 1, 2, and 3. The proposed Stormwater Master Plan will focus on an analysis of the storm infrastructure within the eight (8) storm pumping station service areas.

This analysis will review how Town's stormwater infrastructure functions during minor rainfall events (what can be contained within the storm sewer network), and major rainfall events (which would follow overland flood routes). The storm pumping stations will also be reviewed to determine if any modifications or improvements are required based on any of the recommended storm sewer network improvements (i.e. capacity upgrades).

The Master Plan will also look for efficiencies in the storm sewer network, and whether a consolidation of storm pumping stations is feasible. The Master Plan will follow the Municipal Class Environmental Assessment (EA) process, and is equivalent to the same steps that a Schedule 'B' EA would follow. This will provide the Town the necessary analysis/study under the Municipal Class EA process to complete future improvements, reconstruct and/or decommission storm pumping stations without having to complete a separate Schedule 'B' EA at a later date.

Administration recommends Dillon Consulting Limited be retained to complete the Stormwater Master Plan based on their experience with the Town's stormwater infrastructure, their involvement in the 2016 Pump Station Condition Assessments, and their involvement in the reconstruction of the Brighton Road Storm Pump Station and the Manning Road Storm Pump Station.

Funding to be provided from:

- Storm Sewer Lifecycle Reserve \$600,000

## MUNICIPAL DRAIN PROJECTS

Town of Tecumseh is obligated to manage, repair, maintain and improve the 120 Municipal Drains (totalling 221km) in accordance with the Drainage Act, including assessing costs to the benefitting upstream landowners according to the most current by-law. Municipal Drains are not municipal infrastructure, and only the Town's assessment is actually funded from the general tax rate.

There are currently over 30 active drainage projects that the Town is undertaking, all of which are at various stages of design or construction. The Drainage Superintendent receives requests for maintenance or repair and improvements for Municipal Drains, and determines which section of the Drainage Act is most suitable to proceed with the request. These drainage requests, and subsequent works, are addressed as they occur and brought before Council for their approval on a project by project basis.

Funding for the Town's assessment for Municipal Drains will generally come from the Drains Lifecycle Reserves.

## 2018 TO 2021 PROJECTS

This section provides a higher level discussion on projects being proposed for 2018 to 2021.

➤ **2018: Alden Crescent Watermain Replacement** (Cost of \$40,000)

Alden Crescent is located off of St Marks Road. The water on Alden Crescent supplied by the Town is serviced with an old 100mm diameter cast iron watermain. The Water Division is recommending replacement of this size and type of watermain as it poses a possibility of poor water quality and lack of water flow. Recommended for a 2018 Capital project, this plan would see replacement of the old 100mm diameter watermain with a new 150mm diameter PVC watermain, along with a fire hydrant for additional fire protection. Most of this proposed project would be designed and constructed in-house at a cost savings.

➤ **2018: Highway No.3 Watermain Replacement** (Cost of \$206,000)

The Water Division is recommending replacement of the existing 200mm diameter watermain on Highway No.3 from County Road 11, westerly for approximately 250-metres. Most of this proposed project would be designed and constructed in-house at a cost savings.

➤ **2018: Watermain Anode Protection Program** (Cost of \$375,000)

Ductile and cast iron pipe make up approximately 25% of the total amount of watermain in the Town's watermain distribution system. Due to the continual corrosion problems and high failure rates associated with ductile and cast iron pipe, the Town of Tecumseh Water Division is recommending the second installment of the anode protection program in 2018. Anodes (Cathodic Protection) are a scientifically proven method of corrosion control. It minimizes the effects of external corrosion on existing ductile and cast iron water mains, thus reducing watermain breaks and extending the watermain's useful life. If the water mains are left unprotected and continue to corrode at the rate being experienced, total replacement of the mains would be necessary sooner at a large capital cost.

➤ **2018: Gouin Street Trunk Storm Sewer Extension** (Cost of \$200,000)

The Town completed the Lesperance Road Reconstruction (Phase 1B) project in 1998, which included watermain and storm sewer improvements. As part of the project the Baillargeon Drain drainage area was split into sub-catchment areas for the purpose of the Lesperance Road storm sewer design. It was intended to divert approx. 51.6 acres (20.9 hectares) of the upper watershed area (north of Gouin Street, and west of Lesperance) easterly down Gouin Street (through the Manning Road Secondary Plan Area (MRSPA)) with a future 900mm diameter sewer to the Baillargeon Drain. This new trunk would provide relief to the existing storm sewers on Lesperance Road (south of Gouin Street). As part of the construction works completed in 1998, a 900mm diameter sewer stub was provided at the Lesperance Road / Gouin Street intersection. It is recommended that 120-metres of 900mm diameter storm sewer be installed on Gouin Street from Lesperance Road to Deslippe Drive, as part of the first phases of development within the Manning Road Secondary Plan Area.

- **2018-2019: Sylvestre Drive Sanitary Sewer Extension** (Cost of \$896,000, landowner recoveries to be calculated)

This project consists of the extension of a sanitary sewer on Sylvestre Drive from Manning Road westerly for 375-metres. It is proposed to complete the engineering 2018 and the construction in 2019.

Expected recoveries from landowners would be for the costs of the trunk sanitary sewer and service connections. Assessments to be calculated by Administration and invoiced back to the landowners under the Municipal Act. The project cost of \$896,000 includes \$340,000 for sanitary sewers, and \$556,000 for road reconstruction.

- **2018 – 2019: 8<sup>th</sup> Concession / Laval Sanitary Sewer Extension** (Cost of \$312,500, landowner recoveries to be calculated)

The next project considered under the 8<sup>th</sup> Concession Road sanitary service area is the extension of a sanitary sewer (just south of Highway 401) through an easement to service three properties. It is proposed to carry out the engineering and obtain the required easements in 2018, and proceed with construction in 2019.

Estimated recoveries from landowners for the sanitary sewer would be \$188,700, and will be refined once the By-Law for the 8<sup>th</sup> Concession Road sanitary service area is completed (anticipated Spring 2017). The project costs of \$312,500 are all attributed to the installation of the sanitary sewers.

- **2018 – 2019: Bridge & Culvert Works (Structures with Spans > 3.0m)**

At the November 8, 2016 Regular Meeting of Council, Council approved the recommendations (Motion RCM-386/16) of PWES Report No. 48/16 titled “2016 Bridge and Culvert Needs Study (Structures with Spans > 3.0m)” that authorized Administration to use the recommendations contained within the report to form the basis of the annual PWES Capital Works Plan.

The 2016 Bridge and Culvert Needs Study (Structures with Spans > 3.0m) had identified three structures to be rehabilitated within a 1-5 year time frame.

- Bridge No.1004 (Pike Creek at 12<sup>th</sup> Concession Road): Cost of \$327,000
- Bridge No.1013 (Merrick Creek at 8<sup>th</sup> Concession Road): Cost of \$326,500
- Bridge No.1014 (Colchester Townline Drain at 6<sup>th</sup> Concession Road): Cost of \$347,500

It is proposed to carry out the engineering in 2018 and proceed with construction in 2019 in a combined tender package.

- **2018+: Culvert Works (Structures with Spans < 3.0m)**

The 2016 Culvert Needs Study (Structures with Spans < 3.0m) had identified two (2) structures to be replaced immediately; 10 structures to be rehabilitated or replaced within a 1-5 year timeframe; and three (3) structures to be rehabilitated or replaced within a 6-10 year timeframe. The recommended culvert works are as follows:

- 2018/2019 – Culvert No.54, Snake Lane Road (cost of \$449,000)
- 2019/2020 – Culvert No.53, Snake Lane Road (cost of \$458,000)
- 2020/2021 – Culvert No.42, Snake Lane Road (cost of \$196,000)
- 2021/2022 – Culvert No.70, 12<sup>th</sup> Concession Road (cost of \$144,000)

- 2021/2022 – Culvert No.51, 8<sup>th</sup> Concession Road (cost of \$130,000)

➤ **2019: Roads Needs Study** (Cost of \$87,000)

The purpose of the Roads Needs Study is to assess the existing road system in the Town of Tecumseh and to prepare a comprehensive plan for improving and maintaining the road system over the next 5 year period. Road reconstruction is closely coordinated with other infrastructure replacements such as sewer and water in order to achieve a level of cost saving. Initiatives such as these help to increase the customers level of service as well as reduce frequency of large scale construction activities. This is a key factor to achieving improvements while achieving overall benefits to the customer through the use of sound planning.

➤ **2019: Storm Pump Station Repairs (2019)** (Cost of \$256,100)

The Town owns and operates eight (8) storm pump stations. The 2016 Pump & Metering Station Condition Assessment had identified 'Immediate Repairs' and '10 Year Repairs' for the storm pump stations. The proposed (2019) works consist of repairs at (i) West St. Louis Storm Pump Station, (ii) Lesperance Road Storm Pump Station, and (iii) (East St. Louis Storm Pump Station.

➤ **2019 – 2020: County Road 46 Sanitary Sewer Extension** (Cost of \$2,684,775, landowner recoveries to be calculated)

The next project considered under the 8<sup>th</sup> Concession Road sanitary service area is the extension of a sanitary sewer along County Road 46 from 8<sup>th</sup> Concession Road to Webster Drive, as well as on Webster Drive (entire length). It is proposed to carry out the engineering in 2019, and proceed with construction in 2020. This project will be coordinated with the County's planned road rehabilitation for County Road 46.

Estimated recoveries from landowners for the sanitary sewer would be \$959,850, and will be refined once the By-Law for the 8<sup>th</sup> Concession Road sanitary service area is completed (anticipated Spring 2017). Expected recoveries from the County of Essex for the CWATS paved shoulder would be \$119,600 (40% of paved shoulder costs). The project cost of \$2,684,775 includes \$455,000 for road reconstruction, \$232,025 for storm sewers, \$1,023,750 for sanitary sewers, \$675,000 for watermain, and \$299,000 for paved shoulders.

➤ **2019+: County of Essex (Initiated) Projects** (Town cost of \$4,008,300)

The County of Essex has a number of planned projects in the upcoming years, where the Town is obligated to meet financial contributions through cost sharing arrangements. The Town is also planning on a number of infrastructure improvements as part of these projects. As the projects are more clearly defined in the years to come, Administration will continue to communicate and negotiate with the County as to the Town's exact contribution. These projects consist of the following:

- County Road 11/South Talbot Road (2019, Town cost of \$556,000)  
The County is currently completing the design of a roundabout at the County Road 11/South Talbot Road intersection. Town's cost share to be negotiated.
- County Road 42 & County Road 43 (2019-2024+, Town cost of \$2,906,500)  
As part of the County's 25-year capacity program, County Road 42 and County Road 43 road widenings have been identified to be completed within the next couple of years.

The Town's costs consist of a cost share of traffic signal infrastructure and bike lanes, the installation of sidewalks, multi-use trails, watermains, and sanitary sewers.

- Westlake Drive Extension (2019, cost of \$439,000)  
The extension of Westlake Drive is a component of the County's planned advance construction works at the County Road 22/Lesperance Road intersection, the design details which continue to be the subject of discussion with the County. The Town will be seeking to install full municipal services (storm, sanitary, watermain), for which those cost will be full recovery from the lands within the Manning Road Secondary Plan Area.
- County Road 19 (2021, Town cost of \$214,500)  
The County is proposing advance construction works at the intersections of County Road 19/County Road 46 intersection and the County Road 19/County Road 34 intersection. The Town's costs are attributed to replacement of the existing watermains.

➤ **2020: Bridge Signage & Roadside Safety Improvements** (Cost of \$379,000)

A number of recent studies and condition assessments on the Town's bridges and culverts have identified areas of improvement for roadside safety. A total of two (2) bridge structures (Bridge Nos. 1010 and 2001), and five (5) culvert structures (Culvert Nos. 39, 57, 63, 64, and 69) will be addressed in one tender package for all of the works.

➤ **2020 – 2021: Delduca Drive Sanitary Sewer Extension** (Cost of \$2,187,000, landowner recoveries to be calculated)

The next project considered under the 8<sup>th</sup> Concession Road sanitary service area is the extension of a sanitary sewer along Delduca Drive. It is proposed to carry out the engineering and obtain the required easements in 2020, and proceed with construction in 2021.

Estimated recoveries from landowners for the sanitary sewer would be \$1,597,850, and will be refined once the By-Law for the 8<sup>th</sup> Concession Road sanitary service area is completed (anticipated Spring 2017). The project cost of \$2,187,000 includes \$760,000 for road reconstruction, \$468,000 for storm sewers, and \$959,000 for sanitary sewers.

➤ **2020+: West Tecumseh Trunk Sewer & Watermain from County Road 22 to CP Railway (WW-1A & W-1A) & Diversion Sewer South of CP Railway (WW-2)** (Cost of \$5,436,000)

The West Tecumseh Trunk Sewer (WW-1A) is proposed to provide direct servicing for new development lands within the Tecumseh Hamlet West Planning Area (north of the CP Railway), and will provide an outlet for existing and new growth south of CP Railway. Based on preliminary design, a 1200mm diameter sewer is required. In order to comply with the Wastewater Agreement between the City of Windsor and the Town of Tecumseh, a flow measurement facility will be required on this trunk sewer prior to discharging to the outlet sewer on County Road 22.

In order to alleviate system surcharges in the Lesperance Road trunk sewer between CP Railway and County Road 22, a new diversion sewer (WW-2) will be constructed through the Hydro corridor south of CP Railway from the West Tecumseh Trunk Sewer to the trunk sewer on St. Alphonse Avenue. All flows from the St. Alphonse sewer will be diverted to the new outlet.

Total project cost estimate is \$5,436,000 with \$2,970,000 for WW-1A, \$1,553,000 for W-1A and \$913,000 for WW-2. It is proposed to complete the engineering in 2020, construction of WW-1A, W-1A and WW-2 to follow in subsequent years as funding becomes available.

- **2021 – 2022: Ure Street Sanitary Sewer Extension & Road Reconstruction** (Cost of \$1,587,000, landowner recoveries to be calculated)

The next project considered under the 8<sup>th</sup> Concession Road sanitary service area is the extension of a sanitary sewer along Ure Street from Deluca Drive to North Talbot Road. It is proposed to carry out the engineering in 2021 and proceed with construction in 2022.

Estimated recoveries from landowners for the sanitary sewer would be \$622,450, and will be refined once the By-Law for the 8<sup>th</sup> Concession Road sanitary service area is completed (anticipated Spring 2017). The project cost of \$1,587,000 includes \$509,000 for sanitary sewers, \$667,000 for road reconstruction, and \$411,000 for storm sewers.

- **2021 – 2022: Riverside Drive Sanitary Trunk Storage** (Cost of \$2,016,250)

In 2013 the Town completed a Class Environmental Assessment (EA) on the Sanitary Sewage Collection System in Wards 1 and 2. As part of the EA, there were a number of various solutions to address the problem of basement flooding and the lack of capacity in the sanitary sewage system to accommodate future growth. Two of the recommended solutions had already been implemented, that being the construction of the Lakewood Sanitary Pump Station, and the installation of the Lakewood Park Trunk Sewer. The next stage would be to replace the existing sanitary sewer on Riverside Drive (Kensington to Pentilly) with a large diameter storage pipe. Future consideration should be given to incorporate this project into any recommended storm sewer improvements identified as part of the Stormwater Master Plan along Riverside Drive in this location.

The project cost of \$2,016,250 includes \$1,375,000 for sanitary sewers, and \$641,250 for road reconstruction.

## **CONSULTATIONS**

Financial Services  
Planning & Building Services

## **FINANCIAL IMPLICATIONS**

The total capital expenditures proposed for 2017 totals just over \$16.2 million with an additional \$34.9 million projected over the remaining four years of the five-year capital works plan. Details of expenditures by project and year are included in the tables.

Generally speaking funding for most projects is covered through lifecycle, grants and rates however the following categories are projected to be in deficit positions:

### **Bridges Lifecycle Reserve**

The 2016 Culvert Needs Study (Structures with Spans < 3.0M) conducted a condition assessment of the culverts and prepared a comprehensive plan for improving and maintaining these structures.



The study details a program including immediate, 1-5 Years and 6-10 Years requirements totalling \$5.9M in expenditures. The 2017 budget includes doubling the annual bridge lifecycle contribution from \$270,000 to \$540,000 over the 2017 to 2019 budget years. The new allocation will likely be sufficient on a long term basis but is not enough to fund the existing back log of works required over the next ten years. Based on current allocations the Bridges LC will be in a deficit of over \$2.0M by the end of 2021. Administration will consider options to offset the deficit including reallocating funds from the Road LC, borrowing, grants, increasing the annual allocation and stretching out the works over a longer period of time.

#### Storm Sewer Lifecycle Reserve

Reserve is expected to be in a deficit position until the 2021 year when it will be back in a surplus position.

This deficit is generally attributed to the added \$600,000 for a Stormwater Master Plan and the \$1.1M required for Manning Road/ETLD Drain Relocation – Phase 2 proposed for 2019. Discussion concerning enclosure of the East Towline Drain is contained below under the Drain LC section.

A major contributor to the deficit is that the Town has significantly enhanced storm infrastructure with funding coming from Storm Sewer LC whereas a portion of the funds should come from new infrastructure funds. Examples include Brighton and Manning Roads pump stations being enhanced, over what was previously in place, along with certain road projects in the St. Clair Beach and Oldcastle areas where the storm system is being enhanced. In the short term the deficits have been manageable using grants and additional funding provided by the Roads LC.

A Pump and Metering Stations condition assessment was completed in 2016. Preliminary results of the study indicate \$1.3M in work is required over the study period which would require an additional \$123,000 added to the existing \$820,000 allocation.

The Stormwater Master Plan will provide additional information on what is required on a go forward basis. The Plan will provide assistance in determining the proper annual allocation for replacing existing storm sewers as well as an allocation for new enhanced storm works that may be required.

For purposes of putting together this PWES Capital Plan, Administration has assumed that new sidewalk and CWATS projects would be funded by the Infrastructure Reserve. Neither the Sidewalk LC nor the Trail LC annual allocations of \$69,000 and \$50,000 respectively allow for any significant new infrastructure. Administration continues to work at refining estimates for new infrastructure requirements to be funded from the Infrastructure LC as well as other methods of financing. Additional analysis will be brought before Council as these works continue.

Administration has previously discussed with Council a capital prioritization process to be developed to assist in providing rationale for ranking of competing projects. The implementation of a ranking system may have an impact on the timing of projects included in the PWES Capital Works Plan.

Projected Lifecycle Reserve and Reserve Fund balances are provided in attached schedules.

## **LINK TO STRATEGIC PRIORITIES**

No.	2015-16 Strategic Priorities	Applicable
1.	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.	✓
2.	Ensure that the Town of Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.	✓
3.	Integrate the principles of health and wellness into all of the Town of Tecumseh's plans and priorities.	
4.	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.	✓
5.	Demonstrate the Town's leadership role in the community by promoting good governance and community engagement, by bringing together organizations serving the Town and the region to pursue common goals.	

## **COMMUNICATIONS**

Not applicable ☒

Website ☐ Social Media ☐ News Release ☐ Local Newspaper ☐

This report has been reviewed by senior Administration as indicated below and recommended for submission by the CAO.

Prepared by:

Reviewed by:

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Phil Bartnik, P.Eng., PMP  
Manager Engineering Services

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Brian Hillman, MA, MCIP, RPP  
Director Planning and Building Services

Reviewed by:

Reviewed by:

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Dan Piescic, P.Eng.  
Director Public Works & Environmental  
Services

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Luc Gagnon, CPA, CA, BMath  
Director Financial Services & Treasurer

Recommended by:

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Tony Haddad, MSA, CMO, CPFA  
Chief Administrative Officer

Attachment(s):

1. 2017-2021 Public Works & Environmental Services Capital Works Plan
2. Road Lifecycle Funding Summary – November 25, 2016
3. Bridges Lifecycle Funding Summary – November 25, 2016
4. Sidewalk Lifecycle Funding Summary – November 25, 2016
5. Storm Sewer Lifecycle Funding Summary – November 25, 2016
6. Wastewater Sewers Reserve Fund Summary – November 25, 2016
7. Wastewater Facilities Reserve Fund Summary – November 25, 2016
8. Watermain Reserve Fund Summary – November 25, 2016
9. Water Facilities Reserve Fund Summary – November 25, 2016
10. Infrastructure Reserve Funding Summary – November 25, 2016

## Attachment No. 1

TOWN OF TECUMSEH Public Works and Environmental Services 2017 - 2021 Public Works & Environmental Services Capital Works Plan												
Construction	Engineering	Contingency	Total	2016	2017	2018	2019	2020	2021	2022		
Roads												
Paving	\$ 5,000,000	\$ -	\$ -	\$ 5,000,000	\$ 985,000	\$ 1,160,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
LED Street Lights	\$ 1,200,000	\$ -	\$ -	\$ 1,200,000	\$ 1,185,000							
Traffic Signal Upgrades/Maintenance	\$ 83,000	\$ 12,450	\$ 8,300	\$ 103,750	\$ 41,250							
Traffic Signal Reconstruction (Riverside/Lesperance)	\$ 105,000	\$ 30,000	\$ 5,300	\$ 140,300		\$ 140,300						
Traffic Signal Reconstruction (Lesperance/MidNorton)	\$ 140,250	\$ 24,750	\$ -	\$ 165,000								
PWES - Water Yard Asphalt Works	\$ 20,000	\$ -	\$ -	\$ 20,000	\$ 20,000							
Tecumseh Road CIP - Phase 1	\$ 8,101,930	\$ 1,297,091	\$ 786,116	\$ 10,185,137	\$ 352,200	\$ 93,100						
Tecumseh Road CIP - Phase 2	\$ 3,533,557	\$ 565,710	\$ 342,855	\$ 4,442,122	\$ 173,150	\$ 47,000						
Tecumseh Road CIP - Phase 3	\$ 1,376,320	\$ 215,344	\$ 132,541	\$ 1,724,205	\$ 39,300							
Tecumseh Road CIP - Phase 4	\$ 1,705,018	\$ 267,968	\$ 164,435	\$ 2,137,421	\$ 43,000							
Tecumseh Road CIP - Phase 5	\$ 2,005,000	\$ 315,994	\$ 193,542	\$ 2,514,536	\$ 65,100							
Transportation Master Plan	\$ -	\$ 248,500	\$ -	\$ 248,500	\$ 43,500							
Shawnee-Atbour Improvements - Phase 2	\$ 1,368,000	\$ 307,500	\$ 129,800	\$ 1,805,300	\$ 1,613,800							
Dunouchelle-Outer Sanitary Sewer	\$ 995,000	\$ 131,000	\$ 50,000	\$ 1,176,000	\$ 1,130,000							
Pulleysblank-Crowder-Moro Sanitary Sewer	\$ 1,293,000	\$ 210,900	\$ 64,700	\$ 1,568,600	\$ 88,000	\$ 1,480,600						
8th Concession Trunk Sanitary & Watermain Ph1	\$ 1,160,000	\$ 164,440	\$ 58,000	\$ 1,382,440	\$ 45,140	\$ 1,337,300						
8th Concession Trunk Sanitary & Watermain Ph2	\$ 1,150,000	\$ 172,500	\$ 115,000	\$ 1,437,500	\$ 45,140							
County Rd 19 / Jamsyl Drive Intersection	\$ 75,000	\$ -	\$ -	\$ 75,000	\$ 75,000							
Manning Road/ETLD Drain Relocation - Phase 2	\$ 714,000	\$ 115,000	\$ 35,700	\$ 864,700	\$ 50,000	\$ 814,700						
Manning Road Reconstruction - Phase 3	\$ 3,669,000	\$ 550,350	\$ 183,500	\$ 4,402,900	\$ 180,000	\$ 4,222,900						
South Talbot Road Reconstruction	\$ 1,455,000	\$ 180,000	\$ 72,800	\$ 1,707,800	\$ 90,000	\$ 1,617,800						
Rossi Drive Sanitary Sewer	\$ 870,000	\$ 155,000	\$ 43,500	\$ 1,069,000	\$ 991,500	\$ 77,500	\$ 32,050	\$ 523,950	\$ 100,000	\$ 227,500	\$ 46,000	\$ 714,000
Sylvestre Drive Sanitary Sewer	\$ 427,500	\$ 64,100	\$ 64,100	\$ 556,000	\$ 566,000				\$ 87,000	\$ 227,500	\$ 46,000	\$ 714,000
County Road 11 / South Talbot Roundabout	\$ 100,000	\$ -	\$ -	\$ 100,000	\$ 100,000				\$ 87,000	\$ 227,500	\$ 46,000	\$ 714,000
Roads Needs Study	\$ -	\$ 87,000	\$ -	\$ 87,000	\$ 87,000				\$ 87,000	\$ 227,500	\$ 46,000	\$ 714,000
County Road 46 Sanitary Sewer Extension (LRPCP)	\$ 350,000	\$ 52,500	\$ 52,500	\$ 455,000	\$ 455,000				\$ 87,000	\$ 227,500	\$ 46,000	\$ 714,000
Deiducia Drive Sanitary Sewer (LRPCP)	\$ 608,000	\$ 91,200	\$ 60,800	\$ 760,000	\$ 760,000				\$ 87,000	\$ 227,500	\$ 46,000	\$ 714,000
Riverside Drive Sanitary Trunk Storage	\$ 475,000	\$ 71,250	\$ 95,000	\$ 641,250	\$ 641,250				\$ 87,000	\$ 227,500	\$ 46,000	\$ 714,000
Ure Street Sanitary Sewer (LRPCP)	\$ 533,900	\$ 80,100	\$ 53,400	\$ 667,000	\$ 667,000				\$ 87,000	\$ 227,500	\$ 46,000	\$ 714,000
CR42: CR43 to Lesperance	\$ 50,000	\$ -	\$ -	\$ 50,000	\$ 50,000				\$ 87,000	\$ 227,500	\$ 46,000	\$ 714,000
CR42: Lesperance to CR19	\$ 50,000	\$ -	\$ -	\$ 50,000	\$ 50,000				\$ 87,000	\$ 227,500	\$ 46,000	\$ 714,000
O'Neil Street Sanitary Sewer (LRPCP)	\$ 617,500	\$ 92,600	\$ 61,800	\$ 772,000	\$ 772,000				\$ 87,000	\$ 227,500	\$ 46,000	\$ 714,000
	\$ 39,230,975	\$ 5,503,247	\$ 2,773,689	\$ 47,508,461	\$ 5,869,580	\$ 4,730,800	\$ 3,641,350	\$ 2,753,150	\$ 5,723,900	\$ 1,839,625	\$ 2,328,925	\$ 2,328,925
Sidewalks/Pathways												
Sidewalk Repair Program	\$ 483,000	\$ -	\$ -	\$ 483,000	\$ 69,000	\$ 69,000	\$ 69,000	\$ 69,000	\$ 69,000	\$ 69,000	\$ 69,000	\$ 69,000
Misc Sidewalk Extensions	\$ 70,000	\$ -	\$ -	\$ 70,000	\$ 70,000							
Riverside Drive Trail	\$ 600,000	\$ 90,000	\$ 85,000	\$ 775,000	\$ 68,000	\$ 707,000						
CR42 / CR19 Roundabout (Sidewalks)	\$ 16,500	\$ -	\$ 2,500	\$ 19,000					\$ 19,000			
CR42: CR43 to Lesperance (Sidewalks)	\$ 352,000	\$ -	\$ 10,000	\$ 362,000					\$ 362,000			
CR42: Lesperance to CR19 (Sidewalks)	\$ 50,000	\$ -	\$ 7,500	\$ 57,500					\$ 57,500			
	\$ 1,571,500	\$ 90,000	\$ 105,000	\$ 1,766,500	\$ 139,000	\$ 137,000	\$ 776,000	\$ 69,000	\$ 88,000	\$ 431,000	\$ 126,500	\$ 126,500
CWATS Projects												
CR11: Hwy 401 to NTR (Multi-Use Trail)	\$ 225,000	\$ 11,300	\$ 33,800	\$ 270,100		\$ 5,650	\$ 264,450	\$ 1,000				
CR42 / CR19 Roundabout (Bike Lanes)	\$ 1,000	\$ -	\$ -	\$ 1,000								
CR46: Hwy 401 to 8th Concession (Paved Shoulder)	\$ 260,000	\$ -	\$ 39,000	\$ 299,000				\$ 299,000				
CR42: CR43 to Lesperance (Bike Lanes)	\$ 13,300	\$ -	\$ -	\$ 13,300					\$ 13,300			
CR43: Banwell Diversion (Multi-Use Trail)	\$ 285,000	\$ -	\$ 57,000	\$ 342,000					\$ 342,000			
CR42: Lesperance to CR19 (Bike Lanes)	\$ 4,200	\$ -	\$ -	\$ 4,200						\$ 4,200		
	\$ 788,500	\$ 11,300	\$ 129,800	\$ 929,600	\$ -	\$ 5,650	\$ -	\$ 264,450	\$ 300,000	\$ 355,300	\$ 4,200	\$ 4,200

# Attachment No. 1 (Cont'd)

TOWN OF TECUMSEH Public Works and Environmental Services 2017 - 2021 Public Works & Environmental Services Capital Works Plan											
Construction	Engineering	Contingency	Total	2016	2017	2018	2019	2020	2021	2022	
<b>Bridges</b>											
Pike Creek at County Road 2 (County Project)	\$ 165,360	\$ -	\$ -	\$ 165,360							
Pike Creek at 12th Concession N (1002)	\$ 400,000	\$ 50,000	\$ 50,000	\$ 550,000	\$ 459,900						
East Townline Drain at St Thomas (1028)	\$ 35,115	\$ -	\$ -	\$ 35,115	\$ 35,115						
East Townline Drain at Little River Road (1029)	\$ 35,115	\$ -	\$ -	\$ 35,115	\$ 35,115						
Roadside Safety Improvements - Bridge #1005	\$ 15,000	\$ -	\$ -	\$ 15,000	\$ 15,000						
Bridge & Culvert Condition Assessment (<3m Span)	\$ -	\$ -	\$ -	\$ -	\$ 75,000						
Bridge & Culvert Needs Study (>3m Span)	\$ -	\$ 155,000	\$ -	\$ 155,000	\$ 35,000						
Culvert #1: Riverside Drive	\$ 10,000	\$ -	\$ 2,000	\$ 12,000		\$ 12,000		\$ 40,000		\$ 40,000	
Culvert #7: Desro Drive (CR19 Works)	\$ 20,000	\$ -	\$ 3,000	\$ 23,000		\$ 23,000					
Culvert #8: Jamsyl Drive (CR19 Works)	\$ 25,000	\$ 39,000	\$ 39,000	\$ 332,000		\$ 332,000					
Culvert #8: 10th Concession Road	\$ 92,000	\$ 14,000	\$ 14,000	\$ 120,000		\$ 120,000					
Culvert #80: 10th Concession Road	\$ 96,000	\$ 15,000	\$ 15,000	\$ 125,000		\$ 125,000					
Culvert #82: 10th Concession Road	\$ 96,000	\$ 15,000	\$ 15,000	\$ 125,000		\$ 125,000					
Culvert #87: 11th Concession Road	\$ 87,000	\$ 14,000	\$ 14,000	\$ 115,000		\$ 115,000					
Culvert #46: South Talbot Road	\$ 390,000	\$ 80,000	\$ 20,000	\$ 490,000		\$ 490,000					
Culvert #47: South Talbot Road	\$ 195,000	\$ 40,000	\$ 10,000	\$ 245,000		\$ 245,000					
Culvert #35: Rossi Drive	\$ 50,000	\$ 7,500	\$ 7,500	\$ 65,000		\$ 65,000					
Sullivan Creek at 12th Concession (1004)	\$ 230,000	\$ 85,000	\$ 11,500	\$ 327,000		\$ 327,000					
Townline Road Drain at 8th Concession Road (1014)	\$ 250,000	\$ 85,000	\$ 12,500	\$ 347,500		\$ 347,500		\$ 284,000		\$ 284,000	
Merrick Creek at 8th Concession Road (1013)	\$ 230,000	\$ 85,000	\$ 11,500	\$ 326,500		\$ 326,500		\$ 304,500		\$ 304,500	
Culvert #54: Snake Lane Road	\$ 345,000	\$ 52,000	\$ 52,000	\$ 449,000		\$ 449,000		\$ 283,500		\$ 283,500	
Culvert #45: South Talbot Road (CR11/STR Works)	\$ 350,000	\$ 53,000	\$ 53,000	\$ 456,000		\$ 456,000		\$ 423,000		\$ 423,000	
Culvert #53: Snake Lane Road	\$ 352,000	\$ 53,000	\$ 53,000	\$ 458,000		\$ 458,000		\$ 456,000		\$ 456,000	
Roadside Safety Improvements - Bridge #1010	\$ 50,000	\$ 10,000	\$ 8,000	\$ 68,000		\$ 68,000		\$ 431,500		\$ 431,500	
Roadside Safety Improvements - Bridge #2001	\$ 30,000	\$ 6,000	\$ 5,000	\$ 41,000		\$ 41,000		\$ 65,000		\$ 65,000	
Roadside Safety Improvements - Culvert #69	\$ 40,000	\$ 8,000	\$ 6,000	\$ 54,000		\$ 54,000		\$ 41,000		\$ 41,000	
Roadside Safety Improvements - Culvert #64	\$ 40,000	\$ 8,000	\$ 6,000	\$ 54,000		\$ 54,000		\$ 54,000		\$ 54,000	
Roadside Safety Improvements - Culvert #63	\$ 40,000	\$ 8,000	\$ 6,000	\$ 54,000		\$ 54,000		\$ 54,000		\$ 54,000	
Roadside Safety Improvements - Culvert #39	\$ 40,000	\$ 8,000	\$ 6,000	\$ 54,000		\$ 54,000		\$ 54,000		\$ 54,000	
Roadside Safety Improvements - Culvert #57	\$ 40,000	\$ 8,000	\$ 6,000	\$ 54,000		\$ 54,000		\$ 54,000		\$ 54,000	
Culvert #42: Snake Lane Road	\$ 150,000	\$ 23,000	\$ 23,000	\$ 196,000		\$ 196,000		\$ 184,500		\$ 184,500	
Culvert #70: 12th Concession Road	\$ 110,000	\$ 17,000	\$ 17,000	\$ 144,000		\$ 144,000		\$ 8,500		\$ 8,500	
Culvert #51: 8th Concession Road	\$ 110,000	\$ 15,000	\$ 15,000	\$ 140,000		\$ 140,000		\$ 7,500		\$ 7,500	
	\$ 4,335,590	\$ 1,083,500	\$ 481,000	\$ 5,900,590	\$ 820,480	\$ 912,000	\$ 935,000	\$ 1,777,500	\$ 862,000	\$ 200,500	\$ 353,000
<b>Watermains</b>											
Elevated Water Tower - External Lighting	\$ 55,000	\$ -	\$ -	\$ 55,000	\$ 55,000						
County Road 42 Watermain Replacement	\$ 450,000	\$ 93,000	\$ 40,000	\$ 583,000	\$ 583,000						
Intersection Road Watermain Replacement	\$ 225,000	\$ 55,000	\$ 20,000	\$ 300,000	\$ 300,000						
Pump & Metering Stations Condition Assessments	\$ -	\$ 24,000	\$ -	\$ 24,000	\$ 24,000						
Water & Wastewater Master Plan Update (2016)	\$ -	\$ 50,000	\$ -	\$ 50,000	\$ 50,000						
Shawnee-Arbour Improvements - Phase 2	\$ 192,500	\$ 26,900	\$ 19,300	\$ 238,700	\$ 232,700						
Dunouchelle-Outer Sanitary Sewer	\$ 206,000	\$ 27,000	\$ 10,000	\$ 243,000	\$ 231,000						
Teumessh Road CIP - Phase 1	\$ 602,000	\$ 96,378	\$ 58,411	\$ 756,789	\$ 2,000			\$ 28,000			
Teumessh Road CIP - Phase 2	\$ 453,000	\$ 72,524	\$ 43,954	\$ 569,478	\$ 1,250			\$ 16,000			
Teumessh Road CIP - Phase 3	\$ 94,500	\$ 15,139	\$ 9,175	\$ 118,874	\$ 1,000						
Teumessh Road CIP - Phase 4	\$ 118,200	\$ 18,823	\$ 11,469	\$ 148,592	\$ 1,000						
Teumessh Road CIP - Phase 5	\$ 181,240	\$ 29,016	\$ 17,585	\$ 227,841	\$ 1,000						
Puller/Crowder-McLennan Sanitary Sewer	\$ 440,000	\$ 63,900	\$ 22,000	\$ 526,000	\$ 34,400	\$ 491,600					
8th Concession Trunk Sanitary & Watermain Pn1	\$ 900,000	\$ 148,315	\$ 45,000	\$ 1,093,315	\$ 55,815	\$ 1,037,500					
Water Metering Facilities Repairs	\$ 85,000	\$ -	\$ -	\$ 85,000		\$ 85,000					
Mack Court Watermain Replacement	\$ 65,000	\$ -	\$ 5,000	\$ 70,000		\$ 70,000					
Lacasse Park Watermain Replacement	\$ 100,000	\$ -	\$ 10,000	\$ 110,000		\$ 110,000					
Teumessh Road Watermain Abandonment	\$ 376,600	\$ 60,000	\$ 12,000	\$ 448,600		\$ 448,600		\$ 72,000		\$ 72,000	
Manning Road/ETLD Drain Relocation - Phase 2	\$ 315,000	\$ 50,000	\$ 15,800	\$ 381,000		\$ 381,000		\$ 25,000		\$ 25,000	
Rossi Drive Sanitary Sewer	\$ 75,000	\$ 11,300	\$ 8,000	\$ 94,000		\$ 94,000		\$ 356,000		\$ 430,500	
County Road 11 (North) Sanitary Sewer	\$ 165,000	\$ -	\$ -	\$ 165,000		\$ 165,000		\$ 88,000			
Anode Protection Program	\$ 40,000	\$ 24,750	\$ 16,500	\$ 81,250		\$ 81,250					
Hwy#3 Watermain Replacement	\$ 40,000	\$ -	\$ -	\$ 40,000		\$ 40,000					
Alden Crescent Watermain Replacement	\$ 85,000	\$ 12,750	\$ 12,750	\$ 111,000		\$ 111,000		\$ 111,000		\$ 111,000	
Westlake Drive - San. Slin. Water	\$ 540,000	\$ 81,000	\$ 54,000	\$ 675,000		\$ 675,000		\$ 40,500		\$ 634,500	
County Road 46 Sanitary Sewer Extension (LRPCP)	\$ 225,000	\$ 33,750	\$ 22,500	\$ 281,000		\$ 281,000					
CR42 / CR19 Roundabout - Water & Sanitary	\$ 1,150,000	\$ 230,000	\$ 172,500	\$ 1,552,500		\$ 1,552,500		\$ 115,000		\$ 162,500	
CR19 @ CR46 Advanced Construction	\$ 125,000	\$ 18,750	\$ 18,750	\$ 162,500		\$ 162,500					
CR19 @ CR43 Advanced Construction	\$ 40,000	\$ 6,000	\$ 6,000	\$ 52,000		\$ 52,000				\$ 52,000	
CR42: Lesperance to CR19 - Watermain	\$ 320,000	\$ 48,000	\$ 32,000	\$ 400,000		\$ 400,000					
	\$ 8,434,100	\$ 1,286,395	\$ 701,584	\$ 10,432,079	\$ 1,572,185	\$ 1,966,100	\$ 977,000	\$ 670,000	\$ 1,030,500	\$ 214,500	\$ 400,000

# Attachment No. 1 (Cont'd)

TOWN OF TECUMSEH Public Works and Environmental Services 2017 - 2021 Public Works & Environmental Services Capital Works Plan												
Construction	Engineering	Contingency	Total	2016	2017	2018	2019	2020	2021	2022		
Wastewater Projects												
Water & Wastewater Master Plan Update (2016)	\$ -	\$ 50,000	\$ -	\$ 50,000	\$ -	\$ 50,000						
Shawnee-Arbour Improvements - Phase 2	\$ 275,000	\$ 42,300	\$ 27,500	\$ 344,800	\$ 332,300							
Pump & Metering Stations Condition Assessments	\$ -	\$ 20,000	\$ -	\$ 20,000	\$ 20,000							
Oldcastle-8th Concession Sanitary FSR/By-Law	\$ -	\$ 75,000	\$ -	\$ 75,000	\$ 75,000							
Dumouchelle-Outer Sanitary Sewer	\$ 395,000	\$ 52,000	\$ 20,000	\$ 467,000	\$ 439,000							
Tecumseh Road CIP - Phase 1	\$ 232,000	\$ 37,142	\$ 22,511	\$ 281,653	\$ 27,550	\$ 5,400						
Tecumseh Road CIP - Phase 2	\$ 337,000	\$ 53,953	\$ 32,699	\$ 423,652	\$ 21,550	\$ 3,000						
Tecumseh Road CIP - Phase 3	\$ 96,480	\$ 15,446	\$ 9,361	\$ 121,287	\$ 2,000							
Tecumseh Road CIP - Phase 4	\$ 120,600	\$ 19,308	\$ 11,702	\$ 151,610	\$ 2,000							
Tecumseh Road CIP - Phase 5	\$ 184,920	\$ 28,605	\$ 17,942	\$ 232,467	\$ 2,000							
Pulleyslank-Crowder-Moro Sanitary Sewer	\$ 1,880,000	\$ 111,000	\$ 39,000	\$ 930,000	\$ 55,500	\$ 874,500						
8th Concession Trunk Sanitary & Watermain Ph1	\$ 1,630,000	\$ 272,650	\$ 94,000	\$ 2,246,650	\$ 79,450	\$ 2,167,200						
Sanitary Sewer Rehabilitation (6ft Removal)	\$ 3,637,824	\$ 244,500	\$ 163,000	\$ 2,037,500	\$ 79,450							
Cedarwood Sanitary PS - Repairs	\$ 335,000	\$ -	\$ 33,500	\$ 368,500	\$ 3,637,824	\$ 298,500						
Sylvestre Sanitary PS - Repairs	\$ 13,000	\$ -	\$ 2,000	\$ 15,000	\$ 15,000							
St. Alphonsse Sanitary PS - Repairs	\$ 2,000	\$ -	\$ 1,000	\$ 3,000	\$ 3,000							
Cedarwood Sanitary, Meter #1 - Repairs	\$ 4,000	\$ -	\$ 1,000	\$ 5,000	\$ 5,000							
NTR Sanitary Flume, Meter #4 - Repairs	\$ 6,000	\$ -	\$ 500	\$ 6,500	\$ 6,500							
8th Concession Flume, Meter #5 - Repairs	\$ 4,000	\$ -	\$ 500	\$ 4,500	\$ 4,500							
Manning Road/ETLD Drain Relocation - Phase 2	\$ 289,500	\$ 45,000	\$ 14,000	\$ 328,500	\$ 20,000	\$ 308,500						
Rosli Drive Sanitary Sewer	\$ 525,000	\$ 85,000	\$ 66,300	\$ 636,000	\$ 42,500	\$ 593,500						
County Road 11 (North) Sanitary Sewer	\$ 1,325,000	\$ 250,000	\$ 66,300	\$ 1,641,000	\$ 125,000	\$ 1,466,000						
Sylvestre Drive Sanitary Sewer Extension	\$ 271,900	\$ 40,800	\$ 27,200	\$ 340,000	\$ 20,400	\$ 319,600						
8th Concession - Laval Sanitary Branch	\$ 250,000	\$ 37,500	\$ 25,000	\$ 312,500	\$ 18,750	\$ 293,750						
Westlake Drive - San. Stm. Water	\$ 132,000	\$ 20,000	\$ 20,000	\$ 172,000		\$ 172,000						
County Road 46 Sanitary Sewer Extension (LRPCP)	\$ 819,000	\$ 122,850	\$ 81,900	\$ 1,023,750		\$ 61,425	\$ 962,325					
CR42 / CR19 Roundabout - Water & Sanitary	\$ 15,000	\$ 2,300	\$ 1,500	\$ 18,800			\$ 18,800					
West Tecumseh Trunk Sanitary (WW-1a)	\$ 2,200,000	\$ 440,000	\$ 330,000	\$ 2,970,000			\$ 220,000					
Division San Sewers (Intersection Rd) (WW-2)	\$ 676,000	\$ 135,200	\$ 101,400	\$ 913,000			\$ 67,600					
Dedluka Drive Sanitary Sewer (LRPCP)	\$ 727,500	\$ 159,100	\$ 72,800	\$ 959,000			\$ 140,000					
CR42, CR43 to Lesperance - Sanitary	\$ 920,000	\$ 138,000	\$ 92,000	\$ 1,150,000			\$ 82,500					
Riverside Drive Sanitary Trunk Storage	\$ 1,100,000	\$ 165,000	\$ 110,000	\$ 1,375,000			\$ 1,150,000					
Ure Street Sanitary Sewer (LRPCP)	\$ 407,500	\$ 61,100	\$ 40,800	\$ 509,000			\$ 31,000					
CR42, Lesperance to CR19 - Sanitary	\$ 40,000	\$ 6,000	\$ 4,000	\$ 50,000			\$ 31,000					
Onell Street Sanitary Sewer (LRPCP)	\$ 471,300	\$ 70,700	\$ 23,600	\$ 566,000			\$ 35,350					
	\$ 16,444,700	\$ 2,801,454	\$ 1,513,015	\$ 20,758,689	\$ 1,185,800	\$ 6,979,424	\$ 981,150	\$ 2,621,275	\$ 1,408,725	\$ 2,082,500	\$ 1,855,850	
Storm Sewers												
Shawnee-Arbour Improvements - Phase 2	\$ 379,500	\$ 92,000	\$ 38,000	\$ 509,500	\$ 459,500							
Pump & Metering Stations Condition Assessments	\$ -	\$ 56,000	\$ -	\$ 56,000	\$ 56,000							
East St. Louis Pump Station - Building Repairs	\$ 60,000	\$ -	\$ -	\$ 60,000	\$ 60,000							
Dumouchelle-Outer Sanitary Sewer	\$ 644,000	\$ 85,000	\$ 32,000	\$ 761,000	\$ 745,000							
Tecumseh Road CIP - Phase 1	\$ 50,000	\$ 8,004	\$ 4,851	\$ 62,856	\$ 10,450	\$ 10,000						
Tecumseh Road CIP - Phase 2	\$ 50,000	\$ 8,005	\$ 4,851	\$ 62,856	\$ 10,450	\$ 10,000						
Tecumseh Road CIP - Phase 3	\$ -	\$ 5,000	\$ 1,000	\$ 6,000	\$ -							
Tecumseh Road CIP - Phase 4	\$ -	\$ 5,000	\$ 1,000	\$ 6,000	\$ -							
Tecumseh Road CIP - Phase 5	\$ -	\$ 5,000	\$ 1,000	\$ 6,000	\$ -							
Pulleyslank-Crowder-Moro Sanitary Sewer	\$ 665,000	\$ 92,500	\$ 33,300	\$ 791,000	\$ 42,100	\$ 748,900						
Stormwater Master Plan	\$ -	\$ 600,000	\$ -	\$ 600,000		\$ 600,000						
Rosli Drive Sanitary Sewer	\$ 430,000	\$ 70,000	\$ 21,500	\$ 522,000		\$ 35,000	\$ 487,000					
Manning Road/ETLD Drain Relocation - Phase 2	\$ 947,700	\$ 150,000	\$ 47,500	\$ 1,145,200		\$ 200,000	\$ 1,085,200					
Gouin Street Storm Sewer Extension	\$ 140,000	\$ 25,000	\$ 35,000	\$ 200,000			\$ 66,300					
West St. Louis Storm PS - Repairs	\$ 51,000	\$ 7,650	\$ 7,650	\$ 66,300			\$ 105,300					
Lesperance Road Storm PS - Repairs	\$ 81,000	\$ 12,150	\$ 9,750	\$ 105,300			\$ 84,500					
(East) St. Louis Storm PS - Repairs	\$ 65,000	\$ 9,750	\$ 9,750	\$ 84,500			\$ 156,000					
Westlake Drive - San. Stm. Water	\$ 120,000	\$ 18,000	\$ 18,000	\$ 156,000			\$ 13,400	\$ 218,625		\$ 440,000		
County Road 46 Sanitary Sewer Extension (LRPCP)	\$ 178,425	\$ 26,800	\$ 26,800	\$ 232,025			\$ 28,000	\$ 25,000		\$ 386,000		
Dedluka Drive Sanitary Sewer (LRPCP)	\$ 374,400	\$ 56,200	\$ 37,400	\$ 468,000				\$ 28,500		\$ 28,500		
Ure Street Sanitary Sewer (LRPCP)	\$ 328,800	\$ 49,300	\$ 32,900	\$ 411,000								
Onell Street Sanitary Sewer (LRPCP)	\$ 380,300	\$ 57,000	\$ 19,000	\$ 456,000								
	\$ 4,945,125	\$ 1,438,359	\$ 383,652	\$ 6,767,536	\$ 1,383,500	\$ 1,483,900	\$ 687,000	\$ 1,510,700	\$ 246,625	\$ 465,000	\$ 414,500	

Attachment No. 1 (Cont'd)

TOWN OF TECUMSEH Public Works and Environmental Services 2017 - 2021 Public Works & Environmental Services Capital Works Plan												
	Construction	Engineering	Contingency	Total	2016	2017	2018	2019	2020	2021	2022	
<b>Municipal Drains</b>												
Manning Road/ETLD Drain Relocation - Phase 2	\$ 1,734,300	\$ 275,000	\$ 86,700	\$ 2,096,000		\$ 105,000		\$ 1,991,000				
	\$ 1,734,300	\$ 275,000	\$ 86,700	\$ 2,096,000	\$ -	\$ 105,000	\$ -	\$ 1,991,000	\$ -	\$ -	\$ -	
<b>TOTAL</b>	<b>\$ 77,484,790</b>	<b>\$ 12,499,255</b>	<b>\$ 6,174,450</b>	<b>\$ 96,159,945</b>	<b>\$ 10,970,535</b>	<b>\$ 16,299,874</b>	<b>\$ 7,997,500</b>	<b>\$ 11,657,075</b>	<b>\$ 9,659,750</b>	<b>\$ 5,588,425</b>	<b>\$ 5,482,975</b>	
<b>MAJOR PROJECTS SUMMARY</b>												
<b>Oldcastle - North Talbot - Sanitary Area</b>												
Dumouchelle-Outer Sanitary Sewer	\$ 2,240,000	\$ 295,000	\$ 112,000	\$ 2,647,000	\$ 2,545,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Pulleblank-Crowder-Iloro Sanitary Sewer	\$ 3,178,000	\$ 478,300	\$ 159,000	\$ 3,815,600	\$ 220,000	\$ 3,595,600	\$ -	\$ -	\$ -	\$ -	\$ -	
Ross Drive Sanitary Sewer	\$ 2,190,000	\$ 367,500	\$ 114,600	\$ 2,673,000	\$ -	\$ 180,000	\$ 2,493,000	\$ -	\$ -	\$ -	\$ -	
County Road 11 (North) Sanitary Sewer	\$ 1,625,000	\$ 272,600	\$ 108,100	\$ 2,005,100	\$ -	\$ 136,650	\$ 50,000	\$ 1,818,450	\$ -	\$ -	\$ -	
Olympia-Astor-Solar Sanitary Sewer	\$ 1,893,400	\$ 282,500	\$ 188,400	\$ 2,354,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
County Road 11 (South) Sanitary Sewer	\$ 190,000	\$ 28,500	\$ 19,000	\$ 238,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>Oldcastle - 8th Concession - Sanitary Area</b>												
Oldcastle-8th Concession Sanitary FSR/By-Law	\$ -	\$ 75,000	\$ -	\$ 75,000	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
8th Concession Trunk Sanitary & Watermain Ph1	\$ 3,940,000	\$ 585,405	\$ 197,000	\$ 4,722,405	\$ 180,405	\$ 4,542,000	\$ -	\$ -	\$ -	\$ -	\$ -	
8th Concession Trunk Sanitary & Watermain Ph2	\$ 2,780,000	\$ 417,000	\$ 278,000	\$ 3,475,000	\$ 124,590	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
8th Concession - Laval Sanitary Branch	\$ 280,000	\$ 37,500	\$ 25,000	\$ 312,500	\$ -	\$ -	\$ 18,750	\$ 293,750	\$ -	\$ -	\$ -	
County Road 46 Sanitary Sewer Extension (LRPCP)	\$ 2,147,425	\$ 283,150	\$ 254,200	\$ 2,684,775	\$ -	\$ -	\$ -	\$ 342,825	\$ 2,341,950	\$ -	\$ -	
Deiduck Drive Sanitary Sewer (LRPCP)	\$ 1,709,900	\$ 306,500	\$ 171,000	\$ 2,187,000	\$ -	\$ -	\$ -	\$ -	\$ 214,000	\$ 1,973,000	\$ -	
Ure Street Sanitary Sewer (LRPCP)	\$ 1,270,200	\$ 190,500	\$ 127,100	\$ 1,587,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 96,000	\$ 1,491,000	
O'Neill Street Sanitary Sewer (LRPCP)	\$ 1,469,100	\$ 220,300	\$ 104,400	\$ 1,794,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 110,150	
<b>St Clair Beach Area</b>												
Manning Road/ETLD Drain Relocation - Phase 2	\$ 4,042,100	\$ 645,000	\$ 202,800	\$ 4,889,900	\$ -	\$ 260,000	\$ 4,629,900	\$ -	\$ -	\$ -	\$ -	
Manning Road - Road Reconstruction - Phase 3	\$ 3,669,000	\$ 550,350	\$ 183,500	\$ 4,402,900	\$ -	\$ 180,000	\$ -	\$ 4,222,900	\$ -	\$ -	\$ -	
Riverside Drive Sanitary Trunk Storage	\$ 1,575,000	\$ 236,250	\$ 205,000	\$ 2,016,250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 118,125	\$ 1,898,125	
<b>County of Essex (Initiated) Projects</b>												
Pike Creek at County Road 2 (County Project)	\$ 165,360	\$ -	\$ -	\$ 165,360	\$ 165,360	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
County Rd 19 / Jamsyl Drive Intersection	\$ 75,000	\$ -	\$ -	\$ 75,000	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	
CR11: Hwy 401 to NTR (Multi-Use Trail)	\$ 225,000	\$ 11,300	\$ 33,800	\$ 270,100	\$ -	\$ 5,650	\$ 264,450	\$ -	\$ -	\$ -	\$ -	
Culvert #7: Desro Drive (CR19 Works)	\$ 20,000	\$ -	\$ 3,000	\$ 23,000	\$ -	\$ 23,000	\$ -	\$ -	\$ -	\$ -	\$ -	
Culvert #8: Jamsyl Drive (CR19 Works)	\$ 254,000	\$ 38,000	\$ 39,000	\$ 332,000	\$ -	\$ 332,000	\$ -	\$ -	\$ -	\$ -	\$ -	
County Road 11/South Talbot Roundabout	\$ 100,000	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	
Culvert #45: South Talbot Road (CR11/STR Works)	\$ 350,000	\$ 53,000	\$ 53,000	\$ 456,000	\$ -	\$ -	\$ 456,000	\$ -	\$ -	\$ -	\$ -	
Westlake Drive - San. Slim. Water	\$ 337,000	\$ 50,750	\$ 50,750	\$ 438,000	\$ -	\$ -	\$ 438,000	\$ -	\$ -	\$ -	\$ -	
CR42 / CR19 Roundabout	\$ 257,500	\$ 36,050	\$ 26,500	\$ 319,800	\$ -	\$ -	\$ -	\$ 319,800	\$ -	\$ -	\$ -	
CR42: CR43 to Lesperance	\$ 1,335,300	\$ 138,000	\$ 102,000	\$ 1,575,300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,575,300	\$ -	
CR19 @ CR46 Advanced Construction	\$ 125,000	\$ 18,750	\$ 18,750	\$ 162,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 162,500	\$ -	
CR19 @ CR34 Advanced Construction	\$ 40,000	\$ 6,000	\$ 6,000	\$ 52,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 52,000	\$ -	
CR43: Bannell Diversion (Multi-Use Trail)	\$ 265,000	\$ -	\$ 57,000	\$ 342,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 342,000	\$ -	
CR42: Lesperance to CR19	\$ 464,200	\$ 54,000	\$ 43,500	\$ 561,700	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 561,700	

## Attachment No. 1 (Cont'd)

TOWN OF TECUMSEH Public Works and Environmental Services 2017 - 2021 Public Works & Environmental Services Capital Works Plan												
Construction	Engineering	Contingency	Total	2016	2017	2018	2019	2020	2021	2022		
Other												
LED Street Lights	\$ 1,200,000	\$ -	\$ -	\$ 1,200,000	\$ 1,185,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Water & Wastewater Master Plan Update (2016)	\$ -	\$ 100,000	\$ -	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Pump & Metering Stations Condition Assessments	\$ -	\$ 105,000	\$ -	\$ 105,000	\$ 105,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Pike Creek at 12th Concession N (1002)	\$ 400,000	\$ 50,000	\$ -	\$ 450,000	\$ 459,900	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Shawnee-Arbour Improvements - Phase 2	\$ 2,215,000	\$ 468,700	\$ 214,600	\$ 2,898,300	\$ 2,638,300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
County Road 42 Watermain Replacement	\$ 450,000	\$ 93,000	\$ 40,000	\$ 583,000	\$ 583,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intersection Road Watermain Replacement	\$ 225,000	\$ 55,000	\$ 20,000	\$ 300,000	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Tecumseh Road CIP - Phase 1	\$ 8,985,930	\$ 1,438,615	\$ 871,889	\$ 11,296,434	\$ 392,200	\$ 136,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Tecumseh Road CIP - Phase 2	\$ 4,373,557	\$ 700,192	\$ 424,359	\$ 5,498,108	\$ 206,400	\$ 76,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Tecumseh Road CIP - Phase 3	\$ 1,567,360	\$ 250,929	\$ 152,077	\$ 1,970,366	\$ 42,300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Tecumseh Road CIP - Phase 4	\$ 1,943,818	\$ 311,199	\$ 188,606	\$ 2,443,623	\$ 46,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Tecumseh Road CIP - Phase 5	\$ 2,371,160	\$ 379,615	\$ 230,069	\$ 2,980,844	\$ 68,100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Cedarwood Sanitary PS - Repairs	\$ 335,000	\$ -	\$ 33,500	\$ 368,500	\$ -	\$ 70,000	\$ 298,500	\$ -	\$ -	\$ -	\$ -	\$ -
Sylvestre Sanitary PS - Repairs	\$ 13,000	\$ -	\$ 2,000	\$ 15,000	\$ -	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
St Alphonse Sanitary PS - Repairs	\$ 2,000	\$ -	\$ 1,000	\$ 3,000	\$ -	\$ 3,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Cedarwood Sanitary Meter #1 - Repairs	\$ 4,000	\$ -	\$ 1,000	\$ 5,000	\$ -	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
NTR Sanitary Flume, Meter #4 - Repairs	\$ 6,000	\$ -	\$ 500	\$ 6,500	\$ -	\$ 6,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
8th Concession Flume, Meter #5 - Repairs	\$ 4,000	\$ -	\$ 500	\$ 4,500	\$ -	\$ 4,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
South Talbot Road Reconstruction & Culverts	\$ 2,040,000	\$ 300,000	\$ 102,800	\$ 2,442,800	\$ 150,000	\$ 2,292,800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Anode Protection Program	\$ 750,000	\$ -	\$ -	\$ 750,000	\$ -	\$ 375,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Hwy#3 Watermain Replacement	\$ 165,000	\$ 24,750	\$ 16,500	\$ 206,000	\$ -	\$ 206,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Gouin Street Storm Sewer Extension	\$ 140,000	\$ 25,000	\$ 35,000	\$ 200,000	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sylvestre Drive Sanitary Sewer	\$ 699,400	\$ 104,900	\$ 91,300	\$ 896,000	\$ -	\$ 52,450	\$ 843,550	\$ -	\$ -	\$ -	\$ -	\$ -
West St. Louis Storm PS - Repairs	\$ 51,000	\$ 7,650	\$ 7,650	\$ 66,300	\$ -	\$ -	\$ 66,300	\$ -	\$ -	\$ -	\$ -	\$ -
Lesperance Road Storm PS - Repairs	\$ 81,000	\$ 12,150	\$ 12,150	\$ 105,300	\$ -	\$ -	\$ 105,300	\$ -	\$ -	\$ -	\$ -	\$ -
(East) St. Louis Storm PS - Repairs	\$ 65,000	\$ 9,750	\$ 9,750	\$ 84,500	\$ -	\$ -	\$ 84,500	\$ -	\$ -	\$ -	\$ -	\$ -
West Tecumseh Trunk Watermain (WW-1A)	\$ 1,150,000	\$ 230,000	\$ 172,500	\$ 1,553,000	\$ -	\$ -	\$ -	\$ 115,000	\$ -	\$ -	\$ -	\$ -
West Tecumseh Trunk Sanitary (WW-1A)	\$ 2,200,000	\$ 440,000	\$ 330,000	\$ 2,970,000	\$ -	\$ -	\$ -	\$ 220,000	\$ -	\$ -	\$ -	\$ -
Diversion San Sewers (Intersection Rd) (WW-2)	\$ 676,000	\$ 135,200	\$ 101,400	\$ 913,000	\$ -	\$ -	\$ -	\$ 67,600	\$ -	\$ -	\$ -	\$ -



## Attachment No. 2

### Road Lifecycle (1500) Funding Summary - November 25, 2016

	2017	2018	2019	2020	2021
Reserve Balance Start of Year	\$5,566,000	\$4,866,300	\$5,360,550	\$4,751,500	\$3,917,200
Budget Allocation	\$4,160,000	\$4,160,000	\$4,160,000	\$4,160,000	\$4,160,000
Grants					
County Connecting Link Agreement				\$755,000	
<b>Funds Available</b>	<b>\$9,726,000</b>	<b>\$9,026,300</b>	<b>\$9,520,550</b>	<b>\$9,666,500</b>	<b>\$8,077,200</b>
<b>Committed</b>					
IT GIS Tech % share	\$23,900	\$24,400	\$24,900	\$25,400	\$25,900
<b>Balance Committed</b>	<b>\$23,900</b>	<b>\$24,400</b>	<b>\$24,900</b>	<b>\$25,400</b>	<b>\$25,900</b>
<b>Balance Uncommitted</b>	<b>\$9,702,100</b>	<b>\$9,001,900</b>	<b>\$9,495,650</b>	<b>\$9,641,100</b>	<b>\$8,051,300</b>
<b>Proposed</b>					
Asphalt paving	\$1,160,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000
Traffic Signal Upgrades/Maintenance				\$62,500	
Traffic Signal Reconstruct (Riverside/Lesperance)	\$140,300				
Traffic Signal Reconstruct (Lesperance/McNorton)				\$165,000	
Tecumseh Road CIP Ph 1	\$93,100				
Tecumseh Road CIP Phase 2	\$47,000				
Pulleyblank-Crowder-Moro (Sanitary Sewer)	\$1,480,600				
8th Concession Sanitary Trunk & Watermain	\$1,337,300				
County Road 19/Jamsyl Drive Intersection	\$75,000				
Manning Road - Phase 2 - Drain Relocation	\$50,000		\$814,700		
<b>Manning Road - Phase 2 - Drain Relocation (Tran:</b>	<b>\$105,000</b>		<b>\$1,991,000</b>		
Manning Road - Phase 3 - Road Reconstruction	\$180,000			\$4,222,900	
South Talbot Road Reconstruction	\$90,000	\$1,617,800			
Rossi Drive (Sanitary Sewer)	\$77,500	\$991,500			
Sylvester Drive (Sanitary Sewer)		\$32,050	\$523,950		
County Road #11/South Talbot Roundabout			\$100,000		
Roads Needs Study			\$87,000		
County Road #46 Sanitary Sewer Extension (LRPCP)			\$227,500	\$227,500	
Delduca Drive (Sanitary Sewer LRPCP)				\$46,000	\$714,000
Riverside Drive Trunk Storage					\$35,625
Ure Street (Sanitary Sewer LRPCP)					\$40,000
CR42: CR43 to Lesperance					\$50,000
<b>Balance Proposed</b>	<b>\$4,835,800</b>	<b>\$3,641,350</b>	<b>\$4,744,150</b>	<b>\$5,723,900</b>	<b>\$1,839,625</b>
<b>Balance Available</b>	<b>\$4,866,300</b>	<b>\$5,360,550</b>	<b>\$4,751,500</b>	<b>\$3,917,200</b>	<b>\$6,211,675</b>

**Notes:**

- 1) General allowance for asphaltting

### Attachment No. 3

#### Bridges Lifecycle (1660) Funding Summary - November 25, 2016

	2017	2018	2019	2020	2021
Reserve Balance Start of Year	\$208,000	\$ (314,000)	\$ (809,000)	\$ (2,046,500)	\$ (2,368,500)
Budget Allocation	\$ 390,000	\$ 440,000	\$ 540,000	\$ 540,000	\$ 540,000
Grant					
<b>Funds Available</b>	<b>\$ 598,000</b>	<b>\$ 126,000</b>	<b>\$ (269,000)</b>	<b>\$ (1,506,500)</b>	<b>\$ (1,828,500)</b>
<b>Committed</b>					
<b>Balance Committed</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Balance Uncommitted</b>	<b>\$ 598,000</b>	<b>\$ 126,000</b>	<b>\$ (269,000)</b>	<b>\$ (1,506,500)</b>	<b>\$ (1,828,500)</b>
<b>Proposed</b>					
Bridge/Culvert Needs Study (>3m)		\$ 40,000		\$ 40,000	
Culvert #1: Riverside Drive	\$ 12,000				
Culvert #7: Desro Drive (CR19 Works)	\$ 23,000				
Culvert #8: Jamsyl Drive (CR19 Works)	\$ 332,000				
Culvert #58: 10th Concession	\$ 120,000				
Culvert #60: 10th Concession	\$ 125,000				
Culvert #62: 10th Concession	\$ 125,000				
Culvert #67: 11th Concession	\$ 115,000				
Culvert #46: South Talbot Road	\$ 40,000	\$ 450,000			
Culvert #47: South Talbot Road	\$ 20,000	\$ 225,000			
Culvert #35: Rossi Drive		\$ 65,000			
Sullivan Creek at 12th Concession (1004)		\$ 43,000	\$ 284,000		
Townline Road Drain at 6th Conc Rd (1014)		\$ 43,000	\$ 304,500		
Merrick Creek at 8th Concession (1013)		\$ 43,000	\$ 283,500		
Culvert #54: Snake Lane		\$ 26,000	\$ 423,000		
Culvert #45: South Talbot (CR11/STR Works)			\$ 456,000		
Culvert #53: Snake Lane			\$ 26,500	\$ 431,500	
Roadside Safety Improvements - Bridge #1010				\$ 68,000	
Roadside Safety Improvements - Bridge #2001				\$ 41,000	
Roadside Safety Improvements - Culvert #69				\$ 54,000	
Roadside Safety Improvements - Culvert #64				\$ 54,000	
Roadside Safety Improvements - Culvert #63				\$ 54,000	
Roadside Safety Improvements - Culvert #39				\$ 54,000	
Roadside Safety Improvements - Culvert #57				\$ 54,000	
Culvert #42: Snake Lane Road				\$ 11,500	\$ 184,500
Culvert #70: 12th Concession					\$ 8,500
Culvert #51: 8th Concession					\$ 7,500
<b>Balance Proposed</b>	<b>\$ 912,000</b>	<b>\$ 935,000</b>	<b>\$ 1,777,500</b>	<b>\$ 862,000</b>	<b>\$ 200,500</b>
<b>Balance Available</b>	<b>\$ (314,000)</b>	<b>\$ (809,000)</b>	<b>\$ (2,046,500)</b>	<b>\$ (2,368,500)</b>	<b>\$ (2,029,000)</b>

**Attachment No. 4**

**Sidewalk Lifecycle (1550) Funding Summary - November 25, 2016**

	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
Reserve Balance Start of Year	\$174,000	\$179,000	\$184,000	\$189,000	\$194,000
Budget Allocation	\$74,000	\$74,000	\$74,000	\$74,000	\$74,000
<b>Funds Available</b>	<b>\$248,000</b>	<b>\$253,000</b>	<b>\$258,000</b>	<b>\$263,000</b>	<b>\$268,000</b>
<b>Committed</b>					
<b>Balance Committed</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Balance Uncommitted</b>	<b>\$248,000</b>	<b>\$253,000</b>	<b>\$258,000</b>	<b>\$263,000</b>	<b>\$268,000</b>
<b>Proposed</b>					
Sidewalk repair program 1)	\$69,000	\$69,000	\$69,000	\$69,000	\$69,000
<b>Balance Proposed</b>	<b>\$69,000</b>	<b>\$69,000</b>	<b>\$69,000</b>	<b>\$69,000</b>	<b>\$69,000</b>
<b>Balance Available</b>	<b>\$179,000</b>	<b>\$184,000</b>	<b>\$189,000</b>	<b>\$194,000</b>	<b>\$199,000</b>

**Notes:**

1) General allowance

**Attachment No. 5**

**Storm Sewer Lifecycle (1650) Funding Summary - November 25, 2016**

	2017	2018	2019	2020	2021
Reserve Balance Start of Year	\$368,000	(\$275,900)	(\$132,900)	(\$803,600)	(\$210,225)
Budget Allocation	\$820,000	\$830,000	\$840,000	\$840,000	\$840,000
<b>Funds Available</b>	<b>\$1,188,000</b>	<b>\$554,100</b>	<b>\$707,100</b>	<b>\$36,400</b>	<b>\$629,775</b>
<b>Committed</b>					
Gouin St. Storm Sewer		\$200,000			
<b>Balance Committed</b>	<b>\$0</b>	<b>\$200,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Balance Uncommitted</b>	<b>\$1,188,000</b>	<b>\$354,100</b>	<b>\$707,100</b>	<b>\$36,400</b>	<b>\$629,775</b>
<b>Proposed</b>					
Tecumseh Road CIP Phase 1	\$10,000				
Tecumseh Road CIP Phase 2	\$10,000				
Pulleyblank-Crowder-Moro (Sanitary Sewer)	\$748,900				
Stormwater Master Plan	\$600,000				
Rossi Drive	\$35,000	\$487,000			
Manning Road/ETLD Drain Relocation - Phase 2	\$60,000		\$1,085,200		
West St. Louis Storm PS Repairs			\$66,300		
Lesperance Road Storm PS Repairs			\$105,300		
East St. Louis Storm PS Repairs			\$84,500		
Westlake Drive - Sanitary/Storm/Water			\$156,000		
County /Road 46 Sanitary Extension (LRPCP)			\$13,400	\$218,625	
Delduca Drive (LRPCP)				\$28,000	\$440,000
Ure Street (Sanitary LRPCP)					\$25,000
<b>Balance Proposed</b>	<b>\$1,463,900</b>	<b>\$487,000</b>	<b>\$1,510,700</b>	<b>\$246,625</b>	<b>\$465,000</b>
<b>Balance Available</b>	<b>(\$275,900)</b>	<b>(\$132,900)</b>	<b>(\$803,600)</b>	<b>(\$210,225)</b>	<b>\$164,775</b>

**Notes:**



## Attachment No. 6

### Wastewater Sewers Reserve Fund (2550) Funding Summary - November 25, 2016

	2017	2018	2019	2020	2021
Reserve Balance Start of Year	\$177,678	\$1,538,251	\$2,425,674	\$2,475,806	\$3,609,832
Estimated Allocation	\$1,311,488	\$1,423,008	\$1,498,927	\$1,608,801	\$1,780,614
Estimated Interest	\$17,300	\$35,000	\$55,000	\$56,000	\$81,000
Development Charges	\$530,800	\$100,000	\$100,000	\$100,000	\$100,000
Capital Sewer Charges	\$3,678,350	\$292,965	\$1,298,880	\$959,850	\$1,597,850
Ontario Community Infrastructure Fund	\$1,300,091				
Canada Water Wastewater Fund	\$1,678,368				
Transfer from Wastewater Facilities RF	\$0	\$0	\$0	\$0	\$0
<b>Funds Available</b>	<b>\$8,694,075</b>	<b>\$3,389,224</b>	<b>\$5,378,481</b>	<b>\$5,200,457</b>	<b>\$7,169,296</b>
<b>Committed</b>					
Debt payments - Lakewood Pump Station	\$200,000	\$200,000	\$200,000	\$100,000	
Debt payments - 2012 Non-DC debt	\$56,600	\$56,600	\$56,600	\$56,600	\$56,600
IT GIS Tech % share	\$23,800	\$24,300	\$24,800	\$25,300	\$25,800
<b>Balance Committed</b>	<b>\$280,400</b>	<b>\$280,900</b>	<b>\$281,400</b>	<b>\$181,900</b>	<b>\$82,400</b>
<b>Balance Uncommitted</b>	<b>\$8,413,675</b>	<b>\$3,108,324</b>	<b>\$5,097,081</b>	<b>\$5,018,557</b>	<b>\$7,086,896</b>
<b>Proposed</b>					
Tec Rd CIP Phase 1	\$5,400				
Tec Rd CIP Phase 2	\$3,000				
Pulleyblank-Crowder-Moro (Sanitary Sewer)	\$874,500				
8th C Trunk Sanitary/Water	\$2,167,200				
Sanitary Sewer Rehabilitation (I&I Removal)	\$3,637,824				
Manning Rd/ETLD Relocation - Phase 2	\$20,000		\$308,500		
Rossi Drive	\$42,500	\$593,500			
County Road 11 (Walker Road)	\$125,000	\$50,000	\$1,466,000		
Sylvestre Drive Sanitary Extension (Note 1)		\$20,400	\$319,600		
8th Concession - Laval Sanitary Branch		\$18,750	\$293,750		
Westlake Drive - Sanitary, Storm, Water			\$172,000		
CR#46 Sanitary Sewer Extension (LRPCP)			\$61,425	\$962,325	
CR#42/CR#19 Roundabout- Water & Sanitary				\$18,800	
West Tecumseh Trunk (WW-1A)				\$220,000	
Diversion Sewers Intersection Road (WW-2)				\$67,600	
Delduca Drive (LPCP) (Note 1)				\$140,000	\$819,000
CR# 42: CR#43 to Lesperance - Sanitary					\$1,150,000
Riverside Drive Sanitary Trunk Storage					\$82,500
Ure Street (LRPCP) (Note 1)					\$31,000
<b>Total Proposed</b>	<b>\$6,875,424</b>	<b>\$682,650</b>	<b>\$2,621,275</b>	<b>\$1,408,725</b>	<b>\$2,082,500</b>
<b>Balance Available</b>	<b>\$1,538,251</b>	<b>\$2,425,674</b>	<b>\$2,475,806</b>	<b>\$3,609,832</b>	<b>\$5,004,396</b>

**Notes:**

- 1) Landowner recoveries still to be calculated

**Attachment No. 7**

**Wastewater Facilities (2560) Funding Summary - November 25, 2016**

	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
Reserve Balance Start of Year	\$691,000	\$952,500	\$1,025,000	\$1,448,000	\$1,881,000
Estimated Allocation	\$350,000	\$350,000	\$400,000	\$400,000	\$400,000
Estimated Interest	\$15,500	\$21,000	\$23,000	\$33,000	\$42,000
Reallocate to Wastewater Sewers RF	\$0	\$0	\$0	\$0	\$0
<b>Funds Available</b>	<b>\$1,056,500</b>	<b>\$1,323,500</b>	<b>\$1,448,000</b>	<b>\$1,881,000</b>	<b>\$2,323,000</b>
<b>Committed</b>					
<b>Balance Committed</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Balance Uncommitted</b>	<b>\$1,056,500</b>	<b>\$1,323,500</b>	<b>\$1,448,000</b>	<b>\$1,881,000</b>	<b>\$2,323,000</b>
<b>Proposed</b>					
Cedarwood Sanitary PS Repairs	\$70,000	\$298,500			
Sylvestre Sanitary PS Repairs	\$15,000				
St. Alphonse Sanitary PS Repairs	\$3,000				
Cedarwood Sanitary Meter # 1 Repairs	\$5,000				
NTR Sanitary Flume, Meter # 4 Repairs	\$6,500				
8th Concession Flume, Meter # 5 Repairs	\$4,500				
<b>Total Proposed</b>	<b>\$104,000</b>	<b>\$298,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Balance Available</b>	<b>\$952,500</b>	<b>\$1,025,000</b>	<b>\$1,448,000</b>	<b>\$1,881,000</b>	<b>\$2,323,000</b>

**Attachment No. 8**

**Watermain Reserve Fund (2520) Funding Summary - November 25, 2016**

	2017	2018	2019	2020	2021
Reserve Balance Start of Year	\$2,403,000	\$2,242,095	\$2,957,570	\$4,070,538	\$5,031,648
Estimated Allocation	\$1,598,195	\$1,673,875	\$1,748,668	\$1,933,510	\$2,041,773
Estimated Interest	\$54,100	\$50,000	\$67,000	\$92,000	\$113,000
Development Charges	\$186,700	\$30,000	\$30,000	\$30,000	\$30,000
Transfer from Water Facilities RF	\$0	\$0	\$0	\$0	\$0
<b>Funds Available</b>	<b>\$4,241,995</b>	<b>\$3,995,970</b>	<b>\$4,803,238</b>	<b>\$6,126,048</b>	<b>\$7,216,421</b>
<b>Committed</b>					
Tools	\$10,000	\$26,500	\$27,100	\$27,600	\$ 28,200
Meters	\$45,000	\$10,600	\$10,800	\$11,000	\$ 11,300
Automated meter readers	\$40,000				
IT GIS Tech % share	\$23,800	\$24,300	\$24,800	\$25,300	\$25,800
<b>Balance Committed</b>	<b>\$118,800</b>	<b>\$61,400</b>	<b>\$62,700</b>	<b>\$63,900</b>	<b>\$65,300</b>
<b>Balance Uncommitted</b>	<b>\$4,123,195</b>	<b>\$3,934,570</b>	<b>\$4,740,538</b>	<b>\$6,062,148</b>	<b>\$7,151,121</b>
<b>Proposed</b>					
Mack Court Watermain replace	\$70,000				
Lacasse Park Watermain replace	\$110,000				
Tec Rd CIP Phase 1	\$28,000				
Tec Rd CIP Phase 2	\$16,000				
Pulleyblank-Crowder-Moro (SS)	\$491,600				
8th Concession Trunk Sanitary/Water	\$1,037,500				
Tecumseh Rd Watermain abandonment	\$72,000				
Manning Road/ETLD Drain Relocation - Ph2			\$25,000		\$430,500
Rossi Drive	\$25,000	\$356,000			
County Road 11 (Walker Road)	\$6,000		\$88,000		
Anode Protection Program		\$375,000			
Hwy # 3 Watermain Replacement		\$206,000			
Alden Crescent Watermain replace		\$40,000			
Westlake Drive - San, Storm, Water			\$111,000		
CR # 46 Sanitary Sewer Ext (LRPCP)			\$40,500	\$634,500	
CR#42/CR#19 Roundabout- Water & Sanitary				\$281,000	
West Tecumseh Trunk Watermain (W-1A)				\$115,000	
CR#19@CR#46 Advanced Construction					\$ 162,500
CR#19@CR#34 Advanced Construction					\$ 52,000
<b>Total Proposed</b>	<b>\$1,881,100</b>	<b>\$977,000</b>	<b>\$670,000</b>	<b>\$1,030,500</b>	<b>\$214,500</b>
<b>Balance Available</b>	<b>\$2,242,095</b>	<b>\$2,957,570</b>	<b>\$4,070,538</b>	<b>\$5,031,648</b>	<b>\$6,936,621</b>

**Attachment No. 9**

**Water Facilities Reserve Fund (2530) Funding Summary - November 25, 2016**

	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
Reserve Balance Start of Year	\$6,744,000	\$6,845,700	\$7,131,000	\$7,444,800	\$7,790,100
Estimated Allocation	\$85,000	\$107,000	\$129,000	\$152,000	\$175,000
Estimated Interest	\$151,700	\$178,300	\$184,800	\$193,300	\$200,800
Transfer to Watermain RF	\$0	\$0	\$0	\$0	\$0
<b>Funds Available</b>	<b>\$6,980,700</b>	<b>\$7,131,000</b>	<b>\$7,444,800</b>	<b>\$7,790,100</b>	<b>\$8,165,900</b>
<b>Committed</b>					
<b>Balance Committed</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Balance Uncommitted</b>	<b>\$6,980,700</b>	<b>\$7,131,000</b>	<b>\$7,444,800</b>	<b>\$7,790,100</b>	<b>\$8,165,900</b>
<b>Proposed</b>					
Water Metering Facilities Repairs	\$85,000				
Environmental Building Roof Replacement	\$50,000				
<b>Total Proposed</b>	<b>\$135,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Balance Available</b>	<b>\$6,845,700</b>	<b>\$7,131,000</b>	<b>\$7,444,800</b>	<b>\$7,790,100</b>	<b>\$8,165,900</b>



**Attachment No. 10**

**Infrastructure Reserve (1085) Funding Summary - November 25, 2016**

	2017	2018	2019	2020	2021
Reserve Balance Start of Year	\$2,025,000	\$2,997,540	\$3,579,040	\$4,811,130	\$6,000,230
Budget Allocation - New Infrastructure Levy	\$1,100,000	\$1,200,000	\$1,300,000	\$1,300,000	\$1,300,000
DC - repayments	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000
Tecumseh Baseball re scoreboard	\$8,500	\$8,500	\$8,500	\$8,500	\$8,500
GenSet Revenues	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
CWATS			\$108,040	\$119,600	
<b>Funds Available</b>	<b>\$3,213,500</b>	<b>\$4,286,040</b>	<b>\$5,075,580</b>	<b>\$6,319,230</b>	<b>\$7,388,730</b>
<b>Committed</b>					
Intensity Duration Frequency Curve Study	\$10,000				
Official Plan	\$22,500				
Tecumseh Hamlet Secondary Plan	\$37,000				
Multi-use Sportsplex Study	\$22,810				
Sportsplex - further development of plan	\$50,000				
<b>Balance Committed</b>	<b>\$142,310</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Balance Uncommitted</b>	<b>\$3,071,190</b>	<b>\$4,286,040</b>	<b>\$5,075,580</b>	<b>\$6,319,230</b>	<b>\$7,388,730</b>
<b>Proposed</b>					
Sidewalks CR42/CR19 Roundabout				\$19,000	
Sidewalks CR42 - CR43 to Lesperance					\$362,000
CWATS: CR11 - Hwy 401 to NTR (Multi-Use Trail)	\$5,650		\$264,450		
CWATS: CR42/CR19 Roundabout (Bike Lanes)				\$1,000	
CWATS: Hwy 401 to 9th C (Paved Shoulder)				\$299,000	
CWATS: CR42 - CR43 to Lesperance (Bike Lanes)					
CWATS: CR43 - Banwell Diversions (Multi-Use Lanes)					
Riverside Dr. Trail	\$68,000	\$707,000			
<b>Balance Proposed</b>	<b>\$73,650</b>	<b>\$707,000</b>	<b>\$264,450</b>	<b>\$319,000</b>	<b>\$717,300</b>
<b>Balance Available</b>	<b>\$2,997,540</b>	<b>\$3,579,040</b>	<b>\$4,811,130</b>	<b>\$6,000,230</b>	<b>\$6,671,430</b>

**Notes:**

Town's share of DC projects  
 CWATS  
 Trails and Pathways  
 Parks Master Plan projects  
 Town Hall expansion  
 Town share of Road & Storm system expansions



## THE CORPORATION OF THE TOWN OF TECUMSEH

Public Works & Environmental Services  
Report No. 55/16

**TO:** Mayor and Members of Council

**FROM:** Dan Piescic, P.Eng., Director Public Works & Environmental Services

**DATE:** November 22, 2016

**DATE TO COUNCIL:** December 13, 2016

**SUBJECT:** Waste, Organics and White Goods Collection  
Tender Results

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### **RECOMMENDATIONS**

It is recommended:

1. That the sole tender for the Waste, Organics and White Goods Collection from Windsor Disposal Services, in the amount of \$643,656.73, plus applicable taxes, be rejected, as it was significantly over budget; and
2. That Administration's negotiated reductions with Windsor Disposal Services be accepted, as outlined in preliminary discussions, bullets 1 through 4 for a savings of \$64,210 with the intent to modify the collection prices to be more in line with the budgeted amount; and further
3. That Council provide direction to Administration regarding further reductions based on the options presented within PWES Report No. 55/16, specifically:
  - a) Rescinding hard sided container by-law;
  - b) Removing collection from commercial business's grandfathered in, over a 1 year period;
  - c) Limiting the amount of garbage collected each week per household;
  - d) Moving yard waste collection to a bi-weekly schedule;
  - e) Removing grass clippings from yard waste, during summer months, and moving to a per tonnage basis as a result; and furthermore
4. That the Mayor and Clerk be authorized to execute an agreement, satisfactory in form to the Town's Solicitor, with Windsor Disposal Services, based on any further reduced costs negotiated by Administration; and furthermore
5. If negotiations are unsuccessful with Windsor Disposal Services to further reduce the collection costs, that Administration retender the waste services contract as a whole in late January 2017.

### **BACKGROUND**

The Town of Tecumseh currently has a contract with Windsor Disposal Services for garbage collection services. The contract was originally awarded February 1, 2007 and was extended for the period February 1, 2012 to January 31, 2017. All of Tecumseh is serviced by the same garbage collection contractor under this contract.

## **COMMENTS**

The Town's contract with Windsor Disposal Services expires January 31, 2017. A Tender call for the Waste, Organics and White Goods Collection was advertised on the Town's website on November 1, 2016 along with direct notification to the Windsor Construction Association. One tender submission was received by the Clerk on November 17, 2016. The Tender was opened publicly in Council Chambers in the presence of Administration.

The Town of Tecumseh Purchasing Policy Section 4.5 (b) *Only One Bid Received* indicates that:

*"In the event that only one bid is received in response to a request for tender, the bid may be opened and evaluated in accordance with the Town's usual procedures when, in the opinion of the Department Director and Purchasing Coordinator, the bid should be considered by the Town..."*

Based on a review of the Purchasing By-Law and the existence of few local waste collection contractors, a decision was made to open the sole tender.

The bid submitted by Windsor Disposal Services totalled \$643,656.73 (excluding taxes). The tender including nonrebateable HST totaled \$654,985.09, which is \$159,985.09 over the budgeted amount of \$495,000.00.

The 2017 budgeted amount of \$495,000 allocated to Waste Collection was calculated by applying the 2016 unit prices, multiplied by the tender quantities and applying the annual CPI increase. The projected cost for Waste Collection was therefore calculated at \$495,000. The submitted Tendered price is 32% above the budgeted amount.

Administration therefore recommends that Council reject the sole tender for the Waste, Organics and White Goods Collection from Windsor Disposal Services as it is significantly over budget.

Administration, in consultation with the Town's Solicitor, reviewed the options available within the scope of the Town's Purchasing Policy. Section 4.4 (b) of the Purchasing Policy allows for the Director and Purchasing Coordinator to enter into negotiations with the bidder. Accordingly, it is therefore recommended that Council authorize Administration to have further discussions and negotiations with Windsor Disposal Services, with the intent to modify the waste collection details in order for the tender cost to be closer to the budgeted amount.

### **Preliminary Discussions with WDS**

Administration met with WDS to discuss possible savings within their submitted Tender. WDS presented multiple options for savings to the submitted tender and discussed how they arrived at the submitted tender costs.

1. Appliance Collection. WDS indicated that Tecumseh and Lakeshore are the only municipalities that include this service. All other municipalities have moved to the model of disposal by the resident at the public drop off or to having the Essex Windsor Solid Waste Authority (EWSWA) pick them up. Options for this service are having PW staff pick up the appliances or as other municipalities have done, contracting EWSWA on a once monthly per visit basis. This is expected to provide resultant savings per year.
2. Front End Containers. Although not specified in the tender, WDS included these in their cost as they pick them up. Removal of these from the tender cost and allocation to the proper operating budget results in a reallocation of costs.

3. **Bonding Requirements.** The recent Tender included a 100% Performance Bond. Past contracts required only 50% bonding requirements and Administration upon review would consider remaining at 50% bonding for a net savings.
4. **Contract Length.** The proposed contract is for a 5 year term. WDS presented the opportunity to increase this to a 10 year term, or a five year automatic renewal, with a substantial resultant savings. This is a result of being able to amortize purchases of equipment over a longer term. Administration would consider this increase by adding a five year renewal clause with a caveat that terms to be renegotiated if substantial change in garbage collection procedures, processes or quantities occurs.

WDS indicated that they reviewed their tender and explained how they arrived at some of the increases to the pickup costs, specifically the yard waste pick up.

#### Garbage Collection

WDS indicated that they reviewed the yearly costs and increases from prior years as well as costs with other municipalities and the recently adopted By-Law regarding hard sided garbage containers.

The bulk of the increase is a result of the new by-law regarding hard sided containers. WDS estimates that they will see a reduction in productivity due to the new container by-law and as such they have accounted for this reduction. **Approximately \$60,000 of the increase in costs was attributed to the introduction of the requirement for hard sided garbage containers.**

Administration contacted the City of Windsor to review what they experienced when the hard sided container by-law was passed in Windsor. They reported that the Contractor experienced around a 40% reduction in productivity at the beginning and it levelled out at around a 10% reduction in productivity over a period of a few months.

Included in the contract is collection for those businesses situated on the north and south sides of Tecumseh road between municipal number 11814 and 12360 and businesses situated on Lesperance Road between municipal number 917 Lesperance Road and Lanoue Street. These properties have historically been included in the collection contract notwithstanding that no other businesses in Town have garbage collected by the municipality. **The cost to collect for these 73 businesses is in excess of \$4,065.** Options to address this inequity include eliminating these properties from the WDS contract or charging each property the cost of collection on their tax bill.

An additional option for consideration would be to limit the number of containers per household that are allowed to be placed roadside. Fewer containers result in quicker pickups which translate to possibility of negotiated decrease in costs at renewal term.

#### Yard Waste

WDS presented statistics showing that Tecumseh is the single largest producer of yard waste in Essex County. Their totals, as well as Administration's own records, show that on average Tecumseh produces 1,000 tonnes more yard waste than the next municipality. Some of our largest months for yard waste collection occur in May, June, September and October. November has always had larger collection totals due to leaf pickup; the termination of the partial leaf vacuum program has shown only a minimal impact.

Administration compared our yard waste program to other Essex County municipalities. All other municipalities, with the exception of Tecumseh and Leamington, collect yard waste on a bi-weekly schedule. WDS totals indicate that Leamington doesn't even produce half of Tecumseh's annual average.

Bi-weekly pickup could be a catalyst to encourage residents to mulch leaves and grass clippings and recycle them on their own lawns. EWSWA encourages this practice and has literature on their website regarding “grasscycling”. The City of Windsor does not allow grass clippings to be included in yard waste for the summer months of June, July and August. If the Town introduced similar changes to the yard waste program, bi-weekly pickup, no grass in the summer months, it is anticipated that a potential savings could be found to further reduce the cost over the life of the contract as well as encourage an environmentally responsible service adjustment.

Administration is sensitive to the yard waste program changes presented for consideration but are also sensitive to the negative environmental aspects attributable to weekly yard waste collection. Bi-weekly collection would serve to reduce emissions from collection vehicles and reduced costs to the Town in the long term. Reducing leaves through mulching and then bagging can reduce pickup volumes; reducing the volume of grass being picked up will also contribute to savings over time. Grasscycling during summer months is also a very environmentally efficient method to recycle grass as opposed to bagging and paying for collection and disposal.

Administration also recommends considering changing from a per household basis to a per tonne basis for yard waste collection so that when the program initiatives gain acceptance, the resultant reduction of yard waste effectively reduces the overall cost to the Town.

Administration is discussing with WDS the idea of moving the yard waste collection date when it falls on a statutory holiday to reduce the resultant overtime costs involved.

The potential savings as presented by WDS would result in a reduction of the submitted tender cost by \$64,210. This would translate to the increased cost of to the Town in the range of 19% over the approved budget allocation for 2017. Should Council consider further initiatives as detailed above, Administration would expect that further savings can be achieved

## **CONSULTATIONS**

Director Financial Services & Treasurer

## **FINANCIAL IMPLICATIONS**

The total tender estimate for the Waste, Organics and White Goods Collection provided by Windsor Disposal Services is \$643,656.73 plus applicable taxes.

Waste, Organics and White Goods Collection Tender Cost	\$ 643,656.73
Non-rebatable HST (1.76)	\$ 11,328.36
<b>Subtotal</b>	<b>\$ 654,985.09</b>
Approved allocation per 2017 Proposed Budget	<b>\$ 495,000.00</b>
<b>Allocation shortfall</b>	<b>\$ (159,985.09)</b>

Council approved an allocation of \$495,000.00 in the 2017 Proposed Budget. The tender as received is much higher than the proposed budgeted amount. Accordingly, Administration recommends rejecting the Tender and negotiating with WDS for ways to reduce collection costs. Administration further recommends retendering the waste services contract as a whole in late January 2017 if negotiations are unsuccessful in reducing collection costs.

Should negotiations between Windsor Disposal Services and Administration result in reduced tender costs more in line with the budgeted amount of \$495,000.00, it is recommended that the Mayor and Clerk be authorized to execute an agreement, satisfactory in form to the Town's Solicitor, with Windsor Disposal Services, based on the negotiated reduced costs.

### **LINK TO STRATEGIC PRIORITIES**

<b>No.</b>	<b>2015-16 Strategic Priorities</b>	<b>Applicable</b>
1.	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.	
2.	Ensure that the Town of Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.	✓
3.	Integrate the principles of health and wellness into all of the Town of Tecumseh's plans and priorities.	✓
4.	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.	✓
5.	Demonstrate the Town's leadership role in the community by promoting good governance and community engagement, by bringing together organizations serving the Town and the region to pursue common goals.	

### **COMMUNICATIONS**

Not applicable ☒

Website ☐ Social Media ☐ News Release ☐ Local Newspaper ☐

This report has been reviewed by senior Administration as indicated below and recommended for submission by the CAO.

Prepared by:

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Dan Piescic, P.Eng.  
Director Public Works & Environmental  
Services

Reviewed by:

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Kirby McArdle, P.Eng.  
Manager Roads & Fleet

Reviewed by:

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Luc Gagnon, CPA, CA, BMath  
Director Financial Services & Treasurer

Recommended by:

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Tony Haddad, MSA, CMO, CPFA  
Chief Administrative Officer



## THE CORPORATION OF THE TOWN OF TECUMSEH

Public Works & Environmental Services  
Report No. 56/16

**TO:** Mayor and Members of Council

**FROM:** Denis Berthiaume, Manager Water & Wastewater

**DATE:** December 1, 2016

**DATE TO COUNCIL:** December 13, 2016

**SUBJECT:** 2017 Water & Wastewater Rates By-law

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### **RECOMMENDATIONS**

It is recommended:

1. That a By-law be prepared, for consideration at the December 13, 2016 Regular Meeting of Council, to establish water and wastewater rates for the year 2017, based on the recommendations of the 2015 Town of Tecumseh Water and Wastewater Rate Study (Rate Study) and the discussions in this report, as follows:
  - a) metered water consumption charge with usage under 10,200 cubic meters per month at \$1.1432 per cubic meter;
  - b) metered water consumption charge with usage over 10,200 cubic meters per month at \$0.8265 per cubic meter;
  - c) metered wastewater collection and treatment charges at \$1.1857 per cubic meter;
  - d) wastewater collection and treatment charges for Bonduelle North America at \$0.7905 per cubic meter;
  - e) fixed charge for water and wastewater service connections at:

Meter Size	2017
5/8" & 3/4"	\$13.38
1"	\$23.21
1.5"	\$45.57
2"	\$67.90
3"	\$114.00
4"	\$184.01
6"	\$327.23

- f) flat rate water un-metered consumption charge at \$44.82 per month;
- g) flat rate wastewater un-metered collection and treatment charge at \$45.99 per month;
- h) meter connection charge at \$511.00 per meter;
- i) meter reconnection charge at \$86.00 per meter;



- j) hydrant rental at \$86.00 per day;
  - k) Oasis Water Filling Station at \$2.00 per cubic meter; and
  - l) Miscellaneous charge at \$15.00.
2. And that notice of Council's intent to consider a by-law to establish the water and wastewater rates for the year 2017, at their Regular meeting of December 13, 2016, be advertised in the Shoreline, Town's website and Facebook page.

## **BACKGROUND**

At the Regular Meeting of Council held on November 24, 2015, the members received an updated Water and Wastewater Rate Study (Rate Study) prepared by the Town's Financial Services department. At this meeting the Director of Financial Services presented the new proposed water and wastewater rate structure. Based upon the rate review that was carried out, an updated rate schedule for water was recommended commencing 2016, and for successive years to the year 2024. The rate forecasts can be found in Attachment 1 – Water and Wastewater Rate Forecasts (figures extracted from the Rate Study).

In order to inform the public that Council intends to give consideration to a by-law to establish water and wastewater rates for the year 2017 a notice was published on the Town's website and Facebook page.

## **COMMENTS**

### **2017 Water & Wastewater Rates**

Based on the review of capital servicing, capital financing, operating expenditures and for water/wastewater services provided by the City of Windsor, Financial Services, on November 24, 2015, recommended a rate schedule for water and wastewater.

Water rates proposed for 2017 are:

Usage in cubic meters	2017 Proposed	2016 Actual	\$ Change	% Change
Less than 10,200	\$1.1432	\$1.1319	0.0113	1.00
Greater than 10,200	\$0.8265	\$0.8183	0.0082	1.00

Wastewater rates proposed for 2017 are:

User	2017 Proposed	2016 Actual	\$ Change	% Change
General	\$1.1857	\$1.1625	\$0.0232	2.00
Bonduelle	\$0.7905	\$0.7750	\$0.0155	2.00

Analysis of the data included in the Water and Wastewater Rate Study indicates that the trend of lower revenues due to lower consumption continues.

These recommended rates are part of a long-term plan for financial sustainability of the Town of Tecumseh's water and wastewater system which have a historical cost of \$5.6 million and \$4.7 million respectively. Revised long-term projected consumption rates to 2024 are shown on Attachment 1.

### Fixed Charge Rates

The Town's Fixed Charge Rate is a fixed monthly charge to all customers based on the size of the meter serving the property. This charge ensures a contribution to the water and wastewater system regardless of consumption levels. The proposed Fixed Charged Rates for 2017 represent a 6% increase over 2016 levels; the Rate Study approved the goal of increasing Fixed Charges at a higher rate than Consumption Rates to improve stability of revenue forecasts in an environment of reducing household consumption.

The chart below depicts the 2016 rates as well as the proposed 2017 rates for each of water and wastewater and service connections.

METER SIZE	2017	2016
5/8" & 3/4"	\$13.38	\$12.62
1"	\$23.21	\$21.90
1.5"	\$45.57	\$42.99
2"	\$67.90	\$64.06
3"	\$114.00	\$107.55
4"	\$184.01	\$173.60
6"	\$327.23	\$308.70

### Other Charges

The Town has previously applied a regular annual increase to a number of charges within the Water and Wastewater Rates By-law. With the exception of the Miscellaneous charges (i.e. NSF cheques), Administration recommends the following 2.6 % inflationary increases for 2017:

Other Charges	2017	2016	2015
Meter connection charge	\$ 511.00	\$ 502.00	\$ 498.00
Meter reconnection charge	\$ 86.00	\$ 84.00	\$ 83.00
Hydrant rental	\$ 86.00	\$ 84.00	\$ 83.00
Miscellaneous charges (i.e. NSF cheques)	\$ 15.00	\$ 15.00	\$ 15.00

The 2017 water rate for the Oasis Water Filling Station is recommended to be maintained at \$2.00 per cubic meter.

Essex Power Corporation has been providing meter reading and billing and collecting and Call Centre functions for the water customers within Tecumseh on behalf of the Town. The Town is approximately 90% complete its meter upgrade program (outfitting all water meters with automated meter reading system – electronic radio transmitters).

Rates for unmetered users are based on a monthly consumption of 330 cubic metres, as well as the fixed rate charges, and reflect the updated metered rates proposed. It is therefore recommended that the flat rate wastewater un-metered collection and treatment charge be established at \$45.99 (2016 - \$44.59) per month, and the flat rate water un-metered consumption charge be established at \$44.82 (2016 - \$43.75) per month for 2017.

## **CONSULTATIONS**

Financial Services & Treasurer

## **FINANCIAL IMPLICATIONS**

In accordance with the analysis undertaken by the Financial Services department the recommended rates for 2017 would recover the Town's operating and capital servicing costs including an allowance for lifecycle replacement of capital infrastructure.

The impact of the proposed water and wastewater rate increases and reallocations would increase the cost to a homeowner using 330 cubic metres from \$1,060.03 to \$1,089.66, an increase of \$2.8%.

## **LINK TO STRATEGIC PRIORITIES**

No.	2015-16 Strategic Priorities	Applicable
1.	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.	
2.	Ensure that the Town of Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.	✓
3.	Integrate the principles of health and wellness into all of the Town of Tecumseh's plans and priorities.	
4.	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.	✓
5.	Demonstrate the Town's leadership role in the community by promoting good governance and community engagement, by bringing together organizations serving the Town and the region to pursue common goals.	

## **COMMUNICATIONS**

Not applicable ☐

Website ☒ Social Media ☒ News Release ☒ Local Newspaper ☐

This report has been reviewed by senior Administration as indicated below and recommended for submission by the CAO.

Prepared by:

Reviewed by:

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Cheryl Curran, BES  
Clerk I – Administrative Clerk

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Denis Berthiaume, ORO  
Manager Water & Wastewater Services

Reviewed by:

Reviewed by:

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Dan Piescic, P.Eng.  
Director, Public Works & Environmental  
Services

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Luc Gagnon, CPA, CA, BMath  
Director, Financial Services & Treasurer

Recommended by:

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Tony Haddad, MSA, CMO, CPFA  
Chief Administrative Officer

Attachments:

1. Proposed Water & Wastewater Rates

## ATTACHMENT 1 PROPOSED WATER RATES

**Table 10.1**  
**Recommended Consumption Charges - Water**

	2015 Approved	2016	2017	2018	2019	2020	2021	2022	2023	2024
Under 10,200 m <sup>3</sup> / month	1.1550	1.1319	1.1432	1.1547	1.1662	1.1779	1.1896	1.2015	1.2135	1.2257
Over 10,200 m <sup>3</sup> / month	0.8350	0.8183	0.8265	0.8347	0.8431	0.8515	0.8600	0.8686	0.8773	0.8861
Annual % Change		-2%	1%	1%	1%	1%	1%	1%	1%	1%

**Table 10.2**  
**Recommended Fixed Charges - Water**

	2015 Approved	2016	2017	2018	2019	2020	2021	2022	2023	2024
5/8" and 3/4"	11.91	12.62	13.38	14.19	15.04	15.94	16.89	17.91	18.98	20.12
1"	20.66	21.90	23.21	24.61	26.08	27.65	29.31	31.07	32.93	34.90
1 1/2"	40.56	42.99	45.57	48.31	51.21	54.28	57.54	60.99	64.65	68.53
2"	60.43	64.06	67.90	71.97	76.29	80.87	85.72	90.86	96.32	102.10
3"	101.46	107.55	114.00	120.84	128.09	135.78	143.92	152.56	161.71	171.41
4"	163.77	173.60	184.01	195.05	206.76	219.16	232.31	246.25	261.02	276.69
6"	291.23	308.70	327.23	346.86	367.67	389.73	413.12	437.90	464.18	492.03
Annual % Change		6%	6%	6%	6%	6%	6%	6%	6%	6%

## PROPOSED WASTEWATER RATES

**Table 10.3**  
**Recommended Volume Charges - Wastewater**

	Approved 2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Charge per m <sup>3</sup>	1.1397	1.1625	1.1857	1.2095	1.2336	1.2583	1.2835	1.3092	1.3353	1.3620
'Large Consumer' per m <sup>3</sup>	0.7598	0.7750	0.7905	0.8063	0.8224	0.8389	0.8557	0.8728	0.8902	0.9080
Annual % Change		2%	2%	2%	2%	2%	2%	2%	2%	2%

**Table 10.4**  
**Recommended Fixed Charges - Wastewater**

	2015 Approved	2016	2017	2018	2019	2020	2021	2022	2023	2024
5/8" and 3/4"	11.91	12.62	13.38	14.19	15.04	15.94	16.89	17.91	18.98	20.12
1"	20.66	21.90	23.21	24.61	26.08	27.65	29.31	31.07	32.93	34.90
1 1/2"	40.56	42.99	45.57	48.31	51.21	54.28	57.54	60.99	64.65	68.53
2"	60.43	64.06	67.90	71.97	76.29	80.87	85.72	90.86	96.32	102.10
3"	101.46	107.55	114.00	120.84	128.09	135.78	143.92	152.56	161.71	171.41
4"	163.77	173.60	184.01	195.05	206.76	219.16	232.31	246.25	261.02	276.69
6"	291.23	308.70	327.23	346.86	367.67	389.73	413.12	437.90	464.18	492.03
Annual % Change		6%	6%	6%	6%	6%	6%	6%	6%	6%

# THE CORPORATION OF THE TOWN OF TECUMSEH

## BY-LAW NUMBER 2016-84

Being a by-law to provide for an  
Interim Tax Rate for the Year 2017.

**WHEREAS** Section 342(1)(a) of *The Municipal Act 2001, S.O. 2001 c.25* provides that a local municipality may pass a by-law providing for the payment of taxes in one amount or by installments and the date or dates in the year for which taxes are imposed on which the taxes or installments are due;

**AND WHEREAS** Section 342(1)(b) of *The Municipal Act 2001, S.O. 2001 c.25* provides that a local municipality may pass a by-law providing for alternative installments and due dates in the year for which the taxes are imposed other than those established under Section 342(1)(a) to allow taxpayers to spread the payment of taxes more evenly over the year;

**AND WHEREAS** Section 342(3) of *The Municipal Act 2001, S.O. 2001 c.25* provides that a taxpayer shall pay taxes in accordance with the installments and due dates established, unless the municipality has established alternative installments and due dates, and the Treasurer receives and approves the taxpayer's request to use the alternative installments and due dates;

**AND WHEREAS** Section 342(4) of *The Municipal Act 2001, S.O. 2001 c.25* provides that where the Treasurer has approved a request for payment of taxes in alternative installments established by a municipality, the taxes of the taxpayer are payable in accordance with the alternative installments and due dates;

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF TECUMSEH ENACTS AS FOLLOWS:**

1. **That** an interim tax rate will be made for the Year 2017.
2. **That** an interim rate of 50% of the previous year's billed amount is hereby imposed and levied on all classes, less write-offs and supplementary adjustments.
3. **That** the interim tax rate on real property assessments will be due in two (2) installments; the first installment due February 24, 2017, and the second installment due April 26, 2017.
4. **That** taxpayers may apply to the Treasurer for payment of taxes in 10 equal installments on the 15<sup>th</sup> day in each of the months of February through to and including November, and that each of the said installments to be withdrawn directly from the ratepayers bank account and deposited directly into the Town's bank account.
5. **That** this by-law shall come into force and take effect upon and after the final reading thereof.
6. **That** all by-laws not consistent with this by-law be and are hereby repealed.
7. **That** the Treasurer shall send a tax bill to the taxpayer's residence or place of business or to the premises in respect of which taxes are payable [Section 343 (6)].

**READ** a first, second and third time and finally passed this 13<sup>th</sup> day of December, 2016.

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Gary McNamara, Mayor

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Laura Moy, Clerk

# THE CORPORATION OF THE TOWN OF TECUMSEH

## BY-LAW NUMBER 2016-85

Being a by-law to impose late payment charges for non-payment of taxes or any installment of taxes by due date.

**WHEREAS** under the provision of *The Municipal Act 2001, S.O. 2001, c.25*, Section 345 (1), a municipality may impose late payment charges for the non-payment of taxes or any installment by the due date;

**AND WHEREAS** under the provision of *The Municipal Act 2001, S.O. 2001, c.25*, Section 345 (2), a percentage charge, not to exceed 1-1/4% of the amount of taxes due and unpaid, may be imposed as a penalty for the non-payment of taxes on the first day of default or such later date as may be prescribed;

**AND WHEREAS** under the provision of *The Municipal Act 2001, S.O. 2001, c.25*, Section 345 (3) interest charges, not to exceed 1-1/4% each month of the amount of taxes due and unpaid, may be imposed for the non-payment of taxes in the manner specified in the by-law but interest may not start to accrue before the first day of default;

**AND WHEREAS** the Council of the Corporation of the Town of Tecumseh deems it expedient to impose such a penalty charge on overdue taxes and interest charge on tax arrears;

### **NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF TECUMSEH ENACTS AS FOLLOWS:**

1. **That** overdue taxes are those taxes that have been levied in 2017 and have not been paid on or before the last day of the month payment is due.
2. **That** tax arrears are taxes that are due and unpaid after December 31<sup>st</sup> of the year in which they are levied.
3. **That** the penalty charge to be imposed on overdue taxes and the interest charge to be added to tax arrears shall be 1-1/4% per month, being 15% per annum.
4. **That** the penalty charge for overdue taxes shall be imposed on the first day of each calendar month following default, but not after December 31, 2017.
5. **That** the Treasurer shall give notice of this by-law in accordance with Section 348(2) of *The Municipal Act 2001*.
6. **That** the Treasurer shall add to the amount of all tax arrears due and unpaid, interest at the rate specified in paragraph 3 of this by-law effective January 1, 2017, and thereafter on the first day of each calendar month.
7. **That** no interest or penalty added to taxes shall be compounded.
8. **That** all by-laws or sections of by-laws inconsistent with this by-law be and are hereby repealed.
9. **That** this by-law shall come into force and take effect on January 1, 2017.

**READ** a first, second and third time and finally passed this 13<sup>th</sup> day of December, 2016.

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Gary McNamara, Mayor

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Laura Moy, Clerk

# THE CORPORATION OF THE TOWN OF TECUMSEH

## BY-LAW NUMBER 2016-86

Being a by-law to authorize the participation in the  
Provincial Offences Act Transfer Program for the  
Windsor/Essex County Service Area

**WHEREAS** this municipality and all other municipalities within the area (the parties) have authorized the City of Windsor (the City) on their behalf to enter into negotiations with the Province in order to become party to such a Transfer Agreement as “Municipal Partner” relative to the area;

**AND WHEREAS** the aforementioned parties are parties to an intermunicipal court services agreement dated the 20<sup>th</sup> of November, 2000 which sets out the terms and conditions of the use of employees of the City for purposes of court administration and support and conducting prosecutions in tandem with provision of the within Program, for cost sharing matters, as for dispute resolution, for the structure of the Program and associated matters all more particularly described therein, a copy of which is attached hereto as Appendix “A” (Original Agreement);

**AND WHEREAS** the Original Agreement expired on December 31, 2006, and automatically renewed for a five (5) year period, such renewal period expiring December 31, 2011;

**AND WHEREAS** the parties entered into a renewal agreement, dated the 7<sup>th</sup> day of March, 2011, whereby the Original Agreement was renewed for a period of five (5) years, commencing on January 1, 2012, and terminating on December 31, 2016, a copy of which is attached hereto as *Appendix “B”* (“1<sup>st</sup> Renewal Agreement” and together with the Original Agreement, the “Extended Agreement”);

**AND WHEREAS** the parties wish to further renew the Extended Agreement for a five (5) year period from January 1, 2017, to December 31, 2021;

**NOW THEREFORE BE IT RESOLVED** that the Mayor and Clerk be authorized to extend the agreement to participate in the Provincial Offences Act Transfer Program for the Windsor/Essex County Service Area.

**Read** a first, second and third time and finally passed this 13<sup>th</sup> day of December, 2016.

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Gary McNamara, Mayor

“SEAL”

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Laura Moy, Clerk



**THE CORPORATION OF THE TOWN OF TECUMSEH**

**BY-LAW NUMBER 2016-87**

Being a by-law to authorize the participation in the  
Provincial Offences Act Tax Roll Agreement

**WHEREAS** under section 441.1 of the *Municipal Act, 2001* a local municipality is permitted to add any part of a fine for a commission of a provincial offence that is in default under section 69 of the *Provincial Offences Act* to the tax roll for any property in the local municipality for which all of the owners are responsible for paying the fine and collect it in the same manner as municipal taxes at the request of a municipality that has entered into a transfer agreement under Part X of the *Provincial Offences Act*;

**AND WHERE AS** The Corporation of the City of Windsor (Requesting Party), The Corporation of the Town of Amherstburg, The Corporation of the Town of Essex, The Corporation of the Town of Kingsville, The Corporation of the Town of Lakeshore, The Corporation of the Town of LaSalle, The Corporation of the Municipality of Leamington, The Corporation of the Township of Pelee and The Corporation of the Town of Tecumseh, (collectively the “Municipalities”, and each one of them a “Municipality”) wish to formalize arrangements so that they may add defaulted fines to tax rolls in their respective municipalities at each other’s request and appropriately share any collected revenue;

**NOW THEREFORE** the Municipality agree as follows:

1. Subject to applicable law, the requesting Municipality may request that another Municipality add any part of a fine for a commission of a provincial offence that is in default under section 69 of the *Provincial Offences Act* to the tax roll for any property in the Tax Rolling Municipality for which all of the owners are responsible for paying the defaulted fine; and that
2. A Tax Rolling Municipality that receives a request from the requesting Municipality to add to its tax roll any part of a Defaulted Fine shall add the amount to the tax roll of any property within its municipal boundaries for which the Tax Rolling Municipality confirms that all of the owners are responsible for paying the Defaulted Fine.

**Read** a first, second and third time and finally passed this 13<sup>th</sup> day of December, 2016.

\_\_\_\_\_  
Gary McNamara, Mayor

“SEAL”

\_\_\_\_\_  
Laura Moy, Clerk

**THE CORPORATION OF THE TOWN OF TECUMSEH**

**BY-LAW NUMBER 2016-88**

Being a By-law to provide for the adoption of the estimates of all sums required (budget) for general municipal purposes for the Year 2017.

**WHEREAS** Section 290 of *The Municipal Act*, S.O. 2001 Chapter 25, as amended, provides that a municipality shall, in the year or the immediately preceding year, prepare and adopt a budget including estimates of all sums required during the year for the purposes of the municipality;

**AND WHEREAS** the Council of the Town of Tecumseh adopted By-law 2003-06, in accordance with Section 251 of *The Municipal Act*, S.O. 2001 Chapter 25, establishing procedures for the giving of notices under the said Act;

**AND WHEREAS** in accordance with By-law No. 2003-06, notice of Council’s intention to adopt a budget for the year 2017, was given at the November 8, 2016 regular meeting and November 17, 2016 special meeting of Tecumseh Town Council, as well as on the Town’s web site, Facebook page, Twitter, the Town’s App and published in the Shoreline Week and in the Essex Free Press.

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF TECUMSEH DOES HEREBY ENACT AS FOLLOWS:**

- 1. **THAT** the estimates (budget) for all sums required during the 2017 year for the purposes of the municipality as per Schedules “A” and “B” attached hereto, are hereby adopted.
- 2. **THAT** this by-law shall come into force and take effect upon the date of the third and final reading thereof.

**READ** a first, second and third time and finally passed this 13<sup>th</sup> day of December, 2016.

“SEAL”

\_\_\_\_\_  
Gary McNamara, Mayor

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Laura Moy, Clerk

Schedule "A"  
**BY-LAW 2016-88**  
**The Corporation of the Town of Tecumseh**  
**2017 Budget Summary**

	2017	2016	Change
<b>Revenues</b>			
<b><u>Taxation:</u></b>			
General Levy	21,744,212	20,908,054	836,158
Local Improvements	7,011	8,016	(1,005)
Rights of Way	15,000	15,000	-
Payment In Lieu of Taxes	70,000	70,500	(500)
	<b>21,836,223</b>	<b>21,001,570</b>	<b>834,653</b>
<b><u>Operating:</u></b>			
Ontario Specific Grants	431,097	393,197	37,900
Fees, Services Charges and Donations	11,006,695	10,707,995	298,700
Licences, Permits and Fines	674,200	700,200	(26,000)
Penalties and interest	395,000	435,000	(40,000)
Investment income	842,975	837,975	5,000
Other Revenues	571,120	559,931	11,189
Transfer from reserves and reserve funds	371,546	398,546	(27,000)
	<b>14,292,633</b>	<b>14,032,844</b>	<b>259,789</b>
<b><u>Capital/Lifecycle</u></b>			
Ontario Grants	2,150,000	980,300	1,169,700
Share of Gas Tax Revenues	1,093,800	1,093,800	-
Other Municipalities	-	2,400	(2,400)
Capital contributions from Landowners	1,428,000	945,900	482,100
Contributed Assets	-	-	-
Proceeds from long term debt issued	2,167,000	-	2,167,000
Transfer from reserve and reserve funds	15,135,750	13,458,100	1,677,650
	<b>21,974,550</b>	<b>16,480,500</b>	<b>5,494,050</b>
<b>Total Revenues</b>	<b>58,103,406</b>	<b>51,514,914</b>	<b>6,588,492</b>
<b>Expenditures</b>			
<b><u>Operating</u></b>			
<b>General Government:</b>			
Council	404,242	351,358	52,884
Administration	3,553,165	3,467,978	85,187
	<b>3,957,407</b>	<b>3,819,336</b>	<b>138,071</b>
<b>Protection To Persons &amp; Property:</b>			
Fire	1,220,069	1,194,596	25,473
Police	3,404,034	3,798,502	(394,468)
Crossing Guards	69,535	69,744	(209)
Building Department	486,858	509,700	(22,842)
Animal Control	35,180	37,770	(2,590)
Conservation Authority	255,920	235,920	20,000
Emergency Measures	28,050	28,050	-
	<b>5,499,646</b>	<b>5,874,282</b>	<b>(374,636)</b>
<b>Transportation Services:</b>			
Roadways (Public Works)	1,432,021	1,402,884	29,137
Winter Control	322,049	307,094	14,955
Transit	277,862	276,972	890
Street Lighting	329,000	401,500	(72,500)
	<b>2,360,932</b>	<b>2,388,450</b>	<b>(27,518)</b>

Schedule "A"  
**BY-LAW 2016-88**  
**The Corporation of the Town of Tecumseh**  
**2017 Budget Summary**

	2017	2016	Change
<b>Environmental Services:</b>			
Sanitary Sewer	2,564,012	2,413,718	150,294
Storm Sewers	356,725	346,388	10,337
Waterworks System	3,188,065	3,161,385	26,680
Garbage Collection	498,200	480,200	18,000
Garbage Disposal	826,000	783,000	43,000
	<b>7,433,002</b>	<b>7,184,691</b>	<b>248,311</b>
<b>Social and Family Services:</b>			
Assistance to aged	37,200	36,400	800
	<b>37,200</b>	<b>36,400</b>	<b>800</b>
<b>Recreation Services:</b>			
Parks	1,277,366	1,203,608	73,758
Arena	1,498,299	1,418,780	79,519
Pool	246,231	242,191	4,040
Other	73,000	38,000	35,000
	<b>3,094,896</b>	<b>2,902,579</b>	<b>192,317</b>
<b>Cultural Services:</b>			
Libraries	7,700	7,500	200
Corn Festival	142,625	192,988	(50,363)
Special Events	14,100	15,000	(900)
	<b>164,425</b>	<b>215,488</b>	<b>(51,063)</b>
<b>Planning and Development:</b>			
Planning and Zoning	492,067	496,771	(4,704)
Committee of Adjustment	103,911	60,652	43,259
Agricultural and Reforestation	120,376	106,149	14,227
Tile Drainage/Shoreline Assistance	7,011	8,016	(1,005)
	<b>723,365</b>	<b>671,588</b>	<b>51,777</b>
Transfer to reserve and reserve funds	429,300	256,300	173,000
<b>Total Operating Expenditures</b>	<b>23,700,173</b>	<b>23,349,114</b>	<b>351,059</b>
<b><u>Capital/Lifecycle</u></b>			
General Government	460,000	547,000	(87,000)
Protection To Persons and Property	671,000	155,500	515,500
Transportation Services	7,827,750	7,292,700	535,050
Environmental Services	9,942,300	6,290,400	3,651,900
Recreation Services	3,147,500	2,254,500	893,000
Planning and Development	540,000	575,800	(35,800)
Transfer to reserve and reserve funds	11,866,683	11,123,300	743,383
Opening Unfinanced Capital	1,019,400	537,300	482,100
Closing Unfinanced Capital	(1,071,400)	(610,700)	(460,700)
<b>Total Capital Expenditures</b>	<b>34,403,233</b>	<b>28,165,800</b>	<b>6,237,433</b>
<b>Total Expenditures</b>	<b>58,103,406</b>	<b>51,514,914</b>	<b>6,588,492</b>
<b>Net Surplus(Deficit) End of Year</b>	<b>-</b>	<b>-</b>	<b>-</b>

Schedule "B"  
**BY-LAW 2016-88**  
The Corporation of the Town of Tecumseh  
2017 Budget Summary

RESERVES	Est. Balance @ Dec 31/16	Transfer (To) From Other Reserve	From Current Operations	From Capital Operations	From Developers	Interest Earned	2017 Revenues	To Current	To Capital Projects	2017 Expenditures	Balance @ Dec 31/17
<b>General Reserves</b>											
Sick Pay	645,000										<b>645,000</b>
Arena Capital	0										<b>0</b>
Working Fund	100,000										<b>100,000</b>
Tax Rate Stabilization	2,647,000		363,800				363,800	150,000		150,000	<b>2,860,800</b>
Health ASO	291,000										<b>291,000</b>
Meeting Investigator	20,000										<b>20,000</b>
Fire Education and Awareness	9,000										<b>9,000</b>
Insurance	211,000										<b>211,000</b>
Infrastructure	2,025,000	287,900	28,500	1,100,000			1,128,500	59,500		59,500	<b>3,381,900</b>
Community Improvement Plan	230,000										<b>230,000</b>
Cada Complex Art Work	21,000							1,000		1,000	<b>20,000</b>
West St. Louis Pump	285,000										<b>285,000</b>
<b>General Reserves</b>	<b>6,484,000</b>	<b>287,900</b>	<b>392,300</b>	<b>1,100,000</b>	<b>0</b>	<b>0</b>	<b>1,492,300</b>	<b>210,500</b>	<b>0</b>	<b>210,500</b>	<b>8,053,700</b>

Schedule "B"  
**BY-LAW 2016-88**  
**The Corporation of the Town of Tecumseh**  
**2017 Budget Summary**

<b>RESERVES</b>	<b>Est. Balance @ Dec 31/16</b>	<b>Transfer (To) From Other Reserve</b>	<b>From Current Operations</b>	<b>From Capital Operations</b>	<b>From Developers</b>	<b>Interest Earned</b>	<b>2017 Revenues</b>	<b>To Current</b>	<b>To Capital Projects</b>	<b>2017 Expenditures</b>	<b>Balance @ Dec 31/17</b>
<b><i>Lifecycle Reserves</i></b>											
Arenas	787,000		37,000	118,000			155,000		145,000	145,000	<b>797,000</b>
Bridges and culverts	208,000			390,000			390,000		1,913,000	1,913,000	<b>(1,315,000)</b>
Buildings	603,000			175,000			175,000		148,000	148,000	<b>630,000</b>
Community trails	95,000			50,000			50,000		30,000	30,000	<b>115,000</b>
Drains	78,000			70,000			70,000		231,000	231,000	<b>(83,000)</b>
Election	31,000			16,000			16,000	1,500		1,500	<b>45,500</b>
Fire Apparatus	1,136,000			174,000			174,000		600,000	600,000	<b>710,000</b>
Fire Equipment	279,000			45,000			45,000		13,000	13,000	<b>311,000</b>
Fleet	753,000			497,000			497,000		444,600	444,600	<b>805,400</b>
Information Technology	500,000			133,000			133,000		310,000	310,000	<b>323,000</b>
New lifecycle issues	459,000			100,000			100,000				<b>559,000</b>
Outdoor Pool	191,000			55,000			55,000		45,000	45,000	<b>201,000</b>
Park development	1,061,000	198,400		310,000			310,000		841,000	841,000	<b>728,400</b>
Reforestation	132,000			30,000			30,000		40,000	40,000	<b>122,000</b>
Roads	5,553,000			4,160,000			4,160,000	23,800	4,730,800	4,754,600	<b>4,958,400</b>
Sidewalks	174,000			74,000			74,000		74,650	74,650	<b>173,350</b>
Storm sewers	413,000			820,000			820,000		1,463,900	1,463,900	<b>(230,900)</b>
One Time Strategic Issues	97,000			50,000			50,000	15,000		15,000	<b>132,000</b>
Transit	317,000			100,000			100,000	73,146		73,146	<b>343,854</b>
<b>Lifecycle Reserves</b>	<b>12,867,000</b>	<b>198,400</b>	<b>37,000</b>	<b>7,367,000</b>	<b>0</b>	<b>0</b>	<b>7,404,000</b>	<b>113,446</b>	<b>11,029,950</b>	<b>11,143,396</b>	<b>9,326,004</b>
<b>Grand Total Reserves</b>	<b>19,351,000</b>	<b>486,300</b>	<b>429,300</b>	<b>8,467,000</b>	<b>0</b>	<b>0</b>	<b>8,896,300</b>	<b>323,946</b>	<b>11,029,950</b>	<b>11,353,896</b>	<b>17,379,704</b>

Schedule "B"  
**BY-LAW 2016-88**  
The Corporation of the Town of Tecumseh  
2017 Budget Summary

RESERVE FUNDS	Est. Balance @ Dec 31/16	Transfer (To) From Other Reserve	From Current Operations	From Capital Operations	From Developers	Interest Earned	2017 Revenues	To Current	To Capital Projects	2017 Expenditures	Balance @ Dec 31/17
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***Discretionary Reserve Funds***

Hydro Electric Commission (HEC)	0					0	0				0
Water	2,403,000	186,700		1,598,195		54,100	1,652,295	23,800	1,976,100	1,999,900	2,242,095
Water - Facilities	6,744,000			85,000		151,700	236,700		135,000	135,000	6,845,700
Water rate stabilization	453,000			30,000		10,200	40,200				493,200
Sanitary Sewer	769,000	530,800		1,311,488		17,300	1,328,788	23,800	1,994,700	2,018,500	610,088
Sanitary Sewer - Facilities	691,000			350,000		15,500	365,500				1,056,500
Sanitary Sewer - Rate stabilization	99,000			25,000		2,200	27,200				126,200
Waterfront Park	0					0	0				0
Post retirement benefits	1,686,000					37,900	37,900				1,723,900
<b>Discretionary Reserve Funds</b>	<b>12,845,000</b>	<b>717,500</b>	<b>0</b>	<b>3,399,683</b>	<b>0</b>	<b>288,900</b>	<b>3,688,583</b>	<b>47,600</b>	<b>4,105,800</b>	<b>4,153,400</b>	<b>13,097,683</b>

***Obligatory Reserve Funds***

Studies	(117,000)				87,700	(2,600)	85,100				(31,900)
Fire	218,000				43,300	4,900	48,200				266,200
Police	24,000				17,800	500	18,300				42,300
Roads	0	(287,900)			287,900	0	287,900				0
Wastewater	(2,923,000)	(530,800)			530,800	(65,800)	465,000				(2,988,800)
Water	0	(186,700)			186,700	0	186,700				0
Library	56,000				19,500	1,300	20,800				76,800
Outdoor Recreation	0	(198,400)			198,400	0	198,400				0
Indoor Recreation	277,000				209,000	6,200	215,200				492,200
<b>Development Charges</b>	<b>(2,465,000)</b>	<b>(1,203,800)</b>	<b>0</b>	<b>0</b>	<b>1,581,100</b>	<b>(55,500)</b>	<b>1,525,600</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(2,143,200)</b>
Gas Tax	0					0	0				0
Parkland	378,000				8,000	8,500	16,500				394,500
<b>Total Obligatory Reserve Funds</b>	<b>(2,087,000)</b>	<b>(1,203,800)</b>	<b>0</b>	<b>0</b>	<b>1,589,100</b>	<b>(47,000)</b>	<b>1,542,100</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(1,748,700)</b>

<b>Grand Total Reserve Funds</b>	<b>10,758,000</b>	<b>(486,300)</b>	<b>0</b>	<b>3,399,683</b>	<b>1,589,100</b>	<b>241,900</b>	<b>5,230,683</b>	<b>47,600</b>	<b>4,105,800</b>	<b>4,153,400</b>	<b>11,348,983</b>
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<b>Grand Total Reserve &amp; Reserve Funds</b>	<b>30,109,000</b>	<b>0</b>	<b>429,300</b>	<b>11,866,683</b>	<b>1,589,100</b>	<b>241,900</b>	<b>14,126,983</b>	<b>371,546</b>	<b>15,135,750</b>	<b>15,507,296</b>	<b>28,728,687</b>
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# THE CORPORATION OF THE TOWN OF TECUMSEH

## BY-LAW 2016-89

Being a by-law to establish the water  
and waste water rates for the year 2017.

**WHEREAS** the *Municipal Act*, 2001, S.O. 2001, c. 25 and in particular section 391 et seq. thereof, provide, inter alia, that a municipality may pass by-laws imposing fees or other charges for services or activities provided or done by it, for use of property under its control, and for capital costs payable by it;

**AND WHEREAS** in pursuance thereof, The Corporation of the Town of Tecumseh (the “Town”) is desirous of enacting a by-law to impose fees or charges for use of its waste water system, and for use of its waterworks system and for the consumption of water supplied by the waterworks system;

**AND WHEREAS** public notice was given on the Town’s website, Facebook page, and Twitter on Friday, December 2, 2016, as well as the Essex Free Press on Thursday, December 8, 2016, and the Shoreline Week Friday December 9, 2016, of Council’s intent to give consideration to the adoption of a by-law to impose fees or charges for use of its waste water management system, and for use of its waterworks system and for the consumption of water supplied by the waterworks system at their regular meeting to be held on Tuesday, December 13, 2016;

**NOW THEREFORE** the Council of The Corporation of the Town of Tecumseh enacts as follows:

### **PART 1: SHORT TITLE**

1.1 The short title of this by-law is the Water and Waste Water Rates By-law.

### **PART 2: DEFINITIONS**

2.1 In this by-law, the following words or expressions shall have the following meanings:

- a) “Customer” shall include any person, firm or corporation who receives, takes, uses or agrees to receive, take or use water from the Town;
- b) “Owner” shall include any person, firm or corporation who is the registered owner of, or is entitled to any estate or interest in land to which water from the Town is supplied;
- c) “Premises or Facilities” shall include any land, house, tenement, building, lot (or part thereof), or any facility to which water is supplied by the Town; and
- d) “Town” shall mean The Corporation of the Town of Tecumseh.

### **PART 3: WHEN RATES EFFECTIVE**

3.1 The rates and charges imposed by this by-law shall be in effect and be imposed as of January 1, 2017, and thereafter until this by-law is replaced by a successor water rates by-law or amendment hereto.



**PART 4: WATER RATES AND CHARGES**

- 4.1 Before the initial supply of water to or the additional or subsequent connection for water to any Premises or Facility within the Town, the Owner shall make application therefore, and the Owner shall pay the water connection charges prescribed by Part I to the schedule to this by-law.
- 4.2 A Customer shall pay the fixed charges for the provision and supply of water, and for maintenance of the water supply and the waterworks system, based on water meter size, as are prescribed by Part II to the schedule to this by-law.
- 4.3 In addition to the said fixed charges, a Customer shall pay the water consumption charges for metered Premises or Facilities, the water consumption charges, based on volume of water consumption, as are prescribed by Part III to the schedule to this by-law.
- 4.4 A Customer shall pay, with respect to unmetered Premises or Facilities, the flat rate water consumption charges prescribed by Part IV to the schedule to this by-law.
- 4.5 A user of a fire hydrant shall pay the hydrant rental charge prescribed by Part V to the schedule to this by-law.

**PART 5: WASTE WATER COLLECTION AND TREATMENT RATES AND CHARGES**

- 5.1 A Customer shall pay the fixed charges for the collection and treatment of waste water, and for maintenance of the waste water system, based on water meter size, as are prescribed by Part II to the schedule to this by-law.
- 5.2 In addition to the said fixed charges, a Customer shall pay the waste water collection and treatment charges with respect to metered Premises or Facilities, the waste water collection and treatment charges, based on volume of water consumption, as are prescribed by Part VI to the schedule to this by-law.
- 5.3 A Customer shall pay, with respect to unmetered Premises or Facilities, the flat rate waste water collection and treatment charges prescribed by Part VII to the schedule to this by-law.

**PART 6: ENFORCEMENT**

- 6.1 Water meters may be read and accounts rendered monthly, bi-monthly or on any other basis that the Town may determine. All accounts shall be deemed to be served upon the Customer or Owner if delivered or sent by ordinary mail to the Premises or Facilities supplied.
- 6.2 All accounts shall be paid by the due date stated thereon. Thereafter, late payment charges shall be added to the account, as prescribed by Part IX to the schedule to this by-law.
- 6.3 In the event a Customer or Owner neglects or refuses to pay any account rendered under authority of this by-law, the Town may in its discretion shut off or reduce the flow of water to the customer or to the Premises or Facility. In such event, the reconnection charges prescribed by Part I to the schedule to this by-law shall be imposed upon the Customer or Owner.

6.4 The Town may, in its discretion, as a pre-condition to the supply of water to a Premise or Facility, require a Customer or Owner to make a deposit of such sum of money as it may consider advisable. The deposit shall be held as security for payment of charges imposed in pursuance of this by-law. Such deposit may be applied by the Town in satisfaction of unpaid accounts.

**PART 7: REPEAL**

7.1 In the event of a conflict between the provisions of this by-law and the provisions of any other by-law of the Town, the provisions of this by-law shall prevail and govern and be paramount.

**PART 8: EFFECTIVE DATE**

8.1 This by-law comes into force on January 1, 2017.

**READ** a first and second time this 13<sup>th</sup> day of December, 2016.

\_\_\_\_\_  
Gary McNamara, Mayor

\_\_\_\_\_  
Laura Moy, Clerk

**READ** a third time and finally passed this 13<sup>th</sup> day of December, 2016.

\_\_\_\_\_  
Gary McNamara, Mayor

\_\_\_\_\_  
Laura Moy, Clerk

THE CORPORATION OF THE TOWN OF TECUMSEH

SCHEDULE TO WATER RATES BY-LAW  
NO. 2016-89

PART I: CONNECTION CHARGES FOR WATER SUPPLY

CONNECTION CHARGE -	\$511.00 per meter
RECONNECTION CHARGE -	\$ 86.00 per meter

PART II: FIXED CHARGES FOR WATER AND WASTE WATER SERVICE

METER SIZE	FIXED CHARGE PER MONTH	
	<u>WATER</u>	<u>WASTE WATER</u>
5/8" & 3/4"	\$13.38	\$13.38
1"	\$23.21	\$23.21
1 1/2"	\$45.57	\$45.57
2"	\$67.90	\$67.90
3"	\$114.00	\$114.00
4"	\$184.01	\$184.01
6"	\$327.23	\$327.23

PART III: METERED WATER CONSUMPTION CHARGES  
usage under 10,200 cubic meters per month

\$5.1971 per 1000 imperial gallons or \$1.1432 per cubic meter
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METERED WATER CONSUMPTION CHARGES  
usage over 10,200 cubic meters per month

\$3.7573 per 1000 imperial gallons or \$0.8265 per cubic meter
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PART IV: FLAT RATE WATER UN-METERED CONSUMPTION CHARGES

\$44.82 per month
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PART V: HYDRANT RENTAL CHARGES

\$86.00 per day
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**PART VI: WASTE WATER COLLECTION AND TREATMENT CHARGES**

<div>\$5.3903 per 1000 imperial gallon of water consumed or \$1.1857 per cubic meter</div>
<div>Bonduelle North America \$3.5937 per 1000 imperial gallon of water consumed or \$0.7905 per cubic meter</div>

**PART VII: FLAT RATE UN-METERED WASTE WATER COLLECTION AND TREATMENT CHARGE**

<div>\$45.99 per month</div>
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**PART VIII: OASIS WATER FILLING STATION**

<div>\$2.00 per cubic meter</div>
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**PART IX: MISCELLANEOUS CHARGES**

<div>LATE PAYMENT CHARGES:</div>	<div>1.5% per month charged to overdue accounts</div>
<div>NSF CHEQUES:</div>	<div>\$15.00 plus bank charges</div>

**THE CORPORATION OF THE TOWN OF TECUMSEH**

**BY-LAW NUMBER 2016-90**

Being a by-law to appoint members to the  
Tecumseh Youth Advisory Committee for  
the term of Council ending 2018

**WHEREAS** the Council for The Corporation of the Town of Tecumseh is desirous of establishing a Youth Advisory Committee;

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF TECUMSEH ENACTS AS FOLLOWS:**

1. **THAT** the following persons are hereby appointed to the Tecumseh Youth Advisory Committee:  
  
Brendan Froese  
Hannah Ruuth  
Kristi Koutros  
Paytin Gardner  
Rachel Haddad  
Ava Ruuth  
Andre Ducharme
2. **THAT** the term of the members shall expire on the 1<sup>st</sup> day of December, 2018, or until such time as new appointments are made by Council.
3. **THAT** Members are responsible for notifying the Director Corporate Services & Clerk, or designate, if they are unable to attend a scheduled meeting.
  - a) If a member is absent for three (3) consecutive meetings with unexplained absences or notice to the Director Corporate Services & Clerk, or designate, the member will be deemed to have resigned from the Committee or Board.
  - b) If a member is absent for three (3) consecutive meetings, the Committee or Board, may request that member's removal from the Committee or Board by Council.
4. **THAT** any by-law inconsistent with this by-law is hereby repealed.
5. **THAT** this by-law shall come into force and take effect on the third and final reading thereof.

**READ** a first, second and third time and finally passed this 13<sup>th</sup> day of December, 2016.

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Gary McNamara, Mayor

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Laura Moy, Clerk

# THE CORPORATION OF THE TOWN OF TECUMSEH

## BY-LAW NUMBER 2016-91

A By-law to appoint directors to the Board of Management for the Business Improvement Area for the term of Tecumseh Council ending December 1, 2018.

**WHEREAS** the Council of The Corporation of the Town of Tecumseh (Town) passed By-law No. 1999-58, to enlarge the area designated as an improvement area;

**AND WHEREAS** on October 29, 1999, the Ontario Municipal Board approved said By-law No. 1999-58;

**AND WHEREAS** the Council of the Town of Tecumseh passed By-laws No. 2005-79 and 2016-12, amending the area designated as an improvement area;

**AND WHEREAS** Section 204(3) of the *Municipal Act*, S.O. 2001 c. 25 provides that the Board of Management for the improvement area shall be composed of one or more directors appointed by the municipality and the remaining directors selected by a vote of the membership of the improvement area and appointed by the municipality;

**AND WHEREAS** a vote of the Tecumseh Business Improvement Area membership was held on Wednesday, March 2, 2016;

**NOW THEREFORE THE COUNCIL FOR THE CORPORATION OF THE TOWN OF TECUMSEH HEREBY ENACTS AS FOLLOWS:**

1. **THAT** a Board of Management be and is hereby established for the business improvement area in the Town of Tecumseh as designated by By-law No. 2016-12, and shall be comprised of two (2) Directors appointed by Council, and seven (7) members of the business improvement area (BIA), who were selected by a vote of the membership;
2. **THAT** the said Board of Management shall consist of the following members:

Paul Bistany	Paul Bistany, Real Estate Brokerage
Candice Dennis	
Joseph Fratangeli	3Lambs Baby Boutique
Maureen Harris	Lakeview Montessori School
Daniel Hofgartner	Buckingham Realty
Linda Proctor	
Tony Nehme	The Job Shoppe
Jules Champoux	Desjardins Financial
Bill Altenhoff	Councillor
3. **THAT** the Councillor Brian Houston be appointed to act as a liaison between Council and the Board of Management.
4. **THAT** the foregoing BIA representatives shall be appointed for the term ending the 1<sup>st</sup> day of December, 2018, or until their successors are appointed by Council.
5. **THAT** Members are responsible for notifying the Director Corporate Services & Clerk, or designate, if they are unable to attend a scheduled meeting.
  - a) If a member is absent for three (3) consecutive meetings with unexplained absences or notice to the Director Corporate Services & Clerk, or designate, the member will be deemed to have resigned from the Board of Management.

- b) If a member is absent for three (3) consecutive meetings, the Board of Management, may request that member's removal from the Board of Management by Council.

6. **THAT** the Board of Management is entrusted with:

- 1) the improvement and beautification of Town owned lands, buildings, structures in the said business improvement area beyond such improvement and beautification as is provided at the expense of the Town at large, and further provided however, that all plans for such business improvement area and beautification shall firstly be approved by the Council of the Town; and
- 2) the promotion of the said business improvement area as a business or shopping area.

7. **THAT** the Board of Management shall submit its estimates for each year to Council on or before March 31<sup>st</sup> and in the form as may be prescribed, and shall not expend any monies not included in the said estimates approved by Council or in a Reserve Fund established under Section 417 of the *Municipal Act, S.O. 2001, c. 25*, nor shall the Board of Management incur any indebtedness extending beyond the current year or borrow money.

8. **THAT** the Board of Management shall, in each year, submit its annual report for the preceding year to the Town, including a complete audited and certified Financial Statement of its affairs with balance sheet and revenue and expenditure statement.

9. **THAT** this by-law shall come into force and take effect on final passing thereof.

**READ** a first, second, and third time, and finally passed this 13<sup>th</sup> day of December, 2016.

"SEAL"

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Gary McNamara, Mayor

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Laura Moy, Clerk

# THE CORPORATION OF THE TOWN OF TECUMSEH

## BY-LAW NUMBER 2016-92

Being a by-law to appoint members to the  
Tecumseh Senior Advisory Committee for  
the term of Council ending 2018

**WHEREAS** the Council for The Corporation of the Town of Tecumseh is desirous of establishing a Senior Advisory Committee;

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF TECUMSEH ENACTS AS FOLLOWS:**

1. **THAT** the following persons are hereby appointed to the Tecumseh Senior Advisory Committee:  
  
Douglas Drouillard  
Dara Pfeifer O'Connor  
Nancy Tennant  
Paul Morand  
Michelle Philion  
Don Crowder
2. **THAT** the term of the members shall expire on the 1<sup>st</sup> day of December, 2018, or until such time as new appointments are made by Council.
3. **THAT** Members are responsible for notifying the Director Corporate Services & Clerk, or designate, if they are unable to attend a scheduled meeting.
  - a) If a member is absent for three (3) consecutive meetings with unexplained absences or notice to the Director Corporate Services & Clerk, or designate, the member will be deemed to have resigned from the Committee or Board.
  - b) If a member is absent for three (3) consecutive meetings, the Committee or Board, may request that member's removal from the Committee or Board by Council.
4. **THAT** any by-law inconsistent with this by-law is hereby repealed.
5. **THAT** this by-law shall come into force and take effect on the third and final reading thereof.

**READ** a first, second and third time and finally passed this 13<sup>th</sup> day of December, 2016.

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Gary McNamara, Mayor

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Laura Moy, Clerk



# THE CORPORATION OF THE TOWN OF TECUMSEH

## BY-LAW NUMBER 2016-93

Being a by-law constituting and appointing a  
Committee of Adjustment and empowering the  
granting of Minor Variances for the  
term of Council ending in 2018

**WHEREAS** *The Planning Act*, R.S.O. 1990, Chapter P.13, Section 44(1) (“Act”) states that if a municipality has passed a Zoning By-law, the Council of the municipality may by by-law constitute and appoint a Committee of Adjustment for the municipality composed of such persons not fewer than three (3), as the Council considers advisable;

**AND WHEREAS** Section 44(3) provides that the members of the Committee who are not members of Council shall hold office for the term of Council that appointed them;

**AND WHEREAS** the Council of The Corporation of the Town of Tecumseh deems it advisable to appoint a Committee of Adjustment;

### **NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF TECUMSEH ENACTS AS FOLLOWS:**

1. **THAT** pursuant to the provisions of Section 44(1), of *The Planning Act*, R.S.O. 1990, Chapter P.13, the Town of Tecumseh Committee of Adjustment is hereby constituted and shall consist of seven (7) members.
2. **THAT** the following members are hereby appointed to the Committee of Adjustment.  
  
Lee Anne Doyle  
Robert James Mackie  
Paul Morand  
Tom Marentette  
Tom Fuerth  
Tony Muscedere  
Bill Altenhof
3. **THAT** the term of the said members shall expire December 31, 2018, or until such time as successor members are appointed by Council.
4. **THAT** Members are responsible for notifying the Director Corporate Services & Clerk, or designate, if they are unable to attend a scheduled meeting.
  - a) If a member is absent for three (3) consecutive meetings with unexplained absences or notice to the Director Corporate Services & Clerk, or designate, the member will be deemed to have resigned from the Committee or Board.
  - b) If a member is absent for three (3) consecutive meetings, the Committee or Board, may request that member’s removal from the Committee or Board by Council.
5. **THAT** by-law No. 2015-88 is hereby repealed and any other by-law inconsistent with this by-law is hereby repealed.

6.     **THAT** this by-law shall come into force and take effect upon the third and final reading.

**READ** a first, second and third time and finally passed this 13<sup>th</sup> day of December, 2016.

\_\_\_\_\_  
Gary McNamara, Mayor

“ SEAL “

\_\_\_\_\_  
Laura Moy, Clerk

# THE CORPORATION OF THE TOWN OF TECUMSEH

## BY-LAW NUMBER 2016-94

Being a by-law delegating the authority for  
the giving of consents for the term of  
Council ending in 2018

**WHEREAS** *The Planning Act*, R.S.O. 1990, Chapter P.13, Section 54(2) states that a Council may by by-law, delegate to a Committee of Adjustment, the authority for the giving of consents under Section 53 in respect of land situated in the local municipality;

**AND WHEREAS** the Council of The Corporation of the Town of Tecumseh deems it advisable to pass such a by-law;

### **NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF TECUMSEH ENACTS AS FOLLOWS:**

1. **THAT** pursuant to the provisions of Section 54, of *The Planning Act*, R.S.O. 1990, Chapter P.13, the authority for the giving of consents under Section 53, is hereby delegated to the Committee of Adjustment for the Town of Tecumseh namely:  
  
Lee Anne Doyle  
Robert James Mackie  
Paul Morand  
Tom Marentette  
Tom Fuerth  
Tony Muscedere  
Bill Altenhof
2. **THAT** the term of the said members shall expire December 31, 2018, or until such time as successor members are appointed by Council.
3. **THAT** Members are responsible for notifying the Director Corporate Services & Clerk, or designate, if they are unable to attend a scheduled meeting.
  - a) If a member is absent for three (3) consecutive meetings with unexplained absences or notice to the Director Corporate Services & Clerk, or designate, the member will be deemed to have resigned from the Committee or Board.
  - b) If a member is absent for three (3) consecutive meetings, the Committee or Board, may request that member's removal from the Committee or Board by Council.
4. **THAT** By-law No. 2015-88 is hereby repealed and any other by-law inconsistent with this by-law is hereby repealed.

5.     **THAT** this By-law shall come into force and take effect upon the third and final reading.

**READ** a first, second and third time and finally passed this 13<sup>th</sup> day of December, 2016.

“ SEAL “

\_\_\_\_\_  
Gary McNamara, Mayor

\_\_\_\_\_  
Laura Moy, Clerk

**THE CORPORATION OF THE TOWN OF TECUMSEH**

**BY-LAW NUMBER 2016-95**

Being a by-law to appoint members to the  
Cultural and Arts Advisory Committee  
for the term of Council 2015-2018

**WHEREAS** the Council for The Corporation of the Town of Tecumseh is desirous  
of establishing a Cultural and Arts Advisory Committee for the Town of Tecumseh;

**NOW THEREFORE COUNCIL OF THE CORPORATION OF THE TOWN OF  
TECUMSEH ENACTS AS FOLLOWS:**

1. **THAT** the following members are hereby appointed to the Cultural and Arts  
Advisory Committee:  
  
Councillor, Rita Ossington  
Councillor, Brian Houston  
Jerome Baillargeon  
Rhonda Dupuis  
Ian Froese  
Dwayne Ellis  
Ashleigh Neal  
Marian Drouillard  
Phil Kane
2. **THAT** the term of the non-elected members shall expire on the 1<sup>st</sup> day of  
December, 2018, or until such time as new appointments are made by  
Council;
3. **THAT** Members are responsible for notifying the Director Corporate Services  
& Clerk, or designate, if they are unable to attend a scheduled meeting.
  - a) If a member is absent for three (3) consecutive meetings with  
unexplained absences or notice to the Director Corporate Services &  
Clerk, or designate, the member will be deemed to have resigned from  
the Committee or Board.
  - b) If a member is absent for three (3) consecutive meetings, the Committee  
or Board, may request that member's removal from the Committee or  
Board by Council.
4. **THAT** any by-law inconsistent with this by-law is hereby repealed.
5. **THAT** this by-law shall come into force and take effect upon third and final  
reading.

**READ** a first, second and third time and finally passed this 13<sup>th</sup> day of December,  
2016.

"SEAL"

\_\_\_\_\_  
Gary McNamara, Mayor

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Laura Moy, Clerk

# THE CORPORATION OF THE TOWN OF TECUMSEH

## BY-LAW NUMBER 2016-96

Being a by-law to appoint members to the  
Tecumseh Heritage Committee  
for the term of Council 2015-2018

**WHEREAS** pursuant to Section 28(1) of the *Ontario Heritage Act*, R.S.O. 1990 c. O.18 (*Act*), the Council of a municipality may by by-law establish a municipal heritage committee to advise and assist Council on matters relating to Part IV and Part V of the *Act*;

**AND WHEREAS** pursuant to Section 28(2) of the *Ontario Heritage Act*, R.S.O. 1990 c. O.18, the committee shall be composed of not fewer than five members;

**AND WHEREAS** the Council for The Corporation of the Town of Tecumseh is desirous of establishing a Heritage Committee for the Town of Tecumseh for the term of Council 2015-2018;

### NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF TECUMSEH ENACTS AS FOLLOWS:

1. **THAT** the following members are hereby appointed to the Tecumseh Heritage Committee:  
  
Councillor, Brian Houston  
Councillor, Rita Ossington  
Jerome Baillargeon  
Rhonda Dupuis  
Dwayne Ellis  
Terry England  
Ian Froese  
Chris Carpenter
2. **THAT** the term of the said members shall expire on the 1<sup>st</sup> day of December, 2018, or until such time as successor members are appointed by Council.
3. **THAT** Members are responsible for notifying the Director Corporate Services & Clerk, or designate, if they are unable to attend a scheduled meeting.
  - a) If a member is absent for three (3) consecutive meetings with unexplained absences or notice to the Director Corporate Services & Clerk, or designate, the member will be deemed to have resigned from the Committee or Board.
  - b) If a member is absent for three (3) consecutive meetings, the Committee or Board, may request that member's removal from the Committee or Board by Council.
4. **THAT** any other by-law inconsistent with this by-law is hereby repealed.
5. **THAT** this by-law shall come into force and take effect upon third and final reading.

**READ** a first, second and third time and finally passed this 13<sup>th</sup> day of December, 2016.

“SEAL “

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Gary McNamara, Mayor

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Laura Moy, Clerk

# THE CORPORATION OF THE TOWN OF TECUMSEH

## BY-LAW NUMBER 2016-97

Being a by-law to appoint members to the  
Tecumseh Corn Festival Committee for  
the term of Council ending 2018

**WHEREAS** the Council for The Corporation of the Town of Tecumseh is desirous of establishing a Corn Festival Committee;

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF TECUMSEH ENACTS AS FOLLOWS:**

1. **THAT** the following persons are hereby appointed to the Tecumseh Corn Festival Committee:  
  
Connie Buckler  
Anthony Corona  
Leslie Furlan  
Virginia Lopez  
David Lozinsky  
Ron Matysek  
Jillian Parent  
Lawrence (Larry) Pickle
2. **THAT** the following Members of Council be appointed to the Tecumseh Corn Festival Committee as non-voting members to act as liaisons with Council and the Committee only:  
  
Councillor, Andrew Dowie (alternate)  
Deputy Mayor, Joe Bachetti
3. **THAT** the term of the members shall expire on the 1<sup>st</sup> day of December, 2017.
4. **THAT** Members are responsible for notifying the Director Corporate Services & Clerk, or designate, if they are unable to attend a scheduled meeting.
  - a) If a member is absent for three (3) consecutive meetings with unexplained absences or notice to the Director Corporate Services & Clerk, or designate, the member will be deemed to have resigned from the Committee or Board.
  - b) If a member is absent for three (3) consecutive meetings, the Committee or Board, may request that member's removal from the Committee or Board by Council.
5. **THAT** By-law No. 2016-34 and any other by-law inconsistent with this by-law are hereby repealed.
6. **THAT** this by-law shall come into force and take effect on the third and final reading thereof.

**READ** a first, second and third time and finally passed this 13<sup>th</sup> day of December, 2016.

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Gary McNamara, Deputy Mayor

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Laura Moy, Clerk



**UNFINISHED REGULAR COUNCIL BUSINESS**

	Meeting Date	Resolution	Subject	Action/Direction	Depart.	Status/Action Taken
20/14	Dec 9, 2014		County Rd 34 Hamlet	Administration is asked to look into property ownership and to work with the owners on opportunities for alternate service arrangements.	PWES/ Clerks	In progress
5/16	Nov 8, 2016	RCM 390/16	Traffic Study	That a traffic count be conducted for the intersection of Cada Street and St. Gregory's Road to determine if it warrants the installation of a crosswalk.	PWES	

Meeting Date: December 13, 2016

# THE CORPORATION OF THE TOWN OF TECUMSEH

## BY-LAW NUMBER 2016-98

Being a by-law to confirm the proceedings of the  
**December 13, 2016** regular meeting of the Council  
of The Corporation of the Town of Tecumseh

**WHEREAS** pursuant to Section 5(1) of the *Municipal Act, 2001*, S.O. 2001, c.25 as amended, the powers of a municipality shall be exercised by its Council; and

**WHEREAS** pursuant to Section 5(3) of the *Municipal Act, 2001*, S.O. 2001, c.25 as amended, a municipal power, including a municipality's capacity, rights, powers and privileges under Section 8 of the *Municipal Act, 2001*, S.O. 2001, c.25 as amended, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise; and

**WHEREAS** it is deemed expedient that the proceedings of the Council of The Corporation of the Town of Tecumseh at this Session be confirmed and adopted by by-law.

### **NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF TECUMSEH ENACTS AS FOLLOWS:**

1. **THAT** the actions of the Council of The Corporation of the Town of Tecumseh in respect of all recommendations in reports and minutes of committees, all motions and resolutions and all other action passed and taken by the Council of The Corporation of the Town of Tecumseh, documents and transactions entered into during the **December 13, 2016**, meeting of Council, are hereby adopted and confirmed, as if the same were expressly embodied in this By-law.
2. **THAT** the Mayor and proper officials of The Corporation of the Town of Tecumseh are hereby authorized and directed to do all the things necessary to give effect to the action of the Council of The Corporation of the Town of Tecumseh during the said **December 13, 2016**, meeting referred to in paragraph 1 of this By-law.
3. **THAT** the Mayor and the Clerk are hereby authorized and directed to execute all documents necessary to the action taken by this Council as described in Section 1 of this By-law and to affix the Corporate Seal of The Corporation of the Town of Tecumseh to all documents referred to in said paragraph 1.

**Read** a first, second and third time and finally passed this 13<sup>th</sup> day of December, 2016.

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Gary McNamara, Mayor

“SEAL”

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Laura Moy, Clerk