

Tuesday, March 28, 2017, 7:00 PM
Tecumseh Town Hall
www.tecumseh.ca

Pages

1. **CALL TO ORDER - Mayor**
2. **MOMENT OF SILENCE**
3. **NATIONAL ANTHEM**
4. **ROLL CALL & DISCLOSURE OF PECUNIARY INTEREST**
5. **COUNCIL MINUTES**
 - a. Public Council Meeting
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 - b. Regular Council Meeting
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6. **SUPPLEMENTARY AGENDA ADOPTION**
7. **DELEGATIONS**
 - a. Darren Winger, Regional Advisor, Ministry of Citizenship & Immigration,
Ministry of Tourism, Culture and Sport
Re: Top100 Festival Award - Tecumseh Corn Festival
 - b. Judy Wellwood-Robson 14 - 16
Re: Oldcastle Hamlet
8. **COMMUNICATIONS FOR INFORMATION**
 - a. Town of Amherstburg 17 - 17
Re: Notice of Statutory Public Meeting to Consider an Official Plan
Amendment OPA #4 Breweries in Agricultural Areas
 - b. City of Windsor 18 - 19
Re: 2017 Ontario Renovates Program Release
9. **COMMUNICATIONS ACTION REQUIRED**
 - a. Essex Region Conservation Foundation, Re: Golf Tournament - July 20,
2017 20 - 21
THAT the Town's Essex Region Conservation Authority (ERCA)
representatives [or alternate Members of Council should they be unable to
attend] be authorized to attend the Essex Region Conservation
Foundations 29th Annual Golf Tournament, on July 20, 2017, subject to
funding in the 2017 budget and the provisions of the Town's Travel and
Professional Development Policies.
10. **COMMITTEE MINUTES**
 - a. Town of Tecumseh Business Improvement Area Board 22 - 26
February 8, 2017
 - b. Town of Tecumseh Business Improvement Area Board 27 - 38
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 - c. Youth Advisory Committee 39 - 41
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- d. Heritage Committee 42 - 44
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- e. Cultural & Arts Advisory Committee 45 - 47
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11. REPORTS

- a. Chief Administrative Officer
 - 1. Acting Chief Administrative Officer, Report No. 04/17 48 - 68
Re: Ward Boundary & Council Structure Review -
Supplementary Report
- b. Corporate Services & Clerk
 - 1. Director Corporate Services & Clerk, Report No. 01/17 69 - 73
Re: 2016 Open and Closed Council Meetings
- c. Financial Services
 - 1. Director Financial Services & Treasurer, Report No. 02/17 74 - 77
Re: Statement of Council Remuneration and Expenses Paid in
2016
- d. Planning & Building Services
 - 1. Director Planning & Building Services, Report No. 07/17 78 - 86
Re: Tecumseh Road Main Street Community Improvement Plan,
Financial Incentive Program Grant Application, Development
Charges Grant Program, Carmelita Court, Blocks 4 to 6, 12M-
616, Valente Development Corporation
 - 2. Manager Building Services & Chief Building Official, Report No. 87 - 90
08/17
Re: 2016 Year End By-law Enforcement Report
- e. Public Works & Environmental Services
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Re: West Nile Virus Program - 2017 Funding Status

12. BY-LAWS

- a. By-Law No. 2017-18 102 - 103
Being a by-law to authorize the execution of a Site Plan Control
Agreement between The Corporation of the Town of Tecumseh and
Beach Grove Golf and Country Club Limited
- b. By-Law No. 2017-19 104 - 104
Being a by-law to authorize the execution of Transfer Payment Agreement
with Her Majesty the Queen in right of Ontario as represented by the
Minister of Tourism, Culture and Sport under the Ontario 150 Partnership
Program

13. UNFINISHED BUSINESS

- a. Unfinished Business Listing 105 - 105
March 28, 2017

14. NEW BUSINESS

15. MOTIONS

- a. By-Law No. 2017-20

106 - 106
- Being a by-law to confirm the proceedings of the March 28, 2017 regular meeting of the Council of The Corporation of the Town of Tecumseh

16. NOTICES OF MOTION

17. NEXT MEETING

- a. Tuesday, April 11, 2017
- 6:30 pm Court of Revision Re 7th Concession Drain
- 7:00 pm Regular Council Meeting

18. ADJOURNMENT

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

Tecumseh Council meets in public session on Tuesday, March 14, 2017, in the Council Chambers, 917 Lesperance Road, Tecumseh, Ontario at 6:00 p.m.

(PCM 3-1)

ORDER

The Mayor calls the meeting to order at 6:03 p.m.

(PCM 3-2)

ROLL CALL

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

Also Present:	Acting Chief Administrative Officer	- Shaun Fuerth
	Director Corporate Services	
	& Clerk	- Laura Moy
	Deputy Clerk	- Christina Hebert
	Manager Engineering Services	- Phil Bartnik
	Drainage Superintendent	- Sam Paglia

Councillor Bill Altenhof is absent for personal business.

(PCM 3-3)

PECUNIARY INTEREST

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

(PCM 3-4)

INTRODUCTION AND PURPOSE OF MEETING

The purpose of the meeting is to consider the Drainage Report, prepared by Baird AE, dated February 7, 2017, entitled "Repair and Improvement to the 7th Concession Drain" and to hear from any affected land owners.

(PCM 3-5)

DELEGATIONS

Ms. Halliday Pearson of Baird AE explains the proposed repair and improvements to the 7th Concession Drain, as set out in the Drainage Report, presented to the Members and delivered to the affected land owners.

She explains some concerns expressed by Mr. Don Rodzik of The Narmco Group, regarding an enclosed culvert. There are no records indicating the culvert was installed through the *Drainage Act*. In response to Mr. Rodzik's comment regarding a neighbouring pond, having collected stormwater from surrounding lands is being filled in by its owner, Ms. Halliday advises filling in of the pond on the Dunn property and the drain are mutually exclusive and should have no impact on the drain. The 7th Concession Drain was designed in the late 1890's under by-law, without a pond and indicates that the drain is appropriately sized.

Mr. Rodzik explains the assessment is his main concern. It appears there are two lots; one lot is being assessed at 70% for the culvert, the other lot is assessed at 100% for the culvert. The Narmco Group received notification they are being assessed at a greater cost of 30% because of not having filed the necessary documentation at the time of their business expansion. Mr. Rodzik notes that to his knowledge, the necessary paperwork was filed.

In response to a query, Administration is asked to look further into the property files for Culvert No. 5.

The Drainage Superintendent explains that the Consideration Meeting is meant to discuss the technical issues contained within the Engineer's Report, and that a more appropriate venue to discuss assessments would be the Court of Revision. He also indicated that development on lands specified in the report, at approximately station 1+750 used for the working easement to complete the required works is not accessible and should be amended to allow access for work.

(PCM 3-6)

COMMUNICATIONS

- A. Notice of Consideration, Re: Repair and Improvement to the 7th Concession Drain
- B. Baird AE Report, February 7, 2017, Re: Repair and Improvement to the 7th Concession Drain
- C. Drainage Superintendent, Report No. 16/17, Re: Seventh Concession Drain – Consider Engineer's Drainage Report

Motion: (PCM-05/17) Moved by Councillor Andrew Dowie

Seconded by Councillor Rita Ossington

THAT the Communications listed as Items A through C on the March 14, 2017, Public Council Meeting Agenda, be received.

Carried

The Drainage Superintendent explains that, as far as the *Drainage Act*, there is no by-law with respect to Culvert No. 5. He suggests the working easement issue is minor and that an addendum for the conflict in relation to the maintenance easement can be appended to the report for future maintenance, rather than alter the current report.

(PCM 3-7)

ADJOURNMENT

Motion: (PCM-06/17) Moved by Councillor Brian Houston

Seconded by Councillor Tania Jobin

THAT there being no further business to discuss, the March 14, 2017, Public Meeting of the Council of the Town of Tecumseh adjourn at 6:16 pm.

Carried

Motion: (PCM-07/17) Moved by Deputy Mayor Joe Bachetti

Seconded by Councillor Brian Houston

THAT in accordance with Section 239 (2) (d) and (e) of the *Municipal Act, 2001*, a closed meeting be held to consider a litigation matter and a labour relations matter.

Carried

Motion: (PCM-08/17) Moved by Councillor Tania Jobin

Seconded by Councillor Brian Houston

THAT the closed meeting of Council adjourn at 6:40 pm on March 14, 2017.

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, March 14, 2017, in the Council Chambers, 917 Lesperance Road, Tecumseh, Ontario at 7:00 p.m.

(RCM 4-1)

ORDER

The Mayor calls the meeting to order at 7:01 pm.

(RCM 4-2)

MOMENT OF SILENCE

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

(RCM 4-3)

NATIONAL ANTHEM

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

(RCM 4-4)

ROLL CALL

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

Also Present:	Acting Chief Administrative Officer	- Shaun Fuerth
	Director Corporate Services & Clerk	- Laura Moy
	Deputy Clerk	- Christina Hebert
	Deputy Treasurer & Tax Collector	- Tom Kitsos
	Director Fire Services & Fire Chief	- Doug Pitre
	Director Parks & Recreation Services	- Paul Anthony
	Director Public Works & Environmental Services	- Dan Piescic
	Manager Engineering Services	- Phil Bartnik
	Manager Building Services & CBO	- Michael Voegeli
	Manager Strategic Initiatives	- Lesley Racicot
	Supervisor Recreation Programs & Events	- Brett Palmer

Councillor Bill Altenhof is absent for personal business.

PECUNIARY INTEREST

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

(RCM 4-5)

MINUTES

Motion: (RCM-71/17) Moved by Councillor Tania Jobin
Seconded by Councillor Andrew Dowie
THAT the minutes of the January 17, 2017, Special Meeting of Council, February 28, 2017, Public Meeting of Council and the minutes of the February 28, 2017, Regular Meeting of Council, both as were duplicated and delivered to the Members, are adopted.

Carried

(RCM 4-6)

SUPPLEMENTARY AGENDA ADOPTION

Motion: (RCM-72/17) Moved by Councillor Rita Ossington
Seconded by Councillor Brian Houston

THAT the March 14, 2017, Supplementary Council Agenda, be adopted.

Carried

(RCM 4-7)

DELEGATIONS

Summer Junior Fire Camp Overalls

Anthony Corona, President, along with Dan Antinori, Treasurer, and Larry Applewaite, with the St. Clair Beach Optimist Club present a cheque in the amount of \$1,500 to Tecumseh Fire & Rescue Services in support of the Summer Junior Fire Camp and the purchase of overalls for the youth participants.

ERCA 2016 Annual Report & 2017 Activities

General Manager & Secretary-Treasurer, Richard Wyma, presents the Essex Region Conservation Authority 2016 Annual Report and 2017 activities.

Mr. Wyma responds to questions from the Members regarding community outreach and education, as well as the streamlining of their permit process. He also shares concerns expressed regarding the US budget cuts that would reduce funding for the Great Lakes Restoration Initiative by 97%, from \$300 million to \$10 million and for the United States Environmental Protection Agency by 25%, which has a significant impact on protecting, restoring, and sustaining the Great Lakes, one of the largest freshwater resources in the world.

Appreciation is expressed for the support from ERCA during the September 2016 heavy rain event and flooding.

Ultimate Fun Firefighter Challenge

Volunteer Firefighter, Bassem Baalbaki, explains the Ultimate Fun Firefighter Challenge taking place at Station 2 on Saturday, May 13, 2017. This community event in the past supported the Combat Fire Challenge Team. This year the Tecumseh Fire & Rescue Services will partner with the "All 4 Mamas" charity to help raise funds in support of a good cause. All 4 Mamas provides gift bags to mothers of new born babies and support to mothers in need. The event will be held on Mother's Day Weekend.

Mr. Baalbaki is before Council to ask for support of the event and requests the waiving of fees for use of the training tower and promoting the events and planned activities.

In response to a query, the Members are advised the event website is ultimatefunfirefighterchallenge.com.

Motion: (RCM-73/17) Moved by Councillor Tania Jobin
Seconded by Councillor Brian Houston

THAT the Director Fire Services & Fire Chief, Report No. 04/17, Re: Ultimate Fun Firefighter Challenge Station 2 – May 13, 2017, be moved forward on the Agenda.

Carried

Motion: (RCM-74/17) Moved by Deputy Mayor Joe Bachetti

Seconded by Councillor Brian Houston

THAT the Ultimate Fun Firefighter Challenge Station 2 information presented in the Fire & Emergency Services Department Report No. 04/17, be received;

AND THAT the Training Tower rental fee be waived for the Ultimate Fun Firefighter Challenge that will take place at Station 2 on Saturday May 13, 2017.

As recommended by the Director Fire Services & Fire Chief, under Report No. 04/17.

Carried

(RCM 4-8)

COMMUNICATIONS

Communications for Information

- A. The Corporation of The United Townships of Head, Clara & Maria, Re: Building Code Changes
- B. Essex County Agricultural Hall of Fame, Re: Agricultural Hall of Fame Annual Meeting/Induction
- C. Ministry of Education, Re: Pupil Accommodation Reviews and Support for Education in Rural and Remote Communities
- D. MPAC, Re: Assessing Properties in Proximity to Industrial Wind Turbines
- E. MPAC, Re: 2017 Municipal Stakeholder Research

Motion: (RCM-75/17) Moved by Councillor Rita Ossington

Seconded by Councillor Brian Houston

THAT Communications – *for Information* A through E as listed on the March 14, 2017, Regular Council Meeting Agenda are received.

Carried

Communications - Action Required

- A. Operation Life Saver Re: Rail Safety Week
- B. Township of Zorra Re: Automated External Defibrillators Policy for Installation in Ontario Schools
- C. Association of Municipalities of Ontario Re: 2017 Asset Management Symposium
- D. Windsor International Airport Re: Canadian Forces Snowbirds

Motion: (RCM-76/17) Moved by Councillor Andrew Dowie
Seconded by Councillor Brian Houston

THAT Operation Lifesaver's request to promote Canada's 15th annual Rail Safety Week, to be held from April 24 to 30, 2017 and to raise awareness about rail safety, highlighting the ongoing commitment of communities along with rail companies, in making Canada's rail network even safer, be supported;

AND THAT the resolution of the Township of Zorra requesting the Premier, and Minister of Education, develop a policy that enables all schools and schoolboards in Ontario, that allows individual elementary and secondary schools to have an AED installed in their schools, as soon as possible for the safety of our children, be supported;

AND FURTHER THAT the Members of Council be authorized to attend the 2017 Asset Management Symposium in Toronto, on April 4 and 5, 2017, in accordance with the Town's Travel and Professional Development Policies;

AND FURTHERMORE THAT a letter be sent to the Canadian Air Division Headquarters National Defence advising of the Town of Tecumseh's support for the Canadian Forces Snowbirds and other Royal Canadian Air Force aircraft, to fly past the Town of Tecumseh, as low as 500 feet, as part of their air display event at Windsor International Airport on May 27-28, 2017.

Carried

(RCM 4-9)

COMMITTEE MINUTES

Motion: (RCM-77/17) Moved by Councillor Brian Houston
Seconded by Councillor Rita Ossington

THAT the February 23, 2017 Minutes of the Senior Advisory Committee, as was duplicated and delivered to the Members of Council, are accepted.

Carried

Motion: (RCM-78/17) Moved by Deputy Mayor Joe Bachetti
Seconded by Councillor Brian Houston

THAT the February 23, 2017 Minutes of the Corn Festival Committee, as was duplicated and delivered to the Members of Council, are accepted.

Carried

(RCM 4-10)

REPORTS

Chief Administrative Officer, Report No. 03/17, Re: Strategic Priorities 2017-2018

Motion: (RCM-79/17) Moved by Councillor Brian Houston
Seconded by Councillor Rita Ossington

THAT the five [5] Strategic Priorities set out in the Chief Administrative Officer Report No. 03/17 from StrategyCorp be re-affirmed;

AND THAT the CAO be directed to incorporate these strategic priorities into objectives and action plans as part of the municipal work plans;

AND FURTHER THAT Administration provide various reports, develop policies and assign resources to achieve the Strategic Priorities outlined in this report;

AND FURTHERMORE THAT progress on these priorities be provided in six [6] month intervals.

As recommended by the Chief Administrative Officer under Report No. 03/17.

Carried

Acting Chief Administrative Officer, Report No. 04/17, Re: Ward Boundary & Council Structure Review -Supplementary Report

Motion: (RCM-80/17) Moved by Deputy Mayor Joe Bachetti
Seconded by Councillor Rita Ossington

THAT the Acting Chief Administrative Officer, Report No. 04/17 regarding the Ward Boundary & Council Structure Review - Supplementary Report and the StrategyCorp Ward Boundary & Council Structure Supplementary Report be deferred to the March 28, 2017, Regular Council Meeting.

Carried

Drainage Superintendent, Report No. 17/17, Re: West Branch Delisle Drain – Tender Award

Motion: (RCM-81/17) Moved by Councillor Brian Houston
Seconded by Councillor Tania Jobin

THAT the tender for the West Branch Delisle Drain improvements in the amount of \$120,655 excluding HST, be awarded to Murray Mills Excavating & Trucking (Sarnia) Ltd. and that the Mayor and Clerk be authorized to execute an agreement, satisfactory in form to the Town's Solicitor, with Murray Mills Excavating & Trucking (Sarnia) Ltd. once all of the approvals for the project have been obtained.

As recommended by the Drainage Superintendent, under Report No. 17/17.

Carried

(RCM 4-11)

BY-LAWSMotion: (RCM-82/17) Moved by Councillor Rita Ossington

Seconded by Councillor Brian Houston

THAT By-law No. 2017-14 being a By-law to authorize the execution of an Amendment to the Grant Funding Agreement between The Corporation of the Town of Tecumseh and Her Majesty the Queen in Right of Ontario as represented by the Minister of the Environment and Climate Change (Source Protection Municipal Implementation Fund);

AND THAT By-law No. 2017-15 being a By-law to provide for the repair and improvements to the Seventh Concession Drain;

AND THAT By-law No. 2017-16 being a By-law to amend By-law No. 2016-82, a bylaw which prescribes tariffs of administrative fees and charges for the Town of Tecumseh for the year 2017.

Be given first and second reading.

Carried

Motion: (RCM-83/17) Moved by Deputy Mayor Joe Bachetti

Seconded by Councillor Tania Jobin

THAT By-law No. 2017-14 being a By-law to authorize the execution of an Amendment to the Grant Funding Agreement between The Corporation of the Town of Tecumseh and Her Majesty the Queen in Right of Ontario as represented by the Minister of the Environment and Climate Change (Source Protection Municipal Implementation Fund);

AND THAT By-law No. 2017-16 being a By-law to amend By-law No. 2016-82, a bylaw which prescribes tariffs of administrative fees and charges for the Town of Tecumseh for the year 2017.

Be given third and final reading.

Carried

(RCM 4-12)

UNFINISHED BUSINESS

The Members receive the Unfinished Business listing.

(RCM 4-13)

NEW BUSINESSOptimist Club

A request is made for an impact study on the support the Optimist Club of St. Clair Beach provides to the community through all their fundraising efforts and organized events.

Vandalism

Appreciation is expressed for the media attention and community support leading to the identification of the individual responsible for the vandalism of area schools.

Crossing Guard Analysis

Administration is requested to review the Town Standard to the Ontario Traffic Council formula for determining school crossing guard locations.

Ontario Power Generation Waste

Administration is asked to provide information regarding the Ontario Power Generation's site location to house nuclear waste in Ontario and the environmental effects to the Great Lakes. The Great Lakes and St. Lawrence Cities Initiative will also be discussing the issue at their June conference.

Alley Closing Policy

An alley closing policy is requested for a uniformed process for closing alleys.

EWSWA Collection Calendar

It is requested that a notice be placed in the Essex Free Press, Shoreline Week and Town social media regarding the delay in the distribution of the EWSWA 2017 Collection Calendar.

US Budget Reduction – Great Lakes Restoration Initiative

Motion: (RCM-84/17) Moved by Councillor Andrew Dowie
Seconded by Councillor Rita Ossington

THAT the Mayor send a letter to the Prime Minister, Premier, Ministry Of Environment [Federal and Provincial], and copied to the local MPs, MPPs, Federation of Canadian Municipalities, Association of Municipalities of Ontario, Great Lakes and St. Lawrence Cities Initiative, Union des municipalités du Québec, County of Essex, City of Windsor and City of Detroit expressing concern about the draft White House budget cuts that would reduce funding for the Great Lakes Restoration Initiative by 97% from \$300 million to \$10 million and for the United States Environmental Protection Agency by 25% and the importance of protecting, restoring, and sustaining the Great Lakes one of the largest freshwater resources in the world.

Carried

Earth Hour

A reminder is given that Saturday, March 25, 2017, at 8:30 pm is Earth Hour. Everyone is reminded of the challenge to turn off their lights.

Tecumseh Express Night

As a reminder, Wednesday, March 22, 2017 is Tecumseh Express Night at the WFCU Centre and funds raised will also support the Tecumseh Area Historical Society.

(RCM 4-14)

MOTIONS

Motion: (RCM-85/17) Moved by Councillor Andrew Dowie
Seconded by Councillor Brian Houston

THAT in accordance with Section 239 (2)(d) and (e) of the *Municipal Act, 2001*, which permits a meeting to be closed to the public to consider a litigation matter and a labour relations matter, a closed meeting of Council was convened at 6:20 pm on March 14, 2017, at which time Council was informed of the change in legal counsel representing the Corporation on the Lottery Fee Litigation and the results of Pay Equity for CUPE Local 702.13.

Carried

Motion: (RCM-86/17) Moved by Councillor Rita Ossington
Seconded by Councillor Brian Houston

THAT By-law 2017-17 being a by-law to confirm the proceedings of the March 14, 2017, regular meeting of the Council of The Corporation of the Town of Tecumseh.

Be given first, second, third and final reading.

Carried

(RCM 4-15)

NOTICES OF MOTIONS

There are no Notices of Motion.

(RCM 4-16)

NEXT MEETING

A Public Meeting of Council will be held at 5:00 pm on Tuesday, March 28, 2017 regarding the Tecumseh Road Main Street Community Improvement Plan.

A Public Meeting of Council will be held at 6:00 pm on Tuesday, March 28, 2017 regarding the ZBA 11957 Tecumseh Road.

The next Regular Council meeting will be held on Tuesday, March 28, 2017 at 7:00 pm.

(RCM 4-17)

ADJOURNMENT

Motion: (RCM-87/17) Moved by Deputy Mayor Joe Bachetti

Seconded by Councillor Andrew Dowie

THAT there being no further business the March 14, 2017 regular meeting of Council now adjourn at 8:30 pm.

Carried

Gary McNamara, Mayor

Laura Moy, Clerk

From: judy robson
Sent: March-09-17 3:43 PM
To: Laura Moy
Subject: Re: Delegation for Mar. 14th Council Meeting

Thank you for your response.

I am referring to all the lands in the Oldcastle Hamlet that have the designation in the Official Plan as for "Hamlet Development" with the exception of those that are under appeal. Thank you for considering my request.

Sincerely,

Judy

From: Laura Moy
Sent: March-09-17 2:34:15 PM
To: judy robson
Subject: RE: Delegation for Mar. 14th Council Meeting

Good afternoon, Mrs. Robson

Receipt is acknowledged of your communication.

Could please clarify the lands to which you are referring to in the following paragraph:

I am aware of the Del Duca Official Plan and Zoning By-law Amendments are under appeal and that OMB will decide the fate of these lands, and respect councils wishes. However, I feel **these lands** should have a specific designation in the Towns new Official Plan before the plan is implemented. The Smart Growth for Our Communities Act, 2015 (Bill 73) gives "residents a greater, more meaningful say in how their communities grow" and we would like to exercise that right.

Clarification is necessary before scheduling your presentation and determining the appropriateness of your request. In any event, we would be unable to schedule your delegation until Tuesday, March 28, at the earliest.

Best regards,
Laura

From: judy robson

Sent: March-09-17 10:52 AM

To: Laura Moy; judy robson; Perry Burford; Nabbout, Emile; Tania Jobin; Gary McNamara; Joe Bachetti

Subject: Delegation for Mar. 14th Council Meeting

Dear Ms. Moy,

I have received your notification on behalf of council that our request to appear as a Delegation at the March 14th meeting has been denied. Please make note, that the response to our request was sent Wednesday, March 8, 2017 and received late Wednesday evening on March 8, 2017.

I understand and respect the reluctance to discuss the Del Duca Official Plan and Zoning By-laws.

However, please notify council that our concerns are for all the land in the Oldcastle Hamlet with the designation of "Hamlet Development."

In light of recent developments, which ignore the already existing residential development pattern between the Oldcastle and North Talbot East Roads, we have justifiable fears that our hamlet is being developed with a one sided industrial development plan. In our opinion this plan does not foster a strong balanced sustainable community as promised in the Town of Tecumseh's Strategic Priorities Overview.

It is for this reason, we want to request that council direct the planning department to do a "Residential Justification Report" or what ever study is necessary for the purpose of giving a more specific designation to the lands designated "Hamlet Development" as instructed by the County of Essex Official Plan 3.2.3.1 i) **"The local Official Plan will more specifically designate the lands in appropriate land use designations."** pg.45.

Since, there are zero lands set aside for residential development, we have genuine concerns based on our past experience with council, that all lands within the "Hamlet Development" designation will be used for the purpose of employment lands. This would result in no locations provided for future additional residential development. This is not compatible with the ***Township of Sandwich South Official Plan;***

3.8 Hamlet Development

3.81

Goals

i) to allow the hamlets of Oldcastle, Tecumseh, and Maidstone to maintain and strengthen their community identity within the township and the surrounding region; ii) to continue to provide locations for additional residential, commercial recreational and other urban land uses.

I am aware of the Del Duca Official Plan and Zoning By-law Amendments are under appeal and that OMB will decide the fate of these lands, and respect councils wishes. However, I feel these lands should have a specific designation in the Towns new Official Plan before the plan is implemented. The Smart Growth for Our Communities Act, 2015 (Bill 73) gives "residents a greater, more meaningful say in how their communities grow" and we would like to exercise that right.

Our delegation requests to appear before council on March 14, 2017. We want to ask council to "specifically designate the land use for all lands designated "Hamlet Development" in the New Official Plan knowing that those lands under appeal will be designated by the OMB.

Sincerely,
Judy Wellwood-Robson

MAR 13 2017

Town of Tecumseh

**CORPORATION OF THE TOWN OF AMHERSTBURG
NOTICE OF STATUTORY PUBLIC MEETING
TO CONSIDER AN OFFICIAL PLAN AMENDMENT
OPA #4 BREWERIES IN AGRICULTURAL AREAS**

TAKE NOTICE that the Council of the Corporation of the Town of Amherstburg will hold a Public Meeting on **Monday, March 27, 2017**, in the Town of Amherstburg Council Chambers, Amherstburg, Ontario to consider a proposed Official Plan Amendment under Sections 17 & 21 of the Planning Act. The Public Meeting is scheduled to begin at **6:00 pm** in the Council Chambers of the Townhall, 271 Sandwich St. South.

The purpose of this Public Meeting is to hear public comments on the proposed amendments to permit breweries, cideries and associated uses in combination with an agricultural operation to be added into the winery policies on lands designated "Agricultural" in the Town of Amherstburg Official Plan.

The Amendment would apply to all areas designated "Agricultural" in the Town of Amherstburg. The proposed Official Plan Amendment is general in nature, and will add language into the winery section of the Agricultural Policies permitting breweries, cideries and associated uses with an agricultural operation on lands designated "Agricultural" amending Policy 3.2.2(8) of the Town of Amherstburg Official Plan.

ANY PERSON may attend the public meeting and/or make written or verbal representation in support of or in opposition to the proposed Official Plan Amendment.

IF A PERSON OR PUBLIC BODY does not make oral submissions at a public meeting or make written submissions to the Town of Amherstburg before the proposed Official Plan Amendment is adopted, the person or public body is not entitled to appeal the decision of Council to the Ontario Municipal Board.

IF A PERSON OR PUBLIC BODY does not make oral submissions at a public meeting or make written submissions to the Town of Amherstburg before the proposed Official Plan Amendment is adopted, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Municipal Board unless, in the opinion of the Board, there are reasonable grounds to add the person or public body as a party.

ADDITIONAL INFORMATION relating to the proposed Official Plan (File OPA #4) is available for inspection at the Town of Amherstburg Planning Division Office at 3295 Meloche Road during normal office hours, 8:30 a.m. to 4:30 p.m. The proposed Official Plan Amendment is also available for review on the Town of Amherstburg Website: www.amherstburg.ca

If you wish to be notified of the adoption of the proposed Official Plan Amendment, or the refusal of a request to amend the Official Plan, you must make a written request to the Town at the address below.

DATED at the Town of Amherstburg this 2nd day of March, 2017.

Rebecca Belanger, MCIP, RPP
Manager of Planning Services
Town of Amherstburg
Libro Centre, 3295 Meloche Road
Amherstburg, Ontario, N9V 2Y8
Telephone: (519) 736-5408
Fax No: (519) 736-9859
Website: www.amherstburg.ca

From: Cercone, Debbie
Sent: Wednesday, March 15, 2017 2:07 PM
Subject: 2017 Ontario Renovates Program Release

Good Afternoon

We are pleased to inform you we will release the 2017 Ontario Renovates Program for Homeowners on March 20, 2017 under the Investment in Affordable Housing program. This program is funded by the Federal and Provincial governments and delivered by the City of Windsor.

The 2017 Ontario Renovates Program for Homeowners provides up to \$20,000 (with provision to increase the amount on a case-by-case basis) to homeowners to complete a variety of needed repairs and/or renovate to provide accessibility features and runs until December 8, 2017 or when funds are depleted, whichever occurs first. The program is provided on a 10 year, payment-free forgivable loan basis. Income and asset limits apply. It is expected that, depending on the average amount requested by applicants, the program can assist some 25 to 30 homeowners to address needed repairs this year.

Newspaper ads will begin on March 18, 2017 in the Windsor Star and run in County publications in the following weeks on the first available various publication dates of each of the County newspapers. A copy of the newspaper ad is attached. All program material will be posted on the City of Windsor website.

The Ontario Renovates Program for Homeowners has proven to be a very important component in Windsor/Essex. We are very excited to be able to continue to create the opportunity for those in the Windsor Essex community that require much-needed repairs to their existing home.

Please feel free to contact me with any questions you have.

DEBBIE CERCONE | EXECUTIVE DIRECTOR | DIRECTRICE GÉNÉRALE



HOUSING AND CHILDREN'S SERVICES | SERVICES AU LOGEMENT ET À L'ENFANCE

400 City Hall Square East | P.O. Box/C.P. 428 | Windsor, ON | N9A 6L7

www.citywindsor.ca

IMPORTANT NOTICE:

This message is intended only for the use of the individual or entity to which it is addressed. The message may contain information that is privileged, confidential and exempt from disclosure under applicable law. If the reader of this message is not the intended recipient or the employee or agent responsible for delivering the message to the intended recipient, you are notified that any dissemination, distribution or copying of this communication is strictly prohibited. If you have received this communication in error, please notify the sender immediately by email

Thank you.

2017 Ontario Renovates Program Windsor Essex Investment in Affordable Housing Program for Ontario

The Federal and Provincial governments partnered to fund the Ontario Renovates Homeowner program in Windsor and Essex County in 2017. It is expected that the program can provide assistance for a limited number of applicants. The program provides a 10 year forgivable loan to eligible homeowners to complete various types of work. A forgivable loan agreement will be registered on title of the property as a mortgage. Program eligibility criteria and conditions apply.

Eligible work is repair/replacement required to remedy leaky roofs where deterioration is beyond practical repair, basement leaking, mould/asbestos removal to eliminate a present health hazard, fire safety items, electrical defects, the replacement of a furnace (or the home's primary heat source) condemned by the governing authority; or repairs mandated by the local municipal Building Department to comply with governing codes and/or items to improve accessibility in the home. The first \$5,000 of the cost of accessibility items is in the form of a grant and is not part of the forgivable loan. Funding in excess of \$5,000 for the cost of accessibility items will be in the form of a forgivable loan agreement.

Completed applications are generally processed on a first come first serve basis subject to a regard for a fair distribution of the program funds throughout Windsor and Essex County. The Program expires when program funds are depleted or December 8, 2017, whichever occurs first.

The Ontario Renovates for Homeowners Application Form and supplementary documents are available to download on the City of Windsor's website. You may also request an Ontario Renovates Program Application Form to be mailed to you by completing and submitting the Request for Application Form provided below or on the City of Windsor's website.

Applications cannot be picked up at City Hall or at 400 City Hall Square East.

2017 Ontario Renovates - Homeowner Request for Application Form <i>Please print clearly</i>		
Please mail an Application package to me using the information I provided in this form.		
First Name		Last Name
Street No.	Unit No.	Street Name
City/Town	Postal Code	Phone number (optional)
<i>A completed version of this form may be submitted:</i> By Mail to: Program Development Officer, Housing Services, 400 City Hall Square East, P.O. Box 428 Windsor Ontario N9A 6L7 By Fax at: 519-256-7107 Online at: www.citywindsor.ca Click on: For Residents ► Housing ► Ontario Renovates ► Ontario Renovates Homeowner		

If you have any questions regarding this program contact the Program Development Officer, Housing Services at (519) 255-5200 Ext. 5349 or call 311.

Disclaimer: Details contained herein are for informational purposes only, and are not to be relied upon as a comprehensive or precise representation of the program, its terms and conditions or eligibility rule.



You are invited to the 29th annual
**Essex Region Conservation
Golf Tournament
Fundraiser**

**Thursday, July 20
12:30pm shotgun start**

Pointe West Golf Club
200 Golfwood Drive
Amherstburg, Ontario
N9V 3T4

For sponsorship information or to
register your team online, visit:
erca.org/golf

Golf Package: \$175 per person

- 18 holes of golf (scramble) & carts
- Great "Hole In One" Prizes
- Longest Drive Contest
- Closest to the Pin Contest
- Incredible Live & Silent Auctions
- Lunch at the turn
- Gifts for all golfers
- Delicious chicken and rib dinner (plus vegetarian options)

**Golf Only: \$120
Dinner Only: \$75/person**

Registration begins at 11 am.
or call 519 776 5209 ext. 352
or email dstuebing@erca.org

(Tax receipts available for a
portion of the ticket price)

Please return completed forms by July 14, 2017 to Danielle Stuebing:

Essex Region Conservation Foundation, 360 Fairview Avenue West, Suite 311, Essex ON N8M 1Y6 or fax: 519 776 8688

Name_____

Company Name_____

Address_____

Email_____

Telephone_____ Fax_____

Playing Partners (single registrants will be grouped into a foursome):

1. Name_____ Telephone_____

Address_____ Email_____

2. Name_____ Telephone_____

Address_____ Email_____

3. Name_____ Telephone_____

Address_____ Email_____

4. Name_____ Telephone_____

Address_____ Email_____

☐ YES! I would like to donate a gift to help raise money at the auction
Gift Donation_____ Approx. Value (for auction purposes)_____

☐ YES! I would like to register me/my foursome to play in the tournament
of Golfers (golf & dinner) \$175/person_____
of Golf Only \$120/person_____
of Dinner Only \$75/person_____

☐ YES! I would like to be a tournament sponsor:
☐ Gold Sponsor \$5000 ☐ Golf Cart Sponsor \$1500
☐ Silver Sponsor \$2500 ☐ Lunch Sponsor \$750
☐ Bronze Sponsor \$1000 ☐ Hole Sponsor \$200
Total Amount:_____

☐ Cheque enclosed
☐ Please invoice
☐ Please call for credit card details
☐ Credit Card # _____
CSC_____ Exp. Date_____
Signature_____

• Cheques payable to: Essex Region Conservation Foundation
• For Gift Donation, Golfer Registration & Sponsorship,
Fax Back To: 519 776 8688 or email to: dstuebing@erca.org



Register online at **erca.org/golf**

Golf Tournament Fundraiser

Thursday, July 20



GOLD SPONSOR – \$5000

Logo of Gold Sponsor featured at the top of all promotional posters, registration forms.
 Logo of Gold Sponsor featured at the top of all advertisements.
 Logo of Gold Sponsor featured on tickets.
 Logo of Gold Sponsor featured on Tournament Program Cover.
 Gold Sponsor recognized in all media releases.
 4 tickets to the Essex Region Conservation Foundation Golf Tournament (\$700 value).
 If Gold Sponsor has a banner, it will be erected at Pointe West Golf Club. Alternatively, if you do not have a banner, Gold Sponsor logo prominently featured at top of 'Thank You' signage.
 Multiple mentions and thank yous by the MC and Tournament Chair.
 An opportunity for yourself or a representative to briefly offer comments at the tournament dinner.
 Recognition of Gold Sponsor on Golf Tournament page of ERCF website, ourgreenlegacy.org
 Acknowledgement of Gold Sponsor in the e-newsletter released before and after the Golf Tournament.
 Other recognition opportunities as mutually agreed upon by the Essex Region Conservation Foundation.
 Only one 'Gold Sponsorship' is available on a first come, first serve basis.

SILVER SPONSOR - \$2500

Logos of Silver Sponsors are included on all promotional posters and registration forms.
 Logos of Silver Sponsors are included on all advertisements.
 Logos of Silver Sponsors are featured in Tournament Program.
 Silver Sponsors are thanked in media releases.
 2 tickets to the Essex Region Conservation Foundation Golf Tournament (\$350 value).
 'Thank you' Signage will be erected at Pointe West Golf Club recognizing Silver Sponsors.
 Recognition and thank yous by the MC and Tournament Chair.
 Recognition of Silver Sponsors on Golf Tournament page of ERCF website, ourgreenlegacy.org
 Other recognition opportunities as mutually agreed upon by the Essex Region Conservation Foundation.
 Four 'Silver Sponsorships' available on a first come, first serve basis.

BRONZE SPONSORS - \$1000

Logos of Bronze Sponsors are included on all promotional posters and registration forms.
 Logos of Bronze Sponsors are included in the Tournament Program.
 Bronze Sponsors are thanked in media releases.
 1 ticket to the Essex Region Conservation Foundation Golf Tournament (\$175 value).
 Thank You signage erected at Pointe West Golf Club will recognize Bronze Sponsors.
 Recognition of Bronze Sponsors on Golf Tournament page of ERCF website, ourgreenlegacy.org
 Recognition and thank yous by the MC and Tournament Chair.
 Five 'Bronze Sponsorships' available on a first come, first serve basis.

GOLF CART SPONSOR - \$1500

Each golf cart will display the Golf Cart Sponsor signage.
 Golf Cart Sponsor will receive recognition in the Tournament Program, on promotional posters, on www.erca.org and will be thanked at the dinner presentation by the MC.
 One 'Golf Cart Sponsor' available on a first come, first served basis.

LUNCH SPONSOR - \$750

Logo of Lunch Sponsor is included on promotional poster, registration form and in the Tournament Program.
 Recognition of Lunch Sponsors on Golf Tournament page of ERCF website, ourgreenlegacy.org
 Recognition and thank yous by the MC and Tournament Chair.
 One 'Lunch Sponsorship' available on a first come, first serve basis.

HOLE SPONSOR - \$200

Signage recognizing the Hole Sponsor will be erected at the hole they sponsor.
 All Hole Sponsors are recognized in the Tournament Program, and on ERCF website, ourgreenlegacy.org and thanked at the dinner presentation by the MC.

Register online at erca.org/golf

TOWN OF TECUMSEH BUSINESS IMPROVEMENT AREA (TOTBIA)

BOARD OF MANAGEMENT MEETING

Wednesday, February 8, 2017 at the hour of 7:00 PM held at Town Hall

Located at 917 Lesperance Rd. Tecumseh, ON | BIA Office Phone: 519-735-3795

A G E N D A

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **DISCLOSURE OF PECUNIARY INTEREST**
4. **DELEGATIONS** (15-20 minutes)
5. **COMMUNICATIONS** (5 minutes)
 - 5.1. Minutes
 - 5.1.1. Board of Management Minutes: January 11, 2017
6. **REPORTS** (5-10 minutes for each report)
 - 6.1. Chair
 - 6.2. Treasurer's Report
 - 6.2.1. Month End Financial Reports: January, 2017
 - 6.3. Coordinator Report
 - 6.4. Council Report
7. **COMMITTEES** (5-10 minutes for each report)
 - 7.1. Night Market
 - 7.2. Fall Into Health Day
8. **UNFINISHED BUSINESS**
 - 8.1. Town of Tecumseh BIA Constitution Draft
9. **NEW BUSINESS**
 - 9.1. Projects in 2017
10. **NEXT MEETING**
 - 10.1. March 8, 2017 at 7:00 PM
11. **ADJOURNMENT**

Board Members:

Bill Altenhof, Councillor
Paul Bistany, Treasurer
Jules Champoux, Director
Candice Dennis, Chair
Joseph Fratangeli, Director
Maureen Harris, Director
Daniel Hofgartner, Director
Brian Houston, Councillor
Tony Nehme, Vice Chair
Linda Proctor, Director

BIA Staff – Paula Rorai, Coordinator, Minute Taker



Minutes of a Meeting of the Town of Tecumseh Business Improvement Area (TOTBIA) Board of Management Meeting

A meeting of the Town of Tecumseh BIA (TOTBIA) Board of Management regular meeting held as of **Wednesday, February 8, 2017** at Town Hall, 917 Lesperance Rd., Tecumseh, ON, at the hour of 6:30 PM.

(TOTBBM-1-2)

CALL TO ORDER

The meeting was called to order at 6:40 p.m. by, Candice Dennis, Chair

NON-APPROVED
TECUMSEH BIA BOARD OF
MANAGEMENT MEETING
MINUTES

(TOTBBM –2-2)

ROLL CALL

Present:	Chair	Candice Dennis
	Treasurer	Paul Bistany
	Director	Jules Champoux
	Councilor	Bill Altenhof
	Director	Maureen Harris
	Director	Daniel Hofgartner
	Director	Brian Houston
	Director	Joseph Fratangeli
	Director	Linda Proctor
Regrets:	Vice Chair	Tony Nehme
Guests:	Member	Don Lappan
	Member	Steven Wilder
Minute Taker:	Coordinator	Paula Rorai

(TOTBBM – 3-2)

DISCLOSURE OF PECUNIARY INTEREST - None at this time.

(TOTBBM – 4-2)

DELEGATIONS/PRESENTATIONS – None at this meeting.

(TOTBBM – 5-2)

COMMUNICATIONS

5.1 BIA Board of Management Meeting Minutes

THAT the minutes of the Town of Tecumseh BIA General Meeting held on January 11, 2017, be approved as distributed.

Motion: (BBM-4/17) Moved by: Paul Bistany
Second by: Maureen Harris

**APPROVED.
CARRIED.**

(TOTBBM – 6-2)

BOARD REPORTS

6.1 CHAIR REPORT: No report at this time.

6.2 TREASURER REPORT: P. Bistany reports on the following month end financials:

Treasurer's Report as of January 31, 2017

BIA Operating Account (8111130)	Bank Balance stands at:	\$ 43,489.95
Outstanding Payables	see detail page	\$ 1,614.51

Outstanding Receivables	see detail page	\$ -
BIA Ledger Balance stands at:		<u>\$ 41,875.44</u>
 BIA Reserve Account	Balance last month	 \$ 3,019.35
(Opened on September 20, 2012)	Interest	\$ 6.92
		<u>\$ 3,026.27</u>
 BIA Petty Cash stands at::		 <u>\$ 738.70</u>

BIA Liabilities and Equity at: December 31, 2016 \$ 56,018.41

NOTE: This amount remains at December 31, 2016 pending forwarding to new year.

Year To Date Levy Tax Requisition:	1st Quarter @ March 31, 2017	\$
	2nd Quarter @ June 30, 2017	\$
	3rd Quarter @ September 30, 2017	\$
	4th Quarter @ December 31, 2017	<u>\$</u>
	Total to Date;	\$

Instalments are due March 31, June 30, September 30, December 31

Total Tax Levy received for the **2016** fiscal year **\$107,125.54**

Total Tax Levy received for the **2015** fiscal year **\$117,883.89**

Total Tax Levy received for the **2014** fiscal year **\$119,496.93**

Total Tax Levy received for the **2013** fiscal year **\$105,270.54**

THAT the Month End Treasurer's Report as of January 31, 2017, be accepted as distributed and filed for audit.

Motion: (BBM-5/17)

Moved by: Maureen Harris

Second by: Bill Altenhof

APPROVED.

CARRIED.

6.3 COORDINATOR REPORT - P. Rorai reports on the following:

- 6.3.1** InspireHub Application – in August 2016, the Town of Tecumseh became the first North American municipality to launch a progressive web application with Inspire Hub. The application currently provides information on municipal activities and news items relating to residential and commercial needs. On January 24th, the Town launched two new channels in the application which feature for businesses “Now Hiring” and “Services”. These new channels follow the expansion of existing changes “Where to Eat” and “What to Do”. All four channels provide local businesses the opportunity to promote themselves, share information about the community and encourage people to shop and play in Tecumseh. This new application is on the Town and TOTBIA’s website and a second email to the TOTBIA membership will be sent before the end of this week to remind Members to sign up for this free (this year only) venue to promote their businesses and services.
- 6.3.2** P. Rorai asks the Directors if they are interested in purchasing any Canada 150 branded merchandise for any of the BIA events, programs, or to hand-out during the Corn Festival and Santa Parades this year. P. Rorai will get quotes on various items that the Directors will review and decide at the next Board meeting in March.
- 6.3.3** Tecumseh Dollars are now in \$5.00 and \$10.00 denominations; see handout for examples of new dollars. Directors agree that Tecumseh Dollars will be honored by businesses outside of the Town of Tecumseh BIA boundary and/or municipality; if this becomes a frequent transaction then the Board will review at that time. Recapping the issue of the large amount of

Tecumseh Dollars that are still in circulation, C. Dennis suggested sending notices via Facebook so people are aware they can still use their Tecumseh Dollars.

THAT effective February 8, 2017, all newly donated Tecumseh Dollars will have an expiry date one year from the date of the specific event the dollars are donated to and that all Tecumseh Dollars that were gifted prior to February 8, 2017 will be honored.

Motion: (BBM-6/17)

Moved by: Paul Bistany

Second by: Bill Altenhof

APPROVED.

CARRIED.

6.4 COUNCIL REPORT - Councillor reports on items from Council's meetings:

- Ward Boundary & Council Structure
 - o Items for consideration: size of council, election method, number of wards, and ward boundaries. The Town has retained Strategycorp to complete the review.
 - 5 Wards recommended each Ward having 1 Councillor and Mayor and Deputy Mayor elected at large
 - Favoured: evenly distributed population per Ward and pre-amalgamation borders respected
- Tecumseh Transportation Master Plan Completion
 - o Completed as of January 11, 2017 and is available on the Town's website
 - o Written comments on TTMP will be received until February 25, 2017
- Strategic Priorities Progress Report
 - Administration generated a progress report surrounding the Town's 5 strategic priorities
 - Significant SP is economic growth: Tecumseh Rd. CIP, financial incentives; progress through public consultation, investment in infrastructure to attract new businesses
- Waste Collection tender and other goods collection was noted to be significantly higher than budgeted for 2017
 - o Administration has reduced tender amount but still over \$100k
 - o Impact to businesses/residents: appliance collection (once/month) and exploring other reduction of services such as:
 - Removing collection from grandfathered businesses
 - Limiting amount of garbage collected
 - Grass clippings
- Water Tower Illumination – Tendered amount exceeded budget by 4 times the amount. Council approved Administration's recommendation to reject tenders and cancel project
- BIA Board and Staff are encouraged to review Council meeting minutes from January 24, 2017 that has relevant topics to BIA that are not listed in this report

(TOTBBM – 7-2)

COMMITTEE REPORTS

7.1 Tecumseh Night Market – C. Dennis reports that the Committee is waiting for response from the SERT Team regarding the dates, times and location of the Night Market for this year.

The Board is requesting Council to consider and approve either full or partial road closures at the one or two of the following locations:

1. On Tecumseh Rd. E. between Lesperance Rd east and Bedell St. – this is the Board's primary location for both dates
 2. On Tecumseh Rd. E. in front of Frank Brewing Co (12000 Tec Rd. E.) utilizing the parking lot and outdoor patio – this is the Board's second primary location for one or both dates
 3. On Tecumseh Rd. E. in front of the municipal parking lot in front of Tecumseh Auto Electric (12200 Tec Rd. E.)
- We are asking for exception from the Sign and Noise By-law for Friday, June 23rd and Friday, July 28th, 2017.

7.2 BIA Fall Into Health Day – L. Proctor reports the date will be on Sunday, September 24, 2017 at Lakewood Park North and South from 11:00 AM to 5:00 PM. There will be early registration prices and prime Main Tent selected locations, food trucks and all marketing information for vendors, demonstrators and sponsors should be ready by mid-March.

(TOTBBM – 8-2)

UNFINISHED BUSINESS

8.1 **TOTBIA Constitution Draft** – P. Rorai reports that a third meeting with the Clerk is anticipated to be scheduled within the next month to complete the edits with the first draft of the constitution.

(TOTBBM – 9-2)

NEW BUSINESS

9.1 BIA Parkett – P. Rorai reports that Parks & Rec has received two tenders for completing the stonework on the trellis. Several Directors had various questions regarding the parkette, current status and the stonework and asked if the Director of Parks & Rec could be invited to the next Board meeting. P. Rorai will send an invite to P. Anthony to be a delegate at the March 8th meeting.

9.2 2017 Projects – Deferred to next Board meeting.

9.3 Executive Nominations – Deferred to next Board meeting.

9.4 There was question and brief discussion concerning the 2017 Proposed Budget which shows an \$8,700 deficit. The Chair asks both the Treasurer and Coordinator to prepare a report which will be presented to Council at the regular council meeting that will list the 2017 Proposed BIA Budget on their Agenda.

(TOTBBM – 10-2)

NEXT MEETING

The next TOTBIA Board of Management meeting will be on Wednesday, March 8, 2017 at 7:00 PM at the Public Works Bldg.

(TOTBBM – 11-2)

ADJOURNMENT

Motion: (BBM-7/17)

Moved by: Bill Altenhof

Second by: Jules Champoux

THAT there being no further business, the February 8, 2017 regular meeting of the BIA Board of Management be adjourned at 8:00 PM

CARRIED.


Candice Dennis, Chair
Paula Rorai, Coordinator

TOWN OF TECUMSEH BUSINESS IMPROVEMENT AREA (TOTBIA)

BOARD OF MANAGEMENT MEETING

Wednesday, March 8, 2017 at the hour of 7:00 PM held at the Public Works Building

Located at 1189 Lacasse Blvd. Tecumseh, ON | BIA Office Phone: 519-735-3795

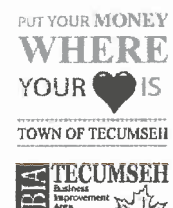
A G E N D A

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **DISCLOSURE OF PECUNIARY INTEREST**
4. **DELEGATIONS** (15-20 minutes)
 - 4.1. Debra Short, WE-TV
 - 4.2. Paul Anthony, Director Parks & Rec, Town of Tecumseh
5. **COMMUNICATIONS** (5 minutes)
 - 5.1. Minutes
 - 5.1.1. Board of Management Minutes: February 8, 2017
6. **REPORTS** (5-10 minutes for each report)
 - 6.1. Chair
 - 6.2. Treasurer's Report
 - 6.2.1. Month End Financial Reports:
 - 6.2.1.1. February 2017
 - 6.3. Coordinator Report
 - 6.4. Council Report
7. **COMMITTEES** (5-10 minutes for each report)
 - 7.1. Night Market - Fees
 - 7.2. Fall Into Health Day
8. **UNFINISHED BUSINESS**
 - 8.1. Canada 150
9. **NEW BUSINESS**
 - 9.1. Streetscaping Projects/BIA Events
 - 9.2. Community/Town Sponsorships
10. **NEXT MEETING – April 12, 2017**
11. **ADJOURNMENT**

Board Members:

Bill Altenhof, Councillor, Ward 2
Paul Bistany, Treasurer
Jules Champoux, Director
Candice Dennis, Chair
Joseph Fratangeli, Director
Maureen Harris, Director
Daniel Hofgartner, Director
Brian Houston, Council Representative, Ward 3
Tony Nehme, Vice Chair
Linda Proctor, Director

BIA Staff – Paula Rorai, Coordinator, Minute Taker



Minutes of a Meeting of the Town of Tecumseh Business Improvement Area (TOTBIA) Board of Management Meeting

A meeting of the Town of Tecumseh BIA (TOTBIA) Board of Management regular meeting held as of **Wednesday, March 8, 2017** at Public Works Bldg., 1189 Lacasse Blvd., Tecumseh, ON, at the hour of 7:00 PM.

(TOTBBM-1-3)
CALL TO ORDER

The meeting was called to order at 7:05 p.m. by, Candice Dennis, Chair

NON-APPROVED
TECUMSEH BIA BOARD OF
MANAGEMENT MEETING
MINUTES

(TOTBBM –2-3)
ROLL CALL

Present:	Chair	Candice Dennis
	Treasurer	Paul Bistany
	Director	Jules Champoux
	Councilor	Bill Altenhof
	Director	Maureen Harris
	Director	Daniel Hofgartner
	Director	Brian Houston
	Director	Joseph Fratangeli
	Director	Linda Proctor
Regrets:	Vice Chair	Tony Nehme
Guests:	Member	Don Lappan
	Member	Steven Wilder
Minute Taker:	Admin	Anne Rigo

(TOTBBM – 3-3)
DISCLOSURE OF PECUNIARY INTEREST - None at this time.

(TOTBBM – 4-2)
DELEGATIONS/PRESENTATIONS –

Paul Anthony, Director of Parks & Rec. informed the Board that the Christmas tree will be replaced with possibly a larger one in the BIA Parkette at no cost to the BIA. As items are installed in the Parkette, such as sprinklers, additional landscaping, etc., the owner of the land adjacent to the Parkette is notified. Two quotes have been obtained for the stonework on the pergola: one quote at \$1,250 (plus tax) and one at \$4,500 (plus tax). The Town will place flower pots at other locations and in the Parkette as well at no cost to the BIA. Discussion on sponsoring park benches, bricks, etc. is still ongoing with Council to approve a sponsorship policy.

Decision on other landscaping issues or continuing with the stonework is differed to next board meeting.

(TOTBBM – 5-3)
COMMUNICATIONS

5.1 BIA Board of Management Meeting Minutes

THAT the minutes of the Town of Tecumseh BIA General Meeting held on February 8, 2017, be approved as distributed.

Motion: (BBM-8/17) Moved by: P. Bistany
Second by: L. Proctor

APPROVED.
CARRIED.

Director J. Champoux informed the Board that we can contact ST. Anne's Parish and ask to have flyers, information notices, etc. for special events inserted in the bulletin at no cost.

BOARD REPORTS

6.1 CHAIR REPORT: No report at this time.

6.2 TREASURER REPORT: P. Bistany reports on the following month end financials:

Treasurer's Report as of February 28, 2017

BIA Operating Account (8111130)	Bank Balance stands at:	\$	42,751.01
Outstanding Payables	see detail page	\$	2,773.88
Outstanding Receivables	see detail page	\$	-
BIA Ledger Balance stands at:		\$	39,977.13
BIA Reserve Account	Balance last month	\$	3,026.27
(Opened on September 20, 2012)	Interest	\$	6.27
		\$	3,032.54
BIA Petty Cash stands at::		\$	634.80

BIA Liabilities and Equity at: December 31, 2016 \$ 56,018.41

NOTE: This amount remains at December 31, 2016 pending forwarding to new year.

Year To Date Levy Tax Requisition:	1st Quarter @ March 31, 2017	\$	
	2nd Quarter @ June 30, 2017	\$	
	3rd Quarter @ September 30, 2017	\$	
	4th Quarter @ December 31, 2017	\$	
	Total to Date;	\$	

Instalments are due March 31, June 30, September 30, December 31

Total Tax Levy received for the **2016** fiscal year **\$107,125.54**

Total Tax Levy received for the **2015** fiscal year **\$117,883.89**

Total Tax Levy received for the **2014** fiscal year **\$119,496.93**

Total Tax Levy received for the **2013** fiscal year **\$105,270.54**

THAT the Month End Treasurer's Report as of February 28, 2017, be accepted as distributed and filed for audit.

Motion: (BBM-9/17)

Moved by: B. Altenhof
Second by: J. Champoux

**APPROVED.
CARRIED.**

6.3 COORDINATOR REPORT - P. Rorai reports on the following:

6.3.1 BIA Community/Town Events - P. Rorai asks Directors if they are interested in sponsoring several events in Town:

1. Town Public Recreational Swim. Each year, the Tecumseh Leisure Pool endeavors to offer, once a week, a Free Public Recreational Swim. The community has come to enjoy these free activities and the pool is typically at full capacity on these days. The sponsorship for this year is for 1 Free swim (Wednesday, July 26th) to complete the

list of every Wednesday in the summer with a free swim. The sponsorship required is \$500. Sponsors are acknowledged within the Summer Activity Guide (logo) under the Sponsored Recreational Swim section. The information is also posted on the leisure pool webpage. They also acknowledge the sponsored swim on social media. At the pool, signage is posted at the entrance acknowledging the sponsors. Sponsors are also welcome to provide us with additional signage, flyers, etc. for the day of their sponsorship. The consideration of the BIA board is very much appreciated.

2. Canada 150 Banner Stickers – P. Rorai informs the Board of the quote on 200 stickers that have the official Canada 150 logo that will be 6"x 6" removal adhesive that will be placed on all of the summer street pole banners that are hung on the main arteries within the BIA boundary.
3. Sponsoring Canada 150 Town Events – P. Rorai shares some of the information that Parks & Rec has planned to celebrate this summer the Nation's 150 birthday:
 - a. June 30th Fireworks at Lakewood Park – 9PM
 - b. July 1st Free Family Fun Day at Lakewood Park – 1-4PM
 - c. July 2nd Windsor Symphony Orchestra Brass Quintet at Lakewood Park – 1-3PM

After discussion on these initiatives, it was recommended to obtain quotes on purchasing "Canada 150" street pole banners and/or "Welcome To Tecumseh" over-the-road banner and obtain more information on sponsoring the events that Parks & Rec have scheduled during the Canada Day weekend. P. Rorai will obtain quotes and additional information to report at the next Board meeting.

6.4 COUNCIL REPORT - Councillor Bill Altenhof reports on items from Council's meetings:

- Ontario Government announced (renewed) Rural Economic Development (RED) Program
 - "The Ontario government supports rural communities by delivering on its commitment to create jobs, make economic growth more inclusive and ensure Ontario's growing economy delivers real benefits in the lives of workers and families."
 - Further information available at:
 - ontario.ca/RED program
 - or contact the Agricultural Information Contact Centre (1-877-424-1300)
- Tecumseh Corn Festival Committee membership:
 - David Lozinsky appointed as Chair for 2017
 - Tony Corona appointed as Vice-Chair for 2017
 - 2017 is the final year of transitioning to an independent organizational group
- 2016 Taxes Arrears
 - Residential arrears have increased moderately while Commercial and Industrial arrears have decreased significantly.
 - The number of tax registrations is relatively low compared to the number of properties in arrears
 - See Taxes Arrears by Property Class chart enclosed
- Tecumseh Transit Service for 2016
 - Total yearly ridership levels have remained relatively constant from 2012 to 2016.
 - Dedicated bus for Corn Fest. Activities – August deviation
 - Request For Quotations (RFQ) – New Town Bus
 - New kneeling bus, accessibility for wheelchair and other riders
 - Proposal to come before Council in early 2017
 - See Tecumseh Transit Service for 2016 chart enclosed
- Proposed Five-Story/44-Unit Apartment Building
 - Administration is working with 2253246 Ontario Inc. (Mr. Carl Bernat) on a proposed 5-storey/44 unit apartment building
 - Requires amendment of Tecumseh Official Plan and zoning by-law
 - Council received and accepted Administration's report and favour the proposed development
 - Consistent with Community Improvement Plan (CIP)
 - See Proposed Five-Storey/44-Unit Apartment Building Plans enclosed
- Tecumseh Service Locked Box Program
 - Lock box (program) hardened steel vaults containing necessary mechanism to enter unattended buildings after hours.

- 23 voluntary participants since 2012
- Commercial, apartments, warehouse, etc.
- Price of lock box to increase from \$150 to \$225
- Price adjustment required to:
- Accommodate lock box price increase since 2012
- Accommodate administration fee
- Accepted by Council at Feb/28th/2017 RCM
- Drinking Water Quality Plan
 - Minor revisions to Water Quality Management Plan
 - Ministry of Environment and Climate Change completed one day inspection of Tecumseh H₂O distribution system on January/20/2017
 - Rigorous inspection with a few minor deficiencies noted. Remedial actions identified and implemented
 - The Town's inspection risk rating is 0% and the final inspection rating is 100%. Those ratings represent the best possible rating achievable.
- Tecumseh BIA
 - Congratulations on approval of 2017 Budget!
 - Minor comments regarding the need to tap into reserves
- Windsor Express
 - Will be "Tecumseh Express" for one evening - Tecumseh night
 - March 22nd 2017
 - Tecumseh Area Historical Society will benefit from portion of proceeds for premium ticket sales and jersey auction
- By-Laws in Process
 - Sea (shipping) Containers
 - At Dec/13/2016 RCM Town Administration reported regarding use of containers
 - Public meeting held on Feb/28th/2017 to introduce possible regulations pertaining to the use of such containers
 - Feedback received and currently being considered
- Hard side container by-law altered
 - "Rural areas" can return to the use of PE or other plastic bag (residents)
 - These areas are generally south of CR 42
- Other Topics
 - BIA Board and Staff are encouraged to review Council meeting minutes from Feb/14th/2017 and Feb/28th/2017
 - Listing of relevant topics to BIA might exist but not articulated within this presentation
 - Meeting minutes for Feb/14th RCM are available in the Feb/28th/2017 RCM agenda
 - Draft meeting minutes for Feb/28th RCM are available on the March/14th/2017 RCM agenda

6.5

(TOTBBM – 7-3)

COMMITTEE REPORTS

7.1 Tecumseh Night Market – C. Dennis reports that the Board needs to review the costs associated with a full road closure; L. Proctor reads the costs and there is discussion on one or two road closures and the size of the area that will be fenced in to support serving alcohol for the Special Occasion Permit. Board will receive status updates.

7.2 BIA Fall Into Health Day – L. Proctor reports that there are three Gold Sponsors confirmed and explained the new levels and benefits for both Sponsors and Vendors who register early (before May 1, 2017). Suggestions from Board members are to provide prizes for prompt participation; announce activities schedule on Facebook during the day of the event. Board asked for copies of Vendor and Sponsorship registrations to be sent to all Board members. Volunteers will be needed during the event and it was suggested to contact volunteers from the Art of Eating database. Councillor Houston requests to contact Town Director of Financial Services on how to not include the budget amount under Revenue but to accurately allocate budget amount for events in the BIA Budget.

(TOTBBM – 8-3)

UNFINISHED BUSINESS

8.1 Purchasing any Canada 150 branded merchandise for any of the BIA events, programs, or to hand-out during the Corn Festival and Santa Parades this year. P. Rorai will get quotes on street pole banners and over-the-road banner to review and decide at the next Board meeting in April.

8.2 TOTBIA Constitution Draft – P. Rorai reports that a third meeting with the Clerk is anticipated to be scheduled within the next month to complete the edits with the first draft of the constitution.

8.3 2017-2018 Streetscaping Projects – Deferred to next meeting.

(TOTBBM – 9-3)

NEW BUSINESS

9.1 Candice Dennis will not be available to chair the Board meeting in April and requests to send notice to Vice Chair Tony Nehme to chair the April 12th meeting.

(TOTBBM – 10-3)

NEXT MEETING

The next TOTBIA Board of Management meeting will be on Wednesday, April 12, 2017 at 7:00 PM at the Public Works Bldg.

(TOTBBM – 11-3)

ADJOURNMENT

Motion: (BBM-10/17)

Moved by: Bill Altenhof

Second by: Dan Hofgartner

THAT there being no further business, the March 8, 2017 regular meeting of the BIA Board of Management be adjourned at 9:10 PM

CARRIED.

NON-APPROVED TOTBIA BOARD MINUTES

Candice Dennis, Chair

Paula Rorai, Coordinator

Tecumseh BIA

Month End Financials

2017

Treasurer's Report for the period ending:

February 28, 2017

BIA Operating Account (8111130)	Bank Balance stands at:	\$ 42,751.01
Outstanding Payables	see detail page	\$ 2,773.88
Outstanding Receivables	see detail page	\$ -
BIA Ledger Balance stands at:		<u>\$ 39,977.13</u>

BIA Reserve Account -	Balance last month	\$ 3,026.27
(Opened September 20, 2012)	Interest	\$ 6.27
		<u>\$ 3,032.54</u>

BIA Petty Cash stands at:	<u>\$ 634.80</u>
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BIA Liabilities and Equity at:	December 31, 2016 \$ 56,018.41
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NOTE: This amount remains at December 31, 2016 pending forwarding to new year.

Year To Date Levy Tax Requisition:	1st Quarter @ March 31	\$ -
for 2017	2nd Quarter @ June 30	\$ -
	3rd Quarter @ September 30	\$ -
	4th Quarter @ December 31	\$ -
Total to Date;		<u>\$ -</u>

Instalments are due March 31, June 30, September 30, December 31

Total Tax Levy received for the **2016** fiscal year **\$107,125.54**

Total Tax Levy received for the **2015** fiscal year **\$117,833.89**

Total Tax Levy received for the **2014** fiscal year **\$119,496.93**

Total Tax Levy received for the **2013** fiscal year **\$105,270.54**

Tecumseh Business Improvement Area

BIA Operating Account - # 8111130

at 28-Feb-17

Outstanding Payments

1567	27-Jan Town of Tecumseh	cell phone Jan - Feb 2017	45.40
1570	09-Feb Shoreline Week	ad - AGM notice	115.17
1571	09-Feb Paula Rorai	PPE 02/04/2017	1,056.74
1573	22-Feb Kelcom	copier maintenance	151.93
1574	23-Feb Paula Rorai	PPE 02/18/2017	1,056.74
1576	23-Feb Paula Rorai	renew Go-Daddy	97.90
1579	28-Feb St. Anne's Church	buletin ad	250.00
			<u><u>\$ 2,773.88</u></u>

Outstanding Receivables

\$ -

2016 Taxes Arrears

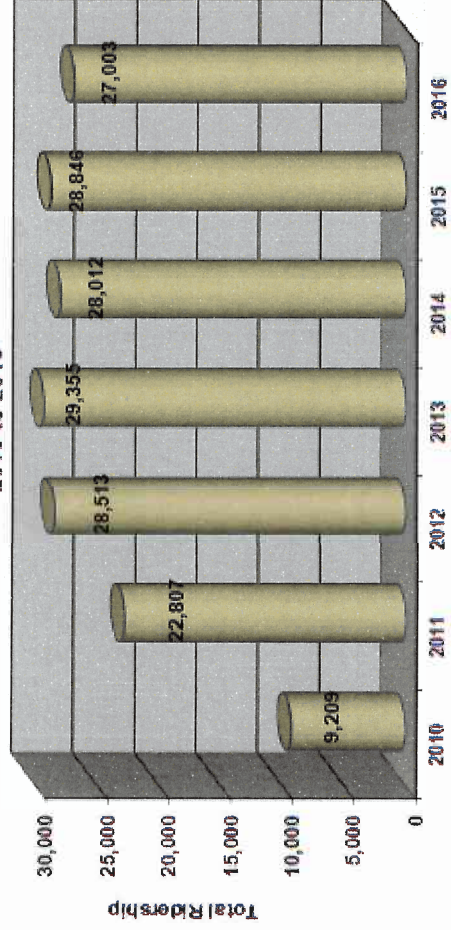
Tax arrears by property class		2016	2015	2014	2013	2012
Residential						
No. of properties in arrears		492	466	489	435	496
Total \$ arrears		\$ 1,649,000	\$ 1,700,000	\$ 1,591,000	\$ 1,545,000	\$ 1,325,000
Arrears per property		\$ 3,352	\$ 3,648	\$ 3,254	\$ 3,552	\$ 2,671
Commercial						
No. of properties in arrears		62	47	60	80	61
Total \$ arrears		\$ 270,000	\$ 327,000	\$ 641,000	\$ 1,298,000	\$ 1,043,000
Arrears per property		\$ 4,355	\$ 6,957	\$ 10,683	\$ 16,225	\$ 17,098
Industrial						
No. of properties in arrears		31	24	24	37	52
Total \$ arrears		\$ 427,000	\$ 583,000	\$ 639,000	\$ 1,380,000	\$ 1,483,000
Arrears per property		\$ 13,774	\$ 24,292	\$ 26,625	\$ 37,297	\$ 28,519
Total properties		585	537	573	552	609
Total tax arrears		\$ 2,346,000	\$ 2,610,000	\$ 2,871,000	\$ 4,223,000	\$ 3,851,000
Total tax levy		\$ 45,101,887	\$ 44,418,196	\$ 44,256,000	\$ 42,559,500	\$ 42,240,000
Tax registrations		4	5	4	7	3

- Residential arrears have increased moderately while Commercial and Industrial arrears have decreased significantly.
- The number of tax registrations is relatively low compared to the number of properties in arrears.

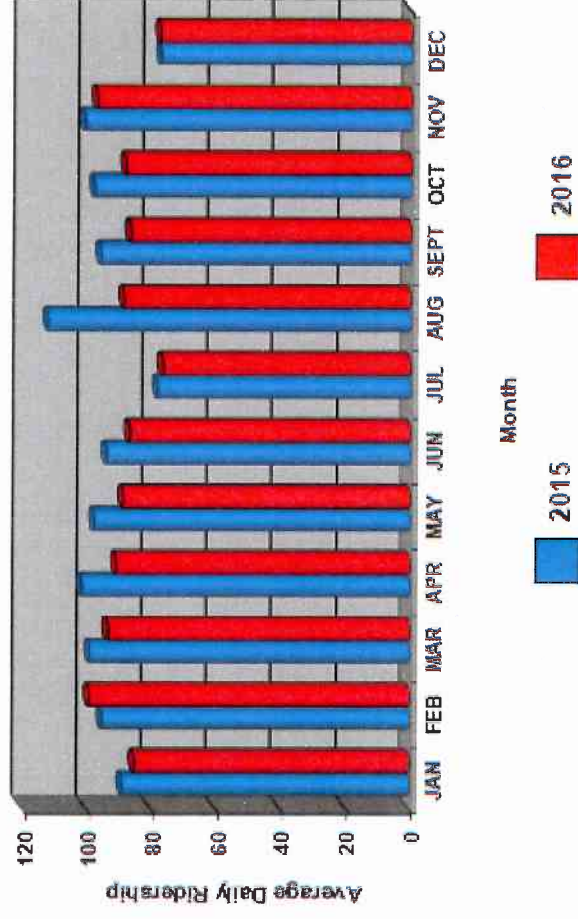


Tecumseh Transit Service for 2016

Total Yearly Ridership
2010 to 2016



Average Daily Ridership by Month
2015 and 2016



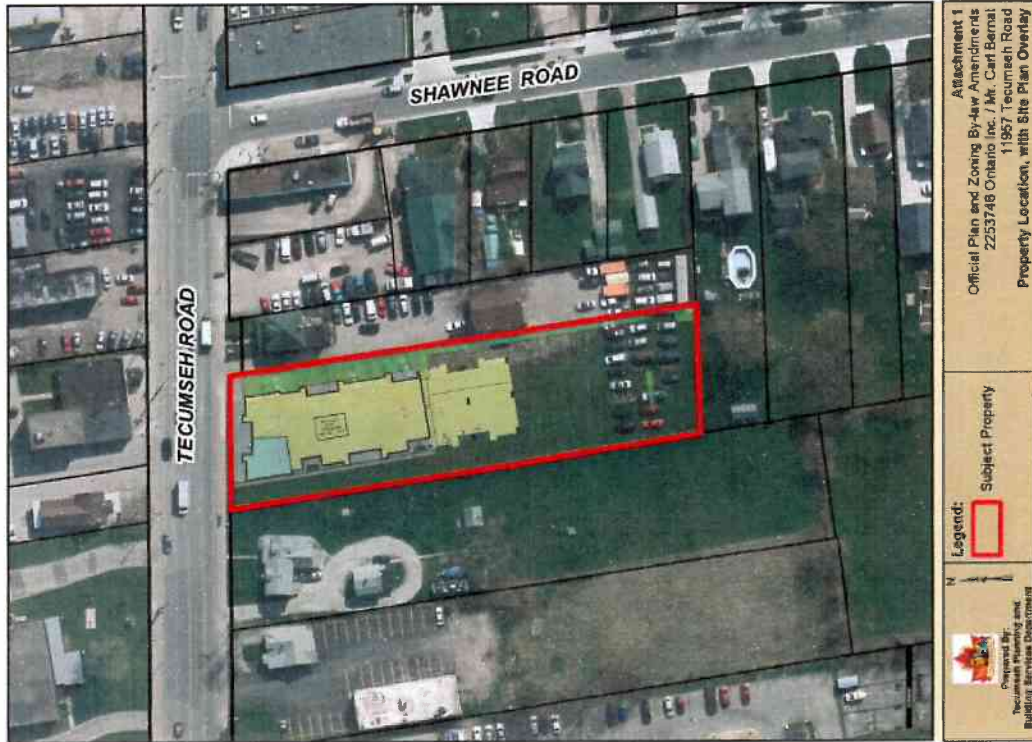
- Total yearly ridership levels have remained relatively constant from 2012 to 2016.
- Dedicated bus for Corn Fest. Activities – August deviation
- Request For Quotations (RFQ) – New Town Bus
 - New kneeling bus, accessibility for wheelchair and other riders
 - Proposal to come before Council in early 2017



Proposed Five-Storey/44-Unit Apartment Building



View from property to the east (looking north-west).



By- Laws in Process

- Sea (shipping) Containers
 - At Dec/13/2016 RCM Town Administration reported regarding use of containers
 - Public meeting held on Feb/28th/2017 to introduce possible regulations pertaining to the use of such containers
 - Feedback received and currently being considered
- Hard side container by-law altered
 - “Rural areas” can return to the use of PE or other plastic bag (residents)
 - These areas are generally south of CR 42



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 Monday, March 20, 2017, in the Sandwich South Meeting Room at Town Hall, 917 Lesperance Road, Tecumseh at the hour of 4:30 p.m.

(YAC 3-1)

ORDER

The Chair calls the meeting to order at 4:31 p.m.

(YAC 3-2)

ROLL CALL

Members Present:	Chair	- Hannah Ruuth
	Member	- Ava Ruuth
	Vice-Chair	- Kristi Koutros
	Treasurer	- Andre Ducharme
	Secretary	- Paytin Gardner

Also Present:	Deputy Clerk	- Christina Hebert
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Absent:	Member	- Brendan Froese
	Member	- Rachel Haddad

(YAC 3-3)

DISCLOSURE OF PECUNIARY INTEREST

None Reported.

(YAC 3-4)

DELEGATIONS

None.

(YAC 3-5)

COMMUNICATIONS

Minutes

a) Youth Advisory Committee Meeting held February 13, 2017

Motion: (YAC-10/17) Moved by Member Ava Ruuth
Seconded by Vice-Chair Kristi Koutros

THAT the Minutes of the Youth Advisory Committee meeting held February 13, 2017, be approved.

Carried

Communication for Information

b) Kerri Rice, Manager Recreation Programs & Events, email dated March 5, 2017, Re: Youth Advisory Committee – Recreation Events

Motion: (YAC-11/17) Moved by Secretary Paytin Gardner
Seconded by Member Ava Ruuth

THAT Communication B on the March 20, 2017, Youth Advisory Committee Agenda, be received.

Carried

Discussion ensues regarding the upcoming recreation events that the YAC may wish to consider participating in and/or sponsoring.

The Members express interest in participating in the Earth Day activities on April 22, 2017 at Lakewood Park by coordinating a Scavenger Hunt in the park. As well, the Members concur with sponsoring a DJ to enhance the Rock & Swim on June 30th at Tecumseh Leisure Pool.

Participation in the Canada Day celebrations and Corn Festival will be kept for future consideration, due to unknown work commitments at this time.

Motion: (YAC-12/17) Moved by Vice-Chair Kristi Koutros
Seconded by Member Ava Ruuth

THAT the Youth Advisory Committee participate in the Town's Earth Day activities on April 22, 2017 at Lakewood Park;

AND THAT the Youth Advisory Committee sponsor a DJ to enhance the Rock & Swim to be held on June 30, 2017 at the Tecumseh Leisure Pool.

Carried

(YAC 3-6)

REPORTS

None.

(YAC 3-7)

UNFINISHED BUSINESS

Social Media Update

The Members view the final design, selected at the last YAC meeting, and concur there are no further changes to the design.

Motion: (YAC-13/17) Moved by Secretary Paytin Gardner
Seconded by Treasurer Andre Ducharme

THAT the Youth Advisory Committee logo, as listed on the March 20, 2017 Youth Advisory Committee Agenda for social media and event promotion, be approved.

Carried

A reminder is given to use the YAC's social media to help promote and share events/information.

Distracted Driving Campaign

The Committee is apprised that the next component to the OPPs Distracted Driving Campaign is creating promotional videos.

Community Safety Officer, Karen Sinnaeve has informed that the Members have the option of creating their own video as a Committee and/or participate with their respective schools. Should the Committee wish to make their own video, Community Safety Officer Karen Sinnaeve would assist with arranging for production.

Videos need to be completed by the end of April/early May.

The Members convey they will obtain further details for participating individually at school, should their schedule permit.

(YAC 3-8)

NEW BUSINESS

Canada 150 Mosaic Project

The Deputy Clerk explains the Town will be participating in the Canada 150 Mural Mosaic project. In celebration of Canada's 150th birthday, a mural is being created amongst all provinces and territories, with over 80,000 paintings and 150 individual murals that if united will form one gigantic mural mosaic.

The Town will be given approximately 400 tiles to paint. The Canada Mosaic 150 team of artists and facilitators will come and work with members of the community to create an ultimate two-day painting event, scheduled for mid-June. Every tile painted will be 4 inches x 4 inches in size, creating a unified community mural. Administration is currently working with the Canada Mosaic 150 team to coordinate the details for the painting event.

The Town will be reaching out to all demographics within the community to participate in painting the tiles and seeking feedback for selecting the location of the mural once permanently assembled.

The Members view examples of completed Canada 150 Mosaic Murals on the Canada 150 website.

The mural mosaic will serve as a legacy piece for decades to come.

Soirée Coffee House

The Deputy Clerk advises the Tecumseh Cultural and Arts Advisory Committee, in partnership with l'Essor High School, will be hosting a 'Coffee House' event on Friday, May 12, 2017, from 7:00 pm to 10:00 pm. The Coffee House will take place in the Tecumseh – l'Essor Arts Centre.

The Committee is excited to be hosting this community event for individuals to share their stage talents with area residents in a coffee house setting. All ages are welcome and the Committee is looking for a diverse range of talent – vocals, instrumental, dance, readings, theatrical groups, etc. – to showcase and celebrate local talent.

Interested performers will need to submit a completed Registration Form by Friday, March 31, 2017.

The Members are encouraged share the information with persons who may be interested in performing and help promote the event.

(YAC 3-9)

NEXT MEETING

The next meeting of the YAC will be held on Monday, April 10, 2017, at 4:30 p.m.

(YAC 3-10)

ADJOURNMENT

Motion: (YAC-14/17) Moved by Secretary Paytin Gardner
Seconded by Treasurer Andre Ducharme

THAT there being no further business, the March 20, 2017, meeting of the Youth Advisory Committee be adjourned at 5:03 p.m.

Carried

Hannah Ruuth, Chair

Kristi Koutros, 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 held on Monday, March 20, 2017 in the Sandwich South Meeting Room at Town Hall, 917 Lesperance Road, Tecumseh at the hour of 6:00 pm.

(HC 3-1)

ORDER

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

(HC 3-2)

ROLL CALL

Councillor	- Brian Houston
Councillor	- Rita Ossington
Chair	- Jerome Baillargeon
Member	- Rhonda Dupuis
Vice-Chair	- Ian Froese
Member	- Terry England
Member	- Chris Carpenter

Also Present: Deputy Clerk - Christina Hebert

Absent: Member - Dwayne Ellis

(HC 3-3)

DISCLOSURE OF PECUNIARY INTEREST

None Reported.

(HC 3-4)

DELEGATIONS

None.

(HC 3-5)

COMMUNICATIONS

Minutes

a) Heritage Committee Meeting held February 13, 2017

Motion: (HC-09/17) Moved by Member Terry England
Seconded by Member Rhonda Dupuis

THAT the Minutes of the Heritage Committee meeting held February 13, 2017, be approved.

Carried

Communication for Information

b) National Trust for Canada, Email dated March 14, 2017, Re: National Heritage Trust Awards, Call for Nominations

Motion: (HC-10/17) Moved by Member Rhonda Dupuis
Seconded by Councillor Brian Houston

THAT Communication B on the March 20, 2017, Heritage Committee Agenda, be received.

Carried

(HC 3-6)

REPORTS

a) Manager Planning Services, Report No. 02/17
Re: Official Plan and Zoning By-Law Amendments, 2253246 Ontario Inc., 11957 Tecumseh Road – Proposed Five-Storey/44-Unit Apartment Building

Motion: (HC-11/17) Moved by Member Chris Carpenter
Seconded by Councillor Rita Ossington

THAT Planning Services, Report No. 02/17 regarding Official Plan and Zoning By-Law Amendments for 11957 Tecumseh Road, be received for information.

Carried

Discussion ensues respecting the proposed development of a five-storey/44-unit apartment building.

The Campeau House, listed on the Heritage Property Listing, abuts the proposed development to the west, on the south side of Tecumseh Road. The property is situated on a large, but relatively narrow and deep lot. The Campeau House has a stone foundation, amongst other potential heritage attributes.

It is further noted that the property to the east of the proposed development, 11961 Tecumseh Road has a stone porch and other potential heritage attributes. The residential dwelling is located on the northern portion of the lot close to Tecumseh Road, with two automobile-related commercial uses behind the residential dwelling.

With the impending development, the Members suggest prioritizing the Campeau House and the Stone Porch House on the Heritage Property Listing.

Administration is directed to conduct a property search of 11941 Tecumseh Road and 11961 Tecumseh Road to obtain information on the history and ownership of said properties.

Following the property search, the Members concur with conducting a Cultural Heritage Resources Evaluation on both properties.

(HC 3-7)

UNFINISHED BUSINESS

Heritage Property Listing

The Members review the ‘tracked’ changes made to the Heritage Property Listing. Items noted in red signify changes made by the Committee at the last meeting.

The Deputy Clerk advises the Original Meeting House for Sandwich South no longer exists. The house where the first Sandwich South Council photo was taken is still in existence, located at 2725 Highway #3.

The Members request the following amendments:

Property	Amendment
Original Meeting House for Sandwich South	Change – Name of Property to Sandwich South Council Add – to address, 2725 Highway #3
Tecumseh United Church	Change – ‘Hilicker Architect’ under Style
Stone Porch House	Add – to Listing, 11961 Tecumseh Road Add – to Style, ‘Arts and Crafts’

The above-mentioned amendments will be incorporated into the Heritage Property Listing and brought back to the Committee for review.

(HC 3-8)

NEW BUSINESS

Bill C-323 – Rehabilitation of Historic Property

Councillor Rita Ossington informs the Members about Bill C-323 – *An Act to Amend the Income Tax Act (Rehabilitation of Historic Property)*, a Private Member’s Bill respecting the creation of tax credits for historic places.

Bill C-323 includes the creation of a 20% tax credit on eligible costs for rehabilitation work done to designated historic places (commercial and owner-occupied residential) and an accelerated Capital Cost Allowance for eligible capitalized costs incurred under the same conditions of the tax credit (commercial only).

The House of Commons is scheduled to vote on Bill C-323 on Thursday, March 23, 2017. Input is still being received until March 23rd and the Members are encouraged to individually write the local MP voicing support for the measures contained in Bill C-323.

(HC 3-9)

NEXT MEETING

The next meeting of the Heritage Committee will be held on Monday, April 10, 2017, at 6:00 pm.

(HC 3-10)

ADJOURNMENT

Motion: (HC- 12/17) Moved by Vice-Chair Ian Froese
Seconded by Councillor Brian Houston

THAT there being no further business, the March 20, 2017 meeting of the Heritage Committee be adjourned at 7:14 pm.

Carried

Jerome Baillargeon, Chair

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, March 20, 2017, in the Sandwich South Meeting Room at Town Hall, 917 Lesperance Road, Tecumseh at the hour of 7:00 pm.

(CAAC 3-1)

ORDER

The Vice-Chair calls the meeting to order at 7:17 pm.

(CAAC 3-2)

ROLL CALL

Present:	Member	- Ian Froese
	Vice-Chair	- Rhonda Dupuis
	Councillor	- Brian Houston
	Member	- Jerome Baillargeon
	Councillor	- Rita Ossington
	Member	- Phil Kane
	Chair	- Marian Drouillard
	Member	- Ashleigh Neal

Also Present:	Deputy Clerk	- Christina Hebert
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Absent:	Member	- Dwayne Ellis
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(CAAC 3-3)

DISCLOSURE OF PECUNIARY INTEREST

None reported.

(CAAC 3-4)

DELEGATIONS

None.

(CAAC 3-5)

COMMUNICATIONS

Minutes

a) Cultural & Arts Advisory Committee Meeting held February 13, 2017

Motion: (CAAC-08/17) Moved by Member Jerome Baillargeon
Seconded by Vice-Chair Rhonda Dupuis

THAT the Minutes of the Cultural & Arts Advisory Committee meeting held February 13, 2017, be approved.

Carried

Communication for Information

b) Marian Drouillard, Chair, email dated February 13, 2017, Re: Annual Tecumseh Arts Festival

Motion: (CAAC-09/17) Moved by Vice-Chair Rhonda Dupuis
Seconded by Member Jerome Baillargeon

THAT Communication B on the March 20, 2017 Cultural & Arts Advisory Committee Agenda, be received.

Carried

Chair Marian Drouillard provides an overview of the Tecumseh Arts Festival (Festival) concept. She explains the Festival, similar in concept to Art by the River in Amherstburg, would be held annually at Lakewood Park South, in the area just east of the new meandering drain parallel to Manning Road, with entry points at the pedestrian bridges between Riverside Drive East and southerly near Little River Boulevard.

The Festival, held in the summer, would feature high quality unique works of arts and crafts and would add performance art to the mix. An exhibitor fee would be charged. The event would also serve as a visitor attraction to the area and showcase Lakewood Park.

Discussion ensues regarding the proposed concept and the related challenges to hosting and organizing an event of this caliber. The Cultural & Arts Advisory Committee hosted an art show for five (5) years and found the performance atmosphere more successful, which lead to the Coffee House event. Additionally, there are a number of factors i.e. resources, liability, costs, etc. related to an event such as this concept.

It is recommended that similar to Art by the River which is organized by the Gibson Gallery, a local organization and/or business oversee the planning of such a Festival, in coordination with the Town's Recreation Department to ensure proper policies/procedures are adhered to, in order to put on an event of this magnitude.

(CAAC 3-6)

REPORTS

None.

(CAAC 3-7)

UNFINISHED BUSINESS

Soirée Coffee House

The Deputy Clerk reviews the Event Matrix and provides updates respecting the Soirée Coffee House.

Advertising

- A notice was placed in the Shoreline Week and Essex Free Press, as well as promotion on the Town's social media.
- As the application period ends, advertisements respecting the event details will be prepared and circulated.

Program

- Member Jerome Baillargeon advises he spoke with Tim Byrne, who was the Master of Ceremony for last year's event, and is available.
- The Members review the event poster, previously circulated via email for comments/suggestions and request the following changes:
 - Add 'Friday' to the date
 - Add 'Free Admission'
 - Change red to white font for the time, address and Town information in bottom left corner

Performers

- The Deputy Clerk advises four (4) applications have been submitted, all of which are vocal performances and one of which is a returning performer.
- Applications are still anticipated from l'Esson High School and Ste. Marguerite d'Youville, as well as the l'Esson Jazz Band will be performing.
- The submission deadline for registration forms is March 31, 2017.
- l'Esson is making arrangements with the Sound/Lighting technician.
- Expressions of interest have been received from persons offering production services. Administration is requested to inquire if l'Esson's media students would be able to assist with live streaming.

Refreshments/Set Up

- The Members confirm the Tecumseh Area Historical Society (TAHS) provided popcorn and Lakewood Café sold coffee, tea and baked goods at last year's event.
- The TAHS and Lakewood Café are willing to provide same for this year.
- Administration is to inquire if the l'Esson Art's Department is once again willing to provide the table centerpieces.
- The Committee will again arrange for the paper tablecloths and crayons for artistic doodling.
- The Members' assistance in set up/take down the night of the event is appreciated. l'Esson's janitors will be providing cleaning services following the event.

Tecumseh - l'Esson Arts Centre Sign

Further to the request at the last meeting, the Deputy Clerk advises the cost for the Tecumseh – l'Esson Arts Centre Sign was in the amount of \$6,874.92, which is cost shared between the Town and l'Esson High School.

(CAAC 3-8)

NEW BUSINESS

Tecumseh Express Night

The Members are advised that the Windsor Express have designated a game taking place on Wednesday, March 22, 2017 as "Tecumseh Night", at the WFCU Centre. There will be pre-game activities and a VIP reception with benefits going towards the Tecumseh Area Historical Society.

Arts Council Windsor & Region

Administration is asked to investigate if the Committee is still a member of the Arts Council Windsor & Region.

(CAAC 3-9)

NEXT MEETING

The next meeting of the Cultural & Arts Advisory Committee will be held on Monday, April 10, 2017, at 7:00 pm, in the Sandwich South Room, Tecumseh Town Hall.

(CAAC 3-10)

ADJOURNMENT

Motion: (CAAC-10/17) Moved by Member Jerome Baillargeon

Seconded by Vice-Chair Rhonda Dupuis

THAT there being no further business, the March 20, 2017, meeting of the Cultural & Arts Advisory Committee be adjourned at 8:39 pm.

Carried

Marian Drouillard, Chair

Rhonda Dupuis, Vice-Chair



THE CORPORATION OF THE TOWN OF TECUMSEH

Chief Administrative Officer
Report No. 04/17

TO: Mayor and Members of Council

FROM: Shaun Fuerth, Acting Chief Administrative Officer

DATE OF REPORT: March 6, 2017

DATE TO COUNCIL: March 14, 2017

SUBJECT: Ward Boundary & Council Structure Review
Supplementary Report

RECOMMENDATIONS

It is recommended that:

1. The StrategyCorp Ward Boundary & Council Structure Supplementary Report [Supplementary Report] be received.
2. The Council Ward Structure Options, specifically options 3(b) and 3(c) as contained in the StrategyCorp Supplementary Report be considered by Council and that a final preference be determined by Council.
3. That a by-law to adopt the preferred option be prepared for consideration at the March 28, 2017 meeting of Council.

BACKGROUND

At Council's Special Meeting on January 24, 2017, Council considered the Ward Boundary & Council Structure Final Report from StrategyCorp. Several options were identified for consideration, and Council passed the following resolution (SCM-02/17):

THAT the January 2017 Final Report on the Ward Boundary and Council Structure Review, as prepared by StrategyCorp., be received; and
THAT Option 3B of the January 2017 Final Report on the Ward Boundary and Council Structure Review be accepted for the 2018 Municipal Election.

As part of the Council's direction, Mr. John Matheson of StrategyCorp has provided more information in a Supplementary Report related to:

- The effect of moving from 2031 to 2026 as the period for assessing "effective representation;" and
- The creation of a new Option 3(c), which makes "minor tweaks" to the boundaries proposed in Option 3(b).

In the Supplementary Report there is no change in direction, just clarification on the following issues:

- Options 3(b) and 3(c) are both acceptable to use and in either scenario as they are better than the status quo.
- In both options the +/- 25% population range may be out of proportion, but that is inevitable given the collision between historic settlement patterns, and the localized growth the Town is forecasting. This is an acceptable starting point when identifying this is part of a phasing process. (review after 10 years)
- The new 3(c) option is not mathematically as good as option 3(b), but it is adequate to not offend the test, especially with the shorter (2026) term. This option also, in essence, creates a “purer” rural ward, which Council had identified has an important aspect of any option.
- The boundary modification in 3(c) between Wards 1,2 and 3 are reflective of comments received from Council and could be adjusted in many ways, but the boundaries in both and 3(b) and 3(c) are both sensible, defensible, and well-motivated.

COMMENTS

The attached Supplementary Report is submitted to Council in response to discussion and inquiries at the January 24, 2017 Special Council Meeting where the Final Report was received and option 3(b) was accepted. Appendix I and II are enhanced views of option 3(c)

In addition, Administration will prepare two further reports on matters arising from the Final Report. The first will address Voting Methods, taking into consideration StrategyCorp's findings from the review and public consultation. The second will address the implementation of the Ward Boundary and Council Structure option that is finally decided upon by Council.

CONSULTATIONS

Corporate Services & Clerk
Planning & Building Services
Information & Communication Services
Chief Administrative Officer
Council Members
Community Stakeholders & Residents

FINANCIAL IMPLICATIONS

Depending on the option selected by Council to move forward, any related financial implications will be determined and included in a future report to Council on the 2018 Municipal Election.

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:

Shaun Fuerth, B.C.S.
Acting Chief Administrative Officer

Reviewed by:

Reviewed by:

Laura Moy,
Director, Corporate Services & Clerk

Brian Hillman
Director, Planning & Building Services

Recommended by:

Tony Haddad, MSA, CMO, CPFA
Chief Administrative Officer

Attachment(s): 1. StrategyCorp, Town of Tecumseh Ward and Council Structure Review
 Supplementary Report, March 5, 2017
 2. Appendix I & 2 – enhanced maps

SF/ep



Mr. Tony Haddad
Chief Administrative Officer
Town of Tecumseh
917 Lesperance Rd.
Tecumseh, ON N8N 1W9

Dear Mr. Haddad

RE: Ward Boundary Review – Supplementary Report

The purpose of this letter is to provide you with responses to the comments that were made at the presentation of our Final Report.

As per your direction, we have considered:

- The effect of moving from 2031 to 2026 as the period for assessing “effective representation,” and
- The creation of a new Option 3(c), which makes “minor tweaks” to the boundaries proposed in Option 3(b).

Given Tecumseh’s unique geography, historical settlement, and forecasted settlement patterns, it would appear that no solution based on wards will ever be “perfect,” both now and in 10 years and 15 years, in terms of achieving both:

- Perfectly equal distribution of population, and
- Perfect representation of actual and historic communities of interest.

In our view, however, both options 3(b) and 3(c) would offer improvements over the status quo, and provide appropriate ward boundaries for the Town of Tecumseh that would meet the test of “effective representation” between now and 2026.

Yours truly,

A handwritten signature in black ink, appearing to read "John Matheson".

John Matheson
Principal



Supplementary Report

Background

In June 2016, the Town of Tecumseh retained StrategyCorp to conduct a Ward Boundary and Council Structure Review (the “Review”). In January 2017, we presented a Final Report, at which time we received comments which were expressed as proposed “minor improvements” to Option 3B.

Comments received at the Council Meeting can be grouped under two headings:

- Reconsidering the period for assessing “effective representation” from the present to 2031 to the present to 2026.
- Reconsidering the boundaries in Option 2(b).

In this Report, we address both of these issues.

Reconsidering the Planning Horizon from 2031 to 2026

The terms of reference directed us to consider the suitability of wards up to 2031. Over that period of time, Tecumseh is projected to grow by approximately 7,000 residents. About 60% of that growth is forecast to occur between 2014 and 2026. The remaining ~40% is forecast to occur between 2026 and 2031.

A chart showing the forecast growth applied to the ward boundaries in Option 3(c) is shown below:

Distribution of Forecast Growth by New Wards contemplated by 3(c)						
	Total Forecast	New Ward 1	New Ward 2	New Ward 3	New Ward 4	New Ward 5
2014	23135	5280	6306	4881	3068	3600
2026	27155	5362	6802	5343	5985	3663
2031	30135	5362	6802	5343	8754	3874

As the above chart shows (see especially the yellow highlight), the vast majority of the growth between 2026 and 2031 is localized in New Ward 4. As a result of this uneven growth, it is very difficult to set ward boundaries that would satisfy the “representation by population” aspect of the “effective representation” test over the period from now to 2031.



In the population projection charts which follow at page 8, we have added new columns to show the relative populations of wards based on 2014 numbers, as well as 2026 and 2031 projections. We conclude that shortening the time horizon for assessing scenarios from 2031 to 2026 is helpful to meeting the “effective representation test.

Option 3(c): “Tweaking” the Boundaries of Option 3(b)

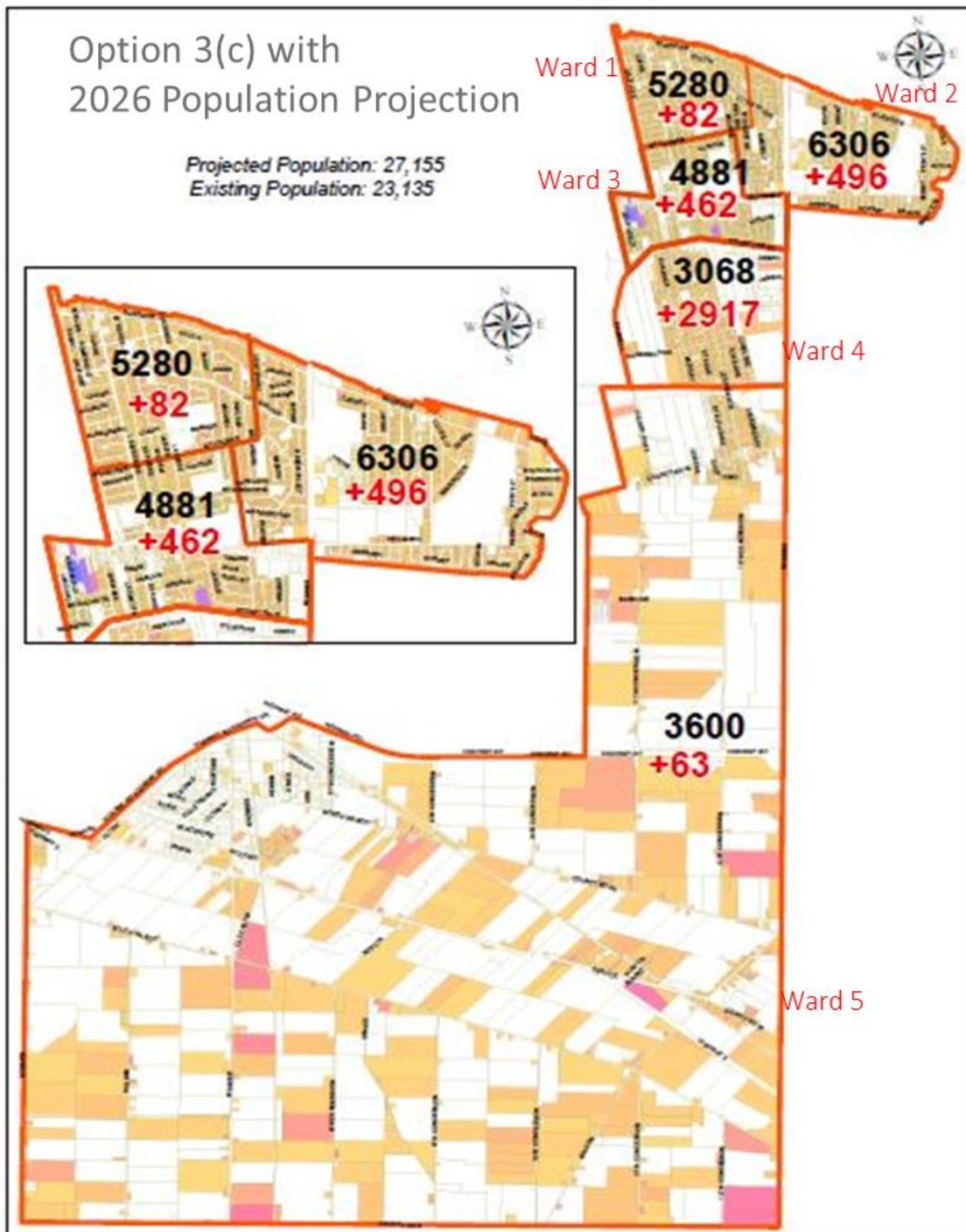
When we presented our Final Report, the ward boundary options presented in Option 3(b) were generally well received. We were asked, however, to report back on “tweaks” that would:

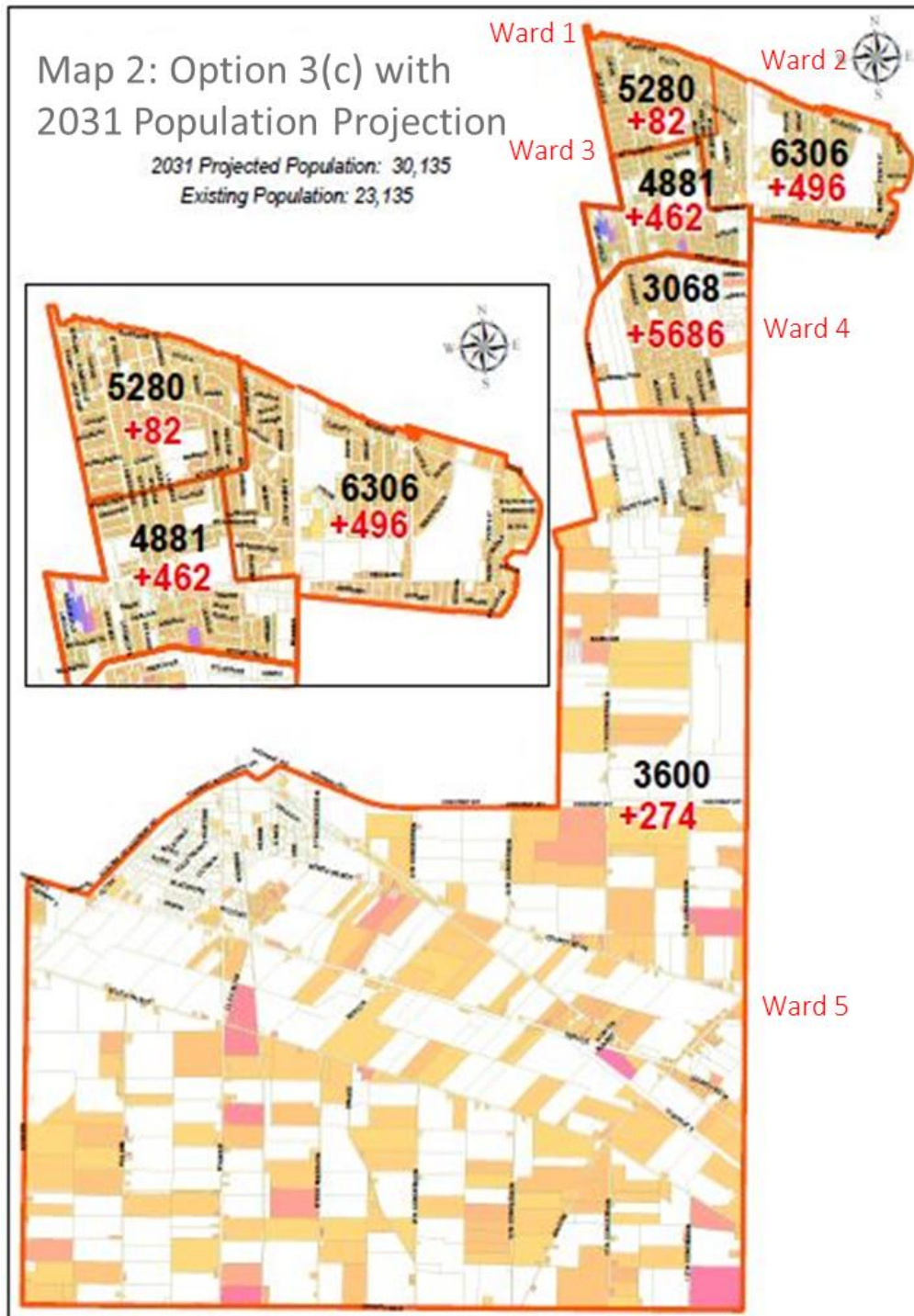
- **Better respect what was described to us as the “functional boundaries” and “actual communities of interest” of neighborhoods:** Specifically we were asked to consider dividing wards along "backyard" boundaries in certain cases, rather than through the middle of streets.
 - Shift the boundary between Wards 3 and 2 to the west. The resulting boundary streets would be Revland Drive and Tecumseh Road); and,
 - Shift the boundary between Wards 1 and 3 that is west of Lesperance to the north so that both sides of St. Thomas Crescent are included in Ward 3.
- **Better respect the rural character of the most southerly ward:** Specifically, we were asked to develop an option that would re-draw the boundary of new ward five along the south side of the railway line.¹

Below are two maps showing Option 3(c). Each shows:

- The revised ward boundaries
- The current population (in black)
- The additional population that is projected (in red):
 - For 2026 (Map 1), and
 - For 2031 (Map 2).

¹ This has a relatively limited effect in the near term, but in the later years of the forecast it reduces the population of new Ward 5 significantly. By 2026, new Ward 5 does not have enough population. By 2031, new Ward 5 will still be underpopulated, but new Ward 4 will also be overpopulated, relative to Option 3(b).





Applying the Evaluative Criteria to Option 3(c)

Option 3C: “OPTION 3B with minor adjustments”	
Council Size	7 (Mayor, Deputy Mayor, 5 Councillors)
Method of Election	Wards
Number of Councillors	5
Number of Wards	5

- Significant improvement over status quo from a representation by population perspective.
- Ward 2 will be underrepresented (+36%) at first, but will fall steadily into norm as growth occurs
- Ward 4 will be overrepresented at first (-34%), but by 2026 it would come into the norm.
- By 2026, Ward 5 will be overrepresented.
- By 2031, representation issues will increase as ward 4 continues to grow, while ward five does not gain in population (-36 vs. +45 in 2031).

Ward	Councillors	2014 Pop'n	2014 Residents per Councillor	2014 Variance from Average	2026 Pop'n	2026 Residents per Councillor	2026 Variance from Average	2031 Pop'n	2031 Residents per Councillor	2031 Variance from Average
1	1	5,280	5,280	+14%	5,362	5,362	-1%	5,362	5,362	-11%
2	1	6,306	6,306	+36%	6,802	6,802	+25%	6,802	6,802	+13%
3	1	4,881	4,881	+5%	5,343	5,343	-2%	5,343	5,343	-11%
4	1	3,068	3,068	-34%	5,985	5,985	+10%	8,754	8,754	+45%
5	1	3,600	3,600	-22%	3,663	3,663	-33%	3,874	3,874	-36%
Total	5	23,135	4,627 (average)	N/A	27,155	5,431 (average)	N/A	30,135	6,027 (average)	N/A

In our consultation, Council and stakeholders clearly indicated the importance of having regard to:

- appropriate rural representation.
- the significant amount of casework and the increased burden on the councillor in current ward 4 that come from the presence of industrial properties.
- the benefits of achieving one councillor per ward.

OPTION 3C: Meets Test of Effective Representation in 2026? <u>YES</u>	
Key factors	Analysis
1. Representation by Population (+/-25%)	<ul style="list-style-type: none"> • 2014: two of the five wards would be outside the +/-25%, but this situation would improve with projected growth. • By 2026, only ward 5 would be outside the +/- 25% • By 2031, it is likely that further revisions will be required
2. Communities of Interest	<ul style="list-style-type: none"> • Specific historical Pre-amalgamation boundaries are largely redrawn, but actual communities of interest are respected
3. Geography	<ul style="list-style-type: none"> • Improves ward 5 by keeping it on the south side of the railway tracks • May improve wards 1,2 and 3 (compared to option 3b)
4. Quality of Representation	<ul style="list-style-type: none"> • One councillor per ward ratio may foster more direct relationship with residents/remove potential for issues • The rural ward maintains its rural character • Tweaks improve representation by better linking actual communities • No change in councillor costs

Are the greater than +/-25% population ratios permissible?

As we discussed in our Final Report, representation by population is an important element, but only one element of the test for “effective representation.” The goal of +/- 25% is not a hard and fast and Councils are understood to have the discretion to deviate from it in order to demonstrably advance other legitimate elements of effective representation test.² In this case, in our opinion flexibility is also warranted by a variety of factors, including the challenge of accommodating uneven historic and future forecast growth patterns to provide stable ward boundaries over time.

Comparing the Options

The following options are compared in the table below:

- Option 1: Status Quo
- Option 3(b)
- Option 3(c)

² See our Final Report for a full elaboration of this. Some of the other elements of the test include communities of interest, geography, quality of representation.



STATUS QUO

Ward	Councillors	2014 Pop'n	2014 Residents per Councillor	2014 Variance from Average	2026 Pop'n	2026 Residents per Councillor	2026 Variance from Average	2031 Pop'n	2031 Residents per Councillor	2031 Variance from Average
1	2	12,836	6,418	+39%	13,405	6,703	+23%	13,405	2	+11%
2	1	3,629	3,629	-22%	4,101	4,101	-25%	4,101	1	-32%
3	1	4,049	4,049	-12%	7,026	7,026	+29%	10,003	1	+66%
4	1	2,620	2,620	-43%	2,623	2,623	-52%	2,626	1	-56%
Total	5	23,135	4,627 (average)	N/A	27,155	5,431 (average)	N/A	30,135	6,027 (average)	N/A

OPTION 3B

Ward	Councillors	2014 Pop'n	2014 Residents per Councillor	2014 Variance from Average	2026 Pop'n	2026 Residents per Councillor	2026 Variance from Average	2031 Pop'n	2031 Residents per Councillor	2031 Variance from Average
1	1	5,344	5,344	+15%	5,426	5,426	0%	5,426	5,426	-10%
2	1	5,165	5,165	+12%	5,658	5,658	4%	5,658	5,658	-6%
3	1	5,958	5,958	+29%	6,423	6,423	18%	6,423	6,423	+7%
4	1	2,590	2,590	-44%	5,507	5,507	1%	7,265	7,265	+21%
5	1	4,078	4,078	-12%	4,141	4,141	-24%	5,363	5,363	-11%
Total	5	23,135	4,627 (average)	N/A	27,155	5,431 (average)	N/A	30,135	6,027 (average)	N/A

NEW: OPTION 3C REVISED "revised as per comments received at Council"

Ward	Councillors	2014 Pop'n	2014 Residents per Councillor	2014 Variance from Average	2026 Pop'n	2026 Residents per Councillor	2026 Variance from Average	2031 Pop'n	2031 Residents per Councillor	2031 Variance from Average
1	1	5,280	5,280	+14%	5,362	5,362	-1%	5,362	5,362	-11%
2	1	6,306	6,306	+36%	6,802	6,802	+25%	6,802	6,802	+13%
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4	1	3,068	3,068	-34%	5,985	5,985	+10%	8,754	8,754	+45%
5	1	3,600	3,600	-22%	3,663	3,663	-33%	3,874	3,874	-36%
Total	5	23,135	4,627 (average)	N/A	27,155	5,431 (average)	N/A	30,135	6,027 (average)	N/A

Observations: Comparing Options 3(b) and 3(c) to each other, and to the Status Quo:

1. Each of the options has wards that do not fall inside the representation by population target of +/-25% on the current population numbers.³

- The status quo starts out with two of four wards not meeting the representation target, and gets worse over the life of the population forecasts.
- Option 3(b) start outs with 3 of 5 wards inside the band of +/-25 percent. By 2026, all wards meet the test.
- Option 3(c) also starts out with 3 of 5 wards outside of the +/-25% band. By 2026, Option 3(c) will have four wards inside the +/-25% target. New Ward 5 will still fall outside the band.

2. Option 3(b): Notwithstanding its challenges, in our January Report, we concluded that Option 3(b) was the best of the then available options, having regard to the principles of effective representation and the opinions of stakeholders and the community.

- “It strikes the right balance between accommodating Tecumseh’s expected population growth and ensuring rural representation on council.”
- “It also achieves one councillor per ward and creates ward boundaries that respect existing neighbourhoods, if not the actual historic boundaries of the pre-amalgamation.”
- On the population growth forecasts, Option 3(b) will meet the +/-25% target in 2026 and 2031 and will therefore deliver better “representation by population” than option 3(c).

3. Option 3(c): In our opinion, Option 3(c) also meets the test of “effective representation.”

- In our view, the proposed boundary tweaks relating to wards 1, 2 and 3 are appropriate, in that they appear to properly respect actual communities of interest. The use of the railway line as the boundary between new Wards 4 and 5 would appear to better preserve the rural character of new Ward 5 than the boundary proposed in Option 3(b).
- Overall, Option 3(c) does not offer as strong a correlation with meeting the +/- 25% test as Option 3(b). Nevertheless, 3(c) is clearly a legitimate option.
- The forecast “bulge” of growth in new Ward 4 will mean that Option 3(c) would need to be reviewed before 2031, when Option 3(b) would still be forecast to meet the test.

³ Each of these conclusions is contingent on forward looking assumptions about growth. For this reason, both current and future projections need to be weighed against the prospect that assumptions may fall above or below forecasts.

4. We conclude that both option 3(b) and 3(c) are superior to the status quo:










- Both come closer to respecting the representation by population target of +/-25% than the status quo.
- Both achieve 1 councillor per ward.
- Both continue to provide for strong rural representation in the new Ward 5.
- Both respect the actual communities of interest of residents.

5. To the extent that options 3(b) and 3(c) have boundaries that depart from the representation by population targets, the policy rationale for the departures relates to stated goals of:

- Managing the challenges of uneven historic and future forecast growth patterns to provide for stable ward boundaries over time.
- Preservation of existing communities
- Encouragement of rural representation.

6. Options 3(b) and 3(c) would appear to be legitimate choices for the Town of Tecumseh, which would both meet the test of effective representation.

Main Measurable Points of Comparison: Status Quo, Option 3(b) and 3(c)

	Status Quo	Option 3(b)	Option3(c)
How many wards currently meet the +/- 25% target?	2/4 	3/5 	3/5 
How many wards meet the +/-25% target in 2026?	2/4 	5/5 	4/5 
How many wards meet the +/-25% target in 2031?	1/4 	5/5 	3/5 
Preserve Rural Representation	✓	✓	✓
Achieve 1 councillor per ward	X	✓	✓

Option 1: The Status Quo

Council Size	7 (Mayor, Deputy Mayor, 5 Councillors)
Method of Election	Wards
Number of Councillors	5
Number of Wards	4

Analysis

- From a representation by population perspective, the current ward structure is problematic and getting worse: Wards 1 and 4 are significantly beyond the +/-25% range. By 2031, three of four wards will be outside the +/-25% range.

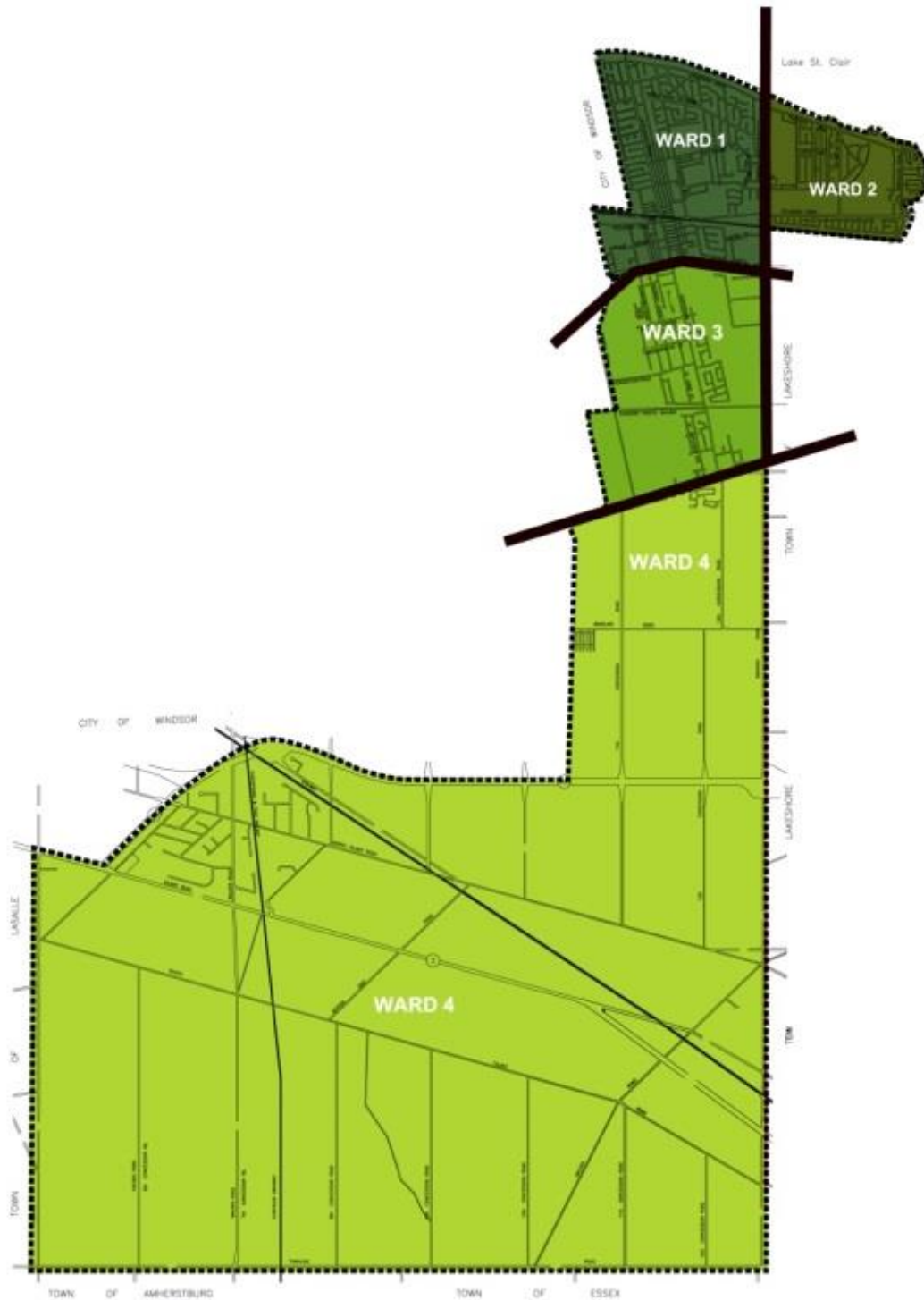
Ward	Councillors	2014 Pop'n	2014 Residents per Councillor	2014 Variance from Average	2026 Pop'n	2026 Residents per Councillor	2026 Variance from Average	2031 Pop'n	2031 Residents per Councillor	2031 Variance from Average
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3	1	4,049	4,049	-12%	7,026	7,026	+29%	10,003	1	+66%
4	1	2,620	2,620	-43%	2,623	2,623	-52%	2,626	1	-56%
Total	5	23,134	4,627 (average)	N/A	27,155	5,431 (average)	N/A	30,135	6,027 (average)	N/A

- The significant growth anticipated in current Ward 3 presents the biggest long term challenge to the existing ward boundaries.
- The status quo provides distinct representation for Tecumseh's pre-amalgamation municipalities and the rural community.
- A majority of survey respondents favoured a seven member council.

OPTION 1: Meets Test of Effective Representation? NO

Key factors	Analysis
1. Representation by Population	<ul style="list-style-type: none"> Three of four wards will be significantly outside the +/-25% range by 2031
2. Communities of Interest	<ul style="list-style-type: none"> Respects pre-amalgamation boundaries Provides a rural voice (Ward 4)
3. Geography	<ul style="list-style-type: none"> No significant issues identified
4. Quality of Representation	<ul style="list-style-type: none"> No change in councillor costs or access

Option 1: The Status Quo



Option 3B: Five Ward Structure, Major Boundary Adjustments	
Council Size	7 (Mayor, Deputy Mayor, 5 Councillors)
Method of Election	Wards
Number of Councillors	5
Number of Wards	5

Analysis

Significant improvement from a representation by population perspective. Wards 3 and 4 fall outside the +/-25% range in the short term but all wards achieve balance by 2031.

Ward	Councillors	2014 Pop'n	2014 Residents per Councillor	2014 Variance from Average	2026 Pop'n	2026 Residents per Councillor	2026 Variance from Average	2031 Pop'n	2031 Residents per Councillor	2031 Variance from Average
1	1	5,344	5,344	+15%	5,426	5,426	0%	5,426	5,426	-10%
2	1	5,165	5,165	+12%	5,658	5,658	4%	5,658	5,658	-6%
3	1	5,958	5,958	+29%	6,423	6,423	18%	6,423	6,423	+7%
4	1	2,590	2,590	-44%	5,507	5,507	1%	7,265	7,265	+21%
5	1	4,078	4,078	-12%	4,141	4,141	-24%	5,363	5,363	-11%
Total	5	23,135	4,627 (average)	N/A	27,155	5,431 (average)	N/A	30,135	6,027 (average)	N/A

- Ward boundary adjustments balance pre-amalgamation communities and population balance.
- Single member representation in all wards may foster more direct relationship with residents.
- Easier to understand division of Wards 1-3 (for voters).
- Adjustment to the boundary between Wards 3 and 4 helps achieve a better population balance.
- Over time, it may dilute the distinct rural nature of Ward 4.

OPTION 3B: Meets Test of Effective Representation? <u>YES</u>	
Key factors	Analysis
1. Representation by Population	<ul style="list-style-type: none"> • All four wards inside the +/-25% range by 2031 • Wards 3 and 4 significantly outside of range in short term
2. Communities of Interest	<ul style="list-style-type: none"> • Pre-amalgamation boundaries are largely erased • May provide additional opportunity for rural representation (Wards 4 and 5)
3. Geography	<ul style="list-style-type: none"> • No significant issues identified
4. Quality of Representation	<ul style="list-style-type: none"> • No change in councillor costs • One councillor per ward ratio may foster more direct relationship with residents

Option 2B: Five Ward Structure - Major Development Adjustments





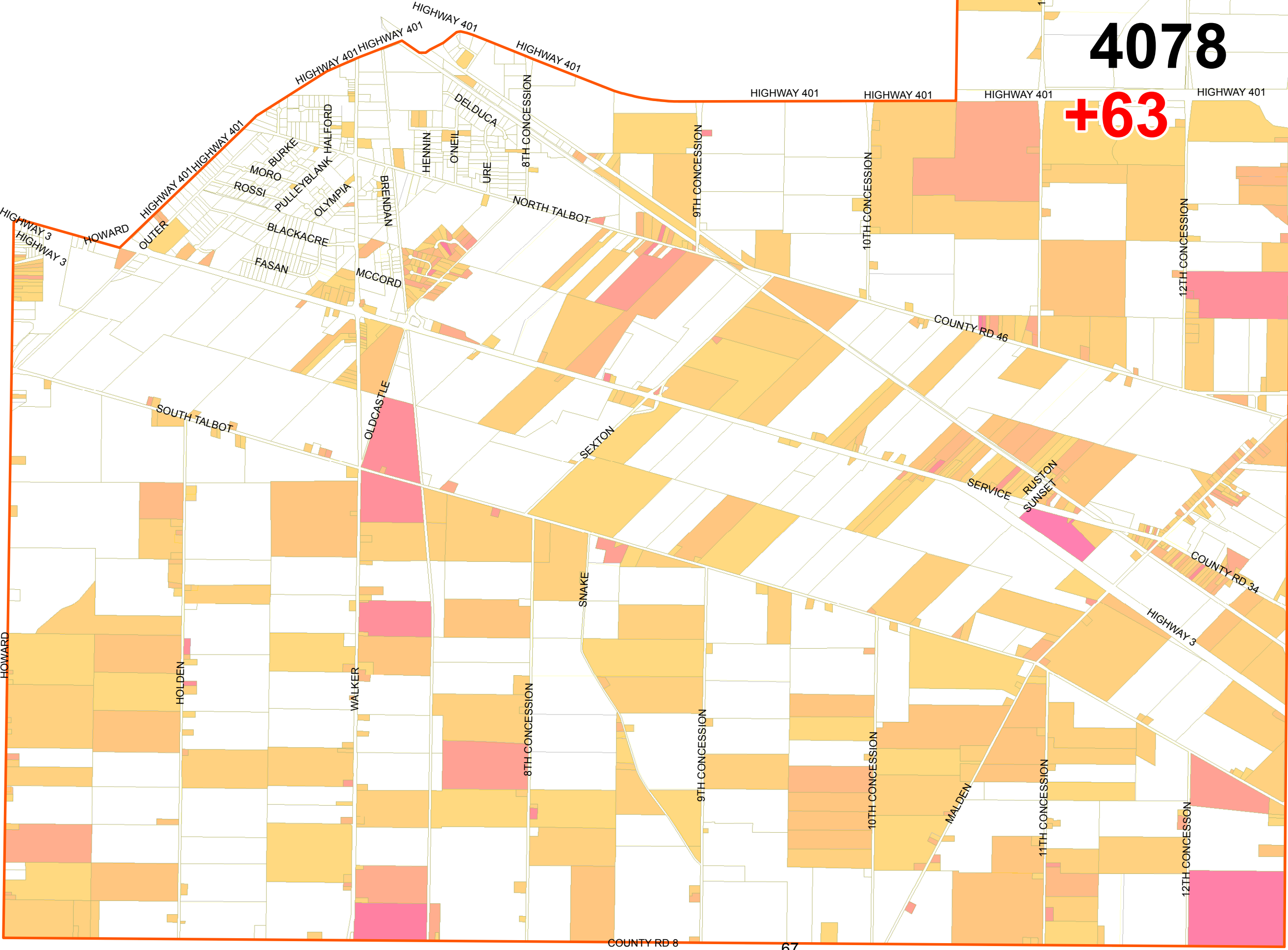
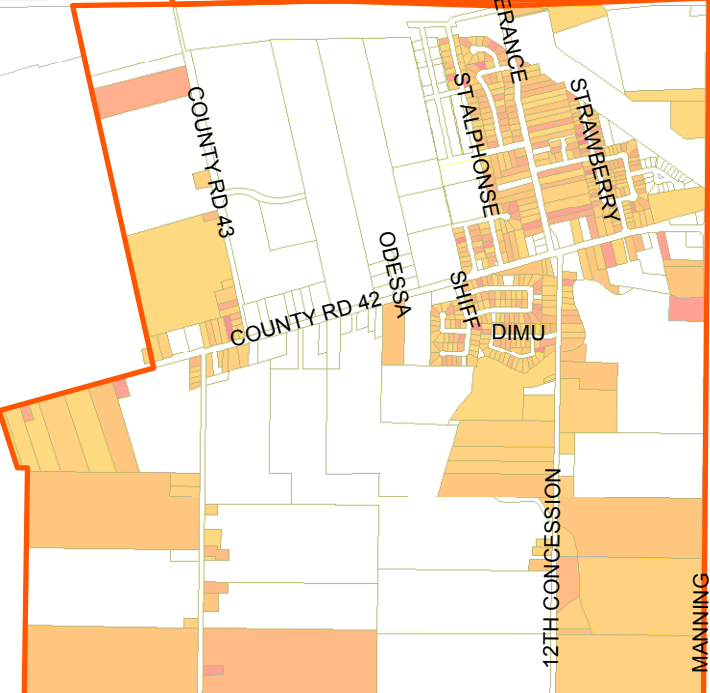
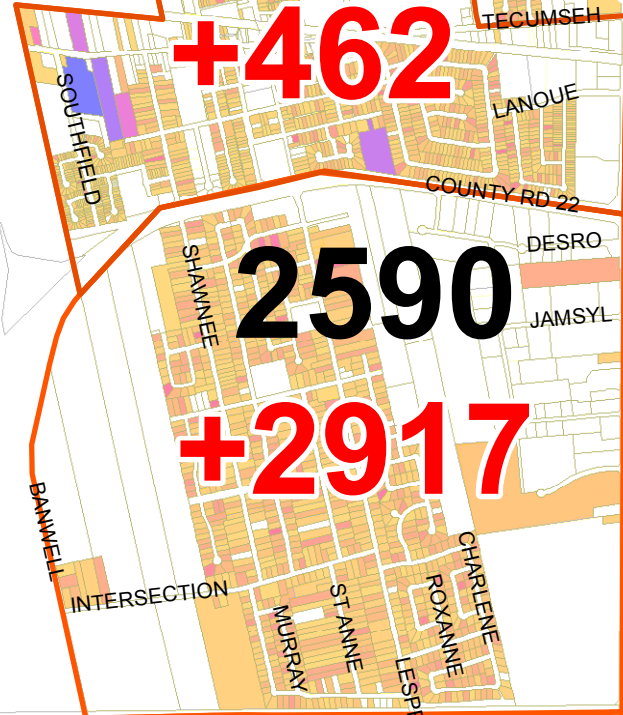
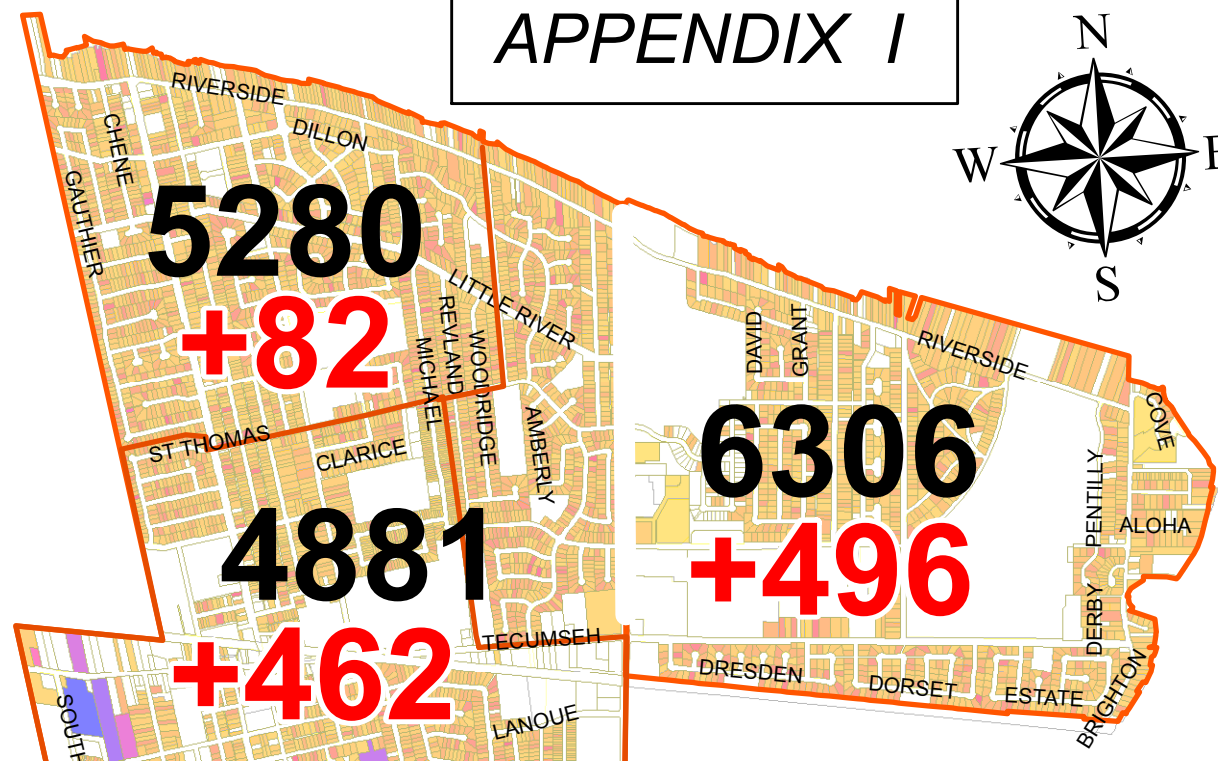
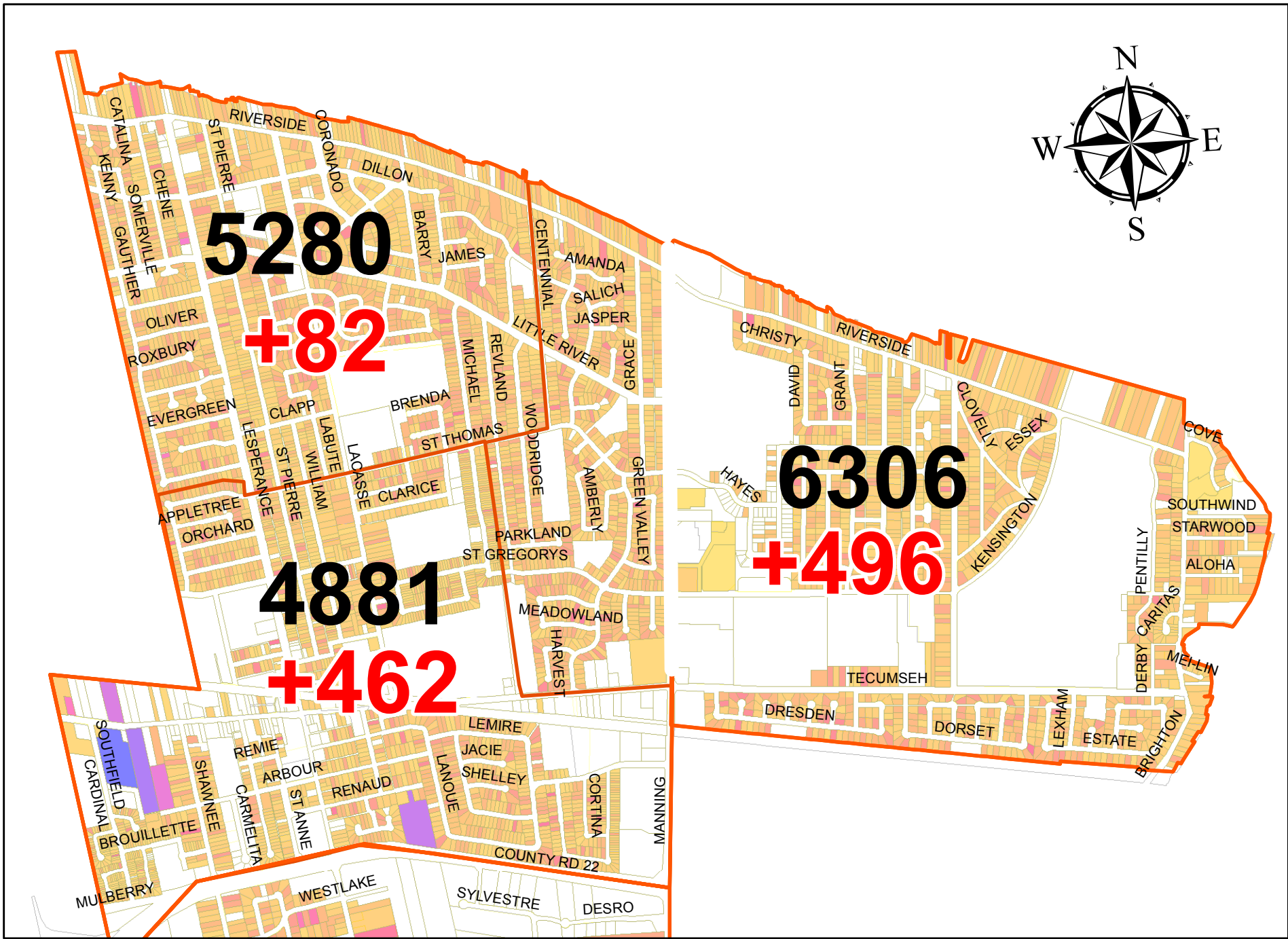
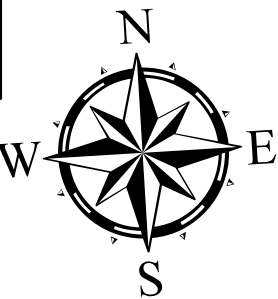
Appendix “B”
Council and Ward Structure Options
From Final Report, updated to include new Option 3(c)

Concept	Council Size	Council Composition	Election method	Wards	How We Get There	Meets Effective Representation
1 - Status Quo	7	Mayor Deputy Mayor 5 Councillors	Wards	4	No change/status quo	No
2 - Minor Ward Boundary Adjustments, Same Council Size	7			4	Adjust ward boundaries between: <ul style="list-style-type: none"> • Wards 1 and 3; and • Wards 3 and 4 	Yes
3 - Five Ward Structure, Same Council Size	7			5	Increase wards by dividing Ward 1 into two separate wards Adjust boundaries between Wards 1, 2 and 3	Yes
3A – Five Ward Structure, Major Boundary Adjustments	7			5	Substantially adjust all existing ward boundaries	Yes
3B – Five Ward Structure, Major Boundary Adjustments	7			5	Substantially adjust all existing ward boundaries	Yes
NEW 3C – Five Ward Structure, Major Boundary Adjustments	7			5	Substantially adjust all existing ward boundaries	Yes
4 - Two Ward Structure, Same Council Size	7			2	Adjust the boundary between Wards 1 and 3, then merge: <ul style="list-style-type: none"> • Wards 1 and 2; and • Wards 3 and 4 	Yes
5 - At-large, Same Council Size	7		At-large	None	Elect all Councillors at-large	Yes
6 - Major Boundary Adjustments, Smaller Council Size	6	Mayor Deputy Mayor 4 Councillors	Wards	4	Significant boundary adjustments between all wards Reduce by one Council position	No
7 - At-large, Smaller Council Size	6		At-large	None	Elect all Councillors at-large Reduce by one Council position	Yes
8 - Two Ward Structure, Minimum Council Size	5	Mayor Deputy Mayor 3 Councillors	Wards	2	Adjust the boundary between Wards 1 and 3, then merge: <ul style="list-style-type: none"> • Wards 1 and 2; and • Wards 3 and 4 Reduce by one Council position	Yes
9 - Major Boundary Adjustments, Minimum Council Size	5	Mayor 4 Councillors	Wards	4	Significant boundary adjustments between all wards Reduce by one Council position and remove Deputy Mayor position	No
10 - At-large, Minimum Council Size	5	Mayor Deputy Mayor 3 Councillors	At-large	None	Elect all Councillors at-large Reduce by two Council positions	Yes
11 - No Boundary Adjustments, Larger Council Size	8	Mayor 7 Councillors	Wards	4	Add a third Council position to Ward 1 and a second Council position to Ward 3 Remove Deputy Mayor position	Yes

REVISED OPTION 3C

10 YEAR
POPULATION PROJECTION
Projected Population: 27,155
Existing Population: 23,135

APPENDIX I



APPENDIX II



5280

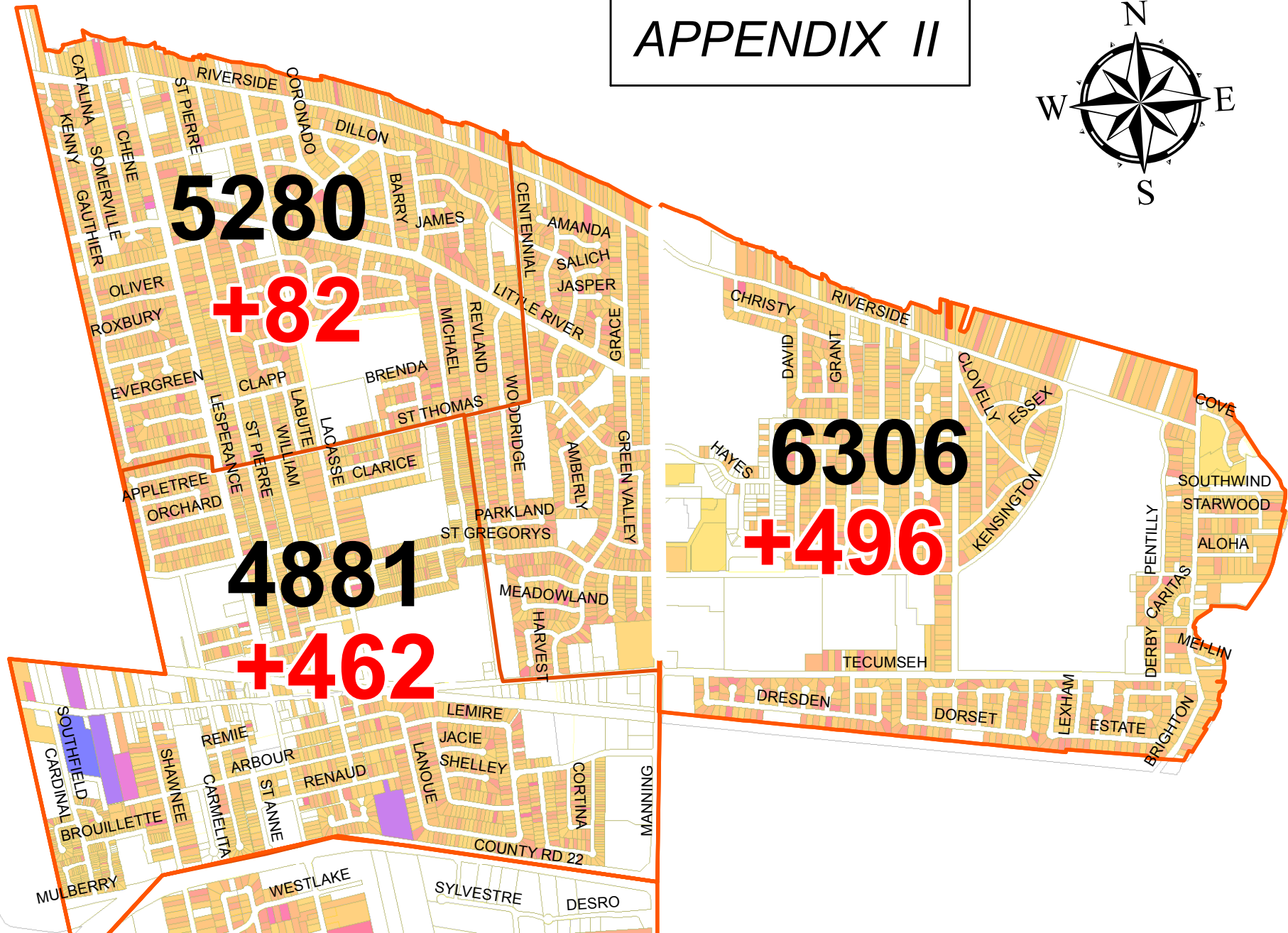
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THE CORPORATION OF THE TOWN OF TECUMSEH

Corporate Services & Clerk
Report No. 01/17

TO: Mayor and Members of Council

FROM: Laura Moy, Director Corporate Services & Clerk

DATE OF REPORT: February 17, 2017

DATE TO COUNCIL: March 28, 2017

SUBJECT: 2016 Open and Closed Council Meetings

RECOMMENDATIONS

It is recommended that:

1. Corporate Services & Clerk Report No. 01/17 with respect to Open and Closed Council Meetings held in 2016, be received for information.

BACKGROUND

The purpose of this report is to provide information on the number and length of open and closed meetings Council holds annually and to ensure the Town's actions are transparent to the public. It is similar to reports prepared by other municipalities [ie: City of Windsor and Municipality of Leamington].

This report is written in accordance with Section 270 of the *Municipal Act, 2001* (Act) and the Transparency and Accountability Policy No. 61 adopted by Council in 2007, to ensure accountability to the public for their actions and to ensure that the manner in which the Town conducts its actions is transparent to the public.

With respect to the transparency of Council meetings, Section 239 of the Act states that all meetings shall be open to the public. A meeting, or part of a meeting, may be closed to the public if the subject matter being considered is:

- (a) the security of the property of the municipality or local board;
- (b) personal matters about an identifiable individual, including municipal or local board employees;
- (c) a proposed or pending acquisition or disposition of land by the municipality or local board;
- (d) labour relations or employee negotiations;
- (e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;
- (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- (g) a matter in respect of which a council, board, committee or other body may hold a closed meeting under another Act.

Section 239 of the Act also allows for closed meetings when the subject matter being considered is a request under the *Municipal Freedom of Information and Protection of Privacy Act*, or when the meeting

is being held for the purpose of educating or training the Members and no discussion is held on matters that in any way materially advances the business, or decision-making, of the Council.

In accordance with Section 239.2 of the Act, the Town has appointed LAS as its Closed Meeting Investigator for a two year term ending December 31, 2018.

The Town's Council Proceedings By-law No. 2008-69, as amended, (Procedural By-law) also ensures that closed meeting obligations are met. The Procedural By-law was amended in 2008 to include a minimum 5 day advance publication of agendas, and was further amended in 2011 to add the National Anthem on the Regular Council Meeting Agenda. The practice of distributing a 'Preliminary Agenda' was introduced in 2016.

The Procedural By-law will be reviewed in 2017 to ensure compliance with the Act, and recent amendments to the Act, and for any housekeeping or procedural updates.

COMMENTS

The following information has been compiled on open and closed Council meetings for 2016. The meetings are presented in three (3) open categories:

1. Regular Council Meetings (RCM)
2. Public Council Meetings (PCM), and
3. Special Council Meetings (SCM)

The meetings held in closed sessions [In-Camera Council Meetings] are also shown.

Table A below provides a summary of the number of meetings, number of agenda items, total duration of meetings and average duration of meetings for each type of meeting held in 2016.

The agenda items include: delegations, communication motions, reports, one item representing all by-laws, and motions passed under unfinished business, new business and motions.

Table A - 2016 Council Meetings

Meeting Type	# of Meetings	# of Agenda Items	Total Duration	Average Duration
RCM	20	331	29 hrs 33 mins	1 hrs 28 mins
PCM	13	53	7 hrs 41 mins	0 hrs 35 mins
SCM	7	18	10 hrs 40 mins	1 hrs 31 mins
In-Camera	10	23	6 hrs 40 mins	0 hrs 40 mins

Analysis

Table B gives a summary of the 2015 meetings, including the number of meetings, number of agenda items, total duration of meetings and average duration of meetings for each type of meeting.

Table B - 2015 Council Meetings

Meeting Type	# of Meetings	# of Agenda Items	Total Duration	Average Duration
RCM	20	329	34 hrs. 28 mins.	1 hrs 43 mins
PCM	14	68	08 hrs. 18 mins.	0 hrs 39 mins
SCM	13	35	33 hrs. 51 mins.	2 hrs 36 mins
In-Camera	9	11	05hrs. 28 mins.	0 hrs 50 mins

Table C shows the average number of meetings, number of agenda items, total duration of meetings and average duration of meetings held thus far during the current term of Council.

Table C - 2015-2016 Term of Council Meeting Averages

Meeting Type	# of Meetings	# of Agenda Items	Total Duration	Average Duration
RCM	20	330	32 hrs 00 mins	1 hrs 35 mins
PCM	13.5	60.5	7 hrs 59 mins	0 hrs 37 mins
SCM	10	26.5	22 hrs 15 mins	2 hrs 3 mins
In-Camera	9.5	17	6 hrs 4 mins	0 hrs 45 mins

The number of 2016 RCMs, including the number of agenda items and the average duration are fairly consistent with the averages over the last term of Council.

Council normally meets on the second and fourth Tuesday of each month. This schedule is amended annually by eliminating two (2) meetings during the summer, as well as meetings which conflict with annual holidays or other municipal business, events and activities.

The number of PCMs in 2016 was greater by one meeting from 2015. PCMs are generally held to receive public comment on drainage and planning matters, as required under the *Drainage Act* and *Planning Act*.

SCMs typically include annual recurring meetings for the purposes of:

- strategic planning and priority;
- a capital projects road tour;
- awards and committee appointments; and
- draft budget reviews for the following year.

There was a lesser number of SCMs held in 2016. The greater number of SCMs in 2015 was generally related in part to the 2014 Municipal Election for orientation and training of Council, in addition to the OPP Contract, Manning Road Secondary Plan Area, Solar Projects, Minister of Municipal Affairs and Housing Building Bridges tour, the BIA Boundary Review and the Tecumseh Road Main Street Community Improvement Plan.

In 2016, the most common reasons for meetings to be called In-Camera were to consider matters regarding litigation and solicitor-client privilege, as well as matters regarding the acquisition or disposition of land. The number of closed meetings will fluctuate each year depending on current issues, various circumstances and events that have taken place.

CONSULTATIONS

None.

FINANCIAL IMPLICATIONS

There are no financial implications relating to this report.

LINK TO STRATEGIC PRIORITIES

No.	2017-18 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:

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

Recommended by:

Tony Haddad, MSA, CMO, CPFA
Chief Administrative Officer

LM



THE CORPORATION OF THE TOWN OF TECUMSEH

Financial Services
Report No. 02/17

TO: Mayor and Members of Council

FROM: Luc Gagnon, Director Financial Services & Treasurer

DATE OF REPORT: March 6, 2017

DATE TO COUNCIL: March 28, 2017

SUBJECT: Statement of Remuneration and Expenses Paid in 2016

RECOMMENDATIONS

It is recommended that:

1. Financial Services Report No. 02/17 "Statement of Remuneration and Expenses Paid in 2016" is received by Council.

BACKGROUND

The *Municipal Act 2001*, S.O. 2001, c. 25, Section 284 reads as follows:

Statement

284.

(1) The treasurer of a municipality shall in each year on or before March 31 provide to the council of the municipality an itemized statement on remuneration and expenses paid in the previous year to,

- (a) each member of council in respect of his or her services as a member of the council or any other body, including a local board, to which the member has been appointed by council or on which the member holds office by virtue of being a member of council;
- (b) each member of council in respect of his or her services as an officer or employee of the municipality or other body described in clause (a); and
- (c) each person, other than a member of council, appointed by the municipality to serve as a member of any body, including a local board, in respect of his or her services as a member of the body. 2001, c. 25, s. 284 (1).

Mandatory item

(2) The statement shall identify the by-law under which the remuneration or expenses were authorized to be paid. 2001, c. 25, s. 284 (2).

Statement to be provided to municipality

(3) If, in any year, any body, including a local board, pays remuneration or expenses to one of its members who was appointed by a municipality, the body shall on or before January 31 in the following year provide to the municipality an itemized statement of the remuneration and expenses paid for the year. 2001, c. 25, s. 284 (3).

Public records

(4) Despite the *Municipal Freedom of Information and Protection of Privacy Act*, statements provided under subsections (1) and (3) are public records. 2001, c. 25, s. 284 (4).

The remuneration or expenses were authorized to be paid under By-law 2006-84 as amended by By-2007-27 and 2007-85, being a by-law respecting remuneration for Members of Council for the Corporation of the Town of Tecumseh and as covered by Policy #14 "Travel Policy".

COMMENTS

None.

CONSULTATIONS

None.

FINANCIAL IMPLICATIONS

Expenses were within budget allocations.

LINK TO STRATEGIC PRIORITIES

No.	2017-18 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 & Treasurer

Recommended by:

Tony Haddad, MSA, CMO, CPFA
Chief Administrative Officer

Attachment(s): 1. Statement of Remuneration and Expenses Paid in 2016

LG/zv

TOWN OF TECUMSEH
Statement of Remuneration and Expenses Paid 2016
For the Year Ended December 31, 2016

		Expenses Paid					Remuneration
		Professional	Education/	Mileage/Travel			& Expenses
Remuneration		Dev./Growth	Seminars	& Committee	Sub-Total		Total
COUNCIL							
G. McNamara	Mayor	\$ 42,796	\$ 1,145		\$ 5,198	\$ 6,343	\$ 49,139
J. Bachetti	Deputy-Mayor	34,673	5,304			5,304	39,977
W. Altenhof	Councillor	4,277				-	4,277
A. Dowie	Councillor	25,983	771	238	525	1,534	27,517
B. Houston	Councillor	26,407	2,090	668		2,759	29,165
T. Jobin	Councillor	24,711	555	25		580	25,291
R. Ossington	Councillor	26,725	2,325	701	249	3,275	30,000
M. Rohrer	Councillor	9,979				-	9,979
		\$ 195,551	\$ 12,190	\$ 1,632	\$ 5,972	\$ 19,794	\$ 215,346

The above remuneration, professional development and growth, education and seminars and other expenses were paid pursuant to by-law #2003-16 as amended by by-law #2006-84, 2007-27 and 2007-85 and as covered by Policy #14/2001 "Travel Policy".

POLICE SERVICES BOARD

G. McNamara	Mayor	\$ 2,546				-	\$ 2,546
J. Bachetti	Deputy-Mayor	3,346	1,926			1,926	5,272
E. Groh		3,146	1,728			1,728	4,874
C. Hales		3,877	1,955			1,955	5,832
F. Stibbard		3,346	1,293			1,293	4,639
		\$ 16,261	\$ 6,902	\$ -	\$ -	\$ 6,902	\$ 23,163

COMMITTEE OF ADJUSTMENT

L. Doyle		\$ 790	\$ 1,069			\$ 1,069	\$ 1,859
T. Fuerth		720	1,196			1,196	1,916
D. Hind		250				-	250
R. Mackie		770	1,196			1,196	1,966
T. Marentette		930	500			500	1,430
P. Morand		930	524			524	1,454
T. Muscedere		930	1,196			1,196	2,126
		\$ 5,320	\$ 5,681	\$ -	\$ -	\$ 5,681	\$ 11,001

ESSEX REGION CONSERVATION AUTHORITY

T. Jobin	Councillor	\$ 420			\$ 55	\$ 55	\$ 475
R. Ossington	Councillor	1,160			557	557	1,717
		\$ 1,580	\$ -	\$ -	\$ 612	\$ 612	\$ 2,192

ASSOCIATION OF MUNICIPALITIES OF ONTARIO

G. McNamara	Mayor	\$ 7,644			\$ 1,780	\$ 1,780	\$ 9,424
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ESSEX POWER

G. McNamara	Mayor	\$ 10,750			\$ 2,493	\$ 2,493	\$ 13,243
T. Burton		7,000			106	106	7,106
		\$ 17,750	\$ -	\$ -	\$ 2,599	\$ 2,599	\$ 20,349

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 lands 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.

One of the financial incentives provided by the CIP is the Development Charges Grant Program. This program provides a one-time grant of an amount equivalent to the Town of Tecumseh Development Charge for the buildings being constructed within the CIP area. Valente Development Corporation ("the Owner") has applied to qualify for this financial incentive for the remaining unbuilt six dwelling units of the 48-unit residential subdivision on Carmelita Court, in anticipation of applying for building permits in early 2017.

COMMENTS

Subject Property

The lands subject to this application are located within the CIP area at the southern end of Carmelita Court subdivision and are legally described as Blocks 4 to 6 of 12M-616 (see Attachment 2). This subdivision includes seven semi-detached dwellings, six 3-unit and four 4-unit townhouse dwellings, for a total of 48 dwelling units along a cul-de-sac road that extends southerly from Arbour Street. The specific lands subject to this CIP grant application will be occupied by three semi-detached dwellings for a total of six dwelling units.

Development Charge Credit and 2016 CIP Grant Application

To accommodate the development of the entire Carmelita Court subdivision, the Owner demolished multiple institutional buildings that were part of the former St. Anne High School. In accordance with subsection 3.9 "*Reduction of Development Charges Where Redevelopment*" of the Town's Development Charges By-law 2014-68, the Owner received a Development Charge Credit of \$287,588 as a result of the demolition of the former school buildings. The amount was calculated by multiplying the development charge rate established for non-residential development by the square footage of the institutional buildings that were demolished. The entire Development Charge Credit has been applied to and exhausted against the applicable development charges for the dwelling units that were constructed along the east side and a portion of the west side of Carmelita Court in 2016. In addition, Council approved a CIP Development Charges Grant in the amount of \$80,003 for the construction of three and four-unit townhomes on the west side of Carmelita Court in July of 2016 (see Attachment 3).

Application

In February of 2016, Town Administration held a pre-consultation meeting with the Owner in order to determine the funds available through the *Development Charges Grant Program* of the CIP for

the final phase of development described above. As noted, the residential units proposed within Blocks 4 to 6, for which incentives under the *Development Charges Grant Program* of the CIP are being sought, include three semi-detached dwellings, for a total of six units (see Attachment 3).

Based on the foregoing, the Owner has submitted a Financial Incentive Program Grant Application seeking financial incentives under the *Development Charges Grant Program* in the amount of \$78,120. This amount represents the one-time grant equivalent to the calculated Town's Development Charge for the proposed six-unit development, as established in the Development Charges By-law and the CIP for this program.

Town Administration has no concerns with the application and recommends that the application be approved and be deemed eligible in accordance with Section 11.3 (5) of the CIP.

Next Steps

Upon Council approval, a letter from the Town to the applicant advising of Council's approval will represent a grant commitment. The CIP establishes the following:

- i) the Owner will be required to pay the full amount of the Development Charges at the issuance of the building permits for the proposed development;
- ii) upon completion of the proposed development, Town Administration will conduct a final inspection to ensure that the works have been completed in accordance with the details provided in the application and that all requirements of the CIP have been complied with. Once it has been determined that the CIP requirements have been met the aforementioned grant amounts will be refunded back to the Owner;
- iii) the application may be cancelled if work does not commence within a six month period or if the approved works are not completed within a one-year period from the date of Council approval; and
- iv) extensions will be considered on a case by case basis.

CONSULTATIONS

Director Financial Services & Treasurer
Deputy Treasurer & Tax Collector

FINANCIAL IMPLICATIONS

The Tecumseh Road CIP provides for Support Programs and Incentives that can total up to \$417,000 per calendar year commencing in 2016. The \$417,000 is the sum of annual maximum limits per individual incentive program category within the CIP. Actual incentives available will depend on approved budget funding.

The 2017 budget includes CIP grant funding of \$75,000. There is an additional \$138,738 uncommitted budget allocation from prior period budgets that has been carried forward, thus totalling \$213,738 in funds available for 2017. The current available funding of \$213,738 has not been allocated to individual incentive program categories within the CIP.

Upon approval of the recommendations of this report, remaining available program funds for 2017 will be \$135,618 as referenced in the table in Attachment 4.

LINK TO STRATEGIC PRIORITIES

No.	2017-18 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:

Chad Jeffery, MA, MCIP, RPP
Manager Planning

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

Reviewed by:

Reviewed by:

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

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

Recommended by:

Tony Haddad, MSA, CMO, CPFA
Chief Administrative Officer

CJ/ed

Attachment(s):

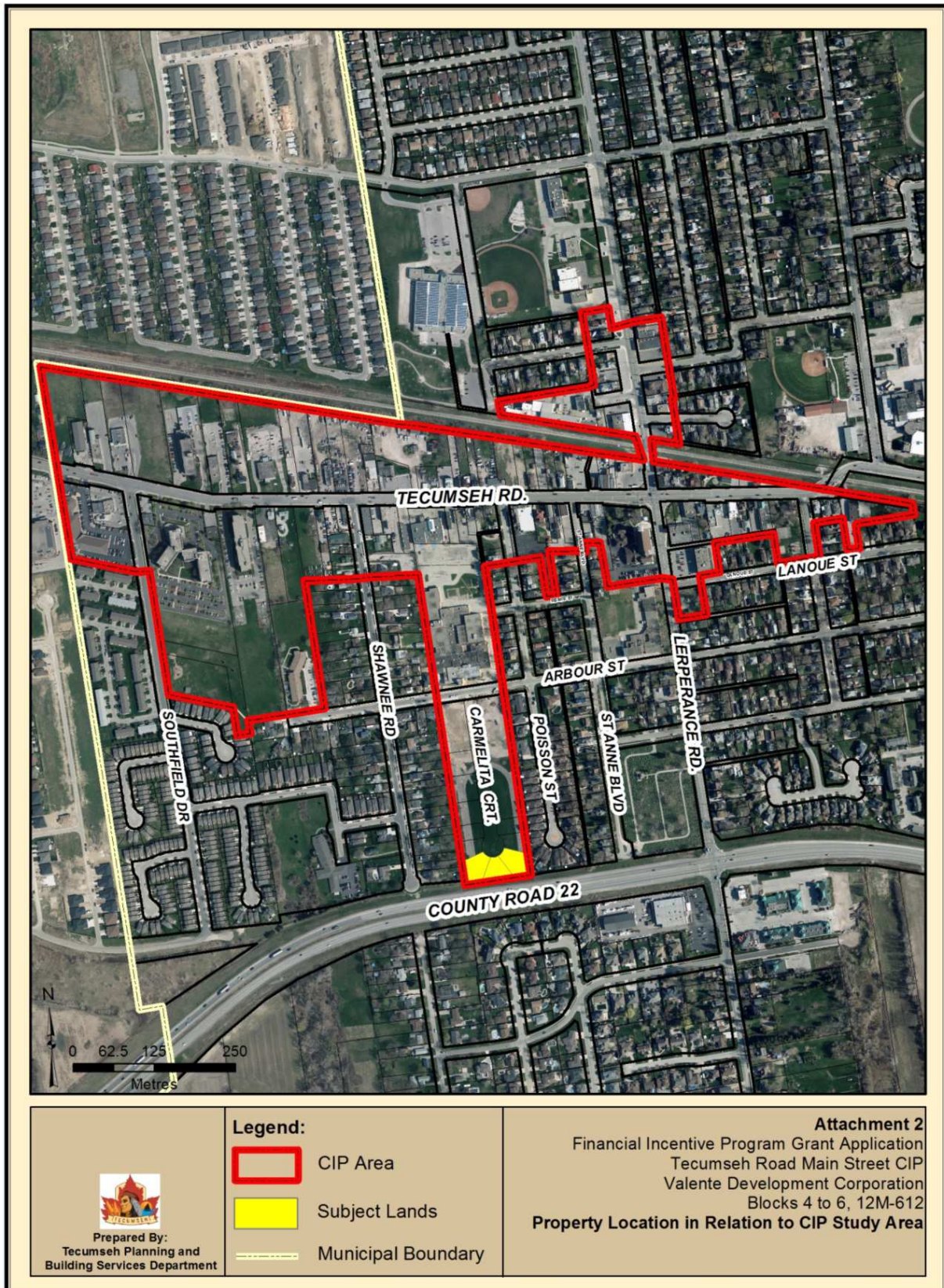
1. CIP Support Programs and Incentives Summary
2. Property Location in Relation to CIP Study Area
3. Carmelita Court Development Summary Map
4. CIP Incentives Financial Summary Charts

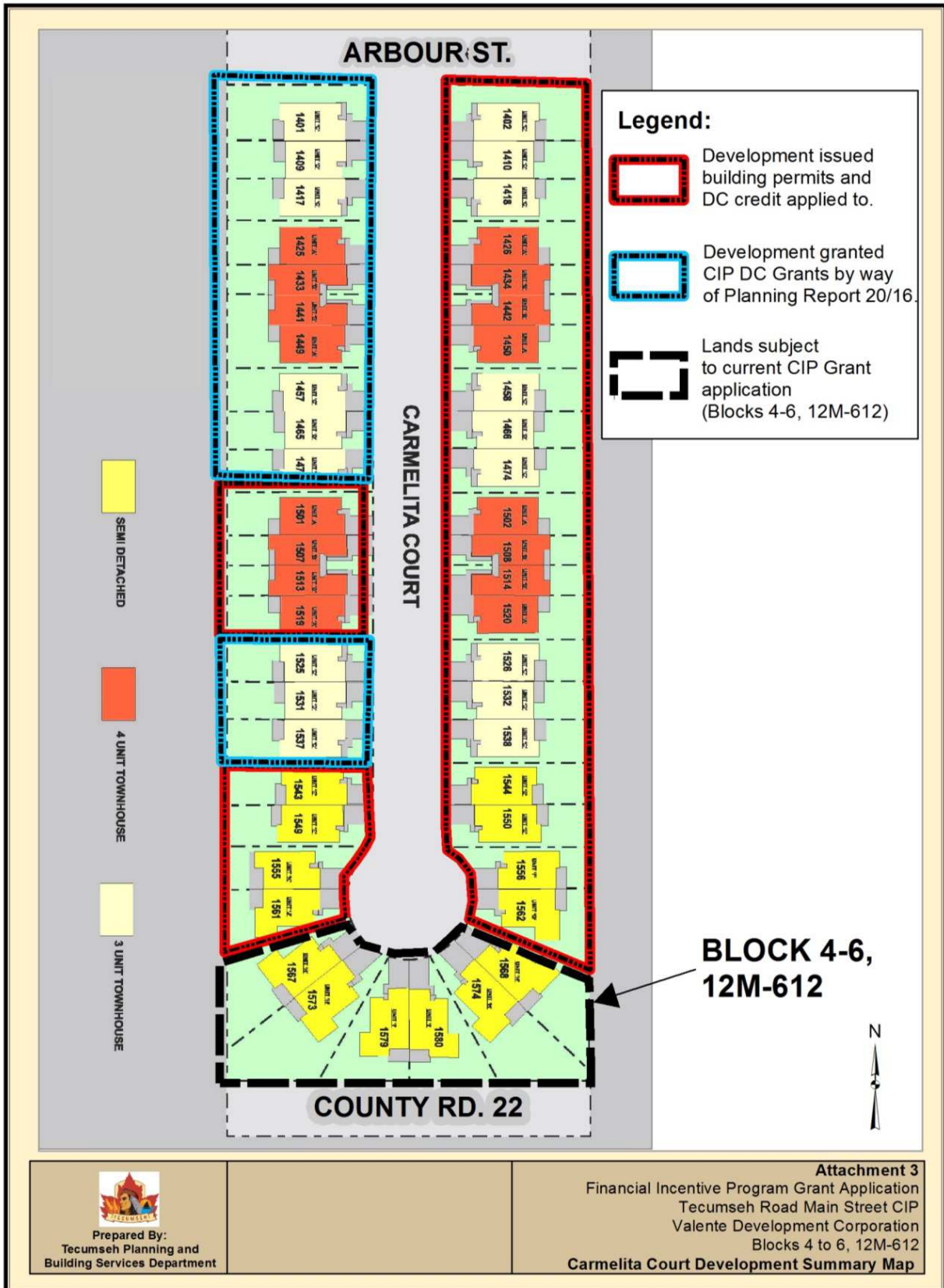
File Name (R:\Tecumseh Road Main Street CIP\D18 CIPFIP\Blocks 4-6, Plan 12M-616, Carmelita Court\Planning Report 7-17 CIP DC Grant Program, Carmelita Court, Blocks 4-6, 12M-616.docx)

Attachment 1
Financial Incentive Program Grant Application
Tecumseh Road Main Street Community Improvement Plan
Carmelita Court, Blocks 4 to 6, 12M-616
Valente Development Corporation
CIP Support Programs and Incentives Summary

11.4 SUPPORT PROGRAMS AND INCENTIVES SUMMARY

Grant Program	Monetary Incentive	Annual Program Allocation
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 4

Financial Incentive Program Grant Application
 Tecumseh Road Main Street Community Improvement Plan
 Carmelita Court, Blocks 4 to 6, 12M-616
 Valente Development Corporation
CIP Incentives Financial Summary Charts

CIP Incentives Summary - March 1, 2017				
Grant Program	Annual Program Allocation	Proposed	Committed	Paid
1. Planning, Design, and Architectural Grants	\$ 15,000	\$ -	\$ -	\$ -
2. Planning Application and Permit Fee Grant Program	\$ 10,000	\$ -	\$ -	\$ -
3. Development Charges Grant Program	\$ 200,000	\$ 78,120	\$ -	\$ -
4. Building Façade Improvement Grant Program (BFIP)	\$ 45,000	\$ -	\$ -	\$ -
5. Residential Grant Program (RGP)	\$ 100,000	\$ -	\$ -	\$ -
6. Parking Area Improvement Program (PAIP)	\$ 30,000	\$ -	\$ -	\$ -
7. Sidewalk Café Grant Program	\$ 12,000	\$ -	\$ -	\$ -
8. Mural/Public Art Program	\$ 5,000	\$ -	\$ -	\$ -
	\$ 417,000	\$ 78,120	\$ -	\$ -
Allocations				
2017	\$ 75,000			
Prior Years - Uncommitted	\$ 138,738			
Total	\$ 213,738	\$ 135,618	\$ 213,738	\$ 213,738
Shortfall	\$ (203,262)			

CIP Approved Projects and Funding Since Inception										
Project		Approved Funding by Grant Program*								
Code / Year	Project Name	1	2	3	4	5	6	7	8	Total
CIP-01/16	Buckingham Realty	\$ 1,475								\$ 1,475
CIP-02/16	Frank Brewing Co.							\$ 2,000		\$ 2,000
CIP-03/16	1614840 Ontario Ltd.		\$ 2,000	\$ 80,784						\$ 82,784
CIP-04/16	Valente Development Corp.			\$ 80,003						\$ 80,003
	Total	\$ 1,475	\$ 2,000	\$ 160,787	\$ -	\$ -	\$ -	\$ 2,000	\$ -	\$ 166,262
* - Grant Program Descriptions										
1. Planning, Design, and Architectural Grants										
2. Planning Application and Permit Fee Grant Program										
3. Development Charges Grant Program										
4. Building Façade Improvement Grant Program (BFIP)										
5. Residential Grant Program (RGP)										
6. Parking Area Improvement Program (PAIP)										
7. Sidewalk Café Grant Program										
8. Mural/Public Art Program										



THE CORPORATION OF THE TOWN OF TECUMSEH

Planning and Building Services
Report No. 08/17

TO: Mayor and Members of Council

FROM: Michael Voegeli, Manager of Building Services, Chief Building Official

DATE: March 20, 2017

DATE TO COUNCIL: March 28, 2017

SUBJECT: 2016 Year End By-law Enforcement Report

RECOMMENDATIONS

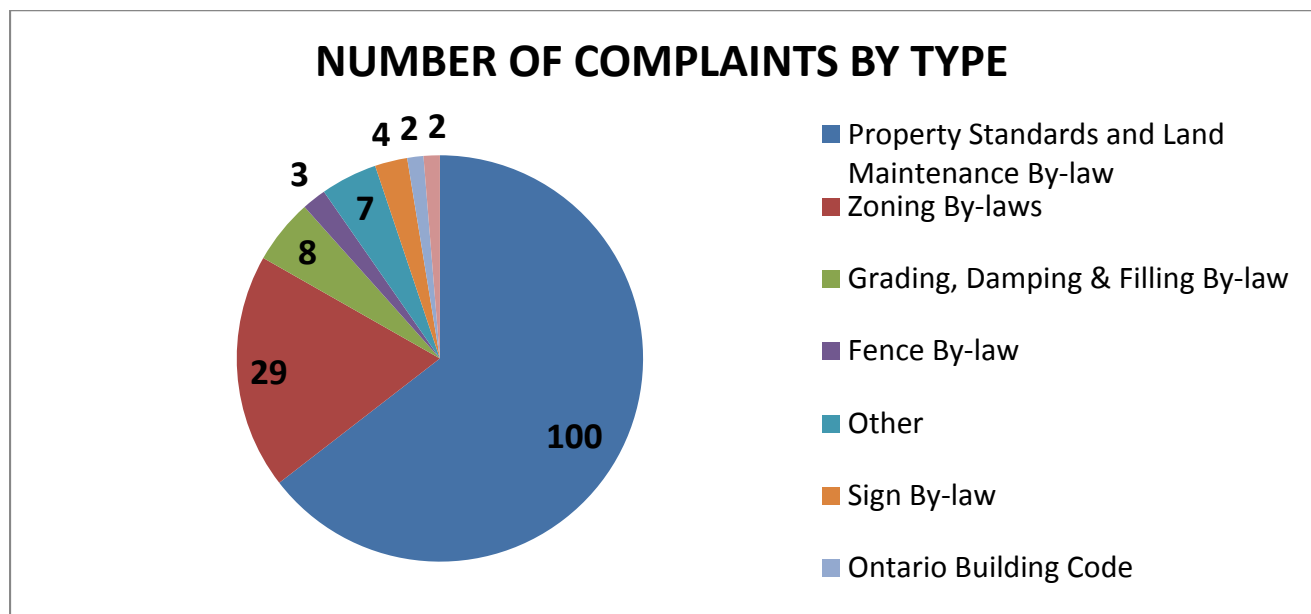
It is recommended that Planning and Building Services Report No. 08/17, "2016 Year End By-law Enforcement Report", be received.

BACKGROUND

This report summarizes by-law complaints investigated for the 2016 year (January-December).

COMMENTS

The following chart categorizes the complaints investigated by type. The total number of complaints investigated for the period was 155, with 14 (9%) complaints remaining unresolved. In 2015, there were 195 complaints with 16 unresolved complaints. Unresolved complaints have work in progress, legal proceedings or remedial work pending.



The following table summarizes the properties with unresolved complaints and the recommended action to be taken:

Type	Location	Offense Description	Recommended Action
Zoning By-law	13778 Riverside Drive	Built garden shed in the required rear yard	Commence legal action
Property Standards and Land Maintenance By-law	5664 Walker Road	Sump pump discharging onto abutting property	Commence legal action
Property Standards and Land Maintenance By-law	10588 County Road 42	Several derelict (unlicensed) vehicles on the property	Schedule clean up within 90 days
Property Standards and Land Maintenance By-law	742 Michael Drive	Built pool deck to close to side & rear lot lines	Commence legal action
Property Standards and Land Maintenance By-law	1260 Canada South Railway	Several derelict (unlicensed) vehicles, junk and debris	Schedule clean up within 90 days
Property Standards and Land Maintenance By-law	679 Michael Drive	Downspout discharging onto abutting property	Commence legal action
Property Standards and Land Maintenance By-law	1696 Fieldcrest	Junk and debris on property	Schedule clean up within 90 days
Property Standards and Land Maintenance By-law	6715 County Road 42	Dumped large amount of concrete fill	Schedule clean up within 90 days
Zoning By-law	6715 County Road 42	Running an illegal trucking yard, tax business and dog kennel	Commence legal action
Property Standards and Land Maintenance By-law	2037 Lesperance Road	Several derelict (unlicensed) vehicles on the property	Schedule clean up within 90 days
Property Standards and Land Maintenance By-law	286 Centennial Drive	Tall weeds and grass on the property	Schedule clean up within 90 days
Property Standards and Land Maintenance By-law	12721 St. Thomas Street	Tall weeds and grass on the property	Schedule clean up within 90 days
Property Standards and Land Maintenance By-law	2082 Funaro Crescent	Several derelict (unlicensed) vehicles, junk and debris	Schedule clean up within 90 days
Zoning By-law	12333 Renaud Street	Commercial truck parked in residential zone	Continue to investigate

CONSULTATIONS

None.

FINANCIAL IMPLICATIONS

For those unresolved complaints that require legal action, the costs are incurred by the Municipality. The Municipality recommends that the Court impose a fine for a punitive damage and to offset the legal cost. The Building Services budget includes an allocation of \$5000 for such costs. For unresolved complaints that require the hiring of a contractor to remediate the property, the property owner is invoiced the cost. If the invoice is not paid, the Town pays the invoice on behalf of the property owner and collects the amount in the same manner as municipal taxes.

LINK TO STRATEGIC PRIORITIES

No.	2017-18 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:

Michael Voegeli, CBCO
Manager, Building Services, Chief Building Official

Reviewed by:

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

Recommended by:

Tony Haddad, MSA, CMO, CPFA
Chief Administrative Officer

Attachment(s): 0.

MV



THE CORPORATION OF THE TOWN OF TECUMSEH

Public Works & Environmental Services
Report No. 18 /17

TO: Mayor and Members of Council

FROM: Kirby McArdle, P.Eng., Manager Roads & Fleet

DATE OF REPORT: March 9, 2017

DATE TO COUNCIL: March 28, 2017

SUBJECT: West Nile Virus Program – 2017 Funding Status

RECOMMENDATIONS

It is recommended that:

1. Correspondence to the Ministry of the Environment & Climate Change and Pestalto Environmental Products Inc., authorizing the application of larvicides in water bodies such as catch basins and ditches found to contain mosquito species known to transmit the West Nile Virus, be forwarded.
2. Should funding for the West Nile Virus program not be provided by the Health Unit or Province, and should the cost for the West Nile Virus program exceed the budgeted \$6,000, financing to support the West Nile Virus program be determined through the third quarter variance analysis.

BACKGROUND

The Windsor-Essex County Health Unit (WECHU) has selected Pestalto Environmental Health Services Inc. (Pestalto) for the 2017 West Nile Virus Mosquito Surveillance/Abatement Program for Windsor-Essex. Pestalto has carried out the larviciding program on behalf of the WECHU since 2015.

As in past years, the WECHU is coordinating the program and will invoice each municipality for shared costs.

COMMENTS

The Medical Officer of Health has indicated that there were four incidents in 2016 where the virus was found in the mosquito population. As such, larviciding in catch basins and standing water identified as potential breeding sites, within two kilometres of an urban area, continues to be a prudent measure for 2017.

Ontario Regulation 199/03 of the *Health Protection and Promotion Act* states that it is the responsibility of the municipality to carry out a larvicide program as directed by the Medical Officer of Health to decrease the risk of West Nile Virus. The Medical Officer of Health made a determination that action is required by the municipalities in Essex County to decrease the risk of West Nile Virus (see Attachment 1).

Administration recommends correspondence be forwarded to the Ministry of the Environment & Climate Change and Pestalto, authorizing the application of larvicides in water bodies such as catch basins and ditches found to contain mosquito species known to transmit the West Nile Virus.

CONSULTATIONS

Windsor-Essex County Health Unit
Director Financial Services & Treasurer

FINANCIAL IMPLICATIONS

Municipalities will be required to pay for the entire program up front. Once the Health Unit budget is approved, the Health Unit will then reimburse municipalities for their individual share of the provincial contribution.

The cost to the Town for the 2016 West Nile program totalled \$2,309 which is less than the original budget estimate of \$6,000.

Currently, the 2017 Public Works Operating Budget includes \$6,000 to maintain the risk management program to help combat the West Nile Virus. The budget was set at \$6,000 based on the historic 75% - 25% cost sharing between the province and municipality respectively.

Pestalto has been contracted to continue as consultant/contractor for the larviciding program for the 2017 season. The Health Unit has received prices from Pestalto Environmental Products Inc. for its services for 2017.

The Ministry of Health has not yet announced that funding for the program will be similar to the funding arrangements from 2016. The WECHU will request increased funding based on the potential increased cost; however, the level of funding is not expected to be any less than in 2016. If the increased funding is not available from the Health Unit, and if the cost exceeds the budgeted \$6,000, the third quarter variance will be analyzed for the Public Works Operating budget to determine if funds are available for the West Nile Virus program. If funds are not available, Administration will recommend alternate funding.

Administration further recommends that the WECHU continue its efforts to secure the increased provincial funding for the West Nile Virus program at a cost sharing ratio of 75% provincial and 25% municipal.

LINK TO STRATEGIC PRIORITIES

No.	2017-18 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:

Cheryl Curran, BES
Clerk I – Administrative Clerk

Kirby McArdle, P.Eng.
Manager, Roads & Fleet

Reviewed by:

Reviewed by:

Dan Piescic, P.Eng.
Director, Public Works & Environmental
Services

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

Recommended by:

Tony Haddad, MSA, CMO, CPFA
Chief Administrative Officer

Attachment:

1. Letter dated March 3, 2017 from WECHU re: Notice of Action under Ontario Regulation 199/03, West Nile Virus Response - Larviciding



519-258-2146 | www.wechu.org

Windsor 1005 Ouellette Avenue, Windsor, ON N9A 4J8
Essex 360 Fairview Avenue West, Suite 215, Essex, ON N8M 3G4
Leamington 33 Princess Street, Leamington, ON N8H 5C5

2017 March 3

To: Mayors and Chief Administrative Officers

RE: **Notice of Action under Ontario Regulation 199/03**
West Nile Virus Response – Larviciding

On May 31, 2003, the Province of Ontario published Ontario Regulation 199/03 that requires the Medical Officer of Health to make a determination based on a local risk assessment whether action is required by municipalities to decrease the risk of West Nile Virus (WNV). Ontario Regulation 199/03 provides a table to guide in the determination of a WNV response. A copy of this Regulation and Table is attached.

From 2003 through 2016 the Health Unit conducted a comprehensive West Nile Virus (WNV) surveillance program that included human, mosquito and larvae. The exact number of WNV human cases in Windsor-Essex County from 2002-2016 is presented in the attached Appendix A.

The majority of humans infected with WNV are asymptomatic; however, some can have non-neurological symptoms, such as fever or rash, while very few will progress to neurological symptoms such as encephalitis. It is estimated that less than one percent of infections will have neurological complications.

In accordance with Ontario Regulation 199/03, I am making a formal Notice of Action required to decrease the risk of West Nile Virus to persons in the Health Unit area of Windsor-Essex County. Given the virus continues to be found in the mosquito population, larviciding is a prudent measure to undertake at this time. I have determined that, in accordance with Table 1 of Ontario Regulation 199/03, it is appropriate to larvicide catch basins and standing/surface water indicated as potential breeding sites within two kilometres of an urban area. This Notice of Action mandates action by the municipalities for lands under their jurisdiction and supports applications to the Ministry of Environment for the application of larvicide on private lands.

Pestalto Environmental Health Services Inc. (Pestalto) has been selected as the Consultant/Provider for the 2017 WNV Mosquito Surveillance/Abatement Program for Windsor-Essex. Municipalities will be required to pay for the entire program up front as has been done in past years. Once the program funding/budget is formally approved by the Ministry, the Health Unit will then be able to reimburse the municipalities for their individual share of the provincial contribution. As in past years, the Health Unit is willing to coordinate this program and invoice each municipality for their shared costs.

Please find enclosed a template that can be used to document your municipality's consent for larviciding. This will be needed by Pestalto to support the specific permit application to the Ministry of Environment. The application to the Ministry of Environment will form the details of the requirements for action under Ontario Regulation 199/03. If you would forward a copy of your signed letter to the WNV program secretary at rstdenis@wechu.org by Monday, April 3, 2017 that would be appreciated.

continued...

Letter to Mayors and Chief Administrative Officers
Re: Notice of Action under Ontario Regulation 199/03
West Nile Virus Response – Larviciding
2017 March 3
Page 2

As was the case in previous years, I feel it would be of benefit to each municipality if a coordinated strategy for larviciding could be developed, and it is my intention to continue to work with such a strategy.

Please note that if Windsor-Essex continues to experience record-breaking milder than normal weather conditions, this will impact the strategy/commencement of the program.

Furthermore, Dr. Wajid Ahmed will continue to steer the WNV program planning meetings consisting of members of the health unit management team, the service provider 'Pestalto', and a representative(s) from your municipality.

Thank you for your continued assistance in this important issue. If you have any questions, please do not hesitate to get in touch with me at 258-2146, ext. 1439.

Sincerely,



Gary M. Kirk, MD, MPH
Medical Officer of Health and CEO
GMK/rs

Attachments: Ontario Reg. 199/03
Appendix A
Municipal Template to Support Larviciding/Pesticide Application (email to rstdenis@wechu.org by April 3, 2017).

cc: WNV Program Planning Representatives
Windsor – Mayor, CAO
Tecumseh – Mayor, CAO
Amherstburg – Mayor, CAO
Essex – Mayor, CAO
Kingsville – Mayor, CAO
Lakeshore – Mayor, CAO
LaSalle – Mayor, CAO
Leamington – Mayor, CAO
County of Essex – CAO
Pestalto Environmental Products Inc.

**Health Protection and Promotion Act
Loi sur la protection et la promotion de la santé**

**ONTARIO REGULATION 199/03
CONTROL OF WEST NILE VIRUS**

Consolidation Period: From June 19, 2009 to the [e-Laws currency date](#).

Last amendment: O. Reg. 241/09.

This Regulation is made in English only.

Determination if action required

1. A medical officer of health shall make a determination whether action is required by a municipality to decrease the risk of West Nile Virus to persons either inside or outside the health unit served by the medical officer of health, based upon a local risk assessment. O. Reg. 231/03, s. 1; O. Reg. 322/04, s. 1; O. Reg. 413/06, s. 1; O. Reg. 422/07, s. 1; O. Reg. 229/08, s. 1; O. Reg. 241/09, s. 1.

Notice to municipality

2. (1) Where the medical officer of health has determined that action is required, he or she may give notice to the municipality of the required action. O. Reg. 199/03, s. 2 (1).

(2) In determining required actions under subsection (1), the medical officer of health shall have regard to,

(a) the guidelines published by the Minister under section 7 of the Act; and

(b) the generally accepted practices in the field of public health with regard to decreasing the risk of West Nile virus to persons. O. Reg. 199/03, s. 2 (2); O. Reg. 241/09, s. 2.

Must comply

3. A municipality shall comply with any requirements set out in the notice. O. Reg. 199/03, s. 3.

What may be required

4. Action required under this Regulation may include, without being limited to,

(a) requirements respecting source reduction measures;

(b) requirements respecting surveillance;

(c) requirements respecting public awareness campaigns about personal protection;

(d) requirements respecting the control measures for larviciding and adulticiding set out in Table 1; and

(e) requirements respecting the time within which the action shall be taken. O. Reg. 199/03, s. 4.

TABLE 1
LARVICIDING AND ADULTICIDING IN ONTARIO — WEST NILE VIRUS RESPONSE

“Triggers” based on surveillance of WNV positive humans, birds, mosquito pools or mammals (horses)

Current-Year WNV findings in Health Unit or municipality	Last Year's WNV findings in Health Unit or municipality	Preparatory Status (Larval surveys, mosquito trapping, mapping, training, etc.)	Larviciding ACTION	Adulticiding ACTION
No West Nile virus found yet	No West Nile virus found; virus found in adjacent Health Unit(s)	Not yet done	Do the preparatory work, then larvicide where indicated	Not indicated
No virus found yet	Virus found	Not yet done	Do the preparatory work, then larvicide where indicated	Not indicated
No virus found yet	Virus found	Done last year and under way this year	Larvicide where indicated	Not indicated
Virus found in non-human (dead bird, mosquito pool or mammal) — isolated or as a “hot spot”	Virus found or not found	Done or under way this year	If a “hot spot” and larvae are present, larvicide around this “hot spot” (if not too late in the season)	Adulticide a 3-km “Zone” ONLY IF there are high-risk indicators of transmission to humans*
Human case(s) — one or a few in a space-time “cluster”	Virus found or not found	Done or under way this year	Larvicide around the case or cluster if larvae are present (and if not too late in season)	Adulticide a 3-km radius Zone around the case or cluster
Human cases continue to occur; continued high-risk indicators*	Virus found or not found	Done or under way this year	Larvicide widely where larvae are found (if not too late in season)	Adulticide 3-km Zones — may be contiguous or overlapping

Note: Public education efforts and non-pesticide means of mosquito source reduction should be in place, and increased as increasing evidence of virus is found (especially human cases) in the current year.

* **High-risk indicators of transmission to humans:** increasing dead bird sightings; high mosquito infection rates; abundant bridge vector populations; increasing mammal (horse) cases; proximity of mosquito breeding sites to human populations (especially large population centres) and weather conditions that favour mosquito breeding.

1. These are minimum activity standards. Medical Officers of Health may increase the Zone size to be treated or take additional mosquito control actions, if justified by scientific data or recommendations.
2. Medical Officer of Health will maintain a means to record, investigate, and report any confirmed or likely adverse or unintended human health effects attributed to mosquito control actions, and will report any non-human environmental adverse effects that he or she knows about to the Ministry of the Environment and/or other relevant local or provincial authorities.

O. Reg. 199/03, Table 1.

APPENDIX A

Confirmed and probable cases of West Nile virus illness in humans in Windsor-Essex County, Ontario, and Canada (2005-2017).

Year	Number of cases in Windsor-Essex	Number of cases in Ontario	Number of cases in Canada
2005	23	101	226
2006	6	43	151
2007	3	18	2,378
2008	0	10	38
2009	2	4	13
2010	1	9	5
2011	6	81	101
2012	22	271	450
2013	5	57	118
2014	1	13	22
2015	1	34	82
2016	4	54	106
Total	74	695	3672

Note (1): National WNV data make no distinction between confirmed and probable case count. Since 2002, both confirmed and probable cases have been included in analyses of WNV in Ontario.

Note (2): In addition to clinical cases, provincial analyses include asymptomatic infections. For comparability, the national counts reported here also include asymptomatic infections. National counts have been ascertained from the various sources listed below.

Source (Windsor-Essex and Ontario): Public Health Ontario. Query: Windsor-Essex County Health Unit: Counts and crude rates by public health unit and year. Toronto, ON: Ontario Agency for Health Protection and Promotion; 2017 Feb 8 [cited 2017 Feb 10].

Source (Canada-2005, 2008, 2010): Public Health Agency of Canada: West Nile virus and Other Mosquito-borne Diseases National Surveillance Report – Final Report for 2013. Last updated Mar 7, 2014. Accessed Feb 10, 2016.

Source (Canada-2006, 2009, 2011): Public Health Agency of Canada: Surveillance of West Nile virus. Last updated Dec 2, 2016. Accessed Feb 10, 2017.

Source (Canada-2007, 2012, 2013, 2015, 2016): Public Health Agency of Canada: West Nile Virus and Other Mosquito-Borne Diseases National Surveillance Report – October 30 to November 12, 2016 (Weeks 44 and 45). Last updated Jan 9, 2017. Accessed Feb 10, 2017.

Source (Canada-2014): Public Health Agency of Canada: West Nile Virus and Other Mosquito-Borne Disease National Surveillance Report – 2014 – Final - Summary. Last updated Jun 9, 2015. Accessed Feb 10, 2017.

MUNICIPAL LETTERHEAD

Date

Ministry of Environment & Climate Change
Southwestern Region
733 Exeter Road
London, ON
N6E 1L3

Attention: Regional Pesticide Specialist

To Whom It May Concern:

Re: West Nile Virus – Application of Larvicides

The [name of town city or municipality] supports local action by the Windsor-Essex County Health Unit to reduce the risk of West Nile virus. As a result [name of town, city or municipality] authorizes any permit application for West Nile virus control submitted to the Ministry of the Environment and Climate Change from an appropriately licensed exterminator to apply a larvicide into the catch basins or surface water:

- Located within and owned by [name of town, city or municipality]; and
- Located on municipal and private land that drain into storm drain system or waterways located within [name of town, city, or municipality].

Sincerely,

[Signature/Title] of official representative of the [town, city or municipality]

THE CORPORATION OF THE TOWN OF TECUMSEH

BY-LAW NUMBER 2017-18

Being a by-law to authorize the execution of a Site Plan Control Agreement between The Corporation of the Town of Tecumseh and Beach Grove Golf and Country Club Limited.

WHEREAS Beach Grove Golf and Country Club Limited (Owner) owns and has developed that certain parcel or tract of lands and premises, situate, lying and being in the Town of Tecumseh (Town), and being more particularly described in Schedule “A” attached;

AND WHEREAS a site plan control agreement (“Original Agreement”) between the Owner and the Town has been entered into, an execution copy of which was registered in the Land Registry Office for the Registry Division of Essex (No. 12) as instrument No. CE257749 on January 30, 2007;

AND WHEREAS the Owner has applied to amend the Original Agreement to contemplate the construction of a new pool house replacing a smaller one in same location and an expansion to the parking lot for the Beach Grove Golf and Country Club Limited’s existing lands on the north side of Riverside Drive;

AND WHEREAS the Town has enacted by-laws designating the subject lands as a site plan control area in pursuance of the *Planning Act of Ontario* and as a condition to the approval of the plans and drawings referred to in subsection 41(4) of the *Planning Act*, required that this agreement be entered into by virtue of subsection 41(7)(c) of the *Planning Act*;

AND WHEREAS the Original Agreement is hereby amended as set out herein, all of which is hereinafter referred to as “the Site Plan Agreement” and the amendment affects all of the lands described in Schedule “A” hereto, which lands are herein called the “subject lands”;

AND WHEREAS the proposed development of the lands is in accordance with the Official Zoning Plan and Zoning By-law of the Municipality as of the date of this Agreement;

AND WHEREAS the Owner has amended the site plan and drawings for the subject lands, and the Town has approved the amendments, together with certain amendments to the text of the Original Agreement;

AND WHEREAS under Section 5 of the *Municipal Act 2001, S.O. 2001 c.25*, the powers of a municipality shall be exercised by its Council by by-law;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF TECUMSEH HEREBY ENACTS AS FOLLOWS:

1. **THAT** the Mayor and the Clerk be and they are hereby authorized and empowered on behalf of The Corporation of the Town of Tecumseh, to execute a Site Plan Control Amending Agreement between The Corporation of the Town of Tecumseh and Beach Grove Golf and Country Club Limited, dated the 28th day of March, 2017, a copy of which Site Plan Amending Control Agreement is attached hereto and forms part of this by-law and to do such further and other acts which may be necessary to implement the said Site Plan Control Amending Agreement.

2. **AND THAT** this by-law shall come into force and take effect upon on the date of the third and final reading thereof.

READ a first, second and third time and finally passed this 28th day of March, 2017.

“SEAL”

Gary McNamara, Mayor

Laura Moy, Clerk

THE CORPORATION OF THE TOWN OF TECUMSEH

BY-LAW NUMBER 2017-19

Being a by-law to authorize the execution of Transfer Payment Agreement with Her Majesty the Queen in right of Ontario as represented by the Minister of Tourism, Culture and Sport under the Ontario 150 Partnership Program

WHEREAS Her Majesty the Queen in Right of Ontario as represented by the Minister of Tourism, Culture and Sport for the Province of Ontario (Province) and The Corporation of the Town of Tecumseh (Town) recognize the goal of the Ontario 150 Partnership Program (Program) is to Celebrate the 150th anniversary of Ontario as a province within in Canada in 2017 and to provide funding to communities and organizations across Ontario to collaborate and offer young people new ways to participate in opportunities within six key Priority Areas;

AND WHEREAS the Town has applied to the Province for a one-time funding Program launched as part of the Province of Ontario's initiative to commemorate Canada's sesquicentennial anniversary;

AND WHEREAS the Project provides an opportunity to celebrate the achievements of the Province as a society and to position Ontario as a place of economic growth and prosperity for future generations;

AND WHEREAS the Province agrees subject to terms and conditions to be set out in the Transfer Payment Agreement (Agreement), to financially contribute to the Project;

AND WHEREAS the Mayor and the Clerk were authorized to enter into an Agreement by By-law No. 2017-12;

AND WHEREAS the term of the Agreement has been amended by the Province;

AND WHEREAS pursuant to the *Municipal Act*, S.O. 2001, c.25 s.5(3), the powers of a municipality shall be exercised by by-law;

NOW THEREFORE the Council of The Corporation of the Town of Tecumseh enacts as follows:

1. **THAT** the Mayor and the Clerk be and they are hereby authorized and empowered on behalf of The Corporation of the Town of Tecumseh, to execute an Ontario Transfer Payment Agreement (Agreement) with Her Majesty the Queen in right of Ontario as represented by the Minister of Tourism, Culture and Sport, dated the 21st day of December, 2016, a copy of which Agreement is attached hereto and forms part of this by-law and to do such further and other acts which may be necessary to implement the Agreement;
2. **THAT** By-law No. 2017-12 dated the 28th day of February, 2017, is hereby repealed.
3. **THAT** this by-law shall come into full force and take effect on the date the third and final reading thereof.

Read a first, second and third time, and finally passed this 28th day of February, 2017.

Gary McNamara, Mayor

UNFINISHED REGULAR COUNCIL BUSINESS

	Meeting Date	Resolution	Subject	Action/Direction	Depart.	Status/Action Taken
5/16	Nov 8, 2016 Feb 14, 2017	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. A request is made that the traffic count should not take place prior to the soccer season as those numbers ought to be incorporated.	PWES	Scheduled for Spring 2017
1/17	Mar 14, 2017		Optimist Club	A request is made for an impact study on the support the Optimist Club of St. Clair Beach provides to the community through all their fundraising efforts and organized events.	Recreation	
2/17	Mar 14, 2017		Ontario Power Generation	Administration is directed to provide information regarding the Ontario Power Generation's site location to house nuclear waste in Ontario and the environmental effects to the Great Lakes.	Manager Strategic Initiatives	
3/17	Mar 14, 2017		Alley Closing Policy	An alley closing policy is requested to establish a uniformed process for closing alleys.	Clerks	

Meeting Date: March 28, 2017

THE CORPORATION OF THE TOWN OF TECUMSEH

BY-LAW NUMBER 2017-20

Being a by-law to confirm the proceedings of the
March 28, 2017 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 **March 28, 2017**, 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 **March 28, 2017**, 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 28th day of March, 2017.

Gary McNamara, Mayor

"SEAL"

Laura Moy, Clerk