

Tuesday, September 26, 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. Regular Council Meeting September 12, 2017	3 - 15
b. Public Council Meeting September 12, 2017	16 - 17
6. SUPPLEMENTARY AGENDA ADOPTION	
7. DELEGATIONS	
8. COMMUNICATIONS FOR INFORMATION	
a. County of Essex Re: Essex County Council Resolution RE Essex County Library Reserve Funds Administration	18 - 19
9. COMMUNICATIONS ACTION REQUIRED	
10. COMMITTEE MINUTES	
a. Tecumseh BIA Board June 14, 2017	20 - 22
b. Tecumseh BIA Board July 12, 2017	23 - 27
c. Joint Health & Safety Advisory Committee May 2, 2017	28 - 30
d. Police Services Board for the Town of Tecumseh September 14, 2017	31 - 35
11. REPORTS	
a. Chief Administrative Officer	
1. Chief Administrative Officer, Report No 09-17 Re: Town Hall Expansion	36 - 44
b. Corporate Services & Clerk	
c. Financial Services	
d. Fire & Rescue Services	
e. Information & Communication Services	

- f. Parks & Recreation Services
- g. Planning & Building Services
- h. Public Works & Environmental Services

12. BY-LAWS

13. UNFINISHED BUSINESS

- a. Unfinished Business Listing 45 - 46
September 26, 2017

14. NEW BUSINESS

15. MOTIONS

- a. By-Law 2017-66 47 - 47
Being a by-law to confirm the proceedings of the September 26, 2017
regular meeting of the Council of The Corporation of the Town of
Tecumseh

16. NOTICES OF MOTION

17. NEXT MEETING

18. ADJOURNMENT

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

Tecumseh Council meets in regular public session on Tuesday, September 12, 2017, in the Council Chambers, 917 Lesperance Road, Tecumseh, Ontario at 7:00 pm.

(RCM 14-1)

ORDER

The Mayor calls the meeting to order at 7:07 pm.

(RCM 14-2)

MOMENT OF SILENCE

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

(RCM 14-3)

NATIONAL ANTHEM

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

(RCM 14-4)

ROLL CALL

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

Also Present:	Chief Administrative Officer	- Tony Haddad
	Director Corporate Services & Clerk	- Laura Moy
	Director Fire Services & Fire Chief	- Doug Pitre
	Director Public Works & Environmental Services	- Dan Piescic
	Director Planning & Building Services	- Brian Hillman
	Director Parks & Recreation Services	- Paul Anthony
	Director Information & Communication Services	- Shaun Fuerth
	Deputy Treasurer & Tax Collector	- Tom Kitsos
	Manager Committee & Community Services	- Christina Hebert
	Manager Building Services & Chief Building Official	- Mike Voegeli
	Manager Engineering Services	- Phil Bartnik
	Manager Roads & Fleet	- Kirby McArdle
	Manager Planning Services	- Chad Jeffery
	Manager Strategic Initiatives	- Lesley Racicot

PECUNIARY INTEREST

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

(RCM 14-5)

MINUTES

Motion: (RCM-293/17) Moved by Councillor Andrew Dowie

Seconded by Councillor Rita Ossington

That the minutes of the August 8, 2017 Regular Meeting of Council, as were duplicated and delivered to the Members, are adopted.

Carried

It is noted that the minutes make reference to a baiting program, however, discussion was held on an abatement program.

(RCM 14-6)

SUPPLEMENTARY AGENDA ADOPTION

None.

(RCM 14-7)

DELEGATIONS

Communicating the Local Share

Gary McNamara, Mayor and AMO Past President, explains the trends over the past 60 years for Federal, Provincial and Municipal governments infrastructure investment. The cumulative infrastructure investment backlog is estimated at \$357 Billion Dollars. He advises on the estimated forecast over the next two (2) decades.

Mayor McNamara reviews the growth in municipal operating costs and the factors driving the costs. Municipalities own 2/3 of all public infrastructures which is also a significant cost driver over the next ten (10) years. The estimated future needs for the next ten (10) years and expenditures are highlighted.

He also discusses the revenue gap in funding infrastructure and the possible new revenue tools that could help municipal governments achieve financial sustainability. The proposed new 1% sales tax dedicated to municipal infrastructure could help fund critical municipal services.

2018 Pre Budget Council Consultation

An introductory presentation on the 2018 Business Plan and Budget is given. Members are reminded of the 2017-2018 Strategic Priorities and the multi-year budget process, along with the 2018 Budget Timelines approved earlier, including the public consultation and survey process.

The pressures and drivers for the 2018 Budget are explained by the Deputy Treasurer & Tax Collector. On a conservative basis, assessment growth is not expected in 2018.

A summary of staff enhancements will be presented during budget presentations offering further details, including how the enhancements will improve operations and service delivery.

Lifecycle/Capital expenditures are expected to increase due to future improvements called for new capital requirements, trails/pathways, CIP streetscape improvements, Sportsplex, Town Hall renovations and a new fire truck. When new infrastructure is introduced, it becomes included in Lifecycle for future maintenance.

Unfunded Capital projects are listed for the benefit of the Members, based on priority and year.

Water and wastewater rates are explained as they relate to the budget and impact, as well sanitary rates. Comparative rates for water and sanitary rates for the area municipalities are shown, highlighting the Town as among the lowest.

Drivers that may impact the budget and which cannot be quantified include, but are not necessarily limited to, bargaining with CUPE and the Firefighters' Association, education and county levies, Essex Region Conservation Authority and Essex-Windsor Solid Waste Authority.

Some financial metrics are shown demonstrating reserves for Rate Stabilization and the Infrastructure Levy.

The Members are given a comparison of the 2017 Essex County tax levy, and water & wastewater rates. In addition, financial metrics for discretionary reserves, net financial liabilities per capita, tax receivables, commercial/industrial assessment and asset consumption are discussed.

The purpose of this presentation is to generate discussion and gather input on the 2018 draft budget preparation.

The Chief Administrative Officer advises that departmental budgets are prepared based on general guidelines. The Pre-Budget Consultation provides a forum for Administration to receive comments from Council.

In response to an inquiry regarding grants, the Deputy Treasurer & Tax Collector advises that the Town does look for funding from the senior levels of government for capital projects to expedite the ability of the Town to move forward with projects as soon as possible. He also comments on the Town's lack of success on funding applications due to its financial and fiscal responsibility. The Mayor comments on the potential in the future for formula based funding from the Federal Government being a more fair and equitable basis for communities.

Motion: (RCM-294/17) Moved by Councillor Bill Altenhof
 Seconded by Councillor Brian Houston
THAT the 2018 Pre-Budget Council Consultation presentation be received.

Carried

(RCM 14-8)

COMMUNICATIONS

Communications – For Information

- A. Office of the Minister of Public Services and Procurement, Re: Canada Post Restoration of Door-to-Door Mail Delivery
- B. Town of Lakeshore, Re: Notice of the Passing of a Zoning By-Law Amendment
- C. Government Finance Officers Association, Re: Town of Tecumseh Distinguished Budget Presentation Award
- D. Town of Tecumseh, Re: Notice of 2018 Business Plan & Budget

Motion: (RCM-295/17) Moved by Councillor Bill Altenhof
 Seconded by Deputy Mayor Joe Bachetti
That Communications – *for Information* A through D as listed on the September 12, 2017 Regular Council Meeting Agenda are received.

Carried

Dismay is expressed for the letter from the Minister of Public Services and Procurement regarding the restoration of door-to-door mail delivery. Members reiterate concerns regarding the lack of maintenance by Canada Post for community mailboxes (CMB). The Mayor's office will send a letter to the Minister regarding the Town's concerns, failure to address maintenance issues, health and safety matters and other issues experienced by the community as a result of the installation of CMB.

Communications – Action Required

- A. 2017 Risk Management Symposium
- B. Dillon Consulting, Re: Baillargeon Drain Appointment
- C. Waste Reduction Week in Canada

Motion: (RCM-296/17) Moved by Councillor Rita Ossington
Seconded by Councillor Tania Jobin

That the Mayor and Members of Council be authorized to attend the LAS 2017 Risk Management Symposium in North York, on October 4 and 5, 2017, in accordance with the Town's Travel and Professional Development Policies, and subject to funding in the 2017 Budget.

That the recommendation of Dillon Consulting, as set out in their letter dated August 16, 2017, and in accordance with section 40 of the Drainage Act, that a Drainage Report is not required to proceed with the enclosure and realignment of the Baillargeon Drain due to a revised stormwater management solution for the MRSPA, be accepted; and that all engineering costs to date, in the approximate amount of \$33,900, be levied to the Town of Tecumseh.

That October 16 to 22, 2017, be proclaimed as 'Waste Reduction Week' in the Town of Tecumseh.

Carried

(RCM 14-9)

COMMITTEE MINUTES

Motion: (RCM-297/17) Moved by Deputy Mayor Joe Bachetti
Seconded by Councillor Bill Altenhof

That the August 21, 2017 minutes of the Youth Advisory Committee, as was duplicated and delivered to the Members of Council, are accepted.

Carried

Motion: (RCM-298/17) Moved by Councillor Rita Ossington
Seconded by Councillor Brian Houston

That the August 21, 2017 minutes of the Heritage Committee, as was duplicated and delivered to the Members of Council, are accepted.

Carried

Motion: (RCM-299/17) Moved by Councillor Brian Houston
Seconded by Councillor Rita Ossington

That the August 21, 2017 minutes of the Cultural & Arts Committee, as was duplicated and delivered to the Members of Council, are accepted.

Carried

Motion: (RCM-300/17) Moved by Councillor Tania Jobin
Seconded by Councillor Bill Altenhof

That the August 24, 2017 minutes of the Senior Advisory Committee, as was duplicated and delivered to the Members of Council, are accepted.

Carried

Motion: (RCM-301/17) Moved by Councillor Brian Houston
Seconded by Councillor Rita Ossington

That the August 8, 2017 minutes of the Policies & Priorities Committee, as was duplicated and delivered to the Members of Council, are accepted.

Carried

(RCM 14-10)

REPORTS

Chief Administrative Officer, Report No. 08/17, Re: Ontario Municipal Commuter Cycling (OMCC) Program – Grant Funding

Motion: (RCM-302/17) Moved by Councillor Tania Jobin

Seconded by Councillor Bill Altenhof

That Report No. 08/17, Report on Ontario Municipal Commuter Cycling (OMCC) Program – Grant Funding, dated September 12, 2017, from the Chief Administrative Officer be received;

As recommended by the Chief Administrative Officer under Report No. 08/17.

Carried

Lesperance Road south of EC Row is suggested as an added project or future project.

Director Corporate Services & Clerk, Report No. 27/17, Re: Rodent Control

Motion: (RCM-303/17) Moved by Councillor Andrew Dowie

Seconded by Councillor Rita Ossington

That Corporate Services & Clerk Report No. 27/17 regarding Rodent Control be received;

And that an enhanced education campaign, through the local newspapers and social media, be undertaken to assist residents on how to identify Rodents on their property, how to protect their property from Rodents and how to remove Rodents from their property;

And that Property Standards be enforced and complaints regarding factors that attract Rodents be addressed.

As recommended by the Director Corporate Services & Clerk under Report No. 27/17.

Carried

Discussion is held on the importance of increased education and property standards enforcement.

Manager Committee & Community Services, Report No. 28/17, Re: 2017 Local Government Week

Motion: (RCM-304/17) Moved by Deputy Mayor Joe Bachetti

Seconded by Councillor Rita Ossington

That the Mayor proclaim the week of October 15 to 21, 2017, as Local Government Week (LGW) in the Town of Tecumseh (Town);

And that events and activities be planned for local elementary and secondary students to create awareness in local government and acknowledge its vital role and function in helping to shape the community;

And further that LGW activities and events be posted on the Town's website, Tecumseh App and Social Media pages [Facebook and Twitter];

And furthermore that local elementary and secondary schools be invited to participate in the planned events.

As recommended by the Manager Committee & Community Services under Report No. 28/17.

Carried

Director Corporate Services & Clerk, Report No. 29/17, Re: Internet and Telephone Voting Service Provider, 2018 Municipal & School Board Elections

Motion: (RCM-305/17) Moved by Councillor Brian Houston
Seconded by Councillor Bill Altenhof

That Corporate Services & Clerk Report No. 29/17 respecting the selection of an Internet and Telephone Voting Services Provider for the 2018 Municipal and School Board Elections, be received;

And that the Director Corporate Services & Clerk be authorized to enter into an Agreement with Intelivote Systems Inc. for the provision of Internet and Telephone Election Services for the 2018 Municipal and School Board Elections at a cost of \$42,425 plus HST.

As recommended by the Director Corporate Services & Clerk under Report No. 29/17.

Carried

Director Corporate Services & Clerk, Report No. 30/17, Re: 2018 Council Conferences

Motion: (RCM-306/17) Moved by Councillor Brian Houston
Seconded by Councillor Tania Jobin

That Members of Council be authorized to attend the following conferences scheduled to be held in 2018, in accordance with the Town's Travel Policy No. 14 and Professional Development Policy No. 73:

ROMA Annual Conference, January 21-23, 2018, Toronto, ON

OGRA Annual Conference, February 25-28, 2018, Toronto, ON

Festivals and Events Ontario Conference, February 28-March 2, 2018, Hamilton, ON

OSUM Conference and Trade Show, May 2-4, 2018, Niagara Falls, ON

FCM Annual Conference and Trade Show, May 31-June 3, 2018, Halifax, NS

Great Lakes and St. Lawrence Cities Initiative Annual Meeting and Conference, June 13-15, 2018, Ajax, ON

AMO AGM & Annual Conference, August 19-22, 2018, Ottawa, ON

AMO/MMAH Ontario West Municipal Conference, date & location TBD.

As recommended by the Director Corporate Services & Clerk under Report No. 30/17.

Carried

Director Corporate Services & Clerk, Report No. 31/17, Re: 2018 December Holiday Schedule

Motion: (RCM-307/17) Moved by Councillor Bill Altenhof
Seconded by Councillor Rita Ossington

That the Tecumseh Town Hall Offices close for the 2018 December Holiday Season from Monday, December 24, 2018, through to and including Tuesday, January 1, 2019.

As recommended by the Director Corporate Services & Clerk under Report No. 31/17.

Carried

Deputy Treasurer & Tax Collector, Report No. 13/17, Re: Essex Powerlines Corporation Long Term Financing Agreement Renewal

Motion: (RCM-308/17) Moved by Deputy Mayor Joe Bachetti
Seconded by Councillor Brian Houston

That a By-law authorizing the Mayor and the Clerk to execute a Long Term Financing Agreement between The Corporation of the Town of Tecumseh and Essex Powerlines Corporation be prepared for Council's adoption at the September 26, 2017 Regular Meeting of Council as outlined in this report.

As recommended by the Deputy Treasurer & Tax Collector under Report No. 13/17.

Carried

Deputy Treasurer & Tax Collector, Report No. 14/17, Re: Vacancy Rebate Program Review

Motion: (RCM-309/17) Moved by Councillor Brian Houston
Seconded by Councillor Rita Ossington

That the Town of Tecumseh work collectively with the County Tax Collectors and Treasurers group to conduct a county-wide public consultation session to propose the elimination of the Vacancy Rebate Program in Essex County for the 2018 taxation year.

As recommended by the Deputy Treasurer & Tax Collector under Report No. 14/17.

Carried

Director Information & Communication Services, Report No. 02/17, Re: Telus Corporate Purchasing Group Agreement

Motion: (RCM-310/17) Moved by Councillor Brian Houston
Seconded by Deputy Mayor Joe Bachetti

That the Mayor and Director Information & Communication Services be authorized to execute the Telus Corporate Purchasing Group Agreement between the Corporation of the Town of Tecumseh (Town) and Telus Communications Company (Telus);

And that the Director Information & Communications retains the ability to bind the Town on future individual cellular phone contracts.

As recommended by the Director Information & Communication Services under Report No. 02/17.

Carried

Manager Parks & Horticulture, Report No. 20/17, Re: Tender Award for the Request for Quotations, Supply of Equipment for Parks Department

Motion: (RCM-311/17) Moved by Councillor Bill Altenhof
Seconded by Deputy Mayor Joe Bachetti

That the following quote for the supply of equipment for the Parks department received be accepted:

a) Delta Power Ltd (\$108,500 plus HST) for the supply of 4 (four) Kubota zero-turn mowers, and 1(one) Kubota Skid Steer Loader, and

b) Trade-in of \$49,500 plus HST for 4(four) Kubota zero-turn mowers, and 1(one) Bobcat Skid Steer Loader for a net cost of \$59,000 plus HST.

As recommended by the Manager Parks & Horticulture under Report No. 20/17.

Carried

Manager Planning Services, Report No. 24/17, Re: Tecumseh Transit Service (TTS), January to June 2017 Status Report

Motion: (RCM-312/17) Moved by Councillor Andrew Dowie

Seconded by Councillor Rita Ossington

That the ridership and revenue analysis presented in Planning and Building Services Department Report No. 24/17, be received.

As recommended by the Manager Planning Services under Report No. 24/17.

Carried

In light of the Town of LaSalle's recent purchase of service from the City of Windsor, a suggestion is made to revisit dialogue with the City of Windsor on reciprocal fees, to maintain a good system for all residents, employment opportunities for residents that do not own or able to drive own vehicles and who may be dependent on public transit.

Education through Senior Groups is suggested, i.e. free senior day to encourage use and provide opportunity to experience transit service, avoid isolation and mental health issues.

Director Planning & Building Services, Report No. 25/17, Re: County Wide Active Transportation System (CWATS), Town of Tecumseh 2018 Proposed Projects, Dedicated Bike Lanes Along Lesperance Road and Design and Utility Relocates - Trail Along Walker Road

Motion: (RCM-313/17) Moved by Deputy Mayor Joe Bachetti

Seconded by Councillor Tania Jobin

That Planning and Building Services Report No. 25/17, be received;

And that with respect to Proposed 2018 CWATS Project No. 1 - Municipal Partnership Program:

Dedicated Bike Lanes on a Portion of Lesperance Road, that:

- a. The introduction of 1.5 metre wide dedicated bike lanes along the east and west sides of Lesperance Road, from Riverside Drive to McNorton street, having a total distance of approximately 1.8 kilometres, and at an estimated cost of \$112,000, with a 50% - 50% funding partnership between the Town of Tecumseh and County of Essex, be endorsed;
- b. If the Town is able to allocate some Ontario Municipal Commuter Cycling (OMCC) Program funding towards this project, such Provincial funding will have the effect of reducing the Town and County contributions in equal amounts;
- c. If a lesser amount is proposed to be funded by the County of Essex, or if the application is denied, funding received from the County and/or the OMCC reduce the \$112,000 to be funded from the Roads Lifecycle Reserve as approved by Council per Public Works & Environmental Services Report No. 32/17; and
- d. An application "Form D – Municipal Partnership Program" be submitted to the CWATS Implementation Committee for its consideration; and further that;

And further that With respect to Proposed 2018 CWATS Project No. 2 - Segment Tec-3: Detailed Design for Trail and Undertaking of Associated Utility Relocates along Walker Road, North Talbot Road to Highway 401, that:

- a. The total estimated cost of the trail design work by Dillon Consulting and the utility relocates for the trail is \$145,200, with Tecumseh's share being \$87,120 (60%) and the County's share being \$58,080 (40%) in accordance with the CWATS cost-sharing arrangement, be endorsed;
- b. The Town's funding from the Infrastructure Reserve be increased from \$162,060 to \$237,600; and

- c. An application "Form A – CWATS Segment Request" be submitted to the CWATS Implementation Committee for its consideration.

As recommended by the Director Planning & Building Services under Report No. 25/17.

Carried

Director Planning & Building Services, Report No. 26/17, Re: Financial Incentive Program Grant Application, Tecumseh Road Main Street Community Improvement Plan, 12214 Tecumseh Road (2012471 Ontario Inc. / Buckingham Realty), Building Façade Improvement Grant

Motion: (RCM-314/17) Moved by Councillor Rita Ossington
Seconded by Councillor Bill Altenhof

That the Grant Application for the Tecumseh Road Main Street Community Improvement Plan Financial Incentive Program, for the property located at 12214 Tecumseh Road (Roll No. 3744060000001700), be approved and deemed eligible for the following Financial Incentive(s) in accordance with Section 11.3 (5):

- i) Building Façade Improvement Grant for a total amount of \$15,000.00 toward the costs associated with the façade improvements being undertaken.

all of which is in accordance with the Tecumseh Road Main Street Community Improvement Plan and Planning and Building Services Report 26/17.

As recommended by the Director Planning & Building Services under Report No. 26/17.

Carried

Manager Building Services & Chief Building Official, Report No. 27/17, Re: 2017 Six Month Permit Report

Motion: (RCM-315/17) Moved by Councillor Bill Altenhof
Seconded by Councillor Brian Houston

That Planning and Building Services Report No. 27/17, "2017 Six Month Permit Report", be received.

As recommended by the Manager Building Services & Chief Building Official under Report No. 27/17.

Carried

Director Public Works & Environmental Services, Report No. 42/17, Re: Installation of Highway 401 Gateway Signage, Electrical Works, Tender Award

Motion: (RCM-316/17) Moved by Councillor Rita Ossington
Seconded by Deputy Mayor Joe Bachetti

That the tender from DeAngelo Brothers Corporation for the Installation of Highway 401 Gateway Signage, Electrical Works, in the amount of \$32,600 plus HST, be accepted and that the Mayor and Clerk be authorized to execute an agreement, satisfactory in form to the Town's Solicitor with DeAngelo Brothers Corporation.

As recommended by the Director Public Works & Environmental Services under Report No. 42/17.

Carried

Drainage Superintendent/Engineering Technologist, Report No. 43/17, Re: East McPherson Drain – Tender Award

Motion: (RCM-317/17) Moved by Councillor Brian Houston
Seconded by Councillor Tania Jobin

That the tender for the Repair and Improvement of the East McPherson Drain in the amount of \$103,992.35 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/Engineering Technologist under Report No. 43/17.

Carried

Manager Roads & Fleet, Report No. 44/17, Re: Sanitary Sewer Collection System Rehabilitation Project Proposal Award

Motion: (RCM-318/17) Moved by Councillor Bill Altenhof
Seconded by Councillor Tania Jobin

That the Proposal for the Ontario Community Infrastructure Fund (OCIF) Sanitary Sewer Collection System Rehabilitation Project in the estimated amount of \$1,492,900 excluding HST be awarded to Sewer Technologies in a reduced amount of \$1,157,000 excluding HST;

And that the Mayor and Clerk be authorized to execute an agreement, satisfactory in form to the Town's Solicitor, with Sewer Technologies;

And further that the estimated cost of \$1,177,500 including non-rebateable HST, for the renewal and rehabilitation of sanitary sewer pipe, manholes and the rehabilitation of sanitary sewer service connections in the Town of Tecumseh wastewater system, be a charge against the OCIF Sanitary Sewer Collection System Rehabilitation Project.

As recommended by the Manager Roads & Fleet under Report No. 44/17.

Carried

(RCM 14-11)

BY-LAWS

Motion: (RCM-319/17) Moved by Deputy Mayor Joe Bachetti
Seconded by Councillor Brian Houston

That By-law No. 2017-60 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 Infrastructure for the Province of Ontario and The Corporation of the Town of Tecumseh under the Ontario Clean Water and Wastewater Fund;

And that By-law No. 2017-61 being a by-law to amend By-law No. 2003-91 being a by-law to provide for the regulation, restriction and prohibition of the keeping and the running-at-large of dogs in the Town of Tecumseh;

And that By-law No. 2017-62 being a by-law to govern the proceedings of Council and its committees/local boards, the conduct of its members and the calling of meetings.;

And that By-law No. 2017-63 being a by-law to govern procurement policies and procedures;

And that By-law No. 2017-64 being a by-law to confirm and appoint certain officers, servants and employees of the Corporation of the Town of Tecumseh;

And that By-law No. 2017-65 being a by-law to authorize an Amending Agreement for the Canada 150 Community Infrastructure Program Contribution Agreement between The Corporation of the Town of Tecumseh (Town) and Her Majesty the Queen in Right of Canada as represented by the Minister responsible for Federal Economic Development Agency for Southern Ontario (Minister);

And furthermore that By-law No. 2017-67 being a by-law to authorize the execution of a Master Services Agreement between The Corporation of the Town of Tecumseh and TELUS Communications Company;

Be given first and second reading.

Carried

Motion: (RCM-320/17) Moved by Councillor Rita Ossington

Seconded by Councillor Tania Jobin

That By-law No. 2017-60 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 Infrastructure for the Province of Ontario and The Corporation of the Town of Tecumseh under the Ontario Clean Water and Wastewater Fund;

And that By-law No. 2017-61 being a by-law to amend By-law No. 2003-91 being a by-law to provide for the regulation, restriction and prohibition of the keeping and the running-at-large of dogs in the Town of Tecumseh;

And that By-law No. 2017-62 being a by-law to govern the proceedings of Council and its committees/local boards, the conduct of its members and the calling of meetings.;

And that By-law No. 2017-63 being a by-law to govern procurement policies and procedures;

And that By-law No. 2017-64 being a by-law to confirm and appoint certain officers, servants and employees of the Corporation of the Town of Tecumseh;

And that By-law No. 2017-65 being a by-law to authorize an Amending Agreement for the Canada 150 Community Infrastructure Program Contribution Agreement between The Corporation of the Town of Tecumseh (Town) and Her Majesty the Queen in Right of Canada as represented by the Minister responsible for Federal Economic Development Agency for Southern Ontario (Minister);

And furthermore that By-law No. 2017-67 being a by-law to authorize the execution of a Master Services Agreement between The Corporation of the Town of Tecumseh and TELUS Communications Company;

Be given third and final reading.

Carried

By-law No. 2017-66 regarding the Reconsider Drainage Report for the 7th Concession Drain is not adopted, as the Report was referred back to the Drainage Engineer for further reconsideration at the September 12, 2017 Public Meeting of Council.

(RCM 14-12)

UNFINISHED BUSINESS

The Members receive the Unfinished Business listing.

(RCM 14-13)

NEW BUSINESS

Terry Fox Run

Reminder is given for the Terry Fox Run which will be held on Sunday, September 17 departing from Green Acres Optimist Park at 9:00 am. Members of Council are once again asked to assist in the barbeque for the participants.

Storm Event – August 28, 2017

A number of concerns were expressed regarding Beach Grove Golf and County Club pumping rain water into the sanitary sewers. Public Works will investigate with Beach Grove Golf and Country Club whether it was pumping its course during the event which would be a cause for concern.

The Town's system was working well. It is unfortunate that some residents did experience some flooding. A power failure is noted in one area, caused by a traffic accident, which may have lent to some issues. The Town's crews were out early, before the thrust of the storm. Residents that took advantage of the initiatives of the Town's grant programs had an effect on flood protection.

Of the 163 reports of flooded basements, 82 were attributable to sump pump failures or through the basement walls; 59 from floor drains or plumbing fixtures; and 22 were of unknown cause. These figures are indicative of the installation of sump pumps and backwater valves and residents taking advantage of the Town's incentive programs.

Discussion is held on the support being requested from the Province and the request for assistance from the City of Windsor in removing the debris resulting from flooding.

In response to an inquiry, Administration explains the terminology referring to 1 and 100 year rain events, which originated from Conservation Authorities and the reasons for the design of the Town systems.

Diving from Pier at Lakewood Park

The Director Parks & Recreation Service advises there is signage in the area of Lakewood Park prohibiting diving, however the department will investigate to ensure the signs have not been removed.

St. Mary's Fun Day

Congratulations are extended to the St. Mary's Baseball conveners.

Local Share

Motion: (RCM-321/17) Moved by Councillor Andrew Dowie

Seconded by Councillor Rita Ossington

That AMO's proposed new 1% sales tax dedicated to municipal infrastructure investment which will assist in funding critical municipal services, be supported.

Carried

(RCM 14-14)

MOTIONS

Motion: (RCM-321/17) Moved by Deputy Mayor Joe Bachetti

Seconded by Councillor Bill Altenhof

That the direction to the Town's Solicitor and Administration at the September 12, 2017 closed meeting of Council held at 6:30 pm in accordance with Section 239 of the *Municipal Act, 2001* regarding litigation or potential litigation, be confirmed.

Carried

Motion: (RCM-322/17) Moved by Councillor Rita Ossington

Seconded by Councillor Tania Jobin

That By-law 2017-68 being a by-law to confirm the proceedings of the September 12, 2017, regular meeting of the Council of The Corporation of the Town of Tecumseh be given first, second, third and final reading.

Carried

(RCM 14-15)

NOTICES OF MOTION

(RCM 14-16)

NEXT MEETING

The next Regular Council meeting will be held at 7:00 pm on Tuesday, September 26, 2017.

(RCM 14-17)

ADJOURNMENT

Motion: (RCM-323/17) Moved by Councillor Bill Altenhof
Seconded by Councillor Brian Houston

That there being no further business the September 12, 2017 regular meeting of Council now adjourn at 10:09 pm.

Carried

Gary McNamara, Mayor

Laura Moy, Clerk

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

Tecumseh Council meets in Public Session on Tuesday, September 12, 2017, in the Council Chambers, 917 Lesperance Road, Tecumseh, Ontario at 6:00 pm.

(PCM 11-1)

ORDER

The Mayor calls the meeting to order at 6:02 pm.

(PCM 11-2)

ROLL CALL

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

Also Present:	Chief Administrative Officer	- Tony Haddad
	Director Corporate Services & Clerk	- Laura Moy
	Director Fire Services & Fire Chief	- Doug Pitre
	Director Public Works & Environmental Services	- Dan Piescic
	Drainage Superintendent	- Sam Paglia
	Manager Engineering Services	- Phil Bartnik
	Manager Committee & Community Services	- Christina Hebert

(PCM 11-3)

PECUNIARY INTEREST

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

(PCM 11-4)

DELEGATIONS

The Manager Engineering Services advises property owner, Mr. Michael Dunn, as of this afternoon, has requested the removal of a proposed culvert again from the Drainage Report.

Therefore it is recommended the Drainage Report be returned to the Engineer for further reconsideration and removal of the culvert. Mr. Dunn has been advised the additional Engineering costs as a result of this change request will be at his cost. He has also been advised should he wish the culvert be installed at a later date, it would be in his best financial interest to have the culvert in the Drainage Report. However, Mr. Dunn is not desirous of installing the culvert in the near future.

Inquiries from property owners have been received regarding the assessments and timing.

Administration will be meeting again with Mr. Dunn to ensure he is fully informed and understanding of the *Drainage Act* process.

In response to inquiries by the Members, discussions have taken place with other owners assessed, including special benefit assessments. It is noted that Mr. Rodzik has been contacted again with respect to his assessment for Culvert No. 5.

(PCM 11-5)

COMMUNICATIONS

- A. Notice of Reconsideration, Re: Repair and Improvement of the 7th Concession Drain
- B. Essex Region Conservation Authority, Re: 7th Concession Drain - Notice of Reconsideration

Motion: (PCM 26/17) Moved by Deputy Mayor Joe Bachetti

Seconded by Councillor Brian Houston

That the Communications listed as items A and B on the September 12, 2017 Public Council Meeting Agenda, be received.

Carried

(PCM 11-6)

REPORTS

Drainage Superintendent/Engineering Technologist, Report No. 41/17, Re: 7th
Concession Drain – Reconsidered Engineer's Drainage Report

Motion: (PCM-27/17) Moved by Councillor Tania Jobin

Seconded by Councillor Brian Houston

That the Reconsidered Drainage Report and specifications for the 7th Concession Drain (Drain) as prepared by Halliday Pearson, P.Eng. and Don Joudrey, P.Eng., of Baird AE, Architecture & Engineering, dated August 8, 2017 (Reconsidered Drainage Report) be referred back to the Engineer for further reconsideration and discussion with Mr. Dunn regarding his request to the Drainage Superintendent today, September 12, 2017, to have a secondary access culvert removed from the Reconsidered Drainage Report.

Carried

(PCM 11-7)

ADJOURNMENT

Motion: (PCM-28/17) Moved by Councillor Brian Houston

Seconded by Councillor Bill Altenhof

That there being no further business to discuss, the September 12, 2017 Public Meeting of the Council of the Town of Tecumseh adjourn at 6:14 pm.

Carried

Gary McNamara, Mayor

Laura Moy, Clerk



Office of the Director of Council Services/Clerk

Mary S. Birch, B.A., C.M.O.
Director of Council Services/Clerk

September 13, 2017

Town of Tecumseh *Sent by email: lmoy@tecumseh.ca*
Attention: Laura Moy, Director of Corporate Services/Clerk
917 Lesperance Road
Tecumseh, ON
N8N 1W2

Dear Ms. Moy,

**Re: Essex County Council Resolution RE Essex County Library
Reserve Funds Administration**

Please be advised that at their meeting of July 19, 2017 and August 6, 2017 Essex County Council resolved the following:

162-2017

Moved By: Nelson Santos

Seconded by: Ken Antaya

That \$790,000 of the 2016 surplus, which was returned to the County by the Essex County Library Board, be held in a Reserve by the County for the purpose of providing grant funding to the lower tier municipalities who apply to use their proportion share of the \$790,000, towards capital improvements or enhancements to libraries located within their municipality.

Carried

173-2017

Moved By: Joe Bachetti

Seconded By: Nelson Santos

That requests from Essex County local municipalities to access their designated proportionate share of the 2016 Essex County Library (\$790,000.00) surplus will be received and reviewed by the Essex County Library Board;

And further that the Essex County Library Board shall provide their recommendations for release of the requested grants to Essex County Council for final approval from the Library surplus reserve. **Carried**

At the September 6th, 2017 meeting of County Council, the 2016 Library Surplus distribution between municipalities was identified in the Corporate Reserve Strategy Update report as follows:

Municipality	Total Levy Payments	% of Levy	Library Surplus
Amherstburg	9,972,090	11.70%	92,396
Essex	8,095,965	9.50%	75,013
Lakeshore	20,103,342	23.58%	186,266
LaSalle	13,316,740	15.62%	123,385
Leamington	10,679,603	12.53%	98,951
Kingsville	10,161,392	11.92%	94,150
Tecumseh	12,934,039	15.17%	119,839
Totals	85,263,171	100.00%	790,000

As indicated in Resolution 173-2017, please direct your requests for access to your municipal portion of the 2016 Library Surplus for your library capital improvements or enhancements, to the Essex County Library Board, through their CEO, Robin Greenall.

Regards,

Mary Birch

Mary Birch
Director of Council Services/Clerk

CC: Robin Greenall, CEO/Chief Librarian – Essex County Library

TOWN OF TECUMSEH BUSINESS IMPROVEMENT AREA (TOTBIA)

BOARD OF MANAGEMENT MEETING

Wednesday, June 14, 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
 - 4.1. Artan Mucollia, LaRucola Restaurant
5. COMMUNICATIONS
 - 5.1. Minutes
 - 5.1.1. Board of Management Minutes: May 10, 2017
6. REPORTS
 - 6.1. Chair
 - 6.2. Treasurer's Report
 - 6.2.1. Month End Financial Reports: May 31, 2017
 - 6.3. Coordinator Report
 - 6.4. Council Report
 - 6.5. Committee Reports
 - 6.5.1. Night Market
 - 6.5.2. Fall Into Health Day
7. UNFINISHED BUSINESS
 - 7.1. Corn Festival Parade Sponsorship
 - 7.2. OBIAA 2016 Member Salary & Levy Survey Results
 - 7.3. TOTBIA Constitution – First Draft
8. NEW BUSINESS
 - 8.1. BIA Parkette Lighting
 - 8.2. Ontario Youth Art Award Winner
9. NEXT MEETING – July 12, 2017
10. ADJOURNMENT

Board Members:

Candice Dennis, Chair
Tony Nehme, Vice Chair
Paul Bistany, Treasurer
Bill Altenhof, Councillor, Ward 2
Jules Champoux, Director
Joseph Fratangeli, Director
Maureen Harris, Director
Daniel Hofgartner, Director
Brian Houston, Council Representative, Ward 3
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 meeting held as of Wednesday, **June 14, 2017** at Public Works Bldg., 1186 Lacasse Blvd., Tecumseh, ON, at the hour of 6:00 PM.

(TOTBBM-1-6)

CALL TO ORDER

The meeting was called to order at 6:13 p.m. by Tony Nehme, Vice Chair

(TOTBBM –2-6)

ROLL CALL

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

(TOTBBM – 3-6)

DISCLOSURE OF PECUNIARY INTEREST - None Stated.

(TOTBBM – 4-6)

DELEGATIONS – Artan Mucollia, LaRucola Restaurant – discussion on additional layout of the Night Market event which will be held on Friday, July 28th.

(TOTBBM – 5-6)

COMMUNICATIONS

5.1 BIA Board of Management Meeting Minutes

Motion: (BBM-19/17) Moved by: D. Hofgartner
Second by: J. Champoux

THAT the minutes of the Town of Tecumseh BIA Board of Management Meeting held on May 10, 2017, be approved as distributed.

**APPROVED.
CARRIED.**

Motion: (BBM-20/17) Moved by: D. Hofgartner
Second by: J. Champoux

THAT the minutes of the Town of Tecumseh BIA Board of Management Special Meeting held on May 31, 2017, be approved as distributed.

**APPROVED.
CARRIED.**

(TOTBBM – 6-6)

REPORTS

6.1 CHAIR REPORT: No report at this time.

THAT the discussion for Bike Racks in the BIA Parkette and Lakewood Park be differed until the next TOTBIA Board meeting, be approved.

**APPROVED.
CARRIED.**

- 7.2 TOTBIA Constitution Draft – A meeting has been scheduled with the Clerk and staff on July 31st to complete the review of the first draft.
- 7.3 Corn Festival Parade – Parade Entry Registration will be completed and submitted this month for the parade and 5,000 Canada 150 tattoos have been ordered and delivered to be give-a-ways along parade route. Lakeview Montessori has been invoiced for half of the order. D. Hofgartner has offered a 1957 truck that the BIA can use as their entry in the parade this year.
- 7.4 OBIAA 2016 Member Salary & Levy Survey Results – defer till next meeting.

Motion: (BBM-25/17)

Moved by: J. Fratangeli

Second by: D. Hofgartner

THAT the discussion on the OBIAA 2016 Member Salary & Levy Survey Results be differed until the next TOTBIA Board meeting, be approved.

**APPROVED.
CARRIED.**

(TOTBBM – 8-6)

NEW BUSINESS

- 8.1 Ontario Youth Art Award Winner – P. Rorai reports on a Tecumseh St. Anne student, who is also an art student with BIA Member Art Galia, is one of the winners for this year's Youth Art Contest for Canada's 150th at Queen's Park in Ottawa. A letter was submit to the Clerk's office requesting Emma and Alicia Ristic be a delegate at one of the next regular Council meetings be accepted to give acknowledgement to this very special achievement and award to one of our own Tecumseh students.
- 8.2 P. Rorai is asked to update and order a new TOTBIA brand banner to use in parades, trade-shows, events, etc.
- 8.2 Corn Festival Sponsorship – P. Rorai asks if the BIA would like to sponsor the Corn Festival again this year.

Motion: (BBM-24/17)

Moved by: D. Hofgartner

Second by: P. Bistany

THAT the TOTBIA will be a Bronze Sponsor (\$500) with the 2017 Tecumseh Corn Festival, be approved.

**CARRIED.
APPROVED.**

(TOTBBM – 9-6)

NEXT MEETING

The next Board meeting will be on Wednesday, July 12, 2017 at 7:00 PM in the Public Works Building

(TOTBBM – 10-6)

ADJOURNMENT

Motion: (BBM-26/17)

Moved by: L. Proctor


Second by: P. Bistany

THAT there being no further business, the June 14, 2017 meeting of the BIA Board of Management be adjourned at 8:12 PM

**CARRIED.
APPROVED.**



Candice Dennis, Chair



Paula Rorai, Coordinator

TOWN OF TECUMSEH BUSINESS IMPROVEMENT AREA (TOTBIA)

BOARD OF MANAGEMENT MEETING

Wednesday, July 12, 2017 at the hour of 7:00 PM held at the Public Works Building

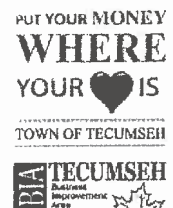
Located at 1189 Lacasse Blvd. Tecumseh, ON | BIA Office Phone: 519-735-3795

A G E N D A

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **DISCLOSURE OF PECUNIARY INTEREST**
4. **DELEGATIONS**
5. **COMMUNICATIONS**
 - 5.1. Minutes
 - 5.1.1. Board of Management Minutes: June 14, 2017
6. **REPORTS**
 - 6.1. Chair
 - 6.2. Treasurer's Report
 - 6.2.1. Month End Financial Reports: June 30, 2017
 - 6.2.2. Current Outstanding Tecumseh Dollar Report
 - 6.3. Coordinator Report
 - 6.4. Council Report
 - 6.5. Committee Reports
 - 6.5.1. Night Market
 - 6.5.2. Fall Into Health Day
7. **UNFINISHED BUSINESS**
 - 7.1. TOTBIA Constitution – First Draft
 - 7.2. Bike Racks
 - 7.3. OBIAA Salary & Levy Survey
8. **NEW BUSINESS**
9. **NEXT MEETING – August 9, 2017**
10. **ADJOURNMENT**

Board Members:

Candice Dennis, Chair
Tony Nehme, Vice Chair
Paul Bistany, Treasurer
Bill Altenhof, Councillor, Ward 2
Jules Champoux, Director
Joseph Fratangeli, Director
Maureen Harris, Director
Daniel Hofgartner, Director
Brian Houston, Council Representative, Ward 3
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 meeting held as of Wednesday, *July 12, 2017* at Public Works Bldg., 1186 Lacasse Blvd., Tecumseh, ON, at the hour of 7:00 PM.

(TOTBBM-1-7)

CALL TO ORDER

The meeting was called to order at 7:13 p.m. by Candice Dennis, Chair

(TOTBBM –2-7)

ROLL CALL

Present:	Chair	Candice Dennis
	Vice Chair	Tony Nehme
	Treasurer	Paul Bistany
	Councilor	Bill Altenhof
	Director	Maureen Harris
	Director	Daniel Hofgartner
	Director	Linda Proctor

Regrets:	Director	Jules Champoux
	Director	Joseph Fratangeli
	Councillor	Brian Houston
	Coordinator	Paula Rorai

Absent:

Minute Taker: Director Linda Proctor

(TOTBBM – 3-7)

DISCLOSURE OF PECUNIARY INTEREST - None Stated.

(TOTBBM – 4-7)

DELEGATIONS – None at this meeting.

(TOTBBM – 5-7)

COMMUNICATIONS

5.1 BIA Board of Management Meeting Minutes

Motion: (BBM-27/17) Moved by: M. Harris
Second by: T. Nehme

THAT the minutes of the Town of Tecumseh BIA Board of Management Meeting held on June 14, 2017, be approved as distributed.

**APPROVED.
CARRIED.**

(TOTBBM – 6-7)

REPORTS

6.1 CHAIR REPORT: No report at this time.

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

Month End Report as of June 30, 2017

BIA Operating Account (8111130)	Bank Balance stands at:	\$ 63,126.27
Outstanding Payables	See Detail Page	\$ 3,991.25
BIA Ledger Balance stands at:	See Detail Page	<u>\$ 59,135.02</u>

BIA Reserve Account	Balance last month:	\$ 3,053.22
(Opened September 20, 2012)	Interest	<u>\$ 6.78</u>
		<u>\$ 3,060.00</u>

BIA Petty Cash stands at: \$ 738.75

BIA Liabilities and Equity at: May 31, 2017 \$ 64,758.53

Year To Date Levy Tax Requisition:	1st Quarter @ March 31, 2017	\$ 27,472.00
	2nd Quarter @ June 30, 2017	\$ 27,028.00
	3rd Quarter @ September 30, 2017	\$
	4th Quarter @ December 31, 2017	<u>\$</u>
	Total to Date;	\$ 54,500.00

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**

Motion: (BBM-28/17) Moved by: M. Harris
Second by: L. Proctor

THAT the Month End Treasurer's Report as of June 30, 2017, be accepted as distributed and filed for audit.

**APPROVED.
CARRIED.**

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

None at this time.

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

- OPA and ZBA for 11941 Tecumseh Road
 - In a similar fashion to the proposed 5 story multi-residential unit at 11957 Tecumseh Road, stakeholders at 11941 are proposing an identical multi-residential unit
 - PCM held on June/27th/2017 to hear from the public in this regards
 - OPA/ZBA approved July/11th
- 2016 Audited Financial Statements
 - Audit Findings Report presentation completed by KPMG and reported to Council on June/27th/2017 RCM
 - Review of the financial statements of the Corp. of the Town of Tecumseh for year ending 2016
 - The accounting policies and practices are considered appropriate to the Municipality's circumstances.
 - The accounting policies have been applied consistently year-over-year.
 - We did not identify any indicators of management bias in the application of accounting policies.
- Tourism Windsor/Essex/Pelee Island Presentation

- 2016 Year-in-Review:
 - Awards
 - Ontario Culinary Tourism Experience Award
 - Motorcities National Heritage Area's 2016 Award of Excellence in Tourism
 - Finalist for the Ontario Culinary Tourism Leadership Award
 - Events:
 - Canadian Society of Professional Event Planners Conference
 - CARHA Hockey World Cup
 - Association of Municipalities Ontario Annual Conference
 - FINA World Swimming Championships (25m)
- OMB hearing regarding Del Duca Industrial Park
 - OMB Hearing to occur on Tuesday/Nov/14/2017 for 4 days
 - To deal with development of an industrial business park at the north east corner of 8th Concession and North Talbot Road
- OMB hearing regarding James Sylvestre Developments Ltd
 - OMB appeal successful, By-Law 2015-67 eliminated
- Tecumseh Corn Festival Management
 - November/2015
 - Council directed the Tec. Corn Fest. to become a self-sustaining community event by 2017
 - In early 2017 many not-for-profit community organizations met with the Town to consider take-over of the Festival
 - RFP circulated to local organization and beyond
 - No proposals obtained
 - Council has directed Town Administration to enter into direct negotiations with a local community organization to take over festival operations
- CIP grant applications received from:
 - St. Anne Church
 - Improvements to the exterior façade of the church, renovate and re-install the church spire
 - \$15k
 - Carrots N' Dates Restaurant
 - Outdoor café/patio works
 - \$2k
 - Both approved to full amount requested
- TOTBIA Night Market sought out:
 - Relief from Noise By-Law, July/28th
 - Relief from Sign By-Law, Friday/July/14th to Saturday/July/29th
 - Both reliefs approved at July/11th RCM
 - Concurrence from the County of Essex required for sign by-law on CR 22.
- Up-coming Events
 - Rotary Club Fish Fry - Friday, July 21st, 2017 from 4pm to 8pm at Lakewood Park South
- Summer Concern in the Park
 - Lakewood Park - Sunday/July/16th, Sunday/July/23rd, Sunday/Aug/6th - 1pm to 3pm

6.5 COMMITTEE REPORTS

- 6.5.1** Night Market –C. Dennis reports on current vendors participating in the Night Market as per the list distributed to the Board. C. Dennis will bring speakers and Blackburn radio staff to have music playing at the east end of the plaza; LaRucola and BIA will split the cost of the band that was hired to play.

Motion: (BBM-29/17)

Moved by: D. Hofgartner

Second by: M. Harris

THAT if the Tecumseh Towne Centre Plaza owner does not have patio string lights to install from the decorative light poles in the Plaza during the Night Market event, then the Tecumseh BIA will purchase the patio string lights and the purchase shall not exceed \$1,000.00.

**APPROVED.
CARRIED.**

- 6.5.2 Fall Into Health Day – L. Proctor reports participation is very high. Tecumseh Historical Society will set up their BBQ for hot dogs and hamburgers and have their popcorn machine on site asking for donations.

(TOTBBM – 7-7)

UNFINISHED BUSINESS

7.1 BIA Parkette Landscaping

- 7.1.1 Board agrees to defer the stonework till the fall.
- 7.1.2 Bike Racks for Parkette and Lakewood Park – defer till next meeting.

- 7.2 TOTBIA Constitution Draft – A meeting has been scheduled with the Clerk and staff on July 31st to complete the review of the first draft.

(TOTBBM – 8-7)

NEW BUSINESS

- 8.1 Board discusses monthly meeting times. P. Rorai will update the TOTBIA website with the new time.

Motion: (BBM-30/17)

Moved by: M. Harris

Second by: P. Bistany

THAT effective as of August 9, 2017 and until further notice, the Town of Tecumseh Business Improvement Area Board of Management monthly meetings will continue to be on the second Wednesday of every month and start at 6:00 PM in the Conference Room in the Public Works Building at 1189 Lacasse Blvd., Tecumseh, ON.

CARRIED.
APPROVED.

- 8.2 A question was raised regarding the Tecumseh BIA Dollars: is there an expiration date on the dollars? P. Rorai will report on this at the next board meeting.

(TOTBBM – 9-7)

NEXT MEETING

The next Board meeting will be on Wednesday, August 16, 2017 at 6:00 PM in the Public Works Building Conference Room.

(TOTBBM – 10-7)

ADJOURNMENT

Motion: (BBM-31/17)

Moved by: B. Altenhof

Second by: P. Bistany

THAT there being no further business, the July 12, 2017 meeting of the BIA Board of Management be adjourned at 8:10 PM

CARRIED.
APPROVED.


Candice Dennis, Chair


Paula Rorai, Coordinator

**MINUTES OF A MEETING OF
THE JOINT HEALTH & SAFETY ADVISORY COMMITTEE
FOR THE TOWN OF TECUMSEH**

A meeting of the Joint Health & Safety Advisory Committee (JHSAC) for the Town of Tecumseh was held on Tuesday, May 2, 2017 in the Tecumseh Meeting Room at Town Hall, 917 Lesperance Rd, Tecumseh at the hour of 2:00 p.m.

(JHSAC 2-1)

ORDER

The Chair calls the meeting to order at 2:15 p.m.

(JHSAC 2-2)

ROLL CALL

Members Present: Sam Paglia, Town Hall
Shawn LaPorte, Public Works & Environmental Services
Denis Laforet, Park and Recreation Services
Casey Colthurst, Manager Parks & Horticulture
Denis Berthiaume, Manager Water & Wastewater
Laura Moy, Director Corporate Services & Clerk

Also Present: Melissa Doetzel, Human Resources Officer

Absent: Ray Hammond, Manager Town Facilities
Bob Hamilton, Fire Prevention Officer (Liaison)

(JHSAC 2-3)

DISCLOSURE OF PECUNIARY INTEREST

None.

(JHSAC 2-4)

DELEGATIONS

None.

(JHSAC 2-5)

COMMUNICATIONS

Minutes

1. JHSAC Meeting held January 31, 2017.

Motion: (JHSAC-07/17) Moved by Casey Colthurst
Seconded by Denis Berthiaume

THAT the Minutes of the JHSAC meeting held on January 31, 2017 be approved.

Carried

Communications for Information

1. Workplace Violence and Harassment Policy
2. Emergency Safety Plan – Tecumseh Arena
3. Emergency Safety Plan – Town Hall
4. Workplace Inspection Form

Motion: (JHSAC-08/16) Moved by Denis Laforet
Seconded by Casey Colthurst

THAT Communications for Information 1 - 4 on the May 2, 2017 Agenda, be received.

Carried

Inspections

1. Fire & Rescue Services, Station No 1, 985 Lesperance Rd – January 3, 2017
2. Fire & Rescue Services, Station No 1, 985 Lesperance Rd – February 28, 2017
3. Fire & Rescue Services, Station No 1, 985 Lesperance Rd – March 7, 2017
4. Fire & Rescue Services, Station No 2, 5520 Walker Rd – January 4, 2017

5. Fire & Rescue Services, Station No 2, 5520 Walker Rd – February 7, 2017
6. Fire & Rescue Services, Station No 2, 5520 Walker Rd – March 7, 2017
7. Fire & Rescue Services, Station No 2, 5520 Walker Rd – April 3, 2017
8. Parks, 300 Manning – January 24, 2017
9. Parks, 300 Manning – February 14, 2017
10. Parks, 300 Manning – March 21, 2017
11. Parks, 300 Manning – April 22, 2017
12. Public Works, 1189 Lacasse Blvd. – January 19, 2017
13. Public Works, 1189 Lacasse Blvd. – February 10, 2017
14. Public Works, 1189 Lacasse Blvd. – March 28, 2017
15. Public Works, 2495 McCord – January 26, 2017
16. Public Works, 2495 McCord – February 13, 2017
17. Public Works, 2495 McCord – March 20, 2017
18. Public Works, 2391 St. Alphonse – January 19, 2017
19. Public Works, 2391 St. Alphonse – February 13, 2017
20. Public Works, 2391 St. Alphonse – March 20, 2017
21. Town Hall, 917 Lesperance Road – January 27, 2017
22. Town Hall, 917 Lesperance Road – February 28, 2017
23. Town Hall, 917 Lesperance Road – March 29, 2017
24. Water Building, 1189 Lacasse – January 9, 2017
25. Water Building, 1189 Lacasse – February 10, 2017
26. Water Building, 1189 Lacasse – March 20, 2017

Motion: (JHSAC-09/17) Moved by Shawn Laporte
Seconded by Sam Paglia

THAT Inspections 1 through 26 on the May 2, 2017, Agenda, be received.

Carried

Monthly Maintenance Packages

1. Systems 24/7 – Monthly Implementation Package – January 2017
2. Systems 24/7 – Monthly Implementation Package – February 2017
3. Systems 24/7 – Monthly Implementation Package – March 2017
4. Systems 24/7 – Monthly Implementation Package – April 2017

Motion: (JHSAC-10/17) Moved by Denis Berthiaume
Seconded by Denis Laforet

THAT Monthly Maintenance Packages 1 through 4 on the May 2, 2017, Agenda, be received.

Carried

(JHSAC 2-6)

REPORTS

Accident/Incident Reports

- A. Accident Report, September 22, 2016, Tracking #2016-14
- B. Accident Report, October 18, 2016, Tracking #2016-15
- C. Accident Report, November 17, 2016, Tracking #2016-16
- D. Accident Report, November 4, 2016, Tracking #2016-17
- E. Accident Report, November 21, 2016, Tracking #2016-19
- F. Accident Report, February 1, 2017, Tracking #2017-01
- G. Accident Report, March 29, 2017, Tracking #2017-03
- H. Accident Report, April 3, 2017, Tracking #2017-04
- I. 2016 Claims Summary
- J. 2017 Claims Summary

Motion: (JHSAC-11/17) Moved by Casey Colthurst
Seconded by Shawn Laporte

THAT Reports A through J on the May 2, 2017 Agenda, be received.

Carried

(JHSAC 2-7)

UNFINISHED BUSINESS

Emergency Safety Plan Review

Public Works / Water and Parks need to be completed.

(JHSAC 2-8)

NEW BUSINESS

JHSC Certification 1 offered May 10 - 12, 2017; review if Nick Skorin would like to attend. Scott Willoughby will be in attendance.

Shaun Laporte would like to receive some training regarding Health & Safety Inspections and the OH&S Green Book.

(JHSAC 2-9)

NEXT MEETING

The next meeting of the Joint Health & Safety Advisory Committee will be held on Tuesday, August 8, 2017, at 2:00 p.m.

(JHSAC 2-10)

ADJOURNMENT

Motion: (JHSAC- 12/17) Moved by Sam Paglia
Seconded by Melissa Doetzel

THAT there being no further business, the May 2, 2017, meeting of the JHSAC be adjourned at 2:50 pm.

Carried

Laura Moy, Chair

Sam Paglia, Co-Chair

**MINUTES OF A MEETING OF THE POLICE SERVICES BOARD
FOR THE
TOWN OF TECUMSEH**

The Police Services Board of the Town of Tecumseh convened in regular session on Thursday, September 14, 2017 at 4:30 p.m. at the Tecumseh Town Hall, 917 Lesperance Road, Tecumseh, Ontario.

(PSB 4-1)

ORDER:

Chair Christopher Hales called the meeting to order at 4:31 p.m.

(PSB 4-2)

ROLL CALL:

Present:	Chair	- Christopher Hales
	Vice Chair	- Fred Stibbard
	Member	- Deputy Mayor Joe Bachetti
	Member	- Eleanor Groh
Also Present:	OPP	- Inspector Glenn Miller
	OPP	- Acting Staff Sgt. Michael Gruszka
	Secretary	- CAO Tony Haddad
	Recording Secretary	- Ellen Preuschat

Mayor Gary McNamara was absent due to municipal business.

(PSB 4-3)

DISCLOSURE OF PECUNIARY INTEREST:

There was no pecuniary interest declared by a member of the Board.

(PSB 4-4)

APPROVAL OF THE AGENDA:

<u>Motion:</u>	(PSB 29/2017)	Moved by Vice Chair Fred Stibbard
		Seconded by Member Eleanor Groh

THAT the members of the Police Services Board for the Town of Tecumseh approve the Agenda dated September 14, 2017, as duplicated and delivered to the members thereof.

Carried.

(PSB 4-5)

APPROVAL OF THE PREVIOUS MINUTES:

<u>Motion:</u>	(PSB 30/2017)	Moved by Member Eleanor Groh
		Seconded by Vice Chair Fred Stibbard

THAT the members of the Police Services Board for the Town of Tecumseh approve the Regular Minutes dated Thursday, June 8, 2017, as duplicated and delivered to the members thereof.

Carried.

(PSB 4-6)

DELEGATIONS:

None.

(PSB 4-7)

OPP MONTHLY REPORT:

Acting Staff Sgt. Gruszka provided highlights of the June to August 2017 OPP reports.

Inspector Miller noted that a new report format was forthcoming, pending the board's formal agreement to share report information among the Essex County Section 10 boards. The new format will contain comparative trends for Essex County.

Motion: (PSB 31/2017)

Moved by Member Eleanor Groh
Seconded by Vice Chair Fred Stibbard

THAT the OPP Report for the months of June to August 2017 be received.
Carried.

(PSB 4-8)

REPORTS

1. OPP, Re: OPP Community Satisfaction Survey 2017, West Region – Essex County Detachment,
2. Christopher Hales, Chair, Re: Ontario Association of Police Services Boards 2017 Spring Conference and Annual General Meeting

Inspector Miller explained that the OPP Community Satisfaction Survey is not conducted by the OPP itself, but by an outside firm, and that during the next survey period the Town can request a report containing only the Town's results. He noted that the Essex County OPP's overall satisfaction rankings were the highest in West Region, and among the highest in the province.

With respect to the survey question on youth and loitering, there was discussion regarding problems with youth mischief and vandalism in the Manning Road McDonald's area, including Buster Reaume Park. It was suggested that foot patrol be increased at the provincial youth curfew time. CAO Tony Haddad said the Town has requested a CPTED evaluation of the park, and will look at improved signage. Inspector Miller added that the OPP is stepping up its Youth at Risk Strategy, to try to address issues with youth before they escalate into criminal activity.

Motion: (PSB 32/2017)

Moved by Vice Chair Fred Stibbard
Seconded by Member Eleanor Groh

THAT the reports by the OPP on the 2017 Community Satisfaction Survey and by Chair Christopher Hales on the Ontario Association of Police Services Boards 2017 Spring Conference and Annual General Meeting be received.

Carried.

(PSB 4-9)

COMMUNICATIONS:

A – Action Required

1. Francis Kennette, Chair, Lakeshore Police Services Board, Re: Sharing of OPP Monthly Reports between Essex County Police Services Boards, July 10, 2017

The Recording Secretary will send a response to the Lakeshore board.

Motion: (PSB 33/2017)

Moved by Deputy Mayor Joe Bachetti
Seconded by Member Eleanor Groh

THAT the Tecumseh Police Services Board support the sharing of the Essex County OPP's monthly statistical reports among Essex County Police Services Boards on a regular basis.

Carried.

B – For Information Purposes

1. Inspector Glenn Miller, Detachment Commander, Essex County OPP, Re: Response to Letters from Ms. Linda Edwards/Martin re: Road Safety Issues, July 27, 2017

CAO Tony Haddad noted that a response was also sent to Ms. Martin from Town Administration. Inspector Miller reported that successful enforcement was conducted in response to this complaint.

2. Linda Edwards/Martin, Re: Request to OPP for increased enforcement on Riverside Dr East, July 21, 2017
3. Linda Edwards/Martin, Re: Riverside Drive East from Lakewood Park to Brighton Road, June 22, 2017
4. Chief Superintendent John Cain, Regional Commander, West Region, OPP, Re: Detachment Commander Glenn Miller Annual Performance Report, May 25, 2017
5. Kingsville Police Services Board, Minutes of the Joint Police Services Board Meeting – Friday, May 26, 2017, Kingsville, ON
6. Eli-El Chantiry, President & Chair, OAPSB, Re: Review of Chapter 9 of Independent Police Oversight Review Report, May 30, 2017
7. Stephen Beckett, Assistant Deputy Minister, Public Safety Division and Public Safety Training Division, Ministry of Community Safety and Correctional Services, Re: 2018/19 Policing Effectiveness and Modernization Grant, September 7, 2017
8. Essex County OPP, Re: Report to the Tecumseh Police Services Board for the Period of May 2017

Motion: (PSB 34/2017)

Moved by Member Eleanor Groh
Seconded by Vice Chair Fred Stibbard

THAT the correspondence detailed as Items 1-8, B – For Information Purposes, be received.

Carried.

(PSB 4-10)

OLD BUSINESS:

1. Crime Prevention Through Environmental Design (CPTED) Training – Essex County OPP
Following the Joint Essex County PSB meeting held in Kingsville on May 26, 2017, where CPTED training for BIAs and businesses was proposed by the OPP, Tecumseh has taken the initiative to organize such a training session, in partnership with the OPP and CPTED Ontario. It has been tentatively scheduled for the morning of Monday, January 22, 2018 and Essex County PSBs have been requested to reach out to their respective BIAs and Chambers of Commerce to provide a rough estimate of attendees.
2. Report to Council re: 2017 OAPSB Spring Conference and AGM
It was agreed that, since the 2018 budget presentation to Town Council is coming up very soon, that a brief presentation on the OAPSB Spring Conference and AGM be incorporated into the budget presentation, rather than doing two separate presentations.

(PSB 4-11)

NEW BUSINESS:

1. 2018 Police and PSB Budget
The draft 2018 budget will be prepared for the board's consideration at the October 12, 2017 board meeting. The presentation to Council will take place at the October 24, 2017 Regular Council Meeting. CAO Tony Haddad noted that a provision for costs associated with hosting the next joint board meeting for Essex County in 2018 will be added.

2. Traffic Issues

Two residents' letters regarding traffic concerns on Walker Road and South Talbot Road were discussed. CAO Tony Haddad noted that these are operational, rather than policy, concerns; while they may be brought to the board's attention, Administration routinely prepares appropriate responses to such complaints. Deputy Mayor Bachetti requested that the OPP also respond to the concerns raised in order to demonstrate police responsiveness. CAO Tony Haddad will coordinate replies to the two letters received.

3. Joint Essex County Board Meeting

The board will organize and host the next Joint Essex County PSB meeting sometime in the spring of 2018. Chair Hales asked that all board members as well as the OPP consider proposed topics not already covered by the OAPSB.

4. Board Appointments

Chair Christopher Hales noted his eight year provincial appointment with the board will end on September 29, 2018. Member Fred Stibbard's appointment as the community representative will end shortly thereafter, on December 31, 2018. While the Town has a well-established process to fill the latter vacancy, it was agreed that correspondence will be sent to the Public Appointments Secretariat to encourage timely action on filling the provincial vacancy.

5. OAPSB 2017 Fall Labour Seminar, November 16-17, 2017 – Toronto, ON

Chair Hales noted that the agenda content for this seminar is targeted at Section 31 boards. While the budget could accommodate attendance, it is not planned for any member to attend at this time.

6. Essex County OPP 2017-19 Action Plan

Inspector Miller will forward the OPP's 2017-19 Action Plan to the Recording Secretary for distribution to the board and inclusion in the upcoming meeting agenda. He noted that it includes regional priorities for the Essex OPP Detachment. Chair Hales suggested the board review its Local Initiatives Policies in light of the updated OPP Action Plan.

7. Declining Revenues

Inspector Miller reported that, following inquiries from CAO Tony Haddad, the detachment has received information on how POA revenues are calculated. CAO Haddad clarified that his inquiry related also to local enforcement activity (i.e. parking fines, etc.) and Inspector Miller will follow up with the Town.

(PSB 4-12)

NEXT MEETING

The next meeting of the Police Services Board will be held Thursday, October 12, 2017 at 4:30 p.m.

(PSB 4-13)

ADJOURNMENT

Motion:

(PSB 35/2017)

Moved by Member Eleanor Groh

Seconded by Deputy Mayor Joe Bachetti

THAT there being no further business to discuss, the September 14, 2017 meeting of the Tecumseh Police Services Board adjourn at 6:08 p.m.

Carried.

Christopher Hales, Chair

Tony Haddad, Secretary



THE CORPORATION OF THE TOWN OF TECUMSEH

Chief Administrative Officer
Report No. 09/17

TO: Mayor and Members of Council

FROM: Chief Administrative Officer

DATE OF REPORT: September 14, 2017

DATE TO COUNCIL: September 26, 2017

SUBJECT: Town Hall Expansion

RECOMMENDATIONS

It is recommended that:

1. Consideration be given to a Town Hall Expansion at an estimated cost of \$2.81M to be funded by:

a) Tax Rate Stabilization Reserve	\$0.921M
b) Infrastructure Reserve	\$1.900M
2. The Building Lifecycle annual allocation be increased by \$50,000 effective for the 2019 budget year.
3. The Town Hall Expansion Report# CAO 9/17 be received and budget allocation be referred to the 2018 budget deliberations.

BACKGROUND

In 2005, Town Hall underwent an extensive renovation where the entire building interior was removed and replaced with the existing floor plan and departmental layout. The goal in 2005 was to accommodate staff and meeting space within the existing building envelope for a 10-15 year period. The cost of this renovation was approximately \$1.5M .

The 2005 renovation has met its original design criteria but has now reached its limit for the following reasons:

1. Increase in Town Hall staff due to either legislative or service level requirements has resulted in all offices and workstations now being occupied.
2. Students, interns and managers are sharing space formerly used for meetings or storage.
3. Due to current occupancy levels, scheduling of meeting room space has become a challenge.
4. A need for more efficient, streamlined customer service has been identified.

COMMENTS

The Town has engaged John Gillis Architect and Associates, to assist with preliminary design of the Town Hall expansion. The expansion design (see attached figures 1 and 2) includes the following:

1. A new 5,300 sq. ft. addition to the front of the existing Town Hall between the front entrance and current Council chambers. This area would be occupied by the Financial and Corporate Services departments with a new customer service counter. The space formerly occupied by this department would be used as offices for the Manager Strategic Initiatives, students/interns, new office space for Council, and additional storage.
2. A new 1,700 sq. ft. addition at the south end of the building to accommodate the Town's Environmental Services department and provides for the Director Recreation Services to have an office at Town Hall. This allows for continued sharing of common resources between the 'technical' departments – Environmental Services, Planning and Building, and Information & Communication Services.
3. As part of the design, the current kitchen will be repurposed as a meeting room and a new kitchen will be built at the north end of the building.
4. Provision of consultation rooms adjacent to main lobby for private meetings with clients.
5. Public access to Council chambers will be through a new entrance at the northeast corner of the building and will include an overflow area for the chamber gallery.
6. New exterior design and landscaping including a main entrance promenade (see attached renderings figures 3-5).

Since amalgamation in 1999 the Town has invested approximately \$1.5M in Town Hall renovations. Some examples of recent construction of other Town Halls in Essex County include:

- Kingsville – 3,600 sq. ft. addition - \$1.98M
- Leamington – new building - \$9.2M (1/3 from Federal and Provincial Government)
- LaSalle – new building - \$12.2M which includes public and library space

This design and additional space would allow for growth within the organization over the next 10-15 years. The total investment from 1999-2033 for improvements to the Town Hall will be \$4.3M.

The architect's estimate of \$2.821M includes allowances for:

Demolition	\$ 25,000
Building Additions	1,540,000
Landscaping	150,000
Misc. (feature wall, skylights, overhead door)	185,000
Furniture	125,000
IT Equipment & wiring	50,000
Additional site work - lighting, parking gates	100,000
General Conditions	285,000
Contingency	228,000
Professional Fees	133,000
Project Budget	\$ 2,821,000

It is anticipated that this project would be tendered by Q2 2018.

CONSULTATIONS

All Departments

FINANCIAL IMPLICATIONS

Expansion of Town Hall has been identified in the budget as one of the drivers supporting the need for a New Infrastructure Levy (NIL) to assist in funding projects with no other current source of funding. The NIL (targeted at \$1.3M annually for 2019) is allocated to the Infrastructure Reserve which currently has an uncommitted balance of \$2.9M projected for December 31, 2018.

Administration also reviewed the Tax Rate Stabilization (TRS) reserve which is currently projected to have a balance of \$2.9M at the end of 2017. The TRS has annual contributions of \$214K with commitments to fund legal costs for the lottery license lawsuit currently in progress.

The Building Lifecycle Reserve has an estimated December 31, 2017 balance of \$630K. This reserve is generally for the maintenance of current building structures and not for expansion of existing buildings.

There are currently no grants available to fund a Town Hall Expansion project nor is it eligible for development charge funding.

Administration considered available funding resources, other potential uses for the NIL and TRS, tax levies and other funding sources in recommending that funding for the estimated \$2.821M construction cost for the Town Hall expansion be funded from:

Tax Rate Stabilization Reserve	\$	0.921M
Infrastructure Reserve	\$	1.900M
Total	\$	2.821M

As new infrastructure is added, our Lifecycle program requires that the annual LC allocation be increased to fund the future replacement of the new infrastructure. Accordingly, Administration recommends that increasing the Building Lifecycle annual allocation by \$50,000 be referred to the 2018 budget effective for the 2019 budget.

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:

Shaun Fuerth, B.C.S.
Director Information & Communication Services

Reviewed by:

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

Recommended by:

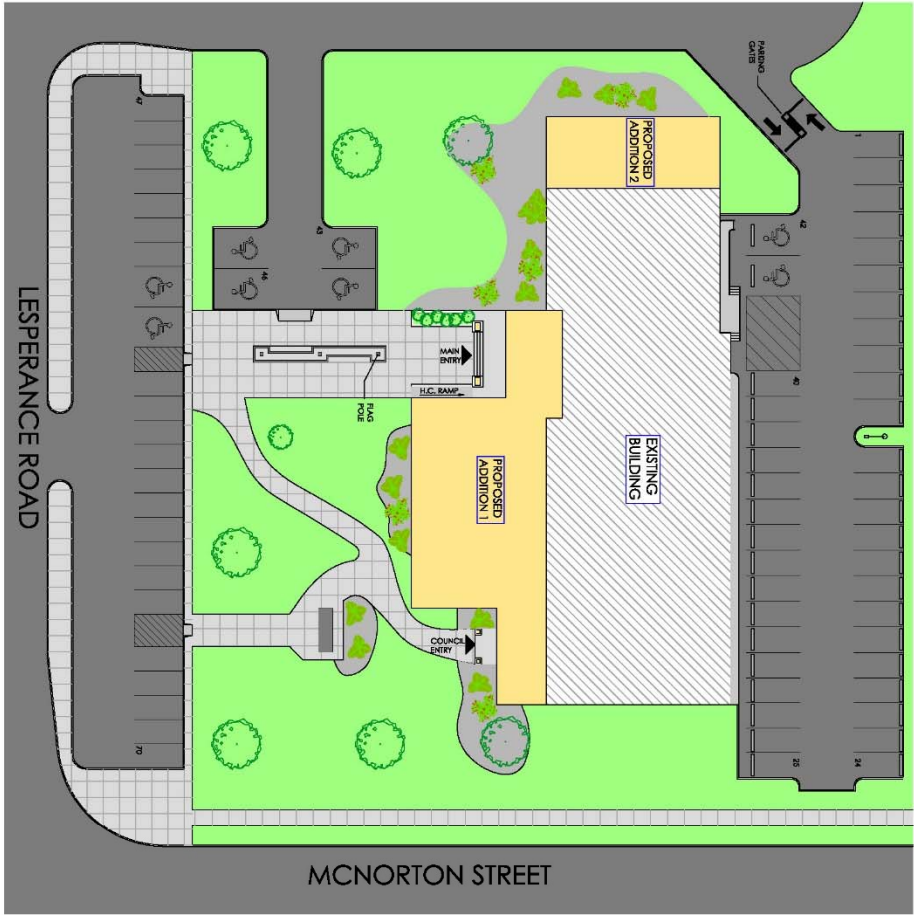
Tony Haddad, MSA, CMO, CPFA
Chief Administrative Officer

Attachment(s): 1. Figure #1 – Conceptual Site Plan
 2. Figure #2 – Conceptual Floor Plan
 3. Figures #3-5 – Street View Perspectives

SF

Figure 1
Conceptual
Site Plan

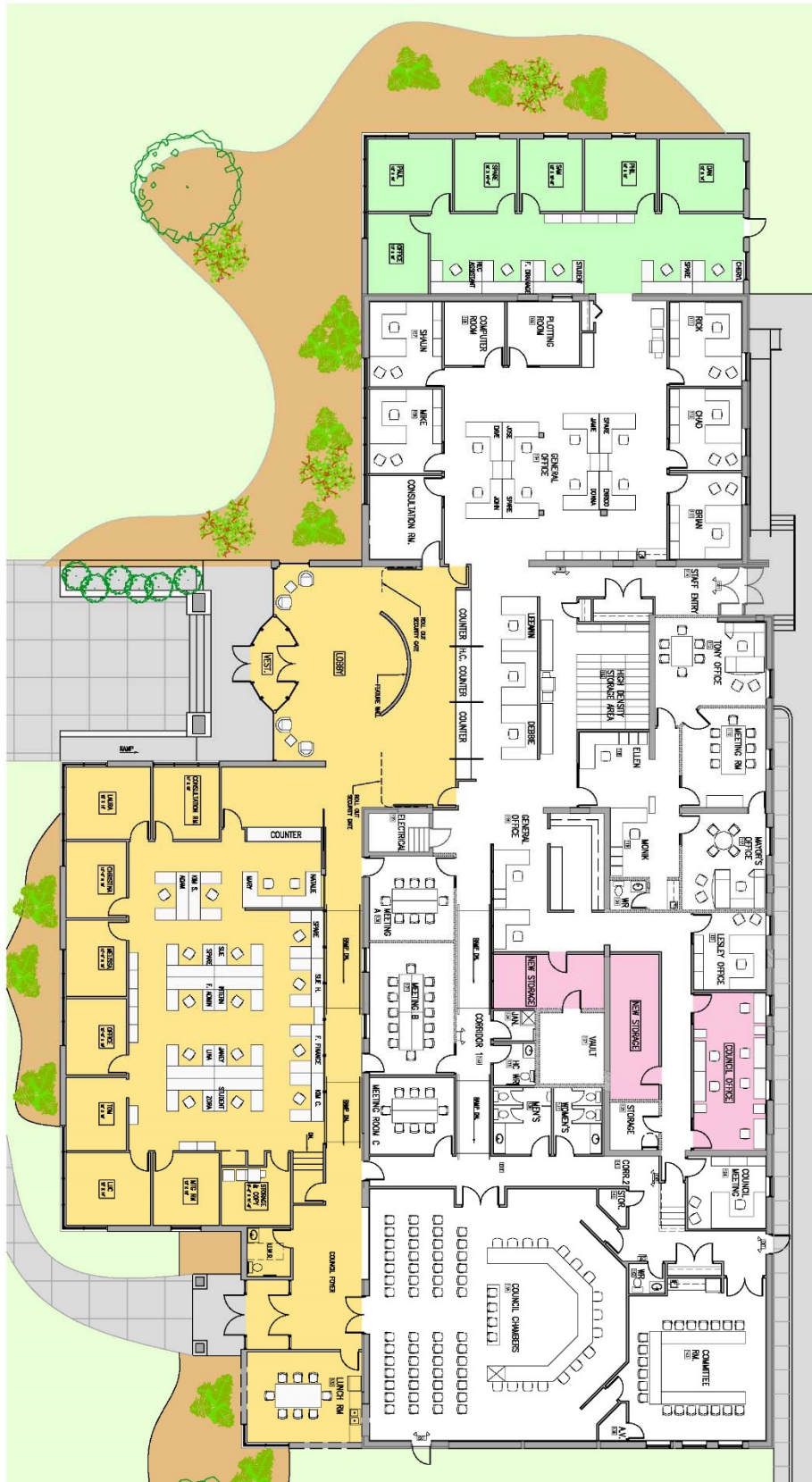
Site Plan
Tecumseh Town Hall



SITE STATISTICS:	
EXISTING BUILDING	= 12,700.00 sq. ft.
PROPOSED ADDITION	
AREA 1	= 5,284.00 sq. ft.
AREA 2	= 1,715.00 sq. ft.
TOTAL PROPOSED ADDITION	= 6,999.00 sq. ft.
TOTAL BUILDING AREA	= 19,699.00 sq. ft.
PARKING STATISTICS	
REGULAR PARKING	= 64 SPACES
H.C. PARKING	= 6 SPACES
TOTAL PARKING	= 70 SPACES

Figure 2
 Conceptual
 Floor Plan

First Floor Plan
Tecumseh Town Hall



Issued - 7/6/17
 Approved By: _____

Figure 3



Figure 4



Figure 5



UNFINISHED REGULAR COUNCIL BUSINESS

	Meeting Date	Resolution	Subject	Action/Direction	Depart.	Status/Action Taken
20/14	Dec 9, 2014 Feb 14, 2017		County Rd 34 Hamlet	Administration is asked to look into property ownership and to work with the owners on opportunities for alternate service arrangements. Administration is asked to provide an update to the affected property owners.	PWES/ Clerks	Update provided by Legal on March 14, 2017
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	Counts taken, analysis underway
3/17	Mar 14, 2017		Alley Closing Policy	An alley closing policy is requested to establish a uniformed process for closing alleys.	Clerks	Next Policies & Priorities Committee
4/17	Mar 28, 2017		Oldcastle Hamlet	The presentation and requests made by FOOD is referred to Administration for a report and recommendation.	Planning	
9/17	May 9, 2017		Dillon Drive Name Recognition	Naming recognition is requested for Jack Dillon, who died in World War II and is the name sake for Dillon Drive.	Clerks	The Cultural & Arts Advisory Committee, at their June 5, 2017, recommended the process for veteran naming recognition & associated costs be reviewed.
13/17	May 23, 2017		Signage on Manning Road	Administration is requested to approach the Town of Lakeshore and the County of Essex in regards to establishing a gateway policy with a common standard for regulating urbanized areas and signs for Manning Road.	CAO	Tecumseh and Lakeshore Administration have met and a response is pending from Lakeshore.
17/17	July 25, 2017		OSSAHS Resource Centre	Request for an addition to the Fire Station No. 2 for a Resource Centre for The Olde Sandwich South & Area Historical Society referred to Administration for a report and recommendation for consideration during the 2018 Budget deliberations.	Recreation/ Finance	
18/17	July 25, 2017		Urban Chickens	Zoning Order issued to Dan Beaulieu relating to the keeping of chickens at 2380 Lesperance Road, be deferred pending further discussion and decision-making by Council on the matter of the keeping of urban chickens based on further research and reporting by Administration.	Clerks/ Planning	

	Meeting Date	Resolution	Subject	Action/Direction	Depart.	Status/Action Taken
19/17	August 8, 2017		Vehicle Parking	Administration is asked to investigate vehicles parked in municipal lots for extended periods of time, particularly Municipal Lot No. 6 which has a regularly parked vehicle for sale.	PW	
20/17	August 8, 2017		Banwell Road	A review by the County of the North and South Bound traffic time limits at the intersection of Banwell Road and County Road 22 to assist with the flow of traffic is requested, in addition to the continued exploration of bike lanes on Banwell Road in collaboration with the City of Windsor and the County of Essex.	PW/CAO	
21/17	September 12, 2017		Storm Event	Administration will investigate with Beach Grove Golf & Country Club whether it was pumping its course into the sanitary sewers during the event on August 28, 2017.	PW	

Meeting Date: September 26, 2017

THE CORPORATION OF THE TOWN OF TECUMSEH

BY-LAW NUMBER 2017-66

Being a by-law to confirm the proceedings of the
September 26, 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 **September 26, 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 **September 26, 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 26th day of September, 2017.

Gary McNamara, Mayor

"SEAL"

Laura Moy, Clerk