

Tuesday, October 10, 2017, 7:00 PM  
Tecumseh Town Hall  
[www.tecumseh.ca](http://www.tecumseh.ca)

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<b>4. ROLL CALL &amp; DISCLOSURE OF PECUNIARY INTEREST</b>	
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## **13. UNFINISHED BUSINESS 123 - 124**

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- a. By-Law 2017-70 125 - 125  
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## **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 26, 2017, in the Council Chambers, 917 Lesperance Road, Tecumseh, Ontario at 7:00 pm.

(RCM 15-1)

## ORDER

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

(RCM 15-2)

## MOMENT OF SILENCE

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

(RCM 15-3)

## NATIONAL ANTHEM

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

(RCM 15-4)

## ROLL CALL

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

Absent: Councillor - Rita Ossington

Also Present:	Chief Administrative Officer	- Tony Haddad
	Deputy Clerk & Manager Legislative Services	- Jennifer Alexander
	Director Financial Services & Treasurer	- Luc Gagnon
	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
	Manager Engineering Services	- Phil Bartnik
	Manager Strategic Initiatives	- Lesley Racicot

## DISCLOSURE OF PECUNIARY INTEREST

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

(RCM 15-5)

## MINUTES

Motion: (RCM-324/17) Moved by Councillor Brian Houston  
Seconded by Councillor Andrew Dowie

**That** the minutes of the September 12, 2017 Regular Meeting of Council, as were duplicated and delivered to the Members, are adopted.

Carried

Motion: (RCM-325/17) Moved by Councillor Brian Houston  
Seconded by Councillor Andrew Dowie  
**That** the minutes of the September 12, 2017 Public Meeting of Council, as were duplicated and delivered to the Members, are adopted.

Carried

(RCM 15-7)

**DELEGATIONS**

None.

(RCM 15-8)

**COMMUNICATIONS**

Communications – For Information

- A. County of Essex, Re: Essex County Council Resolution RE Essex County Library Reserve Funds Administration

Motion: (RCM-326/17) Moved by Deputy Mayor Joe Bachetti  
Seconded by Councillor Andrew Dowie  
**That** Communications – *for Information* A as listed on the September 26, 2017 Regular Council Meeting Agenda are received.

Carried

Council discussed the communication from the Essex County Library reserve fund and supports the use of the Town's share of \$120,000 in reserve funds to be used towards capital improvements for the Tecumseh library branch. Furthermore, a member recommends that the list of improvements brought forth to the Board in 2014 be revisited. Administration did inform Council that there is a meeting scheduled with the Library Board in October to discuss the plans.

Communications – Action Required  
None.

(RCM 15-9)

**COMMITTEE MINUTES**

Motion: (RCM-327/17) Moved by Councillor Tania Jobin  
Seconded by Councillor Brian Houston  
**That** the June 14, 2017 minutes of the Town of Tecumseh Business Improvement Area Board, as was duplicated and delivered to the Members of Council, are accepted.

Carried

A member brought to Council's attention that the BIA minutes were incomplete with a section missing. Council directed the Administration to contact the BIA and attain the completed minutes to be incorporated in the next regular council meeting.

Motion: (RCM 328/17) Moved by Councillor Tania Jobin  
 Seconded by Councillor Brian Houston  
**That** the July 12, 2017 minutes of the Town of Tecumseh Business Improvement Area Board, as was duplicated and delivered to the Members of Council, are accepted.

Carried

Motion: (RCM-329/17) Moved by Councillor Bill Altenhof  
 Seconded by Councillor Tania Jobin  
**That** the May 2, 2017 minutes of the Joint Health and Safety Advisory Committee, as was duplicated and delivered to the Members of Council, are accepted.

Carried

Motion: (RCM-330/17) Moved by Deputy Mayor Joe Bachetti  
 Seconded by Councillor Bill Altenhof  
**That** the September 14, 2017 minutes of the Police Services Board, as was duplicated and delivered to the Members of Council, are accepted.

Carried

A member asked Administration to explain the responsibilities of the Police Service Board and their role to address resident complaints and enforcement. The Chief Administrative Officer did provide clarity to members indicating that any issue that pertains to criminal law, residents are asked to contact the Ontario Provincial Police to report the incident and they will investigate. If the issue or concern involves municipal by-laws pertaining to structures, right of ways, roads, etc., the Town will respond. On occasion, residents have corresponded with the Board and if it is a municipal operation issue, then Administration is responsible to respond and follow-up. If there is any issue that is brought to Councillors or the Mayor, the Chief Administrative Officer asked Councillors to forward this information to Administration to address the concern.

Council asked Administration if the OPP can provide a follow-up call updating the status of an incident reported. The Chief Administrative Officer indicated that they cannot comment on OPP service levels however, Administration can bring this request to their attention.

(RCM 15-10)

## REPORTS

Chief Administrative Officer, Report No. 09/17, Re: Town Hall Expansion

Motion: (RCM-/17) Moved by Councillor Brian Houston  
 Seconded by  
**That** 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;  
**And that** the Building Lifecycle annual allocation be increased by \$50,000 effective for the 2019 budget year;  
**And further that** the Town Hall Expansion Report# CAO 9/17 be received and budget allocation be referred to the 2018 budget deliberations.  
 As recommended by the Chief Administrative Officer under Report No. 09/17.

Lost

Tony Haddad, Chief Administrative Officer, presents to the Members of Council highlights from the report. This expansion was identified in the 2016 and 2017 budgets. The proposed project addresses *Accessibility for Ontarians with Disability Act* standards, space capacity, staff accommodation and future provisions of customer services to the Tecumseh community.

Council discussed the report and the challenges of limited space in the building for staff accommodation and resident use. The timing of this project was questioned by members and whether this project is a high priority for this upcoming year. The timeline of construction is aggressive and more consultation with Council is needed to move this project forward. It is recommended that this report should include quantitative measures, organization structure and future staffing projections for the next 15 years, all options for construction including a new building versus expansion of the existing building. There was some discussion regarding the retirement of the Chief Administration Officer and that his replacement be involved in this project.

Further discussion ensued about the choice of architect for this project. The Chief Administration Officer indicated to Council that Mr. Gillis was the designer of the 2005 renovation. A member suggested that increased communication to residents is needed outlining the reasons for this project. Council indicated that they can clearly see that space within Town Hall is at a premium but the financial implications are significant and to defer this project for two to three years. The Chief Administration Officer indicated that the costs of the project would increase annually by 6 to 8 percent and deferring the project would increase costs substantially.

Gary McNamara, Mayor, supports this report to move forward. Customer Service is important to the Town and currently space is limited to serve residents. There is concern for privacy of information and lack of space to conduct resident business.

The Mayor asked for support on the motion recommended in the Report.

There was no seconder on the motion.

Council continued to discuss the merits of the project.

Motion: (RCM 331/17)

Moved by Councilor Andrew Dowie

Seconded by Councilor Joe Bachetti

**THAT** a report on the Town Hall expansion report be deferred to the 2019 budget deliberations for consideration at that time.

Carried

(RCM 15-11)

**BY-LAWS**

No by-laws were presented.

(RCM 15-12)

**UNFINISHED BUSINESS**

The Members receive the Unfinished Business listing.

(RCM 15-13)

**NEW BUSINESS**

**Jason Court**

A Council member raised an issue that condo residents are paying twice for their municipal services since they pay condo fees. The Administration is aware of this concern and follow-up information will be provided from the Town to the residents at a future date.

**Manning Road Secondary Plan Update**

Administration provided Council with an update on the OMB decision and a report will be brought to Council for consideration at a later date.

**Appreciation to Staff**

The Mayor thanked Administration for their work and support to the City of Windsor with the storm event and recovery.

(RCM 15-14)

**MOTIONS**

Motion: (RCM-332/17) Moved by Deputy Mayor Joe Bachetti  
Seconded by Councillor Bill Altenhof

**That** By-law 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 be given first, second, third and final reading.

Carried

(RCM 15-15)

**NOTICES OF MOTION**

(RCM 15-16)

**NEXT MEETING**

A Policies and Priorities Committee Meeting will be held at 5:00 pm on Tuesday, October 10, 2017.

A Public Meeting of Council will be held at 6:00 pm on Tuesday, October 10, 2017 regarding Lakeview Montessori School OPA/ZBA.

The next Regular Council meeting will be held at 7:00 pm on Tuesday, October 10, 2017.

(RCM 15-17)

**ADJOURNMENT**

Motion: (RCM-333/17) Moved by Councillor Brian Houston  
Seconded by Councillor Bill Altenhof

**That** there being no further business the September 26, 2017 regular meeting of Council now adjourn at 8:09 pm.

Carried

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Gary McNamara, Mayor

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Jennifer Alexander, Deputy Clerk

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

Tecumseh Council meets in special session on Tuesday, September 26, 2017, in the Council Chambers, 917 Lesperance Road, Tecumseh, Ontario at 6:00 pm.

(SCM 5-1)

### **ORDER**

The Mayor calls the meeting to order at 6:01 pm.

(SCM 5-2)

### **ROLL CALL**

Present:	Mayor	- Gary McNamara
	Deputy Mayor	- Joe Bachetti
	Councillor	- Bill Altenhof
	Councillor	- Andrew Dowie
	Councillor	- Brian Houston
	Councillor	- Tania Jobin
Absent:	Councillor	- Rita Ossington
Also Present:	Chief Administrative Officer	- Tony Haddad
	Deputy Clerk & Manager Legislative Services	- Jennifer Alexander
	Director Financial Services & Treasurer	- Luc Gagnon
	Director Fire Services & Fire Chief	- Doug Pitre
	Director Public Works & Environmental Services	- Dan Piescic
	Director Planning & Building Services	- Brian Hillman
	Deputy Clerk & Manager Legislative Services	- Jennifer Alexander
	Manager Engineering Services	- Phil Bartnik
	Manager Strategic Initiatives	- Lesley Racicot

(SCM 5-3)

### **DISCLOSURE OF PECUNIARY INTEREST**

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

(SCM 5-4)

### **DELEGATIONS**

#### **8th Concession Road Sanitary Sewer Outlet**

Phil Bartnik, Manager Engineering Services, presents to Members of Council his report and PowerPoint presentation outlining the construction timelines and cost recovery methods for the project.

Council discussed the benefits of this project being growth and economic development in this area. The PIC will be an opportunity for businesses and residents to discuss with the Town details of the project. In a response to residential cost assessments in the Oldcastle and Howard area, Administration advised Council that the Town notifies all property owners who will benefit from the project with their financial obligations and time allocations to connect to the municipal service. There are significant environmental issues that will need to be addressed before residential areas will need to pay. The forecast timeline for residents is 8-9 years from the start of the project.

(SCM 5-5)

**COMMUNICATIONS**

- A. Town of Tecumseh News Release, Re: Notice of Special Meeting of Council

Motion: (SCM-12/17) Moved by Councillor Andrew Dowie  
Seconded by Deputy Mayor Joe Bachetti

**That** the Communication listed as Item A on the September 26, 2017, Special Council Meeting Agenda, be received.

Carried

(SCM 5-6)

**REPORTS**

Manager Engineering Services, Report No. 45/17, Re: **8th Concession Road Sanitary Sewer Outlet, Main and Lateral Charges Cost Recovery By-Law**

Motion: (SCM-13/17) Moved by Councillor Andrew Dowie  
Seconded by Deputy Mayor Joe Bachetti

**That** Public Works and Environmental Services Report No. 45/17 titled "8th Concession Road Sanitary Sewer Outlet, Main and Lateral Charges Cost Recovery By-Law" be received;

**And that** Administration be authorized to proceed with a Public Information Centre to communicate the estimated charges to the property owners within the 8th Concession Road Sanitary Sewer Outlet;

**And further that** Administration report back to Council with a summary of the comments received at the Public Information Centre for consideration in preparing the 8th Concession Road Sanitary Sewer Outlet, Main and Lateral Charges Cost Recovery By-Law.

As recommended by the Manager Engineering Services under Report No. 45/17.

Carried

(SCM 5-7)

**ADJOURNMENT**

Motion: (SCM-14/17) Moved by Councillor Tania Jobin  
Seconded by Councillor Brian Houston

**THAT** there being no further business, the September 26, 2017 Special Meeting of Council now adjourn at 6:41 pm.

Carried

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Gary McNamara, Mayor

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Jennifer Alexander, Deputy Clerk



### [Call for Nominations - OGRA Board of Directors](#)

Nominations are now open for candidates to serve on the Ontario Good Roads Association Board of Directors for a two (2) year term ending February 26, 2020. Anyone currently serving on Council or employed in a full time capacity with an OGRA member municipality or First Nation is eligible. [Click here](#) for more information and to download the Nomination Form. Any questions regarding serving on the Board of Directors can be directed to [Joe Tiernay](#), OGRA Executive Director.

Municipal Clerks: Please download the [Call for Nominations](#) and place on your next Council agenda for information.

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Have a look at the [OGRA Career Hub](#). Where you look for a career, not just a job.

Join the conversation at [the OGRA Interchange](#)

*The mandate of the Ontario Good Roads Association is to represent the transportation and public works interests of municipalities through advocacy, consultation, training and the delivery of identified services.*





# *Municipality of Killarney*

September 19, 2017

**Main Office:**

32 Commissioner Street  
Killarney, Ontario  
P0M 2A0

Tel: 705-287-2424

Fax: 705-287-2660

**E-mail:**

[inquiries@municipalityofkillarney.ca](mailto:inquiries@municipalityofkillarney.ca)

**Public Works Department:**

1096 Hwy 637  
Killarney, Ontario  
P0M 2A0

Tel: 705-287-1040

Fax: 705-287-1141

**website:**

[www.municipalityofkillarney.ca](http://www.municipalityofkillarney.ca)

Association of Ontario Municipalities

Ms. Lynn Dollin

200 University Ave., Suite 801

Toronto, ON M5H 3C6

Dear Ms. Dollin:

Attached hereto is Resolution No. 17-362 that was passed at the Regular Meeting of Council held September 13, 2017 as well as an article from CBC News.

The Municipality of Killarney share the same concerns as AMO regarding proposed changes to the Ambulance Act and Fire Protection & Prevention Act which are to be tabled at Queen's Park this fall.

We look forward to working with you to protect municipal interests.

Thank you for your attention to this important issue.

Sincerely,

***THE MUNICIPALITY OF KILLARNEY***

Candy K. Beauvais  
Clerk-Treasurer

*Cc: FONOM*

*ROMA*

*OSUM*

*DSSAB*

*SDHU*

*All Ontario Municipalities*

*Local MPP's*



*The Corporation of the Municipality of Killarney  
32 Commissioner Street  
Killarney, Ontario  
P0M 2A0*

MOVED BY: Michael Reider

SECONDED BY: Jim Rook

**RESOLUTION NO. 17-362**

**BE IT RESOLVED THAT** the Municipality of Killarney advise the Association of Ontario Municipalities (AMO) that we share their concerns regarding the proposed changes to the Ambulance Act and the Fire Protection and Prevention Act which are set to be tabled at Queen's Park in the fall;

**FURTHER** the Province is seeking two municipalities to participate in pilot projects funded by the Ministry of Health and Long-Term Care. The Municipality of Killarney appeals to AMO to request that the Province include rural northern municipalities as participants in the pilot projects;

**FURTHER** the proposed changes may result in the Province saving and municipalities experience additional downloading for some of the costs associated with modifications to the acts;

**THEREFORE** the Council for the Municipality of Killarney hereby requests that AMO keep all municipalities informed of this matter so that all stakeholders have input into these proposed changes which may result in additional costs to our municipalities (such as increased training, legal liability etc.);

**FURTHER THAT** this resolution be forwarded to AMO, FONOM, ROMA, OSUM, DSSAB, SDHU, all Ontario Municipalities and to our local MPP's.

**CARRIED**

I, Candy K. Beauvais, Clerk Treasurer of the Municipality of Killarney do certify the foregoing to be a true copy of Resolution #17-362 passed in a Regular Council Meeting of The Corporation of the Municipality of Killarney on the 13<sup>th</sup> day of September, 2017.

  
Candy K. Beauvais  
Clerk Treasurer

## Ontario communities sound alarm over proposed changes to Ambulance Act

By Kimberley Molina, [CBC News](#) Posted: Aug 22, 2017 8:11 AM ET Last Updated: Aug 22, 2017 8:11 AM ET

A group representing Ontario communities is sounding the alarm over proposed changes to two provincial acts which would affect how some patients are treated and transported during medical calls.

The Association of Ontario Municipalities (AMO) is concerned about changes to the *Ambulance Act* and the *Fire Protection and Prevention Act*, which are set to be tabled at Queen's Park in the fall.

One change aims to reduce unnecessary emergency room visits by having paramedics take patients with minor injuries to family doctors and community clinics. The law currently requires patients to be taken to hospital only.

Another change could see firefighters with paramedic training be able to respond to minor injury calls, provide medical care on fire trucks, and provide symptom relief in some higher-priority calls.

### Pilot projects set to begin next spring

The province is looking for two municipalities to participate in pilot projects funded by the Ministry of Health and Long-Term Care, which are expected to begin in March 2018.

At least one Ottawa city councillor doesn't want the city to take part.

"Ottawa is not the right community to try this in.... I haven't seen any evidence that it leads us in a direction that we want to go," said Coun. Mark Taylor, who is also chair of AMO's health task force.

'We also live in a world where provincial arbitrators have a nasty habit of picking up things in one municipality and dropping them down in another.' - *Coun. Mark Taylor, chair of AMO's health task force*

He's concerned Ottawa could be forced to subscribe to the new model, along with other communities, after the pilot projects are completed.

"We also live in a world where provincial arbitrators have a nasty habit of picking up things in one municipality and dropping them down in another," he said.

The president of AMO said she wants to ensure that doesn't happen.

"They keep telling us that it's voluntary, it's voluntary.... So, our demand of them is if this is to truly be voluntary, that we would require that interest arbitrators be prohibited, in law, from replicating it to unwilling participants," said Lynn Dollin.

### Ministry to look at possible scenarios this fall

Legislation is expected to be tabled at Queen's Park this fall to change the two acts, and the Ministry of Health and Long-Term Care will consider what kind of calls would be appropriate for transporting patients to family doctors and clinics instead of emergency rooms.

"[The] ministry plans to undertake an operational risk assessment in the fall of potential scenarios, based on feedback from stakeholders to date and experiences of models currently used in other jurisdictions," press secretary Laura Gallant wrote in a statement to CBC News.

Some of those scenarios could include mental health calls, which are on the rise.

A hospital emergency room is not necessarily the best place for those patients, Taylor said.

## Province could save, municipalities spend

There is a question of who ends up footing the bill for some costs. While the province may save some money from fewer emergency room visits, **other costs could be off-loaded onto municipalities.**

The Ministry of Health and Long-Term Care projects the cost of ambulance systems will increase by \$300 million to \$1.9 billion over five years, between 2015 and 2020.

Land ambulance costs are shared 50-50 with the province, but municipalities cover 100 per cent of the cost of firefighting, Dollin said.

Potential costs could include increased training for paramedics and firefighters to increased legal liability, she said. If patients are dropped off at a hospital, the hospital — and ultimately the province — are liable, but if the person is taken to another facility instead, a city could bear the brunt of that liability.

'If it's going to cost municipalities more money for us to follow the new regulations, then that should be covered 100 per cent by the province.' - *Lynn Dollin, president of AMO*

There are other ways the province could save money, according to AMO, including better call triaging and changing regulations around non-urgent patient transfers.

These types of transfers are especially problematic in northern Ontario, where ambulances are **taken out of service to transfer non-urgent patients from one area to another**, Dollin said. In southern Ontario, the province often contracts companies to move those patients.

"It's AMO's position that fixing those two things, the benefits would far outweigh those that could be brought about by fire-medics," she said.

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## **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, September 18, 2017, in the Sandwich South Meeting Room at Town Hall, 917 Lesperance Road, Tecumseh at the hour of 7:00 pm.

(CAAC 8-1)

### **ORDER**

The Chair calls the meeting to order at 7:15 pm.

(CAAC 8-2)

### **ROLL CALL**

Present:	Member	- Ian Froese
	Councillor	- Brian Houston
	Member	- Dwayne Ellis
	Councillor	- Rita Ossington
	Chair	- Marian Drouillard

Also Present:	Manager Committee & Community Services	- Christina Hebert
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Absent:	Member	- Phil Kane
	Vice-Chair	- Rhonda Dupuis
	Member	- Jerome Baillargeon

(CAAC 8-3)

### **DISCLOSURE OF PECUNIARY INTEREST**

None reported.

(CAAC 8-4)

### **DELEGATIONS**

None.

(CAAC 8-5)

### **COMMUNICATIONS**

#### **Minutes**

A) Cultural & Arts Advisory Committee Meeting held August 21, 2017

Motion: (CAAC-26/17) Moved by Member Dwayne Ellis

Seconded by Member Ian Froese

**That** the Minutes of the Cultural & Arts Advisory Committee meeting held August 21, 2017, be approved.

Carried

(CAAC 8-6)

### **REPORTS**

None.

(CAAC 8-7)

### **UNFINISHED BUSINESS**

#### **Culture Days**

The Manager Committee & Community Services confirms the Open House at the Tecumseh Area Historical Society (TAHS) on Saturday, September 30 has been registered on the Culture Days website.

The following additional details are discussed:

- Member Ian Froese will arrange for hot dogs to BBQ.
- Chair Marian Drouillard offers 'kindness rocks' and drawing supplies remaining from the Terry Fox Run to encourage persons attending Culture Days to design fun and creative kindness rocks in celebration of Culture Days. She will design a few sample rocks and arrange to deliver the rocks to Town Hall.
- The Manager Committee & Community Services will inquire if Member Phil Kane would be available to provide musical entertainment.



(CAAC 8-10)

**ADJOURNMENT**

Motion: (CAAC-28/17) Moved by Member Ian Froese

Seconded by Member Dwayne Ellis

**THAT** there being no further business, the September 18, 2017, meeting of the Cultural & Arts Advisory Committee be adjourned at 8:18 pm.

Carried

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Marian Drouillard, Chair

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Christina Hebert, Manager  
Committee & Community Services

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

A meeting of the Senior Advisory Committee (SAC) for the Town of Tecumseh was held on Thursday, September 21, 2017, in the Council Chambers at Town Hall, 917 Lesperance Road, Tecumseh at the hour of 6:00 p.m.

(SAC 9-1)

### ORDER

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

(SAC 9-2)

### ROLL CALL

Members Present:	Member	- Dara Pfeifer O'Connor
	Member	- Nancy Tennant
	Member	- Michelle Philion
	Vice-Chair	- Paul Morand

Also Present:	Manager Committee & Community Services	- Christina Hebert
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Absent:	Chair	- Doug Drouillard
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(SAC 9-3)

### DISCLOSURE OF PECUNIARY INTEREST

None Reported.

(SAC 9-4)

### DELEGATIONS

None.

(SAC 9-5)

### COMMUNICATIONS

#### Minutes

A. Senior Advisory Committee Meeting held August 24, 2017

Motion:	(SAC-20/17) Moved by	Member Nancy Tennant
	Seconded by	Member Dara Pfeifer O'Connor

**That** the Minutes of the Senior Advisory Committee meeting held August 24, 2017, be approved.

Carried

(SAC 9-6)

### REPORTS

None.

(SAC 9-7)

### UNFINISHED BUSINESS

#### Community Safety Workshops

Administration is coordinating dates for the Understanding Power of Attorney for Personal Care and Property workshop with Community Safety Officer Karen Sinnavee and a local attorney's availability.

The Golden Age Club or St. Mary's Parish Hall, pending availability, will serve as the venue location to accommodate a greater attendance.

Further details, including promotion of the event and arranging light refreshments will follow once a date has been determined.

#### Senior Services Directory

Vice Chair Paul Morand and Member Nancy Tennant highlight the information they have compiled and discuss the various categories of service provided in the community.

Member Nancy Tennant offers to assist Administration in organizing the types and classifications of services. A friendly reminder is provided to forward information to the Manager Committee & Community Services to organize into the directory.

**Seniors Community Grant Program**

Discussion ensues respecting the 'means test' in determining low income for seniors and eligibility in receiving a Life After Fifty (LAF) membership, under the Seniors Community Grant Program. Research does not indicate an alternative to the Statistics Canada Before Tax Low Income Cut Offs table which was felt to be too low for an average Tecumseh seniors income.

The Members concur that the LAF membership be made available to Tecumseh seniors on a 'first come, first serve' basis.

The grant budget allocation for bus field trips is discussed. In order to maximize the best use of the budget allocation, the Members review the upcoming events and the events selected at the last meeting [Halloween Bash, LAF Bazaar and Sgt. Wilson's Dinner Show].

It is suggested seniors may not wish to participate in a Halloween costume event and rather be more inclined to attend the LAF Bazaar in time for the holiday shopping season.

The Committee recommends coordinating the LAF Bazaar and Sgt. Wilson's Dinner Show with the potential for scheduling a further bus trip in the new year. Administration will inquire with LAF for a list of events for early 2018.

(SAC 9-8)

**NEW BUSINESS****2018 Budget Planning**

The 2017 Budget is reviewed and discussion ensues respecting planning for the 2018 Budget and anticipated programming. Additional education workshops, accessibility to transportation and continued engagement with Life After Fifty are identified as the 2018 project initiatives.

Motion: (SAC-21/17) Moved by Member Dara Pfeifer O'Connor  
Seconded by Member Michelle Phillion

**That** the Senior Advisory Committee requests consideration be given to increasing the Senior Advisory 2018 Budget allocation to \$5,000 for enhancements in seniors initiatives.

Carried

**Call for Committee Applications**

The Members are reminded applications are being received from residents interested in serving on Committees [Committee of Adjustment, Cultural & Arts Advisory, Heritage, Youth Advisory, Senior Advisory, Tecumseh Accessibility Advisory (TAAC)].

Nominations are also being accepted for the Dr. Henri Breault Community Excellence Award, the Donald "Donny" Massender Memorial Volunteer Award and the Ontario Senior of the Year Award.

The deadline for submission is October 31, 2017.

The Members are encouraged to share the information with persons who may be interested.

**Upcoming Events**

Reminder is given for the Art Show and Sale: Colony of Artists on Saturday, September 23 and Sunday, September 24, 2017 at the Tecumseh Area Historical Society and the Tecumseh BIA Fall into Health Day on Sunday, September 24, 2017 at Lakewood Park.

**Sportsplex Amenities**

Further to an inquiry, Administration will investigate if shuffleboard has been suggested as an amenity offered in the Town's Sportsplex.

(SAC 9-9)

**NEXT MEETING**

The next meeting of the Senior Advisory Committee will be held Thursday, October 26, 2017 at 6:00 p.m.

(SAC 9-10)

## ADJOURNMENT

Motion: (SAC-22/17)	Moved by	Member Nancy Tennant
	Seconded by	Member Dara Pfeifer O'Connor

**That** there being no further business, the September 21, 2017, meeting of the Senior Advisory Committee be adjourned at 7:04 p.m.

Carried

Paul Morand, Vice-Chair

Christina Hebert, Manager  
Committee & Community Services

**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, September 18, 2017, in the Sandwich South Meeting Room at Town Hall, 917 Lesperance Road, Tecumseh at the hour of 4:30 p.m.

(YAC 9-1)

**ORDER**

The Vice-Chair calls the meeting to order at 4:37 pm.

(YAC 9-2)

**ROLL CALL**

Members Present:	Member	- Ava Ruuth
	Member	- Brendan Froese
	Vice-Chair	- Kristi Koutros

Also Present:	Manager Committee & Community Services	- Christina Hebert
	Corporate Services Intern	- Irena Sziler

Absent:	Treasurer	- Andre Ducharme
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(YAC 9-3)

**DISCLOSURE OF PECUNIARY INTEREST**

None Reported.

(YAC 9-4)

**DELEGATIONS**

None.

(YAC 9-5)

**COMMUNICATIONS**

**Minutes**

A) Youth Advisory Committee Meeting held August 21, 2017

Motion: (YAC-25/17) Moved by Member Ava Ruuth  
Seconded by Member Brendan Froese

**That** the Minutes of the Youth Advisory Committee meeting held August 21, 2017, be approved.

Carried

**Communication for Information**

B) Manager Recreation Programs & Events, Email dated September 11, 2017, Re: Youth Advisory & Upcoming Community Events

Motion: (YAC-26/17) Moved by Member Brendan Froese  
Seconded by Member Ava Ruuth

**That** Communication for Information B, as listed on the September 18, 2017 Youth Advisory Committee Meeting Agenda be received.

Carried

Discussion ensues regarding participation in the upcoming community events and the Members availability. Details will be coordinated with the Manager Recreation Programs & Events and shared with the Members as they become available.

(YAC 9-6)

**REPORTS**

None.

(YAC 9-7)

### **UNFINISHED BUSINESS**

#### **Ontario 150 Partnership Program**

The Members are apprised continued planning is underway for the Ontario150 Partnership Program Job Fair. Given the close proximity and accessibility for transportation, l'Essor High School is suggested as the venue location. November dates are pending from l'Essor High School for use of the Auditorium for the Job Fair.

The Members provide the following suggestions for the Job Fair:

- Ask local schools to help promote the Job Fair through morning announcements and school social media
- Inquire with participating job sectors if willing to sponsor an 'incentive' for participants to encourage attendance
- Consider scheduling the Job Fair into the early evening to accommodate parents who wish to attend

Continued feedback and suggestions from the Members is appreciated.

The YAC are reminded of their assistance in advertising the event using social media and as liaisons between the Town and their respective schools to spread awareness about the project.

#### **Local Government Week**

The Corporate Services Intern explains the Local Government Week contest ideas for the elementary and secondary students. The contest posters are viewed and the Members compliment the poster design and content.

For the secondary school contests prizes, it is suggested a Best Buy or Devonshire Mall gift card would be an appealing incentive for the Tecumseh 'National Anthem' winner(s) and a Chapters gift card for the Opinion Editorial winner. A pizza party as a potential incentive for participants is also suggested.

In addition to the contests, tours of the Town Hall Centre are being coordinated with local schools during Local Government Week.

Information booths at the area high schools are also offered to promote Local Government Week and to inform students of the potential volunteer and employment opportunities available to them with the Town.

The Committee will assist in promoting the activities on social media and at their respective schools.

(YAC 9-8)

### **NEW BUSINESS**

#### **2018 Budget Planning**

The 2017 Budget is reviewed and discussion ensues respecting planning for the 2018 Budget and anticipated project initiatives.

The Members concur with maintaining the Youth Advisory budget allocation for 2018.

#### **Call for Committee Applications**

The Members are reminded applications are being received from residents interested in serving on Committees [Committee of Adjustment, Cultural & Arts Advisory, Heritage, Youth Advisory, Senior Advisory, Tecumseh Accessibility Advisory (TAAC)].

Nominations are also being accepted for the Dr. Henri Breault Community Excellence Award, the Donald "Donny" Massender Memorial Volunteer Award and the Ontario Senior of the Year Award.

The deadline for submission is October 31, 2017.

The Members are encouraged to share the information with persons who may be interested and help promote on the YAC social media.

(YAC 9-9)

**NEXT MEETING**

The next meeting of the YAC will be held on Monday, October 16, 2017, at 4:30 p.m.

(YAC 9-10)

**ADJOURNMENT**

Motion: (YAC-27/17) Moved by Member Brendan Froese

Seconded by Member Ava Ruuth

**That** there being no further business, the September 18, 2017, meeting of the Youth Advisory Committee be adjourned at 5:38 p.m.

Carried

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Kristi Koutros, Vice-Chair

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Christina Hebert, Manager  
Committee & Community Services

**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, September 18, 2017 in the Sandwich South Meeting Room at Town Hall, 917 Lesperance Road, Tecumseh at the hour of 6:00 pm.

(HC 8-1)

**ORDER**

The Vice-Chair called the meeting to order at 6:09 pm.

(HC 8-2)

**ROLL CALL**

	Councillor	- Brian Houston
	Vice-Chair	- Ian Froese
	Councillor	- Rita Ossington
	Member	- Chris Carpenter (6:11 pm)
	Member	- Terry England
	Member	- Dwayne Ellis
Also Present:	Manager Committee & Community Services	- Christina Hebert
Absent:	Member Chair	- Rhonda Dupuis - Jerome Baillargeon

(HC 8-3)

**DISCLOSURE OF PECUNIARY INTEREST**

None Reported.

(HC 8-4)

**DELEGATIONS**

École secondaire catholique l'Essor Re: Vision'Art

The Manager Committee & Community Services extends regrets on behalf of the École secondaire catholique l'Essor representatives who were not able to attend tonight's meeting.

An overview of the Vision'Art event is provided. The event will be held at l'Essor on October 3 – 5, 2017. The province-wide visual arts event provides an opportunity for students to participate in daily field trips showcasing Essex County and nightly workshops, conducted by a diverse group of twenty-one (21) local artists.

The Members view the event website [visionart.cscprovidence.ca](http://visionart.cscprovidence.ca), highlighting the workshops and schedule of events.

The Bravo-Sud Exhibit will also be on display at l'Essor during the three-day event. The exhibit is open to the public during school hours and the Members are encouraged to attend.

The students will also be creating a local timeline depicting the history of the French heritage in the area and unveiling the timeline at the closing ceremonies on Thursday, October 5 at 7:30 pm. An invitation to the closing ceremonies is extended to the Committee.

l'Essor is also looking for assistance with set up on Monday, October 2. The Members are asked to advise should they be available to volunteer.

This unique event in support of the Arts in education is an opportunity for the Town to have a presence during the festival. It is suggested that Town paraphernalia, such as Town pins for the students, and Town shirts and hats for the artists be provided.

Discussion ensues respecting sponsorship of a meal for those students and chaperons who will be staying overnight at the school.

Motion: (HC-22/17) Moved by Member Chris Carpenter  
Seconded by Member Dwayne Ellis

**That** the Heritage Committee sponsor \$400.00 towards the cost of a pizza dinner for the students and chaperons staying at the school during the Vision'Art event.

Carried

(HC 8-5)

## **COMMUNICATIONS**

### **Minutes**

A) Heritage Committee Meeting held August 21, 2017

Motion: (HC-23/17) Moved by Member Dwayne Ellis  
Seconded by Member Chris Carpenter

**That** the Minutes of the Heritage Committee meeting held August 21, 2017, be approved.

Carried

(HC 8-6)

## **REPORTS**

None.

(HC 8-7)

## **UNFINISHED BUSINESS**

### **Heritage Property Listing**

The Members advise they are continuing to conduct research on their respective properties.

Further to the suggestion at the last meeting respecting the designation of St. Anne's Church, the Manager Committee & Community Services reviews the information located in past minutes and records. The property was delegated to a previous Heritage Committee Member to research in 2007. As at July 13, 2009, the Heritage Committee Unfinished Business Listing indicated research was still in progress.

Vice Chair Ian Froese will review the Tecumseh Area Historical Society's records on the property and bring same to the next meeting.

Administration is asked to contact Cheryl Hardcastle, MP Windsor-Tecumseh's Office to inquire if available to conduct a walkthrough of St. Anne's Church given her knowledge and research on the subject property.

### **Tecumseh Historical Facts**

Vice Chair Ian Froese advises the Tecumseh Area Historical Society can assist in compiling 'fun facts' to share on the Town's social media [Facebook and Twitter] as it relates to Tecumseh historical facts.

The Town's CAO Intern may also be available to assist with this project.

(HC 8-8)

## **NEW BUSINESS**

### **2018 Budget Planning**

The 2017 Budget is reviewed and discussion ensues respecting planning for the 2018 Budget and anticipated initiatives. The Committee anticipates finalizing the Heritage Property Listing by the end of the year and identifying priority properties for exploring heritage designation.

The approximate costs incurred during the heritage designation process for a property is discussed. The Members concur it would be ideal to pursue designation of more than one property in 2018.

Motion: (HC-24/17) Moved by Member Dwayne Ellis  
Seconded by Councillor Brian Houston

**That** the Heritage Committee requests consideration be given to carrying forward the remaining 2017 Budget allocation, in the amount of approximately \$1,500, for use in pursuing heritage property designations in 2018.

Carried

### **Lakewood Park Storyboard**

Councillor Rita Ossington provides an update respecting the status of the Lakewood Park Storyboard. The details for the storyboard are currently in the works. She explains the statement of designation process that would follow once the storyboard is complete.

### **Call for Committee Applications**

The Members are reminded applications are being received from residents interested in serving on Committees [Committee of Adjustment, Cultural & Arts Advisory, Heritage, Youth Advisory, Senior Advisory, Tecumseh Accessibility Advisory (TAAC)].

Nominations are also being accepted for the Dr. Henri Breault Community Excellence Award, the Donald “Donny” Massender Memorial Volunteer Award and the Ontario Senior of the Year Award.

The deadline for submission is October 31, 2017.

The Members are encouraged to share the information with persons who may be interested.

(HC 8-9)

### **NEXT MEETING**

The next meeting of the Heritage Committee will be held on Monday, October 16, 2017, at 6:00 pm.

(HC 8-10)

### **ADJOURNMENT**

Motion: (HC-25/17) Moved by Member Chris Carpenter  
Seconded by Member Dwayne Ellis

**That** there being no further business, the September 18, 2017 meeting of the Heritage Committee be adjourned at 7:11 pm.

Carried

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Ian Froese, Vice Chair

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Christina Hebert, Manager  
Committee & Community Services

# 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

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## 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

PUT YOUR **MONEY**  
**WHERE**  
YOUR  IS  
TOWN OF TECUMSEH



# 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 28<sup>th</sup>.

(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.

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

**Month End Report as of May 31, 2017**

BIA Operating Account (8111130)	Bank Balance stands at:	\$	44,403.13
Outstanding Payables	See Detail Page	\$	2,863.15
BIA Ledger Balance stands at:	See Detail Page	\$	41,539.98
BIA Reserve Account	Balance last month:	\$	3,046.23
(Opened September 20, 2012)	Interest	\$	6.99
		\$	3,053.22
BIA Petty Cash stands at:		\$	119.08
BIA Liabilities and Equity at:	May 31, 2017	\$	53,414.77
Year To Date Levy Tax Requisition:	1st Quarter @ March 31, 2017	\$	27,472.00
	2nd Quarter @ June 30, 2017	\$	
	3rd Quarter @ September 30, 2017	\$	
	4th Quarter @ December 31, 2017	\$	
	<b>Total to Date;</b>	\$	<b>27,472.00</b>

**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-21/17)** Moved by: J. Fratangeli  
Second by: L. Proctor

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

**APPROVED.  
CARRIED.**

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

- 6.3.1** Reminder that the BIA has been invited to use the Blackburn Radio tent on the Friday night of the Taste of Tecumseh event. The Chair of the ToT Committee confirmed we can sell Tecumseh Dollars and distribute directories, brand merchandise, etc. from the tent. P. Rorai and L. Proctor are not available to man the tent and there are no other volunteers.
  - 6.3.2** A request was sent to the Optimist Club of St. Clair Beach asking for a grant/donation to help with the cost of the bouncy castle and mini golf for the Fall Into Health Day as activities for children.
  - 6.3.3** Will contact and coordinate with Parks & Rec on the possibility of having the Corn Maze delivered to both the Optimist Family Fun Day event on Sept. 23 and the BIA Fall Into Health Day on Sept 24 and have volunteers set it up and tear it down and deliver it back to Manning Rd. building.
  - 6.3.4** St. Clair College Intern Placement has not called back nor come into the office. Have not heard back from Garry Glatter.
  - 6.3.5** Congratulations to Director Dan Hofgartner on his 20<sup>th</sup> anniversary as a licenses Relator in the Windsor/Essex County.
- 6.4 COUNCIL REPORT** - Councillor Altenhof reports on items from previous Council's meetings:

- CRs 22/19 intersection improvements
  - Enhancements to CR 22/19 intersection has commenced (6 stages of work)
  - Day & night time work
  - Expected completion in Nov/30th/2017
- Upper Little River Environmental Assessment
  - EA in region shared by Windsor and Tecumseh needed to deal with existing flooding and erosion issues
    - Majority of area is Windsor
    - Area does impact Tecumseh commercial/industrial areas
- U.S. budget cuts to the Great Lakes Restoration
  - Significant concern in response to U.S. government budget cuts to the Great Lakes Restoration Initiative
    - Mayor of Tecumseh
    - Ontario and Canada Ministers of the Environment and Climate Change
    - Canada Minister of Natural Resources
    - Quebec Premier
  - All indicate concerns regarding budget cuts to this initiative and engaging U.S. government
- Skate Shop Lease Agreement, Tecumseh Arena
  - New lease agreement established between new skate shop owner and Town of Tecumseh
    - One year agreement with the option to renew for an additional 5 years
  - New owner (Mr. Chuck Gravelle) is well known through his involvement in both Tecumseh Minor Baseball and Tecumseh Minor Hockey
- Budget Variance Report
  - 2016 Year-End Budget Variance Report:
    - Completed April 20, 2017
    - Tax supported surplus of \$365,597 noted
    - Large number of items contributing towards the surplus
    - \$355,966 to Tax Rate Stabilization Reserve
    - \$9,631 capital surplus to Infrastructure Reserve
  - 2017 Q1 variance analysis indicates a year end surplus of \$46k
- Energy Conservation & Demand
  - Annual update on Energy Conservation & Demand Management Plan provided on May/23rd/2017
    - Trend in energy usage from 2011 to 2016 is presented
    - Other critical aspects/initiatives to reduce GHG and energy usage are presented
  - Electricity consumption is down and well below target consumption
    - Mostly due to LED street light implementation
  - Natural Gas consumption is slightly down and above target consumption
  - Fuel consumption illustrates an increasing trend and above target consumption
  - GHG emissions remain constant over the 6 year period
- 
- Multi-Use Sportsplex – update
  - Update regarding the Multi-Use Sportsplex provided to Council by Administration
  - Administration estimates costs ranging \$22M-\$24M
  - Fundraising noted as being important:
    - Involvement with local identified user groups
    - Provincial and Federal grants
    - Community fundraising
  - Construction process, Fundraising, and estimated timelines presented.
    - Many timelines currently unknown
- St. Clair College Baseball
  - Inaugural season for St. Clair Green Giants commenced June/7th/2017
  - Great Lakes Summer Collegiate Baseball League
  - St. Clair Green Giants is the only Canadian franchise involved
  - Alcoholic beverages served
  - Potential for other support/sponsorship from Tecumseh Businesses?
- CIP Grants - Lesperance Plaza Inc.

- Grant for building façade improvement for Lesperance Plaza awarded (\$15k)
- Allocation is through CIP financial incentive program
- Owner is proposing the implementation of:
  - New exterior lighting
  - Windows,
  - Doors
  - Awnings
- Developments at 11941 and 11957 Tec. Road
  - By-laws passed for five story apartment building at 11957 Tec. Road
    - Appropriate designation applied for use
  - Public meeting proposed for June/27th/2017 for designation and rezoning of 11941 Tec. Road
    - Facilitate potential development of lands for a multi-unit apartment building similar to 11957 Tec. Rd
- Events:
  - Taste of Tecumseh
  - Many Canada 150 Celebrations
  - Rotary Club Fish Fry

## 6.5 COMMITTEE REPORTS

- 6.5.1** Night Market – P. Rorai reports on behalf of C. Dennis with a summary of issues and actions in the past three weeks regarding the Night Market and the event planner. The Board has approved that the June 23<sup>rd</sup> Night Market is cancelled and the BIA will host its own Town of Tecumseh BIA Night Market on Friday, July 28<sup>th</sup> at the Tecumseh Towne Centre Plaza. A letter was sent this week to the Clerk's office for inclusion in the next regular Council meeting agenda requesting approval to waive both the Noise By-Law and the Sign By-Law for the event on July 28<sup>th</sup>. A decision on the rental price for this event is required by the Board so this information can be sent to TOTBIA Members and other local merchants who are interested in participating in the July 28<sup>th</sup> event. J. Fratangeli contacted and forward Urban Art Market asking them to help us contact various vendors. Directors agree to hopefully secure 15-20 vendors by June 30<sup>th</sup> and start advertising campaign by July 14<sup>th</sup>.

**Motion: (BBM-22/17)**

Moved by: J. Fratangeli

Second by: L. Proctor

**THAT the vendor rental price for the TOTBIA Night Market on July 28, 2017 is \$60.00 for TOTBIA Members and \$75.00 for Vendors, be approved.**

**APPROVED.  
CARRIED.**

**Motion: (BBM-23/17)**

Moved by: J. Fratangeli

Second by: D. Hofgartner

**THAT there is no admission fee for the public to attend the TOTBIA Night Market on July 28, 2017, be approved.**

**APPROVED.  
CARRIED.**

- 6.5.2** Fall Into Health Day – L. Proctor reports currently there are:

- 29 Health & Wellness, food and retail members and vendors who have committed to participate in the event
- 21 Health & Wellness members who will perform demonstrations at the event
- 12 major sponsors at \$3,750 and \$2,000 in kind

(TOTBBM – 7-6)

### **UNFINISHED BUSINESS**

#### 7.1 BIA Parkette Landscaping

- 7.1.1 Parks & Rec Department has installed 3 beautiful large planters in the parkette. P. Rorai will be meeting with volunteers and the owner of Flowers by Phil to plan installing white mini lights in the larger trees and may be on the Gazebo to light up at night during the summer/fall season.
- 7.1.2 Bike Racks for Parkette and Lakewood Park – defer till next meeting.

**Motion: (BBM-24/17)**

Moved by: J. Fratangeli

Second by: D. Hofgartner

**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 31<sup>st</sup> 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 150<sup>th</sup> 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

**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, September 19, 2017 in the Tecumseh Meeting Room at Town Hall, 917 Lesperance Rd, Tecumseh at the hour of 2:00 p.m.

(JHSAC 3-1)

**ORDER**

The Chair calls the meeting to order at 2:05 p.m.

(JHSAC 3-2)

**ROLL CALL**

Members Present: Sam Paglia, Town Hall  
Shawn LaPorte, Public Works & Environmental Services  
Denis Laforet, Park & Recreation Services  
Denis Berthiaume, Manager Water & Wastewater  
Ray Hammond, Manager Facilities  
Bob Hamilton, Fire Prevention Officer (Liaison)

Also Present: Melissa Doetzel, Human Resources Officer

Absent: Casey Colthurst, Manager Parks & Horticulture  
Laura Moy, Director Corporate Services & Clerk

(JHSAC 3-3)

**DISCLOSURE OF PECUNIARY INTEREST**

None.

(JHSAC 3-4)

**DELEGATIONS**

None.

(JHSAC 3-5)

**COMMUNICATIONS**

Minutes

1. JHSAC Meeting held May 2, 2017.

Motion: (JHSAC-13/17) Moved by Denis Berthiaume  
Seconded by Shawn Laporte

**That** the Minutes of the JHSAC meeting held on May 2, 2017 be approved.

Carried

Communications for Information

1. Health & Safety Policy
2. Workplace Violence and Harassment Policy
3. WHMIS 2015 – What Canadian Employers Need to Know

Motion: (JHSAC-14/17) Moved by Denis Berthiaume  
Seconded by Shawn Laporte

**That** Communications for Information 1 - 3 on the September 19, 2017 Agenda, be received.

Carried

Inspections

1. Arena, 12021 McNorton – January 17, 2017
2. Arena, 12021 McNorton – February 15, 2017
3. Arena, 12021 McNorton – March 21, 2017
4. Arena, 12021 McNorton – April 20, 2017
5. Arena, 12021 McNorton – May 18, 2017
6. Arena, 12021 McNorton – July 5, 2017
7. Community Centre, 13731 St. Gregory – January 17, 2017
8. Community Centre, 13731 St. Gregory – February 15, 2017
9. Community Centre, 13731 St. Gregory – March 21, 2017

10. Community Centre, 13731 St. Gregory – April 20, 2017
11. Community Centre, 13731 St. Gregory – May 18, 2017
12. Community Centre, 13731 St. Gregory – July 5, 2017
13. Fire & Rescue Services, Station No 1, 985 Lesperance Rd – April 4, 2017
14. Fire & Rescue Services, Station No 1, 985 Lesperance Rd – May 2, 2017
15. Fire & Rescue Services, Station No 1, 985 Lesperance Rd – June 6, 2017
16. Fire & Rescue Services, Station No 1, 985 Lesperance Rd – July 4, 2017
17. Fire & Rescue Services, Station No 1, 985 Lesperance Rd – August 1, 2017
18. Fire & Rescue Services, Station No 2, 5520 Walker Rd – April 3, 2017
19. Fire & Rescue Services, Station No 2, 5520 Walker Rd – May 9, 2017
20. Fire & Rescue Services, Station No 2, 5520 Walker Rd – June 8, 2017
21. Fire & Rescue Services, Station No 2, 5520 Walker Rd – July 4, 2017
22. Fire & Rescue Services, Station No 2, 5520 Walker Rd – August 4, 2017
23. Parks, 300 Manning – May 24, 2017
24. Parks, 300 Manning – June 19, 2017
25. Parks, 300 Manning – July 13, 2017
26. Public Works, 1189 Lacasse Blvd. – April 27, 2017
27. Public Works, 1189 Lacasse Blvd. – May 29, 2017
28. Public Works, 1189 Lacasse Blvd. – June 27, 2017
29. Public Works, 1189 Lacasse Blvd. – July 31, 2017
30. Public Works, 1189 Lacasse Blvd. – August 30, 2017
31. Public Works, 2495 McCord – April 28, 2017
32. Public Works, 2495 McCord – May 30, 2017
33. Public Works, 2495 McCord – June 27, 2017
34. Public Works, 2495 McCord – July 31, 2017
35. Public Works, 2495 McCord – August 30, 2017
36. Public Works, 2391 St. Alphonse – April 28, 2017
37. Public Works, 2391 St. Alphonse – May 30, 2017
38. Public Works, 2391 St. Alphonse – July 31, 2017
39. Public Works, 2391 St. Alphonse – August 30, 2017
40. Town Hall, 917 Lesperance Road – April 28, 2017
41. Town Hall, 917 Lesperance Road – May 29, 2017
42. Town Hall, 917 Lesperance Road – June 27, 2017
43. Town Hall, 917 Lesperance Road – July 27, 2017
44. Water Building, 1189 Lacasse – April 27, 2017
45. Water Building, 1189 Lacasse – May 29, 2017
46. Water Building, 1189 Lacasse – June 29, 2017
47. Water Building, 1189 Lacasse – July 31, 2017
48. Water Building, 1189 Lacasse – August 30, 2017

Motion: (JHSAC-15/17) Moved by Denis Berthiaume  
 Seconded by Denis Laforet

**That** Inspections 1 through 48 on the September 19, 2017, Agenda, be received.

Carried

#### Monthly Maintenance Packages

1. Systems 24/7 – Monthly Implementation Package – May 2017
2. Systems 24/7 – Monthly Implementation Package – June 2017
3. Systems 24/7 – Monthly Implementation Package – July 2017
4. Systems 24/7 – Monthly Implementation Package – August 2017

Motion: (JHSAC-16/17) Moved by Sam Paglia  
 Seconded by Melissa Doetzel

**That** Monthly Maintenance Packages 1 through 4 on the September 19, 2017, Agenda, be received.

Carried

(JHSAC 3-6)

#### REPORTS

##### Accident/Incident Reports

- A. Accident Report, May 18, 2017, Tracking #2017-05
- B. Accident Report, May 30, 2017, Tracking #2017-08
- C. Accident Report, June 22, 2017, Tracking #2017-10
- D. Accident Report, June 26, 2017, Tracking #2017-11

- E. Accident Report, July 11, 2017, Tracking #2017-13
- F. Accident Report, July 27, 2017, Tracking #2017-18
- G. Accident Report, August 11, 2017, Tracking #2017-20
- H. 2017 Accident Incident Summary

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

**THAT** Reports A through H on the September 19, 2017 Agenda, be received.

Carried

(JHSAC 3-7)

**UNFINISHED BUSINESS**

- 1. Standardized Health & Safety Inspection Sheets
- 2. Emergency Safety Plans
- 3. Fire Plans to post in Town Hall

(JHSAC 3-8)

**NEW BUSINESS**

None.

(JHSAC 3-9)

**NEXT MEETING**

The next meeting of the Joint Health & Safety Advisory Committee will be held on Tuesday, December 5, 2017, at 2:00 p.m.

(JHSAC 3-10)

**ADJOURNMENT**

Motion: (JHSAC- 18/17) Moved by Ray Hammond  
Seconded by Denis Laforet

**That** there being no further business, the September 19, 2017, meeting of the JHSAC be adjourned at 2:45 pm.

Carried

\_\_\_\_\_  
Sam Paglia, Co-Chair

\_\_\_\_\_  
Melissa Doetzel, Human  
Resources Officer



## THE CORPORATION OF THE TOWN OF TECUMSEH

Corporate Services & Clerk  
Report No. 32/17

**TO:** Mayor and Members of Council

**FROM:** Christina Hebert, Manager Committee & Community Services

**DATE OF REPORT:** September 22, 2017

**DATE TO COUNCIL:** October 10, 2017

**SUBJECT:** 2017-2018 Tecumseh Snow & Leaf Angels Program

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### **RECOMMENDATIONS**

It is recommended that:

1. The Town of Tecumseh continue the Snow & Leaf Angels Program (Program) for the 2017-2018 Fall/Winter season; and that
2. Administration work with area service groups, schools, volunteer organizations and the Youth Advisory Committee (YAC) to recruit volunteers (Snow & Leaf Angels); and further that
3. Volunteer incentives be funded from Administration (the expense of promotional items); and furthermore that
4. A notice for the Program be posted on the Town's website, Tecumseh App and Social Media pages [Facebook and Twitter], advertised in the local media and displayed on the Town's LED signs.

### **BACKGROUND**

In accordance with the Town's By-law No. 2003-100 (Snow Removal By-law), property owners or occupants of the Town of Tecumseh (Town) are responsible for clearing snow and ice from sidewalks adjacent to their property throughout certain areas of the Town. Residential (single and multiple family buildings) occupants or owners are required to do so within twelve (12) hours of snowfall, while occupants or owners of commercial property must do so within four (4) hours following the snow fall or formation of ice upon the said sidewalks during daylight hours; or four (4) hours following sunrise in the case of snow falling or ice forming overnight.

The Town has approximately 90 km of pathways and sidewalks, 35 km of which are cleared by the Public Works & Environmental Services Department, with some assistance by the Parks & Recreation Department. Snow and ice removal for the remaining 55 km of sidewalk space is therefore the responsibility of the abutting property owners or occupants, as set out in the Snow Removal By-law.

Snow on sidewalks is a potential hazard to those with limited mobility. It also makes it difficult, if not impossible, for those delivering services to the community to do their job, such as people who deliver mail, read water/gas meters, provide delivery services, EMS, OPP and Fire. Some residents, such as

seniors and persons with disabilities, may find it difficult or be unable to clear their sidewalks of snow and ice.

Endeavouring to provide innovative ways to offer assistance to seniors and persons who may have a physical disability, and to ensure a safer and more accessible community environment, a pilot *Snow Angels Volunteer Snow Removal Program* was recommended to Council at the Regular Meeting of Council on November 25, 2014.

The 2014-2015 Program was implemented to offer assistance to senior residents and persons with physical disabilities in clearing the snow from the municipal sidewalk fronting their residence, and thus minimizing the likelihood of fining them for failure to comply with the Snow Removal By-law.

During the 2015-2016 season, the Program was expanded to include "Leaf Angels". The goal of adding Leaf Angels was to assist Town residents who are 65 or older or who have a physical disability with the removal of leaves from the municipal sidewalk fronting their residence.

Since inception in 2014, the Program has continued to expand in the number of residents desirous of the service and volunteers wanting to give back to the community. The increased use of social media and the assistance of local volunteer organizations, service groups and YAC has aided in increased awareness of the Program.

A summary of the Program growth is depicted below:

	2014-15	2015-16	2016-17
Residents	6	5	15
Volunteers	1	5	8
<b>Total</b>	<b>7</b>	<b>10</b>	<b>23</b>

Over the years, the Program has been very well received by those who participated. The 2017-2018 Program is anticipated to once again be successful. In order to build on the growth and expansion of the Program, Administration will continue to work with local volunteer organizations, service groups, and YAC to seek their assistance in championing the Program and recruiting even more volunteers for the 2017-2018 Fall/Winter season.

## **COMMENTS**

As the primary purpose of the Program is to aid residents in being compliant with the Snow Removal By-law, it is recommended that the Town continue the Program for the 2017-2018 Fall/Winter season.

By continuing with the Program, the Town will be offering an invaluable service to eligible members of the community and demonstrate initiative on the part of the Town to keep its highways (including sidewalks) in a good state of repair.

This year's Program will run from October 31, 2017 to March 31, 2018. Snow & Leaf Angel volunteers are responsible for:

- Obtaining a Police Clearance, including a search of the Vulnerable Sector;
- Raking and clearing leaves from the municipal sidewalk in front of the designated residence(s) they are assigned;
- Removing and clearing snow/ice from the municipal sidewalk in front of the designated residence(s) they are assigned;

- Providing their own equipment (e.g. rake, snow shovel, snow blower); and
- Arriving to clear snow/ice within twelve (12) hours after snowfall.

For the 2016-2017 season, the Town received a generous donation of twelve (12) snow shovels from Tecumseh Home Hardware for the volunteers' use. Approximately six (6) of the snow shovels were utilized by volunteers last season and the remaining six (6) snow shovels will be offered to the 2017-2018 volunteers.

In keeping with previous years' requirements, both volunteers and residents will be required to complete an application for the 2017-2018 Program. Residents looking for assistance will be required to provide proof of meeting eligibility requirements (i.e. 65 years of age or older, or being a person with a disability). Anyone sixteen (16) years of age or older may volunteer, and any volunteers under the age of 16 will require parental consent.

Volunteers will be asked for preferred areas to service and if they are interested in being a Snow Angel, Leaf Angel or both.

To recruit volunteers and create Program awareness, a News Release will be issued and a notice for the Program will be posted on the Town's website, Tecumseh App and Social Media pages [Facebook and Twitter], advertised in the local media and displayed on the Town's LED signs. Administration will also use Local Government Week, October 15-21, 2017, as a channel for promoting student volunteer opportunities with the Town, such as the Program. Similar advertisements will be used to advertise how to apply for assistance.

In addition to YAC's involvement, the Senior Advisory Committee will also be engaged to help encourage participation amongst the community.

Incentives for volunteers, such as Town toques, public skating passes and letters of appreciation from Town Council are being proposed to help with recruitment.

The Snow & Leaf Angels will also be recognized for their contributions to the community at the annual Volunteer Recognition event.

The recommendation to continue the Program for the 2017-2018 Fall/Winter season is to better ensure that Tecumseh residences are in compliance with the Snow Removal By-law and that we are making every effort to continue to ensure that Tecumseh is a safe and thriving community.

## **CONSULTATIONS**

Public Works & Environmental Services  
Youth Advisory Committee  
Senior Advisory Committee

## **FINANCIAL IMPLICATIONS**

The cost of advertising and promoting the Program will be funded from the 2017 and 2018 Budgets.

Incentive costs for volunteers, such as Town toques, will be funded from the 2017 and 2018 Budgets for Promotional Items. No costs will be incurred for incentives such as public skating passes and letters of appreciation from Town Council.

## **LINK TO STRATEGIC PRIORITIES**

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:

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Christina Hebert, BA (Hons), MA, Dipl.M.A  
Manager Committee & Community Services

Reviewed by:

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

Recommended by:

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Tony Haddad, MSA, CMO, CPFA  
Chief Administrative Officer

Attachment(s): None

CH/



## THE CORPORATION OF THE TOWN OF TECUMSEH

Corporate Services & Clerk Department  
Report No. 33/17

**TO:** Mayor and Members of Council

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

**DATE:** September 29, 2017

**DATE TO COUNCIL:** October 10, 2017

**SUBJECT:** 2018 Council Meeting Calendar

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### **RECOMMENDATIONS**

It is recommended:

1. That the following Regular Council Meeting dates in 2018, be cancelled:
  - a. Tuesday, January 9;
  - b. Tuesday, June 12;
  - c. Tuesday, August 28;
  - d. Tuesday, October 23; and
  - e. Tuesday, December 25.
2. Meetings of the Personnel and Policies & Priorities Committees be held at the call of the Chairperson; and further that
3. The alterations to the above dates be included in the 2018 Council Meeting Calendar and EWSWA Collection Calendar; and furthermore that
4. Notice of the altered meeting dates be posted to the Town's website, Tecumseh App, and linked to its Social Media Pages [Facebook and Twitter], as well as publicized in the local newspaper when practical.

### **BACKGROUND**

The Council and Committee Meetings Calendar is prepared annually by the Corporate Services & Clerk's Department [[Appendix 1](#)].

The Department also works in partnership with the Essex-Windsor Solid Waste Authority [EWSWA], and the Public Works & Environmental Services Department on the preparation of the annual EWSWA Collection Calendar.

The EWSWA Collection Calendar is a useful reference guide for Tecumseh residents for refuse, white goods and organic collection dates, as well as recycling collection days. The EWSWA Collection Calendar also contains the dates for the Regular Council Meetings, along with other Town events and activities

The 2018 Council and Committee Meeting Calendar and the EWSWA Collection Calendar are currently being developed. This report outlines potential conflicts of Council Meetings with other municipal business, events and activities and offers suggested resolutions to the noted conflicts. Resolutions of these conflicts are proposed in this report in order to prepare accurate and complete calendars for the coming year.

## **COMMENTS**

### **Regular Council Meeting Dates**

Regular Council Meetings are held on the second and fourth Tuesday of each month, in accordance with By-law No. 2017-62, which governs the proceedings of Council and its Committees [Procedural By-law]. The Procedural By-law also permits the alteration of these meetings as will be discussed later in this report.

The Tecumseh Town Hall will be closed from December 24, 2017, through to and including January 1, 2018 for the Holiday Season. The first regular meeting of Council in 2018 would be held on January 9 requiring the Agenda to be produced on January 4, 2018.

Council has traditionally reduced the number of meetings held in the summer months of June and August by two (2) meeting dates. The meeting dates which are cancelled generally conflict with commitments to other municipal related business and/or events.

In addition, the Municipal Elections will be held on Monday, October 22, 2018, therefore the Tuesday, October 23, 2018 meeting of Council is also suggested to be cancelled.

It has also been the practice to hold one meeting date in the month of December. The second meeting date in December 2018 conflicts with Christmas Day [December 25].

To prepare calendars which best capture the 2018 Council and Committee meeting schedule, it is recommended potential conflicting meeting dates with other municipal business, events/activities and holidays be considered at this time.

The following Regular Council Meetings are recommended for cancellation in 2018:

- a. Tuesday, January 9;
- b. Tuesday, June 12;
- c. Tuesday, August 28;
- d. Tuesday, October 23; and
- e. Tuesday, December 25.

### **Standing Committees**

The Personnel Committee and the Policies & Priorities Committee meet at the call of the Chairperson.

### **Notice**

The *Municipal Act, 2001* [Act] requires a Council to adopt a Procedural By-law to govern the calling, place and proceedings of meetings and to provide for public notice of meetings. Section 4 (c)(2) of the Procedural By-law provides the following notice to be given for alteration of a meeting date:

*"Notice of the alteration shall be posted on the Town's website and/or declared at a prior meeting of Council and/or in accordance with the relevant provisions of the Act, as amended from time to time and/or any by-law by the Town specifying requirements for the giving of notice."*

Section 8 f)2) of the Procedural By-law also states that:

*“Prior to the first Meeting in January of each year the Clerk shall post on the Corporation’s website the schedule for all regular Council Meetings for the calendar year.*

While the Act does not provide for a specified notice to be given for the alteration of a regular Council or Committee meeting, the Town’s Notice By-law (2003-06) states:

*“reasonable notice in a form and in the manner and at the times that the Council considers adequate to give reasonable notice*

Notice of alterations to meeting dates and times are declared by Council at an open meeting. The public is informed of meeting schedules through advertisements in the local newspaper(s), Town’s website, Tecumseh App, and through Social Media [Facebook and Twitter].

Information about regular meeting dates of Council and its Committees is provided in the EWSWA Collection Calendar, as well as other special Town events.

## **CONSULTATIONS**

None.

## **FINANCIAL IMPLICATIONS**

There are no financial implications on the proposed changes to the 2018 Council Meeting Calendar.

## **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 ☒ Tecumseh App ☒

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:

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Tony Haddad, MSA, CMO, CPFA  
Chief Administrative Officer

LM/sw

Attachment:

1. 2018 RCM, Committee & Holiday Calendar

## Attachment 1

2018 Council and Committee Calendar 11x17

Holidays 2018/19									Committee Meetings	
January 1:	New Year's Day								Business Improvement Area 2nd Wednesday, Monthly	
February 19:	Family Day									
March 30:	Good Friday								Committee of Adjustment 3rd Monday, Monthly	
April 1:	Easter Sunday									
April 2:	Easter Monday								Cultural & Arts Committee 3rd Monday, Monthly	
May 18:	Office Closed									
May 21:	Victoria Day								Heritage Committee 3rd Monday, Monthly	
July 1:	Canada Day									
July 2:	Office Closed								Police Services Board 2nd Thursday, Bi-monthly	
August 6:	Civic Holiday									
August 31:	Office Closed								Senior Advisory Committee 4th Thursday, Monthly	
September 3:	Labour Day									
October 8:	Thanksgiving Day								Tecumseh Accessibility Advisory Committee	
November 11:	Remembrance Day									
November 12:	Office Closed								Youth Advisory Committee 3rd Monday, Monthly	
December 24:	Christmas Eve									
December 25:	Christmas Day									
December 26:	Boxing Day									
December 27-28:	Office Closed									
December 31:	New Year's Eve									
January 1, 2019:	New Year's Day									
	Holiday									
	Regular Council Meeting (RCM)									

2018								
Town of Tecumseh								
RCM, Committee & Holiday Calendar								



## THE CORPORATION OF THE TOWN OF TECUMSEH

Corporate Services & Clerk  
Report No. 34/17

**TO:** Mayor and Members of Council

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

**DATE OF REPORT:** September 29, 2017

**DATE TO COUNCIL:** October 10, 2017

**SUBJECT:** Dog Control Services

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### **RECOMMENDATIONS**

It is recommended:

1. That the Agreement, respecting dog control services, entered into between The Corporation of the Town of Tecumseh [Town] and Philip A. Byrne be renewed for an additional three (3) years; and that
2. The Mayor and the Clerk be authorized to execute an Agreement between the Town and Mr. Byrne, to extend the term of the Dog Control Services Agreement from January 1, 2018 through to and including December 31, 2020.

### **BACKGROUND**

The Town has entered into contracts for the provision of dog control services since amalgamation in 1999. Duties of the Dog Control Officer generally include, but are not necessarily limited to, the following:

- being responsible for the duties and powers under the Town's Dog Control By-law;
- providing suitable and safe vehicles, human equipment and capturing devices;
- providing direct telephone, page and answering devices;
- procuring property, liability and auto insurance;
- responding directly to calls;
- responding to emergency calls on a 24-hour basis, including calls for sick and injured dogs and dogs running at large showing signs of danger to the public;
- responding directly to calls concerning dogs running at large from 8:00 am to 6:00 pm and after 6:00 pm to respond to calls where dogs at large have been confined;
- setting traps, seizing and impounding dogs running at large;
- issuing warnings and tickets;
- inspecting properties for issuance of kennel licences;
- employing a high standard of public relations and communication; and
- furnishing statistical information.

Mr. Byrne has been providing the above-described dog control services to the Town since August 1, 2007. The initial Agreement with Mr. Byrne was for the term January 1, 2012 through December 31, 2014. The Agreement was extended for a further three year term which will expire December 31, 2017. The cost of his dog control services is \$11,900 each year, plus HST.

## **COMMENTS**

No concerns have been expressed by residents, or the Dog Pound Committee, with respect to the quality of the service provided by Mr. Byrne. He has provided evidence of his ability to continue to offer the Town quality services and equipment. Additionally, he has submitted a Certificate of Insurance naming the Town of Tecumseh as an additional named insured along with a Police Clearance Certificate. Mr. Byrne resides in Lakeshore and is available to respond to dog service calls in a timely manner. He also has previous experience handling dogs as a breeder.

Mr. Byrne has expressed a desire in further renewing the Agreement for a three year term.

Contract renewals of this nature are in keeping with direct negotiation practices outlined in our Purchasing Policy.

Mr. Byrne has indicated that he would continue to provide the service at the same annual fee of \$11,900, plus HST.

It is therefore recommended that Mr. Byrne be contracted to provide dog control services in accordance with the same provisions of the current Agreement for a further three year term commencing January 1, 2018 through to and including December 31, 2020, at the annual cost of \$11,900, plus HST.

## **CONSULTATIONS**

Philip A. Byrne  
Financial Services

## **FINANCIAL IMPLICATIONS**

The annual fee of \$11,900, plus HST is the same as the fee from 2012 to 2017 and \$13,100 less than the fee of \$25,000 before that. Annual cost to the Town including 1.76% non-rebatable HST is \$12,100. The annual budget allocation of \$13,000 is sufficient to cover this amount with a small allowance for unknowns.

## **LINK TO STRATEGIC PRIORITIES**

<b>No.</b>	<b>2017-18 Strategic Priorities</b>	<b>Applicable</b>
1.	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.	✓
2.	Ensure that the Town of Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.	✓
3.	Integrate the principles of health and wellness into all of the Town of Tecumseh's plans and priorities.	
4.	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.	✓
5.	Demonstrate the Town's leadership role in the community by promoting good governance and community engagement, by bringing together organizations serving the Town and the region to pursue common goals.	✓

## **COMMUNICATIONS**

Not applicable ☒

Website ☐ Social Media ☐ News Release ☐ Local Newspaper ☐

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

Prepared by:

---

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

Recommended by:

---

Tony Haddad, MSA, CMO, CPFA  
Chief Administrative Officer

Attachment(s): None

/lm



## THE CORPORATION OF THE TOWN OF TECUMSEH

Parks & Recreation Department  
Report No. 21/17

**TO:** Mayor and Members of Council

**FROM:** Paul Anthony, RRFA, Director, Parks & Recreation Services

**DATE OF REPORT:** September 29, 2017

**DATE TO COUNCIL:** October 10, 2017

**SUBJECT:** Cultural & Resource Centre – Expansion to Fire Station # 2

---

### **RECOMMENDATIONS**

It is recommended that:

1. An overall budget of \$200,000 as per Parks and Recreation Report 21/17 for architectural services and construction costs of a Cultural & Resource Centre Expansion to Fire Hall No. 2 be approved, to be included in the Building 5 Year Capital Projects 2018-2022;
2. Funding for the project be funded \$150,000 from Infrastructure Reserve and \$50,000 from the One-Time Strategic Issues LC Reserve.
3. The Building Lifecycle annual allocation be increased by \$5,000 effective the 2019 budget;
4. The services of Sfera Architectural Associates Inc. be retained to undertake the design and project management of the Cultural & Resource Centre project.

### **BACKGROUND**

At the July 25, 2017 Regular Meeting of Council, the Olde Sandwich South & Area Historical Society (Society) presented a proposal for a Cultural & Resource Centre for consideration.

Wendy Pulleyblank-Cunningham, on behalf of the Society, thanked Council for allowing their group to utilize Fire Station No. 2 for their meetings. In addition it was noted that since 1998, the society have achieved many successful ventures which they summarized in their presentation (Appendix 2).

The purpose of the presentation was to request an expansion to the Fire Station No. 2 at a cost of approximately \$48,000, at the Town's expense, for a Cultural & Resource Centre. The reasons for their request are also set out in the presentation attached.

The members considered the presentation and passed motion (RCM-255/17) which reads as follows:

**THAT** the request for an addition to the Fire Station No. 2 for a Resource Centre for the Olde Sandwich South & Area Historical Society be referred to Administration for a report and recommendation for consideration during the 2018 Budget deliberations.

## **COMMENTS**

The first step was to review all potential Town-owned properties in Ward 4 to determine the best location to recommend to Council for the proposed resource centre. Two specific locations were considered, the first being Fire Station No. 2 and the second being the Public Works yard adjacent to Fire Station No. 2.

The advantages of Fire Station No. 2 are that the addition of three walls, complete with its own heating and cooling system, is more compatible to the proposed uses of the centre. In addition, this location provides existing paved parking and shared use of existing washrooms, therefore eliminating additional expenses, and is adjacent to the new Oldcastle Heritage Park which also is a historical site for the Society.

The Public Works site is located on a gravel lot that creates dust, with metal clad buildings that are not compatible to the block wall type and style of building a Cultural & Resource Centre requires. An addition to the Public Works site would require a stand-alone building with washrooms and additional amenities required, therefore increasing the cost.

Upon review of both locations and discussions held with both the Fire Chief and Deputy Chief, it is recommended that Fire Station No. 2 is the best location for the proposed Cultural & Resource Centre.

The original proposed budget price of \$48,000 was attained through a verbal price quote for the construction of a 400 sq. ft. block wall building. The price did not include excavation of site, architectural block to match existing building, sprinkler system, separate heating & cooling system or interior painting.

Upon review of the original proposal it was determined that 400 sq. ft. would not be an adequate addition and would not provide the required space for the Society's storage requirements and proposed activities.

The Town engaged the services of Sfera Architectural Associates Inc. to assist with the design and preparation of budget pricing for the proposed expansion using three scenarios. For all three scenarios it must be noted that the following building elements are included:

- Site preparation
- Sub Structure – foundations and footings
- Structure – concrete slab, masonry bearing walls, steel joists, metal deck
- Exterior Cladding – roofing, windows, insulated metal doors, hardware, matching architectural block
- Interior partitions & door - block walls, interior door, frames & hardware, finishes, flooring, painting
- Mechanical – sprinkler, HVAC
- Electrical
- Site work allowance
- Contingency 5%

### **Estimates**

Scenario # 1 600 sq. ft. addition Estimate price \$145,000 plus HST;  
Scenario # 2 800 sq. ft. addition Estimate price \$170,568 plus HST;  
Scenario # 3 900 sq. ft. addition Estimate price \$170,613 plus HST;

It is recommended that Scenario # 3 - the 900 sq. ft. addition - provides the most practical building expansion based on both current and future proposed uses, and is to be considered as the preferred option.

Sfera's complete architectural services fee, including structural, mechanical, electrical engineering, preparation of tender documents, and project management services to undertake this project is \$12,000 plus HST.

Similar to the Tecumseh Historical Society and Optimist Club of St Clair Beach facility use agreements, the Oldcastle Heritage Society would be assessed a nominal monthly rental fee of \$150.00 plus HST. This fee is to help offset utility and operational costs for the facility.

## **CONSULTATIONS**

Financial Services  
Fire Services  
Planning & Building Services  
Sfera Architectural Associates Inc.

## **FINANCIAL IMPLICATIONS**

This project has not been included in any previous capital plans and therefore has no current funding source.

The One-Time Strategic Issues LC Reserve has an annual budget allocation of \$50,000 and a current uncommitted balance of \$132,000. The Infrastructure Reserve has been set up to fund new infrastructure projects. Appendix 1 Infrastructure Reserve (1085) summarizes the funding and balances available in this reserve.

Given that this is a new, previously unfunded project, Administration recommends - should Council wish to proceed - that "the project be funded \$150,000 from Infrastructure Reserve and \$50,000 from the One-Time Strategic Issues LC Reserve."

In accordance with the Town's lifecycle program, Administration recommends the allocation for the LC Building Reserve be increased \$5,000 annually beginning with the 2019 budget year.

## **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:

---

Paul Anthony RRFA  
Director Parks & Recreation 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. Infrastructure Reserve Schedule  
                          2. Proposal for A Cultural & Resource Centre

PA

## Appendix 1 - Infrastructure Reserve Schedule

<b>Infrastructure Reserve (1085) Funding Summary - September 27, 2017</b>						
		<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
Reserve Balance Start of Year	1)	\$2,094,785	\$2,858,956	\$2,741,706	\$4,130,206	\$5,319,306
Budget Allocation - New Infrastructure Levy		\$1,100,000	\$1,200,000	\$1,300,000	\$1,300,000	\$1,300,000
DC - repayments		\$60,000	\$60,000	\$60,000	\$60,000	\$60,000
Tecumseh Baseball re scoreboard		\$8,500	\$8,500	\$8,500	\$8,500	\$8,500
GenSet Revenues		\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
<b>2016 Surplus Allocation FS Report #04-17</b>		<b>\$9,631</b>				
CWATS				\$108,040	\$119,600	
<b>Planning &amp; Bldg Services Report #25/17</b>			<b>(\$158,400)</b>	<b>(\$108,040)</b>		
<b>Funds Available</b>		<b>\$3,292,916</b>	<b>\$3,989,056</b>	<b>\$4,130,206</b>	<b>\$5,638,306</b>	<b>\$6,707,806</b>
<b>Committed</b>						
Intensity Duration Frequency Curve Study		\$10,000				
Official Plan		\$22,500				
Information Technology carry forward from 2016	1)	\$33,000				
Vista Accademy Trail	1)	\$5,000				
Tecumseh Hamlet Secondary Plan		\$37,000				
Multi-use Sportsplex Study		\$22,810				
Sportsplex - further development of plan		\$50,000				
<b>ERCA Trail Extension Parks &amp; Rec #08/17</b>		<b>\$180,000</b>				
CWATS: CR11 - Hwy 401 to NTR (Multi-Use Trail)		\$5,650		\$264,450		
<b>Planning &amp; Bldg Services Report #25/17</b>			<b>\$390,350</b>	<b>(\$264,450)</b>		
Riverside Dr. Trail		\$68,000	\$707,000			
<b>Balance Committed</b>		<b>\$433,960</b>	<b>\$1,097,350</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Balance Uncommitted</b>		<b>\$2,858,956</b>	<b>\$2,891,706</b>	<b>\$4,130,206</b>	<b>\$5,638,306</b>	<b>\$6,707,806</b>
<b>Proposed</b>						
Cultural & Resource Centre - Fire Hall #2			\$150,000			
Town Hall \$1,900,000						
Sidewalks CR42/CR19 Roundabout					\$19,000	
Sidewalks CR42 - CR43 to Lesperance						\$362,000
CWATS: CR42/CR19 Roundabout (Bike Lanes)					\$1,000	
CWATS: Hwy 401 to 9th C (Paved Shoulder)					\$299,000	
CWATS: CR42 - CR43 to Lesperance (Bike Lanes)						\$13,300
CWATS: CR43 - Banwell Diversions (Multi-Use Lanes)						\$342,000
<b>Balance Proposed</b>		<b>\$0</b>	<b>\$150,000</b>	<b>\$0</b>	<b>\$319,000</b>	<b>\$717,300</b>
<b>Balance Available</b>		<b>\$2,858,956</b>	<b>\$2,741,706</b>	<b>\$4,130,206</b>	<b>\$5,319,306</b>	<b>\$5,990,506</b>



PROPOSAL FOR A  
CULTURAL & RESOURCE CENTRE  
In the Town of Tecumseh~Ward 4

By~

The Olde Sandwich South  
& Area Historical Society

July 20, 2017



The Olde Sandwich South & Area Historical Society  
38 Cranberry Court  
Essex, Ontario  
N8M 3G5

July 20, 2017

Mayor Gary MacNamara  
Town of Tecumseh  
917 Lesperance Road  
Tecumseh, Ontario  
N8N 1W9

Dear Mayor, Deputy Mayor and Council Members:

The Olde Sandwich South & Area Historical Society has been an active group in good standing with the Province of Ontario Historical Society and local community since 1998. We have members not only from the former Sandwich South area but from across North America. Many Ward 4 residents are descendants of the original settlers. We have strived to protect and preserve the cultural and historical identity of our local community in the Town of Tecumseh's Ward 4.

We are very grateful to be allowed the use of the Fire Station #2 for our meetings and events. This fire hall already holds several artifacts from the former Sandwich South Township and has been an ideal location in particular with the Oldcastle Heritage Park located next door.

With this being said, we humbly ask if an addition could be built on to the Fire Station #2 to serve as a Cultural and Resource Centre for our community. Over the past 20 years our historical records and artifacts have been stored at various locations throughout the municipality. These items are of historical significance to our unique local heritage and need to be displayed and used by our residents. This centre would offer an additional service and a public presence in Ward 4 and would be available for all user groups.

We ask to be included on the next Council Meeting's Agenda to formally present our request.

Thank you for your kind consideration.

Sincerely,

Mrs. Wendy Pulleyblank-Cunningham  
Chairperson  
519-890-9120  
Encl.



**BACKGROUND  
ON THE  
OLDE SANDWICH SOUTH  
& AREA HISTORICAL SOCIETY**



## The Olde Sandwich South & Area Historical Society

### Executive and Directors

Chairperson: Wendy (nee Pulleyblank) Cunningham

Vice Chairperson: Judy (nee Wellwood) Robson

Treasurer: Judy (nee Sexton) Jobin

Secretary: Barb O'Neil

Directors: Kelly (nee Kavanagh) Cowan

Penny (nee Turton) Esping

Shaun Fuerth

Ethel Grove

Al Grove

Barb (nee Thompson) Orban

George Orban

Cheryl (nee Leithead) Skilton

Sue (nee Sexton) Rau

**The Olde Sandwich South & Area Historical Society**

**Established in 1998**

**MISSION STATEMENT**

The Mission of the Olde Sandwich South & Area Historical Society is to promote the unique historical and cultural heritage of our community.

**VISION STATEMENT**

The Olde Sandwich South & Area Historical Society will be a leader in the preservation of local history, be an educational resource, be an integral part of the community, and work together for the benefit of local culture.

*The Olde Sandwich South & Area Historical Society is a registered member of the Ontario Historical Society and the Windsor-Essex County Historical Society.*

## THE OLDE SANDWICH SOUTH & AREA HISTORICAL SOCIETY

### LIST OF ACHIEVEMENTS

1. Collaborating with the Town of Tecumseh's Parks & Recreation Dept. in developing the Oldcastle Heritage Park and organizing its Dedication Ceremony.
2. Collaborating with the Town of Tecumseh's Information Services Dept. in establishing on-line Archives.
3. Organizing the 50<sup>th</sup> Anniversary celebration of Station #2 Fire Department.
4. Organizing the Homecoming and 50<sup>th</sup> Anniversary Memorial Services of the school bus accident from 1966.
5. Organizing the 150<sup>th</sup> Birthday celebration of Canada.
6. Establishing the twinning with Oldcastle, County Meath in Ireland which we continue to host and participate in several economic, educational, religious and social exchanges.
7. Hosting guest speakers on a variety of historical and cultural topics.
8. Hosting field trips to a variety of museums, cemeteries, cenotaphs, historic homes, parks, etc.
9. Collecting valuable photographs, records, items and furnishings that have historic significance to our community.
10. Establishing and maintaining social media contact with a Facebook Group called, "Growing up in Sandwich South".
11. Establishing and maintaining an annual newsletter, "The Talbot Trail Times" that reaches out to the local residents.
12. Keeping an inventory list of historic homes, farms, businesses, churches, schools, etc. in Ward 4.

# THE TALBOT TRAIL TIMES

*The Old Sandwich South & Area Historical Society Newsletter 2016-2017*

## 2017 Executive

**President:**  
Wendy  
Cunningham  
(nee Pulleyblank)  
519-890-9120

**Vice-President:**  
Judy Robson  
(nee Wellwood)

**Secretary:**  
Barb O'Neil

**Treasurer:**  
Judy Jobin

**Directors:**  
Kelly Cowan  
Penny Esping  
Shaun Fuerth  
Al & Ethel Grove  
Laryl Leithead  
George & Barb  
Orban

Sue Rau

**Honorary  
Member:**  
Dot Power  
Oldcastle, Ireland

Interested in  
joining us?  
Come to a  
meeting or  
contact our  
President. New  
members are  
always welcome

## What's Happening

**HOMEcoming WEEKEND!**  
September 23-25, 2016  
(see details on back)

**REMEMBRANCE DAY**  
Thursday, November 10, 2016  
At 7 p.m. Meet at the Cenotaph  
in Essex and visit the Spitfire and  
Legion in Essex. Rain or Shine!

**SHOW & TELL**  
Thursday, March 9, 2017  
At 7 p.m. at Fire Hall #2 in Oldcastle  
Bring your family treasures!

**CELEBRATE CANADA'S 150th**  
Thursday, May 11, 2017  
at 7 p.m.

Bring your family!  
Various activities for all ages!  
At the Oldcastle Heritage Park  
Rain or Shine!

\*\*\*\*\*

## All Local History Buffs!

⇒ Town of Tecumseh Historical  
Society meetings are at 7 p.m.  
on the last Monday of each  
month at their Museum.  
Contact 519-735-3895.

⇒ Essex & Community Historical  
Research Society is located at  
the former Carnegie Library  
on Gordon Street in Essex.  
Contact 519-962-9597. Check  
out this great little museum!



## Did you know?



2017 marks Canada's  
150th Birthday!  
Check out events planned  
by visiting Canada 150  
"Join the Celebration" at  
[canada.pch.gc.ca](http://canada.pch.gc.ca)



**FREE FOR OUR 150th!**  
⇒ All National Parks will offer  
FREE admission for 2017!  
⇒ Tulip bulbs give-away courtesy  
of Canadian Garden Council



Join our Facebook group at  
"olde sandwich south historical society"



Check out the Sandwich South archives  
by visiting the Town of Tecumseh  
website at [tecumseharchives.ca](http://tecumseharchives.ca)

## Membership Dues

Please pay your dues by either at a meeting or by  
mailing a cheque payable to "Old Sandwich South &  
Area Historical Society" to \$10/person  
or \$25/family to Judy Jobin.



### "The Light In Our Hearts"

Family & Friends of Sandwich South & Area  
are Invited to a Special Homecoming 2016



**Friday, September 23<sup>rd</sup>**

Dinner at 6 p.m. at the Royal Canadian Legion  
(5030 Howard Avenue across from the Heavenly Rest Cemetery)  
No tickets required -purchase your own dinner - cash bar available

**Saturday, September 24<sup>th</sup>**

Gathering at 2 p.m. at the Oldcastle Heritage Park & the Fire Hall #2  
Rain or shine. Brief service in the park and refreshments in the fire hall.  
Dinner with live music by Al Linnell, Lindsey Mills and Harmony Plus at  
6 p.m. at St. Mary's Hall in Maidstone. Advanced tickets only. \$30/each  
please contact Cheryl at 519-984-5698 or at [d-cskilton@sympatico.ca](mailto:d-cskilton@sympatico.ca)

**Sunday, September 25<sup>th</sup>**

Memorial Service at 10 a.m. at St. Stephen's Church in Oldcastle. In honour of  
the children who perished in the school bus accident 50 years ago. Light  
lunch and refreshments to follow. Free will donations appreciated.

If you have any questions please contact one of the Committee members:

Cheryl Leithead-Skilton	519-984-5698 <a href="mailto:d-cskilton@sympatico.ca">d-cskilton@sympatico.ca</a>
Wendy Pulleyblank-Cunningham	519-890-9120 <a href="mailto:play.r.pray@hotmail.com">play.r.pray@hotmail.com</a>
Chris O'Neil	<a href="mailto:coneil@thunderroadharley.com">coneil@thunderroadharley.com</a>
Lois Washbrook-Reaume	

All remaining proceeds will be donated to the new Ronald McDonald House in Windsor in memory of the children who perished in the school bus accident 50 years ago in Oldcastle.

We look forward to seeing you then.

*Cheryl, Wendy, Lois and Chris*



### **WANT TO SHARE YOUR FAMILY TREE HISTORY?**

Do you have family stories and photos you like to  
include in the archives of Sandwich South?

Contact Shaun Fuerth at 735-2184 ext 108

Visit the Town of Tecumseh Archives on their website at  
[tecumseharchives.ca](http://tecumseharchives.ca)

*OR* would you like to speak about your  
Family History at one of our meetings?

Just call Wendy at 519-890-9120

*We would love to hear all about your family!*



**OUTLINE OF  
THE PROPOSAL  
FOR A  
CULTURAL & RESOURCE  
CENTRE**



**THE OLDE SANDWICH SOUTH & AREA HISTORICAL SOCIETY**  
**CULTURAL & RESOURCE CENTRE**

➤ **Objective:**

To seek the Town of Tecumseh's approval for an addition to Fire Hall #2 in Oldcastle that would allow us to:

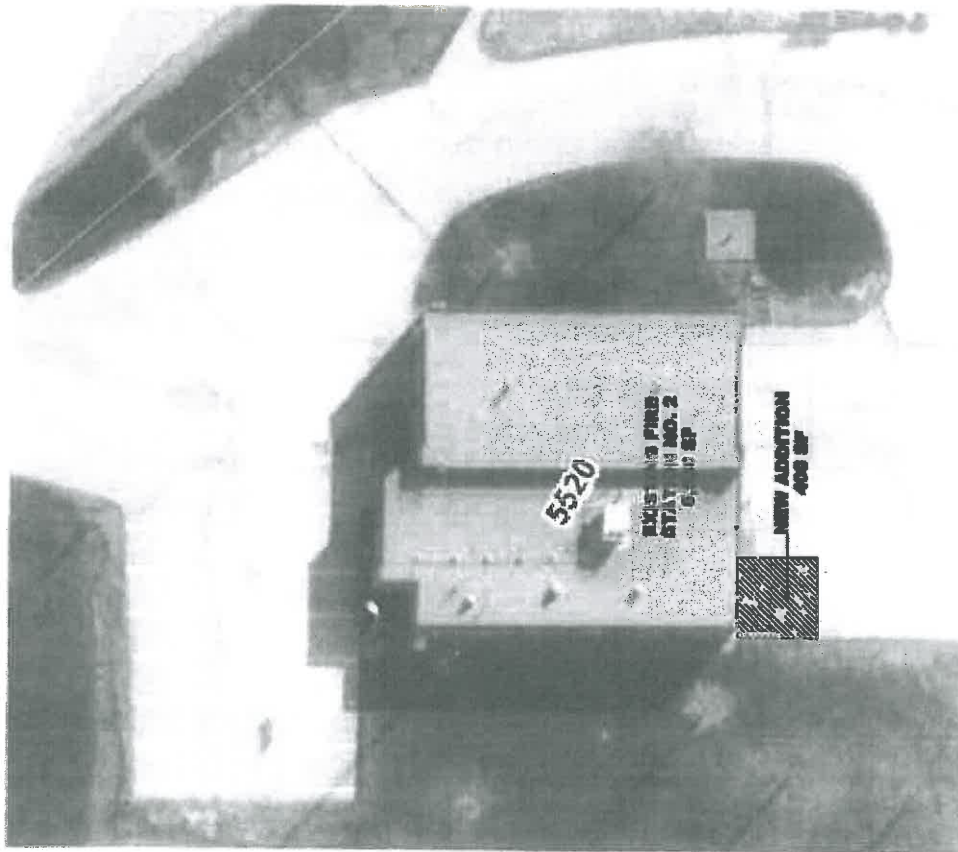
- to support the Township of Sandwich South Official Plan (June 2014) that states "to encourage the preservation and enhancement of heritage resources and to develop a greater awareness of the value of heritage conservation in the community."
- to follow the "Healthy Places, Healthy People" (Windsor-Essex Health Unit, September 6, 2006) statement on the health and well-being of the inhabitants of the Windsor-Essex region of Ontario that requires strategic planning in respect to heritage and social components. This proposed site is linked to the Oldcastle Heritage Park and the Chrysler Greenway Trail.
- to promote and educate citizens and groups on our unique rich heritage and culture.
- to create a resource centre for citizens and visitors to research family and community history.
- to provide room for community user groups including the Town of Tecumseh Council to use for meetings, satellite office and events.
- to properly display local artifacts and artwork in a secure and safe environment.

➤ **Goal:**

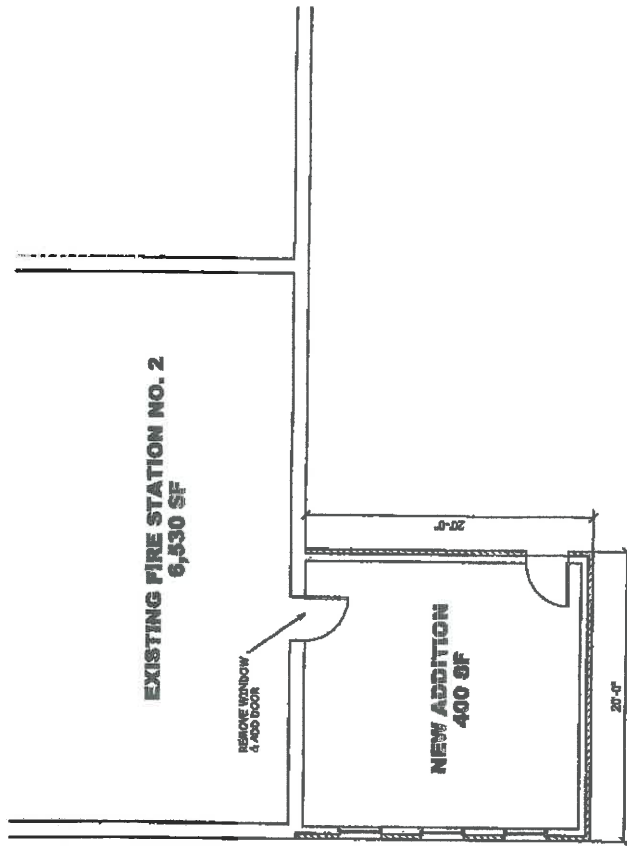
For the Town of Tecumseh's Council full support in providing the funds to cover the costs of building a 20' x 20' addition on to the Fire Station #2 in Oldcastle. Based on discussions with the Town of Tecumseh's architect, it is estimated to cost approximately \$120/square foot or approximately \$48,000.

➤ **Note:**

The Olde Sandwich South & Area Historical Society is offering to pay for exterior signage and interior amenities and furnishings.



**SITE PLAN**  
SCALE: 1"=50'



**MAIN FLOOR PLAN**  
SCALE: 1/8"=12'

**HISTORICAL SOCIETY ADDITION**  
2017-06-20

### Example of Items to Display and Use

- Original six chairs used at the first Township of Sandwich South Council meeting in 1893
- Original land deed from Colonel Talbot to the Downy family
- Original Tabernacle from 1874 used at St. Mary's Parish
- Original window from the Sandwich South Town Hall in 1927
- Original French doors from St. Mary's Convent in 1922
- Brass Fire Extinguishers donated by the late Fire Chief Bruce Clark
- Chromed Fire Bell donated by the late Fire Chief Bruce Clark
- Canadian flags donated by the late Fire Chief Bruce Clark
- Fire helmets donated by the late Fire Chief Bruce Clark
- Various prints, books and gifts from Oldcastle, County Meath, Ireland
- Original Sandwich South Township record books from 1908-1927
- Maps of Essex County from 1924
- School #8 Minutes from 1864-1878
- Essex County Council large framed photo from 1971
- Essex County Warden's gavel, desk and chair from 1971
- Antique Underwood typewriter
- Oldcastle Library bookshelves
- Number of local family history records
- Memorabilia from Sandwich South Centennial in 1993
- Number of wall hangings and prints from the former Sandwich South Township Hall
- Dell lap top computer and printer with supplies



THE  
IRISH HERITAGE  
IN THE  
TOWN OF TECUMSEH  
WARD 4





**The Downy Homestead where the first Township of Sandwich South Council meeting in 1893 was held.  
This home remains standing today on Hwy #3 west of Walker Road in Oldcastle.**



[illegible]

IRISH  
SETTLERS

[illegible]

This Township of Township Hall was in use for 25 years, until March 15, 1972. The latest Township Hall was acquired by the Township Board purchasing the former Price White School (#1470, 211 Township Rd. 300) under for \$27,500.00 as stated in a letter received by them, October 20th, 1972. After expenditures and paying for utilities completed in the sum of approximately \$10,000, official opening of the new Township Hall was stated for March 15th, 1972 from 8:00 to 5:00 p.m.

The school was only two years old and closed after a plagues of measles there finally, Charles and Percy White, who sold it, moved off their farm for the school with at 1900 per acre and located on half mile west of Miller Road on North Miller Road in Hamilton South Township. It was in the neighborhood of 150,000 and was officially opened Nov. 15, 1900 and placed out in June, 1901 by the County County Public Land Survey (now by this time was in charge of all Hamilton South Area School), by June, 1902 all sections in the township (public) were placed out, sold, and the people transported to their different sections outside the township, by bus.

The report was made to be entered on the new record of report and the report book kept in file. It was entered in an order of 20th and was placed in the record book. It will now be placed in the record book and will be placed in the record book.

In 1900 the population was about 25, the telephone wires were installed - plain  
 wire, 20 poles, 2000 ft. In 1902, a post office, bank, school, building,  
 and a bridge, 2000 ft.

In 1947 the population was around 100, comprising 15 small businesses, grocery, meat market, florist, station and bar which were owned and operated by the community with Mrs. Thompson as postmaster; electrical service; hardware, building, plumbing, carpentry; Mrs. Thompson sold typewriters and retail drug; hardware, paint and building materials by General and Eric Blomquist; Riverside Cold Storage, which by 1948 had bought several buildings; several stores in operation operated by Kenneth Thompson, Frank Thompson, George Thompson, and others; also selling electrical appliances; cold storage with John McLeod, owner and operator; Highway Dept. Garage and Service; a Station Plant, various window blinds; electric, John Thomsen, owner and operator; Brian Thompson, radio and TV, technician; American Hospital Laundry and Electric Laundry company, also by electric; a barber shop and a hair salon; a shoe repair and shoe store which are here in 1978; Phillips All-Star Cold Shop, with Walter, operator; Thompson's Distribution Co., Ltd. (residential, commercial and industrial contractors, also sell auto and part services, lawn products, Marie Haggis in charge; Johnson Insurance Service, Robert Hildebrand, owner and operator; Four Brothers Electric and Plumbing, with Elton and George Perry, owner and operator; John Carlson, a partnership with Gordon Perry, owner and operator; Highway Trucking Company, started by Eric Thompson who died in 1978; American Agency Building Co., Ltd., Elmer Phillips, owner and operator; Marie Market, produce, now operated by the Joseph Peck, a sales office has been established in the building owned by John Hietler which calls Scandinavian. The new Peck's Dept. office and first floor was built in 1966 and officially opened by Mrs. Edna Peck, 1966.

In 1955 one of our residents visited Hialeah, in South County, Dade and found it to be a horrible town with larger than our hospital. It contained about 1200 people and had no Hialeah Community very much like the one here. He brought back a picture showing a portion of the town with the Camp in view.

IRISH  
IMMIGRANTS

The ranch had settled along Lake St. Clair and the Detroit River, practitioners from one station they worked near Ann Arbor. "We started out the southern part of the county was being cleared by about eight local sets and from the west about four National in some cases, and the west interior of the county including Okemos and Mahtomus was left to the Irish and other immigrants, who had little but their bare hands and a primitive knowledge of hard work. The great predominance of these that remained in any cases are still on the land today and till the finest farms in the county. There was some hard soil everywhere, and some of it, fertile, good and well built farms. I am hard to believe that the transformation has taken place in a little more than a century. The National Settlers settled singly or in small families and Okemos and Mahtomus were the hub, the line to the N. W. history, great difficult measures when they planted better than that (now, too, 71) at the time. Immigrant farmers and some were out the plough to the country and they took in the middle of the road. Mr. Nathan mentions as a boy going to assist pulling the plough out of the road. It is somewhere the first settler in the country as Irish families began."

73

The railroad (now Magnolia) in the early days and previously mentioned in this article, which ran mostly through Okemawille was first laid in 1888 by the Walker family (the well known family owners of Okemawille, which got its name from them) and to their summer home in Kingsville, later laid to St. Louis. On the old Irish roadbed, properly located on North White Road, just east of Walker Road there is a large gravel pit which was dug out to build this railway and when the railway was finished they utilized it to haul ice into the town of Okemawille for the residents. It was frozen and cut in the winter time and stored for summer use. Many of the local youngsters were hired to cut the ice, among them, Charles and Percy Frith, brothers, who until quite recently farmed those acres. In the last year progress has taken another toll of farm land in the area as several of those acres have been sold to an Italian "tour group" who plan to develop it into a community enterprise consisting of entertainment facilities, ball, offices, and swimming pool. The pit was included with the deal. It was extensively used by neighboring children in summer as their swimming hole and as a skating rink in winter. Many wild ducks and Canada geese stop there each summer on their way to the Jack Miner's Bird Sanctuary at Kingsville.

your project sounds interesting and I wish you luck with it. We have done this for other students and I feel that a good way to understand and know people and communities from other areas of this vast country of Canada of which I have travelled away most of it.

From - Mrs. Myrtle Crowder  
Threeadsmir Library Collection  
Essex County Library

James A. Brown  
Mayor of Chicago 1911

# BUSINESS DISCOVER

Facebook Twitter YouTube YouTube

TWINNING

1. Home
2. » Oldcastle Co. Meath, Ireland

## Oldcastle Co. Meath, Ireland

### Oldcastle Co. Meath, Ireland

Oldcastle (Irish: tSeanchaisleán) is a town in County Meath, Ireland. It is located in the north-west of the county near the border with Cavan, approximately 100 km from Dublin. The R154 and R195 regional roads cross in the town's market square. As of the 2006 census the town's population stood at 2,226.[1]

In recent years Oldcastle has grown, being an important destination for workers from Eastern Europe, who come to work in the numerous industries, particularly furniture, bedding and victualling located in the area.

Oldcastle (Tecumseh) twinned with Oldcastle Co. Meath in 1999. There have been many visits made over the past ten years. An official twinning declaration was signed at the 10th anniversary celebration in 2009 and is displayed in both town halls.

<http://www.oldcastlechamber.com/index.htm>

<http://www.meath.ie>

### Discover Quick Links

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TOWN OF TECUMSEH

# BUSINESS DISCOVER

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2. » Visitors from Twin Community Oldcastle County Meath Ireland

## Visitors from Twin Community Oldcastle County Meath Ireland



On October 6th Finbarr and Freda O'Connor from Oldcastle County Meath paid a visit to Town Hall and with members of Council.

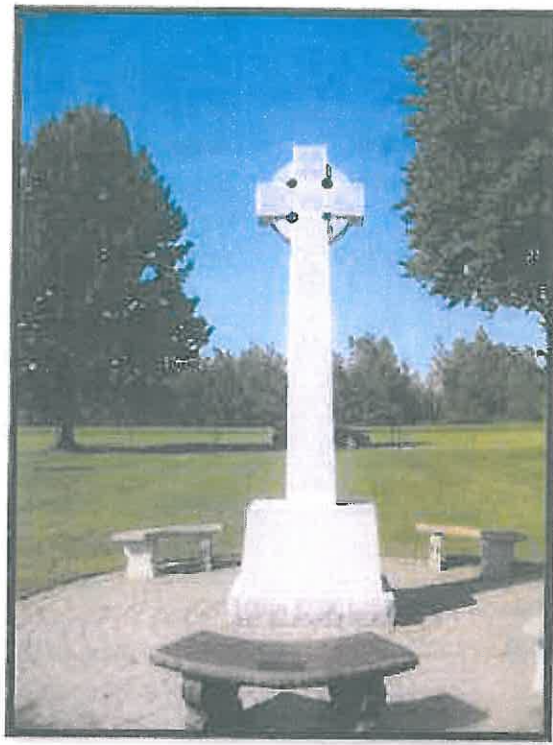
Finbarr is the retired high school principal and one of the founding members of the Oldcastle Enterprise Group which began this twinning over 10 years ago. Finbarr was presented with an engraved Inukshuk to remember his visit to our community. One definition of Inukshuk is "You are on the right path" which accurately describes the twinning of the two communities.

While in the area they also visited the celtic cross in Maidstone, St. Mary's Elementary, St. Thomas of Villanova Secondary, the Old Sandwich South Historical Society and with board members from the United Communities Credit Union.

[Get Here](#)

TOWN OF TECUMSEH  
917 Lesperance Road  
Tecumseh, Ontario N8N 1W9

T: 519 735 2184



**Celtic Cross at St. Mary's Cemetery in Maidstone**  
**Names of the families who immigrated from Ireland and**  
**who built this parish community are engraved on the base.**



## The Origins and Growth of Our Parish Community

Essex County was settled from the outside in: the periphery of the county bordered the water, which was the most efficient mode of transportation available in the late 1700's. The interior areas were opened for settlement following road and railway development. Talbot Road or Number 3 Highway was originally an Indian path, useful because it followed the contours of high land from Sandwich to the Pelee area. The government of Upper Canada ordered a survey of Talbot Road which was carried out in 1818 by Mahlon and Burwell of Elgin County. Thus, this area was opened for settlement.

The British government considered immigration and thereby settlement of the Colonies important for security reasons. The Crown granted land to individuals, such as Col. Talbot, to hold for settlement purposes and also to corporations, for example, the Canada Company which sold land to many families in this area.

Col. Talbot was granted extensive holdings as a reward for past military service. His personal land holdings were in the Talbotville and St. Thomas area; in Essex County he acted as a Crown agent, holding land in trust for settlers. It is said that he was somewhat of a dictator in deciding who would settle where and his prejudices were definitely anti-American.

The main means of promoting a viable settlement here was by advertising in all the major papers of London England and probably some in Ireland also. The ads were unfailingly optimistic and usually neglected to mention any negative aspects of the territory. For example, the virtues of unlimited acreage, the fertility of the soil and the ease of cultivation were all extolled while the necessity of clearing the land first was omitted.

It was in 1824 that the area surrounding Maidstone Cross was opened for settlement under the auspices of Colonel

Thomas Talbot and the Canada Land Company. Documents of interest are Sandwich Assessment lists dating from 1825 and 1829, with some Irish names at the end of mostly French taxpayers; census records of settlement, especially the agricultural censuses of 1851 and 1861; the parish register of Assumption; and annual reports and letters of the Jesuit missionaries to their superiors. All of these combine to give us an idea of what the early community was like.

Between 1834 and 1838, the Canada Corporation was granted at least fifteen hundred acres to the south of lots on the south side of Talbot Road. These lots, where South Talbot Rd. now is, were considered less favourable than those lots having direct access to the highway. Therefore, they were often settled at a later date than the Talbot and Walker Road areas. We have an example of inflation even in those days. In 1851, The Canada Company sold one hundred acres on Lot 4, Con. 9 to Jeremiah Driscoll for the sum of seventy-five pounds; by 1870 the price to Patrick Connell for one hundred acres, the south half of lot 298 on the south side of Talbot Rd., was two hundred pounds.

Immigrants to the New World came by sailing vessel; "the journey required eleven weeks on the water" according to the Michael McCarthy family biography. Oral history relates that Tom Shanahan's grandfather spent forty-seven days sailing from Southampton to New York. The voyage was generally by way of the United States; the travelers arrived tired, sometimes sick and penniless. Lack of money often forced settlers to work for several years in the port cities of New York and Boston before they could continue their travels. Mr. Shanahan eventually settled on the Seventh Concession of Maidstone.

IRISH SETTLERS

At first, the community was not large, perhaps twenty some families. There certainly were subgroups - McCarthy brothers, Sexton parents and adult sons - but these peoples'

lives were clearly intertwined. They were witnesses at each other's marriages and godparents for each other's children. The same names come up over and over again: Cornelius Sexton must have been well-respected just by the number of babies that were named after him. Jeremiah McCarthy was also godfather for babies from a number of families.

In spite of the many hardships, the small group of mostly Irish families grew from 1824 onwards. By 1839 the Assessment Record of Sandwich shows interesting data about the Maidstone community. These excerpts are taken from research done by John Battersby:

#### ASSESSMENTS OF SANDWICH, 1839

Name	Location		Cultivated Acres	Residents
	Lot	Concession		
JEREMIAH DRISCOLL	W4	9th	0	3
CHARLES COLE	12	7th	6	8
Wife - Ellen Driscoll (from Boston) Some descendants of this family include the Austin, Turton and Lepain families.				
MICHAEL HIGGINS	4	5th	10	5
Wife - Johanna Dunn Descendants of this settler include the Milford Dawson family.				
MICHAEL McCARTHY, SR.	N. 301	Talbot Rd.	10	9
Wife - Catherine Finn Richard McCarthy, brother of Michael, came to the parish during the 1840's. His descendants include the Emmett and Gerard McCarthy families, as well as the Hebert and Lafferty families.				
JOHN DRISCOLL	S300	Talbot Rd.	4	4
Wife - Mary McCarthy Mrs. Alfred Morrill of Windsor was among the descendants of this family.				
CORNELIUS SEXTON	N300	Talbot Rd.	18	10
Wife - Mary O'Connell The Ralph Sexton family and descendants of Mrs. Grace McCarthy belong to this family.				
JOHN HALFORD, SR.	N297	Talbot Rd.	12	11
Wives - 1st Mary O'Brien 2nd Catherine Houlihan (Flynn) The late Robert Halford was the grandson of John Halford; Robert Halford's descendants include Mrs. Rosemary Sexton and the late Peter L. Halford and families.				

ABRAHAM HALFORD 21 year old bachelor son of John Halford. He later married Ellen Flynn. Abraham Halford was the grandfather of Mrs. Mary Halford McGavin and the late Nell, James, Kate and Maurice Halford of this parish.	S297 Talbot Rd.	6	1
DANIEL DRISCOLL Wife - Mary Sexton	S304 Talbot Rd.	10	7
ALEX O'NEIL, SR. Wife - Margaret Houlihan The Lavin families are descendants of this family.	N305 Talbot Rd	10	9
TIMOTHY CONNELL Wife - Bridget O'Connor Late Peter Connell was a descendant of this family.	N299 Talbot Rd	12	7
DENNIS O'BRIEN Wife - Catherine Cavanaugh	N304 Talbot Rd	8	3
DENNIS COLLINS Father of Jeremiah Collins Descendants include the Bernard, Russell, Michael Collins families of the parish.	S292 Talbot Rd.	0	6
DENNIS DOWNING, SR. Wife - Honora Houlihan Descendants of this settler are Mrs. Harold Wellwood and family.	N302 Talbot Rd	7	7
JEREMIAH R. McCARTHY Wife - Elizabeth Flynn Some descendants of this family include the late John Sullivan and Elmer McCann of this parish.	S301 Talbot Rd.	9	5

In several cases the north half of the lot, again one hundred acres, was granted approximately ten years later, indicating fulfillment of the grant conditions for another parcel of land:

Aug. 31, 1854 Crown granted to Richard McCarthy, 100 acres north half lot 299

June 9, 1857 Crown granted to Dennis Downing, 100 acres north half lot 302.

The Middle Road, now County Road 46, was surveyed by Colonel Burwell in 1828; however, it was only a trail of blazed trees until well after the 1837-38 Rebellion. Most of the settlers along the Middle Road from

Maidstone Cross to Woodslee were also Irish Catholics. The earliest of these was James O'Connor who came in 1828; a short time later the Kavanagh family arrived. By 1838 The Scully, O'Callaghan, Costigan and Moran families had settled there. The grandfather of Tom Shanahan came over very early as well; Tom asserted that only the Conroys and the bears were there before them. Then in the early forties came the Monaghan, Gallagher, Conway, Farrel, Deehan, Hardigan, Geehan, Rushton, Slattery, Murray and many other families.

These people practised their faith with some difficulty. On one occasion Tom Shanahan's grandmother was seriously ill and

requested a priest. The family contacted the priest at Assumption who came out on horseback; however, because of difficulty in locating the house, it was two weeks later. Grandma joked that you would either get better or die.

Death records also give an idea of the difficulties facing the early community. We often think of women dying in childbirth at an early age, but Assumption parish records give one example of the deaths of a young man and his two small sons. On June 15, 1834, twenty-seven year old John Sexton was buried. On August 14 of the same year his two year old son Michael Sexton was buried; only two weeks later another son, Cornelius Sexton also died at only two months of age. Perhaps it is not surprising that we are unable to find references to the widow and bereaved mother, Ann Roach, in the community after these tragedies.

On September 6, 1834, another infant, Cornelius Sexton, son of Cornelius Sexton and Mary O'Connell was buried. According to Father Ernest Lajeunesse, local historian and former pastor of Assumption Parish, these four deaths in such a short period of time indicate that malaria may have been the cause.

Assumption Parish Records also indicate the difficulty that the French priests at Assumption seem to have had with the Irish names of the early community. John and Mary, common names among the Irish, were often gallicized to Jean and Marie. Mary O'Brien, the first wife of John Halford, is variously listed as Marie Bryan, Obryne and O'Brienne. It is only at the time of her death, probably in childbirth, that her name is finally spelled correctly.

This area was heavily forested and some parts were very swampy. The wet areas were not only difficult to travel past, they were also breeding grounds for mosquitoes and the danger from malaria was very real. In order to go to church at Assumption the people had to go past Grand Marais - the Big Swamp. One

book describes the Irish Settlement as being "hard by the Willow Swamp." Roads were nonexistent or poor even though Colonel Thomas Talbot had made road building a condition of settlement - you were responsible for the road in front of your 100 acres. Nevertheless, there were complaints about the poor condition of the local roads well into this century.

Neil Morrison's book *Garden Gateway to Canada* gives us some idea of the number and usefulness of animals in the pioneer community. "Oxen long continued in use almost entirely for draught purposes. The gradual introduction of horses served chiefly for riding, which was the only alternative to walking, if one wished to travel on land, because the side roads continued to be little more than rough tracks. According to the Assessment Poll for 1850, there were then in Maidstone Township, 140 horses, 175 oxen, 369 cows, 584 sheep and 995 hogs. The population was only 761, although the Middle Road had been settled for a quarter of a century." (p. 21)

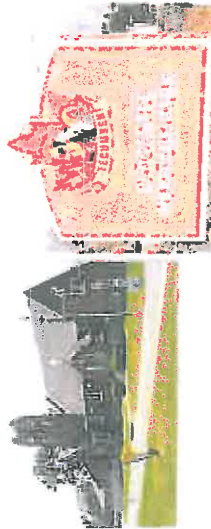
In the letters that Jesuits wrote to their superior describing their activities in the mission field, the Irish settlement is singled out for the stability of their faith. They were always very grateful to whichever Jesuit missionary could attend to the spiritual needs of the community. Father Jaffré wrote that he enjoyed serving Irish Catholics because of the great respect they show the priest, because of the great spirit of faith they possess, and because of their generosity. "While no one gives much, because no one there is rich, every single person gives something, and all the small portions put together form a considerable total."

In 1831, Fr. Angus MacDonell was appointed pastor of Sandwich by his uncle, Alexander MacDonell, the bishop of York. His duties included visiting the missions of Maidstone and Belle Riviere.

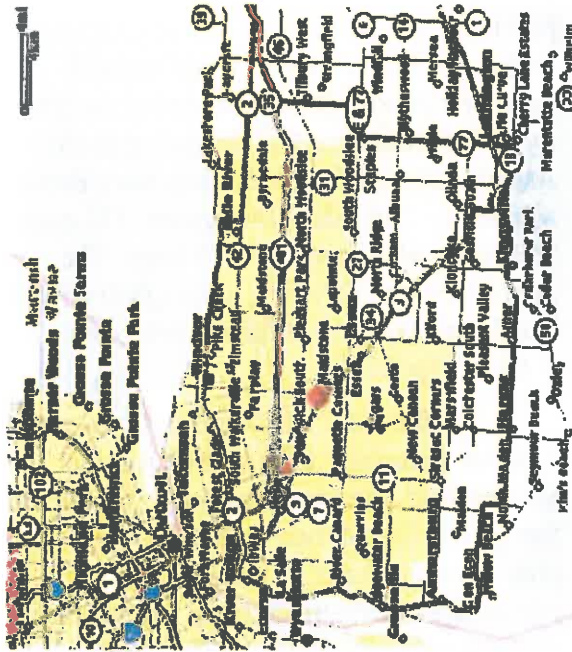
From The 150th Anniversary of  
St. Mary's Parish book 1996  
written by Pete + Rosemary Halford  
& Carolyn Collins

## Places to Eat & Shop:

- ◆ Ciociaro Club
- ◆ Napels Pizza
- ◆ Paquette Corners Restaurant
- ◆ Tim Horton's
- ◆ Country Flower & Gift Shoppe
- ◆ Elmara Garden Centre
- ◆ Flora Gardens
- ◆ Jobin's Rock Farm
- ◆ Maidstone Tree Farm
- ◆ The Bloomin' Gardener



## Map



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Just a short drive from the Ambassador Bridge and the Detroit Tunnel lies the hamlets of Oldcastle and Maidstone. Located south of the City of Windsor boundaries and connected by Provincial Highway #3 they are the "Gateway to the County of Essex".

Come and explore these hidden gem's of Essex County!

Welcome to  
The Gateway of  
Essex County



A great place to  
live, work & play!

## Welcome!

This Gateway to Essex County is an amalgamated community of less than 1,000 residents situated just on the edge of the City of Windsor in the Municipality of the Town of Tecumseh.

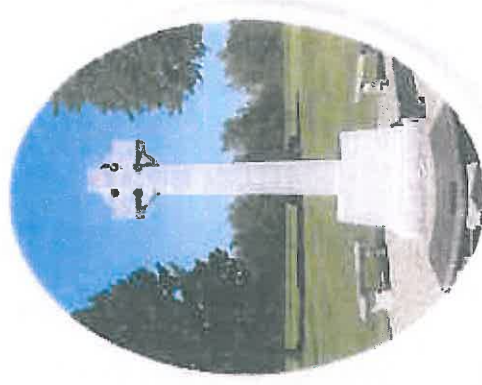
There are two hamlets, Oldcastle and Maidstone, that are surrounded by natural trails, farms, residential, parks, and light industry.

In 1999 we officially twinned with Oldcastle, County Meath in Ireland. Many cultural, religious, student and business exchanges have taken place since.



## About Our Community

We are mostly a rural community with deep roots in agriculture. Maidstone and Oldcastle were settled by Irish immigrants whose families still remain on their original land today.



*Celtic Cross*

at St. Mary's Cemetery in Maidstone has the original family surnames from Ireland engraved on the base.

## Places to See & Do:

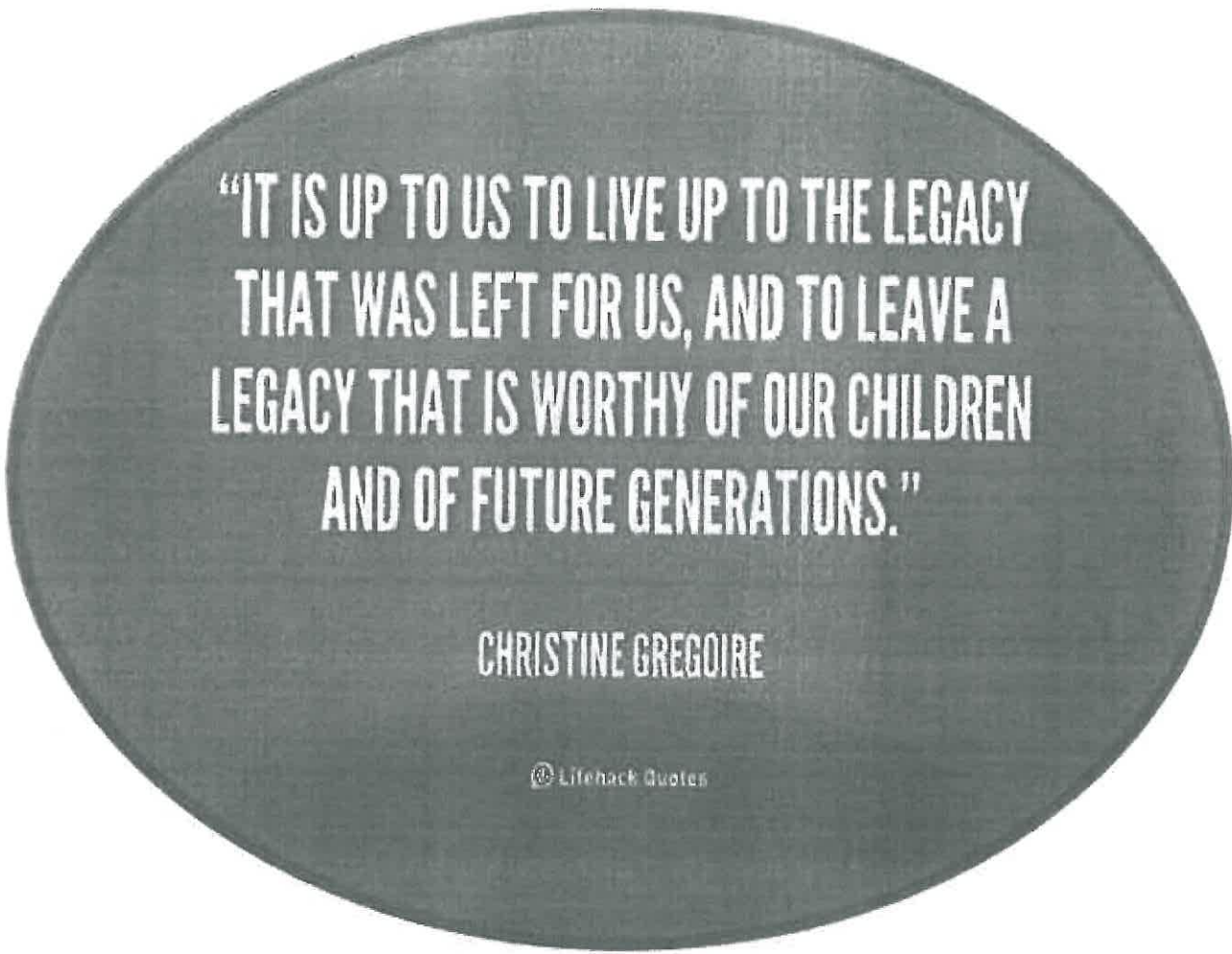
- ♦ The Oldcastle Heritage Park
- ♦ Essex Conservation Greenway Trail
- ♦ Faithville Studios
- ♦ Royal Estate Golf Course
- ♦ Silver Tee Golf Course
- ♦ St. Mary's Park in Maidstone
- ♦ Weston Park in Oldcastle

## Community Organizations:

- ♦ Essex Region Goodfellows
- ♦ Maidstone Knights of Columbus Council #1906
- ♦ The Olde Sandwich South & Area Historical Society

## School & Churches:

- ♦ St. Mary's Elementary School
- ♦ St. Mary's Catholic Church
- ♦ St. Stephen's Anglican Church



**"IT IS UP TO US TO LIVE UP TO THE LEGACY  
THAT WAS LEFT FOR US, AND TO LEAVE A  
LEGACY THAT IS WORTHY OF OUR CHILDREN  
AND OF FUTURE GENERATIONS."**

**CHRISTINE GREGOIRE**

 Lifehack Quotes



## THE CORPORATION OF THE TOWN OF TECUMSEH

Parks & Recreation Department  
Report No. 22/17

**TO:** Mayor and Members of Council

**FROM:** Paul Anthony, RRFA, Director, Parks & Recreation Services

**DATE OF REPORT:** September 29, 2017

**DATE TO COUNCIL:** October 10, 2017

**SUBJECT:** Community Splash Pads (3) Proposed Development

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### **RECOMMENDATIONS**

It is recommended that:

1. The Community Splash Pads (3) Proposed Development site locations, as recommended in Parks & Recreation Report # 22/17, be approved;
2. The Parks 2018 – 2022 Capital Projects Report include a \$200,000 allocation for the development of one splash pad at the St. Mary's Park location in 2018;
3. The Parks Lifecycle annual allocation be increased by \$5,000 effective 2019;
4. The Parks 2018 – 2022 Capital Projects Report consider the required financial allocations to develop the two additional splash pads for Council's consideration and approval.

### **BACKGROUND**

At the January 27, 2011, regular meeting of Council the members considered the Tecumseh Strategic Master Plan for Parks and Recreation Services P&R Report No. 04/11 and passed motion (RCM-72/11) which reads as follows:

**THAT** the recommendations of the overall Tecumseh Strategic Master Plan for Parks and Recreation Services be adopted;

**AND THAT** Administration is directed to include operational and capital development initiatives outlined in the said report in future municipal forecasts for council's consideration;

**AND FURTHER THAT** Administration is directed to commence in a timely manner the implementations of the Service delivery recommendations as outlined in the said report;

The Tecumseh Strategic Master Plan for Parks and Recreation Services (Master Plan) recommended the following under section 5 Outdoor Facilities and specifically 5.7 Splash Pads:

*“That the Town of Tecumseh develop one splash pad in Waterfront Park in short term; one splash pad at McAuliffe Park in the mid-term and two additional splash pads in the long term to match the development of Community parks.”*

The Town currently has one splash pad located within the Tecumseh leisure pool area in Lacasse Park.

## **COMMENTS**

Splash pads are one of the most highly sought after water amenities for young families seeking affordable and accessible opportunities to cool down on a hot spring, summer or fall day. Splash pads are proven to be more cost effective than traditional outdoor pools, not only to build but also to operate.

Splash pads can be integrated into most parks and do not require staffing as there is no standing water. They can be designed with a wide variety of options and a range of apparatuses that provide exciting aquatic experiences for residents and visitors of all ages.

There are two types of splash pads, one being a flow through, which means the water flows through the feature and then goes into the storm drain, and the second being a recirculation system, which uses a water management system to reuse the water. Operational cost can vary depending on the system you use and the features you choose.

Administration has had the opportunity to meet with representatives of a company that has installed a number of splash pads in other local municipalities; they assisted with the design and selection of appropriate sites within those municipalities parks.

A number of site visits to parks were undertaken in all 4 wards with these representatives. Combined with recommendations from the Master Plan and from the site visits, please note the following recommendations for splash pad sites and locations within those parks.

Tecumseh Community Splash Pad recommended locations and amenities

1. Lakewood Park – The Parks & Recreation Master Plan recommends that a splash pad be developed in the Waterfront Park (Lakewood Park). A review of the Dialog overall Plan for Lakewood Park would suggest that the best location for a splash pad would be the area highlighted in Attachment #1 – Lakewood Park.

This area provides sunshine the majority of the day which is a desired condition for a splash pad location. It also must be noted that there are a number of large trees in the immediate area which will provide shade for parents/grandparents who wish to watch.

The Lakewood Park splash pad recommendation would be a destination splash pad, as this park has the capacity to hold a larger number of activities which would certainly be a benefit to the splash pad. It would also act as a draw to the park which would increase our daily visitors. One key element that is missing at Lakewood Park, which would be a requirement of a destination splash pad, is accessible outdoor washroom/change rooms.

The overall plan for Lakewood Park calls for an entertainment area, a picnic shelter with a patio and washrooms that can be used year round for events, programming and rentals, as well as an illuminated sign promoting the park's numerous activities. It must also be noted that currently the south side of Lakewood Park does not have any washrooms which can be accessed by Park users.

To develop a destination splash pad at Lakewood Park it would be recommended that at least two elements of the overall plan be developed at the same time, 1. Electronic sign, and 2. a pavilion with patio that includes washroom/change rooms accessible both from outside and inside the pavilion.

#### Lakewood Park Splash Pad Estimated Cost

Destination splash pad	\$	350,000
Site servicing	\$	200,000
Pavilion with patio and washrooms	\$	1,500,000
Electronic Signage -	\$	100,000
Total Estimated Cost	\$	<b>2,150,000</b>

2. McAuliffe Park – The Master Plan recommends that a second splash pad be developed in McAuliffe Park. A review of the park, taking into consideration all of the sporting activities that take place here, suggests that the best location is just west of the larger picnic shelter, highlighted on Attachment # 2.

This area also provides sunshine for the majority of the day and also is in close proximity to the large pavilion which would provide parents and grandparents adequate viewing area.

As this park has become more active each year with sporting activities and park users, as well as its close location to 2 schools, it is noted that the current washrooms are not adequate for the current park use and if a theme sized splash pad is developed on this site an additional amenity required would be the construction of a wash room/change room facility able to accommodate not only the current park usage but as well the projected increase usage with the development of a splash pad.

#### McAuliffe Park Splash Pad Estimated Cost

Themed mid-sized splash pad	\$	250,000
Site servicing	\$	150,000
Washroom/change room	\$	300,000
Total Estimated cost	\$	<b>700,000</b>

3. Although the Master Plan does not specify the location of a 3rd splash pad, a site visit of parks was undertaken and it is recommended that a 3rd splash pad installation would be at St. Mary's Park. This park is highly used during the summer by the St. Mary's Recreation Committee programs, as well as other groups and is beside a public school. The location of the pad would be where the current swing set sits (swing set would be relocated); this area provides sunshine for the majority of the day with large trees close for shade, as well as close proximity to the parking lot (location is highlighted on attachment # 3).

It also must be noted we would require permission from the Diocese to develop the splash pad as it would be on the portion of the park that the Town has a long term lease on but we require authorization before any new amenities are added. Similar request have been granted such as the addition of light to the ball diamond in recent years.

It is recommended that a smaller introductory splash pad be developed on this site, and that the existing washrooms are adequate to handle the volume of current users of the park and the

splash pad.

#### St Mary's Park Splash Pad Estimated Cost

Introductory splash pad	\$	150,000
Site servicing	\$	50,000
Total Estimated Cost	\$	<b>200,000</b>

The 2017 – 2021 parks five year capital plan approved by Council, see Attachment 4, currently includes \$250,000 for each of 2018, 2019, and 2020 for investment in splash pads. As outlined above the projected cost exceeds the current budget allotment and the current allocations are not sufficient to proceed with all three projects.

To develop all three proposals above would require additional capital dollars. The current parks lifecycle account has other required parks priority investments and it must be noted does not currently have the required dollars to undertake the investment required.

The recommendation is to allocate the \$200,000 proposed expenditure in the 2018 parks capital project towards the development of the St. Mary's splash pad. This would allow the construction of one new splash pad which Administration can monitor for usage and for required operational costs. This would provide solid planning information for the proposed future investment in the two larger splash pad proposals, for not only the capital cost but required operational dollars as well.

It is also suggested that a local group or community organization located in the area of the splash pad be approached requesting community financial support either as a donation or by participating in a fundraising program to help offset the capital costs.

## **CONSULTATIONS**

Financial Services

## **FINANCIAL IMPLICATIONS**

The Council approved parks 2017 - 2021 five (5) year capital plan allocations for splash pads are not enough to do splash pads at McAuliffe and Lakewood Parks based on the estimated costs including associated requirements. The 2018 – 2022 capital works plan for Parks capital projects will re-evaluate current projects that either may no longer be required, or do not remain high municipal priorities against the funding required for splash pads.

The projected operating cost for an introductory splash pad, with a flow through system proposed at St. Mary's, has a projected annual operational cost of between \$5,000 and \$10,000. The final operating cost will be determined reflecting the selection of water features.

The proposed 2018 – 2022 five (5) year capital plan will be updated and presented to Council for their consideration and approval late in 2017.

## **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:

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Paul Anthony RRFA  
Director Parks & Recreation Services

Reviewed by:

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

Recommended by:

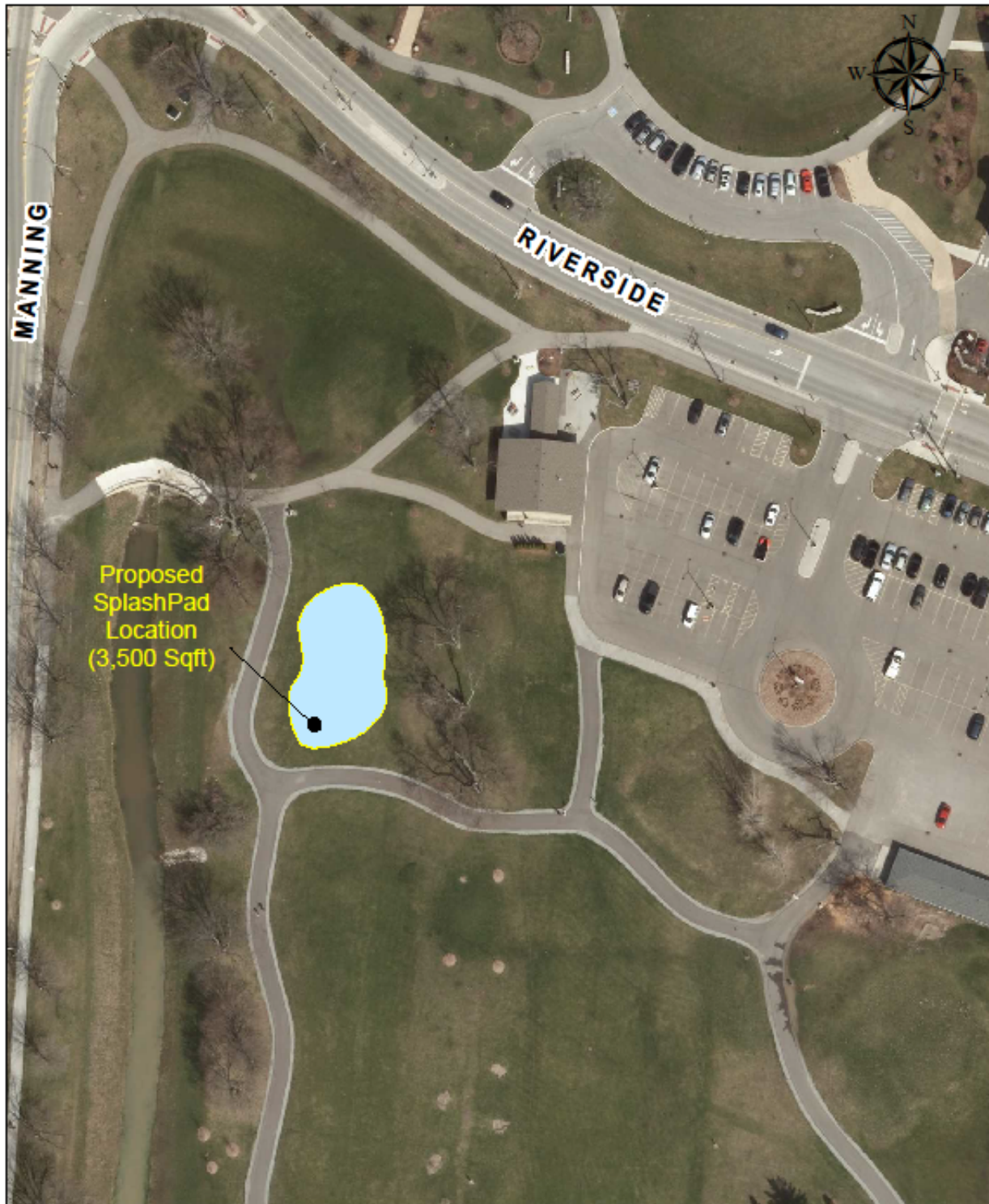
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Tony Haddad, MSA, CMO, CPFA  
Chief Administrative Officer

Attachment(s):      1. Lakewood Park recommended location  
                             2. McAuliffe Park recommended location  
                             3. St. Mary's Park recommended location  
                             4. Parks five (5) year capital plan

PA

## ATTACHMENT 1



PROPOSED  
**LAKEWOOD PARK**  
LOCATION

## ATTACHMENT 2



PROPOSED  
**McAULIFFE PARK**  
LOCATION

### ATTACHMENT 3



PROPOSED  
**ST. MARY'S PARK**  
LOCATION

## Appendix 4

### LC Park Development (1600)

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

### Expenditure Forecast

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



## THE CORPORATION OF THE TOWN OF TECUMSEH

Parks & Recreation Department  
Report No. 23/17

**TO:** Mayor & Members of Council

**FROM:** Paul Anthony, RRFA, Director, Parks & Recreation Services

**DATE OF REPORT:** September 29, 2017

**DATE TO COUNCIL:** October 10, 2017

**SUBJECT:** Tree Carving - Lakewood Park

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### **RECOMMENDATIONS**

It is recommended that:

1. Parks & Recreation Report No. 23/17, Tree Carving – Lakewood Park, be received;
2. Administration is directed to prepare a report proposing sketches and costing for the Lakewood Park tree carving project as outlined in this report for Council consideration and approval.

### **BACKGROUND**

During a storm this summer one of the large poplar trees on the north side of Lakewood Park was struck by lightning. The damage rendered the tree unstable and required that it be removed for public safety.

As the majority of the trunk was salvageable, the contractor was instructed to leave the top 15 feet of the trunk to preserve a part of the site history and allow for the possibility of a future tree carving.

### **COMMENTS**

A carving of the poplar trunk at Lakewood Park would allow the community to save a portion of the history of Lakewood Park, as the tree is estimated to be 100+ years old. In addition, it would create another point of interest for visitors to the Park and provide the community with the opportunity to showcase and maintain a portion of community history, by creating a tree legacy.

This would complement the historical story board being created for the former Lakewood Golf Course and Clubhouse which will be displayed on the wall of the new building at Lakewood Park.

The services of an experienced Essex County chainsaw tree carving company was engaged and consulted to confirm the poplar tree trunk is a good solid wood, able to be carved.

In addition, discussions were held and subsequently confirmed that the size of the trunk would allow for carving of two (2) images, therefore maximizing the display that could be designed and carved.

It is noted that the tree trunk is located directly adjacent to the stone cribs that were placed in the Park to honor a portion of its history, "A French Line", which has significance in our community.

Acknowledging the proximity of the trunk to the French Line, and as a start of the possibility of more carvings in the future, it is recommended that consideration be given to the poplar tree trunk being carved with images of two (2) historic and prominent French Explorers with local historical significance: namely, Antoine de Lamothe Cadillac and René-Robert Cavelier, Sieur de LaSalle.

In the future, as other large trees on both sides of the Park may require removal, it would be recommended that if those trunks are salvageable they also be saved with the goal of additional historical carvings being undertaken, to help preserve and honour our Community's vibrant history.

## **CONSULTATIONS**

Corporate Services & Clerk

## **FINANCIAL IMPLICATIONS**

At this time there are no financial implications to this report.

If Council provides direction as outlined in the report recommendations, a future report will be developed and presented inclusive of the required budget for Council's consideration and approval.

## **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:

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Paul Anthony RRFA  
Director Parks & Recreation Services

Recommended by:

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Tony Haddad, MSA, CMO, CPFA  
Chief Administrative Officer

Attachment(s):     NA

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## THE CORPORATION OF THE TOWN OF TECUMSEH

Planning and Building Services  
Report No. 30/17

**TO:** Mayor and Members of Council

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

**DATE:** October 2, 2017

**DATE TO COUNCIL:** October 10, 2017

**SUBJECT:** Zoning By-Law Amendment and Draft Plan of Subdivision  
1061160 Ontario Inc. (Santarossa) Industrial Park  
North-East Corner of 8<sup>th</sup> Concession Rd/County Rd 46 Intersection  
OUR FILES: D19 SANTA and D12 SANTA

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### **RECOMMENDATIONS:**

It is recommended that:

1. The scheduling of a public meeting, to be held on Tuesday, November 14, 2017 at 6:00 p.m., in accordance with *The Planning Act* for the application submitted by Dillon Consulting Limited (on behalf of the Owner - 1061160 Ontario Inc.) seeking to amend the Sandwich South Zoning By-law 85-18 by rezoning a 29.0 hectare (71.6 acre) parcel of land situated at the north-east corner of the 8<sup>th</sup> Concession Road/County Road 42 intersection from "Holding – Business Park Zone (H)BP" to "Holding – Industrial Zone (H)M1" and "Parks and Open Space Zone (P)" to facilitate the development of the lands for an industrial subdivision, be authorized; and
2. The foregoing zoning by-law amendment public meeting be scheduled in conjunction with the statutory public meeting to be held by Council on behalf of the County of Essex for the application (County Application: 37-T-17003) submitted by Dillon Consulting Limited (on behalf of the Owner, 1061160 Ontario Inc.) to the County of Essex for Draft Plan of Subdivision Approval, comprising nine industrial lots, a block containing an existing woodlot/natural area and associated buffer and a block containing a proposed stormwater management facility, in accordance with subsection 51(21) of the *Planning Act*.

### **BACKGROUND:**

#### **Property Location and Surrounding Land Uses**

1061160 Ontario Inc. ("the Owner") owns a 29.0 hectare (71.6 acre) parcel of land situated on the north-east corner of the 8<sup>th</sup> Concession Road/County Road 42 intersection within the Oldcastle Business Park (see Attachment 1). Historically, these lands have been referred to as the "Santarossa lands".

The subject property is bordered by 8<sup>th</sup> Concession Road to the west, beyond which are industrial lots that front directly onto 8<sup>th</sup> Concession Road. A waste collection/recycling facility abuts to the

north-west with Highway 401 abutting to the northeast, beyond which are primarily agricultural lands and a camping facility on the north side of Highway 401, within the City of Windsor. Agricultural lands abut to the east and a construction company and five residential dwellings abut to the southeast. County Road 46 borders the property to the south, beyond which are industrial lots (see Attachment 2).

### **Planning Applications**

Over the past few years, Town Administration has participated in various meetings with the Owner and its agents regarding the potential development of the property for an industrial subdivision. A draft development agreement for these lands was prepared in 2000, in anticipation of development of the lands under the existing zoning but, for various reasons, the Owner did not finalize the agreement in order to proceed with the development. Recently, the Owner advised that it has been approached by various industrial manufacturers desirous of locating their facilities on the subject property thereby warranting the subdivision/development of the lands by way of Draft Plan of Subdivision approval.

#### **i) Draft Plan of Subdivision**

The Owner has recently applied for Draft Plan of Subdivision approval (County Application: 37-T-17003) to the County of Essex (the approval authority for plans of subdivision). In accordance with the *Planning Act*, the County has requested that Council hold a public meeting on its behalf to hear comments with respect to the proposed plan of subdivision.

The draft plan identifies the proposed lotting pattern and road design for the subject property. A total of nine relatively large industrial lots, ranging in size from 1.1 hectares (2.9 acres) to 5.8 hectares (14.37 acres), are proposed, all of which will have direct access to a proposed internal roadway that will connect to both 8<sup>th</sup> Concession Road and County Road 46. No lots will have direct access to County Road 46. A 2.4 hectare (6.1 acre) block for a future stormwater management pond is proposed at the north-eastern corner of the property abutting Highway 401. In addition, a 5.3 hectare (13.1 acre) block, which is occupied by an existing woodlot/natural area, is proposed at the south-east corner of the property, abutting the aforementioned residential lots (see Attachment 3). The storm water management block and associated facility to be constructed therein will be required to be transferred to the Town. The developer is proposing that the ownership of the block containing the woodlot/natural area be transferred to a public agency (i.e. ERCA or the Town) and discussions with ERCA on this issue are ongoing.

#### **ii) Zoning By-law Amendment**

The property is currently designated “Business Park” in the Sandwich South Official Plan and zoned “Holding – Business Park Zone (H)BP” in the Sandwich South Zoning By-law 85-18. The current zoning permits various commercial and light-industrial type uses, contingent on the removal of the Holding symbol that has been placed on the land. The Holding symbol is in place pending approval of a Plan of Subdivision and the execution of a development agreement with the Town.

The Owner has advised, however, that a wider range of industrially-related uses (rather than commercial uses) are anticipated and preferred for the lands. Accordingly, the uses currently permitted by the “Industrial Zone (M1)” of the Sandwich South Zoning By-law 85-18 are more

suitable. It should be noted that the zoning being proposed for the nine industrial lots is contemplated by the current “Business Park” designation that applies to the property and is the same as the zoning that applies to the majority of the lands to the west and south of the property. Any future development on the subject lands would need to conform to the list of permitted uses and comply with the associated zoning requirements established in the M1 zone.

In addition, the applicant is proposing to re-zone the existing woodlot/natural area and the future stormwater management facility identified above to a zone that would appropriately reflect the existing (woodlot/natural area) and intended (stormwater management facility) uses of these lands.

Based on the foregoing, the Owner has now filed an application with the Town to amend the Sandwich South Zoning By-law 85-15 in order to rezone the proposed nine industrial lots noted above to “Holding – Industrial Zone (H)M1” and to rezone the woodlot/natural area and the proposed stormwater management facility to “Parks and Open Space Zone (P)”. It is proposed that the Holding symbol remain on those portions of the lands identified for industrial uses until the Owner executes a development agreement with the Town and obtains final approval of the Plan of Subdivision from the County of Essex.

### **Supporting Documents**

The following documents have been submitted to the Town in support of the applications:

- i) *Planning Justification Report, Zoning By-law Amendment and Draft Plan of Subdivision Applications, Santarossa Industrial Park – Karl Tanner, MCIP, RPP, Dillon Consulting Limited, July 2017.*

This report provides planning rationale in support of the requested Plan of Subdivision and Zoning By-law Amendment applications. It provides a review of the proposed development and assesses it against provincial, county and local planning policies, along with reviewing the proposal as it relates to land use compatibility, subdivision design, servicing and natural heritage issues.

Town Administration has reviewed the report and generally concurs with the planning analysis and the conclusion that the subject property would be suitable for industrial uses and that, based on the foregoing, the proposed amendment to the Town’s Zoning By-law may be considered and that the proposed draft plan of subdivision is of an appropriate design. The report’s planning rationale is based on sound planning principles.

It should be noted however, that while there is sufficient merit in considering the requested applications, Town Administration recognizes that in order to make a proper recommendation on the applications, public and agency comments need to be considered. The requisite public meeting will assist with the identification of potential issues that will need to be addressed as part of the full assessment of the proposed uses on the subject property and its subdivision.

ii) *Functional Servicing Study, Santarossa Industrial Subdivision, – Dillon Consulting Limited, July 2017.*

During early discussions regarding potential development of the subject property, Town Administration identified the need to address servicing of the lands with municipal water, sanitary and stormwater management (both quantity and quality) services. Accordingly, the Owner retained the services of Dillon Consulting Limited to prepare the above referenced Functional Servicing Study for the proposed development.

The Functional Servicing Study also addresses traffic on a cursory level. A more detailed Traffic Impact Study is being completed by the proponents and will be available in advance of the proposed public meeting date.

Town Administration has reviewed the study and has concluded that, although some of the assumptions and design criteria used in the study will require further discussion and analysis, sufficient information is provided to demonstrate that full municipal services, including municipal sanitary sewers, municipal piped water and storm water management, can be introduced on the subject property.

A more detailed analysis, particularly with respect to storm water management, is ongoing. As design details are finalized, it may be necessary to make minor modifications to the plan of subdivision, particularly as it relates to the size and configuration of the storm water management pond and associated block on the plan.

In summary, there is sufficient servicing information to support the proposed applications proceeding to a public meeting and being circulated for agency comment.

iii) *Scoped Environmental Impact Assessment, 1061160 Ontario Inc., – Dillon Consulting Limited, May 2017; and*

*Letter of Authorization (LOA), Santarossa Industrial Park – Ministry of Natural Resources and Forestry, June 2017*

The Scoped Environmental Impact Assessment was completed for the proposed industrial development of the lands as per the requirements of the Ministry of Natural Resources and Forestry (MNRF). The study assessed the potential impacts of the development proposal on endangered or threatened species and their habitats. The study also proposed that the woodland, hedgerow, and on-site municipal drain would be retained, and a 10-metre setback distance from development would be applied to each of these features. This study was submitted to the MNRF for its review and approval.

Subsequent to this submission, MNRF advised that it has reviewed species at risk (SAR) occurrence information on file and determined that there are known occurrences of Kentucky Coffee-tree (threatened, with species and general habitat protection) in the general area of the project location. Based on this review, Ministry staff determined that the activities associated with the project, as currently proposed, will likely not contravene section 9 (species protection) and/or section 10 (habitat protection) of the *Endangered Species Act, 2007* (ESA 2007) for SAR.

Based on the foregoing, a Letter of Authorization (LOA) was provided by MNRF to the Owner. The LOA is valid until June 11, 2018. The Owner must contact MNRF for a new review if the project activities have not been completed by this date.

## **COMMENTS:**

### **Provincial Policy Statement**

*The Planning Act* establishes that Council, when making decisions that affect a planning matter, “shall be consistent with” the 2014 Provincial Policy Statement (“PPS”) issued under *The Planning Act*.

The following are the relevant excerpts from the PPS:

#### **“1.1 MANAGING AND DIRECTING LAND USE TO ACHIEVE EFFICIENT AND RESILIENT DEVELOPMENT AND LAND USE PATTERNS**

##### **1.1.3 Settlement Areas**

1.1.3.1 *Settlement areas shall be the focus of growth and their vitality and regeneration shall be promoted*

1.1.3.2 *Land use patterns within settlement areas shall be based on:*

- a) *densities and a mix of land uses which:*
  - 1. *efficiently use land and resources;*
  - 2. *are appropriate for, and efficiently use, the infrastructure and public service facilities which are planned or available, and avoid the need for their unjustified and/or uneconomical expansion;*

##### **1.2.6 Land Use Compatibility**

1.2.6.1 *Major facilities and sensitive land uses should be planned to ensure they are appropriately designed, buffered and/or separated from each other to prevent or mitigate adverse effects from odour, noise and other contaminants, minimize risk to public health and safety, and to ensure the long-term viability of major facilities.*

##### **1.3 Employment**

1.3.1 *Planning authorities shall promote economic development and competitiveness by:*

- a) *providing for an appropriate mix and range of employment and institutional uses to meet long-term needs;*
- b) *providing opportunities for a diversified economic base, including maintaining a range and choice of suitable sites for employment uses which support a wide range of economic activities and ancillary uses, and take into account the needs of existing and future businesses; and*
- d) *ensuring the necessary infrastructure is provided to support current and projected needs.*

## **2.1 Natural Heritage**

*2.1.7 Development and site alteration shall not be permitted in habitat of endangered species and threatened species, except in accordance with provincial and federal requirements."*

In summary, the PPS contemplates the types of uses being proposed within identified urban areas, particularly those areas identified for employment land purposes, subject to establishing the suitability of the proposed uses for the area and satisfactorily addressing compatibility issues. With respect to natural heritage, it was noted earlier in this Report that MNR staff have determined that the activities associated with the project will likely not contravene section 9 (species protection) and/or section 10 (habitat protection) of the *Endangered Species Act, 2007* (ESA 2007) for SAR and have issued an LOA to the Owner.

## **County of Essex Official Plan**

The subject lands are within an identified Primary Settlement Area of the County Official Plan. The goals and policies of the County of Essex Official Plan are very similar in nature to those found in the PPS insofar as they encourage a range of urban development within identified settlement areas, such as the Oldcastle Hamlet within the Town of Tecumseh.

The following are the relevant excerpts from the County Official Plan:

### **"3.2.2 Goals**

*The following goals are established for those lands designated as settlement areas on Schedule "A1":*

- a) Support and promote public and private re-investment in the Primary Settlement Areas;*
- f) To increase the opportunity for job creation within each County municipality by attracting and maintaining industries and businesses closer to where County residents live.*

### **3.2.4 Primary Settlement Areas**

- i) Oldcastle Hamlet (Town of Tecumseh)*

*Oldcastle Hamlet has historically been the focus of manufacturing due in part to its proximity to the City of Windsor. The recent investment in sanitary services and the existing forms of development make it an ideal location to focus employment growth subject to the following policies:*

- i) Oldcastle Hamlet shall be primarily developed with employment uses, while recognizing that limited opportunities may exist to expand upon the few existing residential clusters that are situated in the area. The local Official Plan will more specifically designate the lands in appropriate land use designations.*
- ii) A mixture of lot sizes shall be provided, including large lots that would be suitable to employment uses that may not be appropriately located within other nearby Primary Settlement Areas due to their size or impacts.*

- iii) The local Official Plan shall contain policies to ensure orderly and appropriate development.*
- iv) All new development shall be on full municipal sewage services and municipal water services.*
- v) Cost effective development patterns and those which reduce servicing costs are encouraged. Land use patterns which may cause environmental, heritage preservation or public health and safety concerns shall be avoided.*

#### 3.2.4.1 Policies

*The following policies apply to Primary Settlement Areas:*

- a) Primary Settlement Areas shall be the focus of growth and public/private investment in each municipality;*
- d) All new development within Primary Settlement Areas shall only occur on full municipal water services and municipal sewage services, unless there are interim servicing policies in the local Official Plan that are in effect at the time of approval of this Plan.*
- h) All types of land use are permitted within the "Settlement Areas" designation subject to the specific land use policies of the local Official Plans."*

In accordance with the aforementioned goals and policies, the proposed development conforms to the County of Essex Official Plan.

The woodlot/natural area within Block 10 of the Plan is identified as a Natural Heritage Overlay on Schedule "B2" of the County of Essex Official Plan. As such, the following policies of the County Official Plan apply:

#### **"3.4.4 Natural Environment Overlay Policies**

*The following policies apply to those lands identified as "Natural Environment Overlay" on Schedule "B2" of this Plan.*

- a) Development and site alteration is not permitted on lands within the "Natural Environment Overlay" unless it has been demonstrated to the satisfaction of the approval authority and/or the municipality, in consultation with the relevant Conservation Authority, that there will be no negative impacts on the natural features or their ecological functions.*

*These lands may be adjacent to lands designated "Natural Environment" and/or may contain fish habitat, Significant woodlands, Areas of Natural and Scientific Interest, Significant Wildlife Habitat, Significant Valleylands, and secondary priority existing natural features that meet 1 to 4 of the 11 natural heritage feature criteria outlined in the Essex Region Natural Heritage System Strategy (ERNHSS) prepared by the Essex Region Conservation Authority.*

*Adjacent lands are defined as generally those lands within 120 metres of the "Natural Environment" designation and Natural Environment Overlay. Assessment of negative impact is to be determined by conducting an environmental impact assessment in accordance with Appendix Three to this Plan which will be required prior to consideration of any Planning Act application.*

- b) *Permitted uses on lands within the “Natural Environment Overlay” shall be in accordance with the underlying land use designation.*
- c) *The County encourages activities that preserve and enhance the features contained within the “Natural Environment Overlay”. Examples include tree preservation, tree planting, establishing and improving linkages.”*

As noted earlier in this Report, the developer proposes to transfer ownership of this woodlot/natural area block to a public agency (i.e. ERCA or the Town) to ensure its long-term protection.

### **Sandwich South Official Plan**

As previously noted, the subject property is designated “Business Park” on Schedule “A-2” of the Sandwich South Official Plan (see Attachment 4). The policies for the Business Park designation encourage a variety of light industrial uses including manufacturing, assembling, processing, fabricating and warehousing uses that can be appropriately integrated with the existing and proposed development pattern.

Subsection 3.7.1 of the Official Plan states:

#### **“3.7.1 Goals**

*The following goals are established for the Business Park area:*

- i) *To encourage the development of integrated, multi-use business park areas that provide the opportunity for individuals and corporations to undertake a broad range of commercial and light manufacturing activities.*

#### **3.7.2 Policies**

*The following policies shall apply to those lands designated “Business Park” on the Land Use Schedules of this Plan:*

- i) *lands designated “Business Park” shall be used for a range of light industrial uses including manufacturing, assembling, processing, fabricating, repairing, warehousing and wholesaling. All permitted light industrial uses shall meet the requirements of and, where necessary, obtain the approval of the Ministry of Environment and Energy with respect to any and all emissions to the environment (including waste water, odours, noise, dust, vibrations, etc.);*
- v) *it is the intent of Council to utilize appropriate setback, buffering and mitigation techniques to maximize compatibility between new light industrial uses and nearby sensitive land uses such as existing and future residential areas. The Ministry of Environment’s July 1995 guideline entitled “Compatibility Between Industrial Facilities and Sensitive Land Uses” or its successor, will be used as a guide.”*

The uses proposed by the proposed Zoning By-law Amendment application conform to the Sandwich South Official Plan.

### **Sandwich South Zoning By-law 85-18**

The subject property is currently zoned “Holding – Business Park Zone (H)BP” on Schedule “A”, Map 7 of Sandwich South Zoning By-law 85-18 (see Attachment 5). As noted above, the current zoning permits a commercial/light-industrial mix of uses on the property, however, the Owner has advised that a wider range of industrially-related uses are anticipated for the lands more in keeping with the “Industrial (M1) Zone”. Accordingly an amendment to the Zoning By-law is required.

It should be noted that the lands will continue to be placed in the “Holding (H) Zone”, which will prohibit development of the lands until the holding (H) symbol is removed. The removal of the holding symbol will not occur until the Owner enters into a development agreement with the Town.

### **Zoning By-law Amendment Procedures in the Official Plan**

Section 6.17, Amendment Procedures, of the Sandwich South Official Plan establishes that due regard shall be given to the following matters when contemplating a Zoning By-law Amendment:

*i) the physical suitability of the land to be used for the proposed use;*

The 29.0 hectare subject property is relatively flat and there are no identifiable physical barriers to development. The existing woodlot on the property is proposed to be transferred to public ownership and will be maintained as a naturalized area. From a “physical suitability” perspective the lands can accommodate the proposed uses.

*ii) the adequacy of all required services;*

The subject property can be serviced by municipal water, municipal sanitary sewers and municipal storm sewers/drains. A stormwater management facility will be required as part of the municipal infrastructure to be constructed by the developer to the Town’s satisfaction.

With respect to sanitary sewers, the subject property is within the 8<sup>th</sup> Concession Sewer Sanitary Sewer Service Area, as established in the Town’s Water and Wastewater Master Plan. A sanitary sewer currently extends southerly into the Town in the 8<sup>th</sup> Concession Road right-of-way from Highway 401, across the entire western side of the property and terminates at North Talbot Road. The proposed subdivision will connect to this sanitary sewer via sanitary sewers that will be constructed within the right-of-way of the subdivision’s proposed road system.

In summary, adequate municipal services are available to support the proposed development, subject to the finalization of engineering design details as part of the required subdivision development agreement that is to be executed between the owner and the Town.

- iii) *the adequacy of the road system to accommodate the projected traffic volume increases;*

The development will be serviced with new internal local roads with access from the 8<sup>th</sup> Concession and County Road 46. These local roads are currently proposed to have a 20 metre right-of-way width designed to an urban cross-section in accordance with the Tecumseh Transportation Master Plan. Administration is continuing to discuss the potential need for a 22 metre road allowance due to the underground congestion experienced once there is a 10.5 metre paved road (curb to curb) and the installation of municipal services and utilities. If a wider road allowance is deemed appropriate, a modification to the draft plan of subdivision could be necessitated in the future.

As noted previously in this Report, a more detailed Traffic Impact Study is being completed by the proponents and will be available in advance of the proposed public meeting date. This study will provide further details with respect to the requirement for intersection design, potential new traffic signals, and turning lanes and will the approval of the Town and the County of Essex.

- iv) *the compatibility of the proposed use with existing and potential future uses in the surrounding area;*

As noted earlier in this report, and particularly in light of the current Business Park designation in the Official Plan, it is generally believed that industrial uses on the subject property will be appropriate, in conformity with the Official Plan and a logical continuation of the existing industrial type development in Oldcastle. This type of development is contemplated by the Official Plan by virtue of its current land use designation.

However, careful regard needs to be given to the five residential lots fronting on County Road 46 and abutting the subject property to the south-east. These lots are separated from the proposed industrial subdivision by the existing natural heritage area. The D-6 Guideline is the current standard for land use compatibility issues in the province of Ontario. The guideline provides assistance for planning decision makers when considering land use compatibility. In addition, the Sandwich South Official Plan requires any lands designated "Business Park" (as being proposed) to apply the D-6 Guideline in order to address any potential compatibility between new industrial uses and nearby sensitive land uses.

Any new industrial uses proposed for the subject property will be required to follow the D-6 Guideline and provide any mitigation requirements that are identified. Accordingly, specific design elements for the future industrial lots abutting these residences will need to be fully evaluated at the time of site plan approval.

However, it is believed that proposed 5.3 hectare naturalized area proposed at the south-east corner of the property will provide adequate separation and buffer to these residential dwellings. A more fulsome assessment of this issue can be undertaken once public and stakeholder input is provided on this proposal.

- v) *the need for the additional land to accommodate the proposed use/facilities.*

No additional land needs to be designated to accommodate the proposed uses.

### **Site Suitability in the Official Plan**

In addition to the foregoing criteria set out in Section 6.17, Section 2.2, Site Suitability, of the Official Plan establishes that prior to the approval of any development or amendment to this Plan or the Zoning By-law, it shall be established to the satisfaction of Council and all other bodies having jurisdiction that:

- “a) soil and drainage conditions are suitable to permit the proper siting of buildings;*
- b) the services and utilities, whether they be municipal or private, can adequately accommodate the proposed development;*
- c) the road system is adequate to accommodate projected increases in traffic;*
- d) the land fronts on a public road which is of a reasonable standard of construction;*
- e) adequate measures will be taken to alleviate or prevent any adverse effects that the proposed use may possibly have upon any existing or proposed adjacent use.”*

These criteria mirror the ones established in Section 6.17 and their ability to be met has been adequately addressed in the comments provided in that section of this Report.

### **Site Plan Control**

The subject property is currently subject to site plan control. Any development on the future lots that will form part of the subdivision will require the execution of a site plan control agreement with the Town. This will enable the Town to use the site plan control process to adequately address all on-site servicing and site design issues (for each future individual lot) prior to any development occurring on the individual parcels.

### **Proposed Draft Plan of Subdivision**

Subsection 51(24) of the *Planning Act* establishes that regard shall be had to various matters when considering a draft plan of subdivision. These matters include, but are not limited to, the following:

- *The effect of the subdivision on matters of provincial interest;*
- *Whether the plan conforms to the Official Plan and adjacent plans of subdivision;*
- *Whether the proposed subdivision is premature or in the public interest;*
- *Whether the plan conforms to the official plan and adjacent plans of subdivision;*
- *The suitability of the land for the purposes for which it is to be subdivided;*
- *The number, width, location and adequacy of the roads within and in the vicinity of the proposed subdivision;*
- *The dimensions and shapes of lots;*
- *The restrictions or proposed restrictions (i.e. zoning) on the land proposed to be subdivided;*
- *Conservation of natural resources and flood control;*
- *The adequacy of municipal services;*
- *The adequacy of school sites;*
- *The area of land, if any, within the proposed subdivision that is to be conveyed for public purposes;*
- *The extent to which the plan's design optimizes the efficient use and conservation of energy; and*

- *The interrelationship between the design of the proposed plan and site plan control matters relating to any development on the land.*

The draft plan of subdivision has been developed and refined through meetings and discussions between Administration and the Owner's consultant. Administration is generally supportive of the proposed lotting pattern and street layout and is of the opinion that the proposed plan has had adequate regard to the matters noted in subsection 51(24) of the *Planning Act*.

It is noted that negotiations have commenced with the owners regarding details typically incorporated in a subdivision agreement setting the standards for the required municipal services, including the construction of waterlines, sanitary sewers, storm sewers, sidewalks, storm water management facility details, tree plantings and other amenities. Ultimately a development agreement will be required to be executed between the Town and the owners.

### **Preliminary Conditions of Draft Plan of Subdivision Approval**

In advance of any potential conditions of draft Plan of Subdivision approval that may be identified through the public meeting process, and subject to the County providing additional specific conditions, the following conditions of draft Plan of Subdivision approval are proposed for consideration at this stage:

- i) *That the Owner enter into a subdivision agreement (development agreement) with the Town of Tecumseh wherein the Owner agrees to satisfy all the requirements, financial and otherwise, of the Town concerning the payment of development charges, provision of roads/sidewalks, installation of services, sanitary sewerage collection system, water distribution system, utilities and stormwater management facilities for the development of the lands, including those works required off-site;*
- ii) *That prior to final approval by the Approval Authority, the Approval Authority is to be advised by the Town that this proposed subdivision conforms to the Zoning By-law in effect.*

It should be noted that other agencies that have been circulated the draft plan of subdivision typically also request the County to attach conditions of draft approval that pertain to their area of interest (i.e. Ontario Hydro, ERCA, school boards, etc.). As noted previously, there are ongoing discussions regarding the transfer of the woodlot to a suitable public body. This will ultimately manifest itself as a specific condition of draft plan approval.

A final list of recommended conditions from the Municipality's perspective will be provided to Council for its review and approval through a subsequent Planning Report after the holding of the public meeting

### **Need for Public Consultation for the Application of Draft Plan of Subdivision Approval and Zoning By-law Amendment**

Given the scale, scope and nature of the proposal, it is appropriate to schedule a public meeting to offer an opportunity for the Owner to formally present the proposal to Council and the public and to offer an opportunity for public input. As part of this public consultation process other stakeholders

(e.g. County of Essex, Essex Region Conservation Authority, and Ministry of Transportation) will be circulated and provided an opportunity to provide comments. This consultation will help to further identify key stakeholders and their respective issues for consideration in the processing of these applications.

In summary, it is the opinion of the writer, along with Town Administration, that sufficient analysis and information has been provided by the Owner and undertaken by the Town to warrant further consideration and to seek input from key stakeholders. In addition, having regard to the range, scale, location and nature of surrounding uses, the geographic location of the proposed development along with current Provincial, County and local policy initiatives, it is believed that there is sufficient merit in considering the requested Zoning By-law amendment and Draft Plan of Subdivision. Accordingly, it is recommended that a public meeting be scheduled in accordance with the provisions of the *Planning Act* as a means to seek public input.

In accordance with the requirements of the *Planning Act*, it is recommended that a public meeting for the proposed Zoning By-law amendment be scheduled and that the public meeting be scheduled in conjunction with the statutory public meeting to be held by Council on behalf of the County of Essex for the associated Draft Plan of Subdivision Approval application. Mr. King, County Planner, wrote to the Town on September 27, 2017 requesting Council to hold a public meeting on his behalf. It is appropriate to proceed to a public meeting at this time as this will assist with the identification of the full range of potential issues.

### **CONSULTATIONS:**

The application was reviewed at recent Planning Staff Review meeting(s) by:

Director, Public Works and Environmental Services  
 Manager, Engineering  
 Manager, Building Services

### **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.	

Planning and Building Services Report 30/17  
Zoning By-Law Amendment and Draft Plan of Subdivision  
1061160 Ontario Inc. / Santarossa Industrial Park  
North-East Corner of 8<sup>th</sup> Concession/County Road 46 Intersection  
OUR FILE: D19 SANTA and D12 SANTA  
October 10, 2017

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**COMMUNICATIONS:**

Not applicable ☐

Website ☒ Social Media ☐ News Release ☐ Local Newspaper ☐

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

Prepared by:

Prepared by:

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

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Chad Jeffery, MA, MCIP, RPP  
Manager Planning

Reviewed by:

Reviewed by:

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

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

Recommended by:

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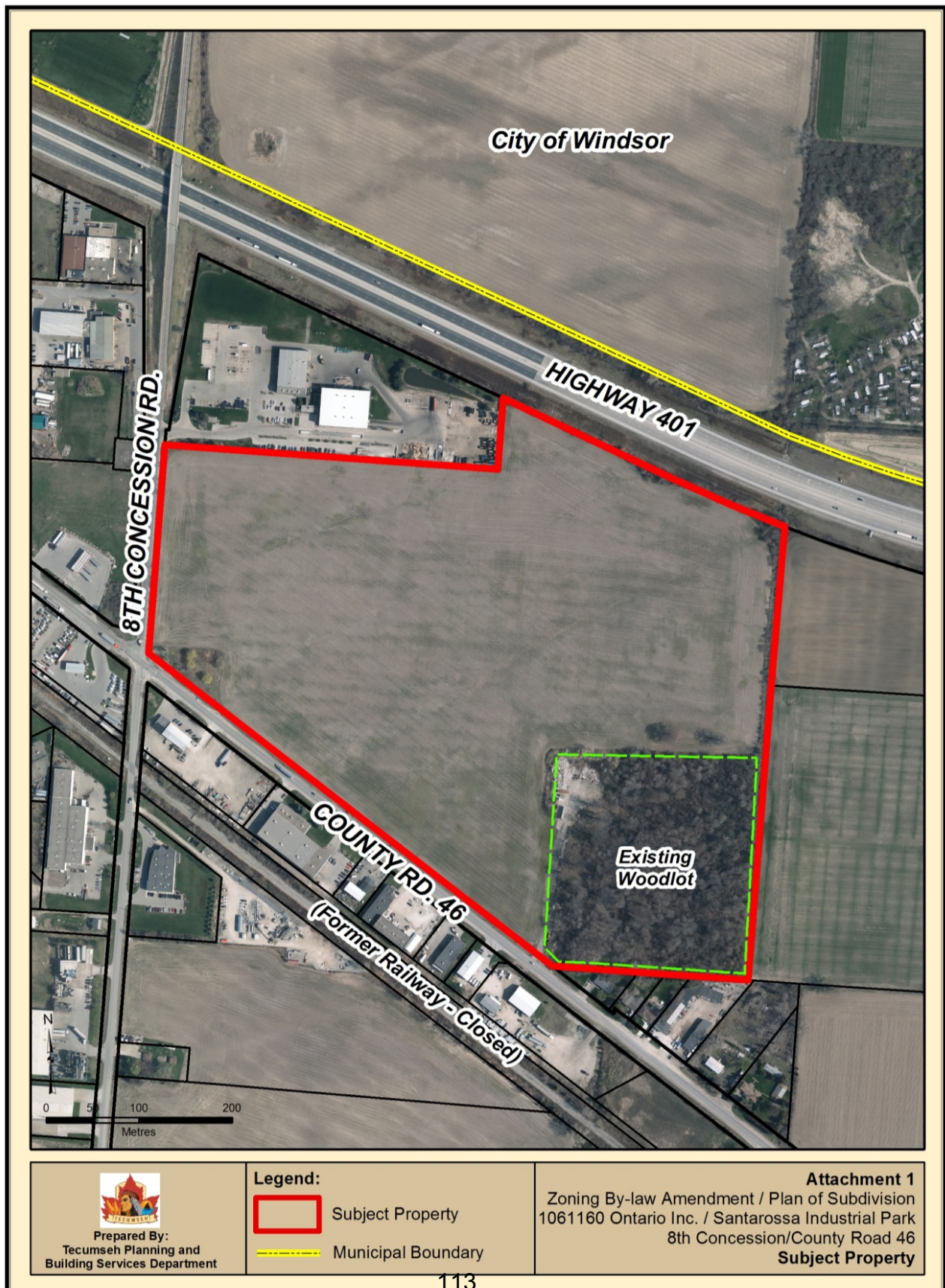
Tony Haddad, MSA, CMO, CPFA  
Chief Administrative Officer

Attachment(s):

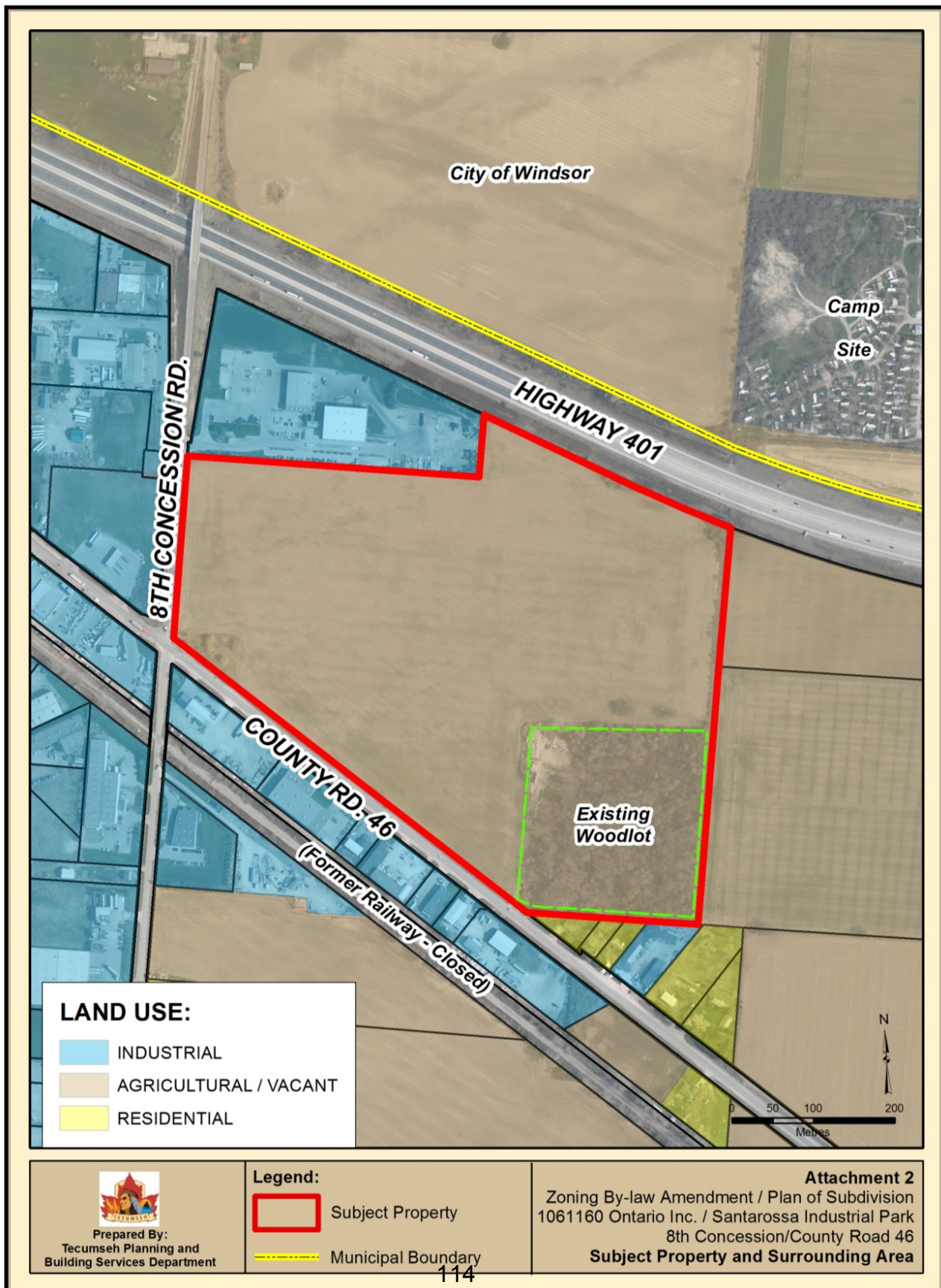
1. Detailed View of Subject Lands
2. Subject Land and Surrounding Area Map
3. Proposed Draft Plan of Subdivision, Detail View
4. Official Plan Map
5. Zoning Map

File Name (R:\Zoning By-law Amendments, Sandwich South\Santarossa, 8th Concession Rd and County Road 46\Planning Report 30-17 - D19 and D12 SANTA scheduling of a public meeting.docx

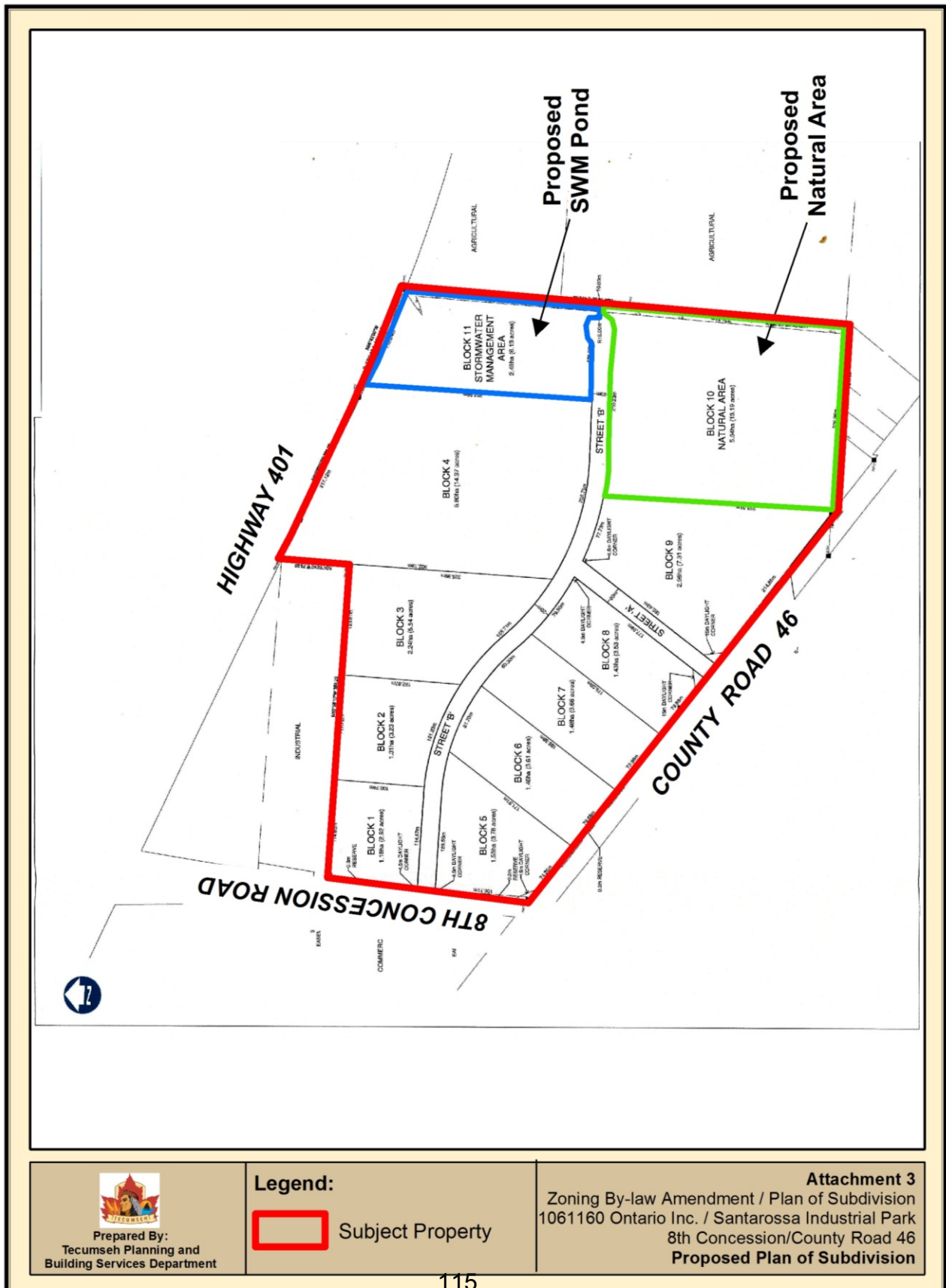
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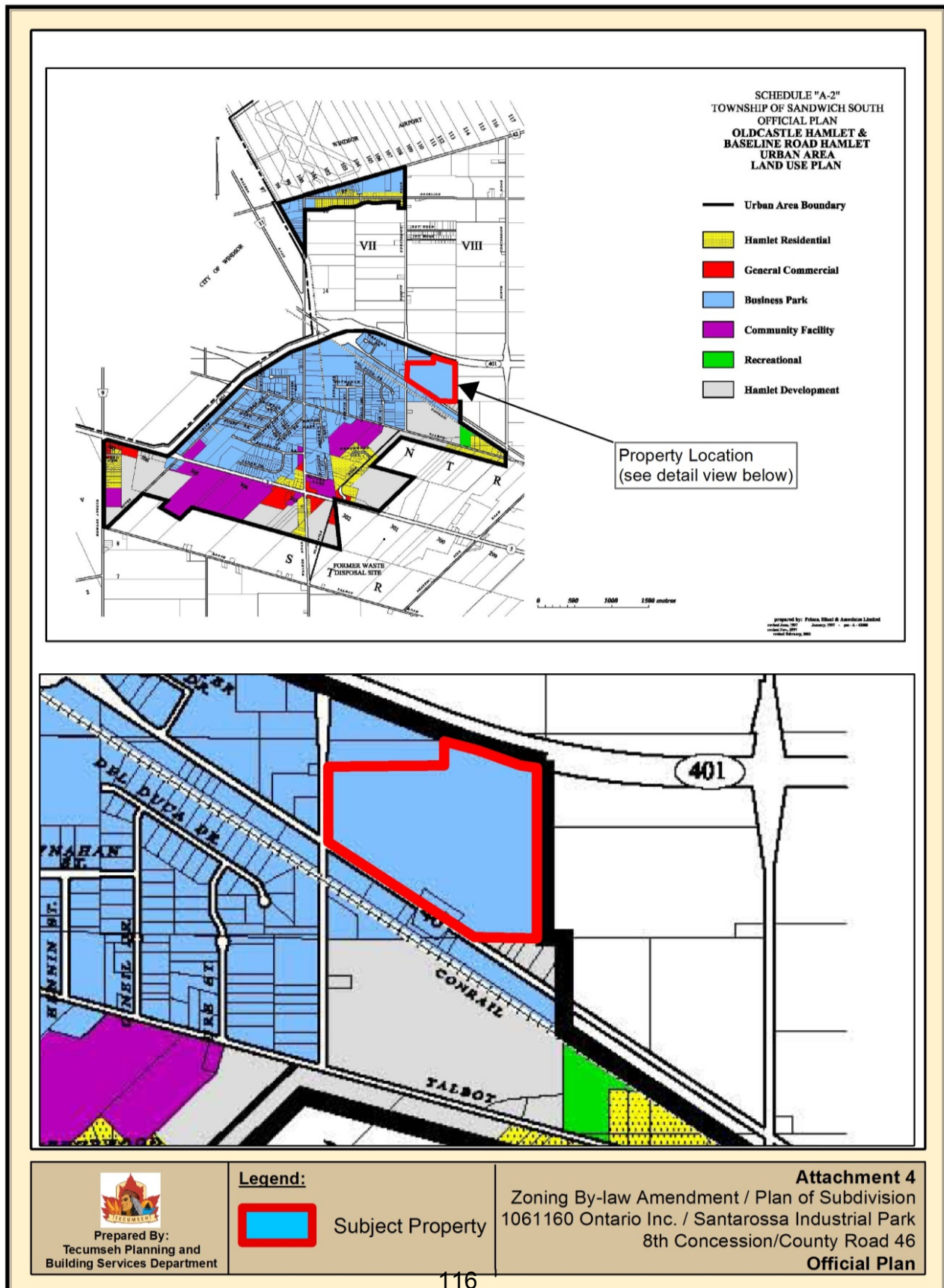


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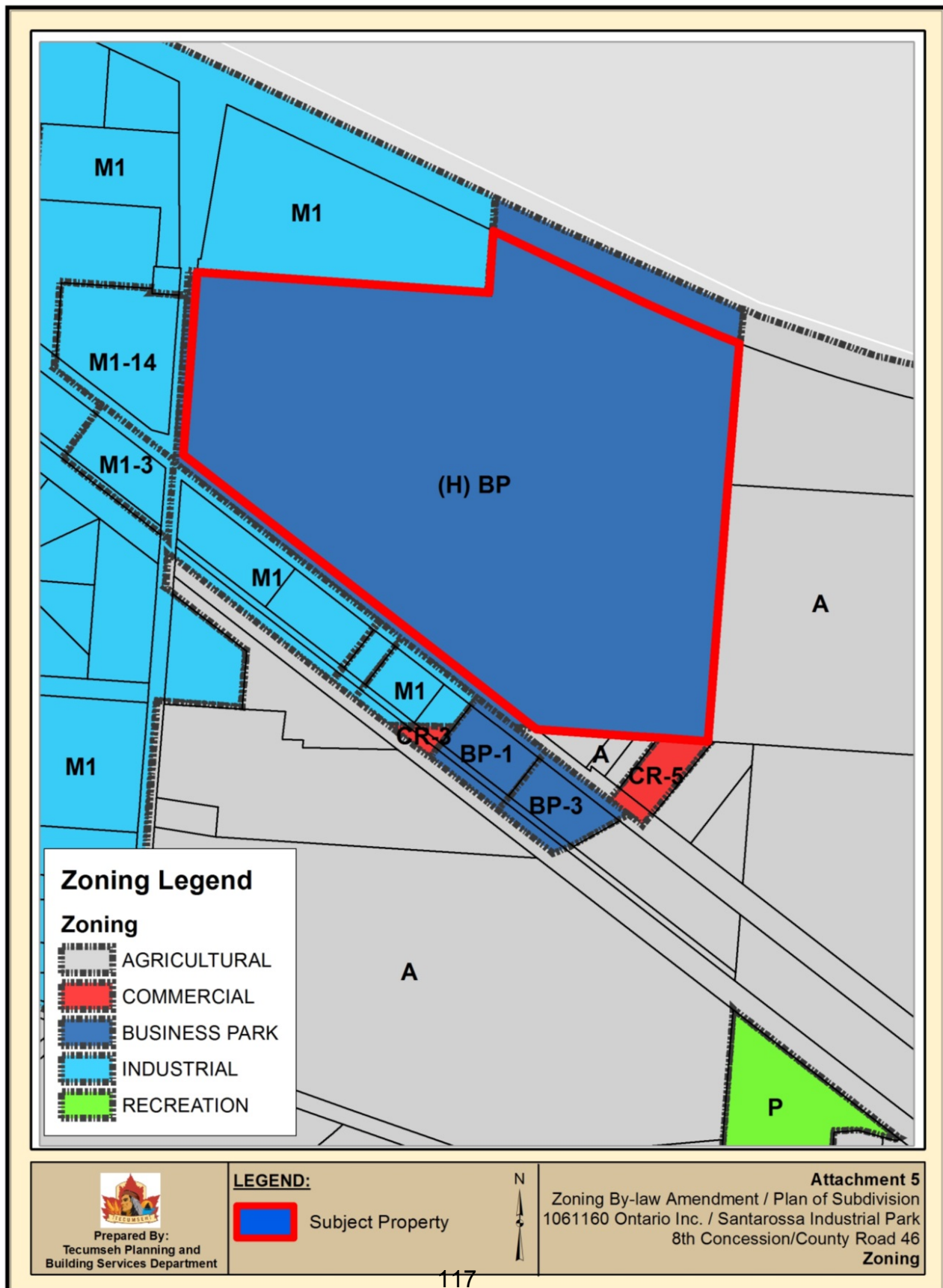


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 October 10, 2017



**THE CORPORATION OF THE TOWN OF TECUMSEH**

**BY-LAW NUMBER 2017-69**

Being a by-law to authorize the execution of an Amending Agreement between The Corporation of the Town of Tecumseh and Philip A. Byrne for dog control services for the years 2018 - 2020.

**WHEREAS** The Corporation of the Town of Tecumseh (Town) entered into an Agreement with the Philip A. Byrne (Dog Controller) for the provision of dog control services on January 1, 2012 for the term January 1, 2013 to December 31, 2014 (Agreement);

**AND WHEREAS** the Town is entered into an Amending Agreement with the Dog Controller to extend the term of the Agreement for a further three (3) years, commencing January 1, 2015 and ending December 31, 2017;

**AND WHEREAS** the Town and Dog Controller are desirous of entering into a further Agreement for the provision of dog control services for a three (3) year term commencing January 1, 2018 and ending December 31, 2020;

**AND WHEREAS** pursuant to the *Municipal Act, S.O. 2001, c.25* the powers of the 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 are hereby authorized and empowered on behalf of The Corporation of the Town of Tecumseh to execute the Agreement, dated the 10<sup>th</sup> day of October, 2017, between The Corporation of the Town of Tecumseh and Philip A. Byrne, 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 said Agreement.
- 2. **THAT** this by-law shall come into full force and take effect on the 1<sup>st</sup> day of January, 2018.

**READ** a first, second and third time and finally passed this 10<sup>th</sup> day of October, 2017.

SEAL

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

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

**THIS AGREEMENT** made as of the 1<sup>st</sup> day of January, 2018.

B E T W E E N:

THE CORPORATION OF THE TOWN OF TECUMSEH  
(hereinafter called the "Town")

OF THE FIRST PART

- and -

PHILIP A. BYRNE  
(hereinafter called the "Dog Controller")

OF THE SECOND PART

**WHEREAS** the Town is desirous of entering into an Agreement for the provision of dog control services;

**AND WHEREAS** the Dog Controller has agreed to provide dog control services to the Town on the terms and conditions hereinafter set forth;

**NOW THIS AGREEMENT WITNESSETH** that in consideration of the premises and covenants hereinafter contained, the Parties hereto hereby undertake and agree as follows:

### **TERM**

1. This Agreement shall be in effect for a period of three (3) years, commencing on the 1<sup>st</sup> day of January 2018, through to and including the 31<sup>st</sup> day of December, 2020.
2. Notwithstanding paragraph 1, the Town may terminate this Agreement at any time upon providing sixty (60) days written notice to the Dog Controller.

### **DOG CONTROLLER SERVICES**

3. The Dog Controller undertakes and agrees to:
  - a) Accept responsibility for, and to perform such duties and exercise such powers under certain provisions of By-law No. 2003-91, as may be amended or replaced, respecting the regulation of dogs within the geographic municipal limits of the Town, and to perform such other duties as may be from time to time be assigned or vested in the Dog Controller by the Town respecting dog control;
  - b) Provide suitable and safe truck and/or van vehicles, which have been safety checked, in good condition and repair, clearly identified as a vehicle of the "Dog Control Officer" for the provision of dog control services for the Town and to provide proper and humane equipment and tools for the capturing and holding of captured dogs, pending their delivery to the Lakeshore Dog Pound Facility;
  - c) Be responsible for providing all gasoline, oil, repair and maintenance required for the vehicle(s) referred to in paragraph b);
  - d) Provide copies of the vehicle registration and insurance coverage to the Town for the vehicles referred to in paragraph b);
  - e) To provide direct telephone, pager and answering services by which the Dog Controller can be accessed 24 hours daily, seven (7) days a week;
  - f) Employ a high standard of public relations and communication;
  - g) Respond directly and provide service to the Town on an on-call basis throughout the term of the Agreement. Incoming calls shall be responded to within a 30-minute period;
  - h) Respond to Emergency Calls on a 24-hour basis. An "Emergency Call" shall be defined as follows:
    - i) Calls relating to any sick or injured stray dog; or
    - ii) Calls relating to all stray dogs that have been contained by a citizen or citizens as a result of the said dog or dogs being found running at large, or
    - iii) Calls relating to any dog running at large showing danger to the public;

- i) Be responsible for impounding stray dogs at the Lakeshore Dog Pound Facility when they are reported at large throughout the said Town;
- j) Deliver all injured sick dogs to a local veterinary clinic approved by the Town for care and when the animal is released from care it shall be delivered to the Lakeshore Dog Pound Facility by the Dog Controller;
- k) Deliver all dogs found at large and not deemed sick or injured directly to the Lakeshore Dog Pound Facility;
- l) Prepare and furnish statistical and monthly reports respecting occurrences and other information as may be required by the Town;
- m) Issue warnings and tickets to persons contravening the provisions of the Town's Dog By-laws;
- n) Inspect properties for the issuance of Kennel Licenses;
- o) Monitor and patrol Town Parks maintaining the provisions of the Town's By-laws which regulate dogs;
- p) Provide a current and accurate list of all staff employed by the Dog Controller for relief purposes during vacation time, holidays and weekends;
- q) Provide appropriately labeled clothing and shall at all times wear said clothing identifying him/her as a "Dog Control Officer". Said clothing shall be clean and presentable;

#### **DOG CONTROLLER INSURANCE**

- 4. The Dog Controller shall provide to the Town evidence of:
  - a) Commercial General Liability insurance including the Town as an Additional Insured, with limits of not less than Two Million (\$2,000,000) Dollars, inclusive per occurrence for bodily and personal injury, death and damage to property, including loss of use hereof. The form of this insurance shall in all respects be satisfactory to the Town and shall be maintained continuously from the commencement of this Agreement.
  - b) Automobile Liability Insurance in respect of licensed vehicles shall have limits of not less than Two Million (\$2,000,000) Dollars, inclusive per occurrence for bodily injury, death and damage to property and Standard owner's form automobile policy providing third party liability and accident benefits insurance and covering licensed vehicles owned or operated by on behalf of the Dog Controller.
  - c) The above policies shall be endorsed to provide the Town with not less than 30-days written notice in advance of any cancellation, change or amendment restricting coverage.

#### **INDEMNIFICATION OF TOWN**

- 5. The Dog Controller shall provide evidence of compliance with all requirements of the *Workplace Safety and Insurance Act* and the Workplace Safety and Insurance Board. Such evidence to include a certificate of good standing issued prior to the execution of this Agreement and a further certificate issued prior to the payment of the final balance due to the Dog Controller.
- 6. The Dog Controller shall indemnify and hold harmless the Town, it's officers, council members, partners, agents and employees from and against all action, claims, demands, losses, costs, damages, suits or proceedings whatsoever which may be brought against or made upon the Town and against all loss, liability judgments, claims, suits, demands of expenses which the Town may sustain, suffer or be put to resulting from arising out of the Dog Controller's failure to exercise reasonable care, skill or diligence or omissions in the performance or rendering of any work or service, required hereunder to be performed or rendered by the Dog Controller, its agents, officials and employees.

7. The Dog Controller shall be, or shall become, familiar with all such laws, regulations and policies which in any manner affect the performance of the Contract, those engaged or employed in the work, or affect facilities or equipment used in the work, or which in any way may affect the conduct of the work and no plea of misunderstanding will be considered on account of ignorance thereof. Without limiting the generality of the aforesaid, it shall be the Dog Controller's responsibility to comply with:
  - a) *Environmental Protection Act* and Regulations;
  - b) *Workplace Safety and Insurance Act*;
  - c) *Occupational Health and Safety Act*;
  - d) *Ontario Human Rights Act*;
  - e) Safety or other Policies established by the Town;
  - f) *Construction Lien Act* and regulations; and
  - g) Ministry of Transportation Regulations including the Commercial Vehicle Operating Regulations.
8. The Dog Controller shall indemnify and hold harmless the Town and its employees against and from all suits or actions arising from any Health and Safety violations as well as the cost to defend such charges as a result of any violation.
9. The Dog Controller shall comply with all applicable municipal, provincial and federal laws pertaining to the Dog Controller's services provided herein to the Town including, without limiting generally, all labour, police, health, environmental, public health and sanitation laws and regulations imposed by public bodies having jurisdiction over such matters.
10. Safety and First Aid: The Dog Controller shall provide and maintain the necessary items and equipment as called for under the First Aid Regulations of the *Workplace Safety and Insurance Act* and the *Occupational Health and Safety Act*.
11. In the event of a site visit from the Ministry of Labour and in the event this Ministry of Labour person gives written warning to any contravention to the *Health and Safety Act*, the Dog Controller shall provide a written copy to the Town.
12. The Dog Controller shall ensure that all its employees, agents, volunteers, or others for whom the Dog Controller is legally responsible receive training regarding the provisions of the goods and services contemplated herein to persons with disabilities in accordance with Section 6 of Ontario Regulation 429/07 (the "Regulation") made under the *Accessibility for Ontarians with Disabilities Act, 2005* as amended (the "Act"). The Dog Controller shall ensure that such training includes, without limitation, a review of the purpose of the Act and the requirements of the Regulation, as well as instruction regarding all matters set out in Section 6 of the Regulation. The Dog Controller shall submit to the Town, as required from time to time, documentation describing its customer service training policies, practices and procedures and a summary of its training program, together with a record of the dates on which training was provided and a list of the employees, agents, volunteers or others who received such training. The Town reserves the right to require the Dog Controller to amend its training policies to meet the requirements of the Act and the Regulation.

### **FEES**

13. The Town hereby undertakes and agrees, in return for the satisfactory performance of the matters referred to above, to compensate the Dog Controller at the monthly rate of \$991.67, plus HST, payable at the end of the duties for the then current month.

### **ASSIGNMENT**

14. The Dog Controller shall not assign or transfer this Agreement in any warrant without the written consent of the Town.

### **RIGHT OF RENEWAL**

15. Provided the Dog Controller shall not be in default of performance of any of the provisions hereunder, the Parties shall have the right to renew this Agreement, to be exercised at least six (6) months before the expiration of the term hereby granted, for two (2) additional years.

## NOTICE PROVISIONS

16. Any notice, request or demand given under this Agreement shall be sufficiently given if delivered personally or mailed by prepaid registered mail to the Parties at their designated addresses hereinafter set out or to such other respective addresses designated by notice given hereunder:

Town: Director Corporate Services & Clerk  
The Corporation of the Town of Tecumseh  
917 Lesperance Road  
Tecumseh, Ontario N8N 1W9

Dog Controller: Philip Byrne  
222 Pierre Avenue  
P.O. Box 186  
Emeryville, Ontario N0R 1C0

## TIME OF THE ESSENCE

17. Time is of the essence in this agreement.

## APPLICABLE LAW

18. The laws of the Province of Ontario shall apply and bind the parties in any and all questions pertaining to this agreement.

## ENUREMENT

19. This agreement and everything herein contained shall endure to the benefit of and be binding upon the parties and their administrators and their organizational successors.

**IN WITNESS WHEREOF** the parties hereto have hereunder set their hands and seals under the hands of their proper Officers duly appointed in that behalf.

**SIGNED, SEALED & DELIVERED**

In the presence of

**“Seal”**

**THE CORPORATION OF THE  
TOWN OF TECUMSEH**

By:

Name: Gary McNamara

Title: Mayor

Name: Laura Moy

Title: Director Corporate Services & Clerk

## DOG CONTROLLER

By:

Witness:

Name: Philip Byrne

## 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.
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	
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	

	Meeting Date	Resolution	Subject	Action/Direction	Depart.	Status/Action Taken
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	
22/17	September 26, 2017		Jason Court	A concern regarding condo residents paying twice for their municipal services [ie: Property Tax / Condo Fees] was raised. Administration will provide information to the residents.	PW/ Finance	

**Meeting Date: October 10, 2017**

# THE CORPORATION OF THE TOWN OF TECUMSEH

## BY-LAW NUMBER 2017-70

Being a by-law to confirm the proceedings of the  
**October 10, 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 **October 10, 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 **October 10, 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 10<sup>th</sup> day of October, 2017.

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Gary McNamara, Mayor

"SEAL"

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Laura Moy, Clerk