

Regular Council Meeting
AGENDA

Tuesday, November 13, 2018, 7:00 pm
Tecumseh Town Hall
www.tecumseh.ca

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	7:00 pm Regular Council Meeting	
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Minutes of a Public Council Meeting of
The Council of the Corporation of the Town of Tecumseh

Tecumseh Council meets in public session on Tuesday October 9, 2018, in the Council Chambers, 917 Lesperance Road, Tecumseh, Ontario at 6:00 pm.

1. Call to Order

The Mayor calls the meeting to order at 6:00 pm.

2. Roll Call

Present:

Mayor

Deputy Mayor

Councillor

Councillor

Councillor

Councillor

Councillor

Gary McNamara

Joe Bachetti

Bill Altenhof

Andrew Dowie

Brian Houston

Tania Jobin

Rita Ossington

Also Present:

Chief Administrative Officer

Director Public Works & Environmental Services

Director Corporate Services & Clerk

Director Fire Services & Fire Chief

Deputy Clerk & Manager Legislative Services

Assistant Drainage Superintendent

Manager, Engineering Services

Drainage Superintendent/Engineering Technologist

Tony Haddad

Phil Bartnik

Laura Moy

Doug Pitre

Jennifer Alexander

Cameron Hedges

John Henderson

Sam Paglia

3. Disclosure of Pecuniary Interest

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

4. Introduction and Purpose of Meeting

The purpose of the meeting is to hear from any affected landowner on the proposed drainage works, as set out in the Drainage Report filed by Dillon Consulting on September 7, 2018 for the East Townline Drain (St. Clair Outlet).

5. Delegations

The Drainage Superintendent and Engineering Technologist explains the requirements in the *Drainage Act* (Act) to notify landowners once the Engineer's Report is received by the Town. The report for the East Townline Drain included a Block Assessment for lands located in the more urban area of the watershed.

The Town has the option to assess the block by applying certain criteria to the lands, which the Act requires that affected landowners within the block be invited to the Consideration Meeting to review the proposed works, and mailed a copy of the Engineer's Report. It is apparent that those properties located in the Block Assessment did not receive a copy of the Engineer's Report nor a Notice for the Consideration Meeting held tonight.

Administration recommends that the Engineer's Report be referred back to the engineer, a copy of the report be mailed to all properties within the watershed, including those located in the Block Assessment, and the Consideration Meeting be rescheduled with notice to all property owners within the watershed.

6. Communications

a. Notice of Consideration dated September 20, 2018

Re: Repair and Improvement of East Townline Drain

Motion: PCM - 30/18

Moved By Councillor Rita Ossington

Seconded By Deputy Mayor Joe Bachetti

That Communications - For Information as listed on the Tuesday, October 9, 2018 Public Council Meeting Agenda is received.

Carried

7. Reports

a. PWES-2018-28 East Townline Drain Consideration Meeting

Motion: PCM - 31/18

Moved By Councillor Brian Houston

Seconded By Councillor Tania Jobin

That Report No. PWES-2018-28 East Townline Drain Consideration Meeting and the Drainage report prepared by Mr. Mark Hernandez, P.Eng., of Dillon Consulting Ltd., dated September 7, 2018 be deferred until the additional affected landowners in "Block C" watershed be notified of a second Public Information Centre, prior to rescheduling the Consideration Meeting.

Carried

8. Adjournment

Motion: PCM - 32/18

Moved By Councillor Bill Altenhof

Seconded By Councillor Andrew Dowie

That there being no further business, the Tuesday, October 9, 2018 Public Council Meeting now adjourn at 6:14 pm.

Carried

Gary McNamara, Mayor

Laura Moy, Clerk

Minutes of a Regular Meeting of
The Council of the Town of Tecumseh

Tecumseh Council meets in regular public session on Tuesday, October 9, 2018, in the Council Chambers, 917 Lesperance Road, Tecumseh, Ontario at 7:00 pm.

1. Order

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

2. Moment of Silence

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

3. National Anthem

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

4. Roll Call

Present:

Mayor

Deputy Mayor

Councillor

Councillor

Councillor

Councillor

Councillor

Gary McNamara

Joe Bachetti

Bill Altenhof

Andrew Dowie

Brian Houston

Tania Jobin

Rita Ossington

Also Present:

Chief Administrative Officer

Director Parks & Recreation Services

Director Public Works & Environmental Services

Director Information & Communication Services

Director Financial Services & Treasurer

Director Planning & Building Services

Director Corporate Services & Clerk

Director Fire Services & Fire Chief

Deputy Clerk & Manager Legislative Services

Manager Committee & Community Services

Manager Planning Services

Tony Haddad

Paul Anthony

Phil Bartnik

Shaun Fuerth

Luc Gagnon

Brian Hillman

Laura Moy

Doug Pitre

Jennifer Alexander

Christina Hebert

Chad Jeffery

5. Disclosure of Pecuniary Interest

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

6. Minutes**Motion: RCM - 294/18**

Moved by Deputy Mayor Joe Bachetti
Seconded by Councillor Brian Houston

That the minutes of the September 25, 2018 Regular Meeting of Council, and the minutes of the September 25, 2018 Public Meeting of Council, as were duplicated and delivered to the members, are adopted.

Carried

7. Supplementary Agenda Adoption

There are no supplementary agenda items.

8. Delegations**a. Heritage Committee Chair Ian Froese and Vice-Chair Marian Drouillard**

Re: Cultural Heritage Properties

Marian Drouillard, Vice Chair and Member, Chris Carpenter, presents an updated Heritage List containing a proposed property inventory and registry. The Committee recommends Lacasse Park, St. Anne's Cemetery, and Tecumseh Area Historical Society including the log cabins and sheds, to be added to the Municipal Registry Listing for non-designated properties.

Motion: RCM - 295/18

Moved by Councillor Andrew Dowie
Seconded by Deputy Mayor Rita Ossington

That Report No.CS-2018-18 Properties of Cultural Heritage Value be moved forward on the agenda for discussion.

Carried

Motion: RCM - 296/18

Moved by Councillor Andrew Dowie
Seconded by Councillor Rita Ossington

That the Property Inventory of Potential Heritage Sites as prepared by the Heritage Committee, as at May 28, 2018, be received;

And that the Municipal Register of Cultural Heritage Properties Listing, be adopted to include the following:

- Lacasse Park, 590 Lacasse Boulevard;
- St. Anne's Cemetery, 1521 Lesperance Road;
- Tecumseh Area Historical Society [including Log Cabin and Sheds], 12350 Tecumseh Road;

And further that notice be given to the above-listed property owners advising them of their inclusion on the Municipal Register of Cultural Heritage Properties Listing.

Carried

b. Mr. John Fase, Resident

Re: Petretta Construction for the former Pud's Place Marina.

Davide Petretta, Petretta Construction, is present to answer questions from Council.

Mr. Fase raises concerns on item 12 c.) PBS-2018-35 D19 PETTEC, 14328-14336 Tecumseh Rd, Review of Public Meetings, Administrative Response and Recommendation. He is opposed to the proposed development outlined in the report. Concerns are raised over intensification and density targets being too high for this neighbourhood and the proposed height of the five-storey building is not keeping to the standard of the area. The number of units would increase the volume of vehicles in this area causing safety concerns.

Mr. Fase notes that Mr. Petretta called him to offer financial support to the six houses on the west side of Aloha Drive to assist with planted privacy. He refused the offer and indicated he had the best interest of the community in mind, not the money.

Mr. Petretta advises that the concerns expressed by Mr. Fase has been addressed in various traffic studies and planning reports. He clarifies that his offer was to provide financial support to implement buffering along some of the area properties. The residents were not offered a bribe as characterized by Mr. Fase.

The Manager Planning Services clarifies some of the comments made by Mr. Fase with respect to affordable housing, medium and low density, maximum heights, and provisions of the Official Plan for the former Village of St. Clair Beach. He notes that the comments made by Mr. Fase does not alter the recommendation before Council this evening for consideration.

Councillor Bill Altenhof thanks those in the audience this evening, and commends Mr. Petretta on the proposed development. While he supports such a development, there are many issues such as traffic and speeding that should be addressed.

A copy of Councillor Bill Altenhof's speaking notes are available in the Corporate Services Department.

There is a request for a recorded vote on the report and on the two associated by-laws.

Councillor Andrew Dowie states his support for the proposed development and believes that it will sell out quickly. He validates the concerns expressed by area residents with regards to flooding and traffic. The questions raised have been addressed by the developer and Administration, and agrees that this development is compatible with other developments. The negatives are being overestimated and the positives are being underestimated.

Councillor Brian Houston thanks residents involved in this process and recognizes that this development is not a single family home. He notes the open and transparent process to address concerns for developments like this one. The Town needs this development and it will create a life long community. The developer has accommodated and adequately addressed concerns raised at past meetings. He is in support of this application.

A copy of Councillor Brian Houston's speaking notes are available in the Corporate Services Department.

The Mayor comments on the need to look at the diversity of development to support the aging community and for growth, as well as increased assessment to support the municipality.

Motion: RCM - 297/18

Moved by Deputy Mayor Joe Bachetti
Seconded by Councillor Brian Houston

That Report No. PBS-2018-35 regarding an Official Plan and Zoning By-law Amendment by 2593430 Ontario Limited (Petretta Construction) for 14328 and 14346 Tecumseh Road, be brought forward on the agenda for discussion.

Carried

Motion: RCM - 298/18

Moved by Councillor Brian Houston
Seconded by Councillor Andrew Dowie

That a by-law having the effect of amending the St. Clair Beach Official Plan land use designation for a 1.3 hectare (3.2 acre) parcel of land located on the north side of Tecumseh Road, approximately 45 metres east of its intersection with Brighton Road (14328 and 14346 Tecumseh Road), from "Commercial" to "Medium Density Residential" with a site-specific policy establishing a maximum density of 51 units per hectare and permitting a five-storey, 65-unit condominium apartment building, limited ground-floor commercial uses and marina uses, in keeping with PBS-2018-35, be adopted;

And that a by-law having the effect of amending the St. Clair Beach Zoning By-law 2065 for a 1.3 hectare (3.2 acre) parcel of land located on the north side of Tecumseh Road, approximately 45 metres east of its intersection with Brighton Road (14328 and 14346 Tecumseh Road), from "General Commercial Zone (C1-5)" to a site-specific "Holding - Residential Type Three Zone (H) R3-13" which will establish site-specific zoning regulations in order to facilitate the development of the lands for a five-storey, 65-unit condominium apartment building, limited ground-floor commercial uses and marina uses, in keeping with PBS-2018-35, be adopted.

Recorded Vote

Mayor Gary McNamara	Support
Deputy Mayor Joe Bachetti	Support
Councillor Rita Ossington	Opposed
Council Andrew Dowie	Support
Councillor Bill Altenhof	Opposed
Councillor Brian Houston	Support
Councillor Tanya Jobin	Support

Carried

9. Communications - For Information**a. City of Amaranth dated September 20, 2018**

Re: Licensing Process to Take Water for Commercial Water Bottling Facilities

Motion: RCM - 299/18

Moved by Councillor Tania Jobin
Seconded by Councillor Brian Houston

That Communications - For Information as listed on the Tuesday, October 9, 2018 Regular Council Agenda are received.

Carried

10. Communications - Action Required

There are no Communication - Action Required items presented to Council.

11. Committee Minutes

There are no Committee Minutes presented to Council.

12. Reports**a. Corporate Services & Clerk****1. CS-2018-18 2018 Properties of Cultural Heritage Value**

This report was moved forward in the agenda for discussion.

b. Financial Services**1. FS-2018-15 Ontario Infrastructure and Lands Corporation (OILC) Borrowing 2018****Motion: RCM - 300/18**

Moved by Councillor Andrew Dowie
Seconded by Councillor Brian Houston

That borrowing upon 3.00 percent (estimated) 5 year amortizing debenture in the Principal amount of up to \$193,000 for the financing of Rossi Drive Sanitary Sewer construction costs for 2018 be approved.

Carried

c. Planning & Building Services**1. PBS-2018-35 D19 PETTEC, 14328-14336 Tecumseh Rd, Review of Public Meetings, Administrative Response and Recommendation.**

This report was moved forward in the agenda for discussion.

2. PBS-2018-36 Official Plan and Zoning By-law Amendment, 1643 Lesperance Rd., Home Hardware

Motion: RCM - 301/18

Moved by Councillor Andrew Dowie

Seconded by Councillor Rita Ossington

That the scheduling of a public meeting to be held on November 13, 2018 at 5:00 p.m., for the applications submitted by Home Hardware Stores Limited to amend the Sandwich South Official Plan and Zoning By-law 85-18 for the southerly 0.23 hectares (0.56 acres) of a 1.34 hectare (3.32 acre) parcel of land located on the southwest corner of the County Road 22/Lesperance Road intersection, which applications propose to:

- i. revise the current site-specific “General Commercial” land use policy that prohibits a vehicular driveway access to Westlake Drive; and
- ii. revise the current “General Commercial Zone (C1-7)” zone that prohibits a vehicular driveway access to Westlake Drive;

to remove the noted prohibition and allow for the installation of a vehicular driveway access onto Westlake Drive that will serve as a second vehicular ingress/egress access point for the existing Home Hardware Store, be authorized.

Carried

3. PBS-2018-37 2140 Fasan Drive, Site Plan Control

Motion: RCM - 302/18

Moved by Councillor Rita Ossington

Seconded by Councillor Brian Houston

That “Proposed Site Plan – A0”, as prepared by Aleo Associates Inc., and attached to PBS-2018-37 as Attachment 2, which depicts a 533 square metre (5,740 square foot) industrial addition, along with associated on-site works on a 0.32 hectare (0.8 acre) property located on the north side of Fasan Drive (2140 Fasan Drive), be approved, subject to:

- the Owner depositing with the Town security in the form of cash or letter of credit in the amount of ten thousand dollars (\$10,000) to ensure that all of the services and other obligations of the Owner are completed to the satisfaction of the Town, which cash or letter of credit security deposit shall be returned to the Owner upon completion and final inspection of all obligations of the Owner as shown on the aforementioned plans;
- final stormwater management design, stormwater management calculations, and associated site service drawings being approved by the Town;

All of which is in accordance with Section 41 of the Planning Act, R.S.O. 1990.

Carried

13. By-Laws**Motion: RCM - 303/18**

Moved by Councillor Tania Jobin
Seconded by Councillor Brian Houston

That By-Law 2018-59, being a by-law to authorize the execution of a Service Agreement between the Corporation of the Town of Tecumseh (Municipality) and Ontario Clean Water Agency Ontarienne Des Eaux (OCWA);

That By-Law 2018-60, being a by-law to authorize the execution of a Source Protection Transfer Agreement between The Corporation of the Town of Tecumseh (Municipality) and the Towns of Amherstburg, Essex, Kingsville, Lakeshore, LaSalle, the Municipalities of Chatham-Kent and Leamington, Township of Pelee, the Corporation of the City of Windsor and the Essex Region Conservation Authority;

Be given a first and second reading.

Carried

Motion: RCM - 304/18

Moved by Councillor Bill Altenhof
Seconded by Councillor Tania Jobin

That By-Law 2018-59, being a by-law to authorize the execution of a Service Agreement between the Corporation of the Town of Tecumseh (Municipality) and Ontario Clean Water Agency Ontarienne Des Eaux (OCWA);

That By-Law 2018-60, being a by-law to authorize the execution of a Source Protection Transfer Agreement between The Corporation of the Town of Tecumseh (Municipality) and the Towns of Amherstburg, Essex, Kingsville, Lakeshore, LaSalle, the Municipalities of Chatham-Kent and Leamington, Township of Pelee, the Corporation of the City of Windsor and the Essex Region Conservation Authority.

Be given a third and final reading.

Carried

Motion: RCM - 305/18

Moved by Councillor Brian Houston
Seconded by Councillor Tania Jobin

That By-law 2018-61, being an Amendment No.15 to the Official Plan for the Town of Tecumseh for those lands in the former Village of St. Clair Beach;

That By-law 2018-62, being a by-law to amend By-Law 2065, the Town's Comprehensive Zoning By-Law for those lands in the former Village of St. Clair Beach. (D19 PETTEC – Condominium Development, 14328 & 14346 Tecumseh Road)

Be given a first, second, third and final reading.

Recorded Vote

Councillor Ossington	Opposed
Councillor Andrew Dowie	Support
Councillor Bill Altenhof	Opposed
Councillor Brian Houston	Support
Councillor Tania Jobin	Support
Deputy Mayor Joe Bachetti	Support
Mayor Gary McNamara	Support

Carried

By-law 2018-63, being a by-law to provide for the repair and improvements to the East Townline Drain (St. Clair Outlet) is deferred until the Public Council Meeting on this Drain is rescheduled.

14. Unfinished Business**a. October 9, 2018**

The Members receive the Unfinished Business listing for Tuesday, October 9, 2018.

15. New Business**Cogeco Services in South End**

Director Information & Communication Services responds to a query regarding the availability of high-speed internet in the south end of the municipality. He explains the advocacy work undertaken in the past year to put in infrastructure for internet in the Maidstone Hamlet area. A Request for Proposal was initiated for service to approximately 120 residents who did not have high-speed internet. The cable company will inform residents when this service is available.

East Townline Drain

A request is made for information to be placed on the Town's website regarding the drainage process.

Director Public Works & Environmental Services advises that the Ontario Ministry of Agriculture, Food and Rural Affairs does have resources available to distribute to raise awareness for residents.

Walkway at Brighton/Tecumseh Road

A request is made for repainting the walkways on Brighton Road at Tecumseh and Derby Roads.

Director Public Works & Environmental Services advises that an effort is being made to complete the painting before the winter weather.

Brighton Road Roundabouts

A request is made to expand the Traffic study to include the Brighton Road roundabout, noting resident safety concerns in relation to the Petretta Development.

Director Public Works & Environmental Services advises that after the concern was raised, a study will be initiated for 2019. While the scope has not yet been defined, he

anticipates the study will include Brighton Road from Riverside Drive to the Town limits, specifically reviewing the intersections and roundabouts.

The Mayor reiterates his suggestion for traffic calming devices near the roundabouts at Starwood Lane and Aloha Drive, funded from the capital budget.

Complaints

A member raises a concern regarding the process for residents calling Town Hall to file a complaint. Their complaint is recorded into Issue Traq and the resident has no idea of the status of the complaint or the Town's response.

By-laws and Property Standards

In response to a query, the Director Planning & Building Services advises there is only one property standards by-law that is enforced. Most by-laws are Town wide. The three by-laws that are not enforced Town wide are zoning related. The zoning and official plans between the former municipalities have not yet been consolidated. He notes there are some issues that have affected the Town ability to amalgamate these by-laws, such as the parking of recreational vehicles and trailers.

Multi-use Sportsplex

A suggestion is made to leverage provincial and federal funding by engaging seniors, accessibility and indigenous groups, to provide input into the design of the Sportsplex.

The Director Parks & Recreation confirms this is part of the process and meetings are scheduled to benefit all areas of the community.

Skateboard Park

Disgust is expressed for the vandalism and graffiti painted at the Skateboard Park. Upon installation, it was made very clear that such actions would not be tolerated. Direction is given to fence the park off and ban it to the public pending the repairs. This will send a clear message that these actions will not be tolerated.

Discussion ensues on the limited use of video surveillance. A suggestion is made to install night vision cameras to help prevent such incidents and to assist with identifying individuals in the future.

Members encourage anyone with information to come forward and to contact the OPP or Crime Stoppers.

Direction is given to raise public awareness and send a press release on the closure of the park for repairs.

16. Motions

a. Confirmatory By-law

Motion: RCM - 306/18

Moved by Councillor Brian Houston
Seconded by Deputy Mayor Joe Bachetti

That By-Law 2018-64 being a by-law to confirm the proceedings of the Tuesday, October 9, 2018, regular meeting of the Council of The Corporation of the Town of Tecumseh be given first, second, third and final reading.

Carried

17. Notices of Motion

There are no notices of motion presented to Council.

18. Next Meeting

Tuesday, November 13

5:00 pm Public Meeting of Council - Home Hardware

7:00 pm Regular Meeting of Council

19. Adjournment

Motion: RCM - 307/18

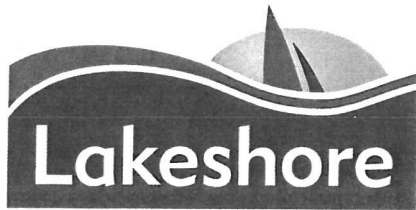
Moved by Deputy Mayor Joe Bachetti
Seconded by Councillor Bill Altenhof

That there being no further business, the Tuesday, October 9, 2018 meeting of the Regular Council now adjourn at 8:47 pm.

Carried

Gary McNamara, Mayor

Laura Moy, Clerk



C09-2826

TOWN OF LAKESHORE

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

September 19, 2018

Minister of Transportation
House of Commons
Ottawa, Ontario
K1A 0A6

To Whom It May Concern:

RE: ALLOWING MUNICIPALITIES TO USE FLASHING TRAFFIC SIGNALS

At its meeting of September 11, 2018, the Council of the Town of Lakeshore duly passed resolution number 864-09-2018.

Councillor Janisse / Councillor Wilder:

Whereas the Ministry of Transportation advises that traffic lights guide drivers and pedestrians as to the safe traffic movements at intersections of roads. They guide road users when to stop, direct when and how to turn and when to drive with extra caution;

And Whereas the Ministry of Transportation allows traffic lights to have different timing schedules at different times of day and night; and having different timings allows a traffic signal to best serve the traffic demands at different times of day;

And Whereas the Ministry of Transportation should consider allowing municipalities to use flashing traffic signals during very low traffic volumes which typically occur in the early morning hours;

And Whereas a flashing red light indicates that a driver must come to a complete stop and move through the intersection only when it is safe;

And Whereas a flashing yellow light indicates that a driver should proceed with caution when approaching and moving through the intersection;


Now therefore be it resolved that the Town of Lakeshore requests the Ministry of Transportation to consider authorizing municipalities to implement flashing traffic lights when appropriate and based upon the time of day when traffic volumes are minimal.

And further that the letter be addressed to the Minister of Transportation, a copy be forwarded to the Member of Parliament, Tracey Ramsey and Member of Provincial Parliament, Taras Natyshak, the Association of Municipalities of Ontario (AMO) and all Essex County Municipalities requesting their support.

Carried

Should you require any additional information with respect to the above matter, please contact the undersigned.

Yours truly,



Kristen Newman
Director of Legislative and Legal Services

/km

Cc: Tracey Ramsey, MP
Taras Natyshak, MPP
Association of municipalities of Ontario (AMO)
Municipality of Leamington – Brenda Percy
Town of Kingsville - R Baines
Town of Amherstburg - Paula Parker
Town of Essex - Robert Auger
Town of LaSalle – Clerks Department
Town of Tecumseh - Laura Moy



TOWN OF LAKESHORE

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

Notice of Motion

- a) Notice of Motion regarding the Ministry of Transportation submitted by Councillor Janisse for consideration on September 11, 2018.

Whereas the Ministry of Transportation advises that traffic lights guide drivers and pedestrians as to the safe traffic movements at intersections of roads. They guide road users when to stop, direct when and how to turn and when to drive with extra caution;

And Whereas the Ministry of Transportation allows traffic lights to have different timing schedules at different times of day and night; and having different timings allows a traffic signal to best serve the traffic demands at different times of day;

And Whereas the Ministry of Transportation should consider allowing municipalities to use flashing traffic signals during very low traffic volumes which typically occur in the early morning hours;

And Whereas a flashing red light indicates that a driver must come to a complete stop and move through the intersection only when it is safe;

And Whereas a flashing yellow light indicates that a driver should proceed with caution when approaching and moving through the intersection;

Now therefore be it resolved that the Town of Lakeshore requests the Ministry of Transportation to consider authorizing municipalities to implement flashing traffic lights when appropriate and based upon the time of day when traffic volumes are minimal.

And further that the letter be addressed to the Minister of Transportation, a copy be forwarded to the Member of Parliament, Tracey Ramsey and Member of Provincial Parliament, Taras Natyshak, the Association of Municipalities of Ontario (AMO) and all Essex County Municipalities requesting their support.

ROMA Board of Directors Zone Representatives 2019 – 2023

Notice of Call for Nominations Deadline is December 31, 2018

October 29, 2018

Request of Municipal Clerks:

Could you please make this document available to all new and incumbent council members coming out of your October 22 municipal election? We do not have all their email addresses at this point. ROMA Policies and Procedures sets out the requirements for the Notice and deadline for Zone Nominations. Deadline for receipt of nominations is December 31, so if an individual of your 2018-2022 council is interested in running for the ROMA Board, then Council will need to pass a supporting resolution at a December 2018 meeting. The following pages provide all the information related to the election process, time commitment for the Board, expense policy and a sample nomination resolution. Thank you for forwarding to members of your new council and tabling this on council agenda.

October 29, 2018

ROMA Notice and Zones

Please be advised that in accordance with the Rural Ontario Municipal Association's Policies and Procedures, this is notice of nominations for Zone Representatives to the 2019 – 2020 ROMA Board. The term of the ROMA Board is four years.

The election will take place on Monday, January 27 at the 2019 Annual Conference. The conference is January 26 to 29, Sheraton Hotel, 123 Queen Street West, Toronto, Ontario.

To identify your zone, click [here](#) for the link to the Zone map and list of zone municipalities.

Qualifications of Directors

Every Director shall:

- be an individual of eighteen (18) or more years of age;
- be an elected official of a municipality which is an AMO member;
- not be an undischarged bankrupt; and
- not be declared incapable.

Nomination Requirements

The attached Nomination Form completed by the individual plus a Council Resolution supporting the individual must be received by the deadline. The Nomination Form and Sample Resolution that specifies the Zone are attached. The names of all qualified individuals who are duly nominated will appear on the ballot.

A completed Nomination Form and supporting resolution must be received no later than 12:00 noon on Monday, December 31, 2018. Nominations will not be accepted beyond that date. Please forward a completed Nomination Form to ROMA via email romaelections@roma.on.ca or fax at (416) 971-6191 or mail to the attention of Pat Vanini, Executive Director as noted on the Form. All candidates will be contacted to confirm receipt of their nominations.

ROMA's Chief Returning Officer, Peter Fay, will certify the nomination. He will contact all candidates. A Nominations Report will be issued in advance of the conference. Information as to the election process at the conference will be sent as well.

If you have any questions regarding this information, please contact Pat Vanini, Executive Director at (416) 971-9856, ext. 316, e-mail pvanini@amo.on.ca

This information is available on the [ROMA website](#) and the [AMO website](#).

Sample Council Resolution

Be it resolved that the Council for the *(Municipality's legal name)* endorses *(Candidate's Name, Municipal Title)*, for the position of ROMA Zone *(insert zone number)* Representative for the 2019 – 2023 ROMA Board.

Adopted on *(insert date)*.

Other Important Information

Time Commitment:

ROMA Board meetings are held eight times per year, typically on the second Thursday of the month in January, March, April, June, August, October, November and December. A mid-term meeting is held every two years, in May or June. In addition, Board members may serve on sub-committees from time to time or asked to be a ROMA representative on others' committees. Time for this will vary with the activity.

ROMA Expenses:

ROMA Board members are entitled to a per diem of \$75 per day (effective Jan 1, 2009) when attending meetings on behalf of ROMA business, these meetings include the ROMA Board, AMO Board, Committees and any other meetings where attendance has been pre-approved by the ROMA Chair. A per diem is not applicable to the ROMA mid-term meeting.

ROMA will reimburse travel expenses to all ROMA Board meetings, AMO Board meetings (if applicable) and the Summer Retreat. Travel expenses refer to airfare, train fare and car mileage, parking costs, public transit, and accommodation. Meal costs will also be paid subject to a maximum of \$75/day.

Nomination Form follows.

NOMINATION FORM

2018 – 2023 ROMA Board

- It is the responsibility of the person nominated to complete accurately Parts A to D of this Nomination Form.
- Council's Resolution of support for the nominee must be attached, and must specify the Zone Representative position (e.g., Zone 1). There are nine zones. See [ROMA Zone map](#).
- The Nominee must be a municipal elected official and the municipality must be a member of the Association of Municipalities of Ontario.
- Nominations will be accepted no later than **4:00 p.m. December 31, 2018**. Send completed forms to:

Pat Vanini, Executive Director
Association of Municipalities of Ontario
200 University Avenue, Suite 801
Toronto, ON M5H 3C6
Email: romaelections@roma.on.ca
Fax: 416-971-6191

A. Please type or print clearly:

Nominee's Name, as it is to appear on the ballot

Nominee's Municipal Position Title

Nominee's Municipality

Address

Nominee's Email address and phone number

B. I am nominated for the office of Zone _____ Representative.

C. ☐ A Council Resolution confirming support for the Nominee and Zone Number is ATTACHED

D. Consent of Nominee and Statement of Qualification:

I, the Nominee mentioned in this Nomination Form do hereby consent to such Nomination and declare that I am qualified to be elected and to hold the office for which I am nominated.

Signature of Nominee and Date

Certificate of AMO's Chief Returning Officer

I, Peter Fay, the Chief Returning Officer, appointed by the Rural Ontario Municipal Association, to officiate over these elections, do hereby certify that I have examined the Nomination Form of the aforementioned Nominee filed with me and am satisfied that such Nominee is qualified to be nominated to the office indicated above.

Signature of Chief Returning Officer and Date

Date Nomination Form received

Minutes of the Heritage Committee
for the Corporation of The Town of Tecumseh

A meeting of the Heritage Committee for the Town of Tecumseh was scheduled to be held on Monday, September 17, 2018, in the Sandwich South Meeting Room at Town Hall, 917 Lesperance Road, Tecumseh at 6:00 pm.

1. Call to Order

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

2. Roll Call

Present:

Councillor
Councillor
Member
Vice-Chair
Member
Member
Chair
Member

Brian Houston
Rita Ossington
Chris Carpenter
Marian Drouillard
Dwayne Ellis
Terry England
Ian Froese
Charles Gray

Also Present:

Manager of Committee & Community Services

Christina Hebert

Absent:

Member
Member

Rhonda Dupuis
John Levesque

3. Disclosure of Pecuniary Interest

None reported.

4. Delegations

None.

5. Communications

a. Heritage Committee Minutes - July 23, 2018

Motion: HC - 24/18

Moved By Member Terry England
Seconded By Member Dwayne Ellis

That the minutes of the July 23, 2018 meeting of the Heritage Committee be approved.

Carried

6. Reports

None.

7. Unfinished Business

a. Heritage Property Listing

Due to conflicts with the Member's schedules, it is requested the report respecting the Properties of Cultural Heritage Value or Interest be postponed to the October 9 Regular Council Meeting.

The Chair and Vice Chair will make a presentation to Council and a brief PowerPoint presentation will be prepared. The Members are encouraged to attend.

The Members will continue to conduct research on the properties contained on the Heritage Property Listing.

b. Tecumseh Heritage Articles

The Vice Chair reviews the draft introductory article she prepared for the first installation of monthly heritage articles.

Subject to spacing, pictures of the Banwell Road Black Community Settlement Cemetery are suggested to be included with the introductory article.

The monthly articles may also assist with encouraging residents to share historical information/pictures/mementos they may have regarding local properties.

c. Banwell Road Black Community Settlement Cemetery - Grass Maintenance

The Manager Committee & Community Services apprises the local branch of the Canadian Club Questers (Questers) has offered their services in maintaining the cemetery. The British Methodist Episcopal Church of Canada, owners of the Banwell Road Black Community Settlement Cemetery, is coordinating the arrangements with the Questers.

8. New Business

a. Call for Committee Applications

The Members are reminded applications are being received from residents interested in serving on the Town's Committees. Details, together with the application forms, may be found on the Town's website.

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, 2018.

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

b. 2019 Budget

The 2018 Budget and anticipated project initiatives for 2019 is discussed.

In anticipation of moving properties forward to the Listing and due to time constraints this year, the Committee recommends carrying forward the remaining 2017 Budget allocation, in the amount of approximately \$1,500, for use in pursuing heritage designations in 2019.

A suggestion is made to consider training costs with respect to the heritage designation process and evaluation for future budget.

9. Next Meeting

The next meeting of the Heritage Committee will be held on Monday, October 15, 2018.

10. Adjournment

Motion: HC - 25/18

Moved By Councillor Rita Ossington
Seconded By Member Chris Carpenter

That there being no further business, the September 17, 2018 meeting of Heritage Committee now adjourn at 7:02 pm.

Carried

Ian Froese, Chair

Marian Drouillard, Vice-Chair

Minutes of the Heritage Committee
for the Corporation of The Town of Tecumseh

A meeting of the Heritage Committee for the Town of Tecumseh was scheduled to be held on Monday, October 15, 2018, in the Sandwich South Meeting Room at Town Hall, 917 Lesperance Road, Tecumseh at 6:00 pm.

1. Call to Order

The meeting was adjourned due to a lack of quorum. No discussion was held and no decisions were made.

2. Roll Call

Present:

Councillor
Vice-Chair
Chair
Member
Member

Rita Ossington
Marian Drouillard
Ian Froese
Charles Gray
Terry England

Also Present:

Manager of Committee & Community Services

Christina Hebert

Absent:

Councillor
Member
Member
Member
Member

Brian Houston
Chris Carpenter
Rhonda Dupuis
Dwayne Ellis
John Levesque

3. Disclosure of Pecuniary Interest

None reported.

4. Delegations

5. Communications

6. Reports

7. Unfinished Business

a. Heritage Property Listing

b. Tecumseh Heritage Articles

8. New Business

9. Next Meeting

The next meeting of the Heritage Committee will be held on Monday, November 19, 2018.

10. Adjournment

Motion: HC - 26/18

That there being no further business, the October 15, 2018 meeting of the Heritage Committee now adjourn at ____pm.

Ian Froese, Chair

Marian Drouillard, Vice-Chair

Minutes of the Youth Advisory Committee
for the Corporation of The Town of Tecumseh

A meeting of the Youth Advisory Committee for the Town of Tecumseh was scheduled to be held on September 17, 2018, in the Sandwich South Meeting Room at Town Hall, 917 Lesperance Road, Tecumseh at 4:30 pm.

1. Call to Order

The Chairperson calls the meeting to order at 4:34 pm.

2. Roll Call

Present:

Member	Jacob Altenhof
Treasurer	Michael Altenhof
Member	Brendan Froese
Vice Chair	Maria Giorlando (4:56 pm)
Member	Tamsyn King
Member	Tia-Lynne McCann
Secretary	Ava Ruuth
Member	Cameron Skinner

Also Present:

Manager Committee & Community Services	Christina Hebert
--	------------------

Absent:

Member	Andre Ducharme
Chair	Kristi Koutros

3. Disclosure of Pecuniary Interest

None reported.

4. Delegations

None.

5. Communications

a. Youth Advisory Committee Minutes - July 23, 2018

Motion: YAC - 20/18

Moved By	Treasurer Michael Altenhof
Seconded By	Member Jacob Altenhof

That the minutes of the July 23, 2018 meeting of the Youth Advisory Committee be approved.

Carried

6. Reports

None.

7. Unfinished Business

a. End of Summer Concert with Bonfire / Marshmallow Roast and Fireworks

Discussion ensues respecting the End of Summer Concert with Bonfire / Marshmallow Roast and Fireworks, held at Lakewood Park on September 1.

The Members advise it was another successful event with crowds despite the rain storm just prior to the event start and continue to look forward to assisting with this event annually.

b. Family Game Nights

The Manager Committee & Community Services reviews the schedule, previously circulated to the Members via email. As agreed upon at the prior meeting, the third Friday of the month was selected to sponsor Family Game Nights.

The Members review their availability and confirm the following schedule:

September 21: Member Cameron Skinner and Member Tamsyn King

October 19: Member Tamsyn King and Member Brendan Froese

November 16: Vice Chair Maria Giorlando and Member Tia-Lynne McCann

A reminder regarding set up and clean up details is provided.

The Secretary will ensure the Family Game Night information is shared on the YAC social media. Members are encouraged to further help promote the event.

c. Youth Career Fair

The Members are apprised the Youth Career Fair will be held on Wednesday, November 7, 2018 in the Auditorium at l'Essor High School. The afternoon of November 6 has also been reserved for set up purposes.

Taking into consideration feedback received from last year's event, the length has been slightly shortened and will run from 9:00 am – 3:00 pm this year.

Invitations are being sent to last year's participating vendors, together with local business sectors and area high schools.

Members are encouraged to share suggestions/ideas for this year's event.

8. New Business

a. Call for Committee Applications

The Members are reminded applications are being received from residents interested in serving on the Town's Committees. Details, together with the application forms, may be found on the Town's website.

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, 2018.

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

b. Local Government Week

The Manager Committee & Community Services advises planning will commence shortly for the annual Local Government Week activities.

Similar to past years, contests will be planned for both elementary and secondary students. As well as tours of the Town Hall Centre [Town Hall, Fire Station No. 1 and OPP Station] will be coordinated.

The Members are encouraged to brainstorm contest ideas and prizes. Given it is a Municipal Election year, the Members concur with creating

election theme contests. A suggestion is made for a social media based contest for the secondary students with a larger prize incentive.

c. Student Vote

Information regarding Student Vote, a unique hands-on learning program that provides students under the voting age with the opportunity to experience the voting process and practice the habits of active and engaged citizenship, is shared with the Committee.

Through the program, students are able to learn about municipal government and the electoral process. The program culminates with an authentic vote where students can cast ballots for the official election candidates running for council and school board trustee.

The Town has provided Student Vote with the candidate information for the in-school voting. Further information has also been posted to the Town's elections webpage to help increase awareness about the program.

d. 2019 Budget

The 2018 Budget and anticipated project initiatives for 2019 is discussed.

The Members concur with maintaining the Youth Advisory budget allocation for 2019.

e. Optimist Family Fun Fair

The Vice Chair advises the Optimist Club of St. Clair Beach is still seeking volunteers to assist with the children's activities and games at the Optimist Family Fun Fair on Saturday, September 22, 2018. Interested persons may contact her for further information.

9. Next Meeting

The next meeting of the Youth Advisory Committee will be held on Monday, October 15, 2018

10. Adjournment

Motion: YAC - 21/18

Moved By Member Brendan Froese
Seconded By Member Tamsyn King

That there being no further business, the September 17, 2018 meeting of Youth Advisory Committee now adjourn at 5:25 pm.

Carried

Maria Giorlando, Vice-Chair

Christina Hebert, Manager Committee
& Community Services

Minutes of the Youth Advisory Committee
For the Corporation of The Town of Tecumseh

A meeting of the Youth Advisory Committee for the Town of Tecumseh was scheduled to be held on October 15, 2018, in the Sandwich South Meeting Room at Town Hall, 917 Lesperance Road, Tecumseh at 4:30 pm.

1. Call to Order

The Chairperson calls the meeting to order at 4:35 pm.

2. Roll Call

Present:	
Member	Jacob Altenhof
Treasurer	Michael Altenhof
Member	Brendan Froese (4:47 pm)
Vice Chair	Maria Giorlando
Member	Tamsyn King
Chair	Kristi Koutros
Member	Tia-Lynne McCann
Member	Cameron Skinner

Also Present:	
Manager Committee & Community Services	Christina Hebert
Manager Recreation Programs & Events	Kerri Rice

Absent:	
Member	Andre Ducharme
Secretary	Ava Ruuth

3. Disclosure of Pecuniary Interest

None reported.

4. Delegations

a. Manager Recreation Programs and Events Re: Christmas Events

The Manager Recreation Programs & Events advises the Recreation Department is seeking volunteers for the Christmas in Tecumseh & Santa Parade and Breakfast with Santa to be held on November 23 and 24, respectively.

She explains the number of volunteers needed and details for the various activities for both events:

Parade – would need to be at the Arena at 5 pm; costumes will be provided and will be driven over to the Lacasse Park to walk in the parade.

Santa Room – will be provided Elf costumes; responsible for escorting families up to see Santa one at a time; need to be at the Arena by 6:30 pm.

Craft Table – Craft design & supplies will be provided; need assistance monitoring / running the craft table; need to be at the Arena by 5:45 pm.

Putt Putt – will be monitoring the putt putt golf in front of the Town Hall building; need to be at the Arena by 5:45 pm.

Breakfast with Santa - assist with checking registrants in, serving at the buffet table and escorting families up to see Santa; require volunteers to be at the Arena by 8:15 am.

The events are a great opportunity for community volunteer hours and the Members are encouraged to help recruit additional volunteers.

The Manager Recreation Programs & Events expresses her appreciation to the Members for their assistance throughout the year at the numerous events and thanks them in advance for consideration in helping with the Christmas initiatives.

5. Communications

None.

6. Reports

None.

7. Unfinished Business

a. Family Game Nights

Discussion ensues respecting the first Family Game Night held on September 21. The event was well-attended and enjoyed by the participants. The process for set up and clean up went smoothly and the Members who supervised suggest no further changes.

Friday, October 19 is the next Family Game Night and a review of the responsibilities is provided.

The Manager Recreation Programs & Events vacates the meeting at 4:54 pm.

b. Youth Career Fair

The Members are apprised of updates respecting the Youth Career Fair, scheduled for November 7, 2018.

As previously discussed, local business sectors and area high schools have been invited to participate. The Career Fair will be arranged again in a 'trade show' fashion whereby participating students can visit each booth and have an opportunity to dialogue with each vendor.

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 event.

c. Local Government Week

The Manager Committee & Community Services advises that Local Government Week activities will take place following the Municipal Elections.

Discussion ensues respecting contest ideas and the following are shared:

- Create a platform speech and/or design a campaign sign for secondary students, incorporating the use of social media
- Sketch a 'Tecumseh' flag for the elementary poster contest

The Members will continue to think of contest ideas.

d. Optimist Family Fun Fair

The Vice Chair extends appreciation to those who were able to volunteer for the Optimist Family Fun Fair on Saturday, September 22, 2018.

e. Call for Committee Applications

A reminder is provided that October 31st is the submission deadline for making application to the Town's Committees and Awards.

8. New Business

None.

9. Next Meeting

The next meeting of the Youth Advisory Committee will be held on Monday, November 19, 2018.

10. Adjournment

Motion: YAC - 22/18

Moved By Member Jacob Altenhof
Seconded By Vice Chair Maria Giorlando

That there being no further business, the October 15, 2018 meeting of the Youth Advisory Committee now adjourn at 5:12 pm.

Carried

Kristi Koutros, Chair

Maria Giorlando, Vice-Chair

Minutes of the Cultural and Arts Advisory Committee
for the Corporation of 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 17, 2018, in the Sandwich South Meeting Room at Town Hall, 917 Lesperance Road, Tecumseh at 7:00 pm.

1. Call to Order

The Chairperson calls the meeting to order at 7:08 pm.

2. Roll Call

Present:	
Councillor	Brian Houston
Councillor	Rita Ossington
Chair	Marian Drouillard
Member	Dwayne Ellis
Member	Ian Froese
Member	Phil Kane
Member	Christopher McNamara

Also Present:	
Manager Committee & Community Services	Christina Hebert

Absent:	
Vice-Chair	Rhonda Dupuis

3. Disclosure of Pecuniary Interest

None reported.

4. Delegations

None.

5. Communications

- a. Cultural and Arts Advisory Committee Minutes - April 16, 2018
- b. Cultural and Arts Advisory Committee Minutes - May 28, 2018
- c. Cultural and Arts Advisory Committee Minutes - June 18, 2018
- d. Cultural and Arts Advisory Committee Minutes - July 23, 2018

Motion: CAAC - 13/18

Moved By	Member Phil Kane
Seconded By	Member Ian Froese

That the minutes of the April 16, 2018, May 28, 2018, June 18, 2018 and July 23, 2018 meeting of the Cultural and Arts Advisory Committee be approved.

Carried

6. Reports

None.

7. Unfinished Business

a. Street Name Recognition

Research regarding potential Town streets named in recognition is ongoing.

It is noted that the Sandwich South Historical Society may be a great resource of information.

b. Feather Sculptures Update

The Manager Committee & Community Services apprises the coordinator of the Feather Sculpture Project has been asked to recommend the placement of each specific feather in the locations previously determined by the Committee to complement the design and visual effect.

Once determined, arrangements will be made for the installation of the seven (7) feathers.

The coordinator is also working on providing the artists information. A webpage will be created on the Town's website dedicated to the feather sculptures, including location and photographs of each feather.

8. New Business

a. Culture Days

Discussion ensues with respect to Culture Days. Due to time constraints and the Tecumseh Area Historical Society not participating in this year's Culture Days, the Members concur with foregoing coordinating an activity this year.

It is suggested Culture Days be placed on the January agenda to commence discussions and brainstorming ideas for 2019.

The Chair suggests conducting a survey to garner what type of events residents would be interested in for Culture Days, as well as other initiatives.

b. Checker Flag Raceway Storyboard

The Members review the proposal for the Checker Flag Raceway Storyboard and support proceeding with a storyboard plaque in Cranbrook Park, where the former raceway was located.

c. Call for Committee Applications

The Members are reminded applications are being received from residents interested in serving on the Town's Committees. Details, together with the application forms, may be found on the Town's website.

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, 2018.

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

d. 2019 Budget

The 2018 Budget and anticipated project initiatives for 2019 is discussed.

The Members recommended maintaining the 2018 increased budget allocation of \$1,000 to support enhancements to events/programming and street naming recognition in 2019.

9. Next Meeting

The next meeting of the Cultural & Arts Advisory Committee will be held on Monday, October 15, 2018.

10. Adjournment

Motion: CAAC - 14/18

Moved By Member Dwayne Ellis
Seconded By Councillor Rita Ossington

That there being no further business, the September 17, 2018 meeting of Cultural and Arts Advisory Committee now adjourn at 8:17 pm.

Carried

Marian Drouillard, Chair

Christina Hebert, Manager Committee
& Community Services

Minutes of the Senior Advisory Committee
for the Corporation of The Town of Tecumseh

A meeting of the Senior Advisory Committee for the Town of Tecumseh was scheduled to be held on Thursday, September 27, 2018, in the Council Chambers at Town Hall, 917 Lesperance Road, Tecumseh at 6:00 pm.

1. Call to Order

The Chairperson calls the meeting to order at 6:08 pm.

2. Roll Call

Present:

Vice-Chair

Member

Member

Member

Paul Morand

Dara Pfeifer O'Connor

Michelle Phillion

Nancy Tennant

Also Present:

Manager Committee & Community Services

Christina Hebert

Absent:

Member

Member

Suzanne Beneteau

Dorothy Nagy

3. Disclosure of Pecuniary Interest

None reported.

4. Delegations

None.

5. Communications

a. Senior Advisory Committee Minutes dated July 26, 2018

Motion: SAC- 17/18

Moved By Member Nancy Tennant

Seconded By Member Dara Pfeifer O'Connor

That the minutes of the July 26, 2018 meeting of the Senior Advisory Committee be approved.

b. On the Path to Accessible Ontario email dated September 11, 2018

Re: Summer 2018 Edition

Motion: SAC- 18/18

Moved By Member Michelle Phillion

Seconded By Member Dara Pfeifer O'Connor

That Communications - For Information Item B as listed on the September 27, 2018 Senior Advisory Committee Agenda be received.

6. Reports

None.

7. Unfinished Business

a. Senior Fitness Around Town Program

The Manager Committee & Community Services advises the third session of 'Senior Fitness Around Town' (SFAT) Program commenced last week, with approximately twenty-four (24) participants.

Sessions 3 and 4 offer yoga and tai-chi in place of pickleball and disc golf.

Positive feedback in support of SFAT continues to be received and a wait list has been created for persons interested in repeating a session. In addition to the physical activity, participants are benefiting from social interaction as they are engaging with fellow SFAT participants during and following the sessions.

The Session 4 schedule is available on the Town's website and social media pages and the Members assistance in continuing to promote the final session is appreciated.

b. Nutrition Education Workshop

The Nutrition workshop, previously scheduled for July, will be held on Friday, November 9 at the Golden Age Club.

The Golden Age Club will arrange for table set up and the Committee will provide light refreshments.

A suggestion is made to inquire if the Zehrs Pharmacist can discuss relevant topics such as flu/vaccines, hacking cough and medicinal marijuana.

The promotional flyer will be updated and circulated to the Members to help share the event details, as well as a notice will be placed in the local newspapers.

c. Elder Abuse Ontario Workshops

The Members are informed the workshops offered by Elder Abuse Ontario (EAO) are typically an hour to an hour and a half in length. The Committee is required to provide the workshop space and refreshments, as well as a minimum of ten (10) participants. Mileage to and from the event is also appreciated.

Discussion ensues regarding the various workshops topics offered by EAO. An inquiry is made regarding combining workshop topics, such as the 'It's Not Right Campaign' and 'Intervention and Response Strategies'.

It is recommended to target early spring for scheduling the workshop.

d. Fall Prevention Clinic

Following the success of the Fall Prevention Clinic held on Friday, August 10 at the Golden Age Club, the Windsor Essex County Health Unit has requested a subsequent clinic be scheduled.

Arrangements have been made to host the next clinic on January 17, 2019 at the St. Clair Beach Community Centre. The half-day session, will take place from approximately 9:00 am – 12:00 pm.

Further details, including the event flyer, will be shared with the Committee as they become available.

8. New Business**a. Call for Committee Applications**

The Members are reminded applications are being received from residents interested in serving on the Town's Committees. Details, together with the application forms, may be found on the Town's website.

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, 2018.

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

b. 2019 Budget

The 2018 Budget and anticipated project initiatives for 2019 is discussed.

The Members concur with maintaining the Senior Advisory budget allocation for 2019.

c. Life After Fifty Pilot Program

A request is made for statistical data, if possible, from Life After Fifty regarding the number of persons who utilized the Life After Fifty Memberships, provided under the Seniors Community Grant, and the frequency of their participation.

9. Next Meeting

The next meeting of the Senior Advisory Committee will be held on Thursday, October 25, 2018.

10. Adjournment**Motion: SAC- 19/18**

Moved By	Member Nancy Tennant
Seconded By	Member Dara Pfeifer O'Connor

That there being no further business, the September 27, 2018 meeting of the Senior Advisory Committee now adjourn at 7:00 pm.

Paul Morand, Vice-Chair

Christina Hebert, Manager Committee
& Community Services

Minutes of the Senior Advisory Committee
for the Corporation of The Town of Tecumseh

A meeting of the Senior Advisory Committee for the Town of Tecumseh was scheduled to be held on Thursday, October 25, 2018, in the Council Chambers at Town Hall, 917 Lesperance Road, Tecumseh at 6:00 pm.

1. Call to Order

The Chairperson calls the meeting to order at 6:05 pm.

2. Roll Call

Present:

Vice-Chair

Member

Member

Member

Member

Paul Morand

Dorothy Nagy

Dara Pfeifer O'Connor

Michelle Phillion

Nancy Tennant

Also Present:

Manager Committee & Community Services

Christina Hebert

Absent:

Member

Suzanne Beneteau

3. Disclosure of Pecuniary Interest

None reported.

4. Delegations

None.

5. Communications

None.

6. Reports

None.

7. Unfinished Business

a. Senior Fitness Around Town Program

The Manager Committee & Community Services apprises the final session of 'Senior Fitness Around Town' (SFAT) Program will begin on November 1. The session, with approximately thirty (30) participants is full.

Comments continue to be received by the participants expressing their enjoyment of the program and the health benefits.

b. Nutrition Education Workshop

Updates with respect to the Nutrition workshop, scheduled for Friday, November 9 at the Golden Age Club, are provided.

Copies of the promotional flyer, previously circulated to the Members via email are distributed to post around town. The Members are reminded Zehrs requires a minimum of ten (10) participants and their ongoing assistance in promoting the workshop is appreciated.

Notices have been placed in the local newspapers, shared on the Town's social media and with various community partners.

c. Elder Abuse Ontario Workshops

Further to the Committee's inquiry, Elder Abuse Ontario (EAO) is able to combine workshop topics and customize workshops based on the interests of the Committee.

The Members concur it is best to pick one workshop topic for the time allocated.

Arrangements will be made to schedule a workshop for early spring and the Members will confirm the workshop topic in the new year.

d. Life After Fifty Pilot Program

The Members are advised Life After Fifty is working on gathering statistical data regarding the number of persons who utilized the Life After Fifty Memberships, provided under the Seniors Community Grant, and the frequency of their participation.

e. Call for Committee Applications

A reminder is provided that October 31st is the submission deadline for making application to the Town's Committees and Awards.

f. Age Friendly Presentation

The Members suggest the presentation be postponed until early 2019 as the term of the Committee is coming to an end and to provide the opportunity for potential new members to also receive the presentation.

8. New Business

a. Lakewood Park

An inquiry is made regarding the potential for park benches nearby the Gazebo at Lakewood Park.

b. Snow & Leaf Angels Program

The 2018 – 2019 Snow & Leaf Angels Program (Program) commences October 31 through to March 31, 2019. Snow & Leaf Angels are matched with seniors and persons with physical disabilities living in the Town to clear snow and leaves from Town sidewalks and driveway entrances for those in need of assistance.

Further information, including the application forms, are available on the Town's website.

The Members are encouraged to share the information with seniors (those ages 65 or older) and persons with physical disabilities who may apply for assistance.

c. Committee Logo

A suggestion is made to develop a Committee logo to help identify and promote the Committee initiatives.

9. Next Meeting

The next Senior Advisory Committee meeting will be held on Thursday, November 29, 2018.

10. Adjournment

Motion: SAC- 20/18

Moved By Member Michelle Phillion
Seconded By Member Dara Pfeifer O'Connor

That there being no further business, the October 25, 2018 meeting of the Senior Advisory Committee now adjourn at 6:47 pm.

Paul Morand, Vice-Chair

Christina Hebert, Manager Committee
& Community Services

The Council of the Corporation of the Town of Tecumseh

A meeting of the Policies and Priorities Committee for the Town of Tecumseh was held on Tuesday, October 9, 2018 at 5:00 pm in the Council Chambers, 917 Lesperance Road, Tecumseh, Ontario.

1. Call to Order

The Mayor calls the meeting to order at 5:00pm.

2. Roll Call

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

Also Present:	
Chief Administrative Officer	Tony Haddad
Director Parks & Recreation Services	Paul Anthony
Director Planning & Building Services	Brian Hillman
Director Corporate Services & Clerk	Laura Moy
Director Fire Services & Fire Chief	Doug Pitre
Deputy Clerk & Manager Legislative Services	Jennifer Alexander

3. Disclosure of Pecuniary Interest

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

4. Delegations

There are no delegations presented to the committee.

5. Communications

There are no Communications presented to the Committee.

6. Reports

a. CAO-2018-11 CAO Recruitment

Motion: PPC - 08/18

Moved By	Deputy Mayor Joe Bachetti
Seconded By	Councillor Brian Houston

That CAO-2018-11 CAO Recruitment be received and approved.

Carried

b. CS-2018-16 Health and Safety Policy No. 7 Annual Review**Motion: PPC - 09/18**

Moved By Councillor Andrew Dowie
Seconded By Councillor Bill Altenhof

That Health and Safety Policy No. 7, as reviewed for the year 2018, in accordance with Section 25(2)(j) of the *Occupational Health and Safety Act*, be approved;

And that Health and Safety Policy No. 7, be posted in all Municipal Buildings.

Carried

c. CS-2018-17 Violence and Harassment in the Workplace Policy No. 68 Annual Review**Motion: PPC - 10/18**

Moved By Councillor Brian Houston
Seconded By Deputy Mayor Joe Bachetti

That the Violence and Harassment in the Workplace Policy No. 68, as revised and appended to Report No. CS-2018-17, be approved;

And that the approved Violence and Harassment in the Workplace Policy No. 68, be posted in all Municipal Buildings.

Carried

7. Unfinished Business

There is no Unfinished Business discussed.

8. New Business

There is no New Business presented to the Committee

9. Next Meeting

The next meeting will be at the call of the Chair.

10. Adjournment**Motion: PPC - 11/18**

Moved By Councillor Bill Altenhof
Seconded By Councillor Andrew Dowie

That there being no further business, the October 9, 2018 meeting of the Policies and Priorities Committee now adjourn at 5:09 pm.

Carried

Gary McNamara, Mayor

Laura Moy, Clerk

Minutes of a Meeting of the Police Services Board for the Town of Tecumseh

The Police Services Board of the Town of Tecumseh convened in regular session on Wednesday, October 17, 2018 at 5:15 p.m. at the Tecumseh Town Hall, 917 Lesperance Road, Tecumseh, Ontario.

1. Order

Vice Chair Eleanor Groh called the meeting to order at 5:15 p.m.

2. Roll Call

Present:	Vice Chair	Eleanor Groh
	Member	Mayor Gary McNamara
	Member	Deputy Mayor Joe Bachetti
	Member	Fred Stibbard
Also Present	OPP	Staff Sgt. Brad Sakalo
	OPP	Constable Jeremy Kulwartian
	Secretary/Treasurer	Tony Haddad, CAO
	Recording Secretary	Ellen Preuschat

3. Disclosure of Pecuniary Interest

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

4. Approval of the Agenda

Motion: PSB 31/18

Moved by:	Member Fred Stibbard
Seconded by:	Deputy Mayor Joe Bachetti

That the Agenda for the Police Services Board Meeting dated October 17, 2018 as duplicated and delivered to the members thereof, be accepted.

Carried

5. Approval of the Previous Minutes

Motion: PSB 32/18

Moved by:	Member Fred Stibbard
Seconded by:	Deputy Mayor Joe Bachetti

That the Regular Minutes of the September 13, 2018 Police Services Board Meeting, as duplicated and delivered to the members thereof, be adopted.

Carried

6. Delegations

None.

7. OPP Monthly Report

Staff Sgt. Brad Sakalo reported that the Winnipeg Police have reached out for assistance in setting up multiple 'safe trade' locations in Winnipeg for internet transactions, as Tecumseh was the pilot location for Project Safe Trade. He also noted that the Essex County OPP is working with Fire Rescue Services in the planning of the Town's annual emergency exercise scheduled for November 6.

Of note in the monthly report is a significant spike in traffic charges for the month of September (218 compared to 96 in 2017) as a result of Traffic Unit enforcement related to distracted driving. Over a period of 17 days, the unit issued 330 tickets in the region, of which 163 were in Tecumseh. Mayor McNamara requested that Town Council be apprised of the high number of traffic charges.

CAO Tony Haddad inquired if the statistics on 911 misdials and hangups could be used for public education. Staff Sgt. Sakalo responded that they could and that the OPP welcomes public education efforts to lower the high number of misdials.

Mayor McNamara inquired if there is a relationship between the current opioid drug use crisis and the increase in property crimes. Staff Sgt. Sakalo confirmed that they are often associated. He reported that a number of these crimes are currently being cleared.

Finally Sgt. Sakalo advised that a Collision Reporting Centre (CRC) recently opened at the Essex County OPP Detachment, and is a pilot project for OPP West Region. Collisions that do not involve injuries or property damage can be reported to the CRC, eliminating the need to call 911. He noted this has already freed up officers' time for front line service.

Motion: PSB 33/18

Moved by:	Mayor Gary McNamara
Seconded by:	Deputy Mayor Joe Bachetti

That the OPP Report for the month of September 2018 be received.

Carried

8. Reports

None.

9. Communications – Action Required

a. Email from OAPSB – dated September 28, 2018

Re: Training Opportunity in Chatham-Kent – November 7, 2018

b. Notice of Meeting – OACP/OAPSB Zone 6 Meeting – Wednesday, October 24, 2018 in London, ON

Motion: PSB 34/18

Moved by:	Deputy Mayor Joe Bachetti
Seconded by:	Member Fred Stibbard

That attendance of members of the Police Services Board for the Town of Tecumseh be authorized for:

- i. the One Day Conference on Equitable Outcomes and Respectful Workplaces presented by the Loyalist College and the Ontario Association of Police Educators in partnership with the Chatham-Kent Police Service on November 7, 2018 in London, ON, and for the
- ii. Ontario Association of Chiefs of Police (OACP) and Ontario Association of Police Services Board (OAPSB) Zone 6 meeting on October 24, 2018 in London, ON.

Carried

10. Communications – For Information

- a. Email from Essex County OPP – dated October 1, 2018
Re: Distracted Driving Charges
- b. Letter from Municipal Policing Bureau, OPP – dated September 24, 2018
Re: 2019 Annual Billing Statement

Motion: PSB 35/18

Moved by: Member Fred Stibbard
Seconded by: Deputy Mayor Joe Bachetti

That correspondence detailed as Items 10 a-b Communications - For Information be received.

Carried

11. Old Business

- a. Board Membership

The board is currently operating with four members, as Christopher Hales' provincial appointment expired on September 28, 2018, and the vacancy has not yet been filled or posted on the Public Appointments Secretariat website.

It was noted that Vice Chair Eleanor Groh's current provincial term expires on February 11, 2019, and she is eligible for reappointment. CAO Tony Haddad will send a letter to the Public Appointments Secretariat requesting the timely renewal of Vice Chair Groh's appointment, as well as the posting of the current vacancy.

12. New Business

- a. 2019 Police and Police Services Board Budget

Motion: PSB 36/18

Moved by: Mayor Gary McNamara
Seconded by: Member Fred Stibbard

That the proposed 2019 budget for Policing of \$3,286,302, reflecting a 2.76% increase, and for the Police Services Board of \$43,020, reflecting an 8.72% decrease, be approved by the Tecumseh Police Services Board and be recommended for consideration and approval by Town Council.

Carried

13. Next Meeting

The next meeting of the Police Services Board will be held Thursday, December 13, 2018 at 4:30 p.m.

14. **Adjournment**

Motion: PSB 37/18

Moved by: Member Fred Stibbard
Seconded by: Mayor Gary McNamara

That there being no further business to discuss, the October 17, 2018 meeting of the Tecumseh Police Services Board adjourn at 5:55 pm.
Carried

Eleanor Groh, Vice Chair

Tony Haddad, Secretary/Treasurer



The Corporation of the Town of Tecumseh

Corporate Services & Clerk

To: Mayor and Members of Council

From: Laura Moy, Director Corporate Services & Clerk

Date to Council: November 13, 2018

Report Number: CS-2018-36

Subject: Inaugural Meeting of Council-elect 2018

Recommendations

It is recommended:

That the Inaugural Meeting of the Council-elect for the 2018-2022 term be held on Tuesday, December 4, 2018 at 7:00 pm at the Ciociaro Club of Windsor, located at 3475 North Talbot Road, Tecumseh;

And that notice of the meeting and change of venue be given on the Town's website and social media.

Background

The Procedural By-law No. 2017-62 establishes the rules and regulations to be observed for all proceedings of Council, Local Boards and Committees and the dispatch of business at meetings.

The Procedural By-law states in paragraph 4,

The Inaugural Meeting of Council, after the 2018 regular election shall be held on the first Tuesday in December at 7:00 pm in the Council Chambers of the Tecumseh Town Hall located at 917 Lesperance Road.

The sole purpose of the Inaugural Meeting of Council is for the elected members to take their Declaration of Office before officially taking their seat in accordance with Section 232 of the *Municipal Act, 2001*.

232 (1) A person shall not take a seat on the council of a municipality, including a person appointed to fill a temporary vacancy on an upper-tier council under section 267 but not including a person appointed to act in place of a head of council under section 242, until the person takes the declaration of office in the English or French version of the form established by the Minister for that purpose.

Traditionally, after an Inaugural Meeting of Council, the Town has hosted a reception for the Members of Council and invited guests.

Comments

The Inaugural Meetings of Council have historically been very well attended. Seating is limited in the Council Chambers and has not been sufficient to accommodate all of the attendees at previous Inaugural Meetings.

The reception following the meetings were catered. The kitchen in the Tecumseh Town Hall has insufficient work space for the catering staff and lacks sufficient area for food preparation.

The Ciociaro Club of Windsor has been reserved for Tuesday, December 4, 2018 to hold the Inaugural Meeting of the 2018 Council-elect in order to better accommodate the Members, staff and all of the attendees, as well as to host the reception to follow the meeting immediately afterward. In keeping with past practice, hors d'oeuvres and refreshments will be offered at the reception.

It is recommended that Council accept the recommendation in this report to allow for the change in venue for the December 4, 2018 Inaugural Meeting of Council and for notice to be given on the Town's website and social media.

As part of the next review of the Town's Procedural By-law, amendments will be presented to provide greater flexibility for the Clerk in coordinating future Inaugural Meetings.

Consultations

Chief Administrative Officer

Financial Implications

Funding for the Inaugural Meeting of Council has been included in the 2018 Budget.

Link to Strategic Priorities

Applicable	2017-18 Strategic Priorities
<input type="checkbox"/>	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.
<input type="checkbox"/>	Ensure that the Town of Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.
<input checked="" type="checkbox"/>	Integrate the principles of health and wellness into all of the Town of Tecumseh's plans and priorities.
<input checked="" type="checkbox"/>	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.
<input checked="" type="checkbox"/>	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 Chief Administrative Officer.

Prepared by:

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

Recommended by:

Tony Haddad, MSA, CMO, CPFA
Chief Administrative Officer

Attachment Number	Attachment Name
None	None



The Corporation of the Town of Tecumseh

Corporate Services & Clerk

To: Mayor and Members of Council

From: Laura Moy, Director Corporate Services & Clerk

Date to Council: November 13, 2018

Report Number: CS-2018-37

Subject: Committee & Board Applications and Award Nominations

Recommendations

It is recommended:

That CS-2018-37 regarding Committee & Board Applications and Award Nominations, **be received;**

And that notice of the extended timeline of Friday, November 30, 2018, to submit applications to Committees and Boards for the term of the Council-elect, and to submit nominations for the 2018 Dr. Henri Breault Community Excellence Award (Dr Breault Award) and Donald 'Donny' Massender Memorial Volunteer Award (Donny Massender Award), as well as the 2019 Senior of the Year Award, **be advertised** in the Local Newspapers, on the Town's website and social media;

And further that the Special Meeting of Council scheduled for Tuesday, November 27, 2018, at 6:00 pm for the purpose of considering Award Nominations **be cancelled;**

And furthermore that consideration of Award Nominations **be given** at the Special Meeting of Council scheduled for Tuesday, December 11, 2018 at 6:00 pm.

Background

At the August 14, 2018 Regular Meeting of Council, the Members were presented with two reports, namely: CS-2018-20 regarding 2018 Awards Nominations and CS-2018-21 regarding 2019 Committee and Local Board Applications and the Selection Process.

In keeping with the Awards Policy No. 2 (Awards Policy) and Committee/Local Board Application and Appointment Policy No. 4 (Committee Policy) notices regarding the receipt of applications and nominations were advertised in the and Essex Free Press (September 6) and Shoreline Week (September 7) in addition to being posted to the Town's website and in numerous social media posts. Notice of the Awards Nominations was also sent to area community groups and shared with the Town's Committee Members, in addition to the notice for Committee and Local Board applications.

Comments

To date, one (1) nomination has been received for the Dr. Breault Award. None have been received for the Donny Massender Award nor the Senior of the Year.

The Awards Nomination deadline was extended to Friday, November 30, 2018, to allow for additional nominations to be received. Advertisement of the extension has been placed in the Essex Free Press (November 8) and Shoreline Week (November 9), in addition to being posted to the Town's website and social media. Additional community outreach will be done through further communications to local community groups and organizations.

In light of the foregoing, the Special Meeting of Council previously scheduled for Tuesday, November 27, 2018, to consider Award Nominations is no longer required. In an election year, the Awards Policy allows for the outgoing Council to consider the nominations. The greater majority of Members were re-elected or acclaimed for the 2018-2022 term of Council and can consider the Awards Nominations at the Special Meeting of Council already scheduled for Tuesday, December 11, 2018, to consider Committee and Local Board applications.

While applications were received for the various Committees and Local Boards, the timeline for submissions has also been extended. Council is scheduled to consider the applications at their December 11, 2018, Special Meeting. To offer greater opportunity for persons interested in serving the community to apply for an appointment to Committees and Local Boards the application deadline was also extended to Friday, November 30, 2018. Advertisement of the extension was also placed in the Essex Free Press (November 8) and Shoreline Week (November 9), in addition to being posted to the Town's website and social media.

There was an insufficient number of qualified and/or complete applications received from the Business Improvement Area (BIA) to fill the nine (9) Director positions on the Tecumseh BIA Board of Management. The BIA is governed by a Board of Management, appointed by Council and comprised of two (2) Directors appointed by Council and seven (7) Directors selected by a vote of the membership.

Council will consider these Director appointments, following the vote of the BIA membership which will take place after the November 30 application period extension.

Consultations

Chief Administrative Officer
BIA

Financial Implications

There are no financial implications. Advertisement costs have been included in the Corporate Services Budget for 2018.

Link to Strategic Priorities

Applicable	2017-18 Strategic Priorities
<input checked="" type="checkbox"/>	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.
<input type="checkbox"/>	Ensure that the Town of Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.
<input type="checkbox"/>	Integrate the principles of health and wellness into all of the Town of Tecumseh's plans and priorities.
<input checked="" type="checkbox"/>	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.
<input checked="" type="checkbox"/>	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 Chief Administrative Officer.

Prepared by:

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

Recommended by:

Tony Haddad, MSA, CMO, CPFA
Chief Administrative Officer

Attachment Number	Attachment Name
None	None



The Corporation of the Town of Tecumseh

Financial Services

To: Mayor and Members of Council

From: Tom Kitsos, Deputy Treasurer & Tax Collector

Date to Council: November 13, 2018

Report Number: FS-2018-16

Subject: Budget Variance Report – August 31, 2018

Recommendations

It is recommended:

1. **That** Financial Services Report FS-2018-16, Budget Variance Report – August 31, 2018, **is received.**

Background

All departments have reviewed actual results for the period of January 1, 2018 to August 31, 2018 in order to identify and report on variances from budget. This analysis looks at both operating and capital budgets.

Directors were also asked to provide year-end projected results to determine if we expect to be in a surplus or deficit position at the end of the year.

Comments

Directors review year-to-date financial results for the first eight months of 2018, compare these to the prior year results for the same period and to the 2018 approved budget. Based on the review and analysis, a projection of year-end results is made in order to determine the expected results of operations.

Operating Fund

Tax Supported

Based on August year-to-date results, we are projecting a tax supported operating surplus of approximately \$375,000 before year-end transfers and adjustments (see table attached).

In formulating estimates where there is a range of expected results, Administration used the lower end of the range in order to be conservative in our projections.

Major budget variances for the year, forecast versus budget, are as follows:

Budget Item	Amount
Council – Health under budget due to lower enrolment numbers and claims.	(22,000)
Council - Lower professional development and seminar activity resulting in a favourable forecast variance.	(8,000)
Council – Lower AMO meetings due to provincial election and transition period for new government.	(5,000)
Corporate Shared – Taxation revenue exceeds budget due to greater than anticipated 2017 in-year assessment growth.	(89,000)
Corporate Shared – Supplementary taxation revenue exceeds budget partly due to timing lag (2017 year-end supplementary revenue less than budget) and greater than anticipated industrial assessment growth.	(182,000)
Corporate Shared – Provincial Offences Act (POA) fines revenue trending lower than budget.	20,000
Corporate Shared – Penalties and Interest revenue less than budget due to lower taxes receivable.	25,000
Corporate Shared - Bank interest income favourable (\$308,000) due to increases in the prime rate; transferred to tax stabilization reserve so no net impact.	0
Corporate Shared – Health benefit Administrative Costs Only is favourable due to lower claims paid out.	(58,000)

Budget Item	Amount
Corporate Shared – Trailer set-up and rental costs were not budgeted.	17,000
Corporate Shared – Tax write-offs lower due to decrease in vacancy rebate claims (\$40,000) and lower assessment appeal activity (\$85,000).	(125,000)
Corporate Shared - Deficit forecast reflects the \$972,611 allocation of the 2017 surplus, which is offset by an opening surplus adjustment in the financial statement.	0
CAO – Temporary budget gapping for Health benefits.	(17,000)
CAO - Legal fees are expected to be approximately \$153,000 over budget resulting from renewed activity on outstanding legal matters. Offset by transfer from reserve so no net impact.	0
CAO - Forecasting a favourable variance in Professional Fees – Other due to lower than anticipated activity.	(21,000)
ICS - Computer Support/Software expected to show a favourable variance.	(5,000)
Financial Services – Benefits projected to be under budget due to lower than budgeted increases.	(12,000)
Corporate Services and Clerk - Wages and benefits under budget due to position vacancy.	(46,000)
Corporate Services and Clerk - Professional Fees - Legal over budget due to various legal matters.	7,000
Seniors Advisory Committee - Received OSRCF Senior Fitness Around Town grant for \$17,000 and Senior Community grant for \$2,000. Funding to be used for various committee initiatives.	(5,000)
Fire – Received corporate grant from Archer Daniels Midland towards Confined space rescue equipment.	(6,000)

Budget Item	Amount
Fire – Benefits anticipated to be under budget due to lower than budgeted increases and employees ineligible for coverage.	(14,000)
Police – OPP contract charges projecting lower for 2018 activity (\$37,000) in addition to 2017 reconciliation surplus (\$25,000).	(62,000)
Building - Benefits projected to be under budget due to lower than budgeted increases.	(6,000)
By-law Enforcement – Increase in litigation activity is expected to overspend Professional fees budget.	9,000
Animal Control – Increase in dog licence fees exceeds budget. Included a door to door project using outside firm.	(8,000)
Roadways – Interfunctional cost recovery expected below budget as fewer staff hours charged to Wastewater operations.	15,000
Roadways – Wages projected to be over budget due to Bill 148 adjustment to Seasonal staff wages (\$15,000) and staff overtime (\$20,000).	35,000
Roadways - Gasoline expense is expected to be over budget largely due to winter control activities.	24,000
Roadways – Vehicle maintenance to be over budget by due to two large repairs (Sweeper arrow-board and Mack Tandem cylinder).	17,000
Roadways – Electricity costs below budget due to provincial limit on annual increases.	(11,000)
Winter Control - Potential overall unfavourable due to harsh winter weather (overtime \$67,000; salt \$143,000; equipment parts \$7,000). Forecast wages are based on prior year activity, and thus could vary depending on this year's weather.	217,000

Budget Item	Amount
Transit – Contract costs expected to exceed budget due to fuel escalation clause, Corn Festival shuttle service and fleet rental costs when both Town buses were out of service (\$9,000). Offset by Transfer from Lifecycle reserves so no net impact to operating budget.	0
Street Lighting - Expected to be close to budget overall. Favourable hydro costs of \$9,000 offset by an unexpected pole replacement (\$5,000) and carry-over maintenance charges from 2017 (\$10,000).	6,000
Storm Sewers - Materials & Supplies anticipated to be over budget due to catch basin program.	6,000
Storm Sewers – Electricity costs projecting to be under budget.	(10,000)
Garbage Disposal – Tonnage trending below budget projecting lower tipping fees.	(66,000)
Parks – Canada Summer Jobs grant funding confirmed.	(20,000)
Parks – Wages Bill 148 impact for Seasonal staff offset by lower projected full-time and student hours.	7,000
Parks - Gasoline expense expected to be over budget; higher unit cost and increased usage are both contributing factors.	10,000
Parks – Materials and supplies expected to exceed budget due to additional flowers and baseball clay purchased.	5,000
Arena – secondary revenue sources (public skating, advertising etc.) expected to exceed budget.	(10,000)
Arena – Equipment Parts and Service trending above budget due to above-average Zamboni and compressor maintenance service.	6,000

Budget Item	Amount
Recreation Programs - Miscellaneous Revenue forecast to be over budget (hot lunch sales, t-shirt sales, Healthy Kids Community Challenge (HKCC) transportation, HKCC social media/promotions).	(7,000)
Pool - Canada Summer Jobs grant funding confirmed.	(22,000)
Corn Festival – Carnival and Admission fee revenues below budget – inclement weather on main day of event a significant factor.	16,000
Corn Festival – Equipment rental exceeds budget due to stage production, utility carts and tent rental costs greater than anticipated.	8,000
Corn Festival – Grounds maintenance costs greater than budget, overall hours reduced, however more than offset by rate of pay increase.	6,000
Corn Festival – Other costs, which includes entertainment, pageant, public relations and parade, exceeded budget.	6,000
Committee of Adjustment – Favourable variance of \$14,000 due to fewer attendees at annual OACA conference (\$5,400) and no OMB/LPAT hearings anticipated (\$4,500).	(10,000)
Agriculture and Reforestation - Grant revenue expected to be under budget due to time allocated to the backwater valve program (which is not grantable under the Drainage Superintendent grant program).	5,000
Agriculture and Reforestation - Favourable variance in Wages and Benefits largely due to position vacancy (\$25,000) offset by increased overtime (\$14,000).	(24,000)

Numerous accounts with favourable and unfavourable variances of under \$5,000 along with the above-noted items contribute to the estimated surplus.

Rate Supported

Significant variations from budget are expected to be:

Budget Item	Amount
Sanitary – Sewer charges under budget due to lower residential water consumption volumes.	104,000
Sanitary – Wages and benefits projected below budget due to position vacancy.	(27,000)
Sanitary – Contract cost is favourable to budget due to lower than estimated sanitary treatment costs charged by the City of Windsor (\$70,000) and lower volumes (\$110,000).	(180,000)
Sanitary - Sewer maintenance contract costs (OCWA) projecting greater than budgeted.	6,000
Sanitary – Professional fees – Engineering projected below budget.	(12,000)
Sanitary – Electricity costs projecting below budget.	(9,000)
Sanitary – Participation in backwater valve Grants program declining.	(32,000)
Sanitary – Billing adjustment – no longer servicing Banwell Gardens retirement home effective 2017.	28,000
Sanitary - Interfunctional charges projecting below budget due to lower than anticipated labour support from Public Works staff.	(15,000)
Water – Revenues projecting below budget due to lower residential consumption volumes.	60,000
Water – Wages and benefits projecting over budget due to Director retirement and clerical overtime hours related to backwater valve grant program.	13,000

Budget Item	Amount
Water – Professional fees over budget due to WUC water purchase agreement mediation process.	45,000
Water – Bulk water purchases over budget due to increase in supply rate from City of Windsor, retroactive to 2017.	130,000
Water – Vehicle parts and service trending over budget due to aging fleet.	7,000

Numerous accounts with favourable and unfavourable variances of under \$5,000 along with the above-noted items contribute to the estimated operating deficit for rate supported departments of \$136,000.

Note: that a deficit decreases the balance transferred to reserve funds to offset capital requirements.

Capital/Lifecycle

The Capital/Lifecycle analysis consists of reviewing the status of approved projects comparing approved funding to actual results. Items of note include:

- The Tender for Rossi Drive sanitary sewer extension was awarded to Amico Infrastructures Inc. in the amount of \$1,749,000 excluding HST. PWES Report No. 57-17 provided an estimated project cost of \$2,281,800. Anticipated surplus is approximately \$532,000.
- The Tender for St. Mary's Splash Pad was awarded to Open Space Solutions Inc. in the amount of \$160,000 excluding HST. Parks Report No. 25-17 provided an estimated project cost of \$200,000. The splash pad has been installed and is operational. Project surplus is approximately \$40,000.
- The Tender for Various watermain improvement projects was awarded to Sherway Contracting in the amount of \$945,800 excluding HST. PWES Report No. 57-17 provided an estimated project cost of \$1,196,900. Anticipated surplus is approximately \$251,000.
- The Tender for SCBA air filling station at Fire Hall #2 was awarded to Levitt Safety in the amount of \$53,938 excluding HST. Fire Report No. 01-17 provided an estimated project cost of \$70,000. The equipment has been installed. Project surplus is approximately \$16,000.
- The Tender for Storage addition Fire Hall #2 was awarded to Bear Construction in the amount of \$204,029 excluding HST. Parks Report No. 25-17 provided an estimated

project cost of \$200,000. The addition is scheduled to be completed mid-August. Anticipated project deficit is approximately \$4,000.

- The Tender for Supply of Parks Equipment was awarded to G.C. Duke (rotary mower) and Vermeer Canada (wood chipper) in the amount of \$109,145 excluding HST. PWES Report No. 2018-03 provided an estimated project cost of \$119,000. Both pieces of equipment have been delivered. Project surplus is approximately \$10,000.
- The Tender for Supply of Vehicles (four pick-up trucks and one minivan) was awarded to three separate dealerships; Amherstburg Chevrolet, Provincial Chrysler and Windsor Chrysler in the amount of \$177,541 excluding HST. PWES Report No. 2018-03 provided an estimated project cost of \$179,000. The minivan has been delivered and the pick-up trucks will be delivered within weeks. Project surplus is approximately \$1,000.
- The Tender for Anode Water Program 2018 was awarded to C.P. Systems in the amount of \$375,000 excluding HST. PWES Report No. 57-17 provided an estimated project cost of \$375,000. The project is currently still in progress.
- The Tenders for Supply of Vehicles (Water Service Truck, Fire Command 1, Fire Command 2 and Transit Bus) were awarded to Windsor Chrysler, Rose City Ford (both Fire Command vehicles) and Overland Custom Coach respectively in the total amount of \$345,109. PWES Report No. 2018-03 provided an estimated project cost of \$340,000. We are awaiting delivery on all vehicles. Anticipated project deficit is \$5,000.
- The Tender for Asphalt Paving 2018 was awarded to Coco Paving Inc. in the amount of \$1,348,462 excluding HST. PWES Report 57-17 provided an estimated project cost of \$1,450,000. It should be noted that the tender does include \$50,000 in provisional costs and is based on estimated quantities. The final actual costs will be determined based on actual quantities required. Paving work will be completed no later than August 31.
- Allocation for the construction and electrical work for the installation of the HWY 401 Gateway Signage was approved for \$163,000. The project was tendered in two separate processes; construction and electrical, and has yielded a surplus of \$3,000.
- The approved allocation for the repair and improvement for the East McPherson Drain was \$102,520; the project was awarded for \$103,992 for a shortfall of about \$1,500. Work has been substantially completed; waiting on finalizing some deficiencies and release of final payment.
- PWES Department has awarded one part of the Sanitary Sewer Investigation and Rehabilitation project for \$1,157,000, funded through OCIF Grant and resulting in a surplus of \$20,500. OCIF, CWWF and OCIF Top-up grant funding has been secured. Phase one, funded through OCIF is to be completed by December 2018. PWES will proceed with the second phase of the project funded through CWWF. The entire project is to be completed by Q2 2019.

Carry over projects continue while approvals for 2018 projects are ongoing. Project surplus/deficits reduce the amount of reserve funds required and are adjusted through increasing or decreasing the transfer from reserve.

Consultations

All Departments

Financial Implications

Although early forecasts indicate an overall operating surplus of \$239,000 [Tax Supported surplus (\$375,000) and Rate Supported deficit (\$136,000)] it is important to note that projections are based on a number of estimates which can vary prior to year-end. Administration will continue to closely monitor the budget.

Further recommendations will be made for Council consideration once year-end results are known.

Link to Strategic Priorities

Applicable	2017-18 Strategic Priorities
<input type="checkbox"/>	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.
<input type="checkbox"/>	Ensure that the Town of Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.
<input type="checkbox"/>	Integrate the principles of health and wellness into all of the Town of Tecumseh's plans and priorities.
<input checked="" type="checkbox"/>	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.
<input type="checkbox"/>	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 Chief Administrative Officer.

Prepared by:

Tom Kitsos, CPA, CMA, BComm
Deputy Treasurer & Tax Collector

Reviewed by:

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

Recommended by:

Tony Haddad, MSA, CMO, CPFA
Chief Administrative Officer

Attachment Number	Attachment Name
1	August Operating Budget Variance Summary

Run Date: 31 Oct 2018

**Town of Tecumseh
 August Operating Budget Variance Summary
 Summary of All Units**

	2018 Approved Budget	2018 Year End Forecast	2018 Forecast Surplus/Deficit
Tax Supported			
Council	381,159	342,219	-38,940
Corporate Shared	-14,923,147	-14,249,533	673,614
Administration	2,867,884	2,760,016	-107,868
Fire	1,235,794	1,214,430	-21,364
Police	3,245,262	3,177,700	-67,562
Conservation Authority	263,920	263,061	-859
Building	152,437	141,828	-10,609
Other Protection	98,911	89,697	-9,214
Emergency Measures	28,750	26,543	-2,207
Public Works	1,994,968	2,295,545	300,577
Transit	83,055	83,640	585
Storm Sewers	381,853	378,532	-3,321
Garbage Collection/Disposal	1,444,200	1,374,911	-69,289
Golden Age Club	16,200	16,469	269
Parks	1,317,101	1,314,337	-2,764
Arena	545,439	521,661	-23,778
Pool	101,185	78,268	-22,917
Recreation Other	35,700	36,889	1,189
Libraries & Culture	32,111	70,927	38,816
Planning & Zoning	697,218	657,933	-39,285
Tax Supported	0	595,073	595,073
Opening Surplus (shown under Corp. Shared)		-972,611	-972,611
Total Tax Supported		-377,538	-377,538
Rate Supported			
Sanitary Sewers		-127,446	-127,446
Waterworks System		263,300	263,300
Total Rate Supported		135,854	135,854
Total Summary of All Units	0	-241,684	-241,684



The Corporation of the Town of Tecumseh

Fire & Rescue Services

To: Mayor and Members of Council

From: Doug Pitre, Director Fire Services & Fire Chief, C.E.M.C.

Date to Council: November 13, 2018

Report Number: FIRE-2018-08

Subject: Tecumseh Fire Services – Q3 Update

Recommendations

It is recommended:

That the Tecumseh Fire Services Q3 2018 update presented in the Fire & Rescue Services Department Report FIRE-2018-08 **be received**.

Background

The purpose of this Fire Services Report is to provide Council with an overview of the Tecumseh Fire Rescue Services for the third quarter of 2018.

Tecumseh Fire Rescue Service provides firefighting protection for the lives and property of citizens of the Town of Tecumseh. Personnel respond to all calls for service, provide firefighting, rescue, emergency medical intervention (including defibrillation), vehicle extrication, shore-based water rescue, and confined space entry rescue.

The Fire Department is a composite fire service operating out of two stations, each with a complement of 20 volunteer firefighters. Station 1 is located at 985 Lesperance, while Station 2 is located at 5520 Walker Road. The department services a population of approximately 24,000 providing fire and emergency medical coverage to a 95 square kilometre area and responds to approximately 400 calls per year.

The dedicated individuals in the Fire Service continue to be leaders in supporting charities that are an integral part of our community such as area Goodfellows. As well, our successful Fire Prevention Week Open Houses and public education offered in school visits are vital opportunities to raise awareness and educate the public.

Comments

Calls for Service – Volume

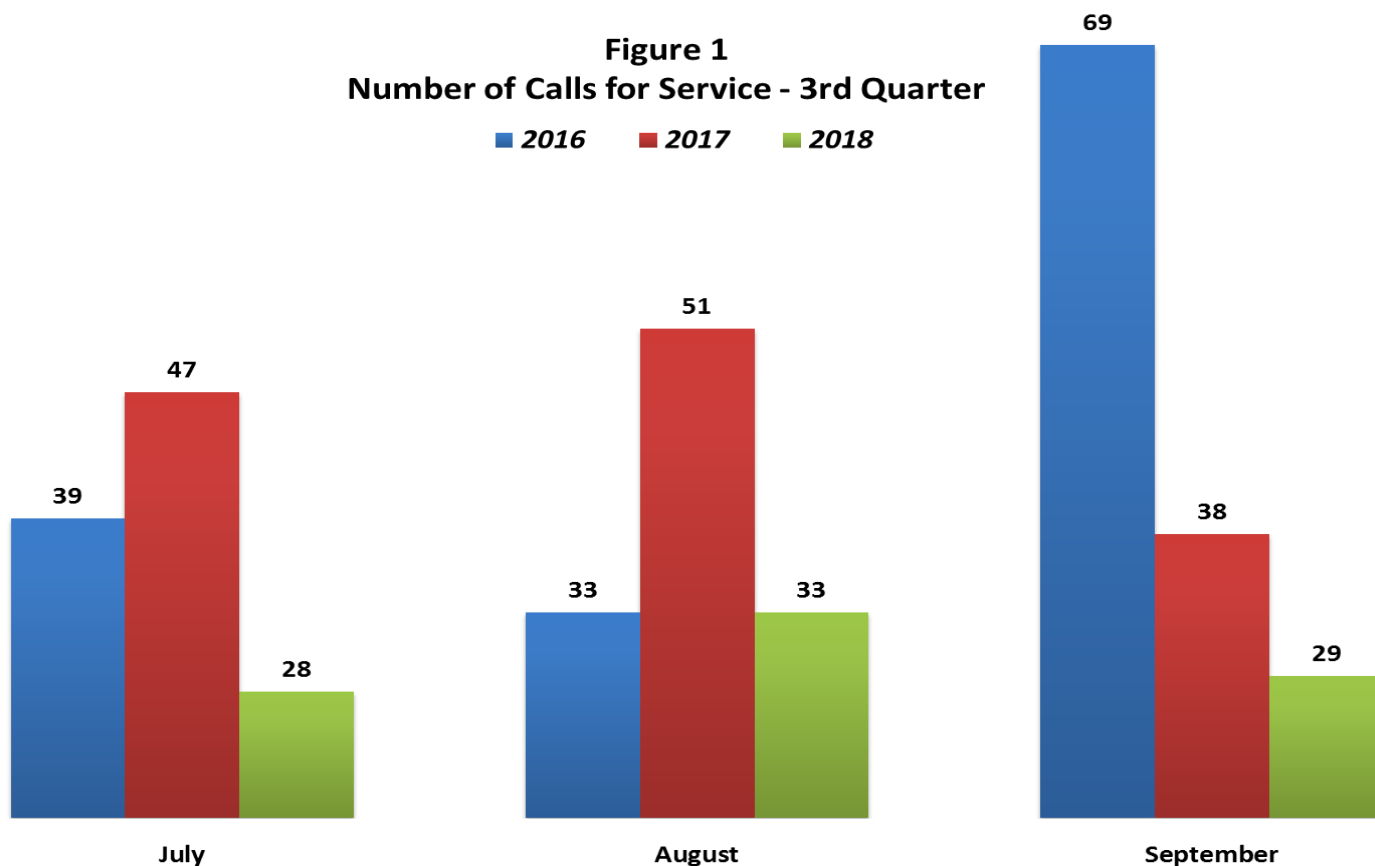


Figure 1 illustrates call volumes for the 3rd Quarter over a three-year period 2016 through 2018 on a monthly basis. Calls for service in the 3rd Quarter of 2018 include four fires, a vehicle, garage, kitchen and an enclosed porch, three no loss outdoor fires, five overheat mechanical device, one pot on stove, four open air burning/unauthorized controlled burning and two other cooking/toasting/smoke/steam (no fire).

Public Education and Inspection

i) Public Education

Firefighter Smoke & Carbon Monoxide Door-to-door Campaign - During the months of July and August physical fitness training is suspended due to hot weather which provides the opportunity for firefighters to engage with the community supplying valuable information at their doorstep, answering questions and reminding residents of the importance of fire safety and emergency preparedness.

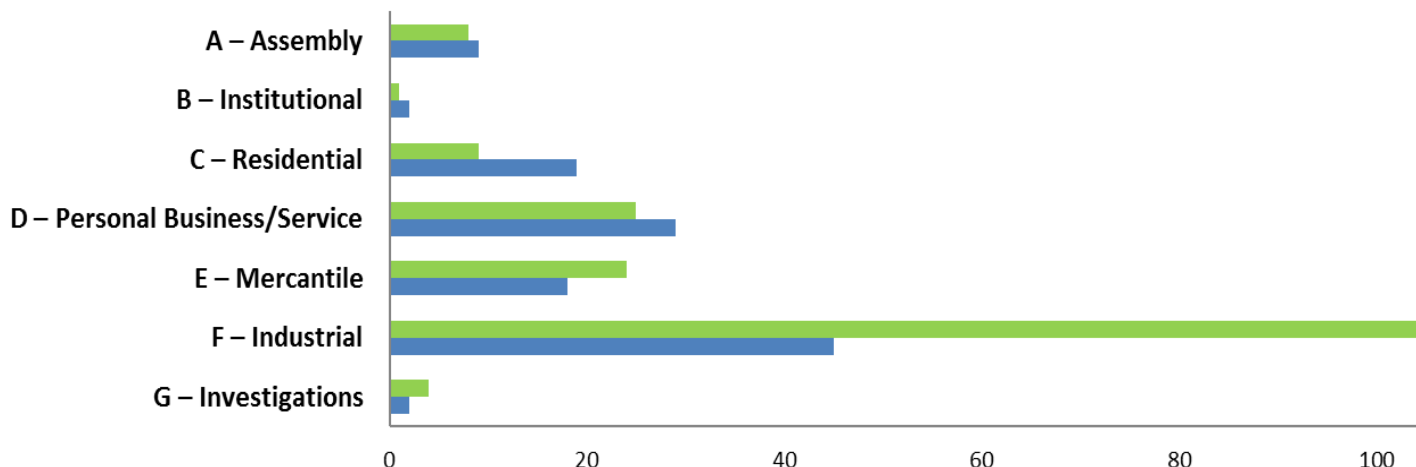


High School Cooperative Education Students – Tecumseh Fire is hosting two high school cooperative education students from local area high schools, Kyle Chinnery from Tecumseh Vista and Hanna Redmond from L'Essor. This is a valuable opportunity for these students to experience up close the roles of various fire department personnel, including responsibilities, functions, and administrative duties.



ii) Inspection

Figure 2
Inspection by Property Type - 3rd Quarter



	A – Assembly	B – Institutional	C – Residential	D – Personal Business/Service	E – Mercantile	F – Industrial	G – Investigations
2018	8	1	9	25	24	119	4
2017	9	2	19	29	18	45	2

Figure 2 illustrates Inspection by Property Type for the 3rd Quarter for the years 2017 and 2018.

Q3 – 2018 Highlights

○ New Pumper/Rescue Unit 1

Tecumseh Fire has placed into service the new Rescue 1, replacing the 1990 Spartan Rescue 1 which has been donated to the Pre-Service Firefighter Program at St Clair College. This new Rescue unit carries 750 gallons of water along with all of the fire department's confined space and water rescue equipment and will service the needs of our community well into the future.



- **High Angle Rope Rescue Training**

Three Tecumseh firefighters have joined members of LaSalle Fire to become part of the new Kingsville Fire Department County High Angle Rescue Team. This is an excellent training opportunity for firefighters on the team and reduces the impact on municipalities through cost sharing for a regional team.



- **Jr. Firefighter Specialty Camp**

Once again, as a part of the Tecumseh Parks & Recreation 2018 Summer Day Camp Programming, a Junior Firefighter Camp was held at Station 1. The participants experienced special instruction every camp morning. Activities included instruction in 911, safety plans, Fire Hall maintenance, CPR, First Aid, fire extinguisher training, hose training and live scenarios.



○ 2018 Fire Prevention Week Open House

The 2018 Fire Prevention Week Open House encouraged the public to tour the Fire Stations, meet the firefighters, go for a Firetruck ride and other educational activities. Ontario Provincial Police and Essex Windsor E.M.S. provided informative displays. Essex Power, Union Gas, Red Cross as well as Contents Processing Centre (CPC) and Safe Seats Save Children (SSSC) also joined to make this one of our most well attended events.



Consultations

None

Financial Implications

None

Link to Strategic Priorities

Applicable	2017-18 Strategic Priorities
<input checked="" type="checkbox"/>	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.
<input checked="" type="checkbox"/>	Ensure that the Town of Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.
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<input checked="" type="checkbox"/>	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.
<input checked="" type="checkbox"/>	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 Chief Administrative Officer.

Prepared by:

Doug Pitre
Director Fire Services & Fire Chief, C.E.M.C.

Recommended by:

Tony Haddad, MSA, CMO, CPFA
Chief Administrative Officer

Attachment Number	Attachment Name
None	None



The Corporation of the Town of Tecumseh

Parks & Recreation Services

To: Mayor and Members of Council

From: Paul Anthony, Director Parks & Recreation Services

Date to Council: November 13, 2018

Report Number: PRS-2018-19

Subject: Upgrades to Lacasse Ball Park

Recommendations

It is recommended:

That Project # 1 - Construction of a practice infield outside of the left field fence at Lacasse Park, as shown on attachment #1 be **approved**;

AND THAT Project # 2 - Lacasse Upgrades be **presented** through the 2019 Parks Lifecycle Budget for Council consideration.

Background

The Tecumseh Baseball Club (Club) has operated the Lacasse diamond facility since approximately 1947 on behalf of the Town of Tecumseh and, through the efforts of its members and volunteers, has provided the meticulous attention required on a daily basis to maintain the facility. In addition, the Club has provided a quality standard of playing field second to none in the area. The Club is a very important part of the Tecumseh community.

The Club operates the facility through a Lease Agreement that grants the Club the right to use the baseball field, grandstand, clubhouse and related facilities in the Bert Lacasse Baseball Field, in the Town of Tecumseh.

The Club - through the Agreement - is responsible, at their cost, to operate and maintain the facility, including the diamond, turf, washrooms, concession and all ancillary buildings, and to cover utility costs.

In 2013 the Club, in partnership with the Town, applied for and was successful in receiving grant funding through the Federal Infrastructure Improvement Fund for renovations and improvements to the facility. The upgrades included new field lighting, expansion of the outfield perimeter fencing, installation of a warning track around the outfield and the construction of a facility storage shed. The total cost of the project was \$414,990, funded by \$166,660 from the Federal Infrastructure Grant and \$248,330 from the community (Tecumseh Baseball Club \$85,000 and the Town of Tecumseh \$163,330). Due to financial restraints the Town funded the Club's \$85,000 and the Club is repaying through a 10-year annual contribution of \$8,500.

The Agreement also calls for the Town to pay the monthly utilities (water, hydro), and the Club reimburses the Town for the full cost of the utilities in December each year. The average cost for the utilities is \$11,000 annually.

Over the past 4 years, the Lacasse ball diamond usage has increased through a partnership with the Town, the Tecumseh Baseball Club, and St Clair College. It has become the home to the St. Clair College Saints Varsity Baseball Club fall season, as well as expanding to include St. Clair's summer Collegiate baseball league program known as the Tecumseh Green Giants.

Comments

Over the years, the Club has, through a combination of volunteers and summer students, been able to maintain the playing field to the standards the community and players using the field have been accustomed to.

With the increased spring/summer play and practice sessions of the Club and College Green Giant program, along with the expansion of the fall playing season to accommodate the St. Clair College team, the field has non-stop usage from April to late October and has shown consistent increased wear, specifically on the infield. In addition, with the increased play, the number of park visitors has also gone up, and as such necessitated increased maintenance to other areas within the facility grounds to keep them in an acceptable condition.

With the increased usage of the playing field, the cost to maintain the facility has risen, and with the current financial commitments, the club is finding it difficult to maintain operations.

It must be noted that the St. Clair program currently commits financial support to the facility - they purchased and paid for the new scoreboard, updated the clubhouse, as well as providing the Club with an agreed upon annual financial contribution to help maintain their maintenance cost of using the facility.

Administration has had an opportunity to meet with the Club President to review their current financial position and review possible partnerships through maintenance and facility upgrades aimed at lowering the current operating cost of the field and property maintenance, and still allow the Club to provide the quality standard for the facility that the baseball community has been accustomed to. As a result, the following projects are proposed:

Project #1 – Construction of a Practice Infield

- Design and construct an infield practice diamond just outside of the left field fence, shown on attachment # 1. The field would only be used for infield practice. It was reviewed and agreed upon by the Club and administration that this area would still be used and accessible during the annual Corn Festival.

The cost to design and develop this infield would be at the expense of the Club and St. Clair College.

Project #2 – Lacasse Upgrades

- Areas of constant heavy foot traffic include the batting cage, warm-up pitching areas, area behind home plate and on deck circles. These areas are consistently in need of turf maintenance and repair.

A local contractor has been in contact with the Club regarding some artificial turf they recently removed from one of their facilities and has proposed to sell approximately 8,000 sq. ft. of material. Members of the Club have had the opportunity to view the material and note the artificial turf is in good shape and could be installed to help lower costs and maintain the high traffic areas outlined above.

The material could also be used in other locations within the Town, i.e. goalmouth areas for soccer fields that consistently become worn down and require repairs.

The purchase of the material would be at the expense of the Town and the labour cost to install it at the Lacasse ball diamond would be a partnership between the Club and St. Clair College.

- Currently there are three (3) locations with portable bleachers that sit on stone bases, and there are a number of maintenance issues with the stone base. They continually become overgrown with weeds which requires constant maintenance, the stone base does not provide a consistent, even base for the bleachers and currently they are not accessible. It is recommended that the stone base be replaced with a cement pad and that the pad be extended beyond the current stone base footprint to allow for accessible viewing of the playing field.
- With the development of the practice diamond it is recommended that a fencing extension be installed from the current left field fence to just short of the Lacasse Park sign as shown on attachment # 1. The fencing would stop any errant balls thrown on the practice diamond and would act as a permanent piece of the Corn Festival. Normally a temporary fence is put in place to control entrance to the park during the festival.

As the new cement pads & fencing would become Town assets it is recommended that the cost to complete this portion of the project would be at the Town's expense.

As a result of Administration's review, it is recommended that both projects be undertaken as a three-way partnership between the Town, the Club, and St. Clair College.

Consultations

Financial Services
Tecumseh Thunder Baseball Club
St Clair College

Financial Implications

Project #1 - Construction of a practice infield does not have any financial implication to the Town as the Club and St Clair College will fund this project

Project # 2 - Upgrades to Lacasse Park is estimated to cost \$30,000, which will be presented to Council for consideration as part of the 2019 Parks Capital Lifecycle projects report.

Link to Strategic Priorities

Applicable	2017-18 Strategic Priorities
<input checked="" type="checkbox"/>	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.
<input type="checkbox"/>	Ensure that the Town of Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.
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<input checked="" type="checkbox"/>	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.
<input type="checkbox"/>	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 Chief Administrative Officer.

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 Number	Attachment Name
1	Lacasse field proposed upgrades



90' Bases
Skin Practice
Diamond

MEANDER

New
Fence

90'
16,500 sqft
90'
90'
90'

45,500 sqft

LACASSE

Concrete Bleacher Pad

MEANDER

CLAPP

Concrete Bleacher Pad

Concrete Bleacher Pad



The Corporation of the Town of Tecumseh

Parks & Recreation Services

To: Mayor and Members of Council

From: Paul Anthony, Director Parks & Recreation Services

Date to Council: November 13, 2018

Report Number: PRS-2018-20

Subject: Lease Agreement Renewal
Powertech Hockey Development (2013) Ltd.

Recommendations

It is recommended:

THAT a five (5) year Renewal Lease Agreement commencing December 1, 2018 **be approved** between The Corporation of the Town of Tecumseh (Town) and Powertech Hockey Development (2013) Ltd. (Powertech) to provide a specialized sport training/programming service at the Tecumseh Arena (Renewal Agreement);

AND THAT the Renewal Agreement call for a monthly rental fee of \$2,500 plus H.S.T. for the month of December 2018; and \$2,600 plus H.S.T. from January 1, 2019 to December 31, 2023;

AND FURTHER THAT Powertech would have the right to further renew the lease agreement upon written notification at least six (6) months before the expiration of the Renewal Agreement, for a further five (5) years, subject to a the rental fee being renegotiated;

AND FURTHERMORE THAT a **by-law be prepared** authorizing the Mayor and the Clerk to execute the Renewal Agreement satisfactory in form to the Town's Solicitor.

Background

At the regular Council meeting of November 12, 2013, the members considered Parks & Recreation Report No. 37/13 and subsequently passed motion (RCM-390/13) which reads as follows:

THAT a five year agreement commencing December 1st, 2013 be approved between the Town of Tecumseh and 1681384 Ontario Inc. operating under the name of Powertech Hockey Group (Powertech) to provide a specialized sport training/programing service at the Tecumseh Arena;

AND THAT the lease agreement call for a monthly fee of \$2,500 plus H.S.T. for the period of the agreement December 1, 2018 to December 31, 2018;

AND FURTHER THAT Powertech would have the right to renew the agreement, to be exercised at least six (6) month before the expiration of the term hereby granted for two (2) further periods of five (5) years, on the same terms as provided in the agreement. The rental fee will be renegotiated prior to any renewals; should Powertech Group choose not to exercise their option to renew, the agreement will expire on December 31, 2018;

AND FURTHERMORE THAT a by-law be prepared authorizing the Mayor and the Clerk to execute an Agreement between the Town of Tecumseh and Powertech, satisfactory in form to the Town's solicitor.

Comments

Powertech, as per the Lease Agreement, has notified the Town of its intent to renew for a further 5-year period to continue to offer a specialized sport training/programming service at the Tecumseh Arena.

During the first 5-year agreement, Powertech met all of its obligations and has provided a quality sports training program for athletes of all ages and abilities. The agreement has also resulted in increased ice rentals which, in turn, has provided additional revenue to the Arena facility. The partnership has been a win/win for the Town and Powertech.

It is recommended that Council authorize a renewal agreement between Powertech and the Town of Tecumseh commencing December 1, 2018 for a term of five (5) years, with a monthly rent of \$2,500 plus H.S.T. for the month of December 2018, and \$2,600 plus H.S.T. from January 1, 2019 to December 31, 2023.

Powertech would have the right to renew, to be exercised at least six (6) months before the expiration of the term hereby granted, for one (1) further period of five (5) years, on the same terms as provided in the agreement. The rental fee would be negotiated prior to the renewal.

Since entering into the lease agreement with Powertech, it has obtained a new certificate of incorporation amending its legal name from 'Powertech Hockey Group' to 'Powertech Hockey Development (2013) Ltd.' The renewal agreement will reflect Powertech's corporate name change.

Consultations

Corporate Services & Clerk
Financial Services

Financial Implications

The public-private partnership with Powertech provides financial support annually and provides a service that the Town cannot provide in-house.

The net revenue from the lease, approximately \$14,000, is allocated to the Arena Lifecycle Reserve to fund for future maintenance costs.

Link to Strategic Priorities

Applicable	2017-18 Strategic Priorities
<input checked="" type="checkbox"/>	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.
<input type="checkbox"/>	Ensure that the Town of Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.
<input checked="" type="checkbox"/>	Integrate the principles of health and wellness into all of the Town of Tecumseh's plans and priorities.
<input checked="" type="checkbox"/>	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.
<input checked="" type="checkbox"/>	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 Chief Administrative Officer.

Prepared by:

Paul Anthony, RRFA
Director Parks & Recreation Services

Recommended by:

Tony Haddad, MSA, CMO, CPFA
Chief Administrative Officer

Attachment Number	Attachment Name
None	None



The Corporation of the Town of Tecumseh

Parks & Recreation Services

To: Mayor and Members of Council

From: Kerri Rice, Manager Recreation Programs & Events

Date to Council: November 13, 2018

Report Number: PRS-2018-22

Subject: 2018 Tecumseh Corn Festival Post Event Report

Recommendations

It is recommended:

That Parks and Recreation Services Report PRS-2018-22 respecting the 2018 Tecumseh Corn Festival Post Event Report **be received**;

And that as long as the Tecumseh Corn Festival continues, it will be an alcohol-free 3-day event managed by the Parks and Recreation Department.

Background

At the Policies & Priorities Committee Meeting on November 30, 2015, in accordance with Council's direction, Administration proposed a phase-in approach to move the Tecumseh Corn Festival [Festival] towards a self-sustaining community event.

At the Policies & Priorities Committee Meeting on December 13, 2016, the Members directed the following (PPC-16/16):

That Parks and Recreation Report No. 29/16 respecting the Transition Timelines for the Tecumseh Corn Festival be received;

And that the Corn Festival remain within the Town's Operating Budget for 2017 whereas the Manager Recreation Programs & Events will continue to provide support to the Committee, similar to the support provided in 2016;

And that the OPP labour for the licensed tent will remain as part of the Town's in-kind contribution to the 2017 Festival;

And that a one-year extension be negotiated with Carter Shows Ltd. for the Midway

Carnival for the 2017 Festival;

And that a one-year agreement with the Optimist Club of St. Clair Beach be prepared for the servicing of the Corn Booth for the 2017 Corn Festival;

And that a one-year agreement with the Knights of Columbus Council No. 4375 be prepared for the servicing of the Licensed Tent for the 2017 Corn Festival;

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

At the Policies & Priorities Committee Meeting on December 13, 2016, the Members directed the following (PPC-17/16):

That Administration commence discussions with the local service groups regarding the Tecumseh Corn Festival transition.

On February 24, 2017, Administration met with local not-for-profit organizations regarding opportunities for individual and/or joint partnerships to take over the operations of the Festival. The meeting included representatives from the Optimist Club of St. Clair Beach, the Rotary Club of Windsor-St. Clair, Lakeside Lion's Club and the Knights of Columbus # 4375. In the weeks following the meeting, all but one of the organizations informed Administration that they would not pursue taking over the Festival operations.

In April 2017, Administration prepared a Request for Proposal that was posted on the Town's website and social media accounts, circulated directly to local not-for-profit organizations, and posted to the Festivals and Events Ontario Job Opportunities site. No proposals were received as of the posted deadline.

At the Regular Council Meeting on June 27, 2017, the Members directed the following (RCM-149/17):

That Parks and Recreation Report No. 13/17 respecting the Transition Timelines for the Tecumseh Corn Festival be received;

And that the Director Parks & Recreation be authorized to enter into direct negotiations with a local community organization to take over the management of the Tecumseh Corn Festival;

And further that Administration prepare a report for Council's consideration regarding the results of the direct negotiations.

At the Regular Council Meeting on October 24, 2017, the Members directed the following (RCM-244/17):

That Parks and Recreation Report No. 24/17 respecting the Transition Timelines for the Tecumseh Corn Festival Update be received:

And that the 2018 Tecumseh Corn Festival be managed by the Parks and Recreation Department as a department program and as an alcohol-free 3-day event;

And that upon Council's approval of this proposal, a 2018 Corn Festival Budget will be drafted for Council's consideration at the 2018 Budget deliberations;

And further that following the 2018 Festival, Administration will prepare a report for Council's consideration on the overall operations of the Festival with recommendations for future years.

Comments

In an effort to meet Council's objective to reduce the Town's involvement with the planning and management of the long-standing community event as well as reduce the risk and liability involved with the Festival, Administration planned and executed the following for the 2018 Tecumseh Corn Festival (Festival):

- 1. Managed the Festival as a Parks and Recreation Department program similar to other community events operated by the Department, i.e. Christmas in Tecumseh, thus eliminating the requirement for a formal committee structure.**

Results:

The planning of the Festival was productive and proceeded through the year without delays. The Manager Recreation Programs & Events worked in partnership with community partners and volunteers, including some former committee members, to plan certain aspects of the Festival (i.e. pageant). New partnerships were also established and found to be successful in planning new and/or enhanced Festival activities such as the car show.

- 2. Festival be reduced from a 4-day event to a 3-day event.**

Results:

The Festival was scheduled Friday, August 24, 2018 to Sunday, August 26, 2018. Activities previously scheduled on Thursday of the Festival, such as the pageant, were incorporated into one of the other days of the Festival.

- 3. Continue to include a midway carnival, parade, pageant, vendors and family-friendly entertainment.**

Results:

Midway Carnival - An agreement with Carter Shows Ltd. was negotiated that provided fifteen or more rides, food booths and games. Advanced discounted tickets for the midway rides were available for purchase as the Tecumseh Recreation Complex & Arena and Tecumseh Leisure Pool in the weeks leading up to the Festival.

Parade - A parade was coordinated that included over 40 entries. Volunteers from Tecumseh Fire & Rescue Services assisted with marshalling the parade entries at the Tecumseh Arena parking lot. The parade proceeded through the Town along Lesperance Road to Tecumseh Road onto Lacasse Boulevard to the park entrance. The parade included 3 bands as well as the Canadian Pacific's award-winning Puffer Belly Express miniature train.

Pageant - The Miss Tecumseh Pageant was showcased on the Festival's main stage on Sunday afternoon and the pageant contestants participated in a variety of activities such as the Senior's Bingo and Corn Eating Contests that lead up to the pageant. There were 16 contestants that participated in the pageant. In the weeks leading up to the final pageant competition, the contestants participated in a number of fundraising initiatives including a pasta dinner, car wash, and bowling challenge that contributed to a donation to the Pageant's charity of choice, Transition to Betterness, totalling \$4,034.

Vendors - 54 vendors participated in the Festival and provided a variety of offerings including food, arts & crafts, merchandise, and informational / promotional materials. In addition, the

Optimist Club of St. Clair Beach coordinated the Corn Booth throughout the Festival, serving hot-buttered corn on the cob provided by Bonduelle Tecumseh.

Family-Friendly Entertainment – The Festival offered continuous entertainment during all hours of the Festival. The Festival included a free interactive activities area that included a giant inflatable corn maze, bouncy castle, mini golf and giant lawn games (chess, checkers, connect 4, jenga, etc.). Live stage entertainment was scheduled each day with specific entertainment based on each day's theme. For example, Friday's Senior's day included an Elvis Tribute Artist; Saturday's Family day included Sharon & Bram. Attachment 1 provides a listing of the Festival's complete schedule of events.

4. Not include a licensed tent area.

Results:

The 2018 Festival budget was adjusted to reflect the projected reduction of revenue associated with the elimination of a licensed tent area including the Tent Lease and reduced admission revenue. Other adjustments were made in relation to the elimination of the licensed tent including staffing adjustments associated with grounds maintenance and security including Tecumseh OPP.

The space once used for the licensed tent area was utilized in other manners, including the Senior's Bingo activity on Friday, pony rides on Saturday, and the car show on Sunday. The space also provided additional onsite parking spaces.

5. Operating hours will be reduced and the park will close by 11:00 p.m. on Friday and Saturday evenings.

Results:

The Festival's schedule of events opened each day at 12 noon and provided continuous entertainment and activities throughout the day and evening, including the midway carnival. The Festival, including the midway carnival, closed at 11:00 p.m. on Friday and Saturday evening and at 7:00 p.m. on Sunday. Festival event staff schedules were adjusted to reflect the 2018 operating hours.

Observations, Feedback and Recommendations:

1. Survey Results

Administration, with the assistance of student interns from the University of Windsor and St. Clair College, conducted a survey at the Festival. In order to track trends from previous years, the survey was developed using similar questions previously asked by the Canada South Festival Network. Attachment # 2 is the results of the survey. Survey result highlights include:

What best describes your age category?

- 30% age 21-35
- 26% age 36-50
- 21% age 51-64
- 20% age under 20

What is your gender?

- 53% are Female and 46% are Male

Where do you reside?

- 53% reside in Windsor
- 31% reside in Tecumseh

Have you attended the Corn Festival in past years?

- 78% Yes and 22% No

What attracts you to the Corn Festival?

- 36% Food
- 19% Games/Entertainment
- 18% Music

How would you rate the following elements of the Festival?

- Price of Tickets – 68% Fair to Very Good
- Quality of Vendors – 45% - Good
- Quality of Rides – 40% - Good
- Entertainment – 61% Good to Excellent

How would you rate the Corn Festival?

- 26% - Good
- 33% - Very Good
- 23% - Excellent

Are you satisfied with the value you receive for the amount of money spent at the Festival?

- 76% - Yes

Do you believe you will attend the Festival next year?

- 78% - Yes

What would you like to see changed for future Corn Festivals?

- 63% - Larger variety of vendors
- 37% - Different types of entertainment

2. Attendance

The 2018 Festival budget was prepared with the expectation of reduced attendance levels based on a 3-day festival, reduced hours, and no licensed area. Attendance levels met expectations on Friday and Sunday. Saturday's lower attendance is assumed to be a direct result of the inclement weather conditions on that day. Total attendance for the 2018 Festival was 11,241.

3. Weather Impact

The weather on Saturday of the Festival consisted of rain and storms in the morning that resulted in a postponement of the parade. The remainder of the day consisted of overcast clouds and periodic rain and showers with cooler temperatures. Inclement weather conditions

contributed to safety concerns for the stage performers and as a result the headline concert had a last-minute cancellation. It is Administration's opinion that the inclement weather conditions on Saturday contributed to lower attendance levels on Saturday.

4. Emergency Services

Tecumseh OPP were onsite throughout the evenings of the Festival, however less staff were required as a result of the Festival's shortened hours and type of scheduled activity (ie: alcohol-free). No issues were reported.

Tecumseh Fire & Rescue Services continued to provide first aid services throughout the Festival weekend while also providing Fire Prevention information to Festival visitors. Only minor first aid issues were reported, such as bee stings.

As in previous years, Essex-Windsor EMS scheduled a vehicle to be parked onsite during the Friday and Saturday evenings. No issues were reported.

5. Visitor Feedback

Throughout the weekend, visitor comments were overall positive. Event Staff and volunteers observed that families with younger children stayed at the park longer into the evening than in previous years and many families indicated they appreciated the alcohol-free atmosphere, adding that in previous years they would leave the park early to avoid the guests attending for the licensed tent.

Consultations

Optimist Club of St. Clair Beach
Carter Shows Ltd.
Muscle Cars & Classics
Tecumseh Fire and Rescue
Essex-Windsor EMS

Following the 2018 Festival, Administration met with the Festival's major community partners to review the festival. The purpose of the meetings was to discuss the Festival's successes and areas for improvement; in particular to obtain feedback and opinion about the changes implemented for 2018.

Overall, all of the community partners indicated that the Festival was well attended on Friday and Sunday and that the lower attendance on Saturday was a result of the inclement weather. Each of the community partners agreed that the elimination of a licensed area did not negatively affect the overall Festival and that the overall atmosphere of the Festival achieved its goal towards the family-friendly demographic. The community partners agreed that this year's Festival did not experience the issues and challenges that had been experienced in previous years that were associated with alcohol. Each of the community groups support continuing the Festival as an alcohol-free event. Attachments 3, 4 and 5 are letters of support provide by community partners.

This summer, Muscle Cars and Classics (MC&C) partnered with the Town of Tecumseh to coordinate and enhance the Festival's car show. MC&C took the lead in re-branding the Festival's car show as a premiere invitational car show titled "Cream of the Crop". The Cream of the Crop Invitational Car Show displayed 50 of the top classic and muscle cars in Windsor-Essex and included celebrity guests and judges. The feedback from the MC&C as well as car show participants and spectators was that the show was a success and provided a unique addition to the festival's schedule of events. MC&C is looking forward to continuing this partnership and anticipates the interest in the Cream of the Crop Car Show to grow.

Conclusion

Administration's goal is still to secure an organization to operate the Corn Festival as a separate, independent festival from the Town, as per previous Council direction.

Should the 2019 Corn Festival be managed through the Parks and Recreation Department, it will be done so as a 3-day, alcohol-free event.

The 2019 Corn Festival Budget will be prepared for Council's consideration as part of the 2019 municipal budget package.

Financial Implications

Financial History of the Corn Festival:

	2007	2008	2009	2010	2011	2012
REVENUES	\$ 102,131	\$ 191,740	\$ 221,833	\$ 272,045	\$ 245,282	\$283,781
EXPENDITURES	\$ 114,296	\$ 198,234	\$ 214,582	\$ 275,171	\$ 247,233	\$283,775
NET EXPENDITURE	-\$ 12,165	-\$ 6,494	\$ 7,251	-\$ 3,126	-\$ 1,951	\$ 6

	2013	2014	2015	2016	2017
REVENUES	\$ 157,271	\$ 163,337	\$ 190,832	\$ 154,356	\$ 159,787
EXPENDITURES	\$ 179,840	\$ 202,713	\$ 200,220	\$ 143,288	\$ 138,160
NET EXPENDITURE	-\$ 22,569	-\$ 39,376	-\$ 9,388	\$ 11,068	\$ 21,627

Note: Prior to 2016 a portion of the wages for recreation staff was allocated to the Festival budget to reflect the time spent on the Festival. These costs were in the \$40,000 to \$50,000 range in recent years. In 2016 and 2017, the allocation was reduced to \$25,000 and \$0 respectively. This was to reflect the expectation that community groups would take over managing/running the Festival.

In the years 2008 to 2012, the Tecumseh Corn Festival received provincial grants up to \$75,000 that allowed the Festival to secure enhanced entertainment and equipment for the Festival. The funding allowed the Festival to engage headline entertainment including Hedley (2008), Finger Eleven (2009), Theory of a Deadman (2010), Our Lady Peace (2011) and the Tea Party (2012). A direct result of these scheduled performances was increased festival attendance levels, peaking as high as 41,000 visitors. However, even with the higher

attendance levels, the Festival still experienced a negative net expenditure, with the exception of 2009 and 2012.

2018 Festival Budget:

When preparing the 2018 budget, Administration incorporated the reduction of revenue associated with elimination of a licensed area, including the loss of revenue from the lease agreement with the tent operators and reduced admission fees. Administration adjusted the budget to reflect offsetting expenditures. The 2018 Approved Budget projected a negative net expenditure of \$13,211.

	2018	2018
	Budget	Forecast
REVENUES	\$ 109,000	\$ 92,844
EXPENDITURES	\$ 122,211	\$145,358
NET EXPENDITURE	-\$ 13,211	-\$ 52,514

As was noted under Financial History of the Corn Festival, the above numbers do not include an allocation of recreation staff time spent organizing the Festival. These costs are typically in excess of \$40,000.

The 2018 projected forecast budget includes an additional variance of \$39,303 over the approved budget of \$13,211 for a total overall event cost of \$52,514. Contributing factors to the variance include lower paid attendance due to the inclement weather on Saturday, higher rental fees associated with the stage production requirements, and increased event staff payroll reflective of Bill 148 and the minimum wage increase.

The weather conditions on Saturday contributed to a lower than expected attendance level. Had weather conditions been more favourable, Administration is confident that the Admission Revenue would have met budget projections.

When preparing the budget, the Equipment Rental line item was adjusted with the expectation that a smaller stage could accommodate the scheduled entertainers. However, the entertainment requirements continued to dictate the larger stage was required, therefore quotes received to provide stage production services were higher than budgeted.

In 2018, reflective of Bill 148, the minimum wage increased from \$11.60 per hour to \$14.00 per hour. When the budget was set the existing wage rate of \$11.60 was utilized, and as a result, the wages associated for the Festival Event Staff that work in various areas such as Admission Collection, Parking Attendants, and Grounds Maintenance were adjusted to meet the provincial legislation. Administration reduced staff hours to meet the needs of the Festival based on a 3-day festival with shorter operating hours and no-alcohol, however the increase in the minimum wage resulted in additional cost.

Link to Strategic Priorities

Applicable	2017-18 Strategic Priorities
<input checked="" type="checkbox"/>	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.
<input checked="" type="checkbox"/>	Ensure that the Town of Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.
<input type="checkbox"/>	Integrate the principles of health and wellness into all of the Town of Tecumseh's plans and priorities.
<input checked="" type="checkbox"/>	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.
<input checked="" type="checkbox"/>	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 Chief Administrative Officer.

Prepared by:

Kerri Rice
Manager Recreation Programs & Events

Reviewed by:

Paul Anthony, RRFA
Director Parks & Recreation Services

Reviewed by:

Tom Kitsos, CPA, CMA, BComm
Deputy Treasurer & Tax Collector

Recommended by:

Tony Haddad, MSA, CMO, CPFA
Chief Administrative Officer

Attachment Number	Attachment Name
1	2018 Corn Festival Schedule of Events
2	2018 Corn Festival Survey Results
3	Letter of Support – Optimist Club of St. Clair Beach
4	Letter of Support – Carter Shows Ltd.
5	Letter of Support – Muscle Cars & Classics



SCHEDULE OF EVENTS

Friday, August 24, 2018 – “Senior’s Day”

- 12:00 PM Carter Shows Midway opens
- 12:00 PM Free corn for seniors, compliments of the Optimist Club of St. Clair Beach (till 5PM)
- 12:00 PM Free Children’s Interactive Activities, Bouncy Castle, Mini Golf & Corn Maze (till 6PM)
- 12:30 PM Elvis Tribute Artist, Norm Ackland Jr.
- 1:30 PM Bingo
- 2:30 PM Motor City Manouche
- 5:00 PM Corn Eating Contest
- 6:00 PM Stone Men
- 7:30 PM JASCO
- 9:00 PM Buck Twenty
- 11:00 PM Park Closes

Saturday, August 25, 2018 - "Family Day"

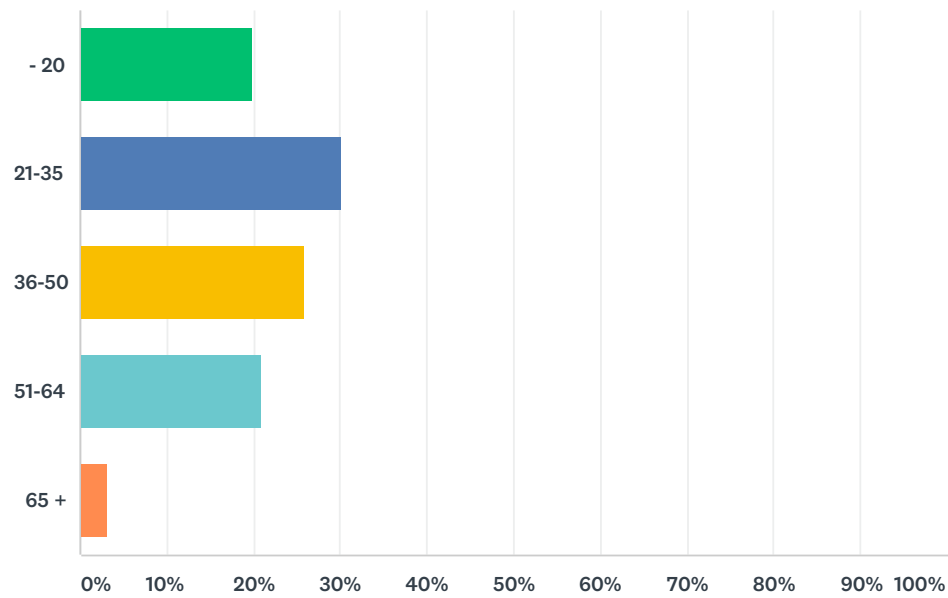
- 11:00 AM Largest Small Town Parade
- 12:00 PM Carter Shows Midway opens
- 12:00 PM Free Children’s Interactive Activities, Bouncy Castle, Mini Golf & Corn Maze (till 6PM)
- 12:30 PM The Diplomats
- 1:00 PM Mad Science Presentation
- 1:30 PM Free Pony Rides (till 3:30 PM)
- 1:30 PM Jangles the Clown (till 5:00 PM)
- 3:00 PM Sharon & Bram concert
- 4:00 PM Colouring Contest
- 4:30 PM Border City Barkers Dog Agility Show
- 5:00 PM Corn Eating Contest
- 5:00 PM Coffeehouse Combo
- 7:00 PM Phil Kane Trio & Guests
- 9:00 PM Pretzel Logic
- 11:00 PM Park Closes

Sunday, August 26, 2018 - "Blues & Rock N Roll" Day

- 12:00 PM Carter Shows Midway opens
- 12:00 PM Free Children’s Interactive Activities, Bouncy Castle, Mini Golf & Corn Maze (till 6PM)
- 12:00 PM Cream of the Crop Invitational Car Show
- 12:30 PM Miss Tecumseh Pageant
- 1:00 PM Jangles the Clown
- 2:30 PM Zoo 2 You Presentation
- 3:30 PM Border City Barkers Dog Agility Show
- 4:00 PM Colouring Contest
- 5:00 PM Corn Eating Contest
- 5:00 PM Double Barrel
- 5:30 PM Jody Raffoul
- 7:00 PM Festival Closes

Q1 What best describes your age category?

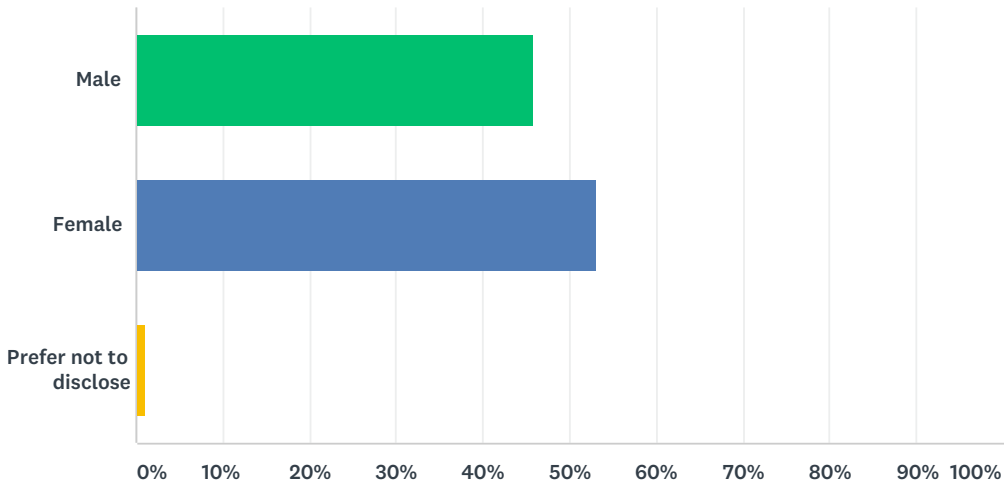
Answered: 96 Skipped: 4



ANSWER CHOICES	RESPONSES	
- 20	19.79%	19
21-35	30.21%	29
36-50	26.04%	25
51-64	20.83%	20
65 +	3.13%	3
TOTAL		96

Q2 What is your gender?

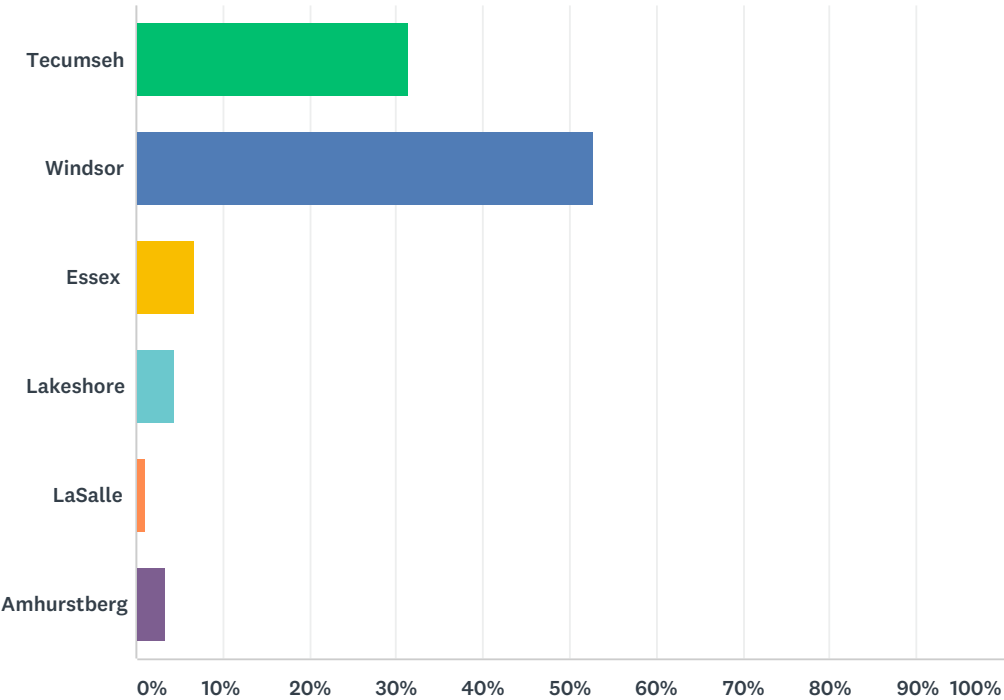
Answered: 98 Skipped: 2



ANSWER CHOICES		RESPONSES	
Male		45.92%	45
Female		53.06%	52
Prefer not to disclose		1.02%	1
TOTAL			98

Q3 Where do you reside?

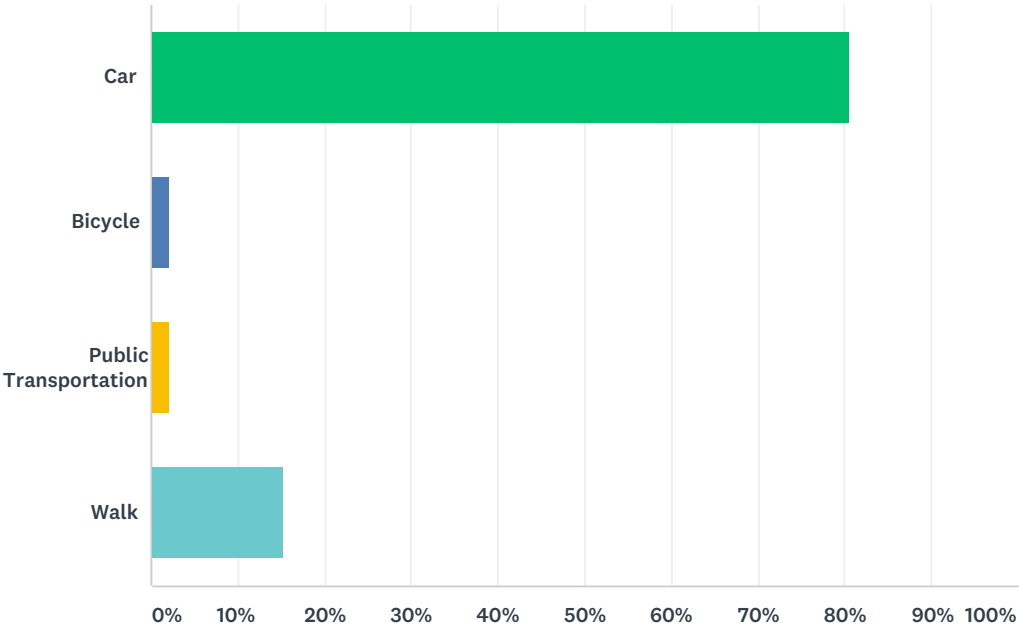
Answered: 89 Skipped: 11



ANSWER CHOICES		RESPONSES	
Tecumseh		31.46%	28
Windsor		52.81%	47
Essex		6.74%	6
Lakeshore		4.49%	4
LaSalle		1.12%	1
Amhurstberg		3.37%	3
TOTAL			89

Q4 What method of transportation did you use to arrive at the Corn Festival?

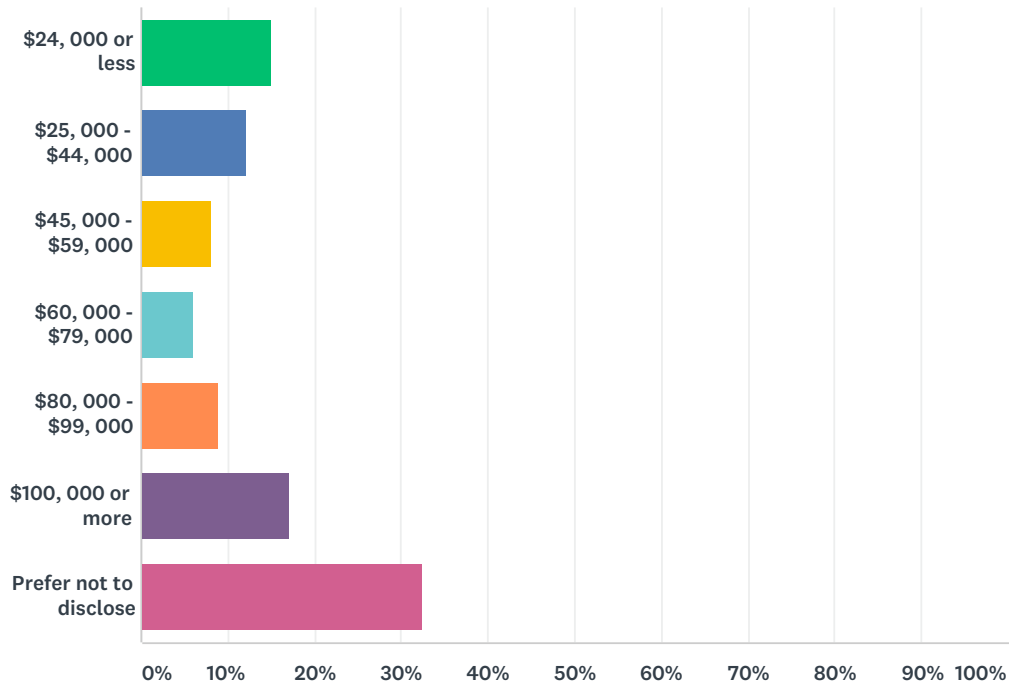
Answered: 98 Skipped: 2



ANSWER CHOICES	RESPONSES	
Car	80.61%	79
Bicycle	2.04%	2
Public Transportation	2.04%	2
Walk	15.31%	15
TOTAL		98

Q5 What is your household income?

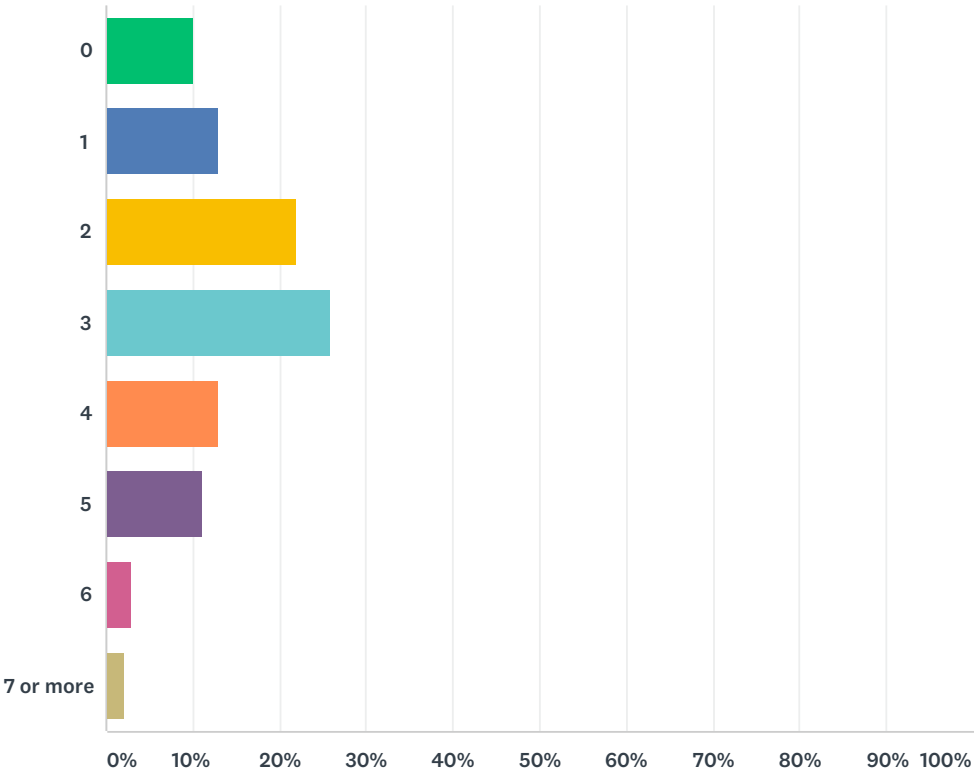
Answered: 99 Skipped: 1



ANSWER CHOICES	RESPONSES	
\$24, 000 or less	15.15%	15
\$25, 000 - \$44, 000	12.12%	12
\$45, 000 - \$59, 000	8.08%	8
\$60, 000 - \$79, 000	6.06%	6
\$80, 000 - \$99, 000	9.09%	9
\$100, 000 or more	17.17%	17
Prefer not to disclose	32.32%	32
TOTAL		99

Q6 How many people are attending the Corn Festival with you today?

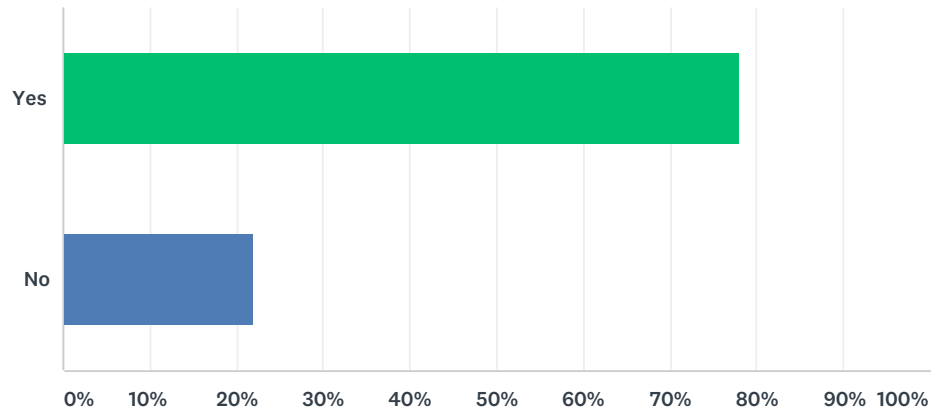
Answered: 100 Skipped: 0



ANSWER CHOICES	RESPONSES	
0	10.00%	10
1	13.00%	13
2	22.00%	22
3	26.00%	26
4	13.00%	13
5	11.00%	11
6	3.00%	3
7 or more	2.00%	2
TOTAL		100

Q7 Have you attended the Corn Festival in past years?

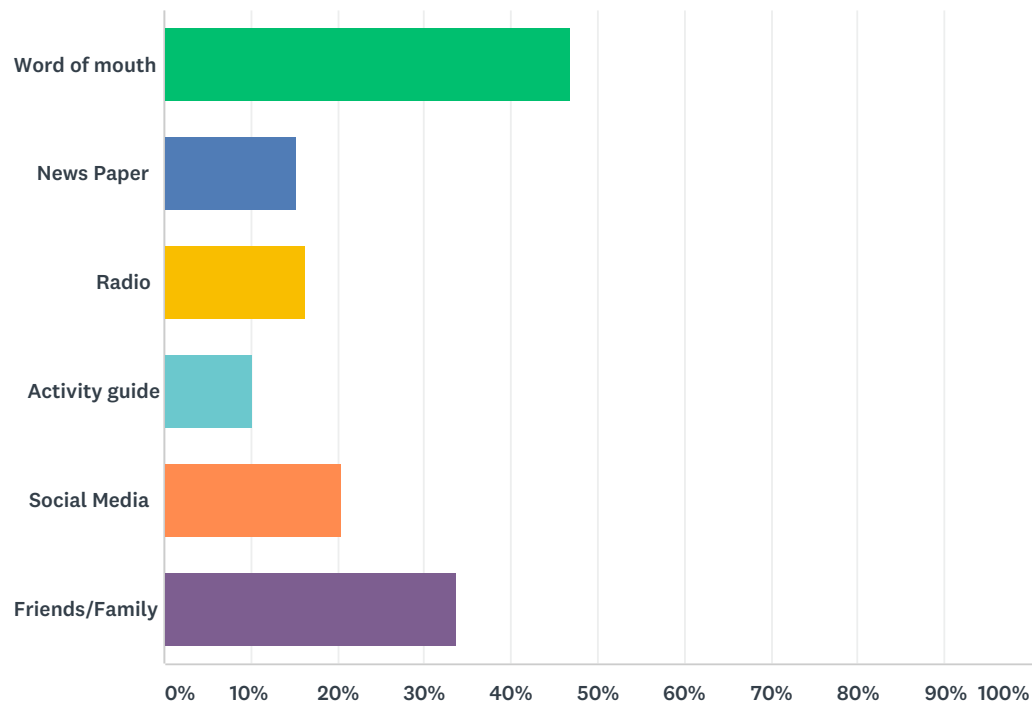
Answered: 100 Skipped: 0



ANSWER CHOICES		RESPONSES	
Yes		78.00%	78
No		22.00%	22
TOTAL			100

Q8 How did you hear about the Corn Festival?

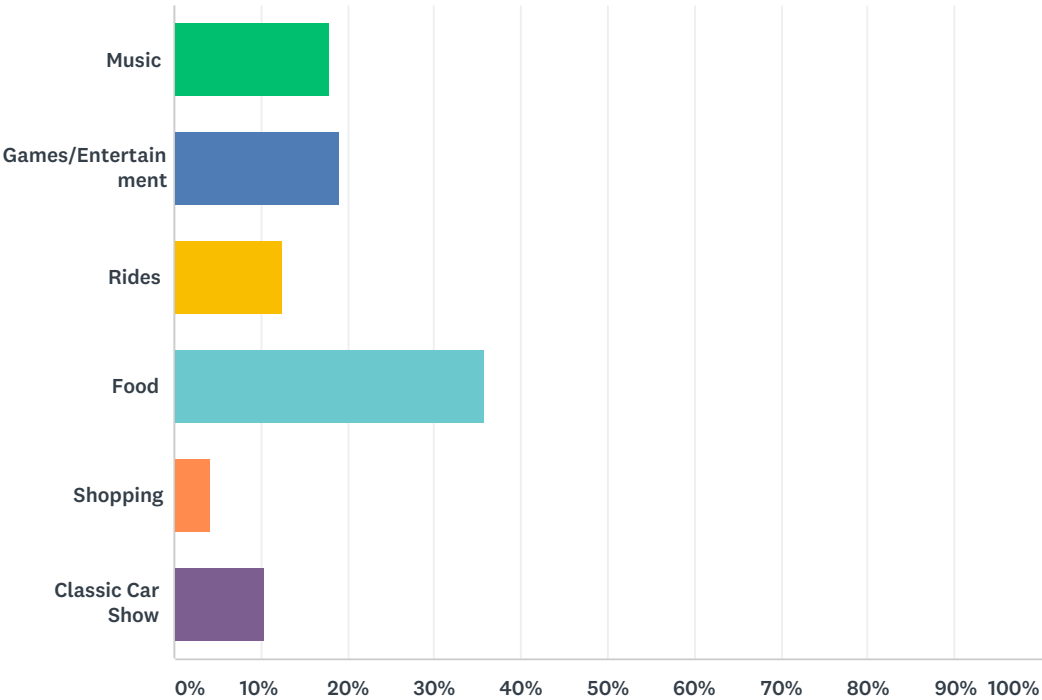
Answered: 98 Skipped: 2



ANSWER CHOICES	RESPONSES	
Word of mouth	46.94%	46
News Paper	15.31%	15
Radio	16.33%	16
Activity guide	10.20%	10
Social Media	20.41%	20
Friends/Family	33.67%	33
Total Respondents: 98		

Q9 What attracts you to the Corn Festival?

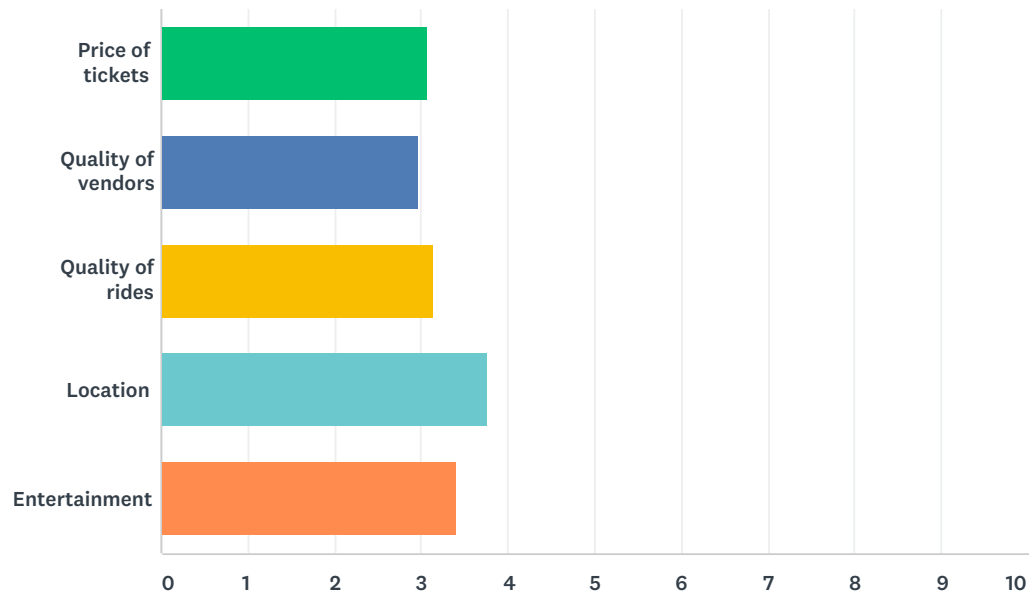
Answered: 95 Skipped: 5



ANSWER CHOICES	RESPONSES	
Music	17.89%	17
Games/Entertainment	18.95%	18
Rides	12.63%	12
Food	35.79%	34
Shopping	4.21%	4
Classic Car Show	10.53%	10
TOTAL		95

Q10 How would you rate the following elements of this year's Corn Festival?

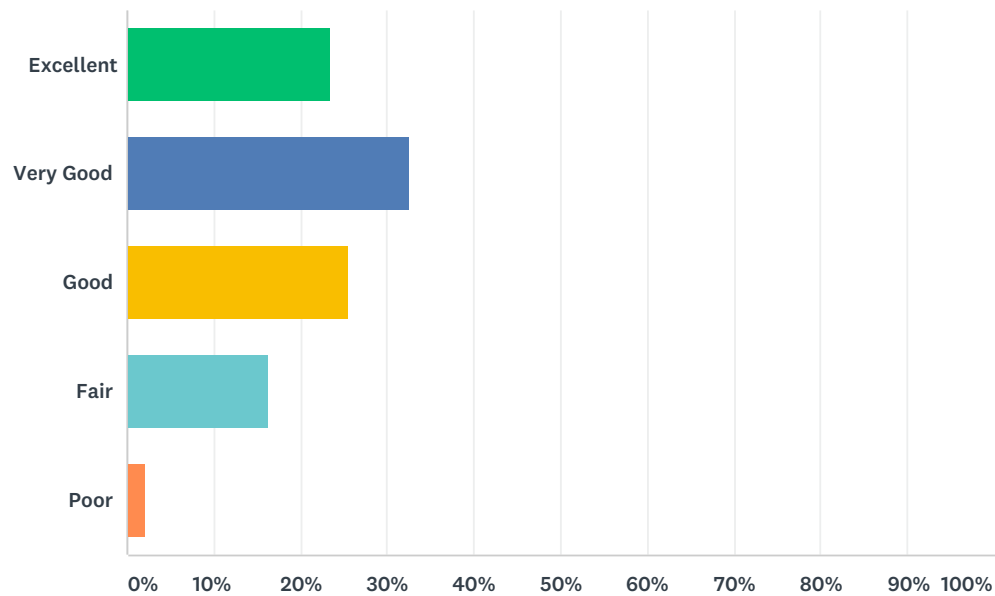
Answered: 100 Skipped: 0



	POOR	FAIR	GOOD	VERY GOOD	EXCELLENT	TOTAL	WEIGHTED AVERAGE
Price of tickets	9.18% 9	28.57% 28	28.57% 28	12.24% 12	21.43% 21	98	3.08
Quality of vendors	9.09% 8	21.59% 19	45.45% 40	11.36% 10	12.50% 11	88	2.97
Quality of rides	4.40% 4	24.18% 22	40.66% 37	15.38% 14	15.38% 14	91	3.13
Location	1.11% 1	11.11% 10	31.11% 28	24.44% 22	32.22% 29	90	3.76
Entertainment	1.09% 1	17.39% 16	40.22% 37	21.74% 20	19.57% 18	92	3.41

Q11 Overall, how would you rate the Tecumseh Corn Festival?

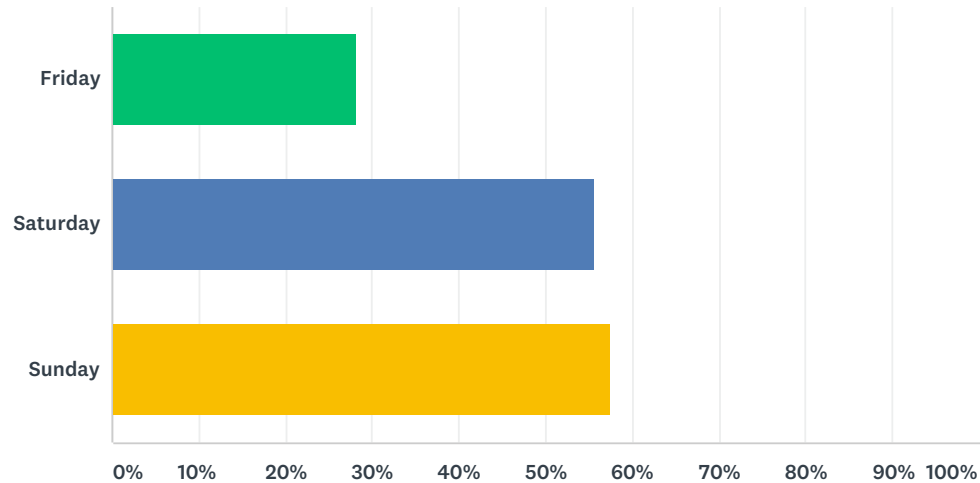
Answered: 98 Skipped: 2



ANSWER CHOICES	RESPONSES	
Excellent	23.47%	23
Very Good	32.65%	32
Good	25.51%	25
Fair	16.33%	16
Poor	2.04%	2
TOTAL		98

Q12 Select all of the days that you will be attending the Corn Festival this year:

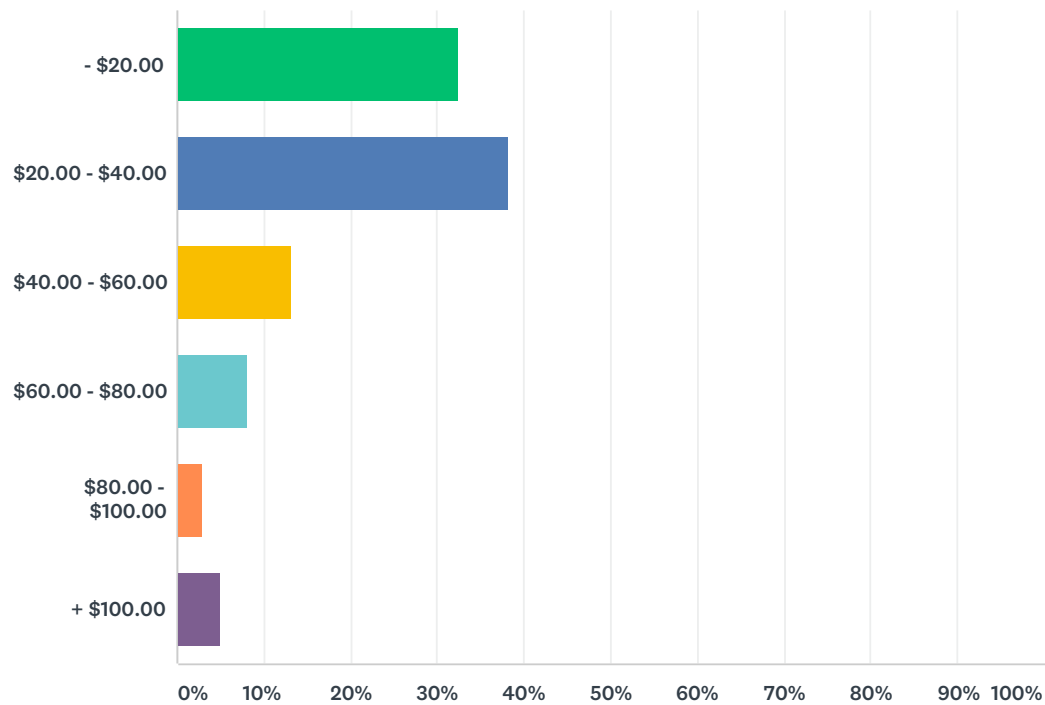
Answered: 99 Skipped: 1



ANSWER CHOICES		RESPONSES	
Friday		28.28%	28
Saturday		55.56%	55
Sunday		57.58%	57
Total Respondents: 99			

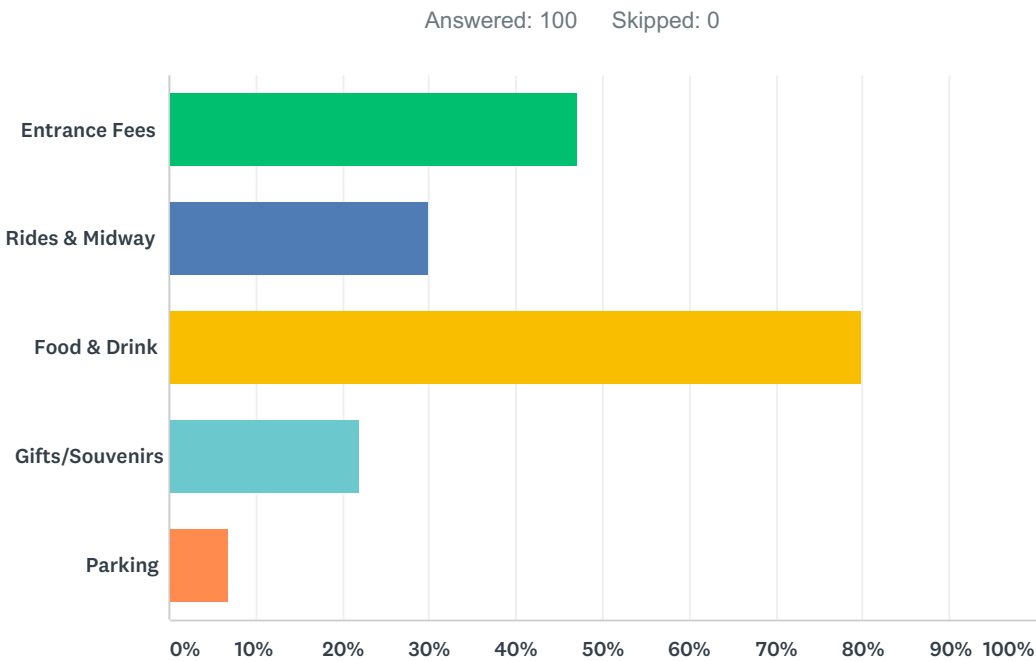
Q13 On average, how much money do you spend at the Corn Festival?

Answered: 99 Skipped: 1



ANSWER CHOICES	RESPONSES	
- \$20.00	32.32%	32
\$20.00 - \$40.00	38.38%	38
\$40.00 - \$60.00	13.13%	13
\$60.00 - \$80.00	8.08%	8
\$80.00 - \$100.00	3.03%	3
+ \$100.00	5.05%	5
TOTAL		99

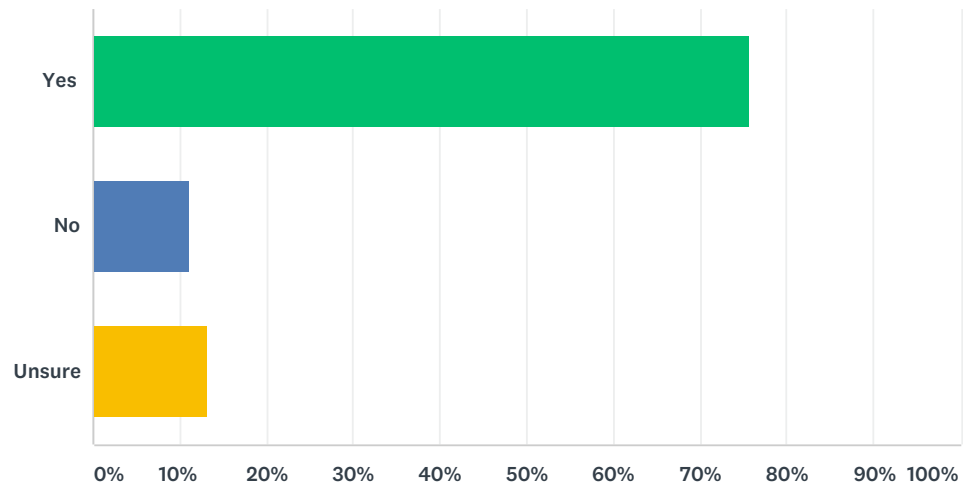
Q14 Where do you spend your money when attending the Corn Festival?



ANSWER CHOICES	RESPONSES	
Entrance Fees	47.00%	47
Rides & Midway	30.00%	30
Food & Drink	80.00%	80
Gifts/Souvenirs	22.00%	22
Parking	7.00%	7
Total Respondents: 100		

Q15 Are you satisfied with the value you receive for the amount of money spent at the Corn Festival?

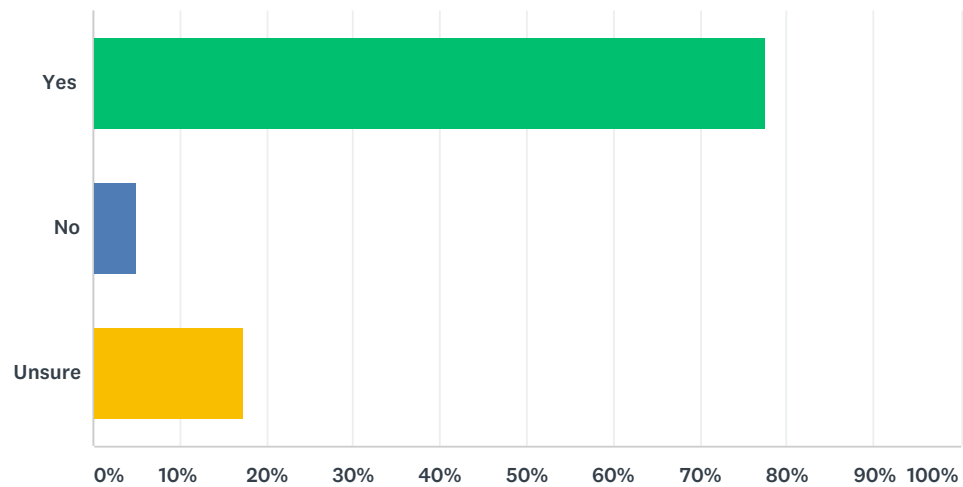
Answered: 99 Skipped: 1



ANSWER CHOICES		RESPONSES	
Yes		75.76%	75
No		11.11%	11
Unsure		13.13%	13
TOTAL			99

Q16 Do you believe you will attend the Corn Festival next year?

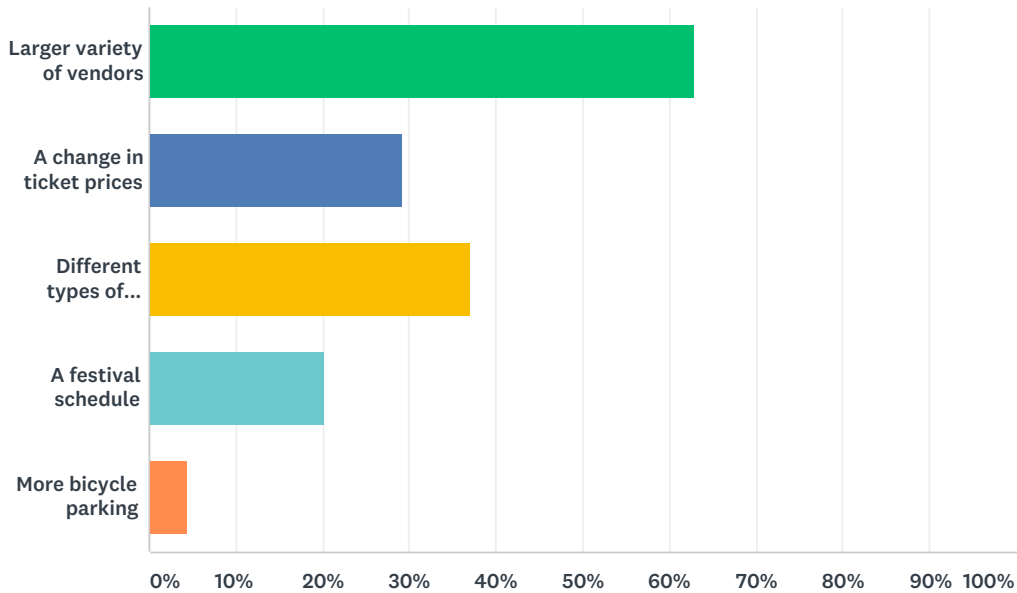
Answered: 98 Skipped: 2



ANSWER CHOICES		RESPONSES	
Yes		77.55%	76
No		5.10%	5
Unsure		17.35%	17
TOTAL			98

Q17 What would you like to see change for future Corn Festivals?

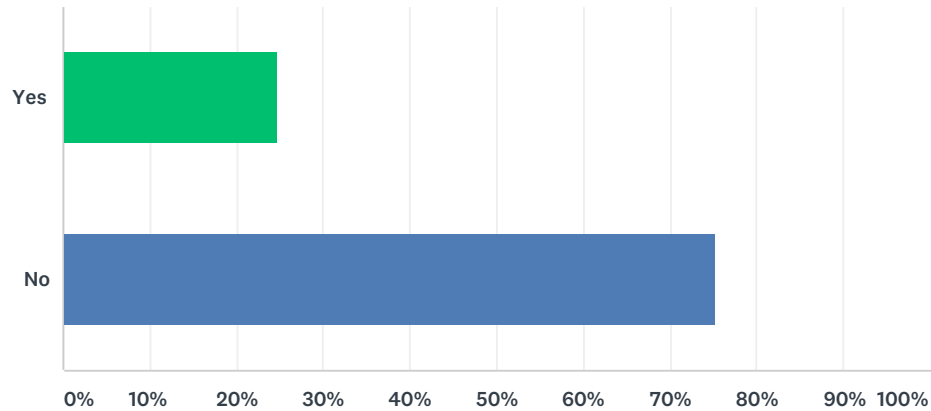
Answered: 89 Skipped: 11



ANSWER CHOICES	RESPONSES	
Larger variety of vendors	62.92%	56
A change in ticket prices	29.21%	26
Different types of entertainment	37.08%	33
A festival schedule	20.22%	18
More bicycle parking	4.49%	4
Total Respondents: 89		

Q18 Did you attend the parade this year? If yes, please answer the questions below, if you did not attend please move on to the next section.

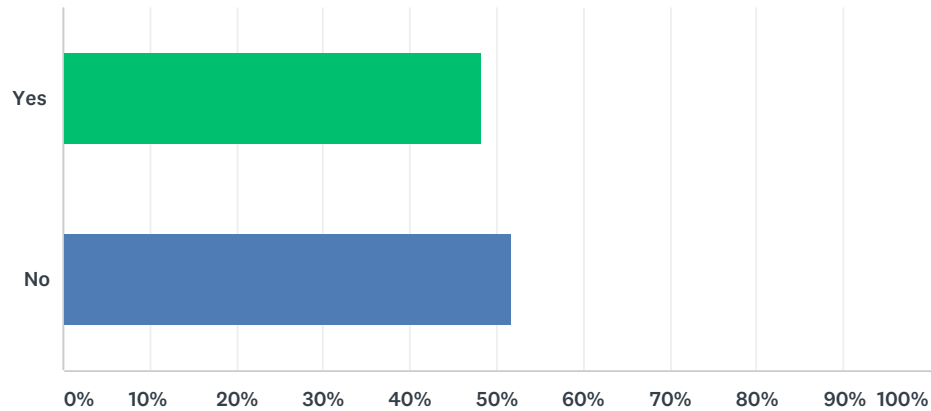
Answered: 89 Skipped: 11



ANSWER CHOICES	RESPONSES	
Yes	24.72%	22
No	75.28%	67
TOTAL		89

Q19 Was the parade an enjoyable duration for you?

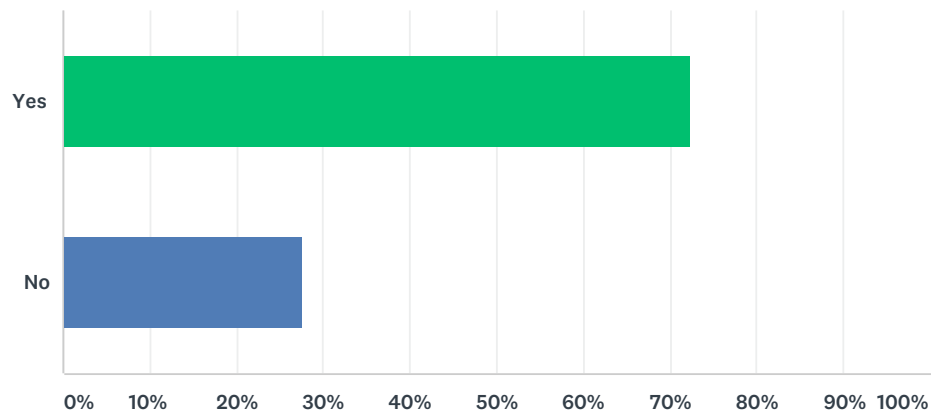
Answered: 58 Skipped: 42



ANSWER CHOICES		RESPONSES	
Yes		48.28%	28
No		51.72%	30
TOTAL			58

Q20 Did you enjoy the bands that performed in the parade?

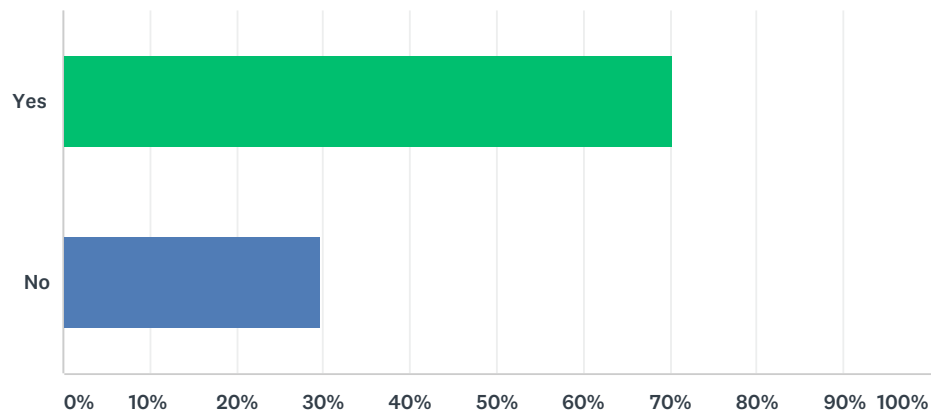
Answered: 58 Skipped: 42



ANSWER CHOICES		RESPONSES	
Yes		72.41%	42
No		27.59%	16
TOTAL			58

Q21 Did you enjoy the amount of entertainment in the parade?

Answered: 54 Skipped: 46



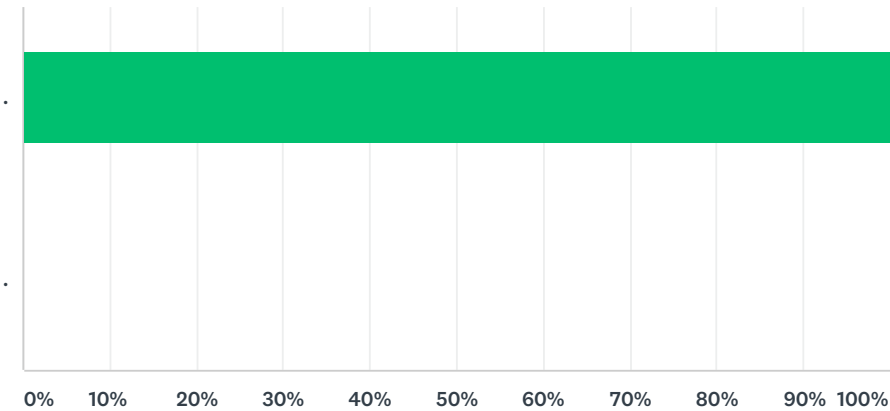
ANSWER CHOICES		RESPONSES	
Yes		70.37%	38
No		29.63%	16
TOTAL			54

Q22 Do you have any feedback on what can be done differently for next year's parade?

Answered: 38 Skipped: 62

Q23 If you have traveled from outside of Windsor-Essex County please fill out the questions below.

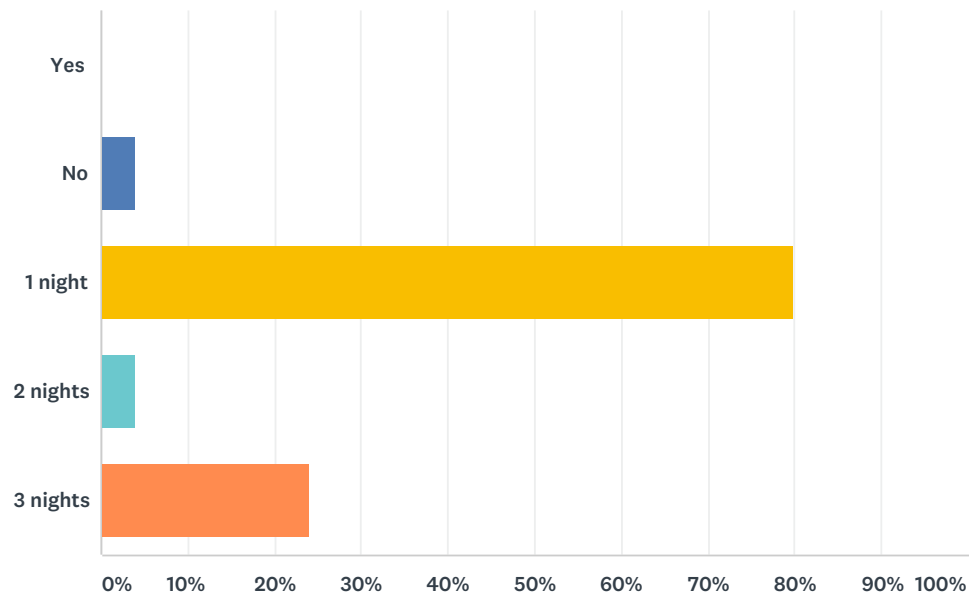
Answered: 11 Skipped: 89



ANSWER CHOICES	RESPONSES	
.	100.00%	11
.	0.00%	0
TOTAL		11

Q24 How many nights are you staying in the area?

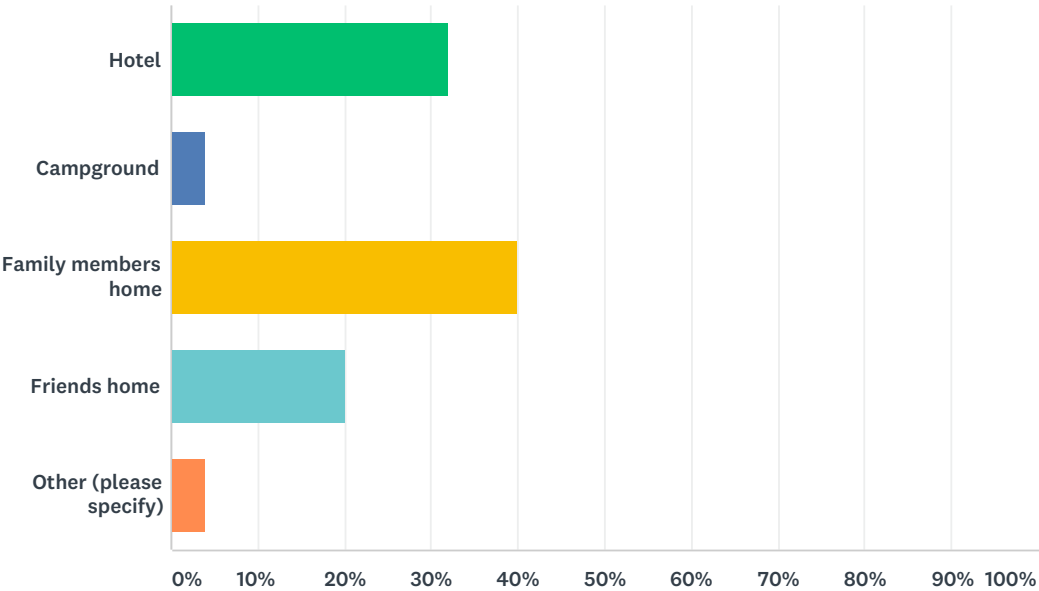
Answered: 25 Skipped: 75



ANSWER CHOICES	RESPONSES	
Yes	0.00%	0
No	4.00%	1
1 night	80.00%	20
2 nights	4.00%	1
3 nights	24.00%	6
Total Respondents: 25		

Q25 What type of accommodations will you be staying in?

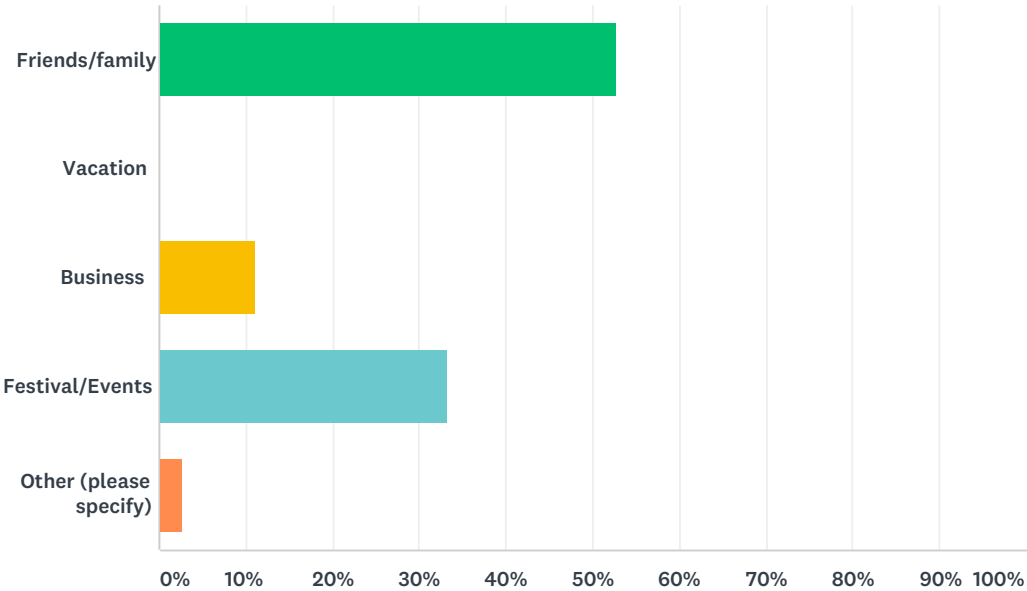
Answered: 25 Skipped: 75



ANSWER CHOICES	RESPONSES	
Hotel	32.00%	8
Campground	4.00%	1
Family members home	40.00%	10
Friends home	20.00%	5
Other (please specify)	4.00%	1
TOTAL		25

Q26 What is the main reason for visiting the area?

Answered: 36 Skipped: 64



ANSWER CHOICES		RESPONSES	
Friends/family		52.78%	19
Vacation		0.00%	0
Business		11.11%	4
Festival/Events		33.33%	12
Other (please specify)		2.78%	1
TOTAL			36



Optimist Club of St. Clair Beach

2018-10-25
Town Of Tecumseh
Members of Council

Dear Sir/Madam,

On behalf of the Optimist Club of St. Clair Beach, I would like to submit this letter of support for the 2019 Tecumseh Corn Festival to continue as a three day event similar to 2018.

For over 30 years, the Optimist Club of St. Clair Beach has partnered with the Tecumseh Corn Festival cooking and managing the corn cooking booth. This year alone, over 30 tonnes of corn (which was graciously donated by Bonduelle Canada Inc.) was cooked for the 11,241 attendees at the 2018 Tecumseh Corn Festival. This involvement has allowed the Optimist Club of St. Clair Beach to strengthen its connections with the community and contribute to the success of the Tecumseh Corn Festival.

The Optimist Club of St. Clair Beach wants to continue its long standing community partnership with the Tecumseh Corn Festival and wishes continued success to the organizing committee.

Sincerely,

Daniela Bachetti
Secretary- Optimist Club of St. Clair Beach

Cc:
Richard Zarour, President
File

Sent: October-29-18 4:25 PM
Subject: Cornfest 2018 Carter shows

Cornfest,

Thanks for the invitation to add our input to an already successful festival. We felt that alcohol didn't affect our final grosses and helped establish cornfest as a family destination. It was awesome. Less problematic clients is always easier for all. The officers present this year spent their time talking with the kids. They didn't seem inspired to search book bags. No damage at 2 am and no security needed on our end. Saturday made us miss Thursdays grosses. As always the signage and media presence was phenomenal. We all enjoyed the car show.

Our hats are off to the best festival management team that we worked with in 2018. From the moment we arrived until our last loads out we always had help. Power. Water. Simple thing often get overlooked. Not at cornfest. Our employees felt right at home.

Looking forward to 2019 already. If there is any way that we can assist Tony and I are on the way.

Regards,
Bruce Wayne Brock
President
Carter Shows Ltd
Just for the Fun of it



☎ 1-855-444-6872 🌐 www.musclecarsandclassics.ca 📍 825 Tecumseh Rd. W., Windsor ON N8X 1H4

October 17, 2018

Kerri Rice
Manager, Recreation Programs/Events
Town of Tecumseh
12021 McNorton Street,
Tecumseh, ON
N8N 3Z7

Dear Kerri,

I want to acknowledge and support your quest of hosting the 44th Annual Tecumseh Corn Festival in 2019 and believe that planning for a 3-day, alcohol-free event would be the best course of action.

Revitalizing the Car Show portion of the festival into the inaugural 2018 “Cream of the Crop” Invitational, the original premise was not only to give the car enthusiasts a “Best-of-the-Best” concept amongst themselves but to give the general ticket-purchasing public another level of value while attending the Corn Festival on Sunday. We at Muscle Cars and Classics strive for WIN-WIN scenarios.

From the feedback by those who were participants as well as those who attended the event, I can deduce that our objective was met and that it can only strengthen going forward.

I am eager to continue our relationship with the Town of Tecumseh to assist in the growth of the Tecumseh Corn Festival in 2019 and beyond.

Cordially,

Rob Menzies
President

dl



The Corporation of the Town of Tecumseh

Planning & Building Services

To: Mayor and Members of Council

From: Brian Hillman, Director Planning & Building Services

Date to Council: November 13, 2018

Report Number: PBS-2018-39

Subject: Financial Incentive Program Grant Application
Tecumseh Road Main Street Community Improvement Plan
1122 Lesperance Road (2586168 Ontario Inc.)
Planning, Design and Architectural Grant Program
OUR FILE: D18 CIPFIP - CIP-07/18

Recommendations

It is recommended:

1. **That** the Grant Application for the Tecumseh Road Main Street Community Improvement Plan Financial Incentive Program, for the property located at 1122 Lesperance Road (Roll No. 374415000002200), **be approved and deemed eligible** for the following Financial Incentive(s) in accordance with Section 11.3 (5):

- i) Planning, Design and Architectural Grant, for a total amount of \$3,000.00 toward the preparation of architectural drawings

all of which is in accordance with the Tecumseh Road Main Street Community Improvement Plan and PBS-2018-39.

Background

The Council-adopted Tecumseh Road Main Street Community Improvement Plan (CIP) applies to an area that represents the historical commercial core of the Town and comprises an approximate 1.2 kilometre corridor centred on Tecumseh Road from the VIA Railway on the east to the Town's border with the City of Windsor just beyond Southfield Drive on the west (see CIP Area in Figure 1). The area encompasses 96 acres and approximately 115

properties with a mix of commercial and residential along with many tracks of underutilized land.

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



Comments

Proposal

In October of 2018, Town Administration held a pre-consultation meeting with the Owner of the commercial property located at 1122 Lesperance Road (see Attachments 2 and 2A for

location). The subject property is currently occupied by a building that is divided into three units, each of which are occupied by professional offices. The Owner is completing interior renovations and is also proposing to undertake exterior renovations to the façade of the existing building (see image below).



The Owner met with Town Administration to determine whether the proposed exterior improvements would qualify for financial incentives under the CIP. Building façade improvements are contemplated by the CIP subject to meeting the design guidelines established in the CIP. In addition, the professional fees associated with the preparation of design/architectural drawings required to undertake the façade improvements may qualify as a grant.

Proposed Grant Details

Based on the foregoing, the Owner has submitted a Financial Incentive Program Grant Application seeking financial incentives under the Planning, Design and Architectural Grant Program in the amount of \$3,000 (Note: HST is not included as part of the grant). As required by the CIP, the Owner has provided two reliable cost estimates for the preparation of Architectural drawings, as identified below:

1. Dory Azar Architect Inc. - \$9,350
2. Argent Architecture + Design - \$9,000

The requested amount of \$3,000 represents the maximum amount of grant available (50% of the total eligible costs or up to \$3,000), as established by the selected preferred quote of Dory Azar Architect Inc.

It should be noted that the current application is only for the Planning, Design and Architectural Grant Program. This initial application process will permit the Owner to engage the professional services of an architect in order to prepare the necessary drawings which will then be evaluated by Town Administration against the CIP design guidelines. Once these drawings are approved, the Owner will then be eligible to apply for the Building Façade Improvement Grant Program (BFIP) seeking a grant that will assist in completing the improvements to the building facade. Approval of this subsequent BFIP application will be brought forward for Council consideration by way of a separate report.

The Planning, Design and Architectural Grant Program application has been reviewed/evaluated by Town Administration against the requirements of the CIP. Town Administration has no concerns with the application and recommends that the application be approved and be deemed eligible in accordance with Section 11.3 (5) of the CIP.

Next Steps

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

- i) the Owner will have a period of six months to start the project and one year to complete the proposed works from the date of Council approval;
- ii) extensions will be considered on a case by case basis; and
- iii) an application may be cancelled if work does not commence within the six-month period or if the approved works are not completed within a one-year period from the date of Council approval.

Upon delivery of the completed drawings and plans to the Town, Administration will conduct a review of the work to ensure all requirements of the CIP have been complied with. Once it has been determined that the CIP requirements have been met and, upon the receipt of invoices from the Owner and proof of payment, the Grant will be issued.

Consultations

Planning & Building Services
Financial Services
Fire & Emergency Services

Financial Implications

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

The 2018 budget includes CIP grant funding of \$125,000. An additional \$88,631 of uncommitted budget allocation from prior period budgets was carried forward, thus totalling \$213,631 in funds available for 2018. To date, six CIP grant fund applications have been approved during 2018, thus the current available funding total is \$124,615.

Upon approval of the recommendation of this report, remaining available program funds for 2018 will be \$121,615 as referenced in the table in Attachment 3.

Link to Strategic Priorities

Applicable	2017-18 Strategic Priorities
<input checked="" type="checkbox"/>	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.
<input checked="" type="checkbox"/>	Ensure that the Town of Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.
<input type="checkbox"/>	Integrate the principles of health and wellness into all of the Town of Tecumseh's plans and priorities.
<input checked="" type="checkbox"/>	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.
<input type="checkbox"/>	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 Chief Administrative Officer.

Prepared by:

Enrico DeCecco, BA (Hons), MCIP, RPP
Junior Planner

Reviewed by:

Chad Jeffery, MA, MCIP, RPP
Manager Planning Services

Reviewed by:

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

Reviewed by:

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

Recommended by:

Tony Haddad, MSA, CMO, CPFA
Chief Administrative Officer

Attachment Number	Attachment Name
1	CIP Support Programs and Incentives Summary
2	Property Location in Relation to CIP Study Area
2A	Property Location, Detail View
3	CIP Incentives Financial Summary

Attachment 1
Financial Incentive Program Grant Application
Tecumseh Road Main Street Community Improvement Plan
1122 Lesperance Road
CIP Support Programs and Incentives Summary

11.4 SUPPORT PROGRAMS AND INCENTIVES SUMMARY

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





Attachment 3
Financial Incentive Program Grant Application
Tecumseh Road Main Street Community Improvement Plan
1122 Lesperance Road
CIP Incentives Financial Summary Charts

CIP Incentives Summary - Year-to-Date, November 2018				
Grant Program	Annual Program Allocation Limit	Projects Committed	Projects Proposed	Paid
1. Planning, Design, and Architectural Grants	\$ 15,000	\$ 3,000	\$ 3,000	\$ -
2. Planning Application and Permit Fee Grant Program	\$ 10,000	\$ 600		\$ 600
3. Development Charges Grant Program	\$ 200,000	\$ 5,416		\$ -
4. Building Façade Improvement Grant Program (BFIP)	\$ 45,000	\$ 19,000		\$ -
5. Residential Grant Program (RGP)	\$ 100,000	\$ 60,000		\$ -
6. Parking Area Improvement Program (PAIP)	\$ 30,000	\$ -	\$ -	\$ -
7. Sidewalk Café Grant Program	\$ 12,000	\$ -	\$ -	\$ -
8. Mural/Public Art Program	\$ 5,000	\$ 1,000		\$ -
	\$ 417,000	\$ 89,016	\$ 3,000	\$ 600
Actual Budget Allocations:				
2018	\$ 125,000			
Prior Years - Carry-forward	\$ 88,631			
Total Available for 2018	\$ 213,631			
2018 Annual Funding Shortfall including carry-overs	\$ (203,369)			
Total Available for 2018 less Projects Committed		\$ 124,615		
Remaining Available less Projects Proposed			\$ 121,615	

CIP Approved Projects and Funding Since Inception										
Project Code / Year	Project Name	1	2	3	4	5	6	7	8	Total
CIP-01/16	Buckingham Realty	\$ 1,475								\$ 1,475
CIP-02/16	Frank Brewing Co.							\$ 2,000		\$ 2,000
CIP-03/16	1614840 Ontario Ltd.		\$ 2,000	\$ 80,784						\$ 82,784
CIP-04/16	Valente Development Corp.			\$ 80,003						\$ 80,003
CIP-02/17	Valente Development Corp.			\$ 78,120						\$ 78,120
CIP-03/17	Lesperance Plaza Inc				\$ 15,000					\$ 15,000
CIP-04/17	St. Anne Church				\$ 15,000					\$ 15,000
CIP-05/17	Carrots N Dates							\$ 2,000		\$ 2,000
CIP-06/17	Buckingham Realty				\$ 15,000					\$ 15,000
CIP-01/18	1071 Lesperance Road – c/o Lesperance Square Inc.	\$ 3,000								\$ 3,000
CIP-02/18	12350 Tecumseh Rd. - Tecumseh Historical Society							\$ 1,000		\$ 1,000
CIP-03/18	Buckingham Realty		\$ 600							\$ 600
CIP-04/18	1071 Lesperance Road – c/o Lesperance Square Inc.			\$ 5,416	\$ 15,000	\$ 40,000				\$ 60,416
CIP-05/18	12357 Tecumseh Road - Bosely Hair					\$ 20,000				\$ 20,000
CIP-06/18	12122 Tecumseh Road - Team Goran Realty				\$ 4,000					\$ 4,000
Total		\$ 4,475	\$ 2,600	\$ 244,323	\$ 64,000	\$ 60,000	\$ -	\$ 4,000	\$ 1,000	\$ 380,398

The Corporation of the Town of Tecumseh

By-Law Number 2018 – 63

Being a by-law to authorize the execution of a Site Plan Control Agreement between The Corporation of the Town of Tecumseh and Otis Properties Limited

Whereas Otis Properties Limited (Otis) owns certain lands situated within the Town of Tecumseh;

And Whereas The Corporation of the Town of Tecumseh (Corporation) has enacted a by-law designating the Otis lands as a site plan control area, pursuant to Section 41(2) of The Planning Act, R.S.O. 1990 c. P.13 (Act) and amendments thereto;

And Whereas where site plan control is in effect, Section 41 the Act and amendments thereto, states that the approval of plans by Municipal Council is required prior to development of the Lands, and that the municipality may require the owners to enter into an Agreement with the municipality respecting certain prescribed matters;

And Whereas as a condition of agreeing to development, the Corporation has requested Otis enter into a Site Plan Agreement;

And Whereas the proposed development of the Lands is in accordance with the Official Zoning Plan and Zoning By-Law of the Municipality as of the date of this Agreement;

AND Whereas the proposed development of the Otis lands is subject to a Service Agreement dated March 11, 1997 registered as instrument number LT222740 as amended by Amending Service Agreement dated August 19, 1997 registered as instrument number LT222741 herein respectively referred to as the Service Agreement and Amending Service Agreement and collectively referred to as the Servicing Agreements.

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

Now Therefore the Council of The Corporation of The Town of Tecumseh Enacts as follows:

1. **That** the Mayor and the Clerk be and they are hereby authorized and empowered on behalf of The Corporation of the Town of Tecumseh, to execute a Site Plan Control Agreement between The Corporation of the Town of Tecumseh and Otis Properties Limited dated the 13th day of November, 2018, a copy of which Site Plan Control Agreement is attached hereto and forms part of this by-law and to do such further and other acts which may be necessary to implement the said Site Plan Control Agreement;
2. **And That** this by-law shall come into force and take effect upon on the date of the third and final reading thereof.

Read a first, second and third time and finally passed this 13th day of November, 2018.

Gary McNamara, Mayor

Laura Moy, Clerk

SITE PLAN CONTROL AGREEMENT

Between:

The Corporation of the Town of Tecumseh

-and-

Otis Properties Limited

PREPARED BY:

WOLF HOOKER PROFESSIONAL CORPORATION

Barristers & Solicitors
72 Talbot Street North, Suite 100
Essex, Ontario
N8M 1A2

- 2 -
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SITE PLAN CONTROL AGREEMENT

THIS AGREEMENT made in triplicate this _____ day of _____, 2018.

B E T W E E N:

THE CORPORATION OF THE TOWN OF TECUMSEH,
hereinafter called the "**Municipality**" or "**Town**"

OF THE FIRST PART

-and-

OTIS PROPERTIES LIMITED
hereinafter called the "**Owner**"

OF THE SECOND PART

HEREINAFTER collectively referred to as the "Parties"

RECITALS

WHEREAS the Owners, own certain lands situated within the corporate limits of the Municipality, said lands being more particularly described in Schedule "A" hereto (the "Lands");

AND WHEREAS the Municipality has enacted a by-law designating the Land as a site plan control area, pursuant to Section 41(2) of The Planning Act, R.S.O 1990, c.P.13 and amendments thereto;

AND WHEREAS where site plan control is in effect, Section 41 of The Planning Act, R.S.O. 1990, c.P.13 and amendments thereto, states that the approval of plans by Municipal Council is required prior to development of the Lands, and that the Municipality may require the Owners to enter into an Agreement with the Municipality respecting certain prescribed matters;

AND WHEREAS as a condition of agreeing to development, the Municipality has requested the Owner enter into a Site Plan Agreement;

AND WHEREAS the Owner covenants and agrees to develop the Lands in accordance with this agreement;

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

AND WHEREAS the proposed development of the Lands is subject to a Service Agreement dated March 11, 1997 registered as instrument number LT222740 as amended by Amending Service Agreement dated August 19, 1997 registered as instrument number LT222741 herein respectively referred to as the Service Agreement and Amending Service Agreement and collectively referred to as the Servicing Agreements.

WITNESSETH that in consideration of these presents, and other good and valuable consideration, the Parties hereto mutually covenant, promise and agree as follows:

ARTICLE I

MUNICIPALITY CONSULTANTS

1.1 MUNICIPALITY TO RETAIN

In addition to persons in the employ of the Municipality, the Municipality shall retain the following professionals:

- a) a consulting/professional civil engineer registered with the Professional Engineers of Ontario (the “Municipality’s Engineer”), for the purpose of reviewing all plans, specifications, engineering documents, contracts, details, elevations and other relevant information as well as the occasional inspection of the construction, repair and maintenance of the Services;
- b) the Municipality’s solicitor for the purpose of reviewing all necessary legal matters incidental to the development of the Lands, including, without limiting generality, the preparation of this agreement together with all other documentation required by the Municipality to give effect to this Agreement and/or the development of the Lands;

ARTICLE 2

THE OWNER AGREES

2.1 OWNER AGREES

The Owners jointly and severally make the following covenants, all of which shall be carried out at the Owner's expense:

2.1.1 Owner to Provide

The following facilities, works or matters shall be provided by the Owner to the satisfaction of and at no expense to the Municipality: all buildings, landscaping, fencing, parking, storage and access areas, lighting, walkways, garbage disposal facilities, grading and provision for storm, surface and waste water in accordance with the attached Schedules “B”, “C”, “D”, “E” and “F”, in accordance with all the applicable provisions of the Municipality's By-Laws;

2.1.2 Construction and Maintenance

The Owners agree that the development of the Lands shall be constructed and forever maintained in accordance with the attached Schedules “B”, “C”, “D”, “E” and “F”.

2.1.3 The Development

The owners shall construct, install and provide the facilities and works required in and for the development at its own expense and in accordance with the Site Plan, Site Services Detail and other provisions of the Agreement.

2.1.4 Plans

2.1.4.1 Criteria

All plans, construction, installation, facilities and works shall be completed in accordance with:

- a) Sound engineering practice;
- b) The criteria laid down by governmental authorities having jurisdiction including without limiting the generality of the foregoing the Municipality, the Corporation of the County of Essex, the Essex Power Corporation or Ontario Hydro Corporation (whichever is the applicable hydro authority), the Ministry of the Environment and Energy, the Ministry of Transportation and the Essex Region Conservation Authority (ERCA);

- c) Such criteria as approved by Council of the Municipality.

2.1.4.2 Preparation of Plans

The Owner shall, at its own expense and prior to issuance of a building permit:

- a) prepare the Site Plan delineating the Owner's plans for the development of the Lands, which site plan shall be subject to the approval of the Municipality. It is hereby acknowledged that the Site Plan and Site Services Plan required to fulfill this condition have been prepared and approved, and are attached hereto as Schedule "B" and "C", respectively;
- b) prepare and submit to the Municipality all plans for off-site and on-site Services not detailed or fully described in the Site Plan, which plans shall also be subject to approval of the Municipality; and
- c) provide to the Municipality all requisite copies of the Site Plan and the said plans for Services as may be required by the Municipality.

2.1.4.3 Lot Grading Plan

The Owner further agrees, if required by the Municipality's Chief Building Official, and/or ERCA to submit to the satisfaction of the Chief Building Official and/or ERCA, a lot grading plan covering the subject lands for their approval prior to the issuance of any building permits. The Owner also agrees to have the approved elevation as per the lot grading plan verified by an Ontario Land Surveyor at the following stages of construction:

- (a) Prior to the pouring of footings (top of forms elevation); and
- (b) Following completion of construction;

Where the finished grade of lot deviates from the original lot grading plan presented to and accepted by the Municipality's Chief Building Official and/or ERCA, the Owner shall either submit a new lot grading plan to the satisfaction of the Municipality's Chief Building Official and/or ERCA or regrade the lands to the elevations indicated on the original lot grading plan.

2.1.4.4 Stormwater Management Plan

The Owner shall provide for grading and Stormwater Management of the subject lands all in accordance with a Stormwater Management Plan and the Engineering Data. Stormwater Management facilities and requirements shall be constructed and installed contemporaneously with the construction of the development. The Owner shall supply, construct or install all facilities and works necessary to connect the Owner's Stormwater Management system to the Municipality's storm sewer system, and shall pay to the Municipality any connection charges associated therewith.

2.1.4.5 Landscaping Plan

The Owner shall landscape the subject lands all in accordance with the Landscaping Plan annexed hereto and marked Schedule "E". The Owner further agrees to maintain such landscaping for so long as the buildings exist on the lands. Any topsoil removed from the subject lands during grading operations shall be stockpiled thereon in areas compatible for the reception of the same and the Owner covenants and agrees that it will not remove such topsoil from the boundaries of the lands without the approval of the Municipality. Any topsoil excavated but not immediately required for landscaping or for grading purposes shall be contoured and bermed to the satisfaction of the Municipality. Alternatively, the Owner, at its sole risk and expense, shall move such topsoil to such area within the Municipality as may be designated by the Municipality or, in the further alternative, the Owner shall, after receiving permission from the Municipality, at its sole risk and expense, remove such topsoil out from within the boundaries of the Municipality.

Notwithstanding the foregoing, the Owner shall relocate, at its expense, any existing trees on Manning Road that need to be relocated as a result of the construction activities contemplated by this Agreement, which relocation shall occur within the Manning road allowance to the satisfaction of the Town and Corporation of the County of Essex.

2.1.4.6 Reference Plan

The Owner, at the Owner's expense, shall engage a registered Ontario Land Surveyor to prepare, submit and register a Reference Plan, which must delineate all of the Lands. The Owner, at the Owner's expense, shall initially provide Two (2) copies and (1) diskette of the Plan. All files are

to be projected to North American Datum (NAD 83) UTM Zone 17 Geographic Coordinate System. It is represented by the Owner that the entire lands are delineated by Plan 12R-27322 as more particularly described on Schedule A hereto. Any additional Reference Plans required to describe any portion of the Lands for which an interest (in fee simple or otherwise) is to be conveyed by the Owner shall be prepared, registered and copies supplied to the Municipality in the manner indicated above and at the expense of the Owner.

2.1.5 Engineer

The Owner shall employ at its expense a Consulting Engineer to:

- a) Design and submit drawings with respect to all services required (herein "the Engineering Data")...
- b) Visit the site as required by the Municipality and inspect all services, etc.
- c) Submit to the Municipality (and all other authority having jurisdiction) "as-built" details and elevations.

2.1.6 Services

2.1.6.1 Stormwater Management

The Owner agrees that stormwater management measures shall be applicable to the development of the Lands, in a manner which is in accordance with the provisions of The Drainage Act, R.S.O. 1990, c.D.17 and amendments thereto, subarticle 4(f) of the Service Agreement and to the satisfaction of the Municipality's Engineer.

2.1.6.2 Sanitary Sewers

The Owner, at its own expense, shall supply, construct or install all sanitary sewer connections necessary to service the site all in accordance with the Engineering Data. No work shall be carried out until the Engineering Data has been approved by the Town.

2.1.6.3 Water Services

The Owner, at its own expense, shall supply, construct or install all water connections necessary to supply water to the site all in accordance with the Engineering Data. No such work shall be carried out until the Engineering Data has been approved by the Town. Remote registry water meters shall be installed as specified by the Town. All costs of connecting water services to existing services shall be borne by the Owner.

2.1.6.4 Electrical Services

All hydro services shall be underground. The Owner, at its expense, shall supply, construct or install all underground hydro services in the manner, location and design depicted in the Engineering Data but subject to the manner, design and specifications established from time to time by Ontario Hydro and the Essex Power Corporation for such services. All costs of connecting hydro services to existing services shall be borne by the Owner.

2.1.6.5 Underground Telephone and Gas

The Owner shall ensure that all Bell Canada and Union Gas Company installations shall be underground.

2.1.6.6 Notification and Permits

The owner hereby agrees to notify all local, Provincial or Federal authorities having jurisdiction as to its proposed development, and to obtain all necessary permits and/or approvals which may be required from any authority having jurisdiction with respect thereto.

2.1.6.7 Co-ordination of Services

The Owner shall be responsible for co-ordinating the installation of all facilities and works including without limitation the services to be installed by Bell Canada and Union Gas Company. The Municipality will send to the Owner's engineer all plans of installations received from time to time from Bell Canada and Union Gas Company.

2.1.6.8 Fencing

The Owner at its own expense, shall supply, construct or install to the site at the westerly limit of the Lands abutting neighbouring residential lots and as more particularly shown on the attached Schedules a commercial grade vinyl fence colour matching to the commercial property to the south and six (6') foot high in accordance with the Engineering data and in a manner consistent cross-section details supplied to and approved by the Town.

2.1.7 Traffic Signs

The Owner shall provide, install and maintain suitable traffic direction and information signs, all in accordance with The Highway Traffic Act of Ontario, R.S.O. 1990, c.H.8 and amendments thereto, and The Public Transportation and Highway Improvement Act, R.S.O. 1990, c.P.50 and amendments thereto, to the satisfaction of the Municipality. The Owner shall provide, install and maintain suitable traffic direction and information signs painted or otherwise marked on the surface of the parking area and driveway approaches, all to the satisfaction of the Municipality.

2.1.8 Entrances and Access

The Owner hereby agrees to construct and install all entrances, driveways, and curbing to the satisfaction of the Municipality's Building Inspector and the County of Essex Road

Department if applicable; and further agrees that the same shall barrier free. The Owner shall maintain all entrances and driveways on the Lands to the satisfaction of the Municipality and the County of Essex Road Department if applicable. Any driveway approaches which become redundant following the development of shall be closed and the area restored to the satisfaction of the Municipality.

The Owner acknowledges and agrees that it has granted rights to Green Hill Investments Ltd. (herein "Green Hill") and any successor in title to the Green Hill Lands (being Part of PIN 75245-[066750663](#), Part Block 99, Plan 12M-393 designated as Parts 2, 3, 5, 6, 7, and 8 on Plan 12R-27322, Town of Tecumseh, County of Essex) to construct such part or all of the Shared Access Road (as that term is defined) in an Easement and Operating Agreement made April 30, 2018 (herein "the Shared Services Agreement"). The Owner further acknowledges that as part of Green Hill's rights in that regard, if it proceeds as a "Developing Owner" it shall be entitled to construct the relevant portion of the Shared Access Road on Parts 4 and 9, Plan 12R-27322. The Town shall not be responsible for collecting any amount owing to or enforcing the rights of either Green Hill or the Owner under the Shared Services Agreement.

As detailed in the Site Plan, a further in-bound receiving lane (herein "New Inbound Lane") to the Lands is being constructed within the limit of that portion of the Lands designated as Parts 11,12,14,16, and 17 12R-27322 (the "Mutual Right of Way"). Such improvements as are required by the County to the adjacent Manning Road intersection to accommodate this new in-bound lane shall be constructed as required by and to the satisfaction of the County of Essex. Further, the Mutual Right of Way is currently the subject of mutual access easements with the southerly abutting lands registered as instruments LT299321 and LT299322 and a reciprocal easement agreement registered on title as LT299323 (herein "the Easement Agreement"). While not presently anticipated, the Owner acknowledges that should the New Inbound Lane or any portion thereof be located outside the Mutual Right of Way (following completion or at any time in the future) the Owner covenants and agrees to, obtain permission under the Planning Act, prepare and register any requisite Reference Plan and subsequently convey a further easement, free and clear of encumbrance (excepting any municipal agreements) to the southerly abutting owner for the purpose of ingress and egress over those lands occupied by the New Inbound Lane and located outside the Mutual Right of Way. In such event, the Owner further agrees to amend the Easement Agreement, as necessary, to include any additional lands to which the Owner conveys or receives the benefit of any such easement.

2.1.9 Repair

The Owner agrees that any Municipal property, including without limiting the generality of the foregoing, curbs, gutters, pavements, sidewalks, or landscaped areas on the public highway, and any property belonging to a third party, which are damaged during construction or otherwise, shall be restored by the Owner at its expense, and to the satisfaction of the Municipality. The Owner shall

keep the subject lands in a state of good repair (including the cutting of weeds) and upon written notice from the Municipality shall correct deficiencies in the state of repair within ten (10) days thereof.

2.1.10 Dirt and Debris

The Owner further agrees to keep the public highways adjacent to the subject lands free from dirt and debris caused by the construction of the subject lands, and to provide reasonable dust control for the site and adjacent municipal streets during the course of construction.

2.1.11 Address Sign

The municipal address of the building shall be provided in a prominent location on the site and shall be designed to be easily readable from the adjacent street(s).

2.1.12 Environmental Laws

The Owner shall at all times in connection with the development and the implementation of this agreement comply fully with all environmental laws.

2.1.13 Noise By-Laws

The owner shall at all times insure that the provisions of the noise by-law for the Municipality be strictly adhered to.

2.1.14 Local Improvements / Drainage Act

The owner agrees to sign Local Improvement petitions for, and agrees not to oppose, any municipal services proposed by the Municipality to be constructed pursuant to

- a) the provisions of the Municipal Act S.O., 2001, c.25, including but not limited to Ontario Regulation 119/03, or
- b) the Drainage Act of Ontario R.S.O. 1990 c.D.17 and amendments thereto, which shall directly or indirectly benefit the lands.

2.1.15 Parking, Driveways and Loading Areas

The Owner at its own expense shall provide parking driveways and loading areas in accordance with the Site Plan and/or the Site Services Plan.. All such areas shall be paved with asphalt or concrete. All handicapped parking areas shall be identified with signage and logos to the satisfaction of the Municipality and identified as such using the then-current form available from the Office of the Clerk of the Municipality..

2.1.16 Snow Removal

The Owner, and not the Municipality, shall be responsible for keeping the parking and access areas free and clear of all snow and ice regardless of who owns those improvements or the lands upon which they are situate. No snow or ice from the subject lands shall be deposited on any municipal streets.

2.1.17 External Lighting

The Owner shall erect exterior lighting on the subject lands as depicted in the Site Plan and/or the Site Services Plan all in accordance with the Engineering Data. The Owner shall not erect any exterior lighting on the subject lands, other than that provided for in the Engineering Data or depicted in the Site Plan, unless the consent therefor is first had and obtained from the Municipality. The Owner further agrees that all lighting of the said lands shall be oriented and its intensity so controlled as to prevent glare on adjacent roadways and residential properties.

Should the Municipality, in its sole discretion determine that the lighting of the said lands has an adverse impact on the adjacent roadways or residential properties, then the Owner shall take all necessary measures to correct the adverse impact to the satisfaction of the Municipality. Measures to

reduce the impact may include but shall not be limited to, the relocation of the lighting fixtures, the shielding of the lighting fixtures, the replacement of the lighting fixtures, replacing the lamps with lamps of lower intensity, reducing the time period when the lighting is activated or the removal of the lighting fixture.

2.1.18 Signs

The Owner shall not erect any signs on the subject lands other than:

a) signs which are permitted by this Agreement as identified on the approved site plan;

b) signs erected in compliance with the Town's Sign By-law; and/or

c) signs required by applicable law ~~The Owner shall not erect any signs on the subject lands other than signs which are allowed by this Agreement and are consistent with the Town's Sign Bylaw or which are otherwise required by applicable law.~~

2.1.19 Refuse Collection

The Owner agrees to provide on-site facilities for refuse collection. Such facilities shall be screened from view in accordance with the requirements of the Municipality. The Owner, and not the Municipality, shall be responsible for the removal of any garbage, refuse or other wastes from the waste storage facility.

2.1.20 Air Conditioning Units

The Owner at its own expense shall provide air conditioning units. The Owner shall provide esthetic shielding and locate said shielding to the satisfaction of the Municipality.

ARTICLE 3

TIMING

3.1 CONDITIONS

3.1.1 Conditions Precedent

It is a condition precedent to the coming into force of this Agreement that the Owner complete the following simultaneously with the execution of this Agreement:

- a) Security for performance is posted pursuant to Paragraph 6.1;
- b) Construction lien deposit pursuant to Paragraph 6.3;
- c) An amendment to reciprocal easement agreement registered as LT299323 be entered into between the Owner and the owner of the southerly abutting lands incorporating a reduction to the "No Building Area" to the satisfaction of the Town including the preparation and registration of a reference plan showing the revised "No Building Area";
- d) Amendment to paragraph 1.1 (b) of the Easement and Operating Agreement registered on title as CE832474 to clarify the purpose of the easement is for the "passage and repassage of motor vehicles and pedestrians".

3.1.2 Conditions Subsequent

It is a condition subsequent of this Agreement that the Owner complete the following as soon as is reasonably possible subsequent to the execution of this Agreement failing which, the Town may at its option elect to terminate this Agreement:

- a) Workers' Compensation Board Clearance Certificate issued if required;
- b) Proof of Insurance is provided pursuant to Paragraph 6.4 if required;
- c) Due registration against the title of the land of this Agreement;
- d) Postponement to this Agreement by all encumbrances;
- e) Receipt of the opinion of the Owner's lawyer confirming 3.1.2(c) and 3.1(d) if required by the Town;

3.2 BUFFER AREA

The Owner agrees to landscape all of the buffer and/or planting areas shown on the Site Plan and/or the Site Services Plan annexed hereto and marked Schedule "B" and "C" within SIX (6) months of commencement of construction as determined by the Chief Building Official.

3.3 COMPLETION

The Owners agree to fulfil all of the covenants set out herein to the satisfaction of the Municipality within ONE (1) year of the date of execution of this Agreement.

ARTICLE 4

PAYMENTS

4.1 COSTS

The Owner shall reimburse the Municipality for all the Municipality costs with respect to the development, including without limiting the generality of the foregoing, the fees and disbursements of its Engineer, and Solicitor. The Municipality shall deliver invoices to the owner in a timely fashion payment for which shall be due immediately.

4.2 DEVELOPMENT CHARGES

The Owner agrees to pay development charges with respect to the development in accordance with the Municipality's Development Charges By-Law.

ARTICLE 5

CONVEYANCES

5.1 EASEMENTS

The Owner shall convey or dedicate to the Municipality upon demand and without cost and free of encumbrance the easements provided for in the Engineering Data and Site Plan, in, through, over and under the subject lands as required for drainage purposes, sewers, hydro, gas, watermain, telephones etc. If the Municipality determines that additional easements are required, the Owner shall also convey or dedicate such additional easements upon demand and without cost and free of encumbrance. The Owner shall execute an amending agreement, prepared to the satisfaction of the Town's solicitor, with the Town respecting easement registered as no. LT111071 to update the language of the easement to accord to the Town's customary utility easements and confirm that although parking is permitted within the easement, any damage done by the Town or its agents, [save where due to gross negligence or willful misconduct of the Town or its agents](#), to any hard surfacing or other improvements situated on the easement lands shall be repaired by the Owner at its sole expense and waiving any related claim for loss or damages flowing from the lawful exercise of the Town's rights under the easement.

5.2 ROAD WIDENING

The Owner shall convey or dedicate to the County failing which to the Municipality upon demand and without cost and free of encumbrance the lands shown on the Site Plan or Site Service Drawings for road widening (**if any**). If the Municipality determines that additional lands are required for road widening, the Owner shall also convey or dedicate such additional lands for road widening upon demand and without cost and free of encumbrance.

ARTICLE 6

SECURITY

6.1 PERFORMANCE

The Owner agrees, so as to assure the performance by the Owner of each of the terms and conditions of this Agreement during the development of the Lands, that the Owners shall, upon execution of this Agreement, forthwith deposit with the Municipality security in an amount which is equal to \$20,000.00 plus an amount equal to the value of the road work, if any, to be completed within any municipal road allowance (as calculated by the Owner's Engineer and approved by the Municipality). For greater certainty, the amount of said security shall be subject to approval by the Municipality's Clerk and Solicitor.

Said security shall be either by way of

- a) cash, or
- b) a Standby Letter of Credit pursuant to UCP500 only, issued by a chartered bank of Canada in form satisfactory to the Municipality's Clerk and Solicitor. (not a Letter of Guarantee or Bond)

Provided that in no event shall the Municipality be required to pay interest on this security.

6.2 RELEASE OF SECURITY

The Municipality agrees to return the said security to the Owner upon the completion and final approval of the works specified in this Agreement which approval is at the Municipality's sole discretion.

6.3 CONSTRUCTION LIENS

In as much as the Owner is obligated at the Owner's entire expense and not at the expense of the Municipality, to make improvements to the municipal infrastructure, the Owner shall deposit with the Municipality, in order to satisfy the requirements of Section 17(4) of the Construction Lien Act, R.S.O. 1990, c.C.30 and amendments thereto, cash or a letter of credit in form satisfactory to the Municipality and its Solicitor and in an amount of the holdbacks (under Part IV of the Construction Lien Act, R.S.O. 1990, c.C.30 and amendments thereto) that would have been required were the improvements made at the expense of the Municipality. The Owner may, at its option, obtain a single letter of credit with respect to its responsibilities pursuant to Paragraph 6.1 of this Article, provided that the Municipality and its solicitor is satisfied that the Municipality's security under each paragraph, if read separately, would not be compromised by the Letter of Credit proposed by the Owner.

Provided that in no event shall the Municipality be required to pay interest on this security.

6.4 INDEMNITY AND INSURANCE

The Owner shall indemnify and save harmless the Municipality, and the Essex Power Corporation, from and against all actions, claims, loss, damage and liability connected with the development as contemplated herein arising directly or indirectly out of the negligence or unlawful performance or the non-performance of any obligation of the Owner or any contractors to the Owner under this Agreement. While any of the facilities and works herein have not been approved by the Municipality, the Owner shall maintain in full force and effect a policy of personal liability and property damage insurance in form and amount satisfactory to the Municipality's solicitor wherein the Owner, the Municipality, and the Essex Power Corporation, shall be insured as principals against such liability to the limits approved. The Owner shall provide the Municipality with a certified copy of such policy prior to the commencement of construction of any of the facilities and works referred to herein.

ARTICLE 7

DEFAULT

7.1 STOP WORK

In the event of any default by the Owner in the performance of any of the terms and conditions of this Agreement, the Municipality at its discretion shall, in addition to other remedies available to the Municipality, be entitled to refuse building permits with respect to the development and/or shall be entitled to refuse building and/or occupancy permits with respect to any buildings, and/or shall be entitled to issue stop work orders with respect to any matters in respect of which a building permit has been issued and/or may refuse to grant to the Owner any permissions, permits, certificates, approvals or authorities of any kind or nature which the Owner would have been entitled to receive had the Owner otherwise complied with the Municipality's requirements in this agreement, and/or shall be entitled to refuse to issue releases, all of which may be done until such time as the default has been cured in a manner satisfactory to the Municipality.

7.2 MUNICIPALITY MAY COMPLETE

The owner acknowledges that this agreement is entered into pursuant to section 41(11) of the Planning Act, R.S.O. 1990 c.P.13 and amendments thereto, and that a bylaw has been passed by the Municipality approving the entering into of this Agreement by the Municipality and incorporating the terms of this Agreement into that bylaw, and further that section 446 of The Municipal Act, S.O. 2001, c.25 and amendments thereto, applies to all requirements of this Agreement. If the Owner neglects to undertake any matter or thing required to be done by this Agreement and such default continues after SEVEN (7) days of the Owner being given written notice by the Municipality of such default, in addition to other remedies available to the Municipality, the Municipality may direct that such matter or thing shall be done at the expense of the Owner, and the Municipality may recover the costs incurred in doing it, by action or by adding such costs to the tax role and collecting them in the same manner as taxes; the Owner hereby authorises the Municipality (including, without limiting the generality of the foregoing, its employees, agents and servants) to enter upon the Lands to do any such matter or thing.

ARTICLE 8

REGISTRATION AND CONSENTS

8.1 REGISTRATION AND ENFORCEMENT

Pursuant to Section 41(10) of the said Planning Act, R.S.O. 1990, c.P.13 and amendments thereto, this Agreement may be registered against the Lands to which it applies, as a first charge, at the Owner's expense, and the Municipality is entitled to enforce the provisions hereof against the Owners, who shall be jointly and severally liable for the Owners' covenants and obligations outlined herein, and, subject to the provisions of The Registry Act, R.S.O. 1990, c.R.20 and amendments thereto, and the Land Titles Act, R.S.O. 1990, c.L.5 and amendments thereto, against any and all subsequent owners of the Lands.

8.2 CONSENT

The Owners hereby consent to the registration of this Agreement on the title of the Lands, said registration (as well as the preparation of this Agreement) to be at the Owners' expense.

8.3 MORTGAGEES

The owners agree to obtain a postponement of any mortgages or other encumbrances which may affect the Lands.

ARTICLE 9

MISCELLANEOUS

9.1 COMMUNICATION

Subject to the express provisions of this Agreement, all communications provided for or permitted hereunder shall be in writing, personally delivered to an officer of the addressee or sent by registered and receipted mail, charges prepaid, or by facsimile transmission or other means of recorded telecommunication, charges prepaid, to the applicable address set forth below or to such other address as either party hereto may from time to time designate to the other in such manner.

Communications sent to the Municipality shall be addressed to:

917 Lesperance Road, Tecumseh, Ontario N8N 1W9

Communications sent to the Owner shall be addressed to:

3338 Dufferin Street, Toronto, Ontario M6A 3A4

Any communication so personally delivered shall be deemed to have been validly and effectively given on the date of such delivery. Communications so sent by registered and receipted mail shall be deemed to have been validly and effectively given on the Business Day next following the day on which it is received, as evidenced by the postal receipt. Communications so sent by facsimile transmission or other means of recorded telecommunication shall be deemed to have been validly and effectively given on the Business Day next following the day on which it is sent. Any party may from time to time change his or its address for service on written notice to the others.

“**Business Day**” means any day, other than a Saturday, Sunday or any other day on which the principal chartered banks located in the Town are not open for business during normal banking hours

9.2 TIME OF ESSENCE

Time shall be of the essence of this Agreement and of every part thereof.

9.3 WAIVER

No waiver by any part of a breach of any of the covenants, conditions and provisions herein contained shall be effective or binding upon such party unless the same shall be expressed in writing and any waiver so expressed shall not limit or affect such party's rights with respect to any other future breach.

9.4 FURTHER ASSURANCES

Each of the Parties covenants and agrees that he, his heirs, executors, administrators and assigns will sign such further agreements, assurances, waivers and documents, attend such meetings, enact such by-laws or pass such resolutions and exercise such votes and influence, do and perform or cause to be done and performed such further and other acts and things as may be necessary or desirable from time to time in order to give full effect to this Agreement and every part thereof.

9.5 HEADINGS

The headings of the Articles of this Agreement are inserted for convenience only and do not constitute part of this Agreement.

9.6 SUCCESSORS AND ASSIGNS

The covenants hereunder shall run with the land and this Agreement shall be binding upon and enure to the benefit of the parties hereto and their respective heirs, executors, administrators, successors and assigns.

9.7 GENDER

All words and personal pronouns relating thereto shall be read and construed as the number and gender of the party or parties referred to in each case require and the verb shall be construed as agreeing with the required word and pronoun.

9.8 SEVERABILITY

If any covenant or provision contained herein is determined to be in whole or in part, invalid or unenforceable by reason of any rule of law or public policy, such invalidity or unenforceability shall not affect the validity or enforceability of any other covenant or provision contained herein and, in the case of partial invalidity or unenforceability of a covenant or provision, such partial invalidity or unenforceability shall not affect the validity or enforceability of the remainder of such covenant or provision, and such invalid or unenforceable covenant or provision or portion thereof, as the case may be, shall be severable from the remainder of this Agreement.

9.9 ENTIRE AGREEMENT

This Agreement expresses the entire agreement among the parties hereto with respect to all matters herein and no representations, inducements, promises or agreements or otherwise among the parties not embodied herein shall be of any force and effect. This Agreement shall not be altered, amended or qualified except by an instrument in writing, signed by all the parties hereto, and any alteration, amendment or qualification thereof shall be null and void and shall not be binding upon any such party unless made and recorded as aforesaid and registered on title.

9.10 EXECUTION IN COUNTERPARTS

This Agreement may be executed in one or more counterparts, each of which when so executed shall be deemed to be an original and all of which together shall constitute one and the same instrument.

9.11 JURISDICTION

This Agreement and all other agreements, security and documents to be delivered in connection with this agreement shall be governed by and construed in accordance with the applicable laws of the Province of Ontario and of Canada.

9.12 ASSIGNMENT

Subject to the terms of this agreement, this agreement is not assignable by the owner prior to completion of the works without the consent of the Municipality.

9.13 TRUE COPY

All of the parties hereto acknowledge having received a true copy of this document.

9.14 SCHEDULES

Those Schedules marked as Schedules “B”, “C”, “D”, “E” and “F” have been signed by the parties and are on file with the Municipality. A reduced copy of those schedules are annexed hereto which copy may be removed prior to registration on title should the Land Registry Office so determine or require.

9.15 CONTRA PROFERENTEM RULE NOT APPLICABLE

It is agreed and acknowledged that both parties, directly or through their agents, principals, representatives and/or solicitors, have participated in the preparation and/or negotiation of the provisions of this agreement.

Should any provision of this agreement require judicial interpretation, mediation or arbitration, it is agreed that the court, mediator or arbitrator interpreting or construing the same shall not apply a presumption that the terms thereof shall be more strictly construed against one party or so as to

SCHEDULE "A"

THE LANDS

PIN 75245-0674

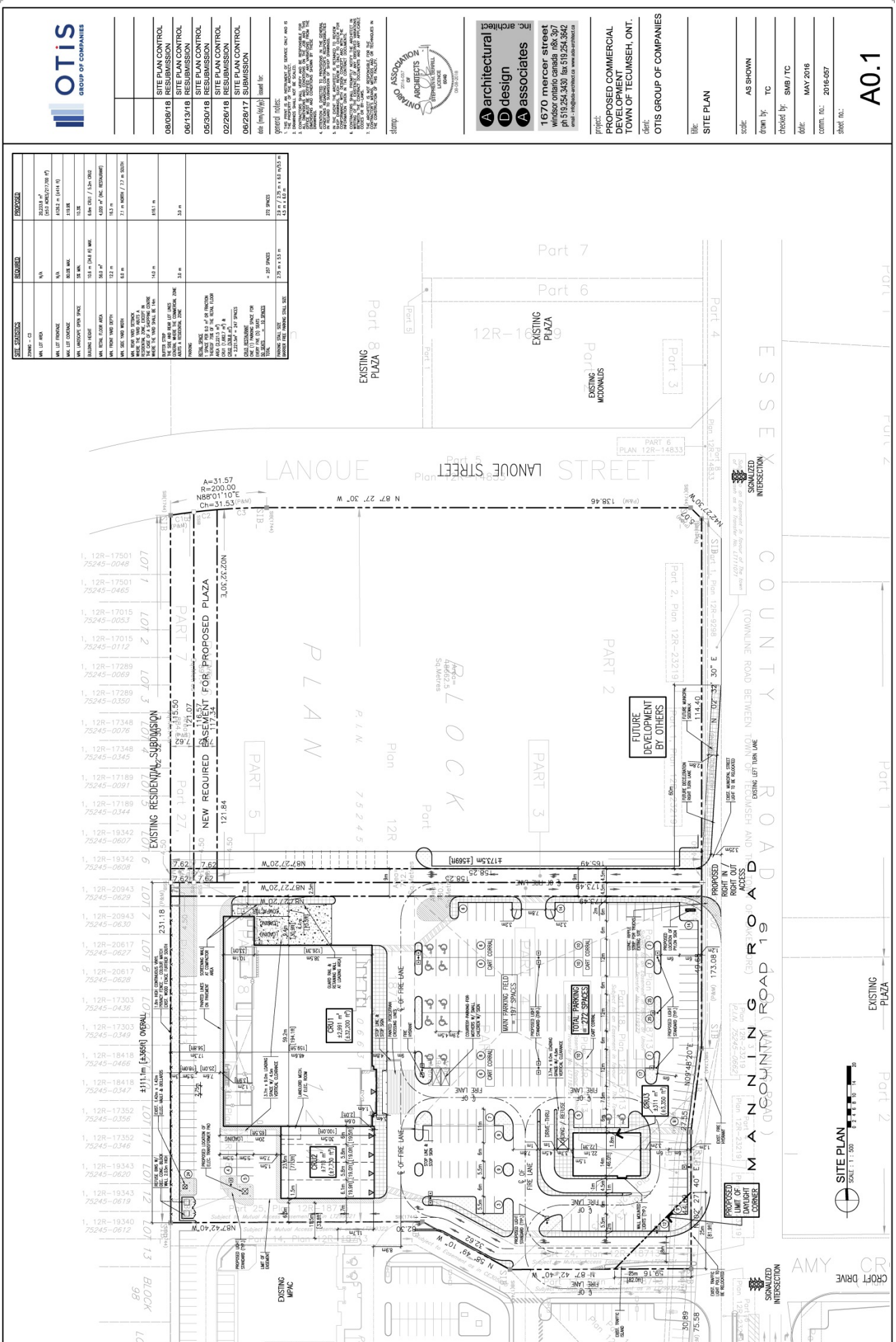
Part Block 99, Plan 12M-393

Designated as Parts 1, 4, & Parts 9 to 18 on Plan 12R-27322

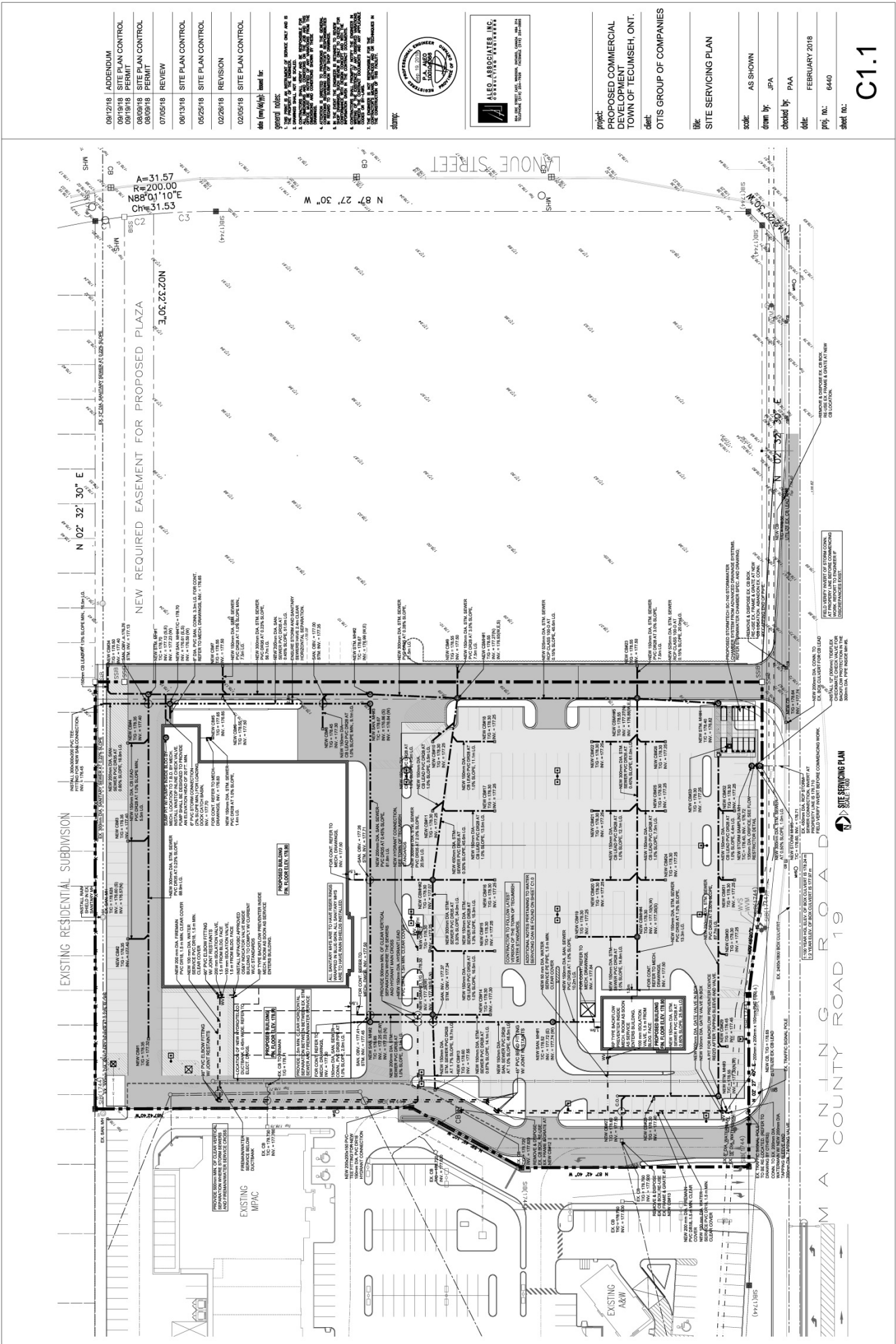
Town of Tecumseh, County of Essex

SCHEDULE "B"

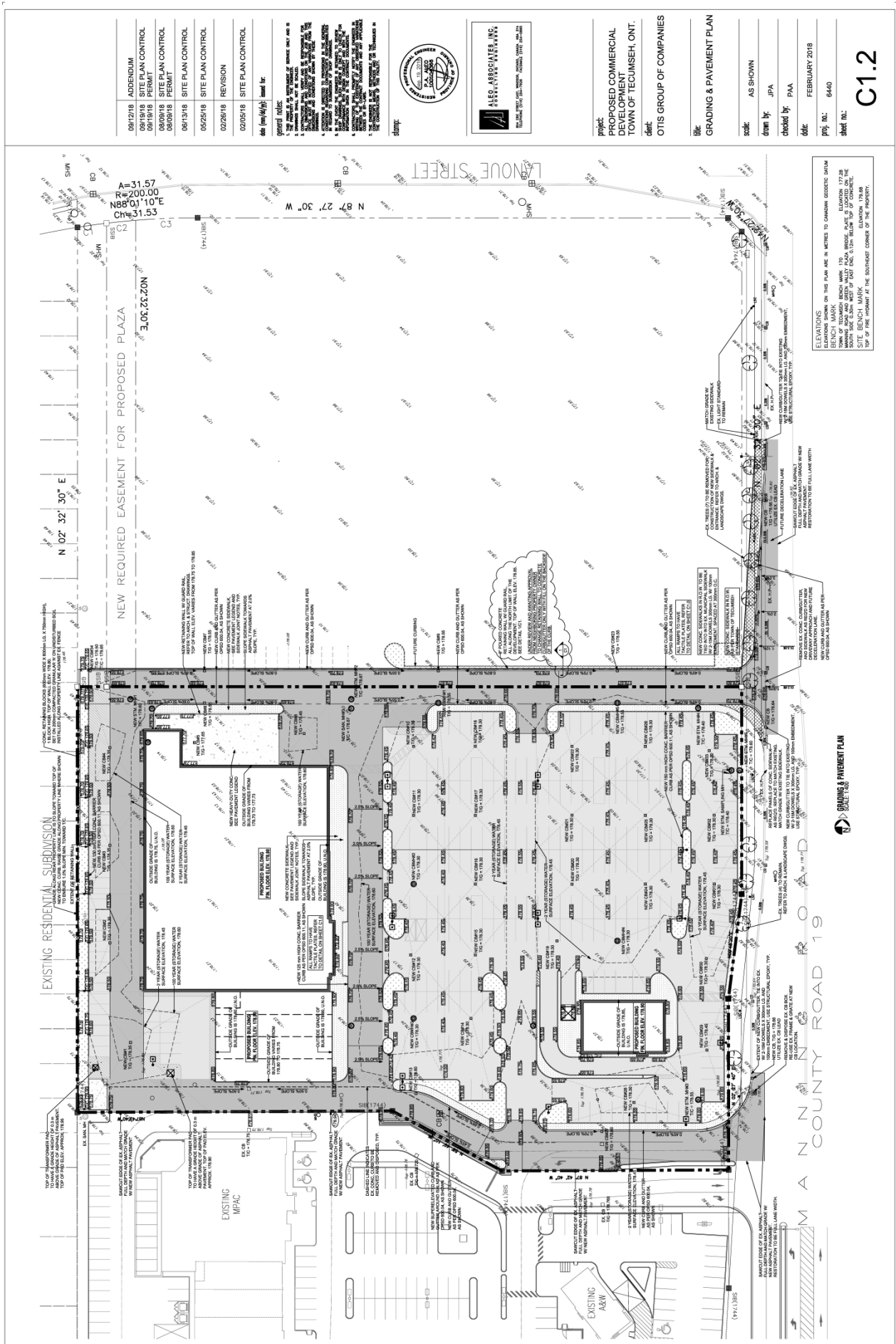
SITE PLAN



SCHEDULE "C"
SITE SERVICE PLAN

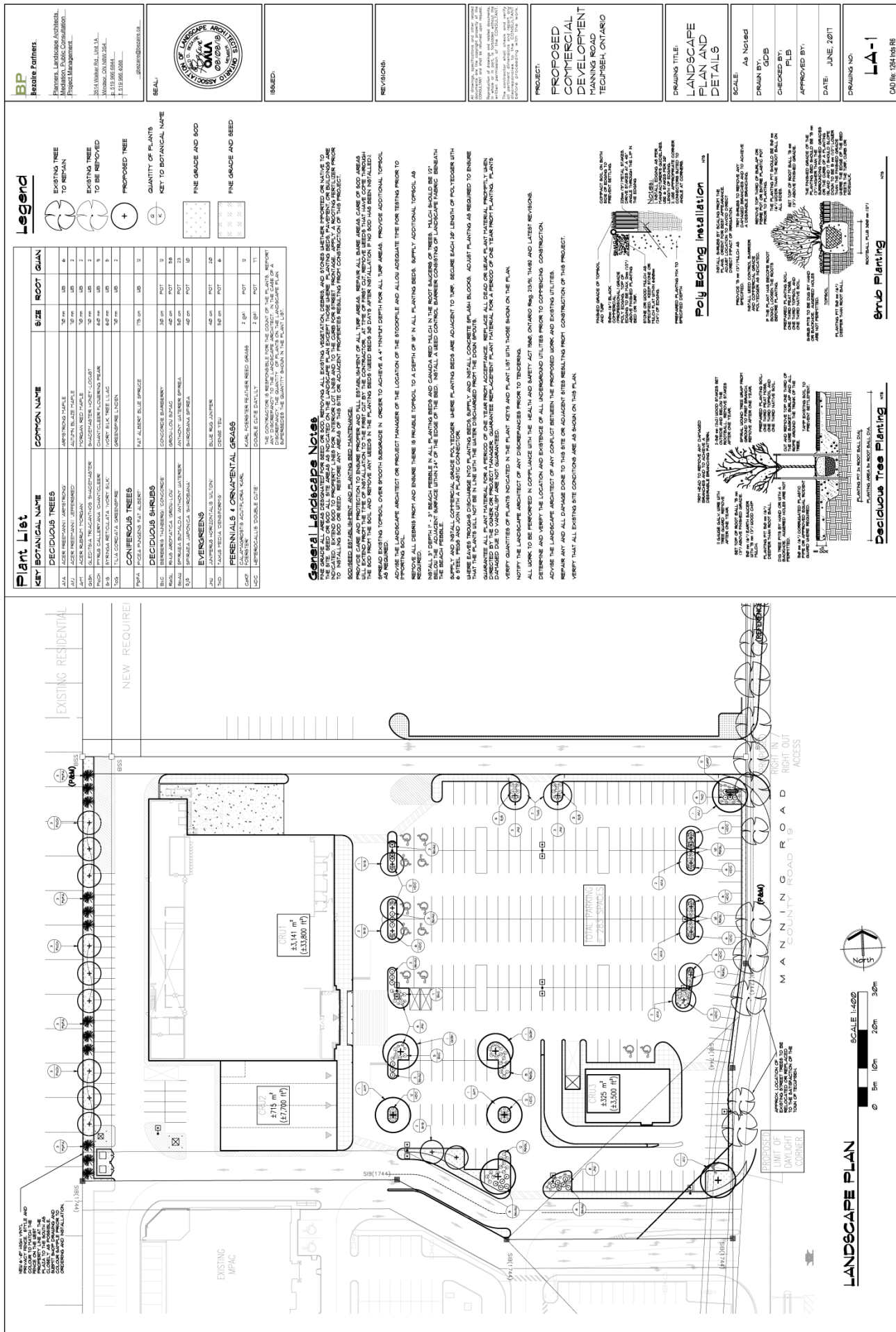


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"SCHEDULE E"

LANDSCAPING PLAN AND DETAILS



SCHEDULE “F”

LIGHTING SERVICES DETAIL / PHOTOMETRIC LAYOUT

RATING				SITE LIGHTING LUMINAIRE SCHEDULE		PICTURE
TYPE	LAMPS	INPUT	WATT	U	G	
A	30 LED's 	70W 895LM	3	0	1	TYPE: SINGLE AWM POLE MOUNTED LED MANUFACTURER: LITERRA LIGHTING CANADA INC. CONCAT: PAOLO DIOI SANTOS - (416) 467-0569 CATALOG # LED 120 45c 75c 347
B	9 	1010W 1204LM	4	0	3	TYPE: DOUBLE AWM POLE MOUNTED LED MANUFACTURER: LITERRA LIGHTING CANADA INC. CONCAT: PAOLO DIOI SANTOS - (416) 467-0569 CATALOG # LED 120 45c 75c 347
C	30 LED's 	125W 1443LM	4	0	3	TYPE: SINGLE AWM POLE MOUNTED LED MANUFACTURER: LITERRA LIGHTING CANADA INC. CONCAT: PAOLO DIOI SANTOS - (416) 467-0569 CATALOG # LED 120 45c 75c 347
D	30 LED's 	140W 1418LM	2	0	3	TYPE: SINGLE AWM POLE MOUNTED LED MANUFACTURER: LITERRA LIGHTING CANADA INC. CONCAT: PAOLO DIOI SANTOS - (416) 467-0569 CATALOG # LED 120 45c 75c 347
E	30 LED's 	109W 1125LM	1	0	2	TYPE: LED WALL PACK MANUFACTURER: LITERRA LIGHTING CANADA INC. CONCAT: PAOLO DIOI SANTOS - (416) 467-0569 CATALOG # LED 120 45c 75c 347
F	30 LED's 	109W 1025LM	2	0	2	TYPE: LED WALL PACK MANUFACTURER: LITERRA LIGHTING CANADA INC. CONCAT: PAOLO DIOI SANTOS - (416) 467-0569 CATALOG # LED 120 45c 75c 347
G	20 LED's 	737W	1	0	2	TYPE: LED WALL PACK MANUFACTURER: LITERRA LIGHTING CANADA INC. CONCAT: PAOLO DIOI SANTOS - (416) 467-0569 CATALOG # LED 120 45c 75c 347

ALL LIGHTS & FIXTURES SHALL BE MOUNTED ON 17' POLE WITH 5" BRACE.

CALCULATION SUMMARY		UNITS	AVG	MAX	MIN	AVG/MIN	MAX/MIN
LABEL	MAIN PARKING	ILLUMINANCE	1.7	6.6	0.4	4.3:1	17.0:1
	RESIDENTIAL PROPERTY LINE	FC	0.1	0.0	N/A	N/A	N/A
SITE	NORTH PARKING	ILLUMINANCE	2.2	9.1	0.0	N/A	N/A
		FC	0.7	9.1	0.0	N/A	N/A

STAMP:



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610 • 7075 Farmers Drive, Minneapolis, OR 97031
503.637.8338 • info@hvacpros.com

PROJECT:

PROPOSED COMMERCIAL
DEVELOPMENT
TOWN OF TECUMSEH, ONT.

1995

OTIS GROUP OF COMPANIES

TIME:
PROPOSED SITE PLAN
PHOTOMETRIC LAYOUT

NOTE: AS SHOWN

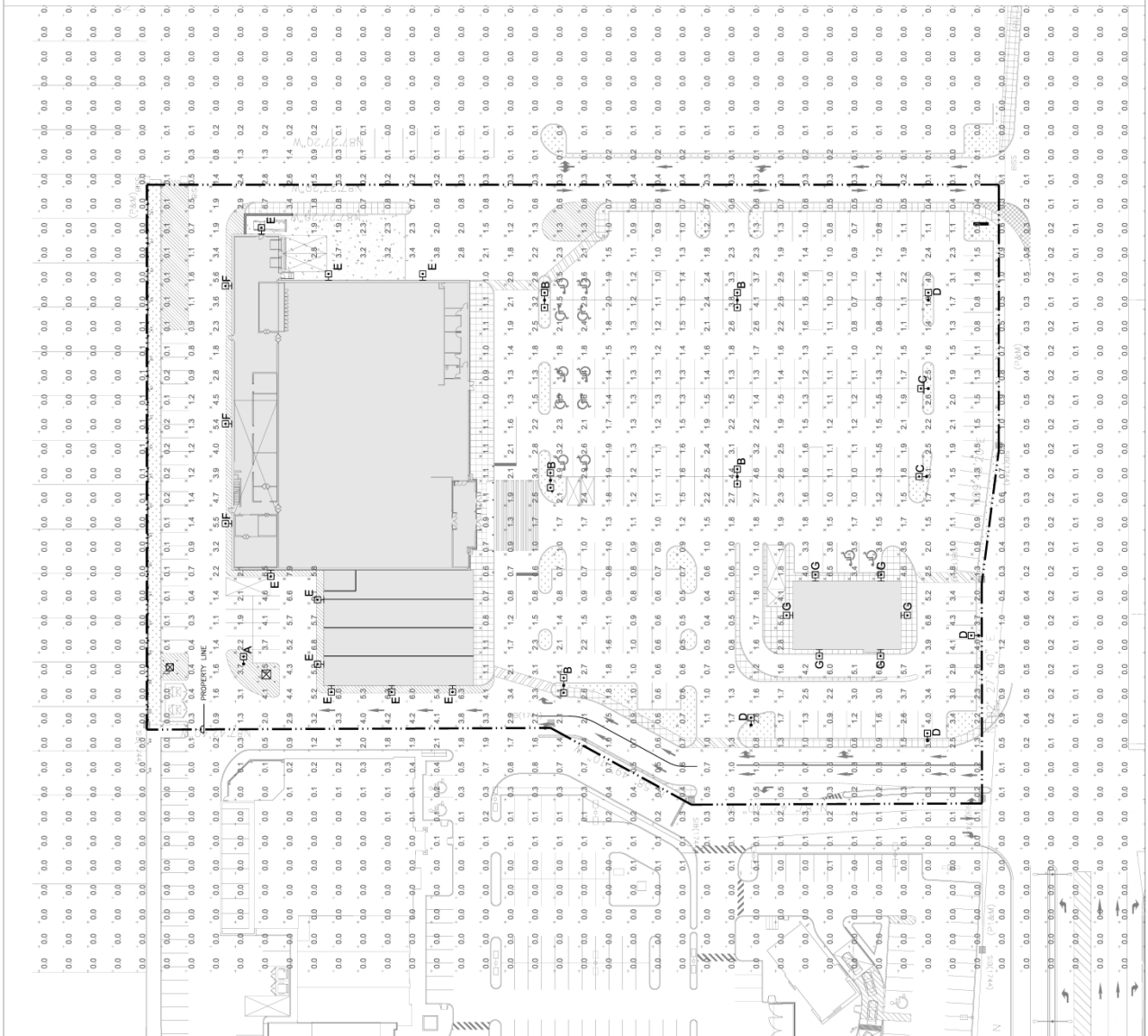
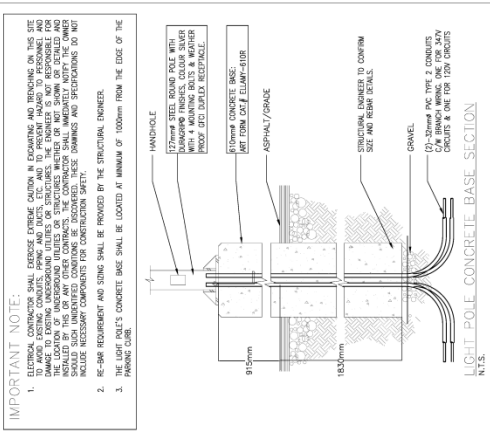
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AB

JUNE 2017

LET NO.

E1.02



UNFINISHED REGULAR COUNCIL BUSINESS

	Meeting Date	Resolution	Subject	Action/Direction	Depart.	Status/Action Taken
3/17	Mar 14, 2017		Alley Closing Policy	An alley closing policy is requested to establish a uniform process for closing alleys.	Clerks	Next Policies & Priorities Committee
1/18	January 30, 2018		Video Surveillance	Administration to follow up on video surveillance and potential grant funding for acquiring a system.	ICS	Grant application is being investigated and met with local expert
18/18	April 24, 2018		Cada Library Renovations	It is directed that Administration provide a report on the Cada Library to include consultations with TAAC, SAC, YAC, CAC, and other stakeholders on the current options proposed to refresh or renovate the current library building.	PRS/CAO	The Library proposal has been presented to the May meetings of the SAC, YAC and CAAC and TAAC.
19/18	May 22, 2018		Property By-law	It is directed that Administration harmonize the by-law regarding disconnected tractor-trailers on residential properties to be consistent within the Town.	PBS	In progress
21/18	June 26, 2018		By-Law Enforcement	It is requested that a communication plan be developed to inform residents of property standards.	PBS	In progress
22/18	August 14, 2018		Cannabis Legislation	A report on the provincial and federal legislative regulation of cannabis is requested.	CS	Nov 27, 2018
23/18	August 14, 2018		Hot Temperatures in Vehicles with Children and Pets	It is requested that Administration provide a report on the issue of hot temperatures in vehicles with children and pets and include preventative options to raise public awareness such as monitoring options for vehicles, car seat warning labels.	CS	Nov 27, 2018
25/18	August 14, 2018		McAuliffe Park	It is directed that Administration investigate additional washroom facilities at McAuliffe Park.	PRS	
26/18	September 11, 2018		Insurance Companies	Administration is directed to send a letter to the Insurance Bureau of Canada and insurance companies to increase awareness on the Town's flood mitigation efforts.	CAO	In progress.
27/18	September 25, 2018		Brighton Road Roundabouts	Administration is requested to re-evaluate the roundabouts for traffic calming and examine other speed mitigation features that may assist in reducing speeding vehicles.	PWES	
28/18	September 25, 2018		Municipal Tree Cutting	Administration is asked to look into a tree cutting and trimming policy for municipal trees that includes provisions for residents who wish to cost share in tree maintenance,	PWES/CS/PRS	In Progress

	Meeting Date	Resolution	Subject	Action/Direction	Depart.	Status/Action Taken
30/18	September 25, 2018		Traffic Calming Policy	Administration is requested to investigate a Traffic Calming Policy.	PWES	In Progress

The Corporation of the Town of Tecumseh

By-Law Number 2018 - 65

Being a by-law to confirm the proceedings of the November 13, 2018 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** 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 November 13, 2018, 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 November 13, 2018, 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 13th day of November, 2018.

Gary McNamara, Mayor

Laura Moy, Clerk