

**Special Council Meeting
AGENDA**

Tuesday, December 11, 2018, 6:00 pm
Tecumseh Town Hall
www.tecumseh.ca

Pages

1. **Call to Order**
2. **Roll Call**
3. **Disclosure of Pecuniary Interest**
4. **Delegations**
5. **Communications**
6. **Reports**
 - a. CS-2018-37 2019 - 2022 Advisory and Statutory Committee Appointments 2
 - b. CS-2018-44 2019 - 2022 Board Appointments 13
 - c. CS-2018-43 Council Compensation Review 23
 - d. CS-2018-38 2019 Award Nominations 31
7. **Adjournment**



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: December 11, 2018

Report Number: CS-2018-37

Subject: 2019 - 2022 Advisory and Statutory Committee Appointments

Recommendations

It is recommended:

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

And that direction **be provided** on appointments to each of the Committee of Adjustment and Property Standards Committee for the term ending November 14, 2022, or until such time as new members are appointed;

And further that that the Applications for Appointment to the Tecumseh Accessibility Advisory Committee (TAAC) from Ron Matysek, Ron Doherty, David Golden and Catherine Rutherford, as well as Mary Anne Askin and Linda Stanczak **be accepted**;

And furthermore that the following Members of Council **be re-appointed** to the Court of Revision:

- Gary McNamara
- Joe Bachetti
- Brian Houston
- Tania Jobin, and
- Andrew Dowie

And furthermore over that all applicants **be notified** of Council's decision on Committee appointments and that by-laws **be prepared** for Council to adopt and formally appoint members to the 2019 - 2022 Advisory and Statutory Committees at their next regular meeting on January 22, 2019.

And furthermore over that direction **be provided** on Council Member Appointments to the Advisory and Statutory Committees.

Background

The Committee/Local Board Application & Appointment Policy No.4 (Policy) establishes timelines for calling and receiving applications for Committees/Local Boards and a process for reviewing the applications, as well as selecting persons to be appointed to the respective Committees/Local Boards.

The Policy requires that Applications for appointments to the Advisory Committees, Statutory Committee and Local Boards be called in September by the Clerk, in the year of a Municipal Election.

Notice of the call for applications for each of the Advisory Committees, Statutory Committees and Local Boards are to be posted to the Town's website and Facebook page, advertised in the local media, and delivered to the then current Committee or Local Board members.

Advisory Committees provide advice and recommendations to Council, as requested, on areas within their mandate. These Committees have no authority for decision-making, or independent actions. Members are appointed by Council and may include one or two Members of Council and/or a Council Liaison. Examples include:

- Cultural & Arts Advisory Committee;
- Senior Advisory Committee;
- Youth Advisory Committee; and
- Dog Pound.

Statutory Committees are permitted or required by Provincial legislation and perform functions as specified in the relevant legislation. Examples include:

- Committee of Adjustment;
- Property Standards Committee;
- Accessibility Advisory Committee; and
- Heritage Committee.

Comments

In accordance with the Policy, advertisements were placed in the Shoreline Week on September 7, 2018, and in the Essex Free Press on September 6, 2018, requesting Applications from residents desirous of contributing their time and knowledge to serve on the Advisory Committees. The advertisement also sought Applications from residents interested in serving on the Statutory Committees.

A notice was placed on the Town's Website and linked to the Tecumseh Facebook page calling for Applications for each of the above-mentioned Advisory and Statutory Committees, along with a description of each Committee. Emails were sent to all current Committee Members expressing appreciation for their service and inviting them to submit an Application for appointment to a 2019–2022 Committee. A Media Release was broadcast on September 5, 2018, as well as November 8, 2018, about the opportunity to volunteer for a Town Board. The Town's Twitter was also used to notify the public about the call for Applications.

The Policy establishes a deadline for submitting Applications to the Clerk as October 31st annually. Due to a low number of applications, and in some instances insufficient applicants being received by the deadline, an extension was made to November 30th, 2018.

A notice advising of the extension was placed in the Shoreline Week on November 9, 2018 and the Essex Free Press on November 8, 2018, together with a notice placed on the Town's Website and Tecumseh Facebook page.

The Applications for each of the Committees sets out the Eligibility Criteria for applying to a Committee. The Eligibility Criteria states that applicants must be:

- A resident/owner of lands in the Town,
- A Canadian Citizen, and
- At least 18 years old.

Additionally, Applicants may not be an employee of the Town and not prohibited by law from voting in a municipal election.

The Eligibility Criteria for the Tecumseh Accessibility Advisory Committee also includes being a person with a disability. The Youth Advisory Committee Members must be between the ages of 13 and 23; and the Senior Advisory Committee Members must be 60 years or older.

Copies of the Applications received for each of the Committees are available in the Corporate Services & Clerk's Department for viewing.

A brief description of each of the Advisory and Statutory Committees is given in the paragraphs which follow. Tables are also provided which list the current Committee Members, and the names of Applicants for each of the 2019-2022 Committees.

Advisory Committees

Cultural & Arts Advisory Committee

Tecumseh Council established a Cultural & Arts Advisory Committee under the following Terms of Reference:

- identify cultural activities and engagements encouraging community participation (i.e. to promote theatre art, music, visual arts and film);
- obtain artwork depicting local diverse talents and landmarks in addition to the unique features of the Town of Tecumseh, preserving the Town’s various histories in the former municipalities of the Town of Tecumseh, Village of St. Clair Beach and Township of Sandwich South, and capturing the essence and spirit of the amalgamated Town;
- identify prominent locations within the Town of Tecumseh for public display of artwork; and
- research grants and acquire donations for achieving such goals.

The meetings of the Committee are held monthly on the third Monday of the month at 7:00 pm at Town Hall.

Cultural & Arts Advisory Committee

2018 Members	2019 - 2022 Applicants
Council:	Council
Councillor Rita Ossington	--
Councillor Brian Houston	--
Residents:	Residents
Marian Drouillard	Marian Drouillard
Rhonda Dupuis	Rhonda Dupuis
Dwayne Ellis	Dwayne Ellis
Ian Froese	--
Phil Kane	--
Christopher McNamara	Christopher McNamara
--	Charlie Gray
--	Rita Ossington
--	Kyrsten Solcz

Senior Advisory Committee

The purpose of the Senior Advisory Committee is to:

- provide advice to Council and Administration of the Town on issues that affect area seniors;
- work with Town departments, agencies and organizations for the purpose of improving the quality of life for senior residents in Tecumseh;

- solicit input and act as a public forum for issues that affect local seniors; and
- identify barriers of access to seniors to Town services and programs.

The Senior Advisory Committee is comprised of members over the age of 60.

Meetings are held at Town Hall, on the last Thursday of each month at 6:00 p.m.

Senior Advisory Committee

2018 Members	2019 - 2022 Applicants
Suzanne Beneteau	Suzanne Beneteau
Doug Drouillard	--
Paul Morand	Paul Morand
Dorothy Nagy	Dorothy Nagy
Dara Pfeifer O'Connor	Dara Pfeifer O'Connor
Michelle Phillion	--
Nancy Tennant	Nancy Tennant
--	Loretta Stoyka Henderson
--	Gabrielle McMillan

Youth Advisory Committee

The purpose of the Youth Advisory Committee is to:

- Provide advice to Council and Administration of the Town on issues that affect area youth; and
- Work with Town departments, agencies and organizations that are involved in youth initiatives.

The Youth Advisory Committee is comprised of area youth between the ages of 13-23.

Meetings are held at Tecumseh Town Hall, on the third Monday of each month at 4:30 p.m.

2018 Members	2019 - 2022 Applicants
Jacob Altenhof	Jacob Altenhof
Michael Altenhof	Michael Altenhof
Andre Ducharme	--
Brendan Froese	Brendan Froese
Maria Giorlando	--
Tamsyn King	Tamsyn King
Kristi Koutros	Kristi Koutros
Tia-Lynne McCann	Tia-Lynne McCann
Ava Ruuth	Ava Ruuth
Cameron Skinner	Cameron Skinner
--	Kurtis Hengl Lachance

Dog Pound Committee

The Town of Tecumseh entered into an Agreement with the Towns of Lakeshore, Essex, and LaSalle for the joint operation of a Dog Pound. Each of the municipalities provides representation on the Joint Dog Pound Committee to assist in overseeing the Dog Pound Operations.

Recent practice was to appoint a Member of Council to this Committee as the Town’s representative.

Meetings of the Committee are scheduled by the Town of Lakeshore.

Dog Pound Committee

2018 Members	2019 - 2022 Applicants
Council:	Council
Councillor Andrew Dowie	--
Councillor Brian Houston (alternate)	--
Residents	Residents
--	No Applications Received

Statutory Committees

Committee of Adjustment

The Committee of Adjustment is responsible for holding hearings under the *Planning Act R.S.O. 1990, c.P. 13* (Planning Act) with respect to minor variances to the Town’s Zoning By-law and applications for consents to severances which result in the creation of a new lot(s) or lot additions.

The *Planning Act* permits the council of the municipality, by by-law, to constitute and appoint a committee of adjustment for the municipality composed of such persons, not fewer than three (3), as the council considers advisable.

The members of the committee who are not members of a municipal council shall hold office for the term of the council that appointed them, and the members of the committee who are members of a municipal council shall be appointed annually.

The Committee of Adjustment for the Town is comprised of seven (7) members from the public and the members are appointed for Council’s term of office, in accordance with the *Planning Act*. The past practice by Council, has been to appoint at least one member from each Ward.

Meetings of the Committee are regularly held once a month on the third Monday at 5:00 pm, in the Council Chambers of Tecumseh Town Hall.

Committee of Adjustment

2018 Members	2019 - 2022 Applicants
Lori Chadwick	Lori Chadwick
Lee Anne Doyle	--
Tom Fuerth	Tom Fuerth
Robert James Mackie	Robert James Mackie
Tom Marentette	Tom Marentette
Paul Morand	Paul Morand
Tony Muscedere	Tony Muscedere
--	Chris Carpenter
--	Joseph Hromi
--	Rita Ossington
--	Jason Jolicoeur
--	Robert Lewis

Property Standards Committee

The Town's Property Standards By-law provides for a Property Standards Committee comprised of three (3) members. The members of this Committee are selected by Council from the Committee of Adjustment. The Property Standards Committee considers appeals from orders issued by the Property Standards Officer.

Meetings of this Committee are only required when someone appeals such an order.

Property Standards Committee

2018 Members	2019 - 2022 Applicants
Tom Marentette	Tom Marentette
Lee Anne Doyle	--
Paul Morand	Paul Morand
--	Robert James Mackie

Heritage Committee

The Heritage Committee is comprised of volunteers appointed by Council under the *Ontario Heritage Act* (OHA). This Committee may advise on matters related to the OHA and properties in the Town of Tecumseh that have Cultural Heritage Value and which the Town may wish to protect from destruction or harmful change by passing of a Designation By-law as provided for in the OHA.

The OHA requires that Council consult with its Heritage Committee during the designation or repeal-of-designation process for individual properties or districts, and on applications to demolish/remove structures from, or otherwise alter designated properties.

The Heritage Committee meets quarterly on the third Monday of the month at 6:00 pm at Town Hall.

Heritage Committee

2018 Members	2019 - 2022 Applicants
Council:	Council
Councillor Brian Houston	--
Councillor Rita Ossington	--
Residents:	Residents
Chris Carpenter	Chris Carpenter
Rhonda Dupuis	Rhonda Dupuis
Marian Drouillard	Marian Drouillard
Dwayne Ellis	Dwayne Ellis
Terry England	--
Ian Froese	--
Charlie Gray	Charlie Gray
John Levesque	John Levesque
--	Rita Ossington
--	Sue Beneteau

Accessibility Advisory Committee

The Ontarians with Disabilities Act (ODA) requires municipalities with a population greater than 10,000 to establish an Accessibility Advisory Committee to advise Council in each year about the preparation, implementation and effectiveness of the municipality’s Accessibility Plan, in addition to other obligations as established by the ODA. The ODA requires that not less than 50 percent of the Committee’s members be persons with disabilities, or such members as Council deems appropriate.

The Accessibility Advisory Committee (TAAC) normally meets quarterly at 12:00 pm at Town Hall.

Appointed Members	2019 – 2022 Applicants
Council:	Council
Councillor Tania Jobin	--
Residents:	Residents:
Mary Anne Askin	Mary Anne Askin
Ron Doherty	Ron Doherty
Terry England	--
David Golden	David Golden
Ron Matysek	Ron Matysek
Linda Stanczak	Linda Stanczak
--	Catherine Rutherford
--	Joey Jraige

It is recommended that the Applications for Appointment to the TAAC from Ron Matysek, Ron Doherty, David Golden and Catherine Rutherford be accepted, as well as Mary Anne Askin, and Linda Stanczak in order to meet the requirement of the ODA that not less than 50 percent of the members be persons with a disability.

Court of Revision

In accordance with Section 97 of the *Drainage Act, R.S.O. 1990 c.D.17 (Drainage Act)*, a Court of Revision shall consist of three (3) or five (5) members appointed by Council. The members of the Court of Revision shall be persons eligible to be elected a member of council, or shall be a member of council.

The purpose of the Court of Revision is set out in Section 52(1) of the *Drainage Act*, which states that an owner of land assessed for the drainage works may appeal to the Court of Revision on any of the following ground:

1. Any land or road has been assessed an amount that is too high or too low;
2. Any land or road that should have been assessed has not been assessed;
3. Due consideration has not been given to the use being made of the land.

The Court of Revision meets as necessary to hear appeals on assessments.

Court of Revision

2018 Members	2019 - 2022 Applicants
Councillors	Councillors
Councillor Gary McNamara	--
Deputy Mayor Joe Bachetti	--
Councillor Tania Jobin	--
Councillor Brian Houston	--
Councillor Andrew Dowie	--

It is recommended that the above named Members of Council be re-appointed to the Court of Revision.

Consultations

None

Financial Implications

There are no financial implications.

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:

Sue White
Administrative Assistant to Director Corporate
Services & Clerk

Prepared by:

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

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: December 11, 2018
Report Number: CS-2018-44
Subject: 2019 - 2022 Board Appointments

Recommendations

It is recommended:

That the following persons be appointed to the BIA Board of Management:

- Paul Bistany, Paul Bistany Real Estate Broker
- Elisa Braccio, Shoppers Drug Mart
- Michael Kennedy, Ingenuity Counsel
- Joseph Fratangeli, Good Vibes
- Scott Harris, TD Canada Trust
- Jules Champoux, CPCA, Life and Health Insurance Advisor
- Linda Proctor;
- Candice Dennis;

And that Tom Burton continue to be appointed to the Essex Power Board for the term ending December 31, 2020;

And further that direction be provided on appointments to each of the other Boards for the term ending November 14, 2022;

Background

Council adopted the Committee/Local Board Application & Appointment Policy No. 4 (Policy) on February 22, 2011 to establish timelines for calling and receiving applications for Committees/Local Boards and a process for reviewing the applications, as well as selecting persons to be appointed to the respective Committees and Local Boards.

The Policy requires that Applications for appointments to the Advisory Committees, Statutory Committee and Local Boards be called in September by the Clerk, in the year of a Municipal Election. The deadline for applying to a Committee or a Local Board is October 31st annually.

Notice of the call for applications for each of the Advisory Committees, Statutory Committees and Local Boards are to be posted to the Town's website and Facebook page, advertised in the local media, and delivered to the then current Committee or Local Board members.

Comments

In accordance with the Policy, an advertisement was placed in the Shoreline Week on September 7, 2018, and the Essex Free Press on September 6, 2018, requesting Applications from residents desirous of contributing their time and knowledge to serve on the various Town Boards.

A notice was placed on the Town's Website and linked to the Tecumseh Facebook page calling for Applications for each of the following Boards:

- BIA Board of Management
- Essex County Library Board
- Essex Power Board
- Tecumseh Police Services Board

Emails were sent to all current Board Members expressing appreciation for their service and inviting them to submit an Application for appointment to a 2019–2022 Committee or Board. A Media Release was broadcast on September 5, 2018, about the opportunity to volunteer for a Town Board. The Town's Twitter was also used to notify the public about the call for Applications. The BIA Coordinator also sent email notifications the business members in the business improvement area.

Due to a low number of applicants, and in some instances insufficient applicants, the deadline for submitting applications was extended to November 30, 2018.

A further notice advising of the extension was placed in the Shoreline Week on November 9, 2018, and the Essex Free Press on November 8, 2018, together with a notice placed on the Town's Website and Tecumseh Facebook page. A News Release was again issued on November 8, 2018, regarding applications being received for Committees and Boards.

The Applications for each of the Boards sets out the Eligibility Criteria for applying to a Board. The Eligibility Criteria states that applicants must be:

- A resident/owner of lands in the Town,
- A Canadian Citizen, and
- At least 18 years old.

Additionally, Applicants may not be an employee of the Town and not prohibited by law from voting in a municipal election.

Applications for the BIA Board of Management also require that persons be: the owner or tenant of commercial lands in the BIA; or an employee of an owner or tenant of commercial lands in the BIA. Employees must provide a letter from the employer in support of their application.

Copies of the Applications received for each of the Boards are available in the Corporate Services & Clerks Department for viewing.

A brief description of each of the Boards is given in the paragraphs which follow. Tables are also provided listing the current Board Members, and the names of Applicants for each of the 2019 - 2022 Boards.

BIA Board of Management

Under Section 204 of the *Municipal Act, 2001*, S.O. 2001 (Act), a municipality is given the authority to designate an area as an improvement area and to establish a Board of Management to oversee the improvement, beautification and maintenance of municipally-owned land, buildings and structures in the area beyond that provided at the expense of the municipality and to promote the area as a business or shopping area.

1. The Board of Management is a corporation consisting of the number of directors established by the municipality and is a local board of the municipality for all purposes.
2. The Board of Management is to be composed of:
 - One or more directors appointed directly by the municipality; and
 - The remaining directors selected by a vote of the membership of the improvement area and appointed by the municipality.

The term of the directors of a Board of Management is the same as the term of the Council that appointed them, but continues until their successors are appointed. Members of a business improvement area (BIA) consist of persons who are assessed, on the last returned assessment roll, with respect to rateable property in the area that is in a prescribed business property class and tenants of such property.

On November 9, 1999, Council adopted By-law 1999-58 establishing a Business Improvement Area (BIA). At the time, the BIA included the entire geographic limits of the Town.

The Town's BIA has undergone amendments since its 1999 establishment. November 8, 2005, under By-law No. 2005-79, the BIA boundaries were amended to include only the former Town of Tecumseh and Village of St. Clair Beach areas, in addition to a small northerly portion of the former Township of Sandwich South. The amended boundaries reflect the area of the Town where the commercial and shopping districts are more condensed, and excludes properties zoned industrial (i.e.: Bonduelle). In 2016, the BIA boundaries were amended by By-law No. 2016-12 to exempt Beach Grove Golf & Country Club and the properties located south of County Road 22, in the Sylvestre, Jamsyl and Desro Drive areas west of Manning Road,

In accordance with By-law No. 2016-91 the Board of Management is to be comprised of two (2) Directors appointed by Council and seven (7) members of the business improvement area (BIA), who are selected by a vote of the membership.

Council may appoint one or more directors to the Board of Management to act as a liaison between the Board and Council. The Council appointments may or may not be a Member of Council. The member appointments generally represent a number of the diverse commercial services in the BIA.

The BIA Board normally meets on the first Wednesday monthly at 7:00 pm in the Tecumseh Town Hall.

BIA Board of Management

2018 Members	2019 - 2022 Applicants
Councillors	Councillors
Councillor Brian Houston - Liaison	--
Councillor Bill Altenhof	--
BIA Members/Proxy:	Residents:
Paul Bistany, Paul Bistany Real Estate	Paul Bistany, Paul Bistany Real Estate Broker
Candice Dennis	Candice Dennis
Maureen Harris, Lakeview Montessori School	--
Daniel Hofgartner, Buckingham Realty	--
Linda Proctor	Linda Proctor
Tony Nehme – The Job Shoppe	--
Jules Champoux - Desjardins Financial	Jules Champoux, CPCA, Life and Health Insurance Advisor
	Elisa Braccio, Shoppers Drug Mart
	Michael Kennedy, Ingenuity Counsel
	Joseph Fratangeli, Good Vibes
	Scott Harris, TD Canada Trust
	Sue Beneteau *
	Vicky Lopez *

* Not a BIA Member and no letter of support from a BIA Member

The above applicants **have not been selected** by a vote of the BIA Members. Section 206 of the Act states a board of management shall give reasonable notice to the general membership of the improvement area of a meeting to hold a vote. In light that there are eight (8) qualified eligible applicants, a vote would not be necessary to fill the nine (9) Director position on the Board.

It is recommended that Council approve the qualified applicants for appointment to the Board for the 2019 - 2022 term. Direction is requested on filling the 9th Director position on the Board of Management [temporarily until a BIA member can be found] from among the Members of Council.

Essex County Library Board

The Essex County Library operates a system of 14 branch libraries that provide library materials and services to all residents of Essex County. Its mission of service is that:

“Essex County Library welcomes you to a world of discovery, creativity and lifelong learning through accessible resources, programs and innovative services.”

Library facilities are provided by the local municipality with one facility located in each of Amherstburg, LaSalle, Leamington and Tecumseh, three facilities in both Essex and Kingsville, and four in Lakeshore. The hours of operation range from 59 hours a week at the largest branches to 12 at the smallest.

The Essex County Library is funded through the County of Essex, and the Province of Ontario.

The Library Board consists of seven (7) members. Following municipal elections, each local municipality in Essex County, forwards to the County Clerk, the names of potential nominees from their municipality. The Essex County Striking Committee reviews the nominees and makes final recommendations for the Essex County Library Board appointees to County Council for its final approval. The number of County Councillors appointed to the Library Board shall not exceed four (4), in accordance with the *Public Libraries Act* and the remaining three (3) must be lay appointees. The process of how this is accomplished is that each municipality may ‘nominate’ either their Mayor, or Deputy Mayor, and the name of a lay appointee to the Board. If the Mayor, or Deputy Mayor, are not interested in sitting on the Library Board, then Council need only nominate a lay appointee.

In accordance with the *Public Libraries Act*, the applicant eligibility criteria are as follows:

- Resident, owner or tenant of land in Essex County
- Canadian Citizen
- At least 18 years’ old
- Not prohibited by law from voting in a municipal election
- Not an employee of the Essex County Library Board, or the Corporation of the County of Essex

Library Board members are compensated through payment of a stipend for meetings attended and a per kilometre reimbursement for travel to and from meetings.

Library Board meetings are held once a month (except for July and August), usually at 7:00 p.m. on the fourth Wednesday of the month. The Library Board typically meets in the Board Room at the Administrative office located at the Essex Civic and Educational Centre (360 Fairview Avenue West, Essex).

Essex County Library Board

2014 - 2018	2019 - 2022 Applicants
Councillor Andrew Dowie	
Residents	Residents
--	Gabrielle McMillan
--	Frank Rawlings

Essex Power Corporation Board of Directors

The Town of Tecumseh, along with the Towns of Amherstburg, LaSalle and the Municipality of Leamington, are the holders of record and the beneficial owners of issued and outstanding common shares in Essex Power Corporation. The municipalities entered into a Unanimous Shareholder Agreement, dated June 1, 2000, regarding certain aspects of the organization of the affairs of Essex Power Corp. and its subsidiaries and their respective rights and obligations to each other.

Article 3 of the Agreement sets out the structure for the Board of Directors and in particular paragraph 3.05 states that each Municipality shall ensure the election, or appointment of Directors, and shall ensure at all times that one of its nominees is an elected municipal representative and that the other nominee is a non-elected member of the business community.

It has been the practice of the Municipalities to appoint their Mayor, or Deputy Mayor, as the elected municipal representative to the Essex Power Board.

The Applications for the Essex Power Board non-elected member of the business community, ask that applicants have an accounting and audit, academic, engineering and/or legal background, as well as experience working on a committee or task force.

Essex Power Corporation

2014 - 2018 Members	2019 - 2022 Applicants
Council:	Council:
Mayor Gary McNamara	--
Non-Elected Member	Non-Elected Member
Tom Burton – term ending December 2020	Tom Burton
--	Garnet Fenn
--	Andrew Gesner

Tom Burton was previously appointed to the Board until December 1, 2020. It is recommended that his current term of appointment be continued.

Essex Region Conservation Authority Board

The Essex Region Conservation Authority (ERCA) was established in 1973 to manage the natural resources of the Essex Region in partnership with its member municipalities and the Province of Ontario. Our nine member municipalities include the City of Windsor, County of Essex and the Township of Pelee Island.

ERCA is empowered through provincial legislation to further the conservation, restoration, development and management of natural resources other than gas, oil, coal and minerals

Each of the local municipalities in the County of Essex are required to appoint two (2) elected official as their representative on the ERCA Board. The City of Windsor is represented by four (4) elected members and the Township of Pelee is represented by one (1) elected member.

The Essex Region Conservation Authority (ERCA) meetings are held on Thursdays in the Council Chambers of the Essex Civic Centre and start at 7:00 p.m.

ERCA Board

2015 - 2018 Members	2019 - 2022 Applicants
Councillor Tania Jobin	--
Councillor Rita Ossington	--

Police Services Board

The *Police Services Act*, R.S.O. 1990, c.P.15 in Section 27 requires there to be a police services board for every municipality that maintains a police force. In accordance with subparagraphs 27(5) and (6) the Tecumseh Police Services Board has been appointed to consist of:

3. (a) the head of the municipal council (or, if the head chooses not to be a member of the board, another member of the council appointed by resolution of the council);
- (b) one member of the council appointed by resolution of the council;
- (c) one person appointed by resolution of the council, who is neither a member of the council nor an employee of the municipality; and
- (d) two persons appointed by the Lieutenant Governor in Council.

Meetings of the Board are generally held every second month, on the second Thursday at 4:30 pm, in the Council Chambers of Tecumseh Town Hall.

Police Services Board

2015 - 2018 Members	2019 - 2022 Applicants
Mayor Gary McNamara	--
Deputy Mayor Joe Bachetti	--
Non-Elected Member	
Fred Stibbard	--
	Marc Gomes
	Christopher C. Hales (former Chair)
	David Lozinsky
	Paul Sweet

Consultations

None

Financial Implications

There are no financial implications.

Link to Strategic Priorities

Applicable 2017-18 Strategic Priorities

- Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.
- Ensure that the Town of Tecumseh’s current and future growth is built upon the principles of sustainability and strategic decision-making.
- Integrate the principles of health and wellness into all of the Town of Tecumseh’s plans and priorities.
- Steward the Town’s “continuous improvement” approach to municipal service delivery to residents and businesses.
- 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: December 11, 2018
Report Number: CS-2018-43
Subject: Council Compensation Review Committee

Recommendations

It is recommended:

That CS-2018-43 regarding the Council Compensation Review Committee **be received;**

And that the Terms of Reference, Committee Composition and Name, Scope of Review, as well as the Budget and Administrative Support, for the Council Compensation Review Committee appended to CS 2018-43 in Appendix 1, **be approved;**

And further that consideration be given to appointments to the Council Compensation Review Committee, based on the Committee Composition contained in Appendix 1, from the seven (7) applications received in accordance with the Committee/Board Application & Appointment Policy No. 4.

Background

At the August 14, 2018 meeting of the Policies & Priorities Committee, discussion was held on conducting an independent review of the compensation for Members of Council through a committee and/or consultant.

Direction was given to provide a report on the review and how it will be conducted (PPC-5/18). This report is provided in accordance with that direction.

Comments

Council Remuneration

By-law No. 2006-84 was adopted by Council on November 28, 2006 under the authority of the *Municipal Act, S.O. 2001, Chapter 25, as amended (Act)*. Specifically, section 283 provides authority for the council of a municipality to provide payment of remuneration to the members of Council, and such remuneration may be determined in any manner that Council considers advisable. The schedule of By-law No. 2006-84 was subsequently amended by By-law No. 2007-85 on November 27, 2007. These by-laws will be collectively referred to hereafter as the "Remuneration By-law."

The Remuneration By-law sets out the annual remuneration for Council Members as of 2007, and permits an annual increase, each year thereafter, equal to the percentage wage adjustment awarded to non-union employees of the Corporation.

The current annual remuneration for the Mayor and Members of Council is:

Mayor: \$39,047

Deputy Mayor: \$31,650

Councillor: \$24,254

Up to and including 2018, during the term of Council, 1/3 of elected officials' pay was received as a tax-free allowance for income tax purposes. This allowance was meant to offset employment expenses related to carrying out their duties as an elected official and thereby replacing the need to maintain detailed records of business related expenses (which could then be similarly deducted from income for tax purposes). Any expenses above the 1/3 tax-free allowance amount can still be itemized and deducted from taxable income.

The Federal Government, within its 2017 budget, made a change to this allowance, which now stipulates that elected officials are no longer permitted this tax free allowance, beginning in 2019.

In support of the direction of Council at its Policies & Priorities Committee Meeting in August 2018, the impacts of the elimination of the 1/3 tax free allowance should be considered and evaluated relative to the 2019 elected officials' remuneration.

Consideration should be given to the following major impacts:

- Elimination of the 1/3 tax free allowance will result in increased costs to the Town for its share of CPP, and EHT, as well as lost HST recovery. Currently the Town is not required to remit these deductions for the 1/3 tax free share.

- Once the allowance is eliminated in 2019, in accordance with the new Federal guidelines, elected officials' net take home pay will decrease because of higher statutory deductions for CPP. Additionally, annual net pay could also decrease if the employment expenses incurred in any given year (to be deducted by each elected official on their own personal tax return) are below the amount of the 1/3 tax-free allowance that is currently being deducted at the source. The amount of the decrease would depend on each elected official's marginal tax bracket and other deductions that are unique to each elected official.
- Valuable elected officials' time (and likely some municipal administrative time) will need to be devoted to maintaining detailed records of employment expenses. These expenses may be able to be deducted on an elected official's income tax return.
- Some municipalities have eliminated the tax-free allowance but increased wages in order to ensure the same take home pay for elected officials. This option would increase the Town's costs for wages, as well as statutory employer benefits contributions related to the higher earnings.

As a result of the 1/3 tax free allowance being eliminated, municipalities are considering three options:

1. Leave elected officials remuneration status quo;
2. Provide additional elected official remuneration to ensure net take home pay remains unchanged; or
3. Undertake a full review of elected official remuneration.

As previously mentioned, Council has given direction to undertake a comprehensive review of their compensation in a transparent and accountable manner by way of Committee consultation.

Compensation Review Committee

Administration contacted other municipalities that have reviewed their elected officials' compensation/remuneration by way of Committee for best practices, terms of reference and experience.

Based on the findings from other municipalities, attached as Appendix 1 are the recommended Terms of Reference, Composition and Name of the Committee, Scope of the Review, as well as the Budget and Administrative Support for the Compensation Review Committee.

Applications for the Committee were called, along with other Committee and Board Applications in accordance with the Town's Committee/Local Board Application & Appointment Policy No. 4. Prior to the application deadline, which was extended to Friday, November 30, 2019 for all Committees and Boards, seven (7) applications were received for the Council Compensation Review Committee.

The following is a list of the applicants:

- Fiona Bryden
- Jules Champoux
- Phil Daniel
- Marian Drouillard
- Dwayne Ellis
- Joey Jraige
- Patrick Strong

The applications submitted by the above persons are available in the Corporate Services & Clerks Department for review.

It is recommended that Council give consideration to appointments to the Committee, based on the Committee Composition contained in Appendix 1, at the Special Meeting of Council scheduled for Tuesday, December 11, 2018 for the purpose of considering all Committee and Board Applications and appointments to each.

Consultations

Financial Services
Area Municipalities

Financial Implications

Funding has been included in the 2019 Human Resources Budget under Professional Fees – Other for a third party consultant to assist the Committee and the Director Corporate Services & Clerk with the remuneration/compensation review for the Mayor and all Members of Council. Funding for notices of the public consultations and other related costs will be absorbed within the Corporates Services Budget for 2019.

Link to Strategic Priorities

Applicable	2017-18 Strategic Priorities
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- Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.
- Ensure that the Town of Tecumseh’s current and future growth is built upon the principles of sustainability and strategic decision-making.
- Integrate the principles of health and wellness into all of the Town of Tecumseh’s plans and priorities.
- Steward the Town’s “continuous improvement” approach to municipal service delivery to residents and businesses.
- 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

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	Council Compensation and Review Committee

Council Compensation Review Committee

Committee Name and Composition

The Committee shall be referred to as the “Council Compensation Review Committee” and composed of five (5) members. The composition of the Committee shall ideally be comprised of at least:

- One Member with financial experience and educational background; and
- One Member with municipal experience and educational background; and
- Three residents from the Community at-large.

Terms of Reference

To undertake a review of the current level of remuneration/compensation paid to the Mayor and Members of Council, and benefits, including but not limited to:

- health benefits,
- taxation issues (T-2200),
- 1/3 tax-free allowance elimination, and
- the provision of equipment and staffing resources.

The Committee shall make recommendations regarding any proposed changes effective January 1, 2019 for the new term of Council.

The Committee shall submit a final report by the end of July, 2019 outlining any proposed changes to the level of remuneration/compensation and benefits appropriate to the positions of Mayor, Deputy Mayor and Councillor for the new term of office effective January 1, 2019.

After the Committee provides its final report to Council by the end of July of 2019, it shall have met its mandate and be disbanded.

Scope and Nature of the Review

The review shall:

- examine the current work-load and level of responsibility and commitment required of the Mayor and Members of Council;
- determine the adequacy of the current compensations and benefits;
- undertake a review of other peer municipalities, for the purpose of establishing a viable comparative measure; and
- seek feedback and public input as appropriate.

Budget and Administrative Support

The Director Corporate Services & Clerk shall provide administrative support and be responsible for associated costs related to supporting the Council Compensation Review Committee, including a third-party consultant. Funding shall be provided within the 2019 Budget and the Clerk is authorized to direct the allocation of the 2019 Budget and personnel to support the work of the Committee.

The Director Financial Services & Treasurer shall provide support related to the financial impacts and costing of remuneration alternatives.



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: December 11, 2018

Report Number: CS-2018-38

Subject: 2018-19 Award Nominations

Recommendations

It is recommended:

That the nomination of Richard Zarour for the 2018 Donald “Donny” Massender Memorial Volunteer Award (Donny Massender Award) be accepted;

And that the nomination of Larry Desanti for the 2018 Dr. Henri Breault Community Excellence Award (Dr. Breault Award) be accepted;

And further that the nomination of Rita Ossington for the 2019 Senior of the Year Award be accepted;

And furthermore that following the December 11, 2018, Special Meeting of Council, the nominators and selected recipients of each of the Awards be invited to attend a Volunteer Appreciation Event, during National Volunteer Week in April 2019.

Background

The Awards Policy No. 2 (Policy) was first approved on February 22, 2011. The Policy establishes processes and timelines for submitting nominations and selecting recipients each year for the Donny Massender Award, Dr. Henri Breault Community Excellence Award and the Senior of the Year Award (collectively hereinafter referred to as Awards).

The Policy includes a provision for the recipient of the annual Donny Massender Award to be nominated for the Provincial June Callwood Outstanding Achievement Award for Volunteerism in Ontario and the Ontario Medal for Good Citizenship.

The annual recipient of the Senior of the Year Award is nominated for the Ontario Senior of the Year Award and the Senior Achievement Award (Canada).

Oversight of the Policy and the calling of nominations is the responsibility of the Corporate Services & Clerk's Department.

Traditionally, a Volunteer Appreciation Night has been held to acknowledge the dedication and commitment of the Town's committee and board members. It has also served as a venue to present these annual Awards.

In 2019, Volunteers and Award recipients will be recognized at an event being planned during National Volunteer Week in the month of April.

Comments

In accordance with the Policy, Notices of the Call for Nominations for each of the Awards were placed in the Essex Free Press (September 6, 2018 and November 8, 2018) and Shoreline Week (September 7, 2018 and November 9, 2018) in addition to being posted on the Town's website, social media (Facebook and Twitter) and Tecumseh Town App. Additionally, the Notice was mailed directly to local charitable and non-profit organizations on October 4, 2018.

The Policy establishes a deadline for submitting Nominations to the Clerk as October 31 annually. This deadline was extended to November 30, 2018 as per Report CS-2018-37 Committee and Board Application and Award Nominations, which was adopted at the November 13, 2018 Regular Council Meeting.

Donald "Donny" Massender Memorial Volunteer Award

The Town of Tecumseh established the Donny Massender Award in 2010 to annually recognize a person who has made exceptional contributions to the citizens of the Town, or the public at large, and is well known for his/her work as an outstanding fundraiser, advocate and supporter of charitable organization(s).

Donny was an employee of the Town's Environmental Services area for 28 years and a 33-year member of the Tecumseh Fire & Rescue Services Department. He was also a diligent volunteer, having been a past president with the Tecumseh Goodfellows and a member of the Fr. Nicholas Point Council 4375 Tecumseh Knights of Columbus.

Recipients of the Donny Massender Award are recognized for the highest level of volunteerism and public service and who have demonstrated an unselfish desire to help others and have a compassion to assist those in need.

The Table that follows provides a list of past recipients of the Donny Massender Award, along with the nominations received for 2018.

Donald ‘Donny’ Massender Memorial Volunteer Award

Year	Name	2018 Nominations
2010	Natalie Lapointe	Richard Zarour
2011	Ricardo Tonial	--
2012	Kate Shaw and Andre Le Tarte	--
2013	Jan Wright	--
2014	John Poole and Robert Labute	--
2015	Joe Chauvin	--
2016	Rose Rennie (aka Rosie the Clown)	--
2017	Frank Perissinotti	--

It is recommended that the 2018 Donald ‘Donny’ Massender Memorial Volunteer Award be given to Richard Zarour.

Dr. Henri Breault Community Excellence Award

The Town established the Dr. Henri Breault Community Excellence Award in 2000 to annually recognize a person who has displayed continued dedication and perseverance to a cause or causes that have ultimately benefited the citizens of the Town and the general population at large.

Recipients of the Dr. Henri Breault Community Excellence Award are recognized for the highest level of excellence and achievement in any field and are the best of Tecumseh’s caring and diverse community who stand as a shining example for everyone.

The recipient is not limited to an individual and may include a family, group, or company.

The following Table provides a list of past recipients of the Dr. Henri Breault Community Excellence Award, along with the nomination received for 2018

Dr. Henri Breault Community Excellence Award

Year	Past Recipients	2018 Nomination
1998	John Staley	Larry Desanti
2000	Don Lappan John Poole George Rocheleau	--
2004	William Onslow Anne Rigo Michael & Kathleen Rocheleau	--
2005	Anthony P. Toldo	--
2006	Tony J. Azar	--
2007	Dr. Albert Schumacher	--
2008	Michael G. Solcz	--
2009	Louis Guin	--
2010	Robert Waronchak	--
2012	Bernarda Camello-Doctor	--

Year	Past Recipients	2018 Nomination
2013	John McGivney	--
2014	Brian Sherwell	--
2015	No Nominations Received	--
2016	Tecumseh Goodfellows Team #35	--
2017	Michael J. Rovers	--

It is recommended that the 2018 Dr. Henri Breault Community Excellence Award be given to Larry Desanti.

Senior of the Year Award

Recipients of the Senior of the Year Award are recognized for having enriched the social, cultural or civic life of the community without thought of personal or financial gain.

Recipients of the Senior of the Year Award are nominated to the Ontario Senior of the Year Award which gives each municipality in Ontario the opportunity to honour one outstanding local Ontarian who, after the age of 65, has enriched the social, cultural or civic life of his or her community. The selected recipient will be nominated for the Ministry's Senior of the Year Award.

The recipient for the Senior of the Year Award will also be nominated for the Senior Achievement Award (Canada) which is awarded to recognize and celebrate outstanding seniors who, after age 65, have made significant contributions to their communities.

The recipient of the Senior of the Year Award has traditionally been recognized at the Annual Tecumseh Corn Festival.

The following Table provides a list of past recipients of the Senior of the Year Award and the names of the current nominees.

Senior of the Year Award

Year	Past Recipients	2019 Nominations
2009	Madeline Bonham	Rita Ossington
2010	Louis Gouin	--
2012	Richard Nosella	--
2013	Andy Roy	--
2014	Doreen Ouellette	--
2015	Susie Korchank	--
2016	Paul Morand	--
2017	Kenneth Coulson	--
2018	Judy Wellwood-Robson	--

It is recommended that the 2019 Senior of the Year Award be given to Rita Ossington.

Consultations

None

Financial Implications

The cost of the Volunteer Appreciation Event is included in the 2019 Budget.

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 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