

Regular Council Meeting AGENDA

Tuesday, January 22, 2019, 7:00 pm
Tecumseh Town Hall
www.tecumseh.ca

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3. National Anthem
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 - b. Essex Region Conservation Authority dated December 17, 2018 27 - 69
Re: 2019 Draft Budget
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Re: LAS Natural Gas Program - 2016-2017 Period Reserve Fund Rebate
10. Communications - Action Required
 - a. Municipality of Northern Bruce Peninsula dated December 12, 2018, and the City of Hamilton dated January 3, 2019 71 - 76
Re: Creation, Maintenance and General Quality of the Municipal Voters' List
That the resolution regarding the establishment of a multi-stakeholder working group between the Ministry of Municipal Affairs, Ministry of Finance, AMCTO, MPAC and Elections Ontario to explore and identify ways to create and maintain the Voters' List for Municipal Elections, **be supported;**
and that a letter of concerns respecting the Voter's List for Municipal Elections and a request for investigation be forwarded to the Ombudsman's office, **be supported.**

- b. SouthWest Integrated Fibre Technology (SWIFT) dated January 8, 2019
Re: Increase Access to Canadian Radio-Television and
Telecommunications Commission (CRTC) broadband funding
- That** Administration **submit** written comments to the Canadian Radio -
Television and Telecommunications Commission (CRTC) to reconsider
its broadband fund eligibility criteria.

11. Committee Minutes

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(Manning Road) | 106 - 113 |
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	Being a by-law to appoint members to the Tecumseh Council Compensation Review Committee	
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	Being a by-law to confirm the proceedings of the January 22, 2019 regular meeting of the Council of The Corporation of the Town of Tecumseh	
17.	Notices of Motion	
18.	Next Meeting	
	Tuesday, January 29, 2019	
	6:00 pm Public Council Meeting - Water Fluoridation	
	Tuesday, February 12, 2019	
	5:00 pm Public Council Meeting - Lesperance Road Bike Lanes	
	7:00 pm Regular Council Meeting	
19.	Adjournment	

Minutes of a Special Meeting of
The Council of the Corporation of the Town of Tecumseh

Tecumseh Council meets in special session on December 11, 2018, in the Council Chambers, 917 Lesperance Road, Tecumseh, Ontario at 5:15 pm.

1. Call to Order

The Mayor calls the meeting to order at 5:34 pm.

2. Roll Call

Present:

Mayor	Gary McNamara
Deputy Mayor	Joe Bachetti
Councillor	Bill Altenhof
Councillor	Andrew Dowie
Councillor	Brian Houston
Councillor	Tania Jobin
Councillor	Rick Tonial

Also Present:

Chief Administrative Officer	Tony Haddad
Director Public Works & Environmental Services	Phil Bartnik
Director Information & Communication Services	Shaun Fuerth
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
Manager Engineering Services	John Henderson
Manager Planning Services	Chad Jeffery
Systems Analyst	David Doyon

3. Introduction and Purpose of Meeting

The purpose of this meeting is to provide training on cyber security, including common computer hacks and to provide awareness allowing users to protect themselves and the Corporation.

4. Disclosure of Pecuniary Interest

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

5. Delegations

a) Frank Fazio, President of CySAT

Re: Cyber Security Awareness Training

Frank Fazio, President of CySAT, presents information to the Members on the emerging trends in cyber security threats and exposing techniques used to breach security to gain access to email and corporate data. Members are given training on protective measures to incorporate while online or using email for corporate business.

6. Communications

There are no communication items presented to Council.

7. Reports

There are no reports presented to Council.

8. Adjournment

Motion: SCM - 09/18

Moved By Councillor Brian Houston
Seconded By Councillor Tania Jobin

That there being no further business, the Tuesday, December 11, 2018
Special Council Meeting now adjourn at 6:10 pm.

Gary McNamara, Mayor

Laura Moy, Clerk

Minutes of Special Meeting of
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Present:

Mayor

Gary McNamara

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Bill Altenhof

Councillor

Andrew Dowie

Councillor

Brian Houston

Councillor

Tania Jobin

Councillor

Rick Tonial

Also Present:

Chief Administrative Officer

Tony Haddad

Director Public Works & Environmental Services

Phil Bartnik

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

Manager Committee & Community Services

Christina Hebert

Manager, Engineering Services

John Henderson

3. Disclosure of Pecuniary Interest

Councillor Bill Altenhof declares a pecuniary interest regarding Report No. CS-2018-37, 2019-2022 Advisory and Statutory Committee Appointments as his two children are being considered as members for the Youth Advisory Committee.

4. Delegations

There are no delegations presented to Council.

5. Communications

There are no communication items presented to Council.

6. Reports

a. CS-2018-37 2019 - 2022 Advisory and Statutory Committee Appointments

Councillor Bill Altenhof having declared a pecuniary interest refrains from voting for appointments to the Youth Advisory Committee.

It is noted that an additional application has been submitted for the Youth Advisory Committee from Miss Tecumseh, Suzie Sawicki.

A member advises that the County of Essex has requested an alternate Council representative if the Mayor or Deputy Mayor are not available to attend meetings. The Director Corporate Service & Clerk advises that this matter will require amendments to the procedural by-law. A report will be presented to Council at a later date with further procedural amendments for the new term of Council.

Motion: SCM - 10/18

Moved By Councillor Brian Houston
Seconded By Councillor Tania Jobin

That the applications to the Senior Advisory Committee from Sue Beneteau, Loretta Stoyka Henderson, Gabrielle McMillan, Paul Morand, Dorothy Nagy, Dara Pfeifer O'Connor, and Nancy Tennant be accepted;

That the applications to the Cultural & Arts Advisory Committee from Marian Drouillard, Rhonda Dupuis, Dwayne Ellis, Charlie Gray, Christopher McNamara, Rita Ossington, and Krysten Solcz, be accepted;

And that the applications to the Heritage Committee from Sue Beneteau, Chris Carpenter, Marian Drouillard, Rhonda Dupuis, Dwayne Ellis, Charlie Gray, John Levesque, and Rita Ossington be accepted.

Carried

Motion: SCM - 11/18

Moved By Councillor Brian Houston
Seconded By Councillor Andrew Dowie

That the applications to the Youth Advisory Committee from Jacob Altenhof, Michael Altenhof, Brendan Froese, Tamsyn King, Kristi Koutros, Kurtis Hengl Lachance, Tia-Lynne McCann, Ava Ruuth, Suzie Sawicki, and Cameron Skinner, be accepted.

Carried

Motion: SCM - 12/18

Moved By Deputy Mayor Joe Bachetti
Seconded By Councillor Rick Tonial

That the applications for appointments to the Tecumseh Accessibility Advisory Committee (TAAC) from Mary Anne Askin, Ron Doherty, David Golden, Ron Matysek, Catherine Rutherford, and Linda Stanczak be accepted.

Carried

Motion: SCM - 13/18

Moved by Councillor Brian Houston
Seconded by Councillor Bill Altenhof

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.

Carried

Motion: SCM - 14/18

Moved by Deputy Mayor Joe Bachetti
Seconded by Councillor Tania Jobin

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.

Carried

Motion: SCM - 15/18

Moved by Deputy Mayor Joe Bachetti
 Seconded by Councillor Tania Jobin

That Council representation for the 2019-2022 Board and Committee appointments be approved as follows:
 Councillor Bill Altenhof for the Cultural & Arts Advisory Committee;
 Councillor Brian Houston for the Dog Pound Committee;
 Councillor Bill Altenhof for the Heritage Committee;
 Councillor Tania Jobin for the Tecumseh Accessibility Advisory Committee;
 Councillor Brian Houston and Councillor Andrew Dowie (liaison) for the BIA Board of Management;
 Councillor Andrew Dowie for the Essex County Library Board;
 Mayor Gary McNamara for the Essex Power Corporation;
 Deputy Mayor Joe Bachetti and Councillor Tania Jobin for the Essex Region Conservation Authority;
 Mayor Gary McNamara and Deputy Mayor Joe Bachetti for the Police Services Board;
 Councillor Rick Tonial for the Youth Advisory Committee; and
 Councillor Rick Tonial for the Senior Advisory Committee.

Carried

b. CS-2018-44 2019 - 2022 Board Appointments**Motion: SCM - 16/18**

Moved by Deputy Mayor Joe Bachetti
 Seconded by Councillor Bill Altenhof

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

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

And that Councillor Brian Houston and Councillor Andrew Dowie (liaison) be appointed to the BIA Board of Management;

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

Carried

CS-2018-43 Council Compensation Review**Motion: SCM - 17/18**

Moved By Councillor Brian Houston
 Seconded By Councillor Rick Tonial

That CS-2018-43 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.

Carried

d. CS-2018-38 2019 Award Nominations**Motion: SCM - 18/18**

Moved by Deputy Mayor Joe Bachetti
Seconded by Councillor Rick Tonial

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.

Carried

Motion: SCM - 19/18

Moved by Councillor Andrew Dowie
Seconded by Councillor Brian Houston

That the meeting be convened in closed session on Tuesday, December 11, 2018 at 6:34 pm, in accordance with Section 239(2)(b) of the *Municipal Act 2001* which permits a meeting, or part of a meeting, to be closed to the public when the subject matter being considered is a personal matter about an identifiable individual, including municipal or local board employees regarding Council consideration in appointing certain individuals to committees and boards.

Carried

Motion: SCM - 20/18

Moved by Councillor Andrew Dowie
Seconded by Councillor Brian Houston

That the Special Meeting of Council reconvenes at 7:05 pm in open session.

Carried

Motion: SCM - 21/18

Moved by Deputy Mayor Joe Bachetti
Seconded by Councillor Brian Houston

That the applications from Lori Chadwick, Tom Fuerth, Jason Jolicoeur, Jim Mackie, Tom Marentette, Paul Morand, and Tony Muscedere, be appointed to the Committee of Adjustment.

Carried

Motion: SCM - 22/18

Moved by Councillor Brian Houston
Seconded by Councillor Tania Jobin

That the applications from Jim Mackie, Tom Marentette, and Paul Morand be accepted to the Property Standards Committee.

Carried

Motion: SCM - 23/18

Moved by Deputy Mayor Joe Bachetti
Seconded by Councillor Rick Tonial

That applicant Chris Hales be appointed to the Police Services Board.

Carried

Motion: SCM - 24/18

Moved by Councillor Brian Houston
Seconded by Councillor Rick Tonial

That the following applications from Fiona Bryden, Jules Champoux, Marian Drouillard, Dwayne Ellis, and Joey Jraige, be appointed to the Council Compensation Review Committee.

Carried

7. Adjournment

Motion: SCM - 25/18

Moved By Councillor Bill Altenhof
Seconded By Councillor Rick Tonial

That there being no further business, the Tuesday, December 11, 2018 Special Council Meeting now adjourn at 7:16 pm.

Carried

Gary McNamara, Mayor

Laura Moy, Clerk

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

Tecumseh Council meets in regular public session on Tuesday, December 11, 2018, in the Council Chambers, 917 Lesperance Road, Tecumseh, Ontario at 7:00 pm.

1. **Order**

The Mayor calls the meeting to order at 7:19 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

Rick Tonial

Also Present:

Chief Administrative Officer

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 Water & Wastewater

Manager Parks & Horticulture

Manager Facilities

Manager Committee & Community Services

Manager Engineering Services

Deputy Treasurer & Tax Collector

Deputy Fire Chief

Manager Recreation Programs & Events

Manager Building Services & Chief Building Official

Financial Analyst

Tony Haddad

Phil Bartnik

Shaun Fuerth

Luc Gagnon

Brian Hillman

Laura Moy

Doug Pitre

Jennifer Alexander

Denis Berthiaume

Casey Colthurst

Ray Hammond

Christina Hebert

John Henderson

Tom Kitsos

Chad Mactier

Kerri Rice

Mike Voegeli

Zora Visekruna

5. **Disclosure of Pecuniary Interest**

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

6. **Minutes**

Motion: RCM - 342/18

Moved by

Deputy Mayor Joe Bachetti

Seconded by

Councillor Bill Altenhof

That the minutes of the November 27, 2018 Regular Meeting of Council, the minutes of the November 19, 2018 Special Meeting of Council, the

minutes of the December 1, 2018 Special Meeting of Council, and the December 4, 2018 Special 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. Eleanor Groh, Vice Chair Tecumseh Police Services Board

Re: 2019 Budget Presentation

Eleanor Groh, Vice Chair of the Tecumseh Police Services Board, presents the 2019 Police and Police Services Board budgets and gives an overview of the local initiatives.

b. Nicole Dupuis, Director of Health Promotion, and Eric Nadalin, Manager of Chronic Disease and Injury Prevention for the Windsor-Essex County Health Unit

Re: Municipal Considerations for Cannabis Retail

Nicole Dupuis and Eric Nadalin of the Windsor-Essex County Health Unit present municipal considerations for cannabis retail. The Health Unit recommends the Town to opt-out of cannabis retail before the provincial deadline of January 22, 2019, to allow more time to conduct public and stakeholder engagement, integrate lessons learned from other Ontario municipalities who opt-in, and gain greater understanding about the new provincial regulations.

c. Detective Constable Michael Atkinson, Essex County OPP

Re: Retail Cannabis Shops in Municipalities

Detective Constable Atkinson presents law enforcement considerations for cannabis retail shops. Through his experiences as a police officer with tobacco and alcohol regulations, he draws parallels with the cannabis legislation. There continues to be a potential risk of violence to the public as illegal cannabis dispensary robberies have occurred despite the legalization of cannabis in Ontario. This crime trend will continue with the legal cannabis dispensaries.

Motion: RCM - 343/18

Moved by Deputy Mayor Joe Bachetti

Seconded by Councillor Bill Altenhof

That Report CS-2018-47 Cannabis Legalization be moved forward on the agenda for discussion.

Carried

CS-2018-47 Cannabis Legalization

Motion: RCM - 344/18

Moved by Deputy Mayor Joe Bachetti

Seconded by Councillor Bill Altenhof

That CS-2018-47 regarding the legalization of cannabis use and retail sales, be received;

And that The Corporation of the Town of Tecumseh opt-out of hosting retail cannabis sales and continue with ongoing consultation with the community;

And further that the Clerk be authorized to send a letter to the Alcohol and Gaming Commission of Ontario advising that the Council of the Town of Tecumseh at their meeting held on Tuesday, December 11, 2018 passed a resolution to opt-out of cannabis sales.

Carried

d. Luc Gagnon, Director Financial Services & Treasurer, and Tom Kitsos, Deputy Treasurer & Tax Collector

Re: 2019 Proposed Business Plan and Budget

Motion: RCM - 345/18

Moved by Deputy Mayor Joe Bachetti
Seconded by Councillor Rick Tonial

That the 2019 Proposed Business Plan and Budget be tabled for discussion until the Special Meeting of Council on January 15, 2019 at 5:00 pm.

Carried

9. Communications - For Information

a. Windsor-Essex County Health Unit dated October 5, 2018

Re: Cannabis Resolution Recommendation

b. St. Clair College dated November 16, 2018

Re: Donation of a 1990 Spartan Pumper Firetruck to their Pre-Service Firefighting Program

c. Local Planning Appeal Tribunal - Environment and Land Tribunals dated November 27, 2018

Re: OMB Case No. PL160967 - Tecumseh, Del Duca Industrial Park Ltd., Nabbout Appeal and Burford Appeal

d. Ministry of Municipal Affairs and Housing dated November 30, 2018

Re: Congratulations on Success of Municipal Elections

e. Greater Essex Catholic District School Board dated November 30, 2018

Re: Cannabis Retail Stores Proximity to Schools

f. Ministry of Municipal Affairs and Housing dated December 6, 2018

Re: Streamlining Development Approvals

Motion: RCM - 346/18

Moved by Councillor Brian Houston
Seconded by Councillor Tania Jobin

That Communications - For Information A through F as listed on the Tuesday, December 11, 2018 Regular Council Agenda are received.

Carried

10. Communications - Action Required

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

11. Committee Minutes

a. Policies & Priorities Committee - November 27, 2018**Motion: RCM - 347/18**

Moved by Councillor Brian Houston
Seconded by Councillor Andrew Dowie

That the November 27, 2018 minutes of the Policies and Priorities Committee, as were duplicated and delivered to the Members of Council, are accepted.

Carried

b. Senior Advisory Committee - November 29, 2018**Motion: RCM - 348/18**

Moved by Councillor Bill Altenhof
Seconded by Councillor Andrew Dowie

That the November 29, 2018 minutes of the Senior Advisory Committee, as were duplicated and delivered to the Members of Council, are accepted.

Carried

c. Youth Advisory Committee - November 19, 2018**Motion: RCM - 349/18**

Moved by Councillor Brian Houston
Seconded by Councillor Andrew Dowie

That the November 19, 2018 minutes of the Youth Advisory Committee, as were duplicated and delivered to the Members of Council, are accepted.

Carried

12. Reports**a. Corporate Services & Clerk****1. CS-2018-40 Civil Marriages and Licence Services Update****Motion: RCM - 350/18**

Moved by Councillor Brian Houston
Seconded by Councillor Andrew Dowie

That Report No. CS-2018-40 Civil Marriages and Licence Services Updates be received as information.

Carried

2. CS-2018-41 2018 Council Orientation Overview**Motion: RCM - 351/18**

Moved by Councillor Brian Houston
Seconded by Councillor Rick Tonial

That Report No. CS-2018-41 regarding the 2018 Council Orientation be received as information.

Carried

3. CS-2018-42 Management and Non-Union Administrative Support Staff and Council Economic Salary Adjustment for 2019**Motion: RCM - 352/18**

Moved by Deputy Mayor Joe Bachetti

Seconded by Councillor Bill Altenhof

That an annual economic adjustment of 2.0 percent be approved, effective January 1, 2019, for the Management and Non-union Administrative Support Staff Salary Schedule (Salary Grid), in accordance with the Compensation and Salary Administration Policy – 67;

And that the economic adjustment for 2019 for the Mayor and Members of Council, in accordance with By-law No. 2006-84, as amended, being a by-law to provide for the remuneration of Members of Council, be referred to the Council Compensation Review Committee.

Carried

4. CS-2018-45 Dog Commissionaires

Motion: RCM - 353/18

Moved by Councillor Rick Toniai
Seconded by Councillor Andrew Dowie

That Report CS-2018-45 regarding the 2018 Dog Tag and Licensing Enforcement Program be received.

Carried

b. Financial Services

1. FS-2018-19 2019 Fees and Charges

Motion: RCM - 354/18

Moved by Councillor Brian Houston
Seconded by Councillor Tania Jobin

That By-law 2018-70 being a by-law prescribing a tariff of administrative fees and charges for 2019 be approved.

Carried

c. Fire & Emergency Services

1. FIRE 2018-09 2019 Fire Five (5) Year Capital Projects Plan 2019 - 2023

Motion: RCM - 355/18

Moved by Councillor Bill Altenhof
Seconded by Councillor Rick Toniai

That the following equipment purchases for 2019 be approved:

		Previously Approved	Requested for 2019	Total Costs
Fire Equipment				
1	4 Swiss Phone pagers		\$3,000	\$ 3,000
2	5 Firefighter helmets		\$2,250	\$ 2,250
3	4 Leather boots		\$2,000	\$ 2,000
4	5 Sets of firefighter bunker gear		\$13,000	\$ 13,000
5	Vehicle extrication tools		\$45,000	\$ 45,000
				\$ -
	Sub-total	\$ -	\$ 65,250	\$ 65,250
				\$ -
	Fire Equipment Lifecycle Reserve	\$ -	\$ 65,250	\$ 65,250

And that the equipment purchases be funded through the Fire Equipment Lifecycle Reserve;

And further that Appendix A: Town of Tecumseh 2019-2023 Fire Five (5) Year Capital Work Plan be approved.

Carried

d. **Parks & Recreation Services**

1. PRS-2018-14 2019 - 2023 Arena and Pool Five (5) Year Capital Works Plan

Motion: RCM - 356/18

Moved by Deputy Mayor Joe Bachetti
Seconded by Councillor Andrew Dowie

That the following Arena and Pool projects be approved for 2019;

And that the 2019 – 2023 Arena and Pool Five (5) Year Capital Works Plan be approved:

No.	Capital Works Plan	Previously Approved	Requested for 2019	Total Costs
Arena				
1	Building Environment Control System	\$ 45,000		\$45,000
2	Sportsplex Architect & Detailed Design	\$350,000		\$350,000
3	Replacement Spectator Safety Netting		\$18,000	\$ 18,000
4	Replacement Inside Rink B Zamboni Room Garage Door		\$10,000	\$ 10,000
5	Inspection of Rink A Exterior Walls		\$ 5,000	\$5,000
6	Replacement Work Bay Garage Door		\$ 6,000	\$6,000
	Sub-total	\$ 395,000	\$39,000	\$434,000
	Tax Rate Stabilization Reserve - Sportsplex	\$ 350,000		\$350,000
	Arena Lifecycle Reserve	\$ 45,000	\$39,000	\$ 84,000
Pool				
1	Tankless Water Heater for Showers	\$ 6,500	\$ 3,500	\$ 10,000
2	Ultraviolet Disinfection System		\$15,000	\$ 15,000
3	Pool Slide Structure Refurbishment		\$28,000	\$ 28,000
4	Rebuild Sand Filters		\$ 5,000	\$5,000
	Pool Lifecycle Reserve	\$ 6,500	\$51,500	\$ 58,000
	Grand Total Costs	\$ 401,500	\$90,500	\$492,000

Carried

2. PRS-2018-21 2019 - 2023 Buildings Five (5) Year Capital Works Plan

Motion: RCM - 357/18

Moved by Councillor Andrew Dowie
Seconded by Councillor Brian Houston

That the following renovation and repair projects to Municipal facilities be approved for 2019;

And that the 2019 – 2023 Buildings Five (5) Year Capital Works Plan be approved:

		Previously Approved	Requested for 2019	Total Costs
Fire Equipment				
1	4 Swiss Phone pagers		\$3,000	\$ 3,000
2	5 Firefighter helmets		\$2,250	\$ 2,250
3	4 Leather boots		\$2,000	\$ 2,000
4	5 Sets of firefighter bunker gear		\$13,000	\$ 13,000
5	Vehicle extrication tools		\$45,000	\$ 45,000
				\$ -
	Sub-total	\$ -	\$ 65,250	\$ 65,250
				\$ -
	Fire Equipment Lifecycle Reserve	\$ -	\$ 65,250	\$ 65,250

Carried

3. PRS-2018-23 2019-2023 Parks Five (5) Year Capital Works Plan

Motion: RCM - 358/18

Moved by Councillor Brian Houston
Seconded by Councillor Bill Altenhof

That the 2019 – 2023 Parks Five (5) Year Capital Works Plan be approved;

And that the following park development, reforestation and trail development projects for 2019 be approved:

No.	Capital Works Plan	Previously Approved	Requested for 2019	Total Costs
Park Development				
1	Various - Park Bench Replacement and Installation	--	\$ 15,000	\$ 15,000
2	Sports Fields Top Dressing Overseeding	--	\$ 15,000	\$ 15,000
3	Basketball Post Replacement - various parks	--	\$ 10,000	\$ 10,000
4	In Ground Garbage Containers	\$16,300	\$ 20,000	\$ 36,300
5	Install Manufactured Wood Chips under Play Sets	--	\$ 15,000	\$ 15,000
6	Annual Project Allocations TBD	--	\$ 10,000	\$ 10,000
7	Lakewood North Boardwalk Replacement	--	\$ 40,000	\$ 40,000
8	Green Acres Playset Replacement	--	\$100,000	\$100,000
9	McAuliffe Park - New Washroom Building	--	\$450,000	\$450,000
10	Tecumseh Soccer Fields - Drainage Improvements	--	\$ 30,000	\$ 30,000
11	Lacasse Baseball Upgrades	--	\$ 30,000	\$ 30,000
12	Green Acres Tennis Court Crack Sealing	--	\$ 10,000	\$ 10,000
13	St Mary's Park - Walkway	--	\$ 10,000	\$ 10,000
14	Parks, Recreation & Trails Master Plan CFW	\$ 45,000	--	\$ 45,000
15	Lakewood North - Historical Storyboard Installation CFW	\$ 10,000	--	\$ 10,000
16	Park Sign Replacements - various parks CFW	\$ 15,000	--	\$ 15,000
17	Drainage Improvements Weston Park CFW	\$ 10,000	--	\$ 10,000
	Sub-total	\$ 96,300	\$755,000	\$851,300
	Fund raising		\$ 15,000	\$ 15,000
	Infrastructure Reserve		\$217,500	\$217,500

No.	Capital Works Plan	Previously Approved	Requested for 2019	Total Costs
1	Park Development Lifecycle Reserve	\$ 96,300	\$522,500	\$618,800
	Reforestation			
	Tree Planting	\$ 10,000	\$ 30,000	\$ 40,000
	Reforestation Lifecycle Reserve	\$ 10,000	\$ 30,000	\$ 40,000
1	Trails			
		--	--	--
	Trails Lifecycle Reserve	--	--	--

Carried

e. Planning & Building Services

1. PBS-2018-23 1122 Lesperance Road, CIP Grant No. 3

Motion: RCM - 359/18

Moved by Councillor Brian Houston
 Seconded by Councillor Andrew Dowie

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 in accordance with Section 11.3 (5):

- Planning Application and Permit Fee Grant, for a total amount of \$561.60 towards the cost of the building permit fee associated with the building façade improvement works

all of which is in accordance with the Tecumseh Road Main Street Community Improvement Plan and Report PBS-2018-23.

Carried

2. PBS-2018-25 Summary of all CIP Grant Applications and Commercial Fee Moratorium

Motion: RCM - 360/18

Moved by Councillor Bill Altenhof
 Seconded by Councillor Andrew Dowie

That Report No. PSB-2018-25 Summary of all CIP Grant Applications and Commercial Fee Moratorium be received.

Carried

f. Public Works & Environmental Services

1. PWES-2018-08 PWES 2019-2023 Capital Works Plan

Motion: RCM - 361/18

Moved by Councillor Brian Houston
 Seconded by Councillor Tania Jobin

That the following Public Works and Environmental Services Projects for the 2019 year, and the Capital Project List 2019-2023, be approved:

	Previously Approved	Requested for 2019	Future Costs	Total Costs
Sidewalk Projects				
1. Sidewalk Repair Program - Various Locations	\$ -	\$ 69,000	\$ -	\$ 69,000
Sub-Total:	\$ -	\$ 69,000	\$ -	\$ 69,000
Grants:	\$ -	\$ -	\$ -	\$ -
Recoveries:	\$ -	\$ -	\$ -	\$ -
Sidewalk Lifecycle Reserve:	\$ -	\$ 69,000	\$ -	\$ 69,000
New Infrastructure				
1. Riverside Drive Trail	\$ 850,000	\$ -	\$ -	\$ 850,000
2. CR11: Hwy401 to NTR (CWATS Multi-Use Trail)	\$ 141,650	\$ 292,950	\$ -	\$ 434,600
Sub-Total:	\$ 991,650	\$ 292,950	\$ -	\$ 1,284,600
Grants:	\$ -	\$ -	\$ -	\$ -
Recoveries:	\$ -	\$ 174,000		\$ 174,000
Infrastructure Lifecycle Reserve:	\$ 991,650	\$ 118,950	\$ -	\$ 1,110,600

	Previously Approved	Requested for 2019	Future Costs	Total Costs
Road Projects				
1. Road Paving - Tar & Chip	\$ -	\$ 100,000	\$ -	\$ 100,000
2. Road Paving - Asphaltting	\$ -	\$ 1,100,000	\$ -	\$ 1,100,000
3. Road Paving - Crack Sealing	\$ -	\$ 100,000	\$ -	\$ 100,000
4. Lesperance Road Bike Lane Pavement Markings	\$ 110,000	\$ -	\$ -	\$ 110,000
5. Tecumseh Rd/Lacasse Blvd Intersection Improvements	\$ 40,000	\$ -	\$ 439,000	\$ 479,000
6. Tecumseh Road CIP - Streetscape Plan & Final Design	\$ 1,422,640	\$ -	\$ 27,908,927	\$ 29,331,567
7. South Talbot Road Reconstruction	\$ 90,000	\$ 2,240,500	\$ -	\$ 2,330,500
8. Sylvestre Drive Sanitary Sewer Extension	\$ 74,000	\$ 20,000	\$ 1,026,300	\$ 1,120,300
9. Scully & St. Mark'sStorm PS/Riverside Drive	\$ -	\$ 43,600	\$ 720,400	\$ 764,000
10. Cty Rd 46/Webster/Laval Sanitary Sewer Extension	\$ -	\$ 120,750	\$ 944,750	\$ 1,065,500
11. Delduca Drive Sanitary Sewer	\$ -	\$ 92,450	\$ 1,142,450	\$ 1,234,900
12. Road Needs Study	\$ -	\$ 63,000	\$ -	\$ 63,000
13. Traffic Signal Controller Update	\$ -	\$ 150,000	\$ -	\$ 150,000
14. Brighton Road Traffic Study	\$ -	\$ 32,000	\$ -	\$ 32,000
15. Road Line Painter	\$ -	\$ 30,000	\$ -	\$ 30,000
16. Expansion/Improvements PW Yard (North)	\$ -	\$ 30,000	\$ -	\$ 30,000
17. Traffic Calming Guideline Study	\$ -	\$ 20,000	\$ -	\$ 20,000
Sub-Total:	\$ 1,736,640	\$ 4,142,300	\$ 32,181,827	\$ 38,060,767
Grants *:	\$ 99,000	\$ -	\$ -	\$ 99,000
Recoveries:	\$ -	\$ -	\$ 885,000	\$ 885,000
Road Lifecycle Reserve:	\$ 1,637,640	\$ 4,142,300	\$ 31,296,827	\$ 37,076,767
* Grant available if works completed by end of 2019				
Bridge Projects				
1. Culvert #46 (STR Reconstruction)	\$ 40,000	\$ 370,500	\$ -	\$ 410,500
2. Culvert #47 (STR Reconstruction)	\$ 20,000	\$ 175,500	\$ -	\$ 195,500
3. Bridge #1004 - Sullivan Creek at 12th Concession	\$ 43,000	\$ 207,300	\$ -	\$ 250,300
4. Bridge #1013 - Merrick Creek at 8th Concession	\$ 43,000	\$ 207,300		\$ 250,300
5. Bridge #1014 - Townline Road Drain at 6th Concession	\$ 43,000	\$ 207,300	\$ -	\$ 250,300
Sub-Total:	\$ 189,000	\$ 1,167,900	\$ -	\$ 1,356,900
Grants:	\$ -	\$ -	\$ -	\$ -
Recoveries:	\$ -	\$ -	\$ -	\$ -
Bridges Lifecycle Reserve:	\$ 189,000	\$ 1,167,900	\$ -	\$ 1,356,900
Water Projects				
1. Water & Wastewater Master Plan Update	\$ 50,000	\$ 7,500	\$ -	\$ 57,500
2. Tecumseh Road CIP - Streetscape Plan & Final Design	\$ 50,250	\$ -	\$ 1,292,686	\$ 1,342,936
3. Hwy#3/County Road 11 Watermain Replacement	\$ 134,600	\$ -	\$ 1,933,400	\$ 2,068,000
4. Water Audit and Water Balance	\$ -	\$ 15,000	\$ -	\$ 15,000
5. Cty Rd 46/Webster Laval Sanitary Sewer Exten.	\$ -	\$ 80,400	\$ 1,130,400	\$ 1,210,800
6. Delduca Drive Sanitary Sewer	\$ -	\$ 5,550	\$ 68,550	\$ 74,100
7. CR42 & CR43 Advanced Engineering	\$ -	\$ 25,000	\$ -	\$ 25,000
Sub-Total:	\$ 234,850	\$ 133,450	\$ 4,425,036	\$ 4,793,336
Grants:	\$ -	\$ -	\$ -	\$ -
Recoveries:	\$ -	\$ -	\$ -	\$ -
Watermain Reserve Fund:	\$ 234,850	\$ 133,450	\$ 4,425,036	\$ 4,793,336

Carried

2. PWES 2018-32 2019 Water and Wastewater Rates

Motion: RCM - 362/18

Moved by Councillor Brian Houston
Seconded by Councillor Andrew Dowie

That a by-law be prepared for consideration at the December 11, 2018 Regular Meeting of Council to establish water and wastewater rates for the year 2019, based on the recommendations of the 2015 Town of Tecumseh Water and Wastewater Rate Study, the Mediation Agreement with the Windsor Utilities Commission and the discussions in this report, as follows:

- a) Metered water consumption charge with usage under 10,200 cubic meters per month at \$1.1893 per cubic meter, or \$5.4067 per 1,000 imperial gallons;
- b) Metered water consumption charge with usage over 10,200 cubic meters per month at \$0.8597 per cubic meter, or \$3.9083 per 1,000 imperial gallons;
- c) Metered wastewater collection and treatment charges at \$1.2336 per cubic meter, or \$5.6081 per 1,000 imperial gallons;
- d) Wastewater collection and treatment charges for Bonduelle North America at \$0.8224 per cubic meter, \$3.7387 per 1,000 imperial gallons;
- e) Fixed charge for water and wastewater service connections at:

Meter Size	2019
5/8" and 3/4"	\$15.04
1"	\$26.08
1.5"	\$51.21
2"	\$76.29
3"	\$128.09
4"	\$206.76
6"	\$367.67

- f) Flat rate water un-metered consumption charge at \$46.60 per month;
- g) Flat rate un-metered wastewater collection and treatment charge at \$47.80 per month;
- h) Meter connection charge at \$535.00 per meter;
- i) Meter reconnection charge at \$89.00 per meter;
- j) Hydrant rental at \$89.00 per day;
- k) Oasis Water Filling Station at \$2.10 per cubic meter; and
- l) Miscellaneous charge at \$15.00.

Carried

13. By-Laws

Motion: RCM - 363/18

Moved by Deputy Mayor Joe Bachetti
Seconded by Councillor Rick Toniai

That By-law 2018-70 being a by-law to prescribe a tariff of administrative fees and charges for the Town of Tecumseh;

That By-law 2018-71 being a by-law to establish the water and waste water rates for the year 2019;

That By-law 2018-72 being a by-law to impose late payment charges to non-payment of taxes or any installment of taxes;

That by-law 2018-73 being a by-law to provide for an interim Tax Rate for the year 2019;

Be given first and second reading.

Carried

Motion: RCM - 364/18

Moved by Councillor Brian Houston
Seconded by Councillor Bill Altenhof

That By-law 2018-70 being a by-law to prescribe a tariff of administrative fees and charges for the Town of Tecumseh;

That By-law 2018-71 being a by-law to establish the water and waste water rates for the year 2019;

That By-law 2018-72 being a by-law to impose late payment charges to non-payment of taxes or any installment of taxes;

That by-law 2018-73 being a by-law to provide for an interim Tax Rate for the year 2019,

Be given third and final reading.

Carried

14. Unfinished Business

The members receive the Unfinished Business listing for December 11, 2018.

15. New Business

Property Standards Complaint Process Review

A request is made for a review of property standards complaint process.

Transit Windsor Public Input Letter

It is requested that Administration send a letter to Transit Windsor to reciprocate bus transfers.

16. Motions

a. In-Camera Meeting

Motion: RCM - 365/18

That the discussion held at the Tuesday, December 11, 2018 Closed Meeting of Council at 6:34 pm in accordance with Section 239(2)(b) of the *Municipal Act 2001* which permits a meeting, or part of a meeting, to personal matters about an identifiable individual including municipal or local board employees regarding the discussions on the applications for the 2019-2022 committee and board appointments, be confirmed.

Carried

b. Confirmatory By-law

Motion: RCM - 366/18

Moved by Councillor Bill Altenhof
Seconded by Councillor Rick Tonial

That By-Law 2018-74 being a by-law to confirm the proceedings of the December 11, 2018 regular meeting of the Council of The Corporation of the Town of Tecumseh.

Carried

17. Notices of Motion

There are no notices of motion presented to Council.

18. Next Meeting

Tuesday January 15, 2019

5:00 pm Special Meeting of Council - 2019 Proposed Business Plan & Budget

Tuesday, January 22, 2019

6:30 pm Public Meeting of Council - ZBA 5500 Sexton Side Road

7:00 pm Regular Meeting of Council

19. Adjournment

Motion: RCM - 367/18

Moved by Councillor Bill Altenhof
Seconded by Councillor Rick Tonial

That there being no further business, the Tuesday, December 11, 2018 meeting of the Regular Council now adjourn at 9:30 pm.

Carried

Gary McNamara, Mayor

Laura Moy, Clerk

Minutes of a Special Meeting of Council
The Council of the Corporation of the Town of Tecumseh

Tecumseh Council meets in special session on Tuesday, January 15, 2019 in the Council Chambers, 917 Lesperance Road, Tecumseh, Ontario at 5:00 pm.

1. Call to Order

The Mayor calls the meeting to order at 5:05 pm.

2. Roll Call

Present:

Mayor	Gary McNamara
Deputy Mayor	Joe Bachetti
Councillor	Bill Altenhof
Councillor	Andrew Dowie
Councillor	Brian Houston
Councillor	Tania Jobin
Councillor	Rick Toniai

Also Present:

Chief Administrative Officer	Tony Haddad
Director Parks & Recreation Services	Paul Anthony
Director Public Works & Environmental Services	Phil Bartnik
Director Information & Communication Services	Shaun Fuerth
Director Financial Services & Treasurer	Luc Gagnon
Director Planning & Building Services	Brian Hillman
Director Fire Services & Fire Chief	Doug Pitre
Deputy Clerk & Manager Legislative Services	Jennifer Alexander
Manager Water & Wastewater	Denis Berthiaume
Manager Parks & Horticulture	Casey Colthurst
Manager Facilities	Ray Hammond
Manager Committee & Community Services	Christina Hebert
Manager, Engineering Services	John Henderson
Manager Planning Services	Chad Jeffery
Deputy Treasurer & Tax Collector	Tom Kitsos
Deputy Fire Chief	Chad Mactier
Manager Roads & Fleet	Kirby McArdle
Manager Strategic Initiatives	Lesley Racicot
Manager Recreation Programs & Events	Kerri Rice
Financial Analyst	Zora Visekruna
Supervisor Recreation Programs & Services	Brett Palmer
Administrative Assistant to the Director Corporate Service & Clerk	Sue White

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 review the 2019 Proposed Business Plan and Budget.

5. Delegations

There are no delegations presented to Council.

6. Communications

a. 2019 Tecumseh Business Plan and Budget - Operating Lifecycle and Reserves, as submitted to Town Council on December 11, 2018

Motion: SCM- 1/19

Moved By Councillor Tania Jobin
Seconded By Councillor Andrew Dowie

That the 2019 Tecumseh Business Plan and Budget - Operating Lifecycle and Reserves, as submitted to Town Council on December 11, 2018, be received.

Carried

7. Reports

a. Chief Administrative Officer

1. CAO-2019-01 Public Meeting Re: Fluoridation of Water Supply

Motion: SCM- 2/19

Moved By Councillor Bill Altenhof
Seconded By Councillor Tania Jobin

That Report CAO-2019-01 Public Meeting Re: Fluoridation of Water Supply be received;

That Administration be directed to hold a Public Council Meeting on January 29, 2019 to allow for public comment on the fluoridation of water supply.

Carried

b. 2019 Tecumseh Business Plan and Budget - Operating Lifecycle and Reserves

Each of the Directors provides a brief overview of their respective departments' budgets and address queries by the Members.

1. Director Financial Services & Treasurer
2. Chief Administrative Officer
3. Director Information & Communication Services
4. Director Corporate Services & Clerk
5. Director Fire Services & Fire Chief
6. Director Public Works & Environmental Services

The meeting recesses at 6:15 pm for dinner and reconvenes at 6:46 pm.

7. Director Parks & Recreation Services
8. Director Planning & Building Services

The Director Financial Services provides a summary of the lifecycle and reserves.

9. Lifecycle
10. Reserves

Motion: SCM- 3/19

Moved By Councillor Andrew Dowie
Seconded By Councillor Brian Houston

That the 2019 Business Plan and Budget as presented at the January 15, 2019 Special Meeting of Council, be accepted

Carried

Motion: SCM- 4/19

Moved By Deputy Mayor Joe Bachetti
Seconded By Councillor Rick Toniai

That the 2019 Budget Reconciliation for PSAB Adjustments as reported in the document pages 20 to 25 of the 2019 Business Plan & Budget be accepted in accordance with the *Municipal Act, 2001* Regulation 284/09.

Carried

8. Motions

Motion: SCM- 5/19

Moved By Councillor Bill Altenhof
Seconded By Deputy Mayor Joe Bachetti

That a meeting be convened in closed session on Tuesday, January 15, 2019 at 7:30 pm, following this Special Council Meeting, in accordance with Section 239(2)(b) of the Municipal Act 2001 which permits a meeting, or part of a meeting, to be closed to the public when the subject matter being considered is a personal matter about an identifiable individual, including municipal or local board employees regarding an update on the CAO recruitment process.

Carried

9. Adjournment

Motion: SCM- 6/19

Moved By Deputy Mayor Joe Bachetti
Seconded By Councillor Bill Altenhof

That there being no further business, the Tuesday, January 15, 2019 meeting of the Special Council Meeting now adjourn at 7:19 pm.

Carried

Gary McNamara, Mayor

Jennifer Alexander, Deputy Clerk

PLANNING DEPARTMENT – DEVELOPMENT DIVISION

<input checked="" type="checkbox"/> MANAGER OF DEVELOPMENT APPLICATIONS – THOM HUNT	<input checked="" type="checkbox"/> TOWN OF TECUMSEH CLERK - LAURA MOY [lmoy@tecumseh.ca]
<input checked="" type="checkbox"/> GREATER ESSEX COUNTY DISTRICT SCHOOL BOARD - CATHY LYND, SUPERINTENDENT OF BUSINESS [cathy.lynd@publicboard.ca]	<input checked="" type="checkbox"/> TOWN OF LASALLE – BRENDA ANDREATTA [bandreatta@lasalle.ca]
<input checked="" type="checkbox"/> WINDSOR-ESSEX CATHOLIC DISTRICT SCHOOL BOARD – GARY MCKENZIE, SR. MANAGER FACILITY SERVICES [seniormanagers@wecdsb.on.ca]	<input checked="" type="checkbox"/> TOWN OF LAKESHORE – MARY MASSE [mmasse@lakeshore.ca]
<input checked="" type="checkbox"/> CONSEIL SCOLAIRE CATHOLIQUE PROVIDENCE (FRENCH CATHOLIC) - JOSEPH PICARD [PicaJose@cscprovidence.ca]	<input checked="" type="checkbox"/> ESSEX REGION CONSERVATION AUTHORITY (ERCA) - [planning@erca.org]
<input checked="" type="checkbox"/> CONSEIL SCOLAIRE VIAMONDE (FRENCH PUBLIC WINDSOR) - MARTIN BERTRAND [bertrandm@csvgiamonde.ca]	<input checked="" type="checkbox"/> MINISTRY OF MUNICIPAL AFFAIRS & HOUSING – MARION- FRANCIS CABRAL [Marion-Frances.Cabral@ontario.ca]
<input checked="" type="checkbox"/> ENWIN UTILITIES – WATER ENGINEERING; TECHNICAL SERVICES; ENWIN HYDRO – [TSD@enwin.com] Bruce Ogg [bogg@enwin.com]	<input checked="" type="checkbox"/> ONLY TO WHOM IT APPLIES: ESSEX TERMINAL [tberthia@etr.ca] CANADIAN PACIFIC [CP_Proximity-Ontario@cpr.ca] VIA RAIL [Allan_Fisher@viarail.ca]
<input checked="" type="checkbox"/> ONTARIO POWER GENERATION INC. [Executivevp.lawanddevelopment@opg.com]	<input checked="" type="checkbox"/> MINISTRY OF TRANSPORTATION – JODIE LUCENTE [Jodie.Lucente@ontario.ca]
<input checked="" type="checkbox"/> HERITAGE COMMITTEE CHAIR - BILL MARRA [bmarra@citywindsor.ca]	<input checked="" type="checkbox"/> PARKS CANADA [information@pc.gc.ca]
<input checked="" type="checkbox"/> WINDSOR STAR – TRICIA DUPUIS-FADDOUL [TFaddoul@postmedia.com]	

NOTICE OF COMPLETE APPLICATION

PURSUANT TO SECTION 34 (10.7)(a) OF THE PLANNING ACT

TAKE NOTICE that the City of Windsor Planning Department has **ACCEPTED** the following application(s) and has deemed the applications to be **COMPLETE**.

LIST OF APPLICATIONS:

1. Applicant: CK Mechanical Heating & Cooling Inc.

Deemed Complete: November 20, 2018

File No: Z-022/18 [ZNG/5696]

Location: 3842 & 3846 Peter St.

Proposal: To expand business to both parcels of land.

Planner: Adam Szymczak

519-255-6543, ext. 6250

aszymczak@citywindsor.ca

2. Applicant: 1307657 Ontario Ltd.

Deemed Complete: November 27, 2018

File No: Z-023/18 [ZNG/5699]

Location: 863 Lauzon Rd.

Proposal: Proposed duplex on each of the lots.

Planner: Sahar Jamshidi

519-255-6543, ext. 6449

sjamshidi@citywindsor.ca

The information and materials received for the complete application are available to the public for review during office hours (8:30 a.m. to 4:30 pm) Monday to Friday, at the Planning Department, City of Windsor, located on the second floor at 350 City Hall Square West, Suite 210, Windsor, Ontario.

Notification of the Planning, Heritage & Economic Development Standing Committee Meeting (PHEDSC) and the subsequent Council Meeting will be given once scheduling is complete.

Dated at the City of Windsor, December 17, 2018.


Thom Hunt - City Planner/Executive Director
Windsor, Ontario



December 17, 2018

admin@erca.org

P.519.776.5209

F.519.776.8688

360 Fairview Avenue West
Suite 311, Essex, ON N8M 1Y6

**RE: ESSEX REGION CONSERVATION AUTHORITY 2019 DRAFT BUDGET:
30 DAY NOTICE TO MEMBER MUNICIPALITIES**

At our December 13, 2018 meeting, the Essex Region Conservation Authority Board of Directors approved our Draft 2019 Budget for distribution to municipalities; and provide notice that a weighted vote will be held at the Board of Directors meeting on February 21, 2019. Ontario Regulation 139/96 (as amended by O.R. 231/97) requires that affected municipal partners receive a minimum a 30-day notice for which a meeting where a weighted and recorded vote will be taken. The Regulation also requires that the notice be accompanied by the financial information used to determine that levy.

As described in the Draft 2019 Budget (attached), the budget totals \$7,708,571 and includes a total levy contribution from member municipalities of approximately \$3,238,667. ERCA was able to reduce the projected \$190,000 impact of the budget to \$89,915 by utilizing previous years' better-than-expected financial results as a result of temporary staff vacancies, unbudgeted grants and support to cover staff and fixed costs, fee revisions and fund allocations. The draft 2019 Budget levy totals \$10.00 for every person in our watershed, based on data compiled by MPAC and the Ministry of Natural Resources and Forestry

We believe the 2019 Budget strives to strike a balance between meeting the sustainability needs of our region, while continuing to recognize the fiscal realities of our municipal partners.

Should you have any questions regarding our budget, please do not hesitate to contact me. I will also look forward to presenting our 2018 Annual Report to each municipality in the New Year.

Thank you,

Richard J.H. Wyma
General Manager/Secretary-Treasurer

Shelley McMullen
Director, Finance and Corporate Services

Attachments:

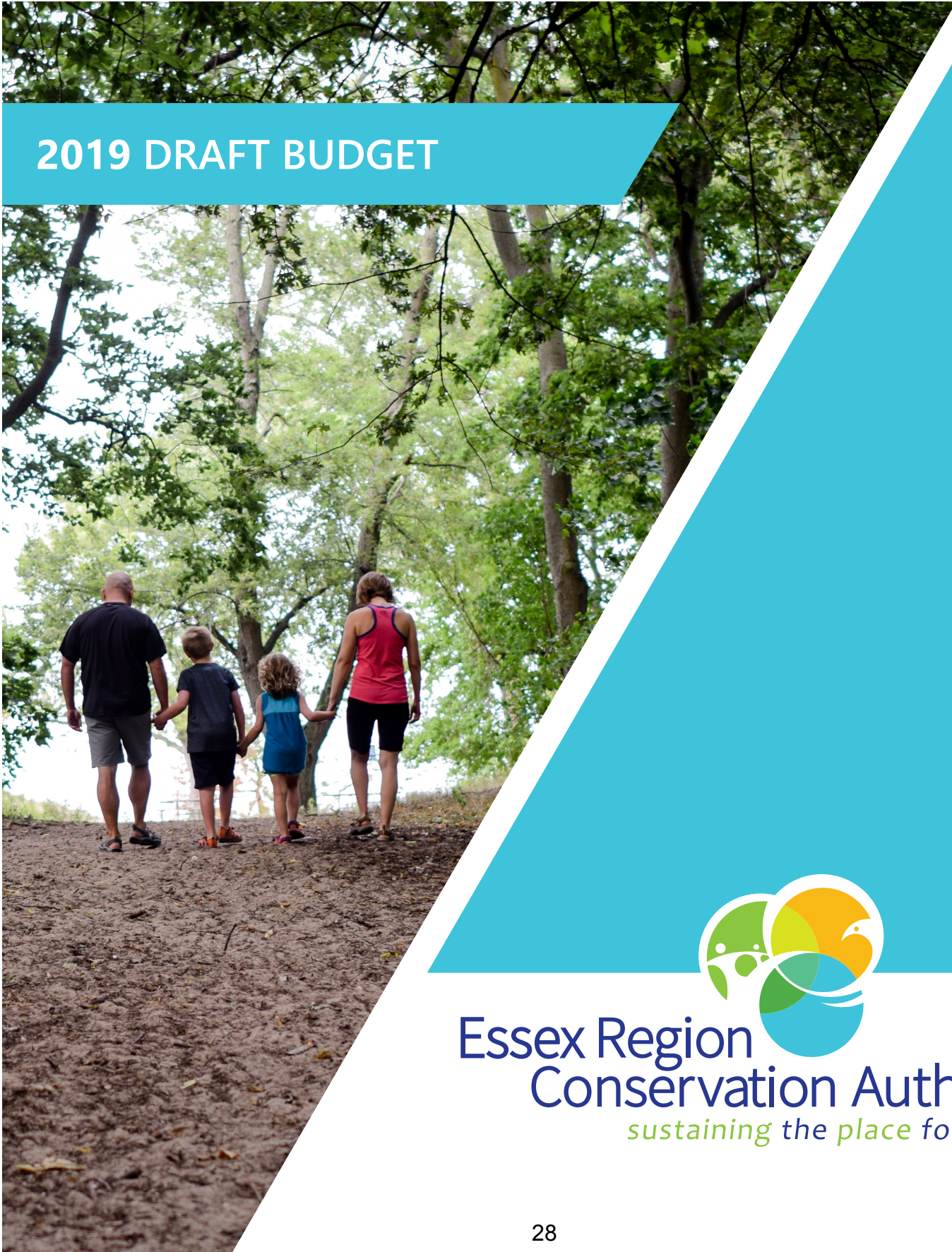
1. Report BD45/18– ERCA Draft 2019 Budget



DRAFT

Essex Region Conservation
the place for life

2019 DRAFT BUDGET



Essex Region
Conservation Authority
sustaining the place for life

EXECUTIVE SUMMARY

- The 2019 Budget totals \$7,708,571, which includes a total levy contribution of \$3,238,667. This represents an increase of \$89,915, or \$0.32 per person (\$9.68 to \$10.00 per person).
- In 2019, ERCA will continue to deliver programs to increase habitat and forest cover, maintain and expand conservation areas and trails, assist our member municipalities in protecting people and infrastructure from the dangers of flooding and erosion, lead the development of a Regional Climate Change Strategy and the Place for Life Policies, and provide meaningful education and engagement opportunities for our residents.
- The 2018 Budget includes funds for development and delivery of a Regional Climate Change program, continued support for ERCA's Human Resources capacity (which was added in 2018) to address regulatory compliance, HR Program management and corporate policies, and overall workplace culture. In addition, the draft budget continues to support new watershed engineering capacity, adds support for seasonal operations related to Conservation Areas and Greenways including hazard tree management and removal, IT/Network support, as well as fixed costs related to movement up the grid, internal equity and related adjustments.
- ERCA was able to minimize the proposed levy increase: through internal program review; by applying \$50,000 in deferred special grants to the Climate Change Specialist position; utilizing the projected 2018 surplus of \$100,000, due to temporary staff vacancies, unbudgeted grants and external supports; and the reallocation of Clean Water~Green Spaces to align with 2019 Budget priorities while increasing the funds available for land acquisition from 2018.
- ERCA's Annual Revenues for programs and services ranks consistently in the top 10 of all 36 Conservation Authorities. At the same time, ERCA's operational levy funds less than 30% of its operations, placing ERCA in the bottom five of all Conservation Authorities, and well below the provincial average (approx. 45%). For comparison, while the average CA levy supporting operations was \$16.42/person (2017), ERCA's total levy was \$9.68/person, which included funds for land acquisition and capital and operational reserves, which were not available for operations.

INTRODUCTION

Essex Region Conservation Authority

The Essex Region Conservation Authority (ERCA) was established by municipalities in 1973 to protect, restore and manage the natural resources of the Windsor-Essex-Pelee Island. As one of thirty-six conservation authorities in Ontario, ERCA is committed to the core founding principles of the Conservation Authorities Act (1946): watershed jurisdiction, local decision-making, and funding partnerships.

ERCA works in partnership with residents and communities, our nine member municipalities, the Province of Ontario, Government of Canada, and international agencies to increase natural area coverage through tree planting and habitat restoration, improve water quality across our watersheds and our Great Lakes, protect people and property from flooding and erosion, and further our understanding of the environment through science and education. Our goal is a sustainable future which improves our local environment and helps create an enhanced community identity we can all be proud of, and a more vibrant economy that can set this region ahead of others - one where people will want to live, work, and invest in.

About the Essex Region

The Essex Region is the southern-most part of the Carolinian Life Zone and contains some of Canada's most significant natural areas. Our region includes the watersheds of the Detroit River, Lake St. Clair, and western basin of Lake Erie. It is surrounded by almost 300km of Great Lakes shorelines, the largest freshwater system in the world with over 20% of the world's freshwater passes through the Detroit River every day. The region is blessed with a climate and geography that supports a rich agricultural and industrial tradition that has supported growth in our region.

But, there are also significant challenges. Our landscape has been extensively and intensively developed. In a little more than 200 years, we've drained more than 95% of our wetlands, lost almost all of our tall grass prairie and cleared more than 90% of our upland forests. What's left is disconnected and fragmented. Our Great Lakes watersheds are disrupted - they are impacted by invasive species, nutrients, phosphorous and blue green algae. The water quality of our rivers and streams is degraded, which impacts aquatic wildlife, increases drinking water treatment costs, and negatively impacts recreational use such as swimming and boating. Changing and unpredictable climate patterns are causing



significant flooding, impacting our shorelines, and creating erosion problems. And the frequency of these types of rainfall events are expected to increase. In fact, few parts of Canada have been as extensively and intensively developed which puts tremendous pressure on our landscapes.

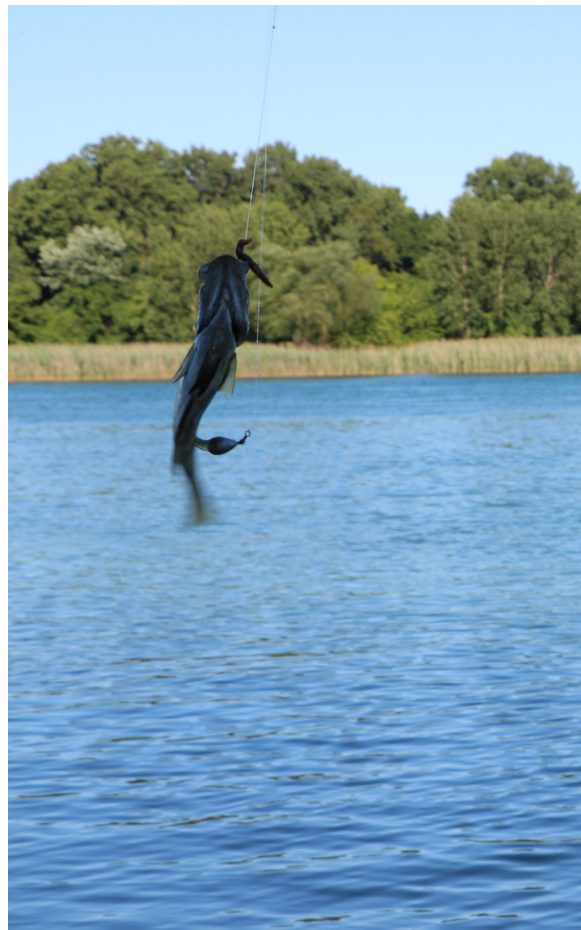
Since ERCA was established in 1973, we have been working to address these impacts, and we have achieved great success:

- 6,300,000 trees have been planted to increase green space. Our natural area cover has increased from less than 3.5% to more than 8.5%. But there is still more to do to get to our community's goal of at least 12%.
- 10,000 acres of forest, tall grass prairie, and wetlands have been restored
- 800 projects to improve water quality have been implemented.
- 3,500 metres of shoreline improved, protected and enhanced for fish habitat
- 4,150 acres of significant natural area have been protected for future generations including 19 Conservation Areas providing opportunities to visit and experience wetlands, heritage sites, and old growth forests.
- 80 kilometres of greenways have been acquired and developed to connect natural areas, promote healthy and active lifestyles, and link people to the landscapes and communities around them
- Over 5,000 homes have been protected from flooding and erosion with ongoing upgrades and maintenance occurring to existing homes exceeding 300 over the last 3 years
- 370,000 students have been educated through outdoor education programs

about the importance of preserving our heritage and conserving our environment.

- 50,000 households that get their drinking water from Lake Erie, Lake St. Clair and Detroit River (90% of residents of Essex Region) are protected from Significant Drinking Water threats
- We have built important research partnerships with senior levels of government, agencies, other Conservation Authorities, universities and others to help us better understand and address the impacts of climate change, invasive species, and water quality.

ERCA's 2019 Budget continues to build on these successes, bringing us closer to making this region a place we can be proud of and celebrate.



BUDGET CONSIDERATIONS

The Essex Region has seen first-hand the challenging and growing and costly impacts of climate change, growth, pollution, loss of wetlands and habitats, Great Lakes water quality, and many other stressors on our environment.

The health of our rivers and streams are poor, and our Great Lakes are enormously disrupted. The Leamington Tributaries have been identified as Priority Watersheds under the Great Lakes Water Quality Agreement due to high levels of phosphorous, which is the leading cause of microcystins and harmful algal blooms in the western basin of Lake Erie. We are facing heightened challenges

related to climate change and unpredictable weather patterns and severe storms that test our stormwater infrastructure resulting in both urban and overland flooding and, combined with near record high water levels, have greatly impacted our shorelines and municipal infrastructure and require additional monitoring and flood advisories. Invasive species such as Phragmites threaten our wetlands and drainage systems, reduce biodiversity and habitats, and the overall health of our watersheds. New threats, such as Oak Wilt, have the potential to significantly damage our natural areas. These issues are integrated, and with greater urgency, a regional, coordinated effort is required.

Conservation Authorities are recognized for their efforts to address these challenges through their roles in integrated watershed planning and management. The recently updated Conservation Authorities Act recognizes that Conservation Authorities manage programs that respond to climate change, wetlands, natural heritage and other matters. The 2018 Lake Erie Action Plan lays out 125 actions that senior levels of government will take, and identifies opportunities for conservation authorities and other partners in the delivery of actions associated with reductions in phosphorous. The recently released Provincial Environment Plan: Preserving and Protecting our Environment for Future Generations commits to continue to work with Conservation Authorities on many different initiatives in order to help ensure the health of our lakes, rivers and greenspaces, protect important sources of drinking water and commits support for the important role of conservation authorities in protecting people and property from flooding and other natural hazards, and conserving natural resources.



Budget Pressures

The Draft 2019 Budget considers and responds to these challenges and reflects key priorities in the 2016-2025 Strategic Plan: Sustaining the Place for Life. While ERCA has been recognized as a leader in leveraging local funding to deliver key programs, changes in government and funding program priorities, increased competition for limited funding, and narrowing of program scope makes this increasingly challenging.

Overreliance on External Funding.

Improving water quality and overall watershed health is critical to our region and requires support for positions that undertake the research, monitoring, and partnerships; and for managing and maintaining data information systems. The information collected and gathered is relevant to watershed management, and contributes to evidence-based decision-making.

However, ERCA is distinctly different from its municipal partners and other Conservation Authorities in how it has historically financed these programs, and its board-approved mandate. Unlike municipal operations, levy funding supports less than 30% of ERCA's operations and programs, with the other 70-75% funded through various Provincial grants, including the Drinking Source Water Protection program and the Section 39 Operating Grant, Federal grants, funds raised by the Essex Region Conservation Foundation, and self-generated revenues.

This overreliance on external funding means these programs, which are core to improving and maintaining the health, safety and sustainability of our region; and are increasingly of interest to investors and in retaining local industry, are almost entirely funded through external grants. This also



means that these programs, while producing beneficial outcomes, apply to areas where funding is available, not necessarily in those areas with greatest need or greatest priority. At the same time, reductions or eliminations in funding mean key initiatives, such as the three-year Great Lakes Agricultural Stewardship Initiative (GLASI) which was generating important knowledge about baseline conditions and research into best BMPs in Essex watersheds, or tree planting and restoration grants which support program staffing costs in key watersheds, are no longer supported or significantly reduced. In 2019, over \$300,000 in administratively approved Provincial funds that ERCA relies upon to monitor water quality, build wetlands, undertake restoration and implement BMPs has been placed on hold without notice or further information pending a review by the new government. Additionally, another 5-year tree planting agreement that provides core funding for restoration staff is ending, without any assurances of further funding. While Administration continuously seeks additional resources through external funds, stable financial support is crucial in developing knowledge, so that the region's environmental problems can be addressed.

Capacity to Act and Respond.

ERCA, not unlike municipalities and other agencies, is consistently facing numerous capacity pressures including: increased landowner/stakeholder interaction in a number of departments; increased volume of applications related to development; compliance-based reporting and monitoring; public use of conservation lands, and landowner outreach and stewardship. In addition, because of ERCA's expertise and knowledge of watersheds and hydrological conditions, municipalities are requesting that ERCA participate in or coordinate resource studies, master drainage plans, Environmental Assessments, and other operational initiatives. ERCA's technical knowledge of watersheds and hydrological conditions, applicability of complex legislation and regulation, and the emergence of new threats is both valued and necessary to ensure development is sustainable, responsible, and proactively addresses and anticipates issues. ERCA's involvement on these initiatives is primarily with municipalities, and as such, there is no cost recovery mechanism to support the additional staff requirements. As the focus of our corporate approach continues to shift to a more proactive planning process, additional staff capacity will be required in municipal plan input and review.

The 2019 Draft budget continues to support additional staffing added to Watershed Management Services in 2018 to respond to increased numbers of permits and development submissions, which has allowed ERCA to maintain its approvals within accepted timelines for those specific submissions.

Managing Regional Environmental Assets.

Additional resources will be required in 2019 to maintain and manage ERCA's expanded

Greenways and Conservation Areas, to the standards expected by the public and our insurers. Greenways were acquired and developed entirely through Essex Region Conservation Foundation efforts and associated external grants - at no cost to ERCA's levy. In 2017 alone, for example, \$2.6 million was invested in development and upgrades to ERCA's Greenways, which included the opening of the Cypher Systems Group Greenway, the Rotary (1918) Centennial Hub (with the Town of Tecumseh) and resurfacing 50km of the Chrysler Canada Greenway. Operations and maintenance of these significant regional resources is ERCA's obligation. These investments in Greenways have attracted greater use (and greater impact) and require additional resources: to manage use and interactions between users; to ensure the greenways remain safe and accessible; and to ensure they are maintained and managed responsibly (e.g. hazard tree removal, vandalism, etc.).

Corporate Initiatives and Compliance.

The elimination of a senior administrative position through the 2012-2017 Sustainability Plan removed capacity from the Corporate Services department in 2013, specifically ERCA's Human Resources functions. The 2019 Draft Budget continues to support HR capacity to evaluate compliance gaps with revised pieces of employment-related legislation, create and update corporate policies where necessary, update resources for employees such as employee handbooks and intranets, and proactively create programs in accordance with HR best practice.

This, combined with a more complex regulatory and reporting environment (e.g. OHSA, AODA, ESA, MFIPPA, etc.) has made compliance challenging and unduly reactive. Similarly, dramatic increase in requests for

information, as available to requesters under Freedom of Information legislation (MFIPPA) puts pressure on available departmental resources, extending beyond human resources, to network services, server storage and physical infrastructure, and renewed priority on ERCA's records management/retention programs.

Fixed Cost Increases.

ERCA's approved Collective Agreement includes negotiated salary increases and upward movement on the grid for eligible positions. Unlike previous years, ERCA anticipates a full complement of program staff. ERCA must also fund fixed costs associated with leasing office space within the County of Essex Civic Centre, and costs for taxes, utilities and services at Conservation Areas. Because of ERCA's revenue structure, it is expected that only a portion of those increases will be levy-driven (ranging from 50%-70%), with the remainder absorbed in grant-funded special projects.



BUDGET OVERVIEW

Overview of Revenue

ERCA is funded through a combination of levies and grants from municipal, provincial and federal governments. The remaining revenues are generated through an assortment of fees for service that includes education, planning and permitting, and conservation area user fees.

Municipal Funding

ERCA's 2019 budget includes a total levy contribution of \$3,238,667, an increase of \$89,915. This represents an increase of \$0.32 per person, living within the watershed boundaries. This includes:

- **General Levy.** The 2019 Budget includes a proposed General Levy contribution of \$2,188,667, which supports Conservation Authority operations and programs.
- **Clean Water~Green Spaces Levy.** The 2019 Budget maintains the Clean Water~Green Spaces Levy at \$1,050,000. This includes \$589,600 for land acquisition and provides funds that ERCA leverages for forest, prairie and wetland restoration, water quality research and delivery of rural and agricultural BMPs. ERCA has confirmed funding for \$1,211,000 towards these projects, some of which are described in the details of the conservation services and water monitoring budgets.

Provincial and Federal Funding

Environment and Climate Change Canada (ECCC), and provincial agencies, namely the Ministry of the Environment, Conservation and Parks (MECP), the Ministry of Natural Resources and Forestry (MNRF), and the Ministry of Agriculture, Food and Rural Affairs (OMAFRA) and other agencies contribute

funding to support Drinking Water Source Protection, ground water and surface water monitoring restoration, BMPs and related stewardship programs, including:

- Anticipated annual funding from the MNRF as program transfer payments towards the flood warning and flood and erosion control programs associated with ERCA's delegated responsibilities. Funding levels for this transfer payment have remained at the same level (\$202,263) since 1996. That transfer payment does not reflect pressures on ERCA's flood protection programs related to climate change and increased impact on flood and shoreline infrastructure, increased flood monitoring (watershed statements, flood watches, flood warnings), increased growth and development in areas that were not included in provincially supported hazard mapping programs, or the additional technical requirements and complexities related to permit processes.
- Anticipated annual funding from MECP (\$103,350) to support ERCA's delivery of the provincial Source Water Protection Program. Funding from MECP supports 100% of project management costs, Source Water Protection Committee costs, and technical and administrative supports required to maintain the Source Protection Plan.
- Anticipated funding from Environment and Climate Change Canada Great Lakes Sustainability Fund and MECP to coordinate the Detroit River Remedial Action Plan, which includes supports for projects within the Detroit River Area of Concern. In 2019, this includes \$145,000 for program delivery and project implementation.
- Funding from Environment and Climate Change Canada (ECCC) supports agricultural best management practices

(BMPs) related to nutrients and sedimentation. Not only does this improve water quality in Lake Erie, but it also improves the habitat for many endangered species of fish and mussels that rely on clean water to survive.

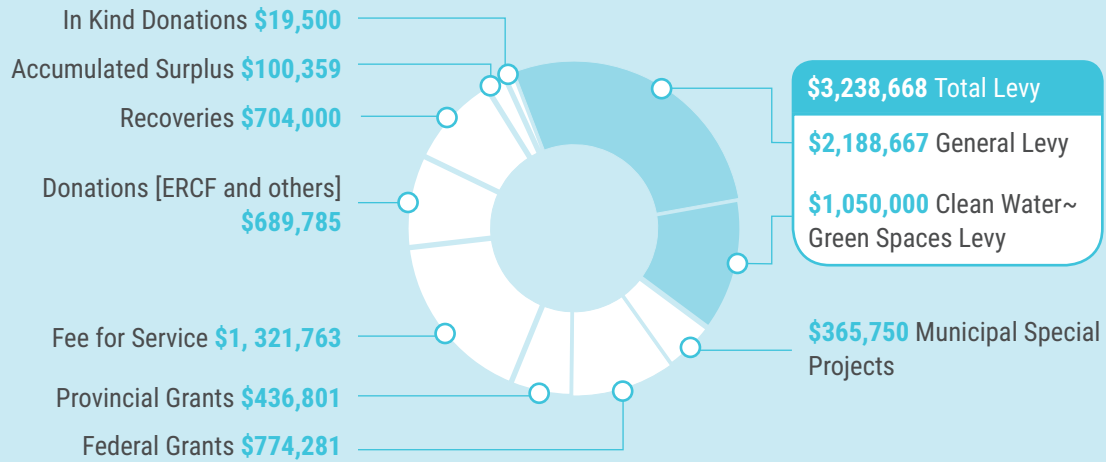
Other Revenues

- **Revenue generated by ERCA.** Revenues generated by ERCA include fees charged for education programs, plan review and permit fees, property and agricultural lease revenues, hunting revenues, Conservation Area and event revenues, and support from landowners for restoration and tree planting projects.

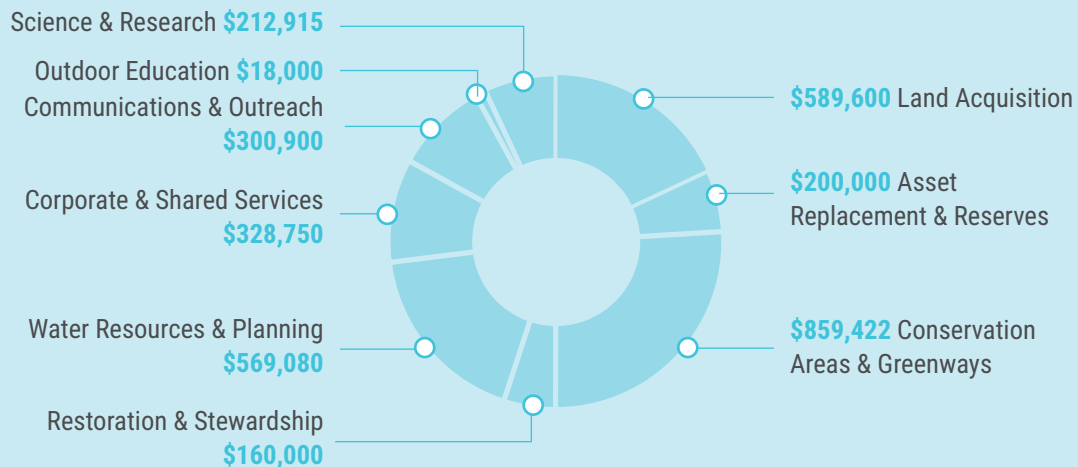
Administration reviews its fee schedule annually to ensure fees continue to reflect local market conditions and the principles of its Fees Policy, including maximizing cost recovery where appropriate. As noted in the 2019 Fee Report, administration has not anticipated significant additional revenues associated with minor fee adjustments, due to the unpredictable nature of fee-for-service revenues.

- **Other Revenue.** ERCA also receives grants from other agencies and charities including the Essex Region Conservation Foundation, primarily to support restoration, trail development and education. The ERCF Place for Life Campaign, launched in May 2017, has raised funds for ERCA projects from corporate and community leaders. Since its creation, the Campaign has raised funds to support the Rotary (1918) Centennial Hub, the Caesars Windsor Nature Trail at Devonwood Conservation Area, and improvements at the John R. Park Homestead including new roof on Sawmill. In 2019, funds raised through this campaign will support improvements

WHERE DOES THE MONEY COME FROM?



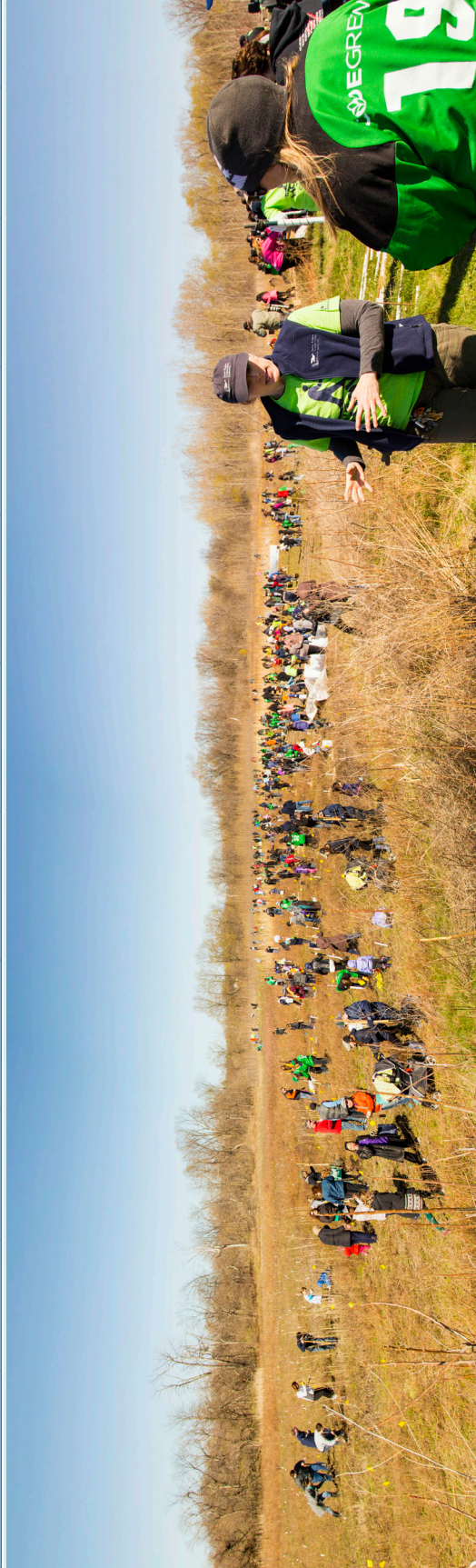
WHERE DOES YOUR TOTAL LEVY GO?



at Holiday Beach Conservation Area, the creation of the Rotary Legacy Forest at Cedar Creek Conservation Area, wetland research and monitoring at Hillman Marsh Conservation Area and additional repairs at the John R. Park Homestead. These campaign and earlier fundraising successes (including Cypher Systems Group Greenway and resurfacing Chrysler Canada Greenway) have helped reduce capital infrastructure replacement costs, allowing ERCA to refocus capital funds to other projects.



2019 Draft Municipal Levy Allocation										
	CVA %		GENERAL LEVY		CW~GS LEVY		TOTAL LEVY		CHANGE	
	2019	2018	2019 DRAFT	2018 APPROVED	2019 DRAFT	2018 APPROVED	2019 DRAFT	2018 APPROVED	\$	%
Amherstburg	5.9128%	5.974%	\$129,412	\$125,384	\$62,084	\$62,729	\$191,496	\$188,114	\$3,382.16	1.8%
Essex	4.8152%	4.864%	\$105,388	\$102,077	\$50,559	\$51,069	\$155,947	\$153,146	\$2,801.13	1.8%
Kingsville	6.1667%	6.134%	\$134,969	\$128,738	\$64,750	\$64,407	\$199,719	\$193,146	\$6,573.21	3.4%
Lakeshore	9.3182%	9.191%	\$203,945	\$192,888	\$97,841	\$96,501	\$301,786	\$289,389	\$12,396.56	4.3%
LaSalle	8.4644%	8.283%	\$185,257	\$173,843	\$88,876	\$86,973	\$274,133	\$260,817	\$13,316.29	5.1%
Leamington	5.9183%	5.944%	\$129,532	\$124,759	\$62,142	\$62,417	\$191,674	\$187,176	\$4,498.73	2.4%
Peelee Island	0.2904%	0.296%	\$6,356	\$6,221	\$3,049	\$3,112	\$9,406	\$9,333	\$72.51	0.8%
Tecumseh	8.3844%	8.354%	\$183,506	\$175,339	\$88,036	\$87,722	\$271,541	\$263,061	\$8,480.83	3.2%
Windsor	50.7296%	50.959%	\$1,110,304	\$1,069,502	\$532,661	\$535,069	\$1,642,965	\$1,604,570	\$38,394.58	2.4%
Totals	100%	100%	\$2,188,668	\$2,098,752	\$1,050,000	\$1,050,000	\$3,238,668	\$3,148,752	\$89,916	2.9%



PROGRAMS AND SERVICES

2016-2025 Strategic Plan: Sustaining the Place for Life

In 2016, ERCA launched its new Strategic Plan. Informed by extensive consultations with stakeholders and the community, the plan responds to the challenges ahead with renewed vision and commitment.

The Strategic Plan provides the basis for our decision-making and priority setting over the next decade in five key areas:

1. **The climate will continue to change.** Efforts to slow climate change must continue, but we need to help our partner communities prepare to adapt to its impacts.
2. **The Great Lakes are our most significant natural resource.** Our 2017 Watershed Report Card identified failing grades for surface water quality in virtually every watershed. More must be done to protect and improve water quality.
3. **Our habitats are among the most significant in Canada.** We have planted more than 6 million trees and achieved 8.5% natural area coverage. But more action is needed to reach our 12% target.
4. **Our urban areas will continue to grow and expand.** ERCA will need to continue to work with all partners to plan sustainable communities that reduce urban sprawl, are walkable, have a healthy food supply and incorporate green infrastructure.
5. **ERCA is a sustainable, resilient and valued agency.** Since 1973, ERCA has been striving to achieve a state of sustainability for the Essex Region. It is also important to consider the sustainability of ERCA as an organization.

The Place for Life reinforces that all elements of a place are interconnected – our community, its environmental health, healthy lifestyles for our citizens and our economy. Life recognizes our living, thriving and sustainable natural systems. Life refers to the people of our community – their health and protection and our shared heritage. We embrace this place and make it our home. For life.

Vision:

The Essex Region is a sustainable, resilient and vibrant place with healthy and thriving watersheds, Great Lakes and a green culture.

Mission:

Improving our environment to enrich our lives.

For each of these themes, the Strategic Plan has identified goals and actions to address them. As described below, the 2018 Budget has been aligned to advance specific priority actions from the Strategic Plan.

ERCA presents delivery of its programs and services within four business pillars:

- Watershed Management Services
- Conservation Services
- Community Outreach Services
- Corporate Services

Watershed Management Services

Watershed Planning

ERCA provides planning advice to its member municipalities by commenting on applications circulated under the Planning Act to ensure

that all relevant federal, provincial, regional and municipal legislative requirements are satisfied, identifying natural hazard areas and natural heritage features and providing policy support. This includes providing land use planning advisory services to identify natural hazard, natural heritage, development servicing, water quality and natural resource planning concerns and developing strategies and policies to address natural resource management in municipal planning initiatives such as Official Plans, Comprehensive Zoning Bylaws, Planning Studies, etc.

ERCA works with government agencies, municipalities and community groups to develop and maintain watershed management plans which look at environmental, economic and social factors affecting the quality of natural heritage, hazards and water quality within specific watersheds; and reviews and coordinates comment on Environmental Assessments, Environmental Bill of Rights Registry postings and advocates for local and regional priorities and interests.

Development Services

ERCA administers Conservation Authorities Act approval processes that direct development away from lands prone to water hazards. ERCA's permitting process includes review of applications under the Municipal Drainage Act, Public Lands Act, Shoreline Properties Assistance Act, Part VIII Building Code; planning documents and development proposals; and are designed to protect residents and property from hazards, and maintains wetlands, watercourses and shorelines.

Water Resources

Through the Conservation Authorities Act, the Province of Ontario has designated ERCA as the lead agency for flood warning in the Essex Region. To minimize loss of life and property

damage, ERCA monitors watershed conditions, stream and lake levels, and issues flood bulletins (watershed condition statements, flood watches, flood warnings) to the watershed municipalities, emergency services, media and others. Recent flood events have been more intensive and frequent.

ERCA's Watershed Management Services department is increasingly asked to participate in, or coordinate large scale development and or planning studies dealing with matters concerning stormwater, floodplain management, drainage and other water resource concerns for every municipality within the region; and assists municipalities in maintaining and managing public investment in eligible infrastructure through the provincial Water and Erosion Control Infrastructure Program (WECI).



2019 ACTIONS

- **Climate Change [1.1].** Building on the 2018 Climate Change Workshop, ERCA's Climate Change Specialist will research regional vulnerabilities, impacts and best practices; and lead the development of a Regional Climate Change Plan with municipalities to address identified impacts and vulnerabilities, identify implementation priorities, and potential funding supports.
- **Hazard Mapping [2.1].** With changing watershed conditions due to changes in land use such as urban development, infrastructure and climate change, flood forecasting and warning systems must be reviewed to ensure they accurately reflect observed conditions. In 2019, ERCA will work with the City of Windsor to undertake updated mapping for the Little River, and explore the needs and options for updating Floodline Mapping for the region, ensuring mapping reflects overland and rainfall-based flooding.
- **Place for Life Policies [11.2].** In 2017, ERCA developed its Place for Life Policies as a means of integrating ERCA's planning, development, and program policies; and initiated a consultation and engagement process to receive input from municipalities, industry partners, and stakeholders. In 2019, ERCA will continue to consult on and finalize its Place for Life Policies.
- **Watershed Engineering [2.3].** ERCA added a Watershed Engineer in 2018 to support stormwater reviews, drainage reviews, and related engineering and infrastructure reviews, allowing ERCA's Water Resources Engineer to focus on supporting more technical and regional engineering issues (e.g. Water and Erosion Control Infrastructure Program, Stormwater/ Environmental Assessments, etc.) and municipalities (e.g. Environmental Assessments, Mapping, etc.).
- **Client Services [12.3].** Implement internal and back-end procedures to encourage use of web-based application processes on www.essexregionconservation.ca to facilitate ERCA's planning and regulatory processes. As reported in its annual Accountability Report, ERCA is consistently well ahead of provincial targets for plan and regulatory review timelines as set by the Ministry, but with increases in numbers of applications, and technical requirements for review additional administrative support is required.
- **Flood Forecasting [2.1/11.3/12.3/12.3].** ERCA will update its Flood Contingency Plan with partners, maintain existing flood forecasting systems and explore development of a shared climate station network with municipalities and other agencies to incorporate additional climate station information and access to assist in providing more timely advance warnings, response, and reporting on storm events.
- **Planning/Technical Studies [11.2, 11.3].** ERCA will work with the Town of Lakeshore and Tecumseh to undertake a Lake St. Clair Shoreline Management Plan that incorporates current hazard criteria, and recent drainage and flooding related data to guide planning

and development decisions. ERCA will also work with the Town of Kingsville to develop a Natural Heritage Background Study as part of the Town's Official Plan update.

- **Technical Supports [11.3].** ERCA will continue to work with municipalities on ongoing regional and subwatershed studies including Riverside Vista Flood Control, East Riverside Flood Infrastructure Assessment (City of Windsor), Town of Tecumseh Master Stormwater and Flood Attenuation Study, Town of Lakeshore Flood Task Response, LaSalle Howard Bouffard Master Drainage Study, Leamington Highway 77 Master Drainage Study, and Kingsville Upper Mill Creek Master Drainage and Stormwater Assessment.
- **Plan Review [10.2].** Participate in Official Plan updates for Amherstburg, Essex, Tecumseh, Lakeshore, Kingsville, and Leamington; provide background and support to the County of Essex Official Plan. Planning staff will also provide advice and direction to all member municipalities on over 750 Planning Act applications (consents, minor variances, Zoning Bylaw Amendments, Official Plan Amendments and site plan control), and more than 50 Environmental Assessments (e.g. County Road 42 - Tecumseh/Windsor, Lauzon Road - Windsor, and Wallace Woods - Lakeshore).
- **Municipal Memorandum of Agreement [10.2].** ERCA will work with Municipalities to finalize a Memorandum of Agreement that acknowledges ERCA's role in integrated watershed planning, and supports ERCA's involvement in the planning process with a mandate to protect and manage the local watershed, including but not limited to natural hazards, natural heritage and water resources.
- **Provincial Advocacy [12.2].** ERCA will continue to participate on the Provincial Service Delivery Review Committee, a multi-stakeholder committee tasked with advising the Ministry on strategies for improvements and other considerations related to the effective and efficient delivery of conservation authority programs and services, established pursuant to the approval of the Conservation Authorities Act. This includes clarifying roles and responsibilities, updating regulatory requirements and policies, performance measurement, and other areas of provincial interest (e.g. natural heritage, biodiversity, watershed planning and management).
- **Development Review [12.1].** Complete reviews of over 1,000 Section 28 permit applications throughout the region for stormwater management; commercial, industrial and residential development; and large scale greenhouse developments; over 150 Municipal Drainage Act reviews under the DART protocol, and respond to 1,300 general water resource related requests from ratepayers.
- **Water and Erosion Control [11.3].** Apply for Water and Erosion Control Infrastructure (WECI) funding for projects in the City of Windsor, and the Town of Lakeshore, John R. Park Homestead Shoreline Design, and manage approved WECI projects.

Conservation Services

Conservation Lands

ERCA owns and manages 4,253 acres of conservation lands across the Essex Region. These areas protect some of the most biologically diverse and ecologically significant lands in Canada, including woodlots, wetlands, 19 Conservation Areas, and 80 km of Greenway trails for recreation education, natural area protection, and active/healthy living for thousands of residents and visitors to our region and support sustainable economies. Protection of these lands, as well as access for public use, are among the most important contributions ERCA makes to the communities in the region. Recently, the Credit Valley Conservation Authority undertook a study of the value of the ecological goods and services provided by natural capital (e.g. atmospheric and climate regulation, water regulation and supply, habitat, recreation, biodiversity, water quality, etc.). Applying that model for Essex Region, the value of the ecological goods and services provided by the natural capital in Essex Region totals \$173 million annually.

As the region grows and expands, and as our landscapes and climate continues to change, the role of conservation lands will become even more critical. Development and implementation of Management Plans are critical to balance the needs of users with the need to protect the environment. Recreational opportunities on these lands include hiking, picnicking, birding, seasonal camping, as well as hunting, horseback riding, and biking. The demands of a growing population require that Conservation Area infrastructure and facilities (tangible capital assets) and conservation areas maintain the standards expected by the public and our insurers, and reflect best practices related to energy efficiency, green

infrastructure and operations, and efficient technologies. Proactively managing our properties to create natural resiliency within our remaining natural features is key.

Clean Water~Green Spaces

ERCA's Clean Water~Green Spaces program (CW~GS) addresses soil and water concerns by providing in-field and in-stream conservation planning and delivery of agricultural stewardship, demonstrating innovative water and soil conservation (e.g. demonstration farm, demonstration projects), and restoration of wetlands, prairie, forest and shoreline habitat enhancements to provide habitat and restore the health of our watersheds. With increased focus on phosphorous and blue-green algae in Lake Erie, ERCA has been able to leverage support from Agriculture Canada, Environment and Climate Change Canada and other partners to address issues such as erosion and slope stability, intensive monitoring and assessment of BMPs within priority subwatersheds, management of the Essex County Demonstration Farm.

Through this program, ERCA also provides technical and financial supports to landowners across the watershed to help complete environmental projects that improve water quality, reduce soil erosion, and enhance terrestrial and aquatic habitats. ERCA leverages funds from the CW~GS Program to reduce the cost to landowners to participate in stewardship programs, and in the acquisition of key properties in priority areas in keeping with its Land Securement Strategy.

Watershed Monitoring

ERCA staff provide watershed-scale environmental monitoring to assess and understand current health and emerging trends as a basis for setting environmental

management priorities. This includes working with research partners to implement studies to fill resource information gaps and develop innovative methods of protecting and enhancing watershed resources. ERCA collects and analyzes surface water at approximately 50 sites as part of the provincial surface and groundwater monitoring networks, and special projects such as the Kingsville-Leamington Nutrient project to monitor aquatic community health and report on the overall health of our rivers and watersheds. ERCA has also facilitated research on beach closures with GLIER/ University of Windsor and other partners, tile management with the University of Waterloo, and undertakes research with other partners.

Drinking Water Source Protection

Since 2006, ERCA has maintained and implemented the Regional Source Protection Plan in keeping with the Clean Water Act to manage water 'at the source' to protect human health, protect present and future municipal drinking water threats. The Source Protection Plan that identifies policies and strategies to reduce existing and future threats to water supplies was approved by the Province in 2015. ERCA supports municipalities in implementation of Source Protection Policies including delivery of risk management services, and is responsible for implementing outreach and education policies.

2019 ACTIONS

- **Conservation Area Operations [9.2].** ERCA will continue to maintain all 19 Conservation Areas, and Greenways with its five full-time operations and maintenance positions. Additional term positions are added during operations season. This includes parking lot and trail grading, hazard tree removals, Conservation Area enforcement, hunting programs, grounds maintenance, etc.
- **Tangible Capital Asset Report/Capital Plan [13.1].** Administration will review and update ERCA's Tangible Capital Asset Report and prepare a multi-year capital plan based on replacement schedules, asset needs, and program needs as part of the development of the next 5-Year Sustainability Plan.
- **Management Planning [9.2].** In 2019, ERCA will complete the development of a Management Plan for Cedar Creek Conservation Area and associated properties with the new Conservation Services Advisory Board.
- **Business Plans [8.1].** ERCA will develop Business Plans for John R. Park Homestead and Holiday Beach Conservation Areas to identify and confirm infrastructure needs and investments in visitor services where there is a business case to support that investment.
- **Land Acquisition [7.3].** The 2019 Budget restores Clean Water~Green Spaces acquisition funding to support securement of key lands with partnership funding in keeping with the Land Securement Strategy.

- **Restoration and Stewardship [6.1].** In 2019, ERCA will expand and connect over 60 acres of upland habitat (forest and prairie) to improve linkages between remaining habitats, build ecosystem resilience, and benefit water quality, climate change and quality of life for the residence of our region.
- **Innovation [5.1].** ERCA will continue working with the University of Windsor to monitor phosphorous levels getting into Lake Erie, and monitor water quality improvements at the innovative 10 acre University of Windsor Alumni Association Wetland at Hillman Marsh Conservation Area. Further, a new partnership regarding endangered fish breeding habitat is being developed in conjunction with the Pêche Island fish habitat project.
- **Source Water Protection [4.3].** In keeping with the Clean Water Act, ERCA will begin updating the Essex Region Source Protection Plan and Assessment Report based on the Section 36 Workplan. This will include technical work and the development of new policies and consultations with the Source Protection Committee, municipalities and other stakeholders. ERCA will also continue implementation of Risk Management Services on behalf of municipalities.
- **Watershed Science [5.1/5.2].** Improving water quality and overall watershed health is critical to our region; and requires support for positions that undertake the research, monitoring, and partnerships; and for managing and maintaining data information systems. The information collected and gathered is relevant to watershed management, targeting projects to areas where it is most needed, and in support of evidence-based decision making and to maintain programs which are funded externally.
- **Lake Erie Action Plan [4.1].** ERCA continues to encourage provincial and federal agencies to partner with Conservation Authorities as the most effective delivery agent for many aspects of the Lake Erie Domestic Action Plan for achieving reduced Phosphorus levels in Lake Erie and Lake St. Clair. The 2019 budget includes the second of 3 years of federal funding to support agricultural projects designed to improve water quality in Lake Erie.
- **Detroit River [5.2/14.2].** ERCA will continue to build on efforts to de-list the Detroit River as a designated environmental Area of Concern in keeping with the new shoreline management strategy. For 2019, this will include a 70 acre wetland rehabilitation project on the Canard River and the creation of new fish habitat on the City of Windsor's Pêche Island.

Community Outreach Services

Outreach

ERCA's outreach programs engage, educate, motivate and inspire residents to adopt environmentally sustainable behaviours, coordinating community involvement with volunteers to engage them in tree planting, habitat restoration, and demonstration projects with DRCC, Foundation and other corporate and municipal partners. This includes tree planting, river and stream clean-ups, and citizen science initiatives.

Outdoor Education

ERCA provides environmental education programs to over 10,000 students annually, primarily at the John R. Park Homestead, Hillman Marsh and Holiday Beach Conservation Areas. Programming is aligned with provincial curriculum, and supports the objectives of the Ministry of Education's Eco schools program and its focus on student success through experiential learning. ERCA is recognized as a key partner in offering certifications for Special High Skills Major students to help educate the next generation of conservationists. Outdoor education provides numerous benefits to students (critical thinking, creative thinking, decision-making, etc.) that have benefits beyond the environment. ERCA also co-chairs the annual Essex Region Children's Water Festival which provides hands-on education to 4,000 students and provides leadership skills and environmental restoration training opportunities to 12-15 year olds through the Teen Ranger Program.

Communications

Communications supports all ERCA programs through a variety of services intended to engage and inspire municipal, provincial and

federal partners and communities to learn more about, and support and participate in the work of ERCA. ERCA also provides communications support to a number of partner agencies, such as the Detroit River Canadian Cleanup, the Essex Soil and Crop Improvement Association and others. Through internal communications, media relations, event management, community relations, creative services, and program communications and marketing, ERCA researches and analyzes benefits and barriers to environmental sustainability; and communicates the broad variety of projects and programs that ERCA undertakes to create a future of sustainability for the Essex region, ensuring it is the Place for Life.



2019 ACTIONS

- **Communications [14.2].** In 2019, ERCA will continue to utilize its new website at www.essexregionconservation.ca as a platform to improve customer service, usability and accessibility compliance, and efficiency through web-based tools. The website has already improved ERCA's ability to reserve education program, streamline the release of flood messages, and receive permit applications. In 2019, we will build on these processes, to further improve efficiencies and customer service.
- **Outreach [8.3].** ERCA's will continue to share resources with the Detroit River Canadian Cleanup to fulfill our citizen science, tree planting and restoration and other outreach programs.
- **Education [8.3].** ERCA will provide curriculum-based outdoor education for more than 10,000 elementary and secondary school students, including delivery of the Special High Skills Major Certifications to allow students to graduate with specialized environmental skills. New curriculum programming with our Indigenous partners will be explored.
- **Program Integration [14.2].** ERCA and the ERCF will continue to integrate communications, outreach and events to enhance the region as the Place for Life, and build on the strength of this partnership while raising \$1 million dollars (3 year Place for Life campaign goal) for conservation initiatives.
- **Regional Collaboration [15.3].** ERCA will continue to work with Tourism and Economic Development partners demonstrate that the Essex Region is a sustainable, vibrant place to attract visitors to and investment in our region. In 2019, enhanced communications support of the regional Climate Strategy is anticipated.

Corporate Services

Administration

ERCA's Corporate Services function directs and broadly supports the organization through: Authority Board and Administrative policies development and application; corporate and strategic planning and implementation, governance, and management and coordination of all Conservation Authority programs. This includes maintaining member and municipal relationships, liaison with key stakeholders and partners, including senior levels of government, to ensure recognition of Authority's role and relevance; and ensures ongoing Authority sustainability through allocation of limited financial and human resources.

Finance

Corporate Services provides financial leadership and support to the organization on various policies and decisions, strategic direction and budgetary management. Corporate Services/Finance staff are solely responsible for producing accurate and timely interim and audited Financial Statements of the Authority, that are relied upon by various stakeholders, including the Board of Directors, management, external stakeholders and funding agencies. Corporate Services undertakes various ad hoc financial and operational analyses, prepares risk management assessments, and monitors and analyzes general financial condition

including capital and operational reserves. In conjunction with Conservation Services, Finance also develops the Asset Management Plan, that tracks and identifies replacements to ERCA's facilities and related infrastructure.

Information Systems, Technology and Data/ Records Management

ERCA's information systems include Geographic Information Systems (GIS), information management systems, and other databases that support permits/development services, restoration, outreach, Foundation and other organizational needs. Geographic Information Systems (GIS) provides the collection and maintenance of land use and other data in ERCA's watersheds and creates visual mapping as information that supports decision making for many of ERCA's programs and departments.

Integrating data from diverse sources and converting into usable information and disseminating this to stakeholders through the corporate website is an ongoing initiative. ERCA is viewed as a source of valuable data

and a variety of stakeholders continue to make requests for open data. The protection of the Authority's records and data is critical to its ongoing sustainability, institutional knowledge, historical record comparison and freedom of information compliance. Accordingly, resources are included in the 2019 budget for digitizing and managing corporate records.

Human Resources Management

Human Resources is an internal multi-service provider supporting the hiring, orientation, motivation, development and management of knowledgeable and competent employees who implement and manage the Authority's programs. HR ensures compliance with legislation and regulation including, but not limited to: Employment Standards Act; Accessibility for Ontarians with Disabilities Act; Occupational Health and Safety Act; Labour Relations Act, and promotes general HR-related best practice. This function also supports labour relations including negotiation and application of Collective Agreements.

2019 ACTIONS

- **Customer Service [14.1].** The 2019 Budget continues to include a provision for permanent administrative support related to applicant/customer service, front desk/ reception and related internal support functions (e.g. conservation area programs, hunting program, camping, cottage rentals, records mgmt etc.) assumed, in part, by WMS administrative support, finance staff and temporary staff.
- **File management [13.2].** Continue to refine records classification system and records policy/retention schedule to support MFIPPA and other obligations; and begin implementation of new records management system, starting with Corporate Services and Watershed Management Services departments.
- **Operational Policies [13.3].** Continue to review, update and centralize all operational and administrative policies to ensure consistency with legislation; public-sector best practice; Authority practices. Develop corporate policy database to facilitate shared access to all corporate policies; and to enhance and promote staff compliance with and the general application of ERCA policies, when undertaking duties.

- **Corporate Culture [14.3].** Develop an updated Employee Handbook, to summarize HR related policies, improve the new employee onboarding experience and design/promote activities and programs to address issues, as identified in the 2018 Employee Survey.
- **Data Management [15.2].** Review open data ability and feasibility in context of new website functionality. Develop databases and applications to streamline manual functions and business processes, related to hunting and other programs, as identified.
- **Sustainability Plan [13.1].** Develop new 5-Year Sustainability Plan to support initiatives identified in the Strategic Plan and to ensure that ERCA has the appropriate resources, managed in the most effective and efficient way, to support the watershed and its municipal members' requirements.

Capital and Operational Reserves

The 2019 Budget includes the continued management of the following reserve accounts (see attached Reserves Schedule).

Infrastructure Replacement

The Infrastructure Replacement reserve provides for expenses associated with the replacement or rehabilitation of existing capital infrastructure as well as specific new assets, when restricted donor or grants are available. For 2019, the infrastructure budget accounts for a \$200,000 transfer to the infrastructure reserve, \$15,000 in anticipated interest revenues and \$140,885 in transfers from the Foundation, relating to multi-year funding agreements. The 2019 capital plan directs significant investment in Holiday Beach infrastructure, consistent with the asset management plan (AMP) but also incorporates new assets, funded entirely from funds raised by the Foundation.

Specifically, the proposed \$575,000 of capital investments for 2019, are as follows:

- **Holiday Beach Conservation Area Workshop/Boardwalks (\$239,000).** The main workshop at Holiday Beach Conservation Area, built in the 1950's, is

ERCA's highest ranking priority related to the AMP. A new workshop with environmental features will be built in a different location within Holiday Beach, closer to the park entrance and away from the beach, where it is currently located. Any surplus from this project will be redirected to additional road re-surfacing in the park.

- **Holiday Beach Conservation Areas Road Resurfacing (\$180,000).** As confirmed by the public, the County of Essex Accessibility Committee and the AMP, the current gravel and tar and chip roads in Holiday Beach Conservation Area are significantly degraded. Proposed works include tar and chip resurfacing of roads and parking areas in the park to improve visitor experiences and accessibility. The tangible capital asset inventory identified that the roads were scheduled to be resurfaced in 2010.
- **Holiday Beach Outdoor Classroom and Playground (\$55,000).** With a donation from Enbridge Gas and the University of Windsor Alumni Association, secured through the Essex Region Conservation Foundation, ERCA will be building a new outdoor classroom to educate children, about the value of our local environment

as well as providing them with more natural play-based structures to interact with. The outdoor classroom will provide a second classroom space at Holiday Beach, which will allow schools to reduce bussing costs by 'doubling up' classes, which also increases participation in ERCA's outdoor education programs.

- **John R. Park Homestead Shoreline Design (\$25,000).** Improvements were made to the shoreline trail at JRPH in 2016 following damages to the shoreline boardwalk. This work was interim until a full assessment and design options could be undertaken. Administration is proposing to undertake shoreline infrastructure design as a WECl project in 2019 with construction of planned infrastructure in 2020 to protect the Homestead.
- **Cypher Systems Group Greenway Drain Crossing (\$30,000).** With agreements from the Town of Essex, the Cypher Systems Group Greenway connects from Highway 3 to the ERCA-owned lands across Municipal lands. A pedestrian crossing at the intersection of North Malden Road (Victoria St.) and Highway 3 is required to ensure continued access across these lands.
- **General Greenway and Conservation Area Infrastructure (\$20,000).** Ongoing minor capital projects related to bridges, culverts, vegetation management, parking facilities and signage requiring regular maintenance to ensure public safety and visitor experiences.
- **Conservation Area Signage (\$16,000).** Many roadside directional signs and entrance signs are well past their useful lifespan. New directional signs to major conservation areas and entrance signs will be installed in 2019.

- **Enbridge wetland public access and parking lot (\$10,000).** Between 2016-2018, Enbridge supported the creation of a demonstration wetland at Holiday Beach Conservation Area/Essex County Demonstration Farm. The Demonstration Wetland provides an opportunity for landowners to see how the wetland was constructed and consider constructed wetlands on their own properties or farms. Enbridge has provided additional funding, through the Foundation, to support the construction of a small parking facility at the Demonstration Wetland.

Administration will be completing a review and update to the Tangible Capital Asset Management Plan as part of the development of the next 5-Year Sustainability Plan.

Operational Reserves

- **Revenue Stabilization** – As municipal levy accounts for slightly less than one-third of the Authority's 2019 expenses, the majority of revenues are from sources that may fluctuate in any given year (e.g. revenues related to permits, planning, drainage, camping, admissions and special events) due to economic conditions, changes in government agendas and mandates, and even adverse weather conditions. Given the instability surrounding Provincial commitments and transfer payment agreements, Administration is recommending a target of \$200,000, which will be re-assessed in the next sustainability plan. If available, any small amount of residual funds from past funding agreements will be transferred to this reserve, as will the camper hydro-usage recoveries, as per the Board Resolution.
- **Suite, Network, Office Equipment & Furnishings** – to provide for expenses

related to the Authority's rolling stock of office equipment and furnishings, computers, servers and related software. Replacements and upgrades are made in accordance with useful life and functionality. In keeping with board direction, funds from the sale of ERCA's share of the Civic Centre are now included in this reserve. This reserve will be utilized in 2019, to support the records digitization project (software/scanners) and financial software upgrades,

- **Human Resources** – to buffer against potential WSIB/NEER impacts, OMERS restatements, discretionary benefit fluctuations and unanticipated claims relating to employment. No increase or utilization is proposed.
- **Legal & Insurance** – to buffer against unexpected insurance deductibles and claims below policy deductibles as well as unexpected legal expenses outside of the annual budget process. No increase or utilization is proposed.
- **Vehicle/Field Equipment Replacement** – Vehicle and equipment expenses are recovered from accounts with outside funding, through a usage rate system, but most usage is associated with servicing conservation areas and core operations. The Authority has deferred vehicle acquisitions to the extent that has been reasonably but now must replace at least two to three vehicles. Administration will continue to manage ERCA's fleet and equipment in an environmentally responsible manner in keeping with Board direction, however the significant additional costs associated with a greener fleet contributes to budget pressures and with the likely elimination of a provincial rebate program, this policy may need to be revisited.
- **Historic Properties Preservation/Maintenance** – to provide for major expenses related to preservation and maintenance of two historic properties that are to be preserved in perpetuity, specifically the John R. Park Homestead and the Kingsville Train Station. Due to the infrastructure replacement and major repairs required at the Homestead, the annual allocation has been utilized for several budget cycles. The addition to this reserve represents an allocation of the Kingsville Train Station rental revenues.
- **Tree Warranty and Self-Insurance (\$90,000 target achieved)** – to buffer against potential warranty claims for seedlings covered through the warranty program, and deterioration of seedlings related to weather related planting delays and which is cost prohibitive to insure.
- **Clean Water~Green Spaces Land Acquisition** (\$610,000 balance: \$589,600 budgeted contribution in 2019 for an available total of \$1,199,600) – to support land acquisition efforts in keeping with ERCA's Land Securement Strategy, and as leverage for lands acquired with support from partners including senior levels of government.
- **Capital Reserve.** The Sustainability Plan identified that beginning in 2018, ERCA needs to contribute \$200,000 annually representing asset replacement values (historic cost basis) to fund capital reserves, consistent with the TCA report.

For continuity purposes, ERCA's reserve and land acquisition fund balances are shown below, both pre Sustainability Plan as well as at the end of the five years covered by that plan. The proposed 2019 contribution to reserves from the CW-GS funding is \$589,600 for land acquisition.

Reserve & Land Acquisition Funds	Fund Balances ¹	
	2012	Projected (End 2018)
Infrastructure reserves (including accumulated phased-in levy for capital asset replacement/maintenance)	18,343	578,508
Revenue stabilization		146,342
Legal/HR/insurance/admin reserves		75,280
Historic properties maintenance ²	37,854	24,000
Matching grant/capital project contingency reserve		100,000
Miscellaneous special project (restricted purpose)	48,353	47,857
Tree replacement & warranty	90,000	90,000
Suite/Office equipment/network/computers/ space		285,508
Fleet & Equipment	5,037	45,787
Land Acquisition	871,000	610,000
Total Reserve & Land Acquisition Funds	\$1,070,587	2,003,282
<p>1 Fund balances shown for 2012, prior to the approval of the Sustainability Plan, and projected end 2018, one year post final year of Plan implementation</p> <p>2 Historic Properties Maintenance funded through revenues from lease of Mettawas Train Station and through general levy for JRPH</p>		



	2019 Projected Reserves and Capital Plan										
	Capital Reserve	Revenue Stabilization	Grant Matching	Vehicle/Equipment	Suite/IT	Human Resources	Legal/Ins.	Historic Properties	Tree Warranty	Other Watershed	Total Reserves
Opening Balance (01/01/2019)	578,508	146,342	100,000	45,787	285,508	22,280	53,000	24,000	90,000	47,857	1,393,282
Transfers to Reserve	200,000	19,500						7,000			226,500
Interest	15,000										
Repayments	140,885	12,000									152,885
Available Balance	934,393	177,842	100,000	45,787	285,508	22,280	53,000	31,000	90,000	47,857	1,787,667
Reserve Fund Transfers											
HBCA Workshop/Board-walk	239,000										239,000
HBCA Roads	180,000										180,000
HBCA Natural Playground	35,000										35,000
HBCA Classroom	20,000										20,000
CSG Pedestrian Bridge	30,000										30,000
JRPH Shoreline	25,000										25,000
Capital R&M	20,000										20,000
CA Signage	16,000										16,000
Enbridge Wetland	10,000										10,000
Scanning Equipment					32,000						32,000
Accounting Software					8,000						8,000
Total Expenses	575,000				40,000						615,000
Projected Closing Balance	359,393	177,842	100,000	45,787	245,508	22,280	53,000	31,000	90,000	47,857	1,172,667

Clean Water~Green Spaces Allocations	Annual Investment ¹		Actual	Proposed
	2012	2013-2017	2018	2019
Restoration/Tree Planting and Incentives	120,000	100,000	110,000	160,000
Water quality initiatives and research	80,000	100,000	137,000	126,000
Other program support – Watershed planning, information systems, special studies (climate change, etc.), public outreach/education, corporate support	50,000	106,000	164,000	174,400
Accumulated deficit	0	96,000	0	0
Reserves and Land Acquisition Funding				
Infrastructure reserves	0	425,000	120,000	0
Operational/Administrative/Revenue reserves	0	44,400	0	0
Matching Grant/Capital project contingency reserves	0	20,000	60,000	0
Land Acquisition/Securement	800,000	158,600	458,600	589,600
Total Clean Water~Green Spaces	\$1,050,000	\$1,050,000	\$1,050,000	\$1,050,000
¹ Annual investments identified for 2012, prior to the approval of the Sustainability Plan, and annual investments during each of the five years (2013-2017) of Plan Implementation.				

FUNDING THE PLACE FOR LIFE

Implementing the 2012-2017 Sustainability Plan significantly enhanced ERCA's corporate sustainability by: eliminating the accumulated operational deficit; funding infrastructure deficit; creating capital and operational reserves; and restructuring the organization from seven to four departments, in part, to address underfunded key priorities. Through these efforts, ERCA was able to offset increases in levy that would have been otherwise required to support these essential and mission-critical functions that are levy-funded at comparable Conservation Authorities.

This model was followed again in the 2018 budget with additional allocations to support the externally driven demands for technical/engineering capacity, and research/data needs in the water quality and research programs. At

the same time, ERCA was still able to complete acquisition of two high priority properties during this period with matching Federal funds.

In keeping with Board direction, a new 5-year Sustainability Plan will be developed in 2019 to guide implementation of Strategic Plan priorities over the next five years. This Plan will consider both municipal levies and the CW~GS program to define a long-term solution to funding the Authority's legislated activities and mandate and improve the health of our watersheds.

The 2019 Draft Budget continues to follow the current Sustainability Plan model where appropriate to prepare ERCA and the Essex Region to best capitalize on those opportunities. This includes:

- Clean Water~Green Spaces Funding Related Programs. The 2019 Budget continues to include Clean Water~Green

2013-2017 Sustainability Plan: A Way Forward

ERCA's 2012-2017 Sustainability Plan: A Way Forward was developed to address four key sustainability issues facing the Authority at that time:

- Elimination of the historic accumulated operational deficit, which was \$478,000 in 2012.
- Introduction of Capital Reserves which have allowed ERCA to invest in conservation areas and replace failing infrastructure at Holiday Beach, John R. Park Homestead, Maidstone, Kopegaron Woods, Hillman Marsh, and the Chrysler Canada Greenway; and allow ERCA to manage public infrastructure concerns as they arise instead of closing facilities.
- Introduction of Operational Reserves provide a buffer for expenses which are difficult to predict and which can significantly impact the Authority's financial condition. Reserves related to revenues buffer sudden and unpredictable revenue declines related to: weather, closure of properties or economic downturns. Grant matching reserves allow the Authority to maximize government grant opportunities.
- Organizational restructuring provided savings which were redirected to key programs with declining, or at risk third party funding supports. This has enhanced ERCA's science and research capacity and has allowed ERCA to participate in new research partnerships, rural stewardship programs, and water quality programs.

Spaces funding to support related programs as a transitional means of reducing potential levy increases until such time as a new Sustainability Plan can be developed and approved by the Board.

- Offsetting Budget with Accumulated Surplus. The 2019 budget includes an anticipated surplus of \$100,359 from 2018.

ERCA has a demonstrated history of balancing projects and priorities with local investment, and we understand the challenges municipalities face. For example, we implemented the 5-Year Sustainability Plan including introduction of capital and operational reserves, deficit elimination, and organizational stabilization with no increase in contributions directly attributable to those outcomes.

Similarly, in 2017, ERCA released a report that showed that between 2012 and 2017, ERCA received \$26.5 million in total levy contributions,

and generated \$35 million in new outside funding in support of regional environmental programs, drinking water source protection, water and erosion control, land securement and restoration. This is in addition to the programs and services we provide municipalities and provides a sound and consistent investment. This is further demonstrated in ERCA's 2019 Budget, which includes almost \$2.3 million in leveraged funding for projects described above. This represents 30% of the total ERCA budget. When combined with fee for service revenues, 55% of ERCA's budget is funded through non-levy sources of funding.

While this builds a strong case for support, it is only enough to maintain the 'status quo'. It is not enough to improve the health of our watersheds, keep beaches open more, deal with phosphorous and blue-green algae in our lakes, provide open spaces and trails that are accessible for people to use, connect and

ERCA's 2019 Budget is \$7,708,571, which includes a total levy contribution of \$3,238,667. This is an increase of \$89,915 or 32 cents per person (from \$9.68 to \$10.00).

ERCA's Annual Revenues for programs and services again ranks in the top 10 of all 36 Conservation Authorities. At the same time, ERCA's operational levy funds approximately one-third of its operations, placing ERCA in the bottom five of all Conservation Authorities, and well below the provincial average (42%). While the average CA levy supporting operations was \$16.42/capita, ERCA's levy supporting operations in 2018 was only \$9.68/capita, which included funds for land acquisition and capital and operational reserves.

restore forests, wetlands and habitats. These are essential for sustainable communities to build resilience to climate change, and importantly, attracting and retaining the talent this region desires. Further, as funding programs change and evolve with changes in government priorities, or are reduced or eliminated, and as new interests seek funding, it is harder to continue to support key programs with external support - programs that are funded by levy in other conservation authorities.

Creating and sustaining the Place for Life is not our work alone. It is what we do together with municipalities, our neighbours, our universities and colleges, our donors, our local and regional agencies, and the many other partners we work with. To make a difference, we need to celebrate our successes, and we need to increase the scope, scale and intensity of our joint efforts to create a place we can be proud of and celebrate – one we can call home. For life.





DRAFT

Essex Region Conservation
the place for life

2019 DRAFT BUDGET

APPENDIX 1: BUDGET SCHEDULES



Essex Region
Conservation Authority
sustaining the place for life



ESSEX REGION CONSERVATION AUTHORITY	2019	2018	2018	2017
2019 DRAFT BUDGET	DRAFT	BUDGET	PROJECTION	AUDITED
WATERSHED MANAGEMENT SERVICES				
DEVELOPMENT & PLANNING SERVICES				
REGULATIONS, DEVELOPMENT REVIEWS & RELATED INQUIRIES				
GENERAL LEVY	210,000	164,000	164,000	142,779
MUNICIPAL	-	3,000	-	-
PROVINCIAL GRANTS	-	-	-	-
OTHER GRANTS/USER FEES/RECOVERIES	450,000	472,800	445,500	451,231
	660,000	675,800	609,500	594,010
WAGES	555,000	526,000	505,500	480,562
CONSULTING	2,000	1,000	3,500	-
SUPPLIES/OFFICE/JANITORIAL	10,100	14,600	21,600	17,509
VEHICLE/TRAVEL/EQUIP'T USAGE	14,000	12,000	13,900	11,271
CORP SUPPORT/SHARED SVCS	86,000	60,000	65,000	71,480
RENT/INS/TAXES/UTILITIES	12,000	12,000	12,500	12,614
AUDIT AND LEGAL	5,000	10,000	-	422
	684,300	636,200	622,220	594,075
MUNICIPAL PLANNING SUPPORT/PLANNING RELATED STUDIES				
GENERAL LEVY	66,180	66,180	66,180	74,000
CW~GS LEVY	54,400	51,000	51,000	51,000
MUNICIPAL	-	-	1,500	-
PROVINCIAL GRANTS	61,763	61,963	68,000	87,062
OTHER GRANTS/USER FEES/RECOVERIES	90,000	94,000	90,000	90,140
	272,343	267,143	276,680	302,202
WAGES	241,500	240,200	248,787	257,237
CONSULTING	500	500	1,000	280
SUPPLIES/OFFICE/JANITORIAL	-	1,100	1,300	2,329
VEHICLE/TRAVEL/EQUIP'T USAGE	350	1,000	700	968
CORP SUPPORT/SHARED SVCS	33,000	27,500	30,000	34,240
RENT/INS/TAXES/UTILITIES	4,000	4,000	4,000	3,440
DUES/MEMBERSHIPS	900	-	1,000	61
SMALL MISC	-	-	-	3,619
	280,250	274,300	286,787	302,174
WATER RESOURCES ENGINEERING				
FLOOD FORECASTING & FLOOD/EROSION ASSESS'T				
GENERAL LEVY	128,500	112,300	120,000	120,921
MUNICIPAL	-	3,000	-	-
PROVINCIAL GRANTS	128,500	114,300	120,000	120,921
	257,000	229,600	240,000	241,842
WAGES	173,500	145,000	161,100	159,262
CONSTRUCTION	-	6,000	-	-
WEATHER STN/INFO'N/DATA SVCS	31,300	32,000	32,000	29,628
SUPPLIES/OFFICE/JANITORIAL	7,550	9,600	10,900	11,813
VEHICLE/TRAVEL/EQUIP'T USAGE	6,650	7,000	4,250	6,568
CORP SUPPORT/SHARED SVCS	30,000	24,000	22,750	27,691
RENT/INS/TAXES/UTILITIES	8,000	6,000	7,000	6,880
	257,000	229,600	238,000	241,842



ESSEX REGION CONSERVATION AUTHORITY		2019	2018	2018	2017
2019 DRAFT BUDGET		DRAFT	BUDGET	PROJECTION	AUDITED
TECHNICAL STUDIES COORDINATION & ASSESSMENTS(STORMWATER,DRAINAGE,IDF)/ FLOOD HAZARDS MODELLING					
GENERAL LEVY	-	46,000	46,000	21,000	
CW~GS LEVY	60,000	63,400	63,400	17,000	
MUNICIPAL/OTHER	-	5,000	-	17,517	
PROVINCIAL GRANTS	12,000	5,000	11,263	9,322	
TRANSFERS (TO)/FROM DEFERRED REVENUES	-	-	(33,200)	(6,934)	
	72,000	119,400	87,463	57,905	
WAGES	85,000	100,000	67,938	36,561	
CONSTRUCTION	-	10,000	3,914	16,094	
CONSULTING	1,650	500	2,058	329	
VEHICLE/TRAVEL/EQUIP'T USAGE	1,000	1,000	1,500	764	
CORP SUPPORT/SHARED SVCS	8,790	9,600	10,750	3,700	
DUES/MEMBERSHIPS/SUPPLIES	560	500	560	560	
	97,000	121,600	86,720	58,007	
WECI (WATER AND EROSION CONTROL INFRASTRUCTURE PROJECTS)					
MUNICIPAL	300,000	915,000	2,266,744	927,173	
PROVINCIAL GRANTS	-	30,000	24,000	87,139	
TRANSFERS (TO)/FROM DEFERRED REVENUES	-	43,000	73,529	162,897	
	300,000	988,000	2,364,273	1,177,210	
PROJECT MANAGEMENT WAGES	5,000	10,000	13,131	32,496	
CONSULTING/OUTSIDE ENGINEERING	-	32,375	37,438	111,765	
CONSTRUCTION	293,000	940,000	2,306,325	1,015,806	
TRAVEL/VEHICLE/ADMINISTRATION/OVERHEAD	2,000	5,625	7,221	17,329	
	300,000	988,000	2,364,115	1,177,396	
WATERSHED MANAGEMENT SERVICES					
REVENUES					
GENERAL LEVY	404,680	388,480	396,180	358,700	
CW~GS LEVY	114,400	114,400	114,400	68,000	
MUNICIPAL	300,000	926,000	2,268,244	944,391	
PROVINCIAL GRANTS	202,263	211,263	223,263	304,444	
FEDERAL GRANTS	-	-	-	-	
OTHER GRANTS/USER FEES	540,000	566,800	535,500	541,671	
IN-KIND	-	-	-	-	
TRANSFER TO/FROM DEF REVENUES	-	43,000	40,329	155,963	
	1,561,343	2,249,943	3,577,916	2,373,169	
EXPENSES	1,618,550	2,249,700	3,597,842	2,373,494	
SURPLUS/(DEFICIT)	(57,207)	243	(19,926)	(325)	



ESSEX REGION CONSERVATION AUTHORITY		2019	2018	2018	2017
2019 DRAFT BUDGET		DRAFT	BUDGET	PROJECTION	AUDITED
CONSERVATION SERVICES					
GENERAL PROGRAM/LAND MANAGEMENT, OPERATIONS, AND DEVELOPMENT					
OPERATIONS AND DEVELOPMENT					
GENERAL LEVY	141,000	141,000	133,300	131,000	
OTHER GRANTS/USER FEES	-	-	-	(12,589)	
TRANSFERS (TO)/FROM DEFERRED REVENUES	-	-	-	-	
	141,000	141,000	133,300	118,411	
WAGES	127,600	138,100	127,635	88,544	
SUPPLIES/OFFICE/JANITORIAL	2,700	6,400	4,450	9,588	
VEHICLE/TRAVEL/EQUIP'T USAGE	1,500	2,400	1,650	2,806	
CORP SUPPORT/SHARED SVCS	20,000	14,000	17,000	14,000	
	151,800	160,900	269,235	114,939	
LAND ACQUISITION AND ACQUISITION PLANNING					
CW~GS LEVY	589,600	458,600	458,600	171,600	
FEDERAL OR PROVINCIAL GRANTS	-	500,000	-	359,600	
TRANSFERS (TO)/FROM DEFERRED REVENUES	(567,600)	67,900	(405,850)	944,418	
	22,000	1,026,500	52,750	1,475,618	
WAGES	7,500	12,500	15,250	11,303	
PROPERTY	-	1,000,000	-	3,562	
LEGAL, SURVEYING,CONSULTING	12,500	12,000	35,500	14,607	
CORP SUPPORT	2,000	2,000	2,000	4,500	
	22,000	1,026,500	52,750	33,972	
CONSERVATION SERVICES					
TREE PLANTING AND RESTORATION					
CW~GS LEVY	160,000	110,000	110,000	100,000	
PROVINCIAL GRANTS	35,000	40,000	36,945	40,000	
FEDERAL GRANTS	560,000	900,000	1,030,645	418,940	
OTHER GRANTS/USER FEES	611,163	513,500	713,031	722,840	
IN-KIND	3,500	20,000	3,444	4,039	
TRANSFERS (TO)/FROM DEFERRED REVENUES	120,000	120,000	(129,150)	202,150	
	1,489,663	1,703,500	1,764,914	1,487,969	
WAGES	428,000	406,000	509,991	480,070	
CONSTRUCTION/ENGINEERING/CONSULTING	581,500	604,800	544,200	327,040	
SUPPLIES/OFFICE/JANITORIAL	39,000	86,300	66,800	58,963	
VEHICLE/TRAVEL/EQUIP'T USAGE	73,700	92,000	100,200	99,737	
PLANT MAT/LANDOWNER GRANTS	275,750	404,000	405,750	433,764	
CORP SUPPORT/SHARED SVCS	80,000	82,000	100,558	82,750	
RENT/INS/TAXES/UTILITIES	6,000	6,000	7,500	8,202	
IN KIND SVCS SUPPLIES	3,500	20,000	3,444	4,039	
CAP MAINT/LOW VALUE ASSETS	2,000	-	2,400	1,695	
SMALL MISC	-	-	-	-	
	1,489,450	1,701,100	1,740,843	1,496,260	



ESSEX REGION CONSERVATION AUTHORITY		2019	2018	2018	2017
2019 DRAFT BUDGET		DRAFT	BUDGET	PROJECTION	AUDITED
WATER, SOIL & OR SEPTIC IMPROVEMENTS (Landowner Incentive Programs)					
CW~GS LEVY			37,000	37,000	37,000
IN-KIND			-	28,000	37,196
TRANSFERS (TO)/FROM DEFERRED REVENUES			22,000	7,500	24,283
			59,000	72,500	98,479
	Moved to				
WAGES	Water Quality		30,000	16,500	25,679
VEHICLE/TRAVEL/EQUIP'T USAGE			800	1,200	1,010
PLANT MAT/LANDOWNER GRANTS			23,400	23,000	28,594
CORP SUPPORT/SHARED SVCS			4,500	3,800	5,000
IN KIND SVCS SUPPLIES			-	28,000	37,196
			59,000	72,500	98,479
CONSERVATION AREAS - OPERATIONS, MAINTENANCE, ENHANCEMENT					
CONSERVATION AREAS - ALL (EXCL. HBCA/JRPH)					
GENERAL LEVY		461,742	416,019	416,019	394,000
FEDERAL GRANTS		36,600	40,500	37,300	52,783
OTHER GRANTS/USER FEES		125,100	111,350	108,580	151,204
TRANSFERS (TO)/FROM DEFERRED REVENUES		-	-	-	8,884
TRANSFERS TO/FROM RESERVES		(7,000)	(7,000)	(7,000)	(10,000)
		616,442	560,869	554,899	596,871
WAGES		272,150	246,050	227,678	192,251
CONSTRUCTION		-	6,100	-	26,929
ENGINEERING/CONSULTING		1,000	4,000	600	5,993
SUPPLIES/OFFICE/JANITORIAL		50,850	51,850	52,500	60,699
VEHICLE/TRAVEL/EQUIP'T USAGE		95,000	83,750	68,960	102,594
PLANT MAT/LANDOWNER GRANTS		35,000	7,500	10,000	24,202
CORP SUPPORT/SHARED SVCS		70,050	47,300	63,700	60,120
RENT/INS/TAXES/UTILITIES		88,350	109,950	93,025	102,790
CAP MAINT/LOW VALUE ASSETS		25,500	23,500	22,100	21,641
		637,900	580,000	538,563	597,220
HOLIDAY BEACH					
GENERAL LEVY		96,680	96,680	96,680	96,680
OTHER GRANTS/USER FEES		228,850	208,900	229,300	181,020
PROJECT TRANSFERS		2,450	2,500	2,100	42,150
TRANSFERS (TO)/FROM RESERVES		(12,000)	(11,000)	(12,000)	(12,000)
		315,980	297,080	316,080	307,850
WAGES		144,200	132,000	137,900	128,992
CONSULTING/ENGINEERING		2,800	4,500	3,740	5,314
SUPPLIES/OFFICE/JANITORIAL		39,200	45,600	46,800	55,469
VEHICLE/TRAVEL/EQUIP'T USAGE		22,500	17,000	17,200	22,949
CORP SUPPORT/SHARED SVCS		30,000	22,000	22,000	18,000
RENT/INS/TAXES/UTILITIES		31,500	44,000	30,000	44,158
MAJOR MAINT/ROADS/VEGETATION MGMT		26,500	30,000	29,970	26,995
		296,700	295,600	287,610	301,878



ESSEX REGION CONSERVATION AUTHORITY	2019	2018	2018	2017
2019 DRAFT BUDGET	DRAFT	BUDGET	PROJECTION	AUDITED
JOHN R PARK HOMESTEAD				
GENERAL LEVY	160,000	160,000	160,000	142,000
PROVINCIAL GRANTS	23,688	23,700	23,688	23,688
OTHER GRANTS/USER FEES	91,400	96,500	81,500	109,707
TRANSFERS (TO)/FROM RESERVES	-	(10,000)	-	(2,000)
	275,088	270,200	265,188	273,395
WAGES	194,600	195,000	176,500	184,077
CONSULTING/ENGINEERING	17,500	2,500	16,500	546
SUPPLIES/OFFICE/JANITORIAL	25,150	21,500	26,270	28,717
VEHICLE/TRAVEL/EQUIP'T USAGE	1,550	3,850	3,575	4,322
CORP SUPPORT/SHARED SVCS	25,000	20,000	20,000	10,000
RENT/INS/TAXES/UTILITIES	19,300	14,700	19,300	17,997
CAP MAINT/LOW VALUE ASSETS	500	11,700	5,100	18,474
	283,600	269,250	267,245	264,133
CONSERVATION AREAS CAPITAL OR MAJOR MAINTENANCE				
GENERAL LEVY	-	-	-	-
CW~GS LEVY	-	60,000	60,000	20,000
MUNICIPAL	-	-	-	-
PROVINCIAL GRANTS	-	-	-	-
FEDERAL GRANTS	-	-	63,000	-
OTHER GRANTS/ERCF	140,885	155,000	214,945	493,133
TRANSFERS (TO)/FROM RESERVES	434,115	55,000	168,650	554,386
	575,000	270,000	506,595	1,067,519
WAGES	35,000	15,000	51,397	21,189
CONSTRUCTION	511,000	190,000	310,101	24,887
ENGINEERING/CONSULTING	25,000	65,000	29,352	3,831
SUPPLIES/OFFICE/JANITORIAL	-	-	71,231	9,887
VEHICLE/TRAVEL/EQUIP'T USAGE	-	-	26,610	814
CORP SUPPORT/SHARED SVCS	4,000	-	16,700	16,310
	575,000	270,000	505,391	76,917
FLEET & EQUIPMENT				
OTHER GRANTS/USER FEES/RECOVERIES	199,000	210,000	198,166	232,099
TRANSFERS (TO)/FROM RESERVES	-	-	15,000	70,000
	199,000	210,000	213,166	302,099
MAINTENANCE/REPAIRS	65,700	60,500	63,000	83,902
FUEL	36,500	36,000	40,500	38,426
LICENCES/MISC	19,150	14,150	21,000	14,655
AMORTIZATION	83,000	85,000	85,000	84,316
	204,350	195,650	209,500	221,299
RESEARCH & MONITORING				
DRINKING WATER SOURCE PROTECTION PROGRAM (MOECC)				
PROVINCIAL GRANTS	103,350	112,500	103,103	91,835
TRANSFERS (TO)/FROM DEFERRED REVENUES	18,000	3,000	-	9,823
	121,350	115,500	103,103	101,659
WAGES	103,000	100,500	80,203	76,548
SUPPLIES/OFFICE/JANITORIAL	3,950	6,600	6,350	11,764
VEHICLE/TRAVEL/EQUIP'T USAGE	1,800	1,100	2,050	1,647
CORP SUPPORT/SHARED SVCS	9,000	5,100	10,000	9,600
RENT/INS/TAXES/UTILITIES	1,100	1,200	-	1,100
PER DIEMS/MISC	2,500	1,000	4,500	1,000
	121,350	115,500	103,103	101,659



ESSEX REGION CONSERVATION AUTHORITY		2019	2018	2018	2017
2019 DRAFT BUDGET		DRAFT	BUDGET	PROJECTION	AUDITED
WATER QUALITY RELATED ACTIVITIES AND STUDIES (Quality/Quantity Research & Monitoring, Greenhouse Studies, Nutrient Loading Studies)					
GENERAL LEVY	47,000	47,000	47,000	47,000	
CW~GS LEVY	126,000	100,000	100,000	63,000	
MUNICIPAL	65,750	13,300	23,000	58,113	
PROVINCIAL GRANTS	-	166,000	121,550	290,900	
FEDERAL GRANTS	105,181	10,000	355,622	214,113	
OTHER	31,700	21,800	30,800	17,841	
TRANSFERS (TO)/FROM DEFERRED REVENUES	164,150	72,500	(30,374)	19,457	
	539,781	430,600	647,598	710,424	
WAGES	293,295	232,000	305,554	305,832	
CONSULTING	17,000	56,450	69,500	60,763	
SUPPLIES/LAB	15,850	25,350	37,902	42,611	
VEHICLE/TRAVEL/EQUIP'T USAGE	12,200	10,000	23,902	28,207	
PLANT MAT/LANDOWNER GRANTS	129,886	71,000	74,600	133,279	
CORP SUPPORT/SHARED SVCS	52,400	35,500	48,369	47,120	
RENT/INS/TAXES/UTILITIES	2,800	1,300	-	3,143	
PROJECT EQUIPMENT	-	1,500	82,740	89,718	
	523,431	433,100	642,567	710,672	
SPECIAL LONG TERM INITIATIVES (CLIMATE CHANGE/DETROIT RIVER CLEANUP)					
PROVINCIAL GRANTS	72,500	85,000	72,500	100,500	
FEDERAL GRANTS	72,500	95,000	119,375	118,750	
OTHER GRANTS/USER FEES	-	-	-	29,646	
TRANSFERS (TO)/FROM DEFERRED REVENUES	73,500	108,000	4,125	14,103	
	218,500	288,000	196,000	262,999	
WAGES	208,000	204,500	138,000	188,167	
ENGINEERING/CONSULTING	-	2,400	500	2,601	
SUPPLIES/OFFICE/JANITORIAL	15,000	31,600	22,900	32,537	
VEHICLE/TRAVEL/EQUIP'T USAGE	2,500	4,900	3,600	6,025	
PLANT MAT/LANDOWNER GRANTS	10,000	14,600	10,000	21,669	
CORP SUPPORT/SHARED SVCS	33,000	30,000	21,000	12,000	
	268,500	288,000	196,000	262,999	
CONSERVATION SERVICES					
REVENUES					
GENERAL LEVY	906,422	860,699	852,999	810,680	
CW~GS LEVY	875,600	765,600	765,600	391,600	
MUNICIPAL	65,750	13,300	23,000	58,113	
PROVINCIAL GRANTS	234,538	427,200	357,786	546,923	
FEDERAL GRANTS	774,281	1,545,500	1,605,942	1,090,472	
OTHER GRANTS/USER FEES	1,412,098	1,317,050	1,576,322	1,998,613	
IN-KIND	19,500	20,000	31,444	41,235	
TRANSFER TO/FROM DEF REVENUES	(191,950)	393,400	(553,749)	1,223,118	
	4,096,239	5,342,749	4,659,343	6,160,755	
EXPENSES (INCLUDES FLEET/EQUIP'T AMORTIZATION)					
	4,590,681	5,394,600	4,765,707	4,280,425	
SURPLUS/(DEFICIT)					
	(494,442)	(51,851)	(106,363)	1,880,330	
TRANSFER (TO)/FROM RESERVES					
	415,115	27,000	164,650	600,386	



ESSEX REGION CONSERVATION AUTHORITY		2019	2018	2018	2017
2019 DRAFT BUDGET		DRAFT	BUDGET	PROJECTION	AUDITED
COMMUNITY SERVICES					
AWARENESS, ENVIRONMENTAL EDUCATION, COMMUNICATIONS AND SPECIAL EVENTS					
COMMUNICATIONS, PUBLIC OUTREACH & PROGRAM AWARENESS					
GENERAL LEVY	265,900	265,900	265,900	306,930	
CW~GS LEVY	35,000	25,000	25,000	-	
PROVINCIAL GRANTS	-	7,000	-	999	
OTHER GRANTS/USER FEES	3,000	3,000	23,180	11,444	
TRANSFERS (TO)/FROM DEFERRED REVENUES	-	-	2,700	-	
	303,900	300,900	316,780	319,373	
WAGES	284,000	272,000	271,565	169,267	
SUPPLIES/OFFICE/WEBSITE	17,950	16,400	13,750	28,239	
VEHICLE/TRAVEL/EQUIP'T USAGE	4,900	2,500	4,800	1,953	
CORP SUPPORT/SHARED SVCS	17,000	10,000	12,000	8,300	
PLANT MAT/LANDOWNER GRANTS	-	-	10,000	2,025	
	323,850	300,900	312,115	209,783	
STUDENT EDUCATION PROGRAM					
GENERAL LEVY	18,000	18,000	18,000	23,000	
OTHER GRANTS/USER FEES	52,000	55,000	52,500	47,758	
	70,000	73,000	70,500	70,758	
WAGES	63,000	58,000	59,000	54,621	
SUPPLIES/OFFICE/JANITORIAL	5,290	5,000	7,400	4,846	
VEHICLE/TRAVEL/EQUIP'T USAGE	2,450	1,500	1,220	1,133	
CORP SUPPORT/SHARED SVCS	9,500	7,500	7,500	8,000	
RENT/INS/TAXES/UTILITIES	-	1,000	-	500	
	80,240	73,000	75,120	69,100	
SPECIAL GRANT PROJECTS & EVENTS					
PROVINCIAL GRANTS	-	-	-	25,000	
FEDERAL GRANTS	-	-	7,200	73	
OTHER GRANTS/USER FEES	76,500	82,000	74,683	85,478	
TRANSFERS (TO)/FROM DEFERRED REVENUES	(1,000)	3,500	(4,550)	2,194	
	75,500	85,500	77,333	112,745	
WAGES	10,850	10,800	17,912	28,906	
TREES/SUPPLIES	64,650	74,700	59,435	83,207	
	75,500	85,500	77,347	112,114	
COMMUNITY SERVICES					
REVENUES					
GENERAL LEVY	283,900	283,900	283,900	329,930	
CW~GS LEVY	35,000	25,000	25,000	-	
PROVINCIAL GRANTS	-	7,000	-	25,999	
FEDERAL GRANTS	-	-	7,200	73	
OTHER GRANTS/USER FEES	131,500	140,000	150,363	144,679	
IN-KIND	-	-	-	-	
TRANSFER TO/FROM DEF REVENUES	(1,000)	3,500	(1,850)	2,194	
	449,400	459,400	464,613	502,875	
EXPENSES	479,590	459,400	464,582	390,996	
SURPLUS/(DEFICIT)	(30,190)	-	31	111,879	



ESSEX REGION CONSERVATION AUTHORITY				
2019 DRAFT BUDGET				
	2019	2018	2018	2017
	DRAFT	BUDGET	PROJECTION	AUDITED
CORPORATE SERVICES				
ADMIN/FINANCE/IT/IS/HR				
GENERAL ADMINISTRATION				
GENERAL LEVY	303,750	365,673	365,673	348,423
CW~GS LEVY	25,000	25,000	25,000	69,400
PROVINCIAL GRANTS	-	14,000	3,000	5,920
OTHER GRANTS/USER FEES/RECOVERIES	610,000	455,000	533,800	504,967
TRANSFERS (TO)/FROM DEFERRED REVENUES	10,000	-	-	-
TRANSFERS TO/FROM RESERVES	(1,000)	-	(13,000)	(55,937)
	947,750	859,673	914,473	872,773
WAGES	587,000	580,000	598,700	508,442
ERCF SUPPORT	50,000	54,500	49,086	55,851
MEMBER EXPENSES/CO DUES	54,000	53,000	53,000	51,561
AUDIT/LEGAL/CONSULTING	30,000	28,000	52,000	24,143
SUPPLIES/EQUIPT/NETWORK	73,250	63,650	55,450	62,648
OCCUPANCY/PHONE	132,000	130,500	131,800	125,030
TRAVEL & BD/STAFF MEETINGS	7,500	7,250	7,600	7,491
RETIREE BENEFITS	13,000	16,000	12,000	12,550
	946,750	876,500	959,636	847,714
CORPORATE SERVICES				
REVENUES				
GENERAL LEVY	303,750	365,673	365,673	348,423
CW~GS LEVY	25,000	25,000	25,000	69,400
PROVINCIAL GRANTS	-	14,000	3,000	5,920
INTERNAL RECOVERIES/GRANTS	656,000	455,000	533,800	504,967
TRANSFER TO/FROM DEF REVENUES	10,000	-	-	-
	994,750	859,673	927,473	928,710
EXPENSES	992,750	932,900	959,636	847,714
SURPLUS/(DEFICIT)	2,000	(73,227)	(32,163)	80,995
TRANSFER (TO)/FROM RESERVES	(1,000)	-	(13,000)	(55,937)



ESSEX REGION CONSERVATION AUTHORITY		2019	2018	2018	2017
2019 DRAFT BUDGET		DRAFT	BUDGET	PROJECTION	AUDITED
OTHER					
TANGIBLE ASSET REPLACEMENT FUNDING. RESERVE TRANSFERS AND DEFICIT MITIGATION					
GENERAL LEVY	200,000	200,000	200,000	150,000	
CWGS	-	120,000	120,000	521,000	
TRANSFER TO/FROM RESERVES	(200,000)	(320,000)	(320,000)	(828,000)	
GAIN ON DISPOSAL OF ASSETS	-	-	-	228,000	
DECREASE IN ACCUMULATED DEFICIT	-	-	-	71,000	
CORPORATE TOTAL					
TOTAL REVENUES	7,297,682	9,231,265	9,951,445	10,908,664	
TOTAL EXPENSES	7,893,071	9,238,600	9,999,267	8,089,102	
SURPLUS/(DEFICIT)	(595,389)	(7,335)	(47,821)	2,819,563	
TOTAL GENERAL LEVY	2,098,752	2,098,752	2,098,752	1,997,733	
TOTAL CWGS LEVY	1,050,000	1,050,000	1,050,000	1,050,000	
TOTAL LEVY	3,148,752	3,148,752	3,148,752	3,047,733	
MUNICIPAL PROJECT CONTRIBUTIONS	365,750	936,300	2,291,244	1,002,504	
PROVINCIAL GRANTS	436,801	659,463	584,049	883,286	
FEDERAL GRANTS	774,281	1,545,500	1,613,142	1,092,550	
DONATIONS (ERCF AND OTHER)	689,785	506,600	591,425	835,456	
OTHER INCL FEE FOR SVC	1,321,763	1,364,750	1,540,160	1,850,287	
IN KIND DONATIONS	19,500	20,000	31,444	118,335	
INTERNAL RECOVERIES	704,000	610,000	650,000	654,204	
TRANSFERS (TO)/FROM DEFERRED REVENUES	(162,950)	439,900	(498,770)	1,424,309	
	7,297,682	9,231,265	9,951,445	10,908,664	
FUNCTIONAL EXPENSES					
WAGES/BENEFITS	3,902,095	3,730,350	3,796,727	3,505,200	
CONSTRUCTION	1,275,500	1,712,100	3,102,896	1,291,422	
ALLOCATED CORP SUPPORT/SHARED SVCS	708,190	632,075	683,144	700,408	
PLANT MATERIALS/LANDOWNER GRANTS	462,086	530,000	545,020	654,399	
TCA AMORTIZATION	294,500	287,000	296,500	280,788	
OFFICE/PROGRAM & CA SUPPLIES	282,940	376,600	401,867	382,382	
RENT//TAXES/UTILITIES/SECURITY	245,800	275,000	255,200	283,516	
ENGINEERING/CONSULTING/OUTSIDE TECHNICAL	193,050	239,525	279,594	344,932	
VEHICLE/TRAVEL/EQUIP'T USAGE & RENTALS	157,550	121,850	188,132	174,026	
IT/SOFTWARE/DATA SERVICES	104,700	72,200	98,148	107,235	
INSURANCE, AUDIT AND LEGAL	103,250	105,950	109,175	94,103	
MAINTENANCE/REPAIRS	74,500	61,200	138,930	149,410	
DUES/MEMBERSHIPS	43,810	42,050	43,980	41,837	
IN KIND SVCS SUPPLIES	19,500	20,000	31,444	41,235	
BOARD/MEMBER EXPENSES	16,500	15,000	18,500	14,270	
BANK/CREDIT CARD CHGS/INTEREST	9,100	17,700	10,010	23,937	
LAND ACQUISITION	TBD	1,000,000	-	-	
TOTAL EXPENSES	7,893,071	9,238,600	9,999,267	8,089,102	







ESSEX REGION CONSERVATION AUTHORITY		2019	2018	2018	2017
2019 DRAFT BUDGET		DRAFT	BUDGET	PROJECTION	AUDITED
TOTAL REVENUES (ACCRUAL BASIS)		7,297,682	9,231,265	9,951,445	10,908,664
TOTAL EXPENSES (ACCRUAL BASIS)		7,893,071	9,238,600	9,999,267	8,089,102
SURPLUS/(DEFICIT) (ACCRUAL BASIS)		(595,389)	(7,335)	(47,821)	2,819,563
ADD/SUBTRACT: NON CASH ITEMS					
DONATION OF LAND TO ERCA		-	-	-	(77,100)
GAIN/LOSS ON SALE/TRADE-IN VEH/EQUIPMENT		-	-	-	(23,798)
AMORTIZATION		294,500	287,000	296,500	280,788
DEDUCT: CAPITAL ITEMS					
LAND ACQUISITION (NET OF SALES/EXPROPRIATIONS)			-	-	(1,364,547)
CAPITAL - FLEET & EQUIPMENT		(110,000)	(100,000)	(111,350)	(160,840)
CAPITAL - INFRASTRUCTURE			-	-	(989,394)
(DECREASE)/INCREASE IN NET SURPLUS		(410,889)	179,665	137,329	484,671
TOTAL REVENUES (CASH BASIS)		7,297,682	9,231,265	9,951,445	10,807,766
TOTAL EXPENSES (CASH BASIS)		7,708,571	9,051,600	9,814,117	10,323,095
SURPLUS/(DEFICIT) (CASH BASIS)		(410,889)	179,665	137,329	484,671
NET TRANSFER (TO)/FROM RESERVES		220,615	(293,000)	(168,350)	(283,551)
UNRESTRICTED SURPLUS/(DEFICIT)		(190,274)	(113,335)	(31,021)	201,120
(DECREASES)/(INCREASES) OPERATING FUND DEFICIT					
TARGETED DEFICIT MITIGATION (SUSTAINABILITY PLAN) 5 YEARS @\$96k					\$ 480,000
2012 ACTUAL UNRESTRICTED SURPLUS					41,000
2013 ACTUAL UNRESTRICTED SURPLUS					120,335
2014 ACTUAL UNRESTRICTED SURPLUS					66,428
2015 ACTUAL UNRESTRICTED SURPLUS					121,185
2016 ACTUAL UNRESTRICTED SURPLUS					61,312
2017 ACTUAL UNRESTRICTED SURPLUS					201,120
2018 PROJECTED UNRESTRICTED SURPLUS					(31,021)
ACTUAL/PROJECTED TOTAL DEFICIT MITIGATION (2013-2017)					\$ 580,359
SURPLUS IN EXCESS OF TARGET					100,359
2019 BUDGET DEFICIT					(190,274)
PROPOSED 2019 ADDITIONAL OPERATING LEVY					89,915
PHASED-IN LEVY FOR CAPITAL ASSET REPLACEMENT					-
PROPOSED TOTAL LEVY INCREASE 2019					\$ 89,915

NOTE: The actual numbers shown for capital items, for 2018 and 2019 will change once the assets under construction are removed from the operating accounts and capitalized as tangible assets. Those accounting entries will not impact the estimated changes in the reserve funds or the unrestricted surplus.

WHERE DOES YOUR \$10 GO?



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f. 519.776.8688

w. www.essexregionconservation.ca



December 10, 2018

RECEIVED DEC 18 2018

Mayor Gary McNamara
Town of Tecumseh
917 Lesperance Road
Tecumseh, ON N8N 1W9

Dear Mayor McNamara:

RE: LAS Natural Gas Program – 2016-17 Period Reserve Fund Rebate

LAS is pleased to announce a rebate to all LAS Natural Gas Program members. The amount being rebated back to your municipality is **\$3,213.36**.

This amount represents your municipality's proportionate share of the \$1.5 million reserve fund surplus that is being returned to program members that had accounts enrolled in the LAS Natural Gas Program during the 2016-17 program year (November 1, 2016 - October 31, 2017).

A copy of this letter and the cheque for your municipality has been sent to the designated LAS program contact (see CC below).

Your municipality's share of the program reserve fund was calculated using actual consumption data for all accounts enrolled in the LAS program for the period. The consumption data was aggregated at the organizational level and the payment amount is based on your proportionate share of the total LAS program volume.

We look forward to your continued involvement in this valuable program. Should you have any questions please contact Eleonore Schneider, LAS Program Manager at ext. 320 or at eschneider@amo.on.ca.

Sincerely,

A handwritten signature in black ink, appearing to read 'Judy Dezell', written in a cursive style.

Judy Dezell
Director

CC: Luc Gagnon, Director, Financial Services/Treasurer





Municipality of Northern Bruce Peninsula

56 Lindsay Road 5, R.R. #2, Lion's Head, ON N0H 1W0
Telephone: (519) 793-3522 • Fax: (519) 793-3823
www.northbrucepeninsula.ca

December 4, 2018

TOWN OF KEARNEY
8 MAIN STREET
KEARNEY, ON
P0A 1M0

Att: Cindy Filmore

Dear Ms. Filmore:

Re: The Creation, Maintenance and General Quality of the Municipal
Voters' List

The resolution received by the Town of Kearney (attached), was reviewed by the Council of the Municipality of Northern Bruce Peninsula on December 3, 2018, relating to the above noted item. At this meeting, Resolution # 28-07-2018 was carried and adopted by Council:

"THAT Council supports the attached resolution No. 10.(d)(iii)/21/11/2018 from The Corporation of the Town of Kearney in regards to the creation, maintenance and general quality of the municipal voters' list. "

The above is being provided for your information.

Yours truly,

A handwritten signature in black ink, reading "Mary Lynn Standen". The signature is written in a cursive style with a large, stylized 'M' and 'S'.

Mary Lynn Standen
Clerk

Encl.

Subject:

Council Resolution re Voters' List for Municipal Elections

Good afternoon,

In light of the recent municipal election, the Council of the Corporation of the Town of Kearney passed the following resolution in regard to the creation, maintenance and general quality of the Municipal Voters' List:

Resolution #

10.(d)(iii)/21/11/2018

WHEREAS concern over the quality of the Municipal Voters' List is not a new phenomenon;
AND WHEREAS in 2012, the Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO) published a "Voters' List Position Paper" and since that time has been advocating for transformational changes to the way that Ontario creates and maintains the Voters' List for municipal elections;

AND WHEREAS the Preliminary List of Electors which forms the Voters' List in Ontario is supplied by data from the Municipal Property Assessment Corporation (MPAC);

AND WHEREAS despite the incremental changes made by MPAC, MPAC has a limited ability to fix the currency and accuracy issues that impairs the current process and the Voters' List continues to be flawed with data inaccuracies and outdated information;

AND WHEREAS a transformational solution to the way that the Voters' List is created and managed is required;

NOW THEREFORE BE IT RESOLVED that the Council of the Corporation of the Town of Kearney supports the re-establishment of the multi-stakeholder working group between the Ministry of

Municipal Affairs, Ministry of Finance, AMCTO, MPAC and Elections Ontario in exploring and identifying ways to create and maintain the Voters' List for Municipal Elections;

AND FURTHER Council requests an update be provided from this 'Voters' List Working Group' on the transformational solutions being discussed;

AND FURTHER that this resolution be circulated to all Ontario Municipalities for their consideration and support.

CARRIED

We hope that this resolution will be of interest to your Municipality, and that you will support this endeavour moving forward.

Sincerely,

Cindy Filmore

Senior Office Assistant
Town of Kearney
Ph# (705) 636-7752
Fax (705) 636-0527



City of Hamilton
Hamilton City Hall
71 Main Street West, 1st Floor
Hamilton, Ontario
Canada L8P 4Y5
www.hamilton.ca

Stephanie Paparella
Legislative Coordinator
Office of the City Clerk
Phone (905) 546-2424 Ext. 3993
Fax # (905) 546-2095
stephanie.paparella@hamilton.ca

January 3, 2019

Doug Brewer
Director of Policy
Ministry of Municipal Affairs
777 Bay Street, 17th Floor
Toronto, ON
M5G 2E5

Minister's Chief of Staff
Ministry of Finance
Frost Building South, 7th Floor
7 Queen's Park Crescent
Toronto, ON
M7A 1Y7

Carla Y. Nell
Vice President, Municipal and Stakeholder
Relations
Municipal Property Assessment Corporation
1340 Pickering Parkway, Suite 101
Pickering, ON
L1V 0C4

Angela Morgan, CMO, AOMC
President
AMCTO
2680 Skymark Avenue
Mississauga, ON
L4W 5L6

Stéphane Perrault
Chief Electoral Officer of Canada
Elections Canada
30 Victoria Street
Gatineau, Quebec
K1A 0M6

Greg Essensa
Chief Electoral Office of Ontario
Elections Ontario
51 Rolark Drive
Toronto ON
M1R 3B1

Please be advised that Hamilton City Council at its meeting of December 19, 2018, approved Item 7.3, which reads as follows:

7.3 Maintaining the Voters' List for Municipal Elections

WHEREAS, concerns over the quality of the Municipal Voters List is not a new phenomenon;

WHEREAS, in 2012, the Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO) published a Voters List Position Paper and since that time has been advocating for transformational changes to the way that Ontario creates and maintains the Voters' List for municipal elections;

WHEREAS, the Preliminary List of Electors, which forms the Voters' List in Ontario, is supplied by data from the Municipal Property Assessment Corporation (MPAC);

WHEREAS, despite the incremental changes made by MPAC, MPAC has a limited ability to fix the currency and accuracy issues that impairs the current

Maintaining the Voters' List for Municipal Elections
Page 2 of 4

process and the Voters' List continues to be flawed with data inaccuracies and outdated information; and,

WHEREAS, a transformational solution to the way that the Voters' List is created and managed is required;

THEREFORE, BE IT RESOLVED:

- (a) That the Council of the City of Hamilton supports the re-establishment of the multi-stakeholder working group between the Ministry of Municipal Affairs, Ministry of Finance, AMCTO, MPAC, Elections Canada and Elections Ontario in exploring and identifying ways to create and maintain the Voters' List for Municipal Elections;
- (b) That Council requests an update be provided from this Voters' List Working Group on the transformational solutions being discussed;
- (c) That representatives from MPAC be invited to a future General Issues Committee meeting to hear the City of Hamilton's concerns (attached hereto) and advise the City on what steps MPAC will be taking in the future;
- (d) That a letter of concerns respecting the Voter's List for Municipal Elections and a request for investigation be forwarded to the Ombudsman's Office; and,
- (e) That a copy of this motion, respecting the Voter's List for Municipal Elections be circulated to all municipalities and the Association of Municipalities of Ontario (AMO).

On behalf of Hamilton City Council, we thank you for your consideration respecting this very important matter and look forward to your response.

Sincerely,



Stephanie Paparella
Legislative Coordinator
Office of the City Clerk

Copied:

Paul Dube, Ombudsman of Ontario

Jamie McGarvey, President, Association of Municipalities of Ontario

All Ontario Municipalities

The City of Hamilton is looking to the Working Group to find resolutions that would include, but not be limited to, the following matters that were encountered during the 2018 municipal election process:

- (a) Neighbours on the same Voter Notification Cards (VNC);
- (b) Polling locations not matching the address;
- (c) Incorrect mailing addresses;
- (d) Electors showing up at an address who had never lived there;
- (e) Addresses outside of the polling subdivision;
- (f) Incorrect names on the VNCs;
- (g) Entire buildings missed;
- (h) Completed the EL15 last Election and still not on the Voters' List;
- (i) No units listed in buildings; and,
- (j) Electors who had lived at their residence for many years not receiving a VNC.

The responsibility of adding the Applications to Amend, Correct and Delete forms has now been downloaded from MPAC to the municipalities. In the case of the City of Hamilton, it required the inputting of over 27,000 applications into the Datafix program; with the legislated deadline for inputting these applications being 30 days from Election Day, which became a very labour intensive and time-consuming task.

Forms that could not be inserted into the Datafix program within the 30-day deadline, were not accepted by MPAC; leaving some of the elector submitted corrections undone and to remain incorrect for the next election.

MPAC has agreed to keep the Voter Look Up program available all year round rather than just in an election year; leaving the obligation of improving the Voters List with the elector and the municipalities.

It was suggested that a campaign be commenced by preparing a drop off card for every household in the city (each municipality would manage their own). This card could include all aspects of adding, correcting and deleting information from the Voters' List. It should also include how to deal with situational voters such as borders, tenants, family members and students.

After the drop off program has concluded, and in conjunction with the appropriate communications strategy, municipalities should continue, on a quarterly basis, to remind electors to check the Voter Look Up program on their respective municipalities website to ensure their information is correct.

In an election year, this program could be expanded to a monthly basis and include radio and print advertisements to reinforce to the elector that the responsibility of ensuring they are correctly included on the voters list on Election Day is their own.

Maintaining the Voters' List for Municipal Elections

Page 4 of 4

Municipalities continue to pay for and use an inaccurate, outdated product (voters list). Unless there is a proactive strategy in place for the preparation of a much more accurate voters list for all municipalities, the same issues will most likely occur in 2022.

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

The Police Services Board of the Town of Tecumseh convened in regular session on Thursday, December 13, 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 4:32 p.m.

2. Roll Call

Present:	Vice Chair	Eleanor Groh
	Member	Mayor Gary McNamara
	Member	Deputy Mayor Joe Bachetti (4:40 p.m.)
	Member	Fred Stibbard
Also Present	OPP	Staff Sgt. Brad Sakalo
	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 38/18

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

That the Agenda for the Police Services Board Meeting dated December 13, 2018, as duplicated and delivered to the members thereof, be accepted.
Carried

5. Approval of the Previous Minutes

Motion: PSB 39/18

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

That the Regular Minutes of the October 17, 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 provided an overview of the October and November 2018 OPP reports. Mayor McNamara inquired how many officers are trained in recognition of cannabis impairment. Staff Sgt. Sakalo responded that the Essex County OPP has two fully trained drug detection officers and 15 officers trained in field sobriety testing.

Motion: PSB 40/18

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

That the OPP Report for the months of November and December 2018 be received.

Carried

8. Reports

- a. Report by Vice Chair Eleanor Groh
Re: Creating Equitable Outcomes for Communities We Service and Everyone Wants a Respectful Workplace: How You Can Leverage Laws and Policies to Achieve It – November 7, 2018 – Chatham-Kent, ON

Motion: PSB 41/18

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

That the report by Vice Chair Eleanor Groh on the Equitable Outcomes and Respectful Workplace Conference held in Chatham-Kent, ON on November 7, 2018 be received.

Carried

9. Communications – Action Required

- a. Letter from Ministry of Community Safety and Correctional Services – dated November 2, 2018 (with attached Ontario Transfer Payment Agreement)
Re: Reduce Impaired Driving Everywhere (R.I.D.E.) Allocation for 2018/2019

Motion: PSB 42/18

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

That Secretary/Treasurer Tony Haddad be authorized to execute an Ontario Transfer Payment Agreement between Her Majesty the Queen in Right of Ontario as represented by the Minister of Community Safety and Correctional Services and the Tecumseh Police Services Board for the R.I.D.E. Grant Program, covering the period from April 1, 2018 and ending March 31, 2019.

Carried

10. Communications – For Information

- a. Letter from Hon. Sylvia Jones, Minister of Community Safety and Correctional Services – dated December 3, 2018
Re: Letter of Introduction

Motion: PSB 43/18

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

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

Carried

11. Old Business

a. Board Membership Update

Vice Chair Eleanor Groh reported that Town Council, at its Special Meeting on December 11, 2018, appointed Christopher Hales as the community representative and reappointed Mayor Gary McNamara and Deputy Mayor Joe Bachetti as the Council representatives to the board.

Currently, the board has one vacant provincial appointment (formerly held by Christopher Hales from 2010 – 2018), and Vice Chair Groh's current provincial term expires on February 11, 2019. The Secretary/Treasurer will send another letter to the Public Appointments Secretariat to urge immediate processing of Vice Chair's Groh's reappointment and the filling of the other vacant position.

b. Update on Regional Discussion re Board Amalgamation

Vice Chair Eleanor Groh informed the board that two letters have been received to date in response to the June 29, 2018 memo from the Chair to other Essex County boards on potential board amalgamation. Once all the responses have been received, a further report will be compiled.

12. New Business

a. 2019 Schedule of Meetings

Motion: PSB 44/18

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

That the Police Services Board approve the following meeting dates in 2019: February 14, April 11, June 13, September 12, October 10 and December 12.

Carried

b. Other New Business

Mayor McNamara stated that the Town recently opted out of permitting retail outlets for the sale of recreational cannabis products. He thanked DC Mike Atkinson for a compelling presentation to Council regarding community safety concerns in relation to this decision.

Vice Chair Groh noted that this was the last meeting for outgoing Member Fred Stibbard, and thanked him for his dedicated service to the board since 2011. Mr. Stibbard thanked the OPP, board members and Town staff for their ongoing service, and said he has enjoyed his involvement with board and hopes to be back in the future.

13. Next Meeting

The next meeting of the Police Services Board will be held Thursday, February 14, 2019 at 4:30 p.m.

14. **Adjournment**

Motion: PSB 45/18

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

That there being no further business to discuss, the December 13, 2018 meeting of the Tecumseh Police Services Board adjourn at 4:54 pm.

Carried

Eleanor Groh, Vice Chair

Tony Haddad, Secretary/Treasurer

TOWN OF TECUMSEH BUSINESS IMPROVEMENT AREA (TOTBIA)

BOARD OF MANAGEMENT MEETING

Wednesday, November 14, 2018 at the hour of 6:00 PM held at
1189 Lacasse Blvd., Tecumseh, ON | Lacasse Conference Room | Phone: 519-735-3795

A G E N D A

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **DISCLOSURE OF PECUNIARY INTEREST**
4. **DELEGATIONS** (15-20 minutes)
5. **COMMUNICATIONS** (5 minutes)
 - 5.1. Board of Management Minutes: October 11, 2018
6. **REPORTS** (5-10 minutes for each report)
 - 6.1. Chair
 - 6.2. Treasurer's Report
 - 6.2.1. Month End Financial Report: October 31, 2018
 - 6.3. Coordinator Report
 - 6.4. Council Report
 - 6.5. Committee Reports
 - 6.5.1. Communications
 - 6.5.2. TOTBIA Video
 - 6.5.3. Christmas Party
7. **UNFINISHED BUSINESS** (5 minutes for each item)
 - 7.1. Associated Membership
 - 7.2. Tecumseh Dollar Program
 - 7.3. Bike Racks/Repair Station
 - 7.4. Interactive TOTBIA Members Map
 - 7.5. Christmas In Tecumseh – Parade
 - 7.5.1. Entry & Sponsorship
 - 7.6. 2019 BIA Budget
 - 7.7. BIA December Meeting
8. **NEW BUSINESS** (5 minutes for each item)
 - 8.1. BIA Board Applications
 - 8.2. **BIA Website**
 - 8.3. BIA Office Equipment
 - 8.4. Commemorative Bench
9. **NEXT MEETING**
 - 9.1. Regular BIA Board Meeting: **December 12, 2018 at 6:00 PM**
10. **ADJOURNMENT**

Board Members:

Candice Dennis, Chair
Tony Nehme, Vice Chair
Paul Bistany, Treasurer
Linda Proctor, Director
Maureen Harris, Director
Daniel Hofgartner, Director
Bill Altenhof, Councillor
Jules Champoux, Director
Brian Houston, Councillor
BIA Staff – Paula Rorai, Minute Taker



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

A Regular General Meeting of the Town of Tecumseh BIA (TOTBIA) Members held as of Wednesday, *November 14, 2018* at Public Works Bldg., 1189 Lacasse Blvd., Tecumseh, ON, at the hour of 6:00 PM.

(TOTBBM-1-11)

CALL TO ORDER

The meeting was called to order at 6:06 p.m. by Candice Dennis

(TOTBBM –2-11)

ROLL CALL

Chair	Candice Dennis
Vice Chair	Tony Nehme
Treasurer	Paul Bistany
Director	Linda Proctor
Director	Daniel Hofgartner
Director	Jules Champoux
Councilor	Bill Altenhof
Councillor	Brian Houston

Regrets: Director Maureen Harris

Minute Taker: Coordinator Paula Rorai

(TOTBBM – 3-11)

DISCLOSURE OF PECUNIARY INTEREST - No disclosures were declared.

(TOTBBM – 4-11)

DELEGATIONS –

(TOTBBM – 5-11)

COMMUNICATIONS

5.1 TOTBIA Board of Management Meeting Minutes

Motion: (BBM-41/18) Moved by: T. Neheme
Second by: P. Bistany

THAT the minutes of the Town of Tecumseh TOTBIA Regular Board of Management Meeting held on October 10, 2018 be approved as distributed.

APPROVED.

CARRIED.

Motion: (BBM-42/18) Moved by: C. Dennis
Second by: L. Proctor

THAT the minutes of the Town of Tecumseh TOTBIA Regular Board of Management Meeting held on October 29, 2018 be approved as distributed.

APPROVED.

CARRIED.

5.2 LETTERS FROM - None at this time.

(TOTBBM – 6-11)

REPORTS

6.1 CHAIR REPORT – C. Dennis informs the Board of the ‘Tecumseh Life in Motion’ video that P. Bistany, P. Rorai and she presented to Council at the November 13th regular council meeting. Council liked the video and the concept of promoting the entire Town of Tecumseh as the town to live, work and play in motion. P. Rorai will forward the video to the Director of IT and Manager of Strategic Initiatives to upload the video on the Town’s website.

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

6.2.1 Month End Financial Report as of October 31, 2018

BIA Operating Account (8111130)	Bank Balance stands at:	\$	37,144.88
Outstanding Payables	See Detail Page	\$	1,698.32
BIA Ledger Balance stands at:	See Detail Page	\$	35,446.56
BIA Reserve Bank Account	Balance last month:	\$	33,863.18
	Transfer from Operating (see NOTE)	\$	
	Interest	\$	102.51
BIA Reserve Bank Account stands at:		\$	33,965.69
BIA Petty Cash stands at:		\$	416.60
BIA Liabilities and Equity at:	October 31, 2018	\$	69,828.85
Year To Date Levy Tax Requisition:	1st Quarter @ March 31, 2017	\$	27,250.00
	2nd Quarter @ June 30, 2017	\$	27,250.00
	3rd Quarter @ September 30, 2017	\$	27,250.00
	4th Quarter @ December 31, 2017	\$	
	Total to Date;	\$	81,750.00

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

Total Tax Levy received for the **2017** fiscal year **\$109,412.38**
Total Tax Levy received for the **2016** fiscal year **\$107,125.54**
Total Tax Levy received for the **2015** fiscal year **\$117,883.89**
Total Tax Levy received for the **2014** fiscal year **\$119,496.93**
Total Tax Levy received for the **2013** fiscal year **\$105,270.54**

NOTE:

BIA Operating Account - # 8111130

at Oct. 31, 2018

Outstanding Payments

1875	Oct-25	Paula Rorai	PPE 2018/10/20	\$	1,070.74
1876	Oct-26	Brotto Family Holdings	Refund – Christmas in Tec	\$	250.00
1877	Oct-26	Shoreline Week	Sponsorship for Members	\$	227.58
1879	Oct-26	Tecumseh Home Hardware	Christmas Party ad	\$	150.00
			Tecumseh Dollars	\$	150.00
					<hr/>
					\$ 1,698.32
					<hr/>

Outstanding Receivables

\$ -

Motion: (BBM-43/18) Moved by: T. Neheme
Second by: D. Hofgartner

THAT the Month End Treasurer's Report as of October 31, 2018 be accepted and approved as distributed and filed for audit.
APPROVED.
CARRIED.

6.3 COORDINATOR REPORT – P. Rorai reports

6.3.1 Membership Statistics –

- New businesses in the BIA area:
 - ✓ Beth Charron Insurance - Desjardins Insurance
 - ✓ Hanna's Nail & Spa
 - ✓ Hair Boutique
 - ✓ Loons & Fetti - Party & Gifts
 - ✓ Maison Mary Anne
 - ✓ The Naked Cup
 - ✓ Protect Plus - Insurance Brokers Inc.
 - ✓ ShopEco
- Members closed/moved/new owners/names:
 - ✓ Great Floors Custom Carpet & Remnant - closed
 - ✓ Three Lambs – new location
 - ✓ Knaiziew Optometry – formerly Hupka
- **Total Number of Members currently open/established for business in the Tecumseh BIA:**
 - **Open – 425**
 - **Empty Units/Bldgs/Lots/– 59**
- **GRAND OPENINGS/OPENING HOUSES IN NOVEMBER:**
 - **6**

6.3.2 Welcome Wagon – P. Rorai reports that there is a Welcome Wagon organization in Windsor-Essex and is scheduling a meeting to discuss the operation and how to bring the program to Tecumseh.

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

Regular Council Meeting (RCM) October/30th/2018 /2018:

- Special Council Meeting (SCM):
 - The purpose of this SCM was to consider a site plan control (SPC) agreement from Lakeview Montessori School regarding their proposed expansion.

- 8.1 **BIA Board Applications** – Board is reminded to submit their application to the Clerk if they wish to be appointed for the next term and the deadline has been extended to November 30, 2018.
- 8.2 **BIA Website** – P. Rorai reports that the upgrade to WordPress and refresh of the BIA website is completed and the cost was as quoted at \$1,000.00.
- 8.3 **BIA Office Equipment** – Quotes for a new laptop, deck station, desktop, monitor and upgrade to MS Windows and MS Office is reviewed.

Motion: (BBM-45/18) Moved by: L. Proctor
Second by: J. Champoux

THAT the purchase of a new laptop, docking station, desktop and monitor and monthly subscription to upgrade MS Windows and MS Office software be ordered as a 2018 expense and not to exceed \$2500.00.

APPROVED.

CARRIED.

- 8.4 **Commemorative Bench** - Discussion of acknowledging two people who were outstanding volunteers for both the BIA and the Town of Tecumseh.

Motion: (BBM-46/18) Moved by: L. Proctor
Second by: T. Nehme

THAT the Board recognizes and honour Eleanor Tope and Al Baillargeon for their volunteer hours and dedication to the BIA and the Town of Tecumseh by **purchasing a commemorative bench** in the BIA Parkette with their names engraved on the plaque.

APPROVED.

CARRIED.

(TOTBBM – 9-11)

NEXT MEETING

The next TOTBIA Regular General Meeting is scheduled on **Wednesday, December 12, 2018** at 6:00 PM in the Lacasse Conference Room.

(TOTBBM – 10-11)

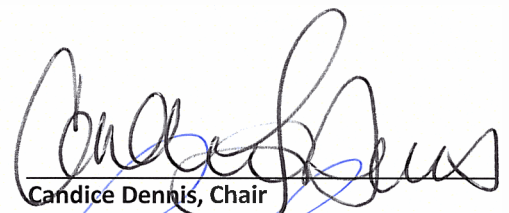
ADJOURNMENT

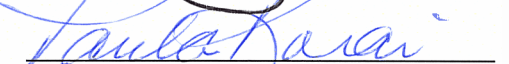
Motion: (BBM- 47/18) Moved by: B. Altenhof
Second by: D. Hofgartner

THAT there being no further business, the November 14, 2018 regular general meeting of the BIA Board of Management be adjourned at 7:40 PM.

CARRIED.

APPROVED.


Candice Dennis, Chair


Paula Rorai, Coordinator

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

A Regular General Meeting of the Town of Tecumseh BIA (TOTBIA) Members held as of Wednesday, *December 12, 2018* at Public Works Bldg., 1189 Lacasse Blvd., Tecumseh, ON, at the hour of 6:00 PM.

(TOTBBM-1-12)

CALL TO ORDER

The meeting was called to order at 6:01 p.m. by Candice Dennis

DRAFT REGULAR BIA BOARD MEETING MINUTES

(TOTBBM –2-12)

ROLL CALL

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

Guests: Michael Kennedy
Joseph Fratangeli
Scott Harris

Regrets: Councilor Bill Altenhof

Minute Taker: Coordinator Paula Rorai

(TOTBBM – 3-12)

DISCLOSURE OF PECUNIARY INTEREST - No disclosures were declared.

(TOTBBM – 4-12)

DELEGATIONS – No delegations at this meeting.

(TOTBBM – 5-12)

COMMUNICATIONS

5.1 TOTBIA Board of Management Meeting Minutes

Motion: (BBM-48/18) Moved by: M. Harris
Second by: D. Hofgartner

THAT the minutes of the Town of Tecumseh TOTBIA Regular Board of Management Meeting held on November 14, 2018 be approved as distributed.

APPROVED.

CARRIED.

5.2 LETTERS FROM – P. Rorai reads

- 5.2.1 Thank You letter from the Tecumseh Area Historical Society RE: Door Prize for their Annual Silent Auction
- 5.2.2 Thank You letter from the Mayor RE: Christmas in Tecumseh Celebration

REPORTS

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

BIA Operating Account (8111130)	Bank Balance stands at:	\$	33,341.56
Outstanding Payables	See Detail Page	\$	16,507.76
BIA Ledger Balance stands at:	See Detail Page	\$	16,833.80

BIA Reserve Bank Account	Balance last month:	\$	33,965.69
	Transfer from Operating (see NOTE)	\$	
	Interest	\$	83.74
BIA Reserve Bank Account stands at:		\$	34,049.43

BIA Petty Cash stands at:	\$	856.59
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BIA Liabilities and Equity at:	November 30, 2018	\$	51,739.82
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Year To Date Levy Tax Requisition:	1st Quarter @ March 31, 2017	\$	27,250.00
	2nd Quarter @ June 30, 2017	\$	27,250.00
	3rd Quarter @ September 30, 2017	\$	27,250.00
	4th Quarter @ December 31, 2017	\$	24,937.22
	Total to Date:	\$	106,687.22

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

NOTE: The 4th Quarter Levy Requisition included -\$2,313 adjustments (write-offs & vacancies).

<u>BIA Operating Account - # 8111130</u>			<u>at</u>	<u>30-Nov-18</u>
	<u>Outstanding Payments</u>			

<u>1884</u>	<u>9-Nov</u>	<u>Shoreline Week</u>	<u>Ask the Experts (3)</u>	<u>593.25</u>
<u>1885</u>	<u>9-Nov</u>	<u>Lakeshore News</u>	<u>Ask the Experts (1)</u>	<u>197.75</u>
<u>1889</u>	<u>23-Nov</u>	<u>Blackburn Radio</u>	<u>2018 FIHD radio ads</u>	<u>847.50</u>
<u>1892</u>	<u>30-Nov</u>	<u>Town of Tecumseh</u>	<u>Corn Fest Parade, Commemorative Bench, CIT BIA sponsorship</u>	<u>2,620.00</u>
<u>1893</u>	<u>30-Nov</u>	<u>Monarch Basic</u>	<u>2 flash drives, other supplies</u>	<u>112.22</u>
<u>1894</u>	<u>30-Nov</u>	<u>Rachel Charron</u>	<u>WordPress upgrade, directory redesign, new theme for website</u>	<u>1,000.00</u>
<u>1895</u>	<u>30-Nov</u>	<u>Lacasse SPG</u>	<u>2018 FIHD lawn, sponsors, activity, parking signs</u>	<u>389.85</u>
<u>1897</u>	<u>27-Nov</u>	<u>Paula Rorai</u>	<u>Blue Mountain Resort - OBIAA Conf from april - room 2</u>	<u>274.32</u>
<u>1898</u>	<u>27-Nov</u>	<u>Anne Rigo</u>	<u>2018 Mileage</u>	<u>67.93</u>
<u>1902</u>	<u>30-Nov</u>	<u>Beach Grove</u>	<u>2018 Christmas Party</u>	<u>8,677.68</u>
<u>1903</u>	<u>30-Nov</u>	<u>Blackburn</u>	<u>Christmas radio ads</u>	<u>1,469.00</u>
<u>1904</u>	<u>30-Nov</u>	<u>Paula Rorai</u>	<u>2018 Mileage</u>	<u>55.26</u>
<u>1906</u>	<u>Nov-30</u>	<u>Town of Tecumseh</u>	<u>2 cell phone bills</u>	<u>90.00</u>
<u>1907</u>	<u>Nov-30</u>	<u>Stewart Gilbert</u>	<u>hand wash station - FIHD</u>	<u>113.00</u>
				<u>\$ 16,507.76</u>
		<u>Outstanding Receivables</u>		
				<u>\$ -</u>

Motion: (BBM-49/18) Moved by: M. Harris
Second by: J. Champoux

THAT the Month End Treasurer's Report as of November 30, 2018 be accepted and approved as distributed and filed for audit.

APPROVED.

CARRIED.

6.3 COORDINATOR REPORT – P. Rorai reports

6.3.1 Membership Statistics –

- New businesses in the BIA area:
- Members closed/moved/new owners/names:
 - Tabouli's by Eddy
- **Total Number of Members currently open/established for business in the Tecumseh BIA:**
 - **Operational – 483**
 - **Empty Units/Bldgs/Lots/– 57**

6.3.2 Welcome Wagon – P. Rorai reports that there is a Welcome Wagon organization in Windsor-Essex and is scheduling a meeting to discuss the operation and how to bring the program to Tecumseh.

6.3.3 Shares the proof plaque for the commemorative bench in the BIA Parkette

6.3.4 Asks Board to use the Interactive Tecumseh Map link for any errors or improvements before going live

6.3.5 Reports on the two Members who received Biz X Awards

6.3.6 Reports the 'Ask The Experts' feature in the Shoreline costs will remain the same in 2019

6.3.7 Informs of the newly appointed Board for 2018-2022 term

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

- Taxi Cab Owner License Limitation
 - Council received and agreed upon maintaining Taxi Cab Owner licenses and fee/fare schedule as follows:
 - The number of Taxi Cab Owner Licenses is maintained at a maximum of twelve (12) licenses.
 - The number of Accessible Taxi Cab Owner Licenses is maintained at a minimum of three (3) licenses.
 - Input from the Tecumseh Accessibility Advisory Committee was used in the number of accessible taxi cab owner licenses
 - The rates and fares be adjusted to more current figures, which are consistent to the City of Windsor, being:
 - \$4.15 start
 - \$2.31 first km
 - \$39.60 / hour waiting
- Renaming of Green Acres Optimist Park
 - At the August/14/2018 RCM representatives from the Optimist Club of St. Clair Beach asked the Town to consider renaming Green Acres Park to “Optimist Park”
 - Given the plethora of community service projects and activities held at Green Acres Park by the Optimist Club of St. Clair Beach, Town Administration was of the opinion that renaming the park to “Optimist Park” with reference to St. Clair Beach to differentiate the park from other similarly named parks was warranted.
 - Council approved the recommendation and Green Acres Park has been renamed to Optimist Park (St. Clair Beach).
- Contract Renewal - Auditing Services
 - Town Administration requested the contract renewal of KPMG LLP as the external auditors for Town and BIA for the 2018 to 2022 fiscal years.
 - Town Administration requested sole source to KPMG LLP be given based upon (1) Unparalleled Municipal Experience, (2) Continuity of Senior Staff, (3) Value of Money, (4) Wide Range of Services, (5) Measureable Service Quality and (6) Proven Performance Record.
 - Council approved the recommendation and KPMG LLP will remain the external auditors for the Town and BIA for the 5 year term (from 2018 to 2022, inclusive).
- Nine Month Permit Report
 - Council received the nine (9) month permit report, which provides a summary of the permits issued from January until September 2018 inclusive.
 - The table below summarizes the permit activity over the January to September 2018 period.
 - The number of permits is lower than 2017 and a construction permit value down by approximately \$10.6k from 2017

Permit Activity		
Types of Permits	No of Permits	
	2018	2017
New Residential Buildings	15	33
New Multi-Residential Buildings	1 (2 units)	2 (12 units)
Residential Additions and Improvements	174	341
New Non-Residential Buildings	4	10
Non-Residential Additions and Improvements	72	57
Swimming Pools	28	50
Lot Grading	9	4
Fences	35	45
Signs	13	9
Portable Signs	29	37
Demolitions	12	12
Totals	392	600

- 1122 Lesperance Road, CIP Grant No. 2
 - **The Owner at 1122 Lesperance Road applied for a Building Façade Improvement Grant under the CIP program.**
 - **Town Administration reviewed and recommended that the application be approved to the maximum amount of \$15k as outlined in the CIP funding protocol.**
 - **Council approved the application and funding allocation.**



Current Building Façade



Proposed Building Façade

- BIA Board and Staff are encouraged to review:
 - Council meeting minutes/agenda from Sept/25th/2018 and agenda from Oct/9th/2018 (meeting minutes not available at date of this publication)
- Listing of relevant topics to BIA might exists but not articulated within this presentation

6.5 COMMITTEE REPORTS

- 6.5.1 Communications – Tecumseh Dollar Program – J. Champoux is working on marketing this program for the new year.
- 6.5.2 Tecumseh Night Market & Fall Into Health Day – Need additional Committee members.
- 6.5.3 Christmas Party – 154 Members/Guests attended the party. Break down of expenses was distributed. P. Rorai reserved Saturday, November 16, 2019 for next year and asks Board to approve.

Motion: (BBM-50/18) Moved by: P. Bistany
Second by: L. Proctor

THAT the 55th BIA Member's Christmas Party be held on Saturday, November 16, 2019 at Beach Grove Golf & Country Club.

APPROVED.

CARRIED.

(TOTBBM – 7-12)

UNFINISHED BUSINESS

- 7.1 **Associated Membership** – P. Rorai has a draft program created and this will be discussed and reviewed in the February 13, 2019 Board meeting.
- 7.2 **Bike Racks** – Received copy of invoice of the order and expect a January 2019 delivery from Parks & Rec Director of the two Bike Repair Stations installation in the spring of 2019; one in Lakewood Park and one in McAuliffe Park.
- 7.3 **Interactive BIA Map** – P. Rorai is continuing to work on the interactive map that a guest can click on any area or search for a category and businesses direct listing will appear.
- 7.4 **Christmas In Tecumseh and Santa Parade** – Was a great success! Thank you to Christopher & Katelyn Coure, owners of Simply Swimwear & Dan's Nautical for allowing us to use their boat and driving in the parade.
- 7.5 **Municipal Rental Fees** – C. Dennis reports that a meeting was held on November 27th with Chief Administrative Officer and Directors TOTBIA Chair, Treasurer, BIA Director and Coordinator to discuss municipal rental fees and Memorandum of Understanding. CAO recommended that a draft of a MOU be created and reviewed before the end of the first quarter in 2019.

(TOTBBM – 8-12)
NEW BUSINESS

8.1 None at this time.

(TOTBBM – 9-12)
NEXT MEETING

The next TOTBIA Regular General Meeting is scheduled on **Wednesday, January 9, 2019** at 6:00 PM in Lacasse Conference Room.

(TOTBBM – 10-12)
ADJOURNMENT

Motion: (BBM- 51/18)

Moved by: D. Hofgartner

Second by: M. Harris

THAT there being no further business, the December 12, 2018 regular general meeting of the BIA Board of Management be adjourned at 6:50 PM.

CARRIED.

APPROVED.

Candice Dennis, Chair

Paula Rorai, Coordinator

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, November 19, 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

Brian Houston

Councillor

Rita Ossington

Member

Chris Carpenter

Vice-Chair

Marian Drouillard

Member

Rhonda Dupuis

Chair

Ian Froese

Member

Charles Gray

Also Present:

Manager of Committee & Community Services

Christina Hebert

Absent:

Member

Dwayne Ellis

Member

Terry England

Member

John Levesque

3. Disclosure of Pecuniary Interest

None reported.

4. Delegations

None.

5. Communications

a. Heritage Committee Minutes - September 17, 2018

b. Heritage Committee Minutes - October 15, 2018

Motion: HC - 26/18

Moved By

Member Chris Carpenter

Seconded By

Vice-Chair Marian Drouillard

That the minutes of the September 17, 2018 and October 15, 2018 meeting of the Heritage Committee be approved.

Carried

c. Community Heritage Ontario News Re: Fall Edition**Motion: HC - 27/18**

Moved By Councillor Rita Ossington
Seconded By Member Rhonda Dupuis

That Communications - For Information Item C, as listed on the November 19, 2018 Heritage Committee Agenda, be received.

Carried

6. Reports

None.

7. Unfinished Business**a. Heritage Property Listing**

Discussion ensues regarding the Committee's presentation and report respecting the Properties of Cultural Heritage Value or Interest at the October 9 Regular Council Meeting, for the benefit of the Members who were unable to attend.

A suggestion is made to include the significance of the property and to inquire if willing to share any historical information on the subject property with the Committee when sending letters to notify the property owners of inclusion on the Listing.

Councillor Rita Ossington advises the Sandwich South Historical Society is very receptive to hosting a future meeting to allow Members an opportunity to see the new centre and view their records. She will also speak with the Baillargeon Family respecting historical information, including the Cultural Heritage Resources Evaluation previously conducted on their property.

b. Tecumseh Heritage Articles

The Manager Committee & Community Services advises further to the emails sent to Essex Free Press, she has spoken with the Editor in regards to the monthly heritage articles. The Editor has committed to discuss the Committee's request with her direct report and will advise should Essex Free Press be agreeable to the monthly publications.

c. Call for Committee Applications

A reminder is provided that the submission deadline for making application to the Town's Committees and Awards was extended to November 30, 2018.

8. New Business

None.

9. Next Meeting

The next meeting of the Heritage Committee will be held on Monday, January 21, 2019.

10. Adjournment

Motion: HC - 28/18

Moved By Member Chris Carpenter
Seconded By Member Rhonda Dupuis

That there being no further business, the November 19, 2018 meeting of the Heritage Committee now adjourn at 7:04 pm.

Carried

Ian Froese, Chair

Marian Drouillard, 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, November 19, 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
Councillor
Chair
Vice-Chair
Member

Brian Houston
Rita Ossington
Marian Drouillard
Rhonda Dupuis
Ian Froese

Also Present:

Manager Committee & Community Services

Christina Hebert

Absent:

Member
Member
Member

Dwayne Ellis
Phil Kane
Christopher McNamara

3. Disclosure of Pecuniary Interest

None reported.

4. Delegations

None.

5. Communications

a. Cultural and Arts Advisory Committee Minutes - September 17, 2018

b. Cultural and Arts Advisory Committee Minutes - October 15, 2018

Motion: CAAC - 16/18

Moved By Vice-Chair Rhonda Dupuis
Seconded By Member Ian Froese

That the minutes of the September 17, 2018 and October 15, 2018 meeting of the Cultural and Arts Advisory Committee be approved.

Carried

6. Reports

None.

7. Unfinished Business

a. Street Name Recognition

Councillor Rita Ossington is working on obtaining information from the Sandwich South Historical Society relating to World War 1 and 2 veterans.

As mentioned at the Heritage Committee meeting held earlier this evening, the Sandwich South Historical Society welcomes the Members to host a future meeting at the new location.

b. Feather Sculptures Update

The Manager Committee & Community Services advises a response is pending from the coordinator of the Feather Sculpture Project in regards to providing recommendations for the placement of each specific feather in the locations previously determined by the Committee. Once received, the Parks Department will oversee the installation of the new feathers.

c. Culture Days – 2019

As previously discussed, planning will begin in early 2019 for Culture Days. A suggestion is made, with the support of the BIA, to have an 'open house' style activity with the local businesses. Continued brainstorming will take place at the January meeting.

d. Call for Committee Applications

A reminder is provided that the submission deadline for making application to the Town's Committees and Awards was extended to November 30, 2018.

8. New Business

a. Heritage Resource Centre

Further to the information circulated by the Chair via email, discussion ensues regarding the City of Kingston's Heritage Resources Centre (HRC) which is a community hub for built heritage conservation. The HRC is intended to foster an appreciation of community through innovative approaches to cultural heritage stewardship and provides an educational space for cultural integration.

9. Next Meeting

The next meeting of the Cultural & Arts Advisory Committee will be held on Monday, January 21, 2019.

10. Adjournment

Motion: CAAC - 17/18

Moved By Member Ian Froese
Seconded By Vice-Chair Rhonda Dupuis

That there being no further business, the November 19, 2018 meeting of the Cultural and Arts Advisory Committee now adjourn at 7:45 pm.

Carried

Marian Drouillard, Chair

Rhonda Dupuis, Vice-Chair

Minutes of a Meeting of
The Joint Health and Safety Advisory Committee
for The Corporation of the Town of Tecumseh

A meeting of the Joint Health and Safety Advisory Committee (JHSAC) for the Town of Tecumseh was held on Tuesday, September 25, 2018 in the Tecumseh Meeting Room at Town Hall, 917 Lesperance Rd., Tecumseh at 2:00 pm.

Present:

Denis Berthiaume	Manager Water & Wastewater
Casey Colthurst	Manager Parks & Horticulture
Melissa Doetzel	Human Resources Officer
Ray Hammond	Manager Facilities
Denis Laforet	Landscape Technician/Groundskeeper
Shaun LaPorte	Water Employee
Chad Mactier	Deputy Fire Chief
Sam Paglia	Drainage Superintendent/Engineering Technologist
Scott Willoughby	Facility Attendant

1. Call to Order

2. Roll Call

3. Disclosure of Pecuniary Interest

There was no disclosure of pecuniary interest.

4. Communications

a. Minutes - April 24, 2018

Motion: JHSAC - 12/18

Moved By	Denis Berthiaume
Seconded By	Scott Willoughby

That the April 24, 2018 minutes of the Joint Health and Safety Advisory Committee, as was duplicated and delivered to the Members of the Committee, are accepted.

b. Communications - For Information

c. Communications - Requiring Action

1. Policy No. 7 - Health and Safety Policy

Motion: JHSAC - 13/18

Moved By	Shaun LaPorte
Seconded By	Casey Colthurst

That Policy No. 7 - Health and Safety Policy be adopted.

Carried.

2. Policy No. 68 - Violence and Harassment in the Workplace

Motion: JHSAC - 14/18

Moved By Sam Paglia
Seconded By Casey Colthurst

That Policy No. 68 - Violence and Harassment in the Workplace be adopted.

The Motion was **LOST**.

Committee members requested more information on Policy No. 68. Ms. Doetzel advised that the Human Resources Department had up to 21 days to respond to the request for additional information on this matter.

d. Workplace Inspections

1. Arena, 12021 McNorton
 - a. April 26, 2018
 - b. May 28, 2018
 - c. June 28, 2018
 - d. July 25, 2018
 - e. August 29, 2018
2. Community Centre, 13731 St. Gregory
 - a. April 29, 2018
 - b. May 31, 2018
 - c. June 28, 2018
 - d. July 25, 2018
 - e. August 29, 2018
3. Maintenance, 2391 St Alphonse
 - a. April 27, 2018
 - b. May 30, 2018
 - c. June 27, 2018
 - d. July 30, 2018
 - e. August 27, 2018
4. Parks, 300 Manning
 - a. April 18, 2018
 - b. May 14, 2018
 - c. June 14, 2018
 - d. July 14, 2018
 - e. August 14, 2018
5. Town Hall, 917 Lesperance
 - a. April 30, 2018
 - b. May 31, 2018

- c. June 26, 2018
 - d. July 26, 2018
 - e. August 29, 2018
- 6. Public Works, 1189 Lacasse
 - a. April 30, 2018
 - b. May 30, 2018
 - c. June 29, 2018
 - d. July 30, 2018
 - e. August 30, 2018
- 7. Public Works, 2495 McCord
 - a. April 27, 2018
 - b. May 30, 2018
 - c. June 19, 2018
 - d. July 30, 2018
 - e. August 27, 2018
- 8. Water, 1189 Lacasse
 - a. April 30, 2018
 - b. May 30, 2018
 - c. June 29, 2018
 - d. July 30, 2018
 - e. August 30, 2018
- 9. Fire & Rescue Services, Fire Station #1, 985 Lesperance Road
 - a. April 3, 2018
 - b. May 1, 2018
 - c. June 5, 2018
 - d. July 3, 2018
- 10. Fire & Rescue Services, Fire Station #2, 5520 Walker Road
 - a. April 3, 2018
 - b. May 15, 2018
 - c. July 5, 2018
 - d. August 12, 2018
- 11. Pool
 - a. May 31, 2018
 - b. June 27, 2018
 - c. July 25, 2018
 - d. August 28, 2018

Motion: JHSAC - 15/18

Moved By Shaun LaPorte
Seconded By Scott Willoughby

That the Workplace Inspections as listed on the September 25, 2018 Joint Health and Safety Committee Agenda be received.

Carried.

e. Monthly Maintenance Packages

1. Dunk & Associates - April 2018
2. Dunk & Associates - May 2018
3. Dunk & Associates - June 2018
4. Dunk & Associates - July 2018
5. Dunk & Associates - August 2018

Motion: JHSAC - 16/18

Moved By Denis Laforet
Seconded By Denis Berthiaume

That the Monthly Maintenance Packages as listed on the September 25, 2018 Joint Health and Safety Committee Agenda be received.

Carried.

5. Reports**a. Incident Reports**

1. May 8, 2018
2. May 29, 2018
3. July 4, 2018
4. July 18, 2018
5. July 20, 2018
6. July 26, 2018
7. August 7, 2018
8. August 14, 2018
9. August 28, 2018

Motion: JHSAC - 17/18

Moved By Casey Colthurst
Seconded By Denis Laforet

That Reports 1) through 9) as listed on the September 25, 2018 Joint Health and Safety Committee Agenda be received.

6. Unfinished Business

7. New Business

A meeting of the Joint Health and Safety Committee will be held on November 20, 2018 to discuss Policy No. 68.

8. Next Meeting

The next Joint Health and Safety Committee meeting will be held at 2:00 pm on Tuesday, December 18, 2018.

9. Adjournment**Motion: JHSAC - 18/18**

Moved By Sam Paglia
Seconded By Casey Colthurst

That there being no further business, the September 25, 2018 meeting of the Joint Health and Safety Committee now adjourn at 3:45 pm.

Sam Paglia, Co-Chair

Melissa Doetzel, Human Resources Officer

Minutes of the Tecumseh Accessibility Advisory Committee
For the Corporation of the Town of Tecumseh

A meeting of the Tecumseh Accessibility Advisory Committee for the Town of Tecumseh was scheduled to be held on Tuesday, November 20, 2018, in the Council Chambers at Town Hall, 917 Lesperance Road, Tecumseh at 12:00 pm.

1. **Call to Order**

The Chairperson calls the meeting to order at 12:15 pm.

2. **Roll Call**

Present:	
Chair	Ron Matysek
Member	Mary Ann Askin
Member	Ron Doherty
Member	Terry England
Member	David Golden
Councillor	Tania Jobin
Member	Linda Stanczak

Also Present:	
Director Parks & Recreation Services	Paul Anthony
Director Public Works & Environmental Services	Phil Bartnik
Director Planning & Building Services	Brian Hillman
Deputy Clerk & Manager Legislative Services	Jennifer Alexander
Manager, Planning Services	Chad Jeffery
Manager Roads & Fleet	Kirby McArdle

3. **Disclosure of Pecuniary Interest**

There is no pecuniary interest declared by a Member.

4. **Delegations**

There are no Delegations presented to the Committee.

5. **Communications**

a. **Minutes - September 18, 2018**

Motion: TAAC - 10/18

Moved By	Member Linda Stanczak
Seconded By	Member Ron Doherty

That the minutes of the September 18, 2018 meeting of the Tecumseh Accessibility Advisory Committee be approved.

Carried

6. **Reports**

There are no reports for consideration.

7. **Unfinished Business**

a. **2018 - 2023 Multi-Year Accessibility Plan**

The Multi-year Accessibility Plan is reviewed by the members. It is noted that barriers identified within the Town are quickly addressed by Administration and Council.

A request is made that a description of the Committee be included on the Town's website to raise awareness.

Motion: TAAC - 12/18

Moved By Member Linda Stanczak
Seconded By Member Ron Doherty

That the 2018-2013 Multi-year Accessibility Plan be received as information.

Carried

b. 2018 - 2019 Accessibility Plan

The Members review the 2018- 2019 Accessibility Plan.

Motion: TAAC - 13/18

Moved By Member Linda Stanczak
Seconded By Member Ron Doherty

That the 2018 - 2019 Town of Tecumseh Accessibility Plan be received

Carried

c. 2018 Accessible Elections

The members discuss the 2018 municipal elections and are pleased with the accessible measures implemented for the elections.

8. New Business

a. Taxi Licensing

The members discuss the current taxi service levels and the various challenges with accessible transportation. It is noted that through community partnerships and the bus, there are available options. If a resident needs a specific time for an appointment, accessible taxi fares are expensive compared to regular taxi fares.

A request is made for Administration to review any available government grants to assist with taxi companies retrofitting a vehicle to be accessible.

b. Committee Applications

The Chair reminds members to submit their application for the Committee's new term.

9. Next Meeting

The next Tecumseh Accessibility Advisory Committee meeting will be held on Tuesday, March 19, 2018 at 12:00 pm.

10. Adjournment

Motion: TAAC - 15/18

Moved By Chair Ron Matysek
Seconded By Member Linda Stanczak

That there being no further business, the November 20, 2018 meeting of the Tecumseh Accessibility Advisory Committee now adjourn at 1:18 pm.

Carried

Ron Matysek, Chairperson

Jennifer Alexander, Deputy Clerk



The Corporation of the Town of Tecumseh

Corporate Services & Clerk

To: Mayor and Members of Council

From: Jennifer Alexander, Deputy Clerk & Manager Legislative Services

Date to Council: January 22, 2019

Report Number: CS-2019-03

Subject: Request for Noise By-law Exemption – Ministry of Transportation,
Highway 401 Underpass at County Road 19 (Manning Road)

Recommendations

It is recommended:

That the Ministry of Transportation, Ontario (MTO) **be granted** an exemption from the Town's Emission of Sounds By-law No. 2002-07, as amended, for the six (6) month period of May 1, 2019, through to and including October 31, 2019, during the hours of 8:00 pm to 7:00 am to facilitate the replacement of bridge bearing plates and bridge soffit repairs related to the rehabilitation of the Highway 401 underpass at County Road 19 (Manning Road).

Background

The MTO, under correspondence from their consultant, Dillon Consulting Limited, dated December 14, 2018 [see Attachment 1], is requesting an exemption from the Town's Emission of Sounds By-law No. 2002-07, as amended, (Noise By-law) to facilitate the rehabilitation of the Highway 401 underpass at County Road 19 (Manning Road). The exemption is requested for a seven (7) month period commencing May 1, 2019 and ending November 30, 2019; however, the current by-law only allows for a six (6) month exemption (which is discussed in further detail in the Comments Section below).

Based on discussions with Dillon Consulting Limited, the main purpose for the exemption request is for the following construction activities which are estimated to require up to 20 nights of overnight construction:

1. Replacement of the bridge bearing plates: This work requires raising the bridge deck during which time vehicles cannot cross the bridge. To minimize disruption to traffic, the MTO is proposing to complete these works at night when vehicle usage is low.
2. Repair of the bridge soffit: This work requires the removal of localized delaminated concrete from the bridge soffit with hand held jack hammers. To minimize disruption to Hwy 401 traffic, the MTO is proposing to complete these works at night at the same time as the bearing plate replacements.

The MTO is requesting an exemption from the Noise By-law for the purpose of supporting this construction activity and related operation of heavy construction. The exemption is requested for the entire construction duration to allow the contractor flexibility in scheduling the estimated 20 days required to complete the replacement of the bearing plates and soffit repairs. The proposed night time construction activities related to these works **do not** include:

- Driving piles,
- Batch plant for material production, nor
- Material crushing.

Comments

The Noise By-law provides under Table 4-1, Part 15 that sounds resulting from the operation of any equipment in connection with construction are prohibited between the hours of 8:00 p.m. and 7:00 a.m. in all residential, agricultural and commercial areas.

Paragraph 6 of the by-law allows for persons to make application to Council for an exemption from the By-law's provisions with respect to any source of sound, or vibration, for which they may be prosecuted. Council may, by resolution, grant the exemption, together with any additional terms or conditions deemed appropriate. The exemption from Council may not exceed six (6) months.

Council has approved requests for exemptions to the Noise By-law in prior years to help the progress of improvements to area highways. Concerns that may be expressed by area residents and/or property owners are monitored.

It is recommended that an exemption to the Noise By-law be granted to the MTO for the six (6) month period of May 1, 2019, through to and including October 31, 2019, between the hours of 8:00 p.m. and 7:00 a.m. to facilitate the replacement of bridge bearing plates and bridge soffit repairs related to the rehabilitation of the Highway 401 underpass at County Road 19 (Manning Road).

In the event an extension to the exemption period granted becomes necessary, the MTO may submit a further request seeking a subsequent exemption.

It is further recommended that complaints and/or concerns from area residents, businesses or property owners be monitored during the exemption period.

Consultations

Public Works & Environmental Services

Financial Implications

There are no financial implications associated with this 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.
<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:

Jennifer Alexander, MPA
Deputy Clerk & Manager Legislative Services

Reviewed by:

Phil Bartnik, P.Eng.
Director Public Works & Environmental Services

Tony Haddad, MSA, CMO, CPFA
Chief Administrative Officer

Attachment Number	Attachment Name
------------------------------	----------------------------

1

Request for Noise By-law Exemption

December 14, 2018

Town of Tecumseh
917 Lesperance Road
Tecumseh, Ontario
N8N 1W9

Attention: Ms. Laura Moy, A.M.C.T.
Clerk

Ministry of Transportation, Ontario
Rehabilitation of Highway 401 Underpass at Manning Road
(GWP 3097-14-00)
Noise By-Law Exemption Request

Dear Ms. Moy:

The Ministry of Transportation, Ontario (MTO) has retained Stantec Consulting Ltd. and Dillon Consulting Limited to complete a Detail Design and Class Environmental Assessment (EA) for the rehabilitation of the Highway 401 Underpass at Manning Road in the Town of Lakeshore (as shown in **Figure 1**).

The Detail Design for the underpass rehabilitations is being completed as a Group 'C' Class EA, following MTO's *Class EA for Provincial Transportation Facilities (2000)*.

A Noise By-law exemption request is required for the rehabilitation of the Manning Road structure. According to the Sandwich South Zoning By-law 85-18, Manning Road forms a boundary between the Town of Tecumseh and the Town of Lakeshore. The lands that are within the Town of Tecumseh, on the west side of Manning Road, are zoned as A- Agricultural and HS – Highway Service Centre.

The rehabilitation of the Manning Road Underpass (as shown in **Figure 1**) will be completed through staged construction with traffic controlled by temporary signals over a full construction season anticipated to occur from May to November 2019 (subject to funding and approvals).



130 Dufferin Avenue
London, Ontario
Canada
N6A 5R2
Mail: Box 426
London, Ontario
Canada
N6A 4W7
Telephone
519.438.6192
Fax
519.672.8209

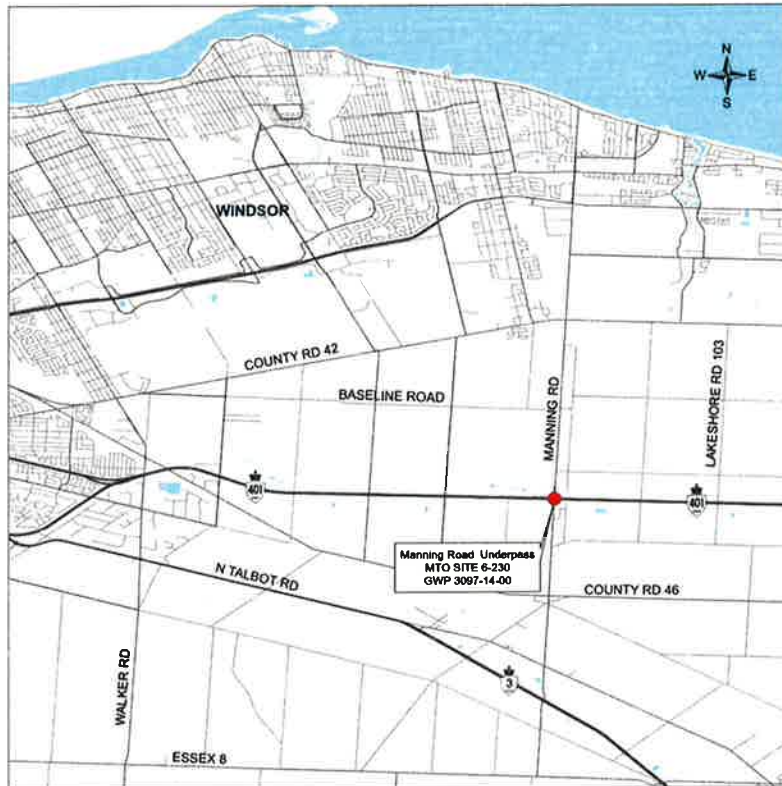


Figure 1: Location of Structure

Based on the existing condition of the underpass, night-time works will be required for repairs to the soffit and piers, and for the replacement of the bearings, as described below:

- **Manning Road** – Ten night-time “rolling closures” (maximum closure of 15 minutes per any one hour, or until the end of the traffic queue passes)
- **Manning Road Ramps** – Four full night closures of the westbound on-ramp and the north-to-eastbound on-ramp to Highway 401. Closure of these ramps at the same time will not be permitted.

In addition, long-term lane reductions on Highway 401 will be required. Lastly, to address operational and safety concerns, northbound movements from the Manning Road eastbound exit ramp will not be permitted for all road users except OPP, EMS and fire. Advance signing will be provided on Highway 401 advising road users of the restricted movement at Manning Road.

General conditions will be incorporated into the contract to minimize noise emissions during construction. It is anticipated that up to 20 nights of overnight construction



activities will be required during construction. Overnight activities will not be permitted on weekends or holidays.

By way of this letter, we respectfully request an exemption from the Town's By-law Respecting the Emission of Sounds (2002-07), to permit **nightly construction between 8:00 p.m. and 7:00 a.m.** While overnight construction is only anticipated for up to 20 nights, we are seeking an exemption for the duration of the construction contract (May 1, 2019 – November 30, 2019) to provide contractor flexibility. **Table 1** outlines pertinent information for this exemption.

Table 1: Pertinent Information for This Exemption

Noise By-Law Requirement	Response
Applicant	Ministry of Transportation, Ontario West Region 659 Exeter Road London, ON N6E 1L3
Description of the sound of which exemption is sought	Construction related noise including hydraulic jack operation, hammering, and general construction related noise such as truck back-up alarms.
Statement of provisions of the By-law from which exemption is sought	The operation of any equipment in connection with construction.
Statement of provisions of the By-law from which exemption is sought	Clause 6 "...any person may make application to Council to be granted an exemption from any of the provisions of this by-law..."
Time period for which exemption is sought	May 1 – November 30, 2019
Reason why the exemption should be granted	Based on the existing condition of the underpass structures, rehabilitation is required. Night time work is anticipated for approximately 20 nights during the construction season to replace the bearings and to complete soffit repairs. Night work is preferred to minimize delays and disruption to the traveling public.
Statement of steps, if any, planned or presently taken to bring about compliance with the By-Law	Through the Class EA process, it was determined that continuing work during the periods exempted in the By-Law would result in the fewest overall impacts.

To complete the Class EA process and ensure contract tendering is completed in a timely fashion, we would appreciate if this request could be processed at your **January 22, 2019**, meeting. If you anticipate an issue with this timing, please let us know.

*Town of Tecumseh
Page 4
December 14, 2018*

If you have any questions regarding this request, please contact the undersigned at (519) 438-6192 ext. 1307 or via e-mail at bfox@dillon.ca

Thank you for your consideration.

Sincerely,

DILLON CONSULTING LIMITED



Brandon Fox, B.E.S.
for Tanya Cross, P.Eng.
Assistant Project Manager

MMS:rrk

cc: Muhammad Khan, MTO
Adam Barg, Stantec

Our file: 15-2865



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: January 22, 2019

Report Number: FIRE-2019-01

Subject: Tecumseh Fire Services 2018 Year End Overview

Recommendations

It is recommended:

That the Tecumseh Fire Services 2018 Year End Overview presented in the Fire & Emergency Services Department Report FIRE-2019-01, **be received**.

Background

The purpose of this Fire Services Report is to provide Council with an overview of the Tecumseh Fire Rescue Services (TFRS) for the calendar year 2018.

TFRS 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 will 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 serve and educate the public.

Comments

Calls for Service – Volume and Type of Response Overview

i) Volume of Calls

Figure 1
Number of Calls for Service by Month
2014 to 2018

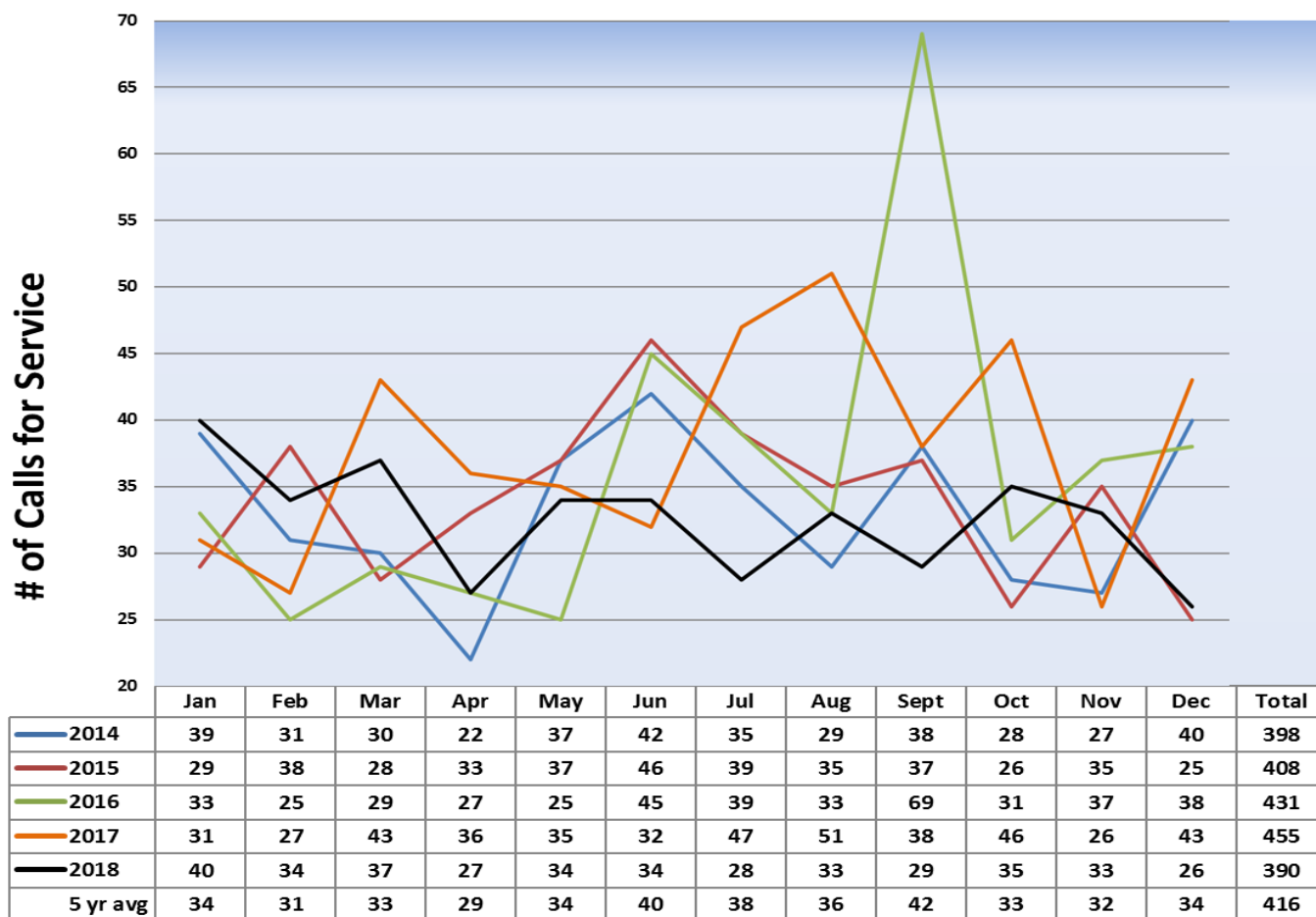
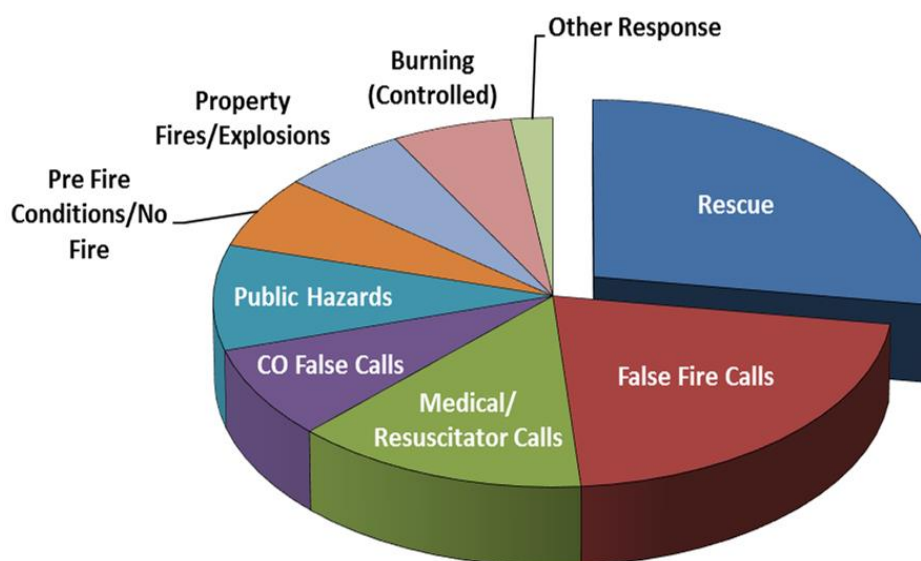


Figure 1 illustrates call volumes for the 5-year period 2014 through 2018 on a monthly basis. An elevated number of calls for service in January 2018 included:

- 10 Medical/Resuscitator
- 10 False Fire calls (accidental activations)
- 9 Rescue (vehicle collisions/extrications)
- 4 Public Hazard (eg. Power lines down, CO Incidents, flooding/electrical)
- 3 Pre-fire Conditions (cooking/toasting/smoke/steam)
- 2 Other Response (incident not found)
- 1 Property Fire/Explosion (vehicle fire)
- 1 CO false alarm (no CO present)

ii) 2018 Response Types

Figure 2
Response Type as a Percentage of Total Calls for Service
2018



Response Type	2018		2017		2016		2015		2014	
	%	#	%	#	%	#	%	#	%	#
Rescue	27.4%	107	26.6%	121	27.1%	117	22.8%	93	22.1%	88
False Fire Calls	21.3%	83	19.3%	88	14.6%	63	20.1%	82	19.1%	76
Medical/Resuscitator Calls	13.6%	53	18.2%	83	14.6%	63	14.2%	58	15.8%	63
CO False Calls	7.9%	31	11.0%	50	12.8%	55	12.0%	49	9.8%	39
Public Hazards	9.2%	36	9.5%	43	14.8%	64	6.4%	26	8.8%	35
Pre Fire Conditions/No Fire	6.4%	25	5.3%	24	5.6%	24	7.8%	32	7.3%	29
Property Fires/Explosions	6.2%	24	5.1%	23	4.6%	20	7.6%	31	8.8%	35
Burning (Controlled)	5.9%	23	3.7%	17	3.7%	16	5.9%	24	5.0%	20
Other Response	2.1%	8	1.3%	6	2.1%	9	3.2%	13	3.3%	13
Total:	100.0%	390	100.0%	455	100.0%	431	100.0%	408	100.0%	398

Figure 2 illustrates types of response as a percentage of total calls for service in the calendar year 2018. The accompanying table provides comparable data for the years 2014 through 2018.

In 2018, two loss fires were the result of careless smoking, one in the industrial area and one in a residential area where the home occupants were transported to hospital with smoke inhalation.

Increased diligence has been the focus by the Fire Prevention Officer to educate during Commercial and Industrial area inspections about the hazard presented by the location of designated smoking areas and the attention that must be paid to the planning of these locations. This initiative has been well received and it is hoped that this is a preventable future loss with proper design.

Although fire incidents likely caused by careless smoking have decreased in recent years, these incidents are still a reminder that vigilance is required to educate the public about the hazard of careless smoking.

Figure 3
Number of Calls for Service – Rescue Type Response
2018

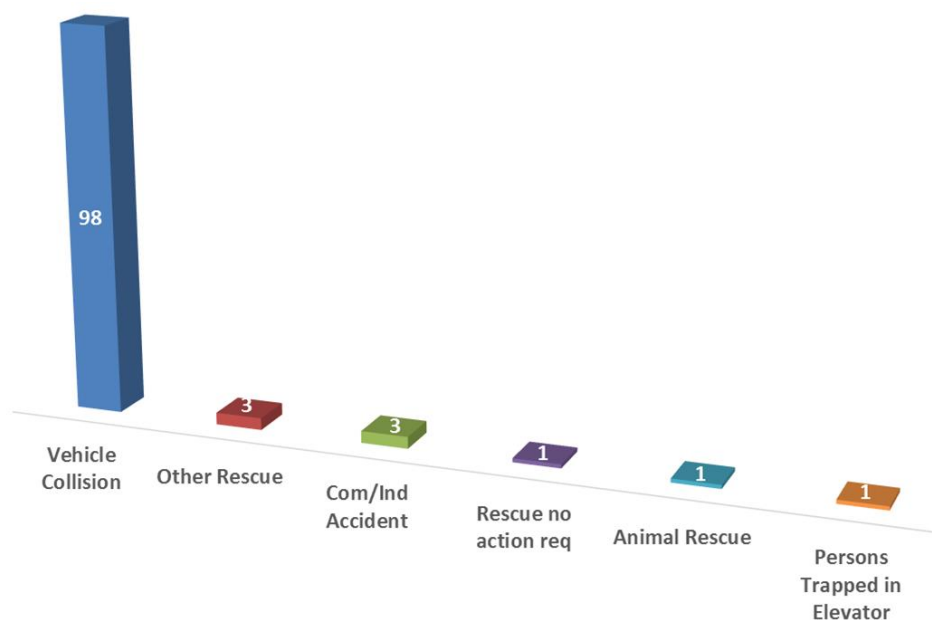


Figure 3 illustrates the number of incidents for each category of Rescue Type Response. Rescue was the greatest percentage of all calls for service in 2018 at 27.4%. The largest number of these rescue type response calls involve **vehicle collisions and extrications** at a combined 98 incidents.

Figure 4
Total Vehicle Collision/Extrication Incidents by Location
2018

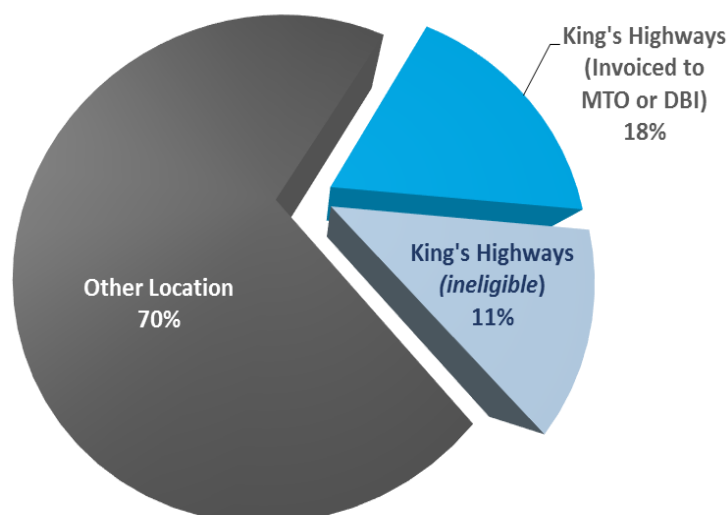


Figure 4 illustrates the number of vehicle collisions/extrications, assistance to police/vehicle fires that occurred on King's Highways in 2018 that were eligible for reimbursement in relation to those occurring on King's Highways but ineligible and occurring in other locations within the municipality. The incidents that occur on provincial highways may be invoiced to the Ministry of Transportation or DeAngelo Brothers Corp. (Herb Gray Parkway) to recover costs. The Ministry's 2018 rate was \$465.42 per hour per apparatus plus reimbursement for absorbent (used to clean up spills). Tecumseh Fire invoiced a total of \$16,062 (32 attending apparatus - \$15,615 and 32 bags of absorbent - \$447) for incidents occurring on King's Highways that met the criteria to be reimbursed in 2018.

Figure 5
Number of Carbon Monoxide Incidents
2018

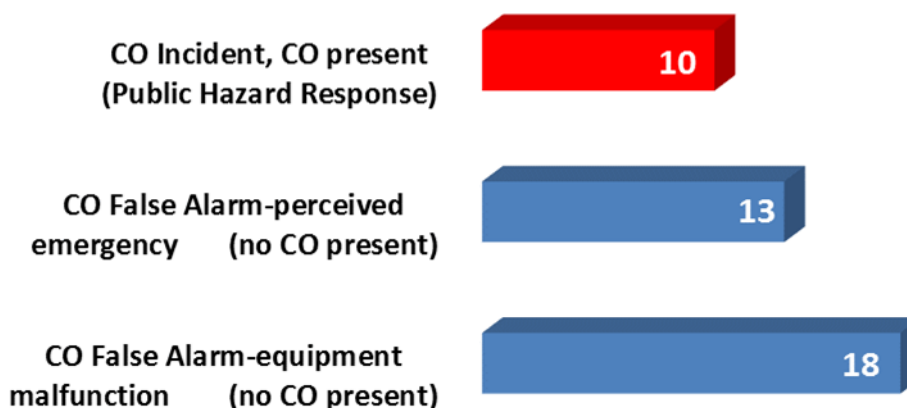


Figure 5 illustrates the number of Carbon Monoxide (CO) incidents where CO has been found to be present and those incidents where CO is not present and the incident is due to an equipment malfunction or another cause.

Carbon Monoxide (CO) is a poisonous gas that has no colour, smell or taste. In the year 2018, 24% of calls for service involving Carbon Monoxide were found to have CO present when readings were taken by TFRS on scene. Sustained CO exposure of 5,000 ppm (parts per million) can result in dizziness, headache and nausea. Asphyxiation can occur at higher levels as CO prevents hemoglobin from carrying oxygen to the tissues, effectively reducing the oxygen-carrying capacity of the blood leading to hypoxia.

Due to the severe consequences of exposure to Carbon Monoxide, TFRS responds to all CO calls whether symptoms are present or not. The policy during business hours when responding to CO calls with no symptoms is for the Chief and Deputy Chief to attend at which time readings are taken and further action if required. Outside of business hours when CO calls occur with or without symptoms, a general response is used. Regarding all CO calls, Union Gas will not enter a residence unless the Fire Department identifies levels and ventilates if necessary.

Q4-2018 Highlights

- **Mutual Aid to Kingsville Fire – Large Industrial Fire**

A 26-hour industrial fire in Kingsville required the efforts of several departments working together through the activation of the county's mutual aid plan. Fire Chief Pitre, acting as the alternate Emergency County Coordinator, along with Tecumseh firefighters and apparatus attended to allow Kingsville to rotate personnel and allow everyone to work safely as they were forced to fight the fire outside due to the roof collapsing.



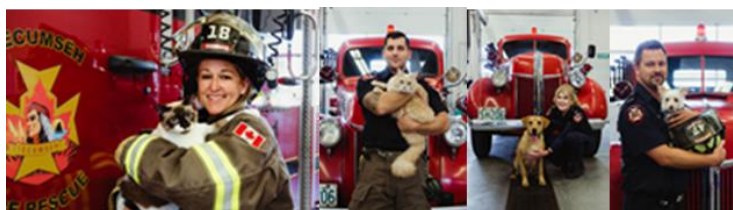
- **Windsor Essex County Health Unit - KI (Potassium Iodide) Pill Distribution**

Tecumseh Fire assisted the Windsor Essex County Health Unit in the distribution of KI (Potassium Iodide) pills in the secondary zone. Every resident in Essex County now has availability to these potentially life-saving pills to protect them from radiation in case of an accident at one of the nearby U.S. nuclear power plants.



○ **Second Chance Animal Rescue's First Responder Fundraiser**

Second Chance Animal Rescue invited four animal-loving volunteers from Tecumseh Fire to join some of their adoptable animals in a photo shoot. The final photos were used to produce greeting cards to sell to raise funds to pay for veterinary care for current and incoming rescue animals.



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.
<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:

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

BY-LAW NUMBER 2019-12

Being a By-law to provide for the adoption of the estimates of all sums required (budget) for general municipal purposes for the Year 2019.

WHEREAS Section 290 of *The Municipal Act*, S.O. 2001 Chapter 25, as amended, provides that a municipality shall, in the year or the immediately preceding year, prepare and adopt a budget including estimates of all sums required during the year for the purposes of the municipality;

AND WHEREAS the Council of the Town of Tecumseh adopted By-law 2003-06, in accordance with Section 251 of *The Municipal Act*, S.O. 2001 Chapter 25, establishing procedures for the giving of notices under the said Act;

AND WHEREAS in accordance with By-law No. 2003-06, notice of Council’s intention to adopt a budget for the year 2019, was given at the December 11, 2018 regular meeting and January 15, 2019 special meeting of Tecumseh Town Council, as well as on the Town’s web site, Facebook page, Twitter, the Town’s App and published in the Shoreline Week and in the Essex Free Press.

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

- 1. **THAT** the estimates (budget) for all sums required during the 2019 year for the purposes of the municipality as per Schedules “A” and “B” attached hereto, are hereby adopted.
- 2. **THAT** this by-law shall come into force and take effect upon the date of the third and final reading thereof.

READ a first, second and third time and finally passed this 22nd day of January, 2019.

“SEAL”

Gary McNamara, Mayor

Laura Moy, Clerk

The Corporation of the Town of Tecumseh

By-Law Number 2019-01

Being a by-law to appoint members to the Cultural and Arts Advisory Committee for the term of Council 2019-2022

Whereas the Council for The Corporation of the Town of Tecumseh is desirous of establishing a Cultural and Arts Advisory Committee for the Town of Tecumseh;

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

1. **That** the following members are hereby appointed to the Cultural and Arts Advisory Committee:

Councillor Bill Altenhof

Marian Drouillard

Rhonda Dupuis

Dwayne Ellis

Charlie Gray

Christopher McNamara

Rita Ossington

Kyrsten Solcz
2. **That** the term of the non-elected members shall expire on the 14th day of November, 2022, or until such time as new appointments are made by Council;
3. **That** Members are responsible for notifying the Director Corporate Services & Clerk, or designate, if they are unable to attend a scheduled meeting.
 - A) If a member is absent for three (3) consecutive meetings with unexplained absences or notice to the Director Corporate Services & Clerk, or designate, the member will be deemed to have resigned from the Committee or Board.
 - B) If a member is absent for three (3) consecutive meetings, the Committee or Board, may request that member's removal from the Committee or Board by Council.
4. **That** any by-law inconsistent with this by-law is hereby repealed.
5. **That** this by-law shall come into force and take effect on the 1st day of January 2019.

Read a first, second and third time and finally passed this 22nd day of January, 2019.

Gary McNamara, Mayor

Laura Moy, Clerk

The Corporation of the Town of Tecumseh

By-Law Number 2019-02

Being a by-law to appoint members to the Tecumseh Heritage Committee for the term of Council 2019-2022

Whereas pursuant to Section 28(1) of the *Ontario Heritage Act*, R.S.O. 1990 c. O.18 (Act), the Council of a municipality may by by-law establish a municipal heritage committee to advise and assist Council on matters relating to Part IV and Part V of the Act;

And Whereas pursuant to Section 28(2) of the *Ontario Heritage Act*, R.S.O. 1990 c. O.18, the committee shall be composed of not fewer than five members;

And Whereas the Council for The Corporation of the Town of Tecumseh is desirous of establishing a Heritage Committee for the Town of Tecumseh for the term of Council 2019-2022

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

1. **That** the following members are hereby appointed to the Tecumseh Heritage Committee:

Councillor Bill Altenhof

Suzanne Beneteau

Chris Carpenter

Marian Drouillard

Rhonda Dupuis

Dwayne Ellis

Charlie Gray

John Levesque

Rita Ossington
2. **That** the term of the members shall expire on the 14th day of November, 2022, or until such time as new appointments are made by Council.
3. **That** Members are responsible for notifying the Director Corporate Services & Clerk, or designate, if they are unable to attend a scheduled meeting.
 - A) If a member is absent for three (3) consecutive meetings with unexplained absences or notice to the Director Corporate Services & Clerk, or designate, the member will be deemed to have resigned from the Committee or Board.
 - B) If a member is absent for three (3) consecutive meetings, the Committee or Board, may request that member's removal from the Committee or Board by Council.
4. **That** any by-law inconsistent with this by-law is hereby repealed.
5. **That** this by-law shall come into force and take effect on the 1st day of January, 2019.

Read a first, second and third time and finally passed this 22nd day of January, 2019.

Gary McNamara, Mayor

Laura Moy, Clerk

The Corporation of the Town of Tecumseh

By-Law Number 2019-03

Being a by-law to appoint members to the Tecumseh Youth Advisory Committee for the term of Council 2019-2022

Whereas the Council for The Corporation of the Town of Tecumseh is desirous of establishing a Youth Advisory Committee;

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

1. **That** the following persons are hereby appointed to the Tecumseh Youth Advisory Committee:

Councillor Rick Tonial

Jacob Altenhof

Michael Altenhof

Brendan Froese

Tamsyn King

Kristi Koutros

Kurtis Hengl Lachance

Tia-Lynne McCann

Ava Ruuth

Suzie Sawicki

Cameron Skinner
2. **That** the term of the members shall expire on the 14th day of November, 2022, or until such time as new appointments are made by Council.
3. **That** Members are responsible for notifying the Director Corporate Services & Clerk, or designate, if they are unable to attend a scheduled meeting.
 - A) If a member is absent for three (3) consecutive meetings with unexplained absences or notice to the Director Corporate Services & Clerk, or designate, the member will be deemed to have resigned from the Committee or Board.
 - B) If a member is absent for three (3) consecutive meetings, the Committee or Board, may request that member's removal from the Committee or Board by Council.
4. **That** any by-law inconsistent with this by-law is hereby repealed.
5. **That** this by-law shall come into force and take effect on the 1st day of January, 2019.

Read a first, second and third time and finally passed this 22nd day of January, 2019.

Gary McNamara, Mayor

Laura Moy, Clerk

The Corporation of the Town of Tecumseh

By-Law Number 2019-04

Being a by-law to appoint members to the Tecumseh Senior Advisory Committee for the term of Council 2019-2022

Whereas the Council for The Corporation of the Town of Tecumseh is desirous of establishing a Senior Advisory Committee;

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

1. **That** the following persons are hereby appointed to the Tecumseh Senior Advisory Committee:

Councillor Rick Tonial

Suzanne Beneteau

Loretta Stoyka Henderson

Gabrielle McMillan

Paul Morand

Dorothy Nagy

Dara Pfeifer O'Connor

Nancy Tennant
2. **That** the term of the members shall expire on the 14th day of November, 2022, or until such time as new appointments are made by Council.
3. **That** Members are responsible for notifying the Director Corporate Services & Clerk, or designate, if they are unable to attend a scheduled meeting.
 - A) If a member is absent for three (3) consecutive meetings with unexplained absences or notice to the Director Corporate Services & Clerk, or designate, the member will be deemed to have resigned from the Committee or Board.
 - B) If a member is absent for three (3) consecutive meetings, the Committee or Board, may request that member's removal from the Committee or Board by Council.
4. **That** any by-law inconsistent with this by-law is hereby repealed.
5. **That** this by-law shall come into force and take effect on the 1st day of January, 2019.

Read a first, second and third time and finally passed this 22nd day of January, 2019.

Gary McNamara, Mayor

Laura Moy, Clerk

The Corporation of the Town of Tecumseh

By-Law Number 2019-05

Being a by-law to appoint members to the Tecumseh Accessibility Advisory Committee for the term of Council 2019-2022

Whereas the *Ontarians with Disabilities Act, 2001*, paragraph 12 (1) provides that the Council of every municipality having a population of not less than 10,000 shall establish an Accessibility Advisory Committee;

And Whereas the population of the Town of Tecumseh exceeds 10,000;

And Whereas Section 12 (2) of the *Ontarians with Disabilities Act, 2001* requires that the majority of the members of the Committee shall include persons with disabilities;

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

1. **That** the following members are hereby appointed to the Tecumseh Accessibility Advisory Committee:

Councillor Tania Jobin

Mary Anne Askin

Ron Doherty

David Golden

Ron Matysek

Catherine Rutherford

Linda Stanczak
2. **That** the term of the non-elected members shall expire on the 14th day of November, 2022, or until such time as new appointments are made by Council;
3. That Members are responsible for notifying the Director Corporate Services & Clerk, or designate, if they are unable to attend a scheduled meeting.
 - A) If a member is absent for three (3) consecutive meetings with unexplained absences or notice to the Director Corporate Services & Clerk, or designate, the member will be deemed to have resigned from the Committee or Board.
 - B) If a member is absent for three (3) consecutive meetings, the Committee or Board, may request that member's removal from the Committee or Board by Council.
4. **That** any by-law inconsistent with this by-law is hereby repealed.
5. **That** this by-law shall come into force and take effect on the 1st day of January 2019.

Read a first, second and third time and finally passed this 22nd day of January, 2019.

Gary McNamara, Mayor

Laura Moy, Clerk

The Corporation of the Town of Tecumseh

By-Law Number 2019-06

Being a by-law constituting and appointing a Committee of Adjustment and empowering the granting of Minor Variances for the term of Council 2019-2022

Whereas *The Planning Act*, R.S.O. 1990, Chapter P.13, Section 44(1) (Act) states that if a municipality has passed a Zoning By-law, the Council of the municipality may by by-law constitute and appoint a Committee of Adjustment for the municipality composed of such persons not fewer than three (3), as the Council considers advisable;

And Whereas Section 44(3) provides that the members of the Committee who are not members of Council shall hold office for the term of Council that appointed them;

And Whereas the Council of The Corporation of the Town of Tecumseh deems it advisable to appoint a Committee of Adjustment;

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

1. **That** pursuant to the provisions of Section 44(1), of *The Planning Act*, R.S.O. 1990, Chapter P.13, the Town of Tecumseh Committee of Adjustment is hereby constituted and shall consist of seven (7) members.
2. **That** the following members are hereby appointed to the Committee of Adjustment.

Lori Chadwick

Tom Fuerth

Jason Jolicoeur

Robert James Mackie

Tom Marentette

Paul Morand

Tony Muscedere
3. **That** the term of the non-elected members shall expire on the 14th day of November, 2022, or until such time as new appointments are made by Council;
4. **That** Members are responsible for notifying the Director Corporate Services & Clerk, or designate, if they are unable to attend a scheduled meeting.
 - A) If a member is absent for three (3) consecutive meetings with unexplained absences or notice to the Director Corporate Services & Clerk, or designate, the member will be deemed to have resigned from the Committee or Board.
 - B) If a member is absent for three (3) consecutive meetings, the Committee or Board, may request that member's removal from the Committee or Board by Council.
5. **That** any by-law inconsistent with this by-law is hereby repealed.

6. **That** this by-law shall come into force and take effect on the 1st day of January 2019.

Read a first, second and third time and finally passed this 22nd day of January, 2019.

Gary McNamara, Mayor

Laura Moy, Clerk

The Corporation of the Town of Tecumseh

By-Law Number 2019-07

Being a by-law delegating the authority for the giving of consents for the term of Council 2019-2022

Whereas *The Planning Act*, R.S.O. 1990, Chapter P.13, Section 54(2) states that a Council may by by-law, delegate to a Committee of Adjustment, the authority for the giving of consents under Section 53 in respect of land situated in the local municipality;

AND WHEREAS the Council of The Corporation of the Town of Tecumseh deems it advisable to pass such a by-law;

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

1. **That** pursuant to the provisions of Section 54, of *The Planning Act*, R.S.O. 1990, Chapter P.13, the authority for the giving of consents under Section 53, is hereby delegated to the Committee of Adjustment for the Town of Tecumseh namely:

Lori Chadwick

Tom Fuerth

Jason Jolicoeur

Robert James Mackie

Tom Marentette

Paul Morand

Tony Muscedere
2. **That** the term of the non-elected members shall expire on the 14th day of November, 2022, or until such time as new appointments are made by Council;
3. **That** Members are responsible for notifying the Director Corporate Services & Clerk, or designate, if they are unable to attend a scheduled meeting.
 - A) If a member is absent for three (3) consecutive meetings with unexplained absences or notice to the Director Corporate Services & Clerk, or designate, the member will be deemed to have resigned from the Committee or Board.
 - B) If a member is absent for three (3) consecutive meetings, the Committee or Board, may request that member's removal from the Committee or Board by Council.
4. **That** any by-law inconsistent with this by-law is hereby repealed.
5. **That** this by-law shall come into force and take effect on the 1st day of January 2019.

Read a first, second and third time and finally passed this 22nd day of January, 2019.

Gary McNamara, Mayor

Laura Moy, Clerk

The Corporation of the Town of Tecumseh

By-Law Number 2019-08

Being a by-law to appoint a Property Standards Committee for the term of Council 2019-2022

Whereas pursuant to Section 15.1(3) of the *Building Code Act*, S.O. 1992, c.23, as amended, the Council of a municipality may pass a by-law to do the following things if an official plan that includes provisions relating to property conditions is in effect in the municipality:

1. Prescribing standards for the maintenance and occupancy of property within the municipality or within any defined area or areas and for prohibiting the occupancy or use of such property that does not conform with the standards.
2. Requiring property that does not conform with the standards to be repaired and maintained to conform with the standards or the site to be cleared of all buildings, structures, debris or refuse and left in graded and levelled condition.

And Whereas the Official Plan for The Corporation of the Town of Tecumseh includes provisions relating to property conditions;

And Whereas the Council of The Corporation of the Town of Tecumseh enacted By-Law No. 2002-37 being a by-law prescribing the standards for the maintenance and occupancy of property within the municipality;

And Whereas pursuant to Section 15.6(1) of the *Building Code Act*, S.O. 1992, c.23, as amended, a by-law passed under section 15.1 shall provide for the establishment of a committee composed of such persons, not fewer than three, as the Council considers advisable to hold office for such term and on such conditions as the by-law may establish;

And Whereas the Council of the Town of Tecumseh is desirous of appointing a Property Standards Committee;

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

1. **That** the following members of the Committee of Adjustment, as appointed under separate by-law by the Council of The Corporation of the Town of Tecumseh (Town), are hereby also appointed as members of the Property Standards Committee for the Town:

Robert James Mackie

Tom Marentette

Paul Morand

2. **That** the term of the said members shall expire on the 14th day of November, 2022, or until such time as new appointments are made by Council;
3. **That** the Property Standards Committee shall meet upon application, immediately prior to or subsequent to a meeting of the Committee of Adjustment.
4. **That** the Property Standards Committee be remunerated in the amount of \$100.00 per meeting.

- 5. **That** Members are responsible for notifying the Director Corporate Services & Clerk, or designate, if they are unable to attend a scheduled meeting.
 - A) If a member is absent for three (3) consecutive meetings with unexplained absences or notice to the Director Corporate Services & Clerk, or designate, the member will be deemed to have resigned from the Committee or Board.
 - B) If a member is absent for three (3) consecutive meetings, the Committee or Board, may request that member's removal from the Committee or Board by Council.
- 6. **That** any by-law inconsistent with this by-law is hereby repealed.
- 7. **That** this by-law shall come into force and take effect on the 1st day of January 2019.

Read a first, second and third time and finally passed this 22nd day of January, 2019.

Gary McNamara, Mayor

Laura Moy, Clerk

The Corporation of the Town of Tecumseh

By-Law Number 2019-09

Being a by-law to appoint members to the Tecumseh Police Services Board for the term of Council 2019-2022

Whereas in accordance with Section 27(1) of the *Police Services Act*, R.S.O. 1990 C.15, there shall be a Police Services Board for every municipality that maintains a police force;

And Whereas in accordance with Section 27(6) of the *Police Services Act*, R.S.O. 1990, C.15 the Council of a municipality may determine, by resolution, the composition of its Board shall be as described in subsection (5).

And Whereas the Council of The Corporation of the Tecumseh adopted a resolution on January 12, 1999, to establish The Corporation of the Town of Tecumseh Police Services Board and to increase the composition of the Board from three (3) members to five (5) members;

And Whereas Section 27(5) of the *Police Services Act*, R.S.O. 1990, C.15 states the Board of a municipality shall consist of,

1. 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;
2. one (1) member of the Council appointed by resolution of the Council;
3. one (1) person appointed by resolution of the Council, who is neither a member of the Council nor an employee of the municipality; and
4. two (2) persons appointed by the Lieutenant Governor in Council.

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

1. **That** the following members are hereby appointed to the Tecumseh Police Services Board:
 - a) Gary McNamara, Mayor, for the term January 1, 2019, through to and including November 14, 2022;
 - b) Joe Bachetti, Deputy Mayor, for term January 1, 2019, through to and including November 14, 2022;
 - c) Christopher Hales for the term January 1, 2019, through to and including November 14, 2022;
2. **That** Members are responsible for notifying the Director Corporate Services & Clerk, or designate, if they are unable to attend a scheduled meeting.
 - a) If a member is absent for three (3) consecutive meetings with unexplained absences or notice to the Director Corporate Services & Clerk, or designate, the member will be deemed to have resigned from the Committee or Board.
 - b) If a member is absent for three (3) consecutive meetings, the Committee or Board, may request that member's removal from the Committee or Board by Council.

- 3. **That** any by-law inconsistent with this by-law is hereby repealed.
- 4. **That** this by-law shall come into force and take effect on the 1st day of January 2019.

Read a first, second and third time and finally passed this 22nd day of January, 2019.

Gary McNamara, Mayor

Laura Moy, Clerk

The Corporation of the Town of Tecumseh
By-Law Number 2019-10

Being a by-law to appoint directors to the Board of Management for
the Business Improvement Area for the term of Tecumseh Council
2019-2022

Whereas the Council of The Corporation of the Town of Tecumseh (Town) passed By-law No. 1999-58, to enlarge the area designated as an improvement area;

AND WHEREAS on October 29, 1999, the Ontario Municipal Board approved said By-law No. 1999-58;

AND WHEREAS the Council of the Town of Tecumseh passed By-laws No. 2005-79 and 2016-12, amending the area designated as an improvement area;

AND WHEREAS Section 204(3) of the *Municipal Act*, S.O. 2001 c. 25 provides that the Board of Management for the improvement area shall be composed of one or more directors appointed by the municipality and the remaining directors selected by a vote of the membership of the improvement area and appointed by the municipality;

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

1. **That** a Board of Management be and is hereby established for the business improvement area in the Town of Tecumseh as designated by By-law No. 2016-12, and shall be comprised of two (2) Directors appointed by Council, and seven (7) members of the business improvement area (BIA), who were selected by a vote of the membership;
2. **That** the said Board of Management shall consist of the following members:

Brian Houston	Councillor
Paul Bistany	Paul Bistany Real Estate Broker
Elisa Braccio	Shoppers Drug Mart
Jules Champoux	CPCA, Life and Health Insurance Advisor
Candice Dennis	
Joseph Fratangeli	Good Vibes
Scott Harris	TD Canada Trust
Michael Kennedy	Ingenuity Counsel
Linda Proctor	
3. **That** Councillor Andrew Dowie be appointed to act as a liaison between Council and the Board of Management.
4. **That** the foregoing BIA representatives shall be appointed for the term ending the 14th day of November, 2022, or until their successors are appointed by Council.
5. **That** Members are responsible for notifying the Director Corporate Services & Clerk, or designate, if they are unable to attend a scheduled meeting.
 - a) If a member is absent for three (3) consecutive meetings with unexplained absences or notice to the Director Corporate Services &

Clerk, or designate, the member will be deemed to have resigned from the Committee or Board.

- b) If a member is absent for three (3) consecutive meetings, the Committee or Board, may request that member's removal from the Committee or Board by Council.
6. **That** the Board of Management is entrusted with:
- a) The improvement and beautification of Town owned lands, buildings, structures in the said business improvement area beyond such improvement and beautification as is provided at the expense of the Town at large, and further provided however, that all plans for such business improvement area and beautification shall firstly be approved by the Council of the Town; and
 - b) The promotion of the said business improvement area as a business or shopping area.
7. **That** the Board of Management shall submit its estimates for each year to Council on or before March 31st and in the form as may be prescribed, and shall not expend any monies not included in the said estimates approved by Council or in a Reserve Fund established under Section 417 of the *Municipal Act, S.O. 2001, c. 25*, nor shall the Board of Management incur any indebtedness extending beyond the current year or borrow money.
8. **That** the Board of Management shall, in each year, submit its annual report for the preceding year to the Town, including a complete audited and certified Financial Statement of its affairs with balance sheet and revenue and expenditure statement.
9. **That** any by-law inconsistent with this by-law is hereby repealed.
10. **That** this by-law shall come into force and take effect on the 1st day of January 2019.

Read a first, second and third time and finally passed this 22nd day of January, 2019.

Gary McNamara, Mayor

Laura Moy, Clerk

The Corporation of the Town of Tecumseh

By-Law Number 2019-11

Being a by-law to appoint members to the Tecumseh Council
Compensation Review Committee

Whereas the Council for The Corporation of the Town of Tecumseh is desirous of
establishing a Council Compensation Review Committee;

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

1. **That** the following persons are hereby appointed to the Tecumseh Council
Compensation Review Committee:

 Fiona Bryden
 Jules Champoux
 Marian Drouillard
 Dwayne Ellis
 Joey Jraige

2. **That** following completion of the final report to Council 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, in keeping with the Terms of Reference and having met its
mandate, the Committee shall be disbanded.

3. **That** Members are responsible for notifying the Director Corporate Services
& Clerk, or designate, if they are unable to attend a scheduled meeting.
 - a) If a member is absent for three (3) consecutive meetings with
unexplained absences or notice to the Director Corporate
Services & Clerk, or designate, the member will be deemed to
have resigned from the Committee or Board.

 - b) If a member is absent for three (3) consecutive meetings, the
Committee or Board, may request that member's removal
from the Committee or Board by Council.

4. **That** this by-law shall come into force and take effect on the 1st day of
January 2019.

Read a first, second and third time and finally passed this 22nd day of January,
2019.

Gary McNamara, Mayor

Laura Moy, Clerk

THE CORPORATION OF THE TOWN OF TECUMSEH

BY-LAW NUMBER 2019-12

Being a By-law to provide for the adoption of the estimates of all sums required (budget) for general municipal purposes for the Year 2019.

WHEREAS Section 290 of *The Municipal Act*, S.O. 2001 Chapter 25, as amended, provides that a municipality shall, in the year or the immediately preceding year, prepare and adopt a budget including estimates of all sums required during the year for the purposes of the municipality;

AND WHEREAS the Council of the Town of Tecumseh adopted By-law 2003-06, in accordance with Section 251 of *The Municipal Act*, S.O. 2001 Chapter 25, establishing procedures for the giving of notices under the said Act;

AND WHEREAS in accordance with By-law No. 2003-06, notice of Council’s intention to adopt a budget for the year 2019, was given at the December 11, 2018 regular meeting and January 15, 2019 special meeting of Tecumseh Town Council, as well as on the Town’s web site, Facebook page, Twitter, the Town’s App and published in the Shoreline Week and in the Essex Free Press.

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

- 1. **THAT** the estimates (budget) for all sums required during the 2019 year for the purposes of the municipality as per Schedules “A” and “B” attached hereto, are hereby adopted.
- 2. **THAT** this by-law shall come into force and take effect upon the date of the third and final reading thereof.

READ a first, second and third time and finally passed this 22nd day of January, 2019.

“SEAL”

Gary McNamara, Mayor

Laura Moy, Clerk

Schedule "A"
By-law 2019-12
Town of Tecumseh
2019 Budget Summary

Revenues	2019	2018	\$ Change	% Change
General Tax Levy	23,550,357	22,556,128	994,229	4.41%
Local Improvements	1,019	1,019	-	0.00%
Rights of Way	15,000	15,000	-	0.00%
Payment In Lieu of Taxes	71,100	70,000	1,100	1.57%
Sub-total Taxation Revenue	23,637,476	22,642,147	995,329	4.40%
Ontario Specific Grants	471,736	382,419	89,317	23.36%
Other Municipalities Specific Grants	-	-	-	0.00%
Fees, Services Charges and Donations	11,797,770	11,291,785	505,985	4.48%
Licences, Permits and Fines	712,000	738,500	(26,500)	-3.59%
Penalties and interest	380,000	395,000	(15,000)	-3.80%
Investment income	1,189,175	990,000	199,175	20.12%
Other Revenues	599,465	703,965	(104,500)	-14.84%
Transfer from reserves and reserve funds	591,609	459,979	131,630	28.62%
Sub-total Operating Revenue	15,741,755	14,961,648	780,107	5.21%
Ontario Grants	2,813,000	3,191,000	(378,000)	-11.85%
Canada Grants	-	-	-	0.00%
Share of Gas Tax Revenues	1,127,500	1,148,500	(21,000)	-1.83%
Other Municipalities	-	-	-	0.00%
Capital contributions from Landowners	2,203,080	598,365	1,604,715	268.18%
Contributed Assets	-	-	-	0.00%
Proceeds from long term debt issued	-	-	-	0.00%
Transfer from reserve and reserve funds	14,470,780	12,815,925	1,654,855	12.91%
Sub-total Capital/Lifecycle Revenue	20,614,360	17,753,790	2,860,570	16.11%
Total Revenues	59,993,591	55,357,585	4,636,006	8.37%

Schedule "A"
By-law 2019-12
Town of Tecumseh
2019 Budget Summary

Capital/Lifecycle Expenditures	2019	2018	\$ Change	% Change
General Government	366,000	406,700	(40,700)	-10.01%
Protection To Persons and Property	73,250	947,200	(873,950)	-92.27%
Transportation Services	7,939,360	5,482,590	2,456,770	44.81%
Environmental Services	7,987,850	7,934,000	53,850	0.68%
Recreation Services	2,641,000	2,619,800	21,200	0.81%
Cultural Services	-	-	-	0.00%
Planning and Development	950,000	499,000	451,000	90.38%
Transfer to reserve and reserve funds	14,247,484	13,009,376	1,238,108	9.52%
Opening Unfinanced Capital	1,559,400	1,073,668	485,732	45.24%
Closing Unfinanced Capital	(1,609,400)	(1,401,668)	(207,732)	14.82%
Total Capital/Lifecycle Expenditures	34,154,944	30,570,666	3,584,278	11.72%
Total Expenditures	59,993,591	55,357,585	4,636,006	8.37%
Net Surplus/(Deficit) End of Year	-	-	-	0.00%

Schedule "A"
By-law 2019-12
Town of Tecumseh
2019 Budget Summary

Operating Expenditures	2019	2018	\$ Change	% Change
Council	480,233	403,159	77,074	19.12%
Administration	3,985,851	3,986,666	(815)	-0.02%
Sub-total General Government	4,466,084	4,389,825	76,259	1.74%
Fire	1,301,469	1,264,594	36,875	2.92%
Police	3,527,709	3,440,649	87,060	2.53%
Crossing Guards	85,988	82,681	3,307	4.00%
Building Department	537,148	514,235	22,913	4.46%
Animal Control	45,280	45,280	-	0.00%
Conservation Authority	270,520	263,920	6,600	2.50%
Emergency Measures	28,750	28,750	-	0.00%
Sub-total Protection to Persons and Property	5,796,864	5,640,109	156,755	2.78%
Roadways (Public Works)	1,630,711	1,487,023	143,688	9.66%
Winter Control	361,058	334,015	27,043	8.10%
Transit	294,809	284,127	10,682	3.76%
Street Lighting	229,000	234,000	(5,000)	-2.14%
Sub-total Transportation Services	2,515,578	2,339,165	176,413	7.54%
Sanitary Sewer	2,422,501	2,707,794	(285,293)	-10.54%
Storm Sewers	418,944	383,293	35,651	9.30%
Waterworks System	3,519,465	3,211,405	308,060	9.59%
Garbage Collection	619,500	605,200	14,300	2.36%
Garbage Disposal	839,000	839,000	-	0.00%
Sub-total Environmental Services	7,819,410	7,746,692	72,718	0.94%
Assistance to aged	38,017	37,200	817	2.20%
Sub-total Social and Family Services	38,017	37,200	817	2.20%
Parks	1,495,252	1,382,450	112,802	8.16%
Arena	1,706,373	1,601,989	104,384	6.52%
Pool	248,132	244,185	3,947	1.62%
Other	47,200	47,000	200	0.43%
Sub-total Recreation Services	3,496,957	3,275,624	221,333	6.76%
Libraries	8,250	7,600	650	8.55%

Schedule "A"
By-law 2019-12
Town of Tecumseh
2019 Budget Summary

Operating Expenditures	2019	2018	\$ Change	% Change
Corn Festival	148,688	122,211	26,477	21.66%
Special Events	18,084	16,584	1,500	9.04%
Sub-total Cultural Services	175,022	146,395	28,627	19.55%
Planning and Zoning	606,783	554,505	52,278	9.43%
Committee of Adjustment	107,312	106,438	874	0.82%
Agricultural and Reforestation	217,101	200,622	16,479	8.21%
Tile Drainage/Shoreline Assistance	1,019	1,019	-	0.00%
Sub-total Planning and Development	932,215	862,584	69,631	8.07%
Transfer to reserve and reserve funds	598,500	349,325	249,175	71.33%
Total Operating Expenditures	25,838,647	24,786,919	1,051,728	4.24%

Schedule "B"
By-law 2019-12
Town of Tecumseh
2019 Budget Summary

	Est. Balance at Dec. 31/18	Transfer (To) From Other Reserve	Consolidation of Reserves per Resolutions	From Current Operations	From Capital Operations	From Developers	Interest Earned	2019 Revenue	To Current	To Capital Projects	2019 Expenditure	Balance at Dec. 31/19
General Reserves												
Sick Pay	679,200	-	54,878	-	-	-	-	-	43,965	-	43,965	635,235
Working Fund	218,200	-	168,966	-	-	-	-	-	-	-	-	218,200
Tax Rate Stabilization	4,538,700	-	110,017	-	-	-	-	-	164,984	350,000	514,984	4,023,716
Health ASO	344,500	-	30,000	-	-	-	-	-	-	-	-	344,500
Meeting Investigator	27,200	-	-	-	-	-	-	-	-	-	-	27,200
Fire Education and Awareness	9,000	-	-	-	-	-	-	-	-	-	-	9,000
Insurance	211,000	-	204,000	-	-	-	-	-	28,550	-	28,550	182,450
Infrastructure (NIL)	4,294,600	91,100	467,958	480,500	1,350,000	-	-	1,830,500	61,500	901,770	963,270	5,252,930
Community Improvement Plan	367,200	-	-	-	-	-	-	-	-	-	-	367,200
Cada Complex Art Work	17,100	-	17,543	-	-	-	-	-	2,000	-	2,000	15,100
West St. Louis Pump	284,300	-	483,102	-	-	-	-	-	-	-	-	284,300
Total General Reserves	10,991,000	91,100	1,536,464	480,500	1,350,000	-	-	1,830,500	300,999	1,251,770	1,552,769	11,359,831
Lifecycle Reserves												
Arenas	967,700	-	967,700	38,000	140,000	-	-	178,000	-	144,000	144,000	1,001,700
Bridges and culverts	731,100	-	731,100	-	390,000	-	-	390,000	-	1,167,810	1,167,810	46,710
Buildings	652,500	-	652,500	-	190,000	-	-	190,000	-	40,000	40,000	802,500
Community trails	195,000	-	195,000	-	50,000	-	-	50,000	-	-	-	245,000
Drains	73,900	-	73,900	-	100,000	-	-	100,000	-	100,000	100,000	73,900
Election	-	-	-	-	16,000	-	-	16,000	1,500	-	1,500	14,500
Fire Apparatus	800,700	-	800,700	-	194,000	-	-	194,000	-	-	-	994,700
Fire Equipment	257,600	-	257,600	-	45,000	-	-	45,000	-	65,250	65,250	237,350
Fleet	753,000	-	753,000	-	536,000	-	-	536,000	-	462,000	462,000	827,000
Information Technology	471,300	-	471,300	-	128,000	-	-	128,000	-	216,000	216,000	383,300
New lifecycle issues	677,000	-	677,000	-	100,000	-	-	100,000	-	-	-	777,000
Outdoor Pool	273,400	-	273,400	-	55,000	-	-	55,000	-	58,000	58,000	270,400
Park development	1,291,500	44,600	1,336,100	-	355,000	-	-	355,000	-	1,074,500	1,074,500	616,600
Reforestation	133,500	-	133,500	-	30,000	-	-	30,000	-	30,000	30,000	133,500
Roads	8,981,000	-	8,981,000	10,000	4,160,000	-	-	4,170,000	102,370	4,698,300	4,800,670	8,350,330
Sidewalks	233,800	-	233,800	-	74,000	-	-	74,000	-	69,000	69,000	238,800
Storm sewers	148,600	-	148,600	-	902,700	-	-	902,700	-	1,443,350	1,443,350	392,050
One Time Strategic Issues	115,800	-	115,800	-	50,000	-	-	50,000	4,000	-	4,000	161,800
Transit	347,500	-	347,500	70,000	100,000	-	-	170,000	88,000	-	88,000	429,500
Total Lifecycle Reserves	17,104,900	44,600	17,149,500	118,000	7,615,700	-	-	7,733,700	195,870	9,568,210	9,764,080	15,119,120
Grand Total Reserves	28,095,900	135,700	18,685,964	598,500	8,965,700	-	-	9,564,200	496,869	10,819,980	11,316,849	26,478,951

Schedule "B"
By-law 2019-12
Town of Tecumseh
2019 Budget Summary

Discretionary Reserve Funds	Est. Balance at Dec. 31/18	Transfer (To) From Other Reserve	Consolidation of Reserves per Resolutions	From Current Operations	From Capital Operations	From Developers	Interest Earned	2019 Revenue	To Current	To Capital Projects	2019 Expenditure	Balance at Dec. 31/19
Water	3,019,600	57,900	3,077,500	-	1,621,085	-	90,600	1,711,685	27,370	200,550	227,920	4,561,265
Water - Facilities	7,324,600	-	7,324,600	-	129,000	-	219,700	348,700	-	470,000	470,000	7,203,300
Water rate stabilization	-	-	-	-	-	-	-	-	-	-	-	-
Sanitary Sewer	3,600	-	3,600	-	30,000	-	100	30,100	-	-	-	33,700
Sanitary Sewer - Facilities	- 3,047,500	163,300 -	2,884,200	-	1,999,699	-	91,400	1,908,299	27,370	2,927,200	2,954,570 -	3,930,471
Sanitary Sewer - Rate stabilization	1,417,200	-	1,417,200	-	400,000	-	42,500	442,500	-	53,050	53,050	1,806,650
Storm Sewer (OCIF)	155,400	-	155,400	-	25,000	-	4,700	29,700	-	-	-	185,100
Post retirement benefits	1,730,000	-	-	-	-	-	51,900	51,900	-	-	-	1,781,900
Total Discretionary Reserve Funds	10,602,900	221,200	9,094,100	-	4,204,784	-	318,100	4,522,884	54,740	3,650,800	3,705,540	11,641,444
Obligatory Reserve Funds												
DC Studies	- 48,600	- -	48,600	-	-	26,300 -	1,500	24,800	40,000	-	40,000 -	63,800
DC Fire	261,100	-	261,100	-	-	13,500	7,800	21,300	-	-	-	282,400
DC Police	41,600	-	41,600	-	-	5,700	1,200	6,900	-	-	-	48,500
DC Roads	- -	91,100 -	91,100	-	-	91,100	-	91,100	-	-	-	-
DC Wastewater	- -	163,300 -	163,300	-	-	163,300	-	163,300	-	-	-	-
DC Water	- -	57,900 -	57,900	-	-	57,900	-	57,900	-	-	-	-
DC Library	73,400	-	73,400	-	-	4,500	2,200	6,700	-	-	-	80,100
DC Outdoor Recreation	- -	44,600 -	44,600	-	-	44,600	-	44,600	-	-	-	-
DC Indoor Recreation	438,600	-	438,600	-	-	46,800	13,200	60,000	-	-	-	498,600
Sub-total DC Reserve Funds	766,100 -	356,900	409,200	-	-	453,700	22,900	476,600	40,000	-	40,000	845,800
Gas Tax	-	-	-	-	-	-	-	-	-	-	-	-
Parkland	551,500	-	551,500	-	-	8,000	16,500	24,500	-	-	-	576,000
Storm Sewer - (OCIF)	476,100	-	476,100	-	1,077,000	-	14,300	1,091,300	-	-	-	1,567,400
Total Obligatory Reserve Funds	1,793,700 -	356,900	1,436,800	-	1,077,000	461,700	53,700	1,592,400	40,000	-	40,000	2,989,200
Grand Total Reserve Funds	12,396,600 -	135,700	10,530,900	-	5,281,784	461,700	371,800	6,115,284	94,740	3,650,800	3,745,540	14,630,644
Grand Total Reserve & Reserve Funds	40,492,500	-	29,216,864	598,500	14,247,484	461,700	371,800	15,679,484	591,609	14,470,780	15,062,389	41,109,595

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	In Progress
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	Q1 2019 Report
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
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.
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	In progress
29/18	November 13, 2018		Customer Service Policy	A request for a Customer Service Policy	CS	In progress

The Corporation of the Town of Tecumseh

By-Law Number 2019 - 13

Being a by-law to confirm the proceedings of the January 22, 2019 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 January 22, 2019, 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 January 22, 2019, 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 22nd day of January, 2019.

Gary McNamara, Mayor

Laura Moy, Clerk