

Tuesday, November 14, 2017, 7:00 PM
Tecumseh Town Hall
www.tecumseh.ca

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17.	NEXT MEETING	
	a. Tuesday, November 21, 2017	
	4:30 PM Special Council Meeting Re: 2018 Draft Budget and Business Plan	
	b. Wednesday, November 22, 2017	
	5:00 PM Special Council Meeting Re: 2018 Draft Budget and Business Plan	
	c. Tuesday, November 28, 2017	
	5:00 PM Policies and Priorities Committee	
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18.	ADJOURNMENT	

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

Tecumseh Council meets in regular public session on Tuesday, October 24, 2017, in the Council Chambers, 917 Lesperance Road, Tecumseh, Ontario at 7:00 pm.

(RCM 17-1)

ORDER

The Mayor calls the meeting to order at 7:20 pm.

(RCM 17-2)

MOMENT OF SILENCE

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

(RCM 17-3)

NATIONAL ANTHEM

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

(RCM 17-4)

ROLL CALL

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

Absent:

Also Present:	Chief Administrative Officer	- Tony Haddad
	Director Corporate Services & Clerk	- Laura Moy
	Director Financial Services & Treasurer	- Luc Gagnon
	Director Fire Services & Fire Chief	- Doug Pitre
	Director Information & Communication Services	- Shaun Fuerth
	Director Parks & Recreation Services	- Paul Anthony
	Director Planning & Building Services	- Brian Hillman
	Director Public Works & Environmental Services	- Dan Piescic
	Deputy Clerk & Manager Legislative Services	- Jennifer Alexander
	Manager Committee & Community Services	- Christina Hebert
	Manager Recreation Programs & Events	- Kerri Rice
	Manager Roads & Fleet	- Kirby McArdle
	Manager Strategic Initiatives	- Lesley Racicot
	Manager Water & Wastewater	- Denis Berthiaume
	Manager Engineering Services	- Phil Bartnik
	Manager Planning Services	- Chad Jeffery
	Deputy Treasurer & Tax Collector	- Tom Kitsos

DISCLOSURE OF PECUNIARY INTEREST

Councillor Andrew Dowie discloses an interest in By-law No. 2017-74 being a by-law to authorize the closure and sale of an alley abutting his parent's property.

(RCM 17-5)

MINUTES

Motion: (RCM-364/17) Moved by Councillor Tania Jobin
Seconded by Councillor Brian Houston

That the minutes of the October 10, 2017 Regular Meeting of Council and minutes of the October 10, 2017 Public Meeting of Council, as were duplicated and delivered to the Members, are adopted.

Carried

(RCM 17-7)

DELEGATIONS

Dillon Drive Street Name Recognition

Motion: (RCM-365/17) Moved by Deputy Mayor Joe Bachetti
Seconded by Councillor Rita Ossington

That the Manager Committee & Community Services, Report No. 38/17 regarding the Dillon Drive Street Naming Recognition be brought forward on the Agenda.

Carried

Motion: (RCM-366/17) Moved by Councillor Andrew Dowie
Seconded by Councillor Bill Altenhof

That naming recognition of Dillon Drive, in honour of John Vinton Dillon, a World War II veteran, be acknowledged by replacing the existing Dillon Drive street signs with new signs that have a 'Poppy', symbolizing Dillon Drive being named in honour of a veteran;

And that a section of the Town's website be dedicated to detailing the history and background information regarding street naming recognition;

And further that the Cultural and Arts Advisory Committee continue to investigate proper naming recognition for other Tecumseh streets named in honour of veterans.

As recommended by the Manager Committee & Community Services under Report No. 38/17.

Carried

The Mayor unveils a Dillon Drive street sign, with the poppy symbol, and is accompanied in a photo by the Members of Council and the Dillon Family members present.

2018 Police and Police Services Board Budget

Police Services Board Chair, Christopher Hales, OPP Inspector, Glenn Miller, and Staff Sergeant, Mike Gruska, speak to Council on the responsibilities of the Tecumseh Police Services Board, the OAPSB 2017 Spring Conference & AGM, the 2018 Budget Drivers, Contract Services, comparative policing costs, the OPP 2017-2019 Strategic Plan, and the Tecumseh OPP Goals & Activities, in addition to trends and the PSB Local Initiatives. The expenditures are presented to Council for the 2018 Police and Police Services Board Budget.

Motion: (RCM-367/17) Moved by Deputy Mayor Joe Bachetti
Seconded by Councillor Andrew Dowie

That the 10 minute Delegation time limit under the Procedural By-law be extended for the PSB Delegation.

Carried

The members thanked the OPP and Police Services Board for the presentation. The members questioned the comparable rates per household with the surrounding municipalities. The information is gathered from the Ministry of Municipal Affairs based on tax roll, composition of the municipality and number of

officers dedicated to the Town. Statistically, Tecumseh is one of the safest communities in Canada.

Motion: (RCM-368/17) Moved by Deputy Mayor Joe Bachetti
Seconded by Councillor Tania Jobin

That the 2018 Police and Police Service Board Budget presentation by the Tecumseh Police Services Board to Council be received.

Carried

Importance of the Auto Industry to Municipalities in Ontario

Stephen MacKenzie, Chief Executive Officer from the Windsor Essex Economic Development Corporation is present and requests Council to adopt a resolution developed by the Ontario Automotive Mayors citing the importance of the auto industry and urging all governments to place a high priority on the auto industry during NAFTA renegotiations.

Motion: (RCM-369/17) Moved by Councillor Bill Altenhof
Seconded by Deputy Mayor Joe Bachetti

Whereas the auto sector directly employs over 101,000 people in Ontario, and indirectly supports the creation of more than 300,000 good jobs in communities nationwide; and

Whereas the automotive industry represents Canada's largest manufacturing sector, Ontario's chief export and the economic lifeblood of hundreds of Canadian communities; and

Whereas a thriving auto sector is an essential part of The Town of Tecumseh's local economy, stimulating growth, innovation, and good, high-paying jobs; and

Whereas the Windsor-Essex Region is Canada's automotive "epicentre", employing over 18,000 workers, including home to FCA Canada's Windsor Assembly Plant, the country's single-biggest manufacturing facility by employment; and

Whereas Canada's auto sector has been deeply integrated with that of the United States since the early-20th century, as indicated by the 1965 Canada-US Auto Pact; and

Whereas the North American Free Trade Agreement governs nearly every aspect of Canada and the United States' economic relationship, including the import and export of auto parts and vehicles; and

Whereas even minor changes to the established trade relationship between Canada and the United States could have enormous consequences for workers and consumers on both sides of the border; and

Whereas in 2016 the Government of Ontario and Michigan signed a Memorandum of Understanding calling for increased cooperation and partnership between their two automotive sectors; and

Whereas Canada's economic future and the continued well-being of The Town of Tecumseh's local economy depend on a thriving automotive sector;

Therefore, be it resolved, Council:

1. Join with Councils across Ontario in calling on the federal government to recognize Canada's automotive sector as a key priority throughout the NAFTA negotiations.

Carried

(RCM 17-8)

COMMUNICATIONS

Communications – For Information

- A. Township of Oro Medonte, Re: Ontario Wildlife Damage Compensation Program
- B. Ontario Energy Board Notice, Re: Union Gas Limited applied to raise its natural gas rates effective January 1, 2018
- C. Ministry of Natural Resources and Forestry, Re: Proposed regulation change: compressed air energy storage (CAES)

Motion: (RCM-370/17) Moved by Deputy Mayor Joe Bachetti
Seconded by Councillor Andrew Dowie

That Communications – *for Information* A through C as listed on the October 24, 2017 Regular Council Meeting Agenda are received.

Carried

Communications – Action Required

- A. Township of Montague, Re: Bill 148

Motion: (RCM-371/17) Moved by Councillor Brian Houston
Seconded by Councillor Andrew Dowie

That the resolution of the Township of Montague requesting the Province to conduct a full economic impact study of Bill 148 on the effect on businesses and municipalities across Ontario be supported.

Carried

(RCM 17-9)

COMMITTEE MINUTES

Motion: (RCM-372/17) Moved by Councillor Bill Altenhof
Seconded by Councillor Brian Houston

That the October 10, 2017 minutes of the Policies and Priorities Committee, as was duplicated and delivered to the Members of Council, are accepted, as amended.

Carried

Motion: (RCM-373/17) Moved by Councillor Andrew Dowie
Seconded by Councillor Tania Jobin

That the October 14, 2017 minutes of the Youth Advisory Committee, as was duplicated and delivered to the Members of Council, are accepted.

Carried

Motion: (RCM-374/17) Moved by Councillor Rita Ossington
Seconded by Councillor Bill Altenhof

That the October 12, 2017 minutes of the Police Services Board, as was duplicated and delivered to the Members of Council, are accepted.

Carried

(RCM 17-10)

REPORTS

Chief Administrative Officer, Report No. 11/17, Re: Strategic Priorities Update

Motion: (RCM-375/17) Moved by Councillor Andrew Dowie

Seconded by Councillor Rita Ossington

That the Chief Administrative Officer's Report No. 11/17 regarding progress on the Strategic Priorities established by Council in January 2017 be received.

As recommended by the Chief Administrative Officer under Report No. 11/17.

Carried

Manager Committee & Community Services, Report No. 37/17, Re: Renewal of Cat Intake Agreement with the Windsor-Essex County Humane Society for 2018

Motion: (RCM-376/17) Moved by Deputy Mayor Joe Bachetti

Seconded by Councillor Rita Ossington

That the Clerk be authorized to execute the Cat Intake Agreement (Agreement) with the Windsor-Essex County Humane Society (WECHS) for 2018 to permit stray cats to be dropped off at a cost of \$25 to the Town of Tecumseh for each cat;

And that Corporate Services & Clerk Report No. 37/17 regarding renewal of the Cat Intake Agreement with the WECHS for 2018 is received.

As recommended by the Manager Committee & Community Services under Report No. 37/17

Carried

Deputy Treasurer & Tax Collector, Report No. 15/17, Re: Budget Variance Report – August 31, 2017

Motion: (RCM-377/17) Moved by Councillor Bill Altenhof

Seconded by Councillor Andrew Dowie

That Financial Services Report No. 15/17, Budget Variance Report – August 31, 2017, is received for information.

As recommended by the Deputy Treasurer & Tax Collector under Report No. 15/17.

Carried

Deputy Treasurer & Tax Collector, Report No. 16/17, Re: Vacancy Rebate Program Elimination

Motion: (RCM-378/17) Moved by Councillor Bill Altenhof

Seconded by Councillor Rita Ossington

That Council support the elimination of the Vacant Unit Property Tax Rebate Program in Essex County;

And that Council request Essex County Council to seek approval from the Minister of Finance to enact a Regulation for Essex County to eliminate this Program, commencing for the 2018 taxation year.

As recommended by the Deputy Treasurer & Tax Collector under Report No. 16/17.

Carried

Director Fire Services & Fire Chief, Report No. 08/17, Re: Tecumseh Fire Services – Q3 2017 Update

Motion: (RCM-379/17) Moved by Councillor Bill Altenhof
Seconded by Councillor Tania Jobin

That the Tecumseh Fire Services Q3 2017 update presented in the Fire & Emergency Services Department Report No. 08/17 be received.

As recommended by the Director Fire Services & Fire Chief under Report No. 08/17.

Carried

Manager Recreation Program & Events, Report No. 24/17, Re: Transition Timelines for the Tecumseh Corn Festival Update

Motion: (RCM-380/17) Moved by Deputy Mayor Joe Bachetti
Seconded by Councillor Brian Houston

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

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

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

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

As recommended by the Manager Recreation Programs & Events under Report No. 24/17.

Carried

Manager Engineering Services, Report No. 33/17, Re: Federation of Canadian Municipalities, Municipalities for Climate Innovation Program, Funding Approval Town of Tecumseh Storm Drainage Master Plan

Motion: (RCM-381/17) Moved by Councillor Bill Altenhof
Seconded by Councillor Rita Ossington

That Public Works & Environmental Services Report No. 33/17 titled Federation of Canadian Municipalities, Municipalities for Climate Innovation Program Funding Approval: Town of Tecumseh Storm Drainage Master Plan, be received;

And that a by-law be prepared to authorize the Mayor and Clerk to execute the Municipalities for Climate Innovation Program Agreement between the Federation of Canadian Municipalities ("FCM") and the Corporation of the Town of Tecumseh (the "Town"), satisfactory in form to the Town's Solicitor, in order for the Town to receive the allocation of funding eligible in the Municipalities for Climate Innovation Program Fund to undertake the Storm Drainage Master Plan.

As recommended by the Manager Engineering Services under Report No. 33/17.

Carried

Motion: (RCM-382/17) Moved by Councillor Bill Altenhof
 Seconded by Deputy Mayor Joe Bachetti
That resident Mcquire Druin is approved to address Council regarding his concerns about vehicular traffic on Cada Crescent.
 Carried

Mcquire Druin, a resident on Cada Crescent, addressed Members of Council in support of erecting a stop sign to reduce traffic congestion and allow pedestrians to cross the street in a timely manner. The members thanked Mcquire for his concerns and addressing Council.

Members acknowledge that the impetus is to ensure the area is as safe as possible and to increase driver awareness that this is a pedestrian area through various options. The signs on Cada Crescent are consistent with other areas within the Town and meet current Provincial standards. There was discussion on increasing the size of the signs for greater visibility, increased OPP enforcement and to revisit the issue if the school becomes a safe school walk zone.

Manager Roads & Fleet, Report No. 47/17, Re: Proposed Pedestrian Crossing on St. Gregory's Road at the Intersection of Cada Crescent

Motion: (RCM-383/17) Moved by Councillor Bill Altenhof
 Seconded by Councillor Brian Houston
That Public Works & Environmental Services Report No. 47/17, dated September 15, 2017, titled Proposed Pedestrian Crossing on St. Gregory's Road at the Intersection of Cada Crescent, be received;
And that Council authorize Administration to proceed with Option One: Do Nothing as contained and discussed herein respecting the installation of a Pedestrian Crossing on St. Gregory's Road at Cada Crescent.
 As recommended by the Manager Roads & Fleet under Report No. 47/17.

Carried

Manager Waste & Wastewater, Report No. 48/17, Re: Essex Region Source Protection Area, 2016 Annual Report

Motion: (RCM-384/17) Moved by Deputy Mayor Joe Bachetti
 Seconded by Councillor Brian Houston
That the Essex Region Source Protection Area 2016 Annual Report dated September 5, 2017, from the Essex Region Conservation Authority, be received.
 As recommended by the Manager Waste & Wastewater under Report No. 48/17.

Carried

(RCM 17-11) **BY-LAWS**

Motion: (RCM-385/17) Moved by Councillor Tania Jobin
 Seconded by Councillor Brian Houston
That By-Law 2017-73 being a by-law to authorize the execution of an Agreement between The Corporation of the Town of Tecumseh (Town) and Federation of Canadian Municipalities (FCM) be given first, second, third and final reading.

Carried

Motion: (RCM-386/17) Moved by Councillor Tania Jobin
 Seconded by Councillor Brian Houston

That By-Law No. 2017-71 being a by-law to adopt Official Plan Amendment No. 14 to the Tecumseh Official Plan, for those lands in the former Village of St. Clair Beach;

And that By-Law 2017-72 being a by-law to amend By-law 2065, the Town's Comprehensive Zoning By-law for those lands in the former Village of St. Clair Beach. (D19 LAKMON – Lakeview Montessori School); be given first, second, third and final reading.

Carried

Councillor Dowie having declared a conflict of interest refrains from voting and discussion on By-law No. 2017-74.

Motion: (RCM-387/17) Moved by Councillor Brian Houston
 Seconded by Councillor Tania Jobin

That By-Law 2017-74 being a by-law to close up and authorize the sale of the alley located between Coronado and Barry and abutting 12600 to 12700 Little River Blvd., 340 to 346 Coronado, 387 Barry, and 12733 to 12765 Mason).

Be given first, second, third and final reading.

Carried

(RCM 17-12)

UNFINISHED BUSINESS

The Members receive the Unfinished Business listing.

(RCM 17-13)

NEW BUSINESS

Bill 148: *Fair Workplaces, Better Jobs Act, 2017*

Motion: (RCM-388/17) Moved by Deputy Mayor Joe Bachetti
 Seconded by Councillor Andrew Dowie

That the Mayor send a letter to the Premier of Ontario, Minister of Finance and Minister of Labour expressing great concern for the severe economic impact of Bill 148 the *Fair Workplaces, Better Jobs Act, 2017* (Bill 148) if it receives Royal Assent in its current form, will have a devastating impact on municipalities; and noting that:

While the focus of the government's proposed reform initiatives appear to be aimed at non-municipal sectors that provide for employment that is different from that commonly found in the municipal sector, Municipal governments provide most of the needs of daily life as well as emergency services to communities;

And that Municipal employers will be disproportionately impacted given municipalities' large range of mandated services;

And further that Bill 148 will result in significant and unnecessary costly unintended consequences for municipalities;

And further that any increases to the cost of delivering services immediately translates into increased property taxes and diminishes the ability to provide other programs and services, or investment in capital infrastructure;

And furthermore that a copy of the letter be sent to the local MPPs, area municipalities and AMO.

Carried

Excessive Car Noises

A member raised the issue of excessive noise from car mufflers and if possible to increase enforcement to decrease noise.

Tecumseh Area Historical Society

The Tecumseh Area Historical Society will be holding their annual fundraiser at the Legion on November 4, 2017.

Acknowledgements

Council Dowie thanked the Tecumseh Fire Rescue Service for their assistance with the Dowie family earlier in the month.

The Mayor thanked administration for the response regarding a letter to the editor regarding Transit.

Outdoor Camera Registry

A member requested the Police Services Board inquire whether there is a homeowner outdoor camera registry available that could be used to catch criminal activity.

Police Services Board Budget

A member requested in the future a separate, Council meeting be held for the Police and Police Services Board budgets given the long delegation and information provided.

(RCM 17-14)

MOTIONS

Motion: (RCM-386/17) Moved by Councillor Rita Ossington
Seconded by Deputy Mayor Joe Bachetti

That By-law 2017-75 being a by-law to confirm the proceedings of the October 24, 2017, regular meeting of the Council of The Corporation of the Town of Tecumseh be given first, second, third and final reading.

Carried

(RCM 17-15)

NOTICES OF MOTION

None.

(RCM 17-16)

NEXT MEETING

A special meeting will be held on October 28, 2017, for the 2018 Capital Projects Facility Tour.

Public Council meeting regarding ZBA & Draft Plan of Subdivision 1061160 Ontario Inc. (Santarossa) Industrial Park, will be held at 6:00 pm on Tuesday, November 14, 2017.

The next Regular Council meeting will be held at 7:00 pm on Tuesday, November 14, 2017.

(RCM 17-17)

ADJOURNMENT

Motion: (RCM-387/17) Moved by Councillor Rita Ossington
Seconded by Councillor Tania Jobin

That there being no further business the October 24, 2017 regular meeting of Council now adjourn at 10:00 pm.

Carried

Gary McNamara, Mayor

Laura Moy, Clerk

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

Tecumseh Council meets in special session on Tuesday, October 24, 2017, in the Council Chambers, 917 Lesperance Road, Tecumseh, Ontario at 5:30 pm.

(SCM 6-1)

ORDER

The Mayor calls the meeting to order at 5:30 pm.

(SCM 6-2)

ROLL CALL

Present:	Mayor	- Gary McNamara
	Deputy Mayor	- Joe Bachetti
	Councillor	- Bill Altenhof
	Councillor	- Andrew Dowie
	Councillor	- Brian Houston
	Councillor	- Tania Jobin
	Councillor	- Rita Ossington
Also Present:	Chief Administrative Officer	- Tony Haddad
	Director Corporate Services & Clerk	- Laura Moy
	Deputy Clerk & Manager Legislative Services	- Jennifer Alexander
	Director Financial Services & Treasurer	- Luc Gagnon
	Director Fire Services & Fire Chief	- Doug Pitre
	Director Public Works & Environmental Services	- Dan Piescic
	Director Planning & Building Services	- Brian Hillman
	Director Parks & Recreation Services	- Paul Anthony
	Manager of Planning Services	- Chad Jeffery
	Manager Engineering Services	- Phil Bartnik

(SCM 6-3)

DISCLOSURE OF PECUNIARY INEREST

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

(SCM 6-4)

DELEGATIONS

Tecumseh Road Main Street, Details Streetscape Design

Flavio Forest, Partner & Laura Herlehy, Project Engineer Services, from Dillon Consulting, are in attendance to provide an update to Council on the Tecumseh Road Main Street Detailed Streetscape Design.

The Director Planning & Building Services explains the update will include project scope and cost, a review of the proposed solutions to address driveway closures and will obtain feedback from Members of Council and confirm direction in which to proceed.

The Manager Planning Services explains what has been achieved since last presenting to Council in March 2017. The detailed design of Phase 1 is at 60% and efforts have been focused on driveway closures/consolidations, alternative access and land acquisitions.

Laura Herlehy explains the approach being taken with respect to driveway closures/consolidations, discussion with landowners, preliminary design of driveway closures and implementation. The members are informed on the areas that will be affected.

Flavio Forest reminds Council of the phase-in strategy of this project. The total length of the project is 2.1 km; 1.3 km of which is on Tecumseh Road. The overall project costs are discussed for each phase of the project, along with the projected timelines. The estimated increase cost is 35% as a result of the driveway closures/consolidation and access, repairs and improvements to infrastructure, and utility cost increases due to additional detail.

Comparisons are given to projects in the Cities of Windsor, London and Woodbridge. The projected costs for this Plan are in keeping with costs for similar projects in other communities.

Comments are expressed on the progress.

Inquiries are made with respect to property owners' rights of access to the roadway and obligations of the Town to provide access, if any. In addition, an inquiry is made on whether the costs consider claims for loss of business from affected landowners.

Mr. Forest notes that the allowances do not include provisions for injurious infection; however a property evaluator may be engaged to help assess such costs.

The Director Planning & Building Services advises that the Dasilva property owner does not currently have access to the road. Under a Site Plan Agreement, the Town has endeavoured to assist with a formal agreement with the National Bank for shared access.

Ed Hooker, Solicitor, explains in terms of general principle there is authority which will allow a municipality to close up access, under certain circumstances. The Dasilva owner has known for quite some time of the limited access and needs to formalize an agreement with the adjacent bank regarding shared access.

In response to a query about the closures in the southeast quadrant, Mr. Forest advises that there are four driveway accesses proposed to be closed that affect the on-street parking which is an important feature of the project. In terms of the number of closures and use of the Legion Lane, he provides assurance that the laneway can accommodate and that the cost is included in the estimates presented.

The Director Planning & Building Services reminds the members of the long term vision for the area and creating a consistent area that is sustainable. It is a very complex area. It is one area that represents a downtown area.

An inquiry is made about the number of parking spaces that will be provided in the future and whether there will be a net increase. The Director Public Works & Environmental Services explains parking utilization, needs, flows and traffic analysis were carried out by Dillon.

Ms. Herlehy clarifies the parking areas shown in red account for 9 spots. The green areas represent an additional 27 parking spots creating an increase of 18 parking spaces.

A Member of Council states experience with the traffic and parking conditions including the use of the Legion Lane. Mr. Forest advises of landscape designs, curbing and line painting that will lend to greater delineation of the laneway. In terms of service vehicles, they would continue to occur on Tecumseh Road, as well as garbage collection.

It is recommended that the consultant explore reducing the number of driveway closures and the impact on the business owners, their patrons, along with the financial impact on the project.

Lanoue Street being one way causes issues today and will cause greater issues in the future. It is suggested that Lanoue Street be reviewed.

Motion: (SCM-15/17) Moved by Councillor Rita Ossington
Seconded by Councillor Brian Houston

That the October 24, 2017 meeting of Council convene in closed section at 6:35 pm, in accordance with Section 239(2)(c) (f) of the Municipal Act, 2001, a meeting, or part of a meeting of Council, may be closed to the public to consider matters related to the proposed or pending acquisition or disposition of land by the municipality, and advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

Carried

Motion: (SCM-16/17) Moved by Councillor Bill Altenhof
Seconded by Councillor Tania Jobin

That the October 24, 2017 closed meeting of Council be adjourned at 7:13 pm and the meeting reconvene in public session.

Carried

The Mayor advises that the Town's solicitor provided advice on the land acquisitions and process. No direction or actions were given.

(SCM 6-5)

COMMUNICATIONS

There were no communications presented.

(SCM 6-6)

REPORTS

None.

(SCM 6-7)

ADJOURNMENT

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

That there being no further business the October 24, 2017 special meeting of Council now adjourn at 6:40 pm.

Carried

Gary McNamara, Mayor

Laura Moy, Clerk

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

Tecumseh Council meets in special session on Saturday, October 28, 2017, in the Town of Tecumseh, Ontario at 9:00 a.m.

(SCM 7-1)

ORDER

Mayor Gary McNamara calls the meeting to order at 9:00 a.m.

(SCM 7-2)

ROLL CALL

Present:	Mayor	- Gary McNamara
	Deputy Mayor	- Joe Bachetti
	Councillor	- Andrew Dowie
	Councillor	- Brian Houston
	Councillor	- Tania Jobin
	Councillor	- Rita Ossington
	Councillor	- Bill Altenhof
Also Present:	Chief Administrative Officer	- Tony Haddad
	Director Corporate Services & Clerk	- Laura Moy
	Deputy Clerk & Manager Legislative Services	- Jennifer Alexander
	Director Public Works & Environmental Services	- Dan Piescic
	Director Fire Services & Fire Chief	- Doug Pitre
	Manager Engineering Services	- Phil Bartnik
	Director Planning & Building Services	- Brian Hillman
	Manager Planning Services	- Chad Jeffery
	Manager Roads & Fleet	- Kirby McArdle

(SCM 7-3)

PECUNIARY INTEREST

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

(SCM 7-4)

DELEGATIONS

None.

(SCM 7-5)

COMMUNICATIONS

There were no communications presented to Council.

(SCM 7-6)
REPORTS

2018 Capital Projects Facilities Tour

The Members of Council and Administration participate in a bus tour of the Town in the areas shown in the Capital Projects Facilities Tour Booklet. The purpose of the tour is to view roads, bridges, pathways, and park facilities proposed for improvements and/or repairs in 2018.

Members also toured the Jobin Cattle Farm to see the new barn with the semi-automatic machinery for the milking process and state of the art technology to assist in the daily operations at the farm.

During the tour, administration was asked to provide a quantitative analysis on the location of the Riverside Drive Trail on either the north or south side of the street.

(SCM 7-7)
MOTIONS
None.

(SCM 7-8)
ADJOURNMENT

Motion: (SCM-18/17) Moved by Councillor Tania Jobin
Seconded by Deputy Mayor Joe Bachetti
That there being no further business to discuss, the October 29, 2016
special meeting of Council now adjourn at 11:50 a.m.
Carried

Gary McNamara, Mayor

Laura Moy, Clerk



Notice of Public Meeting
For Revisions to the Zoning By-law of the Town of Essex

To be held on Monday, November 20, 2017, starting at 4:30 p.m., in the County of Essex Council Chambers, Civic Centre, 360 Fairview Avenue West, Essex, Ontario.

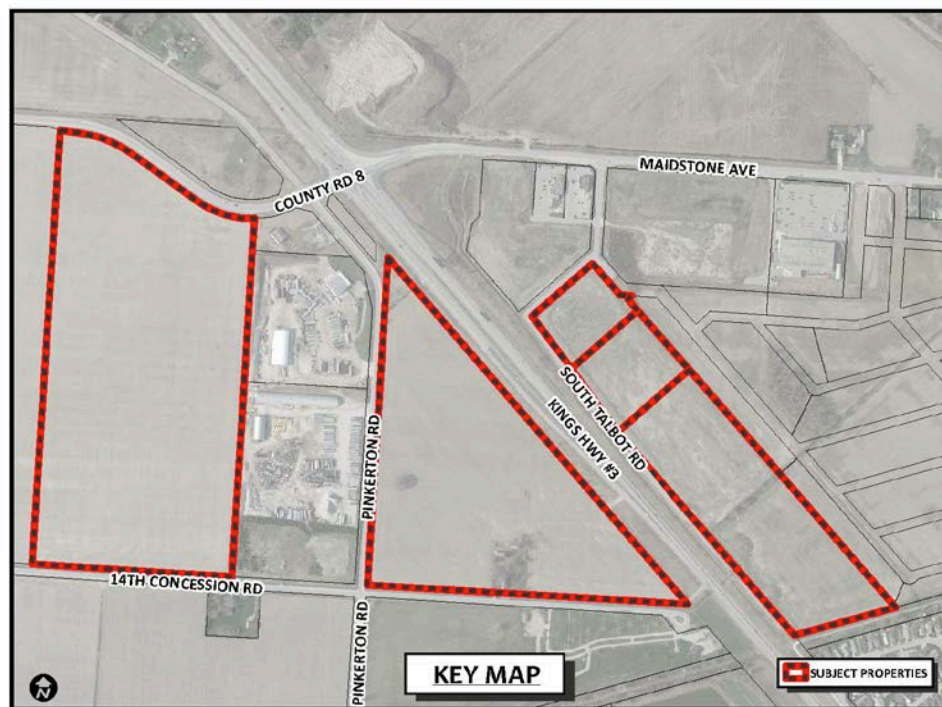
In accordance with Section 34 of the Planning Act of Ontario, R.S.O. 1990, Council of the Town of Essex will consider proposed revisions to the Town's General Zoning By-law 1037 Plan. Five parcels in Essex Centre are proposed to be re-zoned from Agriculture and Restricted Commercial to General and Light Industrial respectively. A series of housekeeping revisions are also proposed.

Of the five parcels proposed to be rezoned, two properties are located on the south side of Concession 8, west of Highway 3. They were recently incorporated into the Essex Centre Settlement Area and are designated in the Town of Essex Official Plan for industrial use, subject to rezoning to an industrial zoning category. They are currently zoned A1.1, general agricultural. Their legal description is 14978 14th Concession on the south side of County Road 8, east of Pinkerton Sideroad, J. Egeto, owner, and Concession 14, Part Lots 15 and 16, Registered Plan 12R11669, Part 1, Registered Plan 12R15234, Part 2, J. F. Lafferty owner.

The third set of three properties are located parallel to Highway 3 on South Talbot Road, south of Maidstone Avenue and are also designated Industrial in the Official Plan. This restricted use commercial corridor is suitable for light industrial uses subject to rezoning from C3.4, restricted highway commercial, to a light industrial category. They comprise a total of 25 acres, described as Colchester CON STR Part Lot 285, comprising Parts 20, 23, 24, 25, 28, and 29, Plan 12R 21183.

All of the lands affected are shown on the key map below.

Lands proposed to be rezoned from Agriculture and Restricted Highway Commercial to suitable Industrial zoning categories:



In summary, the following additional changes are proposed:

1. Revised definitions of “attached”, “detached”, “existing” and “lot” and add a new definition: “tertiary treatment septic system”;
2. Add provisions related to the use of shipping containers for permanent storage;
3. Recognize dwellings on un-assumed roads in new subdivisions;
4. Remove subsection 10.8, Natural Heritage Provisions;
5. Establish more consistent lot area provisions for rural dwellings on septic systems, including dwellings using a tertiary treatment septic system.
6. Correction to the R1.3, Rural Residential zoning related to minimum yard setbacks.

Purpose of the public meeting:

1. For the Town to present the proposal;
2. For people to ask questions and share their views;
3. For Council to receive a report that provides information on these proposed changes.

This public meeting is a statutory requirement of the Ontario Planning Act.

Additional information relating to the proposed amendments is available for review at the Town Hall at 33 Talbot Street South, Essex, during regular office hours. It is recommended that an appointment be scheduled for this purpose. Please contact Sarah Girard, Planning Assistant, at 519-776-7336, extension 1128, to schedule an appointment.

Any person or public body may attend the public meeting and or make written or verbal representation either in support of or in opposition to the proposed amendments or request to be notified of subsequent meetings of Council related to these matters.

If a person or public body does not make oral submissions at a public meeting or make written submissions to the Council for the Town of Essex before the proposed zoning by-law changes are adopted by by-law, the person or public body is not entitled to appeal the decision of the Council of the Town of Essex to the Ontario Municipal Board.

If a person or public body does not make oral submissions at a public meeting or make written submissions to Council before the proposed amendments are adopted by by-law, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Municipal Board unless, in the opinion of the Board, there are reasonable grounds to add the person or public body as a party.

Personal Information: The personal information contained in any correspondence or oral presentation that you provide will become part of the public record and will be available on the Town website. Personal information is collected and disclosed pursuant to the provisions of the Municipal Freedom of Information and Protection of Privacy Act.

Unless otherwise directed by Council, this matter will be placed on the Council agenda for consideration on December 4, 2017.

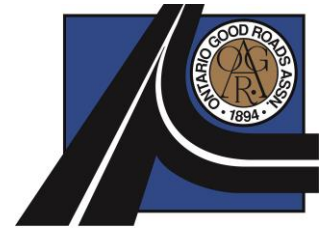
The report of the Planning Department concerning these zoning by-law changes is available on request from the Planning Department and online at www.essex.ca under **Town Hall, Publications, Plans and Reports to Council**. Any written submissions, requests to be placed on a public mailing list for formal notification of future meetings concerning these Official Plan and Zoning By-law revisions, or requests (which must be in writing or by email) for notification of Council's approval of the amending by-law can be directed to: Robert Auger, Clerk, Town of Essex, 33 Talbot Street South, Essex On, N8M 1A8, Tel: 776-7336 x1132 Fax: 776-8811. We encourage people to register with the Clerk one week in advance of the meeting, if they wish to speak to this matter.

Any questions, comments or requests for further information should be directed to: Jeff Watson, Planning Department, Town of Essex, 33 Talbot Street South, Essex, ON, N8M 1A8 Tel: 776-7336 x1116, Email: jwatson@essex.ca.

Dated at the Town of Essex on October 20, 2017.

October 5, 2017

To the Head & Members of Council:



Working for Municipalities

Pursuant to Policy B-008 of the Ontario Good Roads Association, the Nominating Committee shall report to the Annual Conference its nominations for 11 directors. The following members of the Board will automatically serve on the 2018-2019 Board of Directors in the following capacity:

President Chris Traini, County Engineer, County of Middlesex

1st Vice-President Rick Kester, CAO, City of Belleville

2nd Vice-President Rick Harms, Project Engineer, City of Thunder Bay

Immediate Past President Ken Lauppe, Manager, Road Operations, Public Works & Engineering, City of Brampton

Those nominated by the Nominating Committee shall be selected from OGRA's municipal or First Nations membership pursuant to the requirements for geographic representation contained in Section 12 of the Constitution, and so far as possible meeting the criteria established in Policy B-008. A full copy of the Constitution can be viewed on the OGRA web-site. **Those elected shall serve for a two (2) year term ending on February 26, 2020.**

[OGRA Constitution](#)

The following incumbent Directors have put their name forward wishing to continue to represent their respective Zones:

North (3 to be elected)

Antoine Boucher
Director of Public Works and
Engineering
Municipality of East Ferris

Yolaine Kirlew
Councillor,
Municipality of Sioux Lookout

Paul Schoppmann
Mayor
Municipality of St. Charles

Southwest (2 to be elected)

Andy Bruziewicz,
Councillor
City of Sarnia

Virginia Ridley,
Councillor
City of London

South Central (2 to be elected)

Bryan Lewis,
Councillor
Town of Halton Hills

Southeast (2 to be elected)

Dave Burton,
Reeve
Municipality of Highlands East

Michael Touw
Manager of Operations
County of Peterborough

Toronto (2 to be elected)

Paul Ainslie
Councillor
City of Toronto

One vacancy exists in each of the **South Central** Zone and the **City of Toronto**.

The Northern Zone consists of the municipalities in the Districts of Algoma, Cochrane, Kenora, Manitoulin Island, Nipissing, Parry Sound, Rainy River, Sudbury, Thunder Bay and Timiskaming; municipalities in and including the District of Muskoka and the City of Greater Sudbury.

The Southwest Zone consists of the municipalities in and including the Counties of Brant, Bruce, Elgin, Essex, Haldimand, Huron, Lambton, Middlesex, Norfolk, Oxford, and Perth, the municipality of Chatham-Kent, and municipalities in and including the Regional Municipality of Waterloo.

The South Central Zone consists of the municipalities in and including the Counties of Dufferin, Grey, Simcoe, and Wellington, and municipalities in and including the Regional Municipalities of Durham, Halton, Niagara, Peel and York, and the City of Hamilton.

The South East Zone consists of municipalities in and including the Counties of Frontenac, Haliburton, Hastings, Lanark, Leeds and Grenville, Lennox and Addington, Northumberland, Peterborough, Prescott and Russell, Prince Edward, Renfrew, and Stormont, Dundas and Glengarry, and the Cities of Kawartha Lakes and Ottawa.

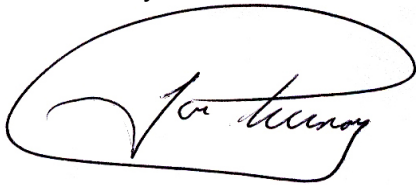
Any member of Council or a permanent full time staff from an OGRA member municipality or First Nations interested in being considered as a candidate for a position on the Board of Directors must complete the attached Nomination Consent form and submit it along with their résumé to the attention of the Chair of the Nominating Committee by no later than November 10, 2017. Fax your information to 289-291-6477, e-mail to info@ogra.org or mail to OGRA, 1525 Cornwall Road, Unit 22, Oakville, Ontario L6J 0B2

The Nominating Committee will meet in November to recommend a slate of Directors to the membership. The members of the Committee are:

Chair: Robert Burlie, Immediate Past President
Vice Chair: Rick Champagne, Past President
Members: Paul Ainslie, OGRA Director
Bryan Lewis, OGRA Director
John McKean, OGRA Director

Any questions regarding the Nomination process or serving on the Board of Directors can be directed to the undersigned at joe@ogra.org.

Yours truly,

A handwritten signature in black ink, appearing to read "J. W. Tiernay", enclosed within a large, loopy oval shape.

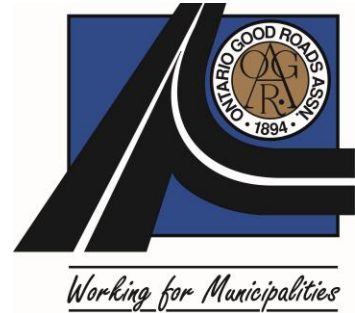
J. W. Tiernay,
Executive Director

c: Robert Burlie, Chair, Nominating Committee

Ontario Good Roads Association

Board of Directors

Nomination and Consent Form



We hereby nominate the following to the Board of Directors of the Ontario Good Roads Association for the 2018/20 term of office (2 year term):

Name of Candidate

Name: _____

Position: _____

Municipality: _____

Moved by: _____

Seconded by: _____

(Candidates must be nominated by two eligible members of OGRA. A resolution of Council is acceptable but not mandatory)

Candidate Consent

The candidate nominated above must sign below indicating they consent to the Nomination and agree to let their name stand for office.

I, _____ hereby consent to the Nomination
(Name of Candidate)
to the Board of Directors of the Ontario Good Roads Association.

Signature

Date

Submit completed form and candidate's résumé by fax or e-mail to the attention of Rob Burlie, Chair, OGRA Nominating Committee
Fax: 289-291-6477
E-mail: info@ogra.org

MUNICIPALITY OF MORRIS-TURNBERRY

P.O. Box 310, 41342 Morris Road, Brussels, Ontario N0G 1H0

Tel: 519-887-6137 ext. 21 Fax: 519-887-6424 Email: nmichie@morristorynberry.ca



Nancy Michie
Administrator Clerk-Treasurer

October 17,2017

Re: Resolution concerning the Tenanted Farm Tax Class properties being changed to the Residential Tax Class

Motion: 553-2017 Moved by John Smuck Seconded by Dorothy Kelly

Whereas, MPAC conducts ongoing reviews to ensure properties are accurately assessed and corrections are made where necessary. A review of a property could be triggered from ongoing data verification, updated tenant information, sales investigations, building permits and severances which may result in changes to the valuation or classification of a property. This could include wooded acreage on a farm property;

And Whereas, MPAC recently changed the assessment classifications on properties with portions of land tenanted for farming. MPAC is responsible for assessing and classifying all properties in Ontario in accordance with the *Assessment Act* and regulations established by the Government of Ontario. All properties in Ontario are continuously reviewed as part of the MPAC valuation process to ensure accurate information is used in determining our assessed values and tax classifications;

And Whereas, MPAC has stated: Under the *Assessment Act*, all properties are classified according to their use, and Ontario Regulation 282/98 sets out how various property uses are classified. By default, farm properties are classified in the residential property class in accordance with section 3(1)2 of Ontario Regulation 282/98 of the *Assessment Act*. Farm properties that meet the eligibility requirements will have farmland and associated outbuildings placed in the farm property class and are taxed at up to 25% of the municipal residential tax rate. An application for inclusion in the Farm Property Class Tax Rate Program must be approved by the Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA).

Under the *Assessment Act*, all properties are classified according to their use. If a portion (or portions) of a farm property is used for non-farm purposes, the portion is valued and classified according to its use. This is to ensure that the appropriate value and tax class is applied to the various uses of the property;

And Whereas, MPAC has assessed non-tillable acreage that is **rented to tenants** as residential. MPAC has explained that this is a correction under the *Assessment Act*/Ontario Regulation 282/98 with properties being assessed according to their use. They explained that it was a review of the Farm Forestry Exemption Class that prompted this action;

And Whereas, Most of these non-tillage acres cannot be built upon, or generate any revenues. However, they do provide benefit to the wider community as woodlots, wetlands, streams. Therefore taxing at the higher residential ratio appears unfair;

And Whereas, many properties have resulted in a substantial increase in property taxes due to this assessment class shift, an example being, with the tax billing increase of 572%. Tax increases to this magnitude are unacceptable. This process will force retired farmers to share crop to avoid the tax increases or it will cause land rent to increase to cover the increased taxes. That will create a burden on the property owner and the tenant farmers;

And Whereas, MPAC did not advise the municipalities of these corrections or the impact that it may have on taxation write-offs going forward, as MPAC reviews appeals on these changes;

Now Therefore, The Council of the Municipality of Morris-Turnberry hereby requests that MPAC conduct a review on the effects of the tax class shift from farm land to residential;

And that MPAC act immediately on applications for reconsideration for the 2018 tax year and where possible for the 2017 year;

And that MPAC advise the municipalities prior to any future tax class shifts or mass property assessment corrections;

And that the Province of Ontario review Regulation 282/98 under the Assessment Act, in respect to the property tax classification of non-tillage acres;

And that this resolution be circulated to Premier Kathleen Wynne, Minister of Finance, MPAC and the Association of Municipalities of Ontario and all Ontario municipalities.

Disposition Carried

Thank you

Yours truly,

A handwritten signature in black ink, appearing to read 'Nancy Michie', written over a horizontal line.

Nancy Michie



TOWN OF LAKESHORE

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

October 11, 2017

Honourable Kathleen Wynne, Premier
Legislative Building, Room 281
Queen's Park
Toronto, ON M7A 1A1

Dear Premier Wynne:

RE: PROVINCIAL FLOOD INSURANCE PROGRAM

At their meeting of October 10, 2017 the Council of the Town of Lakeshore duly passed the following resolution.

Councillor Wilder moved and Councillor Janisse seconded:

That:

WHEREAS weather patterns seem to have changed, in that excessive and prolonged rains are now becoming more frequent and regular,

WHEREAS there is an increased chance of flooding, as result of excessive and prolonged rains;

WHEREAS property owners in areas that are at an increased risk of flooding are often unable to purchase flood insurance to protect their properties; and

WHEREAS the cost of property repairs after a flood cause financial hardship for individuals, families and businesses.

NOW THEREFORE BE IT RESOLVED that the Government of Ontario be urged to create a Provincial Flood Insurance Program, to cover those individuals, families and businesses who are unable to secure flood insurance for their properties;

BE IT FURTHER RESOLVED that a copy of this motion be sent to the Honourable Kathleen Wynne, Premier of Ontario, the Honourable Patrick Brown, Leader of the Progressive Conservative Party, the Honourable Andrea Horwath, Leader

of the New Democratic Party, and all MPPs in the Province of Ontario; and

BE IT FURTHER RESOLVED THAT a copy of this Motion be sent to the Association of Municipalities of Ontario (AMO) and all Ontario municipalities for their consideration.

Motion Carried Unanimously

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

Yours truly,



Mary Masse
Clerk

/cl

cc: Hon. Patrick Brown, Leader of Progressive Conservative Party
cc: Hon. Andrea Horwath, Leader of New Democratic Party
cc: Association of Municipalities Ontario (AMO)
cc: Via Email - All Ontario Municipalities
cc: Via Email - MPPs in the Province of Ontario

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

A meeting of the Town of Tecumseh BIA (TOTBIA) Board of Management meeting held as of Wednesday, *October 11, 2017* at Public Works Bldg., 1186 Lacasse Blvd., Tecumseh, ON, at the hour of 6:00 PM.

(TOTBBM-1-10)
CALL TO ORDER

**DRAFT OF TECUMSEH BIA
BOARD OF MANAGEMENT
MINUTES**

The meeting was called to order at 6:15 p.m. by Tony Nehme, Vice Chair

(TOTBBM –2-10)
ROLL CALL

Present:

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

(TOTBBM – 3-10)
DISCLOSURE OF PECUNIARY INTEREST - None Stated.

(TOTBBM – 4-10)
DELEGATIONS – Lesley Racicot, Manager Strategic Initiatives, Town of Tecumseh

Results from the meeting with the BIA Coordinator are as follows:

- Several businesses had mentioned they were concerned that they did not receive much information from the BIA including Ocean Bottom, Caribbean Tanning, and TLC. It was determined that the issue could be the confusion between what the Town offers and what the BIA offers and this was the first visit they had had with someone from the Town. It was agreed that further communications and outreach activities may help address some of these concerns from business owners.
- Sharing information that the Mayor and Council get from local businesses on events and to share any invitations that may come in that are not from the BIA with the BIA Coordinator to insure everyone has the same information.
- The need for an updated business/Members' survey was discussed and it was determined that the best approach would be to send the survey link out to all members and follow up emails, calls and visits. The survey will help determine any further concerns from members and how they feel going into the last year of the BIA Board mandate.
- Suggestions on marketing ideas including how to promote investment in Tecumseh. This included a possible brochure or fact sheet that can be provided to anyone inquiring with the BIA on the Town. This will be developed further.
- The issue of the Town of Tecumseh postal code discrepancy was discussed and Canada Post was contacted and reported they are working on updating this with LaSalle and it could be applied to Tecumseh as well. Canada Post has advised that they would pay the costs to forward mail for up to one year. There is some concern that this may want to be limited to the Tecumseh postal station rather than Oldcastle and Maidstone. This will be discussed further with the CAO following budget discussions.
- The BIA Coordinator wants to participate and forward the Ontario by Bike Network project to BIA Members. The Town has applied for funding under the Ontario Municipal Commuter Cycling program and funding would be used for cycling improvements throughout Town. Cycling infrastructure is a priority for the Town in various plans and this would fit in nicely with the Bike Network project and for future promotion of the Town. Will work with TWEPI, BIA and the Town for future promotions.
- Various cross promotion activities that the Town and the BIA could engage in to help develop investment opportunities were discussed. This included adding items to the Town website and the BIA website; including a plan for the economic development and business sections of the Town website which will add additional information and cross references to

various local partners including the BIA. The plan is to include links from the realtor website to allow potential investors to see the current properties available.

- With respect to the Strategic Plan, the BIA can move forward with a plan for 2018 with at least three items outlined: the activities the BIA had planned with the budget program; increased communications activities and outreach (via the survey and potential follow up from response, increased social media posts and cross promotion with the Town); and, leverage every available opportunity for promotion and marketing of existing businesses and business opportunities.
- Regular meetings with TWEPI on various activities going on and how to promote the Town businesses and the BIA does list events in tourism guide; communication from the BIA will confirm events and activities will be submitted and included in the 2018 Guide. BIA and Town should participate in the 2018 "Staycation" event they host at Devonshire Mall. TWEPI has begun promoting the Coffee Trail.

Action Items:

- Lesley to follow up with Building and Planning regarding registrations for new businesses.
- Lesley to follow up with WEEDC on information that can be shared in a brochure/fact sheet for new investment opportunities.
- Members of the board will provide questions for a Business Satisfaction Survey. Lesley will review and provide additional questions.
- Lesley to discuss with Tony the postal code changes
- BIA to complete constitution
- Updates and links across social media and websites

(TOTBBM – 5-10)

COMMUNICATIONS

5.1 BIA BOARD OF MANAGEMENT MEETING MINUTES:

Motion: (BBM-40/17) Moved by: P. Bistany
Second by: M. Harris

THAT the minutes of the Town of Tecumseh BIA Board of Management Meeting held on September 13, 2017, be approved as distributed.

**APPROVED.
CARRIED.**

NOTE: The ToTBIA Board of Management Special Meeting scheduled on Wednesday, September 27, 2017 was cancelled at 6:15 PM due to no quorum.

5.2 LETTERS FROM - P. Rorai reports on the following communication:

5.2.1 Letter from Tom Kitsos, Deputy Treasurer & Tax collector regarding the County of Essex Vacancy Tax Rebate program asking for feedback from property owners via an online survey, workshop and/or email.

(TOTBBM – 6-10)

REPORTS

6.1 CHAIR REPORT: No report at this time.

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

6.2.1 Month End Financial Report as of September 30, 2017

BIA Operating Account (8111130)	Bank Balance stands at:	\$ 55,259.50
Outstanding Payables	See Detail Page	\$ 3,757.13
BIA Ledger Balance stands at:	See Detail Page	<u>\$ 51,502.37</u>
BIA Reserve Account	Balance last month:	<u>\$ 13,098.51</u>

	Transfer from Operating (see NOTE)	\$	
(Opened September 20, 2012)	Interest	\$	33.91
		\$	13,132.42
BIA Petty Cash stands at:		\$	427.26
BIA Liabilities and Equity at:	September 30, 2017	\$	66,2796.16
Year To Date Levy Tax Requisition:	1st Quarter @ March 31, 2017	\$	27,472.00
	2nd Quarter @ June 30, 2017	\$	27,028.00
	3rd Quarter @ September 30, 2017	\$	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 **2016** fiscal year **\$107,125.54**

Total Tax Levy received for the **2015** fiscal year **\$117,883.89**

Total Tax Levy received for the **2014** fiscal year **\$119,496.93**

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

Motion: (BBM-41/17)

Moved by: M. Harris

Second by: L. Proctor

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

**APPROVED.
CARRIED.**

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

6.3.1 Two new Members:

Copper Tree Financial, in Village Grove Plaza

Argent Architecture + Design in Shops at Riverside & Lesperance

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

Council meeting from Sept/26/2017 and Oct/10/2017:

8th Conc. Rd. Sanitary Sewer Outlet

- Need for a new sanitary sewer to service the Oldcastle Hamlet was established
- Public information centre (PIC) to occur in the future:
 - Allow property owners/businesses to understand capital cost recovery
 - November 1st, 2017, 5:30pm, Ciociaro Club

Town Hall Expansion

- Council received consideration for a \$2.81M Town Hall Expansion for 2018
 - Add approx. 7000 ft2 onto existing 12700 ft2 structure
- Final decision was to reconsider expansion in 2019

Ontario Municipal GHG Challenge Fund Application

- Council approved report associated with:
 - Municipal Greenhouse Gas (GHG) Challenge Fund

- Town of Tecumseh to be lead applicant (LaSalle, Amherstburg and Leamington to be co-applicants)
- Essex Power to provide efforts to support application development
- Town to invest up to \$15k to support application (favoured aspect of application)
- Positive to the Town:
 - Reduction in energy costs
 - Reduction in GHG, thus benefitting the environment
 - Noted as WIN/WIN/WIN for residents/Town/Essex Energy

Lakeview Montessori School Proposed OP and ZBA

- Public Council Meeting allowed for public input to:
 - Consider official plan amendment and zoning bylaw amendment to allow for construction of gymnasium on the south side of currently existing Lakeview Montessori School
- Council approved the development of draft by-laws to allow for such amendments
 - To be further considered at Oct/24th/2017 RCM

ZBA and Draft Plan of Subdivision, Santarossa Industrial Park

- Council approved scheduling of public meeting:
 - To consider amendment to Sandwich South Zoning By-Law 85-18 to allow rezoning of subject properties to permit the development of lands for industrial subdivision
 - Meeting to occur Tuesday/Nov/14th/2017 at 6pm

Up-coming Events

- CWATS Fall Harvest Bike Ride
 - Saturday, October 14th, 10:30 AM to 12:00 PM
 - Trailhead of the NEW Rotary (1918) Centennial Hub
 - Off Howard Ave. Connector (East), South of Hwy 401 Roundabout

6.5 COMMITTEE REPORTS

- 6.5.1 Fall Into Health Day – L. Proctor reports that the event had over 500 attendees'; could have been more due to the extremely hot weather. Thank you and feedback letter will be sent to all exhibitors, presenters, and sponsors and the Committee will have a wrap up meeting in October to discuss changes and improvements provided by the surveys and their observations. Primary improvements are to change the layout of the event and need additional volunteers. It was suggested that the expense report for this event requires a change on how it is allocated on the 2018 BIA Budget.
- 6.5.2 Sign Survey – J. Champoux reviewed the first draft of the survey. Directors offered various suggestions and edits on the survey which will be updated and presented to the Board in Survey Monkey.
- 6.5.3 2017 Christmas Events
 - 6.5.3.1 BIA Christmas Party – . Party is on Saturday, November 18 at Torino's and the cost of the ticket will be \$40.00 per person and includes HST.
 - 6.5.3.2 Santa Parade Entry – see New Business item below.
- 6.5.4 Tecumseh Life Christmas Issue – 35,000 copies will be delivered in the Windsor-Essex, 1,000 will be given to the BIA to distribute to Members. The cost this year is \$4,000 which will help subsidized Members' advertising costs and for digital ads on the Windsor Star and BIA websites. Windsor Star donated again Spitfire Tickets in their suite as well as D. Hofgartner donated seasonal Spitfire Tickets that will be included in the BIA's Annual Christmas Shopping \$1,000.00 Tecumseh Dollar Draw. This brings a total of 25 individual prizes to win.
- 6.5.5 Communications/Welcome Committee – This new committee will be included on all future Board Meeting Agenda. It was agreed that each Director selects an area within the Tecumseh BIA to visit and obtain property and business owners contact information and forward to the Coordinator to keep the Members' Directory and database current.

(TOTBBM – 7-10)

UNFINISHED BUSINESS

- 7.1 BIA Parkette Landscaping
 - 7.1.1 Board agrees to inquire if the quote is the same from the spring. P. Rorai will contact the company and provide feedback at next meeting.
- 7.2 TOTBIA Constitution Draft – A meeting has been scheduled with the Clerk to complete the review of the first draft. The goal is to have the constitution completed and available for the Members to read and review at the next AGM along with the 2018 Budget.

(TOTBBM – 8-10)

NEW BUSINESS

8.1 Santa Parade - Board agrees to rent a horse and carriage as this year's BIA entry in the Santa Parade and Directors, Paul Bistany, Maureen Harris, Tony Neheme, Linda Proctor Jules Champoux, and Coordinator Paula Rorai will distribute candy canes along the parade route.

8.2 Voting for BIA Board of Directors Procedure – Board recommends that both online and phone voting procedures are established for Members to vote for Director nominees every 4 years and for P. Rorai will inquire with the Town Clerk; costs, first steps and other information and report at the next Board meeting on November 8, 2017.

8.3 Tecumseh Night Market 2018 Committee – It was agreed that everyone will participate in planning and organizing the Tecumseh Night Markets for next year and to host possibly two Night Market events next year.

Motion: (BBM 41/17)

Moved by: P. Bistany

Second by: L. Proctor

THAT the Tecumseh BIA 2018 Budget includes allocation that will provide for up to two Tecumseh Night Market events for next year.

**CARRIED.
APPROVED.**

(TOTBBM – 9-10)

NEXT MEETING

The next regular BIA Board meeting is scheduled on Wednesday, November 8, 2017 at 6:00 PM in the Lacasse Conference Room

(TOTBBM – 10-10)

ADJOURNMENT

Motion: (BBM 42/17)

Moved by: P. Bistany

Second by: B. Altenhof

THAT there being no further business, the October 11, 2017 meeting of the BIA Board of Management be adjourned at 9:15 PM

**CARRIED.
APPROVED.**

DRAFT BIA BOARD MINUTES

Candice Dennis, Chair

Paula Rorai, Coordinator

**MINUTES OF A MEETING OF THE HERITAGE COMMITTEE
FOR THE TOWN OF TECUMSEH**

A meeting of the Heritage Committee for the Town of Tecumseh was held on Monday, October 16, 2017 in the Sandwich South Meeting Room at Town Hall, 917 Lesperance Road, Tecumseh at the hour of 6:00 pm.

(HC 9-1)

ORDER

The Vice-Chair called the meeting to order at 6:06 pm.

(HC 9-2)

ROLL CALL

Vice-Chair	- Ian Froese
Councillor	- Rita Ossington
Member	- Chris Carpenter
Member	- Dwayne Ellis
Member	- Rhonda Dupuis

Also Present:	Manager Committee & Community Services	- Christina Hebert
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Absent:	Councillor	- Brian Houston
	Chair	- Jerome Baillargeon
	Member	- Terry England

(HC 9-3)

DISCLOSURE OF PECUNIARY INTEREST

None Reported.

(HC 9-4)

DELEGATIONS

None.

(HC 9-5)

COMMUNICATIONS

Minutes

A) Heritage Committee Meeting held September 18, 2017

Motion: (HC-26/17) Moved by Member Dwayne Ellis
Seconded by Member Rhonda Dupuis

That the Minutes of the Heritage Committee meeting held September 18, 2017, be approved.

Carried

B) National Trust for Canada, Re: Heritage Week 2018

Motion: (HC-27/17) Moved by Member Dwayne Ellis
Seconded by Member Chris Carpenter

That Communication B on the October 16, 2017 Heritage Committee Meeting Agenda, be received.

Carried

The Manager Committee & Community Services advises the Town of Essex is currently planning event(s) for Heritage Week 2018. The Committee may wish to explore the opportunity to coordinate and/or partner with the Town of Essex Heritage Committee in the planned events.

A suggestion is made to send the Tecumseh Area Historical Society the Heritage Week 2018 information for their interest and awareness.

(HC 9-6)

REPORTS

None.

(HC 9-7)

UNFINISHED BUSINESS

Heritage Property Listing

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

The following additional information is made to the Heritage Property Listing:

Property	Amendment
Seguin House	Add – to Brief Description, ‘Demolished [2017]’
Aspect House	Add – to Brief Description, ‘Craftsman style old homestead’
St. Anne's Cemetery	Add – to Year, ‘1830s’
Lemire House	Add – to Brief Description, ‘Original area homestead’
Sylvestre House	Add – to Brief Description, ‘Original area homestead’
Lakewood Golf Course	Add – to Brief Description, ‘Privately Owned by Bob Oakman & Bert Manning. Later became St. Clair Beach's public Golf Course’
Tecumseh Area Historical Society	Add – to Brief Description, ‘Site of the original railroad station and current location of Lesperance Log Cabin (circa 1799)’

The above-mentioned amendments will be incorporated into the Heritage Property Listing and brought back to the Committee for review.

The Manager Committee & Community Services advises she has spoken with Cheryl Hardcastle, MP Windsor-Tecumseh to inquire if available to conduct a walkthrough of St. Anne's Church given her knowledge and research on the subject property. Ms. Hardcastle would be available pending coordinating the walkthrough when she is in town. She will also compile the information she researched on St. Anne's Church and provide same to the Committee.

Councillor Rita Ossington asks if any of the Members have information and/or pictures pertaining to Lakewood Golf Course, to kindly share same for purposes of the Storyboard.

Call for Committee Applications

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

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

The deadline for submission is October 31, 2017.

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

(HC 9-8)

NEW BUSINESS

None.

(HC 9-9)

NEXT MEETING

The next meeting of the Heritage Committee will be held on Monday, November 13, 2017, at 6:00 pm.

(HC 9-10)

ADJOURNMENT

Motion: (HC-28/17) Moved by Member Chris Carpenter

Seconded by Member Rhonda Dupuis

That there being no further business, the October 16, 2017 meeting of the Heritage Committee be adjourned at 7:09 pm.

Carried

Ian Froese, Vice Chair

Christina Hebert, Manager
Committee & Community Services

MINUTES OF A MEETING OF THE CULTURAL & ARTS ADVISORY COMMITTEE FOR THE TOWN OF TECUMSEH

A meeting of the Cultural & Arts Advisory Committee for the Town of Tecumseh was scheduled to be held on Monday, October 16, 2017, in the Sandwich South Meeting Room at Town Hall, 917 Lesperance Road, Tecumseh at the hour of 7:00 pm.

(CAAC 9-1)

ORDER

The Chair calls the meeting to order at 7:11 pm.

(CAAC 9-2)

ROLL CALL

Present:	Member	- Ian Froese
	Member	- Phil Kane
	Member	- Dwayne Ellis
	Councillor	- Rita Ossington
	Chair	- Marian Drouillard
	Vice-Chair	- Rhonda Dupuis

Also Present:	Manager Committee & Community Services	- Christina Hebert
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Absent:	Councillor	- Brian Houston
	Member	- Jerome Baillargeon

(CAAC 9-3)

DISCLOSURE OF PECUNIARY INTEREST

None reported.

(CAAC 9-4)

DELEGATIONS

None.

(CAAC 9-5)

COMMUNICATIONS

Minutes

A) Cultural & Arts Advisory Committee Meeting held September 18, 2017

Motion: (CAAC-29/17) Moved by Member Ian Froese
Seconded by Member Dwayne Ellis

That the Minutes of the Cultural & Arts Advisory Committee meeting held September 18, 2017, be approved.

Carried

(CAAC 9-6)

REPORTS

None.

(CAAC 9-7)

UNFINISHED BUSINESS

Culture Days Wrap Up

Discussion ensues respecting the Open House held at the Tecumseh Area Historical Society (TAHS) on Saturday, September 30.

It is noted the event was fairly well-attended. The 'kindness rocks' were extremely popular with patrons who designed the rocks in celebration of Culture Days and the performance by Member Phil Kane was enjoyed by all.

A suggestion is made to consider organizing a self-guided tour showcasing local artists for a future Culture Days initiative.

Street Name Recognition

The Manager Committee & Community Services reminds the Members the formal report recommending proceeding with naming recognition of Dillon Drive, in honour of Jack Dillon, will be presented at the October 24 Regular Council Meeting. A dedication of the new signs that have a 'Poppy', symbolizing Dillon Drive being named in honour of a veteran will also take place at the meeting.

The Members view the new Dillon Drive sign reflective of the 'Poppy'.

Councillor Rita Ossington will provide Administration with the contact information for relatives of Jack Dillon to extend an invitation to attend the dedication at the October 24 Regular Meeting of Council.

The Committee concurs with pursuing research on further Tecumseh streets named in honour of veterans and others who have significantly contributed to the community, such as Clapp and Poisson Streets. It is noted the Sandwich South Historical Society may have background information pertaining to persons named in honour of Tecumseh streets.

Call for Committee Applications

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

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

The deadline for submission is October 31, 2017.

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

(CAAC 9-8)

NEW BUSINESS**East End Arts and Culture Incentive**

Member Phil Kane inquiries about a previous proposal made to the Committee by the East End Arts and Culture Incentive to promote the arts, via monthly coffee houses and theatrical productions.

The Committee advises that the Town's Purchasing Policy must be adhered to and the procurement of such a service must be done through a Request for Proposal [RFP] process, in addition to liability concerns.

(CAAC 9-9)

NEXT MEETING

The next meeting of the Cultural & Arts Advisory Committee will be held on Monday, November 13, 2017, at 7:00 pm, in the Sandwich South Room, Tecumseh Town Hall.

(CAAC 9-10)

ADJOURNMENT

Motion: (CAAC-30/17) Moved by Member Ian Froese
Seconded by Member Dwayne Ellis

THAT there being no further business, the October 16, 2017, meeting of the Cultural & Arts Advisory Committee be adjourned at 8:20 pm.

Carried

Marian Drouillard, Chair

Rhonda Dupuis, Vice-Chair

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

A meeting of the Senior Advisory Committee (SAC) for the Town of Tecumseh was held on Thursday, October 26, 2017, in the Council Chambers at Town Hall, 917 Lesperance Road, Tecumseh at the hour of 6:00 p.m.

(SAC 10-1)

ORDER

The Chair calls the meeting to order at 6:00 p.m.

(SAC 10-2)

ROLL CALL

Members Present:	Member	- Dara Pfeifer O'Connor
	Member	- Nancy Tennant
	Member	- Michelle Phillion
	Chair	- Doug Drouillard

Also Present:	Manager Committee & Community Services	- Christina Hebert
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Absent:	Vice-Chair	- Paul Morand
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(SAC 10-3)

DISCLOSURE OF PECUNIARY INTEREST

None Reported.

(SAC 10-4)

DELEGATIONS

None.

(SAC 10-5)

COMMUNICATIONS

Minutes

A. Senior Advisory Committee Meeting held September 21, 2017

Motion:	(SAC-23/17) Moved by	Member Nancy Tennant
	Seconded by	Member Michelle Phillion

That the Minutes of the Senior Advisory Committee meeting held September 21, 2017, be approved.

Carried

Communication for Information

A. Seniors Community Grant, email dated September 28, 2017
Re: Seniors Community Grant 2017 - 2019

Motion:	(SAC-24/17) Moved by	Member Dara Pfeifer O'Connor
	Seconded by	Member Michelle Phillion

That Communication for Information A on the October 26, 2017 of the Senior Advisory Committee be received.

Carried

The Committee concurs with Administration making application for the Seniors Community Grant 2017 – 2019, in support of continuing the partnership program with Life After Fifty.

(SAC 10-6)

REPORTS

None.

(SAC 10-7)

UNFINISHED BUSINESS

Community Safety Workshops

Community Safety Officer Karen Sinnaeve has confirmed her availability for the Understanding Power of Attorney for Personal Care and Property workshop on December 7, 2017. The workshop will commence at 10:00 am.

R. Craig Stevenson from R. Craig Stevenson Law Office has agreed to present an overview of the practical issues relating to Powers of Attorney.

The Golden Age Club has been reserved for the workshop. Coffee and tea will also be provided by the Golden Age Club. Arrangements for light refreshments will be made.

A promotional flyer for the workshop will be drafted and made available on the Town's website and social media pages, and shared with various community partners. The workshop details will also be published in the Community Events section of the Shoreline Week and Essex Free Press.

Administration will continue to coordinate details with Community Safety Officer Karen Sinnaeve and R. Craig Stevenson in preparation for the workshop.

Senior Services Directory

Member Nancy Tennant offers to assist Administration in organizing the types and classifications of services to be included in the Senior Services Directory.

Organizing the Members research will determine what area(s) of information is lacking and requires further research for a comprehensive directory.

Seniors Community Grant Program

The Members are apprised that a News Release will be issued tomorrow regarding the Life After Fifty (LAF) Membership Program, along with a notice in the Shoreline Week and Essex Free Press and shared on the Town's website and social media pages. The twenty-five (25) memberships will be made available to Tecumseh seniors on a 'first come, first serve' basis.

Arrangements for bus transportation for LAF Holiday Bazaar and Sgt. Wilson's Dinner Show have also been made. Promotion for the upcoming social events will also be published and shared in the same manner as the LAF Membership Program.

A suggestion is made to place friendly reminder calls to those who register to attend the social events.

LAF has advised events are currently being organized for early 2018 and will be shared once available. Typically, a Valentine's Day event is held at the West Side Centre, should the Committee wish to consider coordinating a 'field trip'.

The Members are asked to help promote the LAF Membership Program and upcoming social events with persons who may be interested.

Call for Committee Applications

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

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

The deadline for submission is October 31, 2017.

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

(SAC 10-8)

NEW BUSINESS

Tecumseh Transit Bus

The Members are advised that a new Tecumseh Transit Bus is expected to be delivered at the end of November.

The Planning Department is looking for ideas to promote the arrival of the new bus and is considering offering free transit service for seniors for the month of December.

The Committee agrees this would be an excellent opportunity, particularly for seniors wishing to do holiday shopping. A suggestion is made for the transit service to extend their hours to accommodate store hours for the holiday season.

Tecumseh Area Historical Society

A reminder is provided for the Tecumseh Area Historical Society's 7th Annual Silent Auction Dinner on Saturday, November 4. The event will take place at the Tecumseh Royal Canadian Legion.

(SAC 10-9)

NEXT MEETING

The next meeting of the Senior Advisory Committee will be held Thursday, November 30, 2017 at 6:00 p.m.

(SAC 10-10)

ADJOURNMENT

Motion: (SAC-25/17)	Moved by	Member Nancy Tennant
	Seconded by	Member Dara Pfeifer O'Connor

That there being no further business, the October 26, 2017, meeting of the Senior Advisory Committee be adjourned at 7:12 p.m.

Carried

Doug Drouillard, Chair

Christina Hebert, Manager
Committee & Community Services



THE CORPORATION OF THE TOWN OF TECUMSEH

Corporate Services & Clerk
Report No. 35/17

TO: Mayor and Members of Council

FROM: Jennifer Alexander, Deputy Clerk & Manager Legislative Services

DATE OF REPORT: October 6, 2017

DATE TO COUNCIL: November 14, 2017

SUBJECT: Dog Tag and Licensing Enforcement

RECOMMENDATIONS

It is recommended that:

1. That the Mayor and the Clerk **be authorized** to enter into an agreement with the Commissionaires and Quick Connect Services for the enforcement of dog tag/licences in 2018; and
2. That Corporate Services & Clerk Report No. 35/17 regarding dog tag and licensing enforcement **be received**.

BACKGROUND

The Town of Tecumseh ("Town") is a progressive community, where residents value the well-being and safety of animals residing in the Town. Amendments were recently approved by Council to the Dog Control By-law 2003-91, for tethering limits and extreme weather provisions, and to increase the 2018 dog tag and licence (dog tag) fee from \$15.00 to \$20.00 before the March 31 deadline, and from \$30.00 to \$35.00 afterwards. Traditionally, dog tag sales begin in October for the following year, to accommodate residents who may vacation in the winter months.

In the past five years, the Town has seen a steady decrease in the number of dog tags purchased by dog owners, as illustrated below:

2012: \$22,286
2013: \$19,841
2014: \$19,205
2015: \$18,023
2016: \$19,130
2017: \$16,233 (to date)

The surrounding communities of the Municipalities of Leamington and Chatham-Kent, and the Towns of Lakeshore and Kingsville all have significantly higher dog tag compliance rates. A summary of the dog tags purchased in these municipalities and their respective populations, as compared to the Tecumseh is shown in the following Table:

	Population	2016 Tags	2017 Tags
Leamington:	27,595	2,350	2,690
Kingsville:	21,552	2,031	1,975
Lakeshore:	36,611	1,203	1,158
Chatham-Kent:	99,511	9,161	9,606
Tecumseh	23,229	1,100	1,029

By comparison, the Town of Kingsville with a lower population than Tecumseh has nearly two times greater dog tag sales.

In consultation with these municipalities, Leamington, Kingsville and Chatham-Kent have used additional enforcement services to collect dog tag fees to ensure compliance and maintain revenue for operating costs [ie: Dog Pound and Dog Control Officer]. Their dog tag records are up-to-date and accurate, which provides their Animal Control Officers with a more effective tool to help dogs-at-large to get home more efficiently. Lakeshore has hired a By-law Enforcement Officer to address compliance issues.

Every year, registered Tecumseh dog owners are notified by direct mail in January and March about dog tag renewals. To capture new dog owners and inform current owners, advertisements are placed in the Shoreline Week and The Essex Free Press newspapers and publicized on the Town's social media and website.

The Town's Dog Control Officer does not provide dog tag enforcement service, as significant time and manpower would be required to canvass neighbourhoods, in addition to his contracted responsibilities and duties with the Town, as well as other municipalities.

COMMENTS

Dog tags are issued for the purpose of public safety and dog safety. Tags help to ensure dogs found to be running-at-large are returned to their owners. Fees derived from the sale of tags are used to cover the cost of the dog pound operations and the Dog Control Officer.

Despite the communication efforts to notify residents about the Dog Tag Registry and the annual requirements to purchase a dog tag, the Town continues to experience a decrease in sales. In surrounding municipalities, compliance is relatively higher as most have acquired enforcement services to ensure responsible dog ownership, by-law compliance and to maintain community safety.

A proactive approach to raising awareness of the new fees and to increasing dog tag compliance is being recommended.

The Commissionaires is a local enforcement service which will collect outstanding fees and issue dog tags. After the March 31 deadline has passed, the Commissionaires would canvass neighbourhoods with the intent of issuing dog tags and collecting the fee. If a resident is not home, an informational pamphlet will be left at their door. Their officers will track and record all residential properties with dogs while comparing the addresses on the Town's Dog Tag Registry. They will also inform the Town if a dog is no longer on the property.

This service provides additional support for licensing compliance and will assist in updating the Dog Tag Registry for accuracy, future notifications and enforcement. In the past, the Town has relied on the good will of residents to comply with the dog tag requirements with no enforcement services, and the results have been marginal.

Additionally, increased communication with dog owners is recommended to encourage them to purchase their dog tags and to inform them of the new fees. Quick Connect is a phone service that will send a pre-recorded message to each registered dog owner. This service will provide improved communications directly with dog owners and will ensure notifications are received. If the dog owner is not at home at the time of the call, a voice message will be left. This phone service would be used before the March 31 deadline to encourage owners to get the early rate of \$20. The Municipality of Chatham-Kent uses this service and has excellent results with getting their residents to purchase dog tags. This direct notification will be used in addition to the direct mailing of a notice and application form to registered dog owners, in addition to the notices in the local newspapers and on social media, for those that may have not yet registered.

The foregoing is keeping with the proactive approach by the Town to communicating with its residents in various forms.

To further assist dog owners in complying with the Town's Dog Tag Registry, electronic application and payment of fees is being explored.

CONSULTATIONS

Town of Lakeshore
Municipality of Leamington
Town of Kingsville
Municipality of Chatham-Kent
Financial Services Department
Commissionaires
Quick Connect

FINANCIAL IMPLICATIONS

The Commissionaires contract is estimated at \$10,158.50, which includes two officers for four weeks of canvassing and one week of enforcement. This cost would be recoverable from fees collected for 300 new dog tags at the \$35.00 late dog tag fee.

The Quick Connect Service is estimated at \$400.00 for a one time calling.

LINK TO STRATEGIC PRIORITIES

No.	2016-17 Strategic Priorities	Applicable
1.	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.	
2.	Ensure that the Town of Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.	
3.	Integrate the principles of health and wellness into all of the Town of Tecumseh's plans and priorities.	✓
4.	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.	✓
5.	Demonstrate the Town's leadership role in the community by promoting good governance and community engagement, by bringing together organizations serving the Town and the region to pursue common goals.	✓

COMMUNICATIONS

Not applicable ☒

Website ☐ Social Media ☐ News Release ☐ Local Newspaper ☐

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

Prepared by:

Jennifer Alexander, MPA
Deputy Clerk

Reviewed by:

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

Recommended by:

Tony Haddad, MSA, CMO, CPFA
Chief Administrative Officer



THE CORPORATION OF THE TOWN OF TECUMSEH

Corporate Services & Clerk
Report No. 40/17

TO: Mayor and Members of Council

FROM: Laura Moy, Director Corporate Services & Clerk

DATE OF REPORT: November 6, 2017

DATE TO COUNCIL: November 14, 2017

SUBJECT: Community Support Centre Services Agreement
Two Year Term Renewal: 2018-2019

RECOMMENDATIONS

It is recommended that:

1. That The Corporation of the Town of Tecumseh (Town) renew the **Agreement** with the Community Support Centre (CSC) for the provision of public transportation to persons with a disability and seniors in the Town; and that
2. A by-law be prepared to **authorize** the Mayor and the Clerk to execute the renewal Agreement between the Town and CSC, for a further two year term commencing January 1, 2018, and concluding December 31, 2019; and further that
3. **Funding** in the amount of Ten Thousand Dollars (\$10,000) be allocated in each of the 2018 and 2019 Budgets for the service.

BACKGROUND

CSC has been providing transportation services to persons with a disability and seniors living in Tecumseh since November 2009.

On September 13, 2011, the Town entered into an Agreement with CSC to formally recognize and set out the terms of the public transportation services offered to Tecumseh residents. The Agreement acknowledged the Town's commitment of Three Dollars (\$3) per Tecumseh resident rider, up to a maximum contribution of Ten Thousand Dollars (\$10,000) for the term of January 1, 2011 to December 31, 2011.

The Agreement with CSC was renewed on March 13, 2012, for a two year term commencing January 1, 2012, and ending December, 31, 2013. The subject Agreement was further renewed for two more, two year renewals and will conclude December 31, 2017.

The purpose of this report is to discuss a further two year renewal of the service Agreement.

COMMENTS

CSC provides affordable door-to-door transportation services that allow seniors and persons with disabilities to independently access medical facilities, hospitals, and clinics and other appointments throughout Windsor and Essex County with ease.

Since the Town entered into an Agreement with CSC in 2011, the CSC has served over 23,000 trips per year, including the Tecumseh-specific statistics below.

TECUMSEH RESIDENTS RIDERSHIP		
Years	Trips	Clients Served
2014	2,999	387
2015	3,166	409
2016	3,386	406
January to June 2017	2,109	198

The CSC was named Lead Transportation Agency for Windsor-Essex which involves helping lead a collaborative of five transportation organizations. As the Lead Transportation Agency, CSC is working toward standardizing practices across the collaborative to realize benefits of a coordinated system which include:

- improved coordination of services;
- system efficiency;
- seamless coordinated service to the residents of Windsor-Essex;
- improved access and reduced client confusion;
- accountability of clean data; and
- a Capital Replacement Strategy.

It is recommended that a further two year agreement be entered into with the CSC for the term commencing January 1, 2018, through December 31, 2019, and that a by-law be prepared to authorize the Mayor and the Clerk to execute the Agreement.

CONSULTATIONS

Community Support Centre
Director Financial Services & Treasurer

FINANCIAL IMPLICATIONS

The Town's actual contribution in 2014 was \$8,997 and in 2015, \$9,498. In 2016, the \$10,000 maximum contribution was reached.

It is recommended that the maximum financial contribution by the Town to CSC in the amount of Ten Thousand Dollars (\$10,000) be funded in each of the 2018 and 2019 Budgets from the Administration Donations Account.

LINK TO STRATEGIC PRIORITIES

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

COMMUNICATIONS

Not applicable ☒

Website ☐

Social Media ☐

News Release ☐

Local Newspaper ☐

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

Prepared by:

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

Reviewed by:

Luc Gagnon, CPA, CA, B.Math
Director Financial Services & Treasurer

Recommended by:

Tony Haddad, MSA, CMO, CPFA
Chief Administrative Officer

Attachment(s): 1. None

LM



THE CORPORATION OF THE TOWN OF TECUMSEH

Corporate Services & Clerk
Report No. 41/17

TO: Mayor and Members of Council

FROM: Christina Hebert, Manager Committee & Community Services

DATE OF REPORT: November 6, 2017

DATE TO COUNCIL: November 14, 2017

SUBJECT: Seniors Community Grant Program
2017 - 2018

RECOMMENDATIONS

It is recommended that:

1. Corporate Services & Clerk Report No. 41/17 regarding the Seniors Community Grant Program, 2017 – 2018 **be received**.

BACKGROUND

The Ontario Seniors' Secretariat 'Seniors Community Grant Program' (Program) provides funding to groups and organizations for projects that encourage seniors to be active, healthy and engaged in their communities. It is the first grant program in Ontario dedicated to seniors.

The number of seniors in Ontario is increasing, and is expected to double over the next two decades. With a focus on active aging, improved safety and security and better access to high quality health care in the community, the province's Seniors Action Plan is working to provide seniors and their families with the programs and services they need to remain healthy, safe, independent and active for as long as possible.

Building on the government's work to support seniors, Ontario's Action Plan for Seniors was launched in January 2013 to support Ontario seniors to live healthy and independent lives. As part of the Action Plan for Seniors, Ontario introduced, for the fourth year, a grant program, solely dedicated to helping seniors, to encourage greater social inclusion, learning, volunteerism, and community engagement in an effort to make Ontario the best place to age.

Funding is dedicated exclusively to support projects which will encourage greater social involvement, learning, volunteerism and community engagement for seniors across the province. Eligible projects can support seniors at a local community level, a regional level, or have a broader provincial scope.

The Program stipulates all eligible applicants must represent seniors groups or not-for-profit organizations or offer programs or services which directly benefit seniors living in Ontario. Organizations must have been in operation for at least one year at the time of application.

Additionally, the Program criteria require that projects must fulfill at least one of the following priorities:

- Foster initiatives and ideas that provide opportunities for seniors to network and be part of the social fabric of their communities.
- Raise awareness about the issue of elder abuse and inform seniors about available resources.
- Encourage and support activities, events and programs that promote learning and the sharing of information as it relates to seniors issues.
- Encourage and support activities, events and programs that embrace seniors as volunteers.
- Develop plans and programs that can be shared across communities.
- Develop plans and programs that allow organizations to sustain seniors' programs over a longer period of time.

For the 2017 – 2018 funding, successful projects must commence after June 15, 2017 and the funding must be fully spent by March 31, 2018.

COMMENTS

An application was made to the Program. The application was approved for funding for the 2017 – 2018 Program, in the amount of \$8,300.

The Senior Advisory Committee (SAC) serves to promote and advocate the concept of healthy aging by encouraging improved and responsive programs and services. In partnership with Life After Fifty (LAF), a pilot program was proposed in the funding application to offer Tecumseh seniors an opportunity to participate in LAF's programming activities which are developed to stimulate cognitive and motor function, as well as promote social interaction to combat isolation. The pilot program will serve to enrich the lives of older adults in the community.

The pilot project meets the criteria of Priority 1: Projects that will foster activities that provide opportunities for seniors to network and be part of the social fabric of their communities, as well as Priority 4: Encourage and support activities, events and programs that promote education and learning related to senior's issues.

As a community partner, LAF is a non-profit organization and a registered charity in Windsor-Essex. LAF is designed as a recreation centre for adults age 50+ and serves older adults in the Windsor-Essex community. LAF has an average of 200 visitors per day, with approximately 80+ regularly scheduled programs each week.

LAF provides a large array of fun and interesting educational, recreational, physical and social programs, classes, activities and workshops. The programs are designed to promote active aging and provide multiple opportunities for older adults in the community to improve mental and physical health and well-being. The wellness services are designed to improve health and safety and allow older adults to continue to age successfully and independently at home.

There are two convenient locations, namely: West Side Centre (McEwan Street) and East Side Centre (WFCU), to serve the Windsor-Essex community.

The pilot project affords seniors in Tecumseh the benefit of attending LAF Centres to participate in the large array of programs, classes, activities, and workshops designed to promote well-being and active living. Regular weekly programs fall under three core streams: Health and Wellness ("Be Fit"), Skills, Development & Hobbies ("Be Well") and Personal Connections ("Be Social"). Tecumseh seniors are able to benefit from the well-being and educational opportunities, through topics such as fitness,

computer knowledge, estate and financial planning, and food and nutrition. The programs and services offered at LAF Centre's promote education and learning while seamlessly fostering social networking and interaction. Additionally, wellness and outreach services are offered to Members i.e. foot care, food and nutrition, money matters and the like.

LAF Membership Program

Seniors may become members of LAF at an annual cost of \$150.00, including Harmonized Sales Tax. Membership enables the individual to participate in any of the exciting programs and events that take place at either the West Side or East Centre. Members also have access to some discounted rates on event tickets and wellness services. Through the Program funding, approximately twenty-five (25) memberships are available to Tecumseh residents who are 50 and older, issued on a first come, first serve basis. Membership is valid for one full year, from the date of activation at an LAF Centre.

Tecumseh seniors must complete an application and provide proof that:

- they are at least 50 years of age;
- they are a resident of the Town of Tecumseh and have been for at least one year; and
- their primary residence is located in the Town of Tecumseh.

The LAF Membership Program was made available to Tecumseh residents starting on October 27, 2017. In addition to a News Release, the information was also shared on the Town's website and Social Media pages. A notice was placed in the Essex Free Press and Shoreline Week in their November 2 and 3 editions, respectively. Community partners including LAF, Golden Age Club and Community Support Centre are also assisting in promoting the LAF Membership Program.

At this writing, twenty (20) memberships have been issued, out of the twenty-five (25).

Social Events

Accessible bus 'field trips' are being coordinated for seniors who may not have access to transportation and therefore unable to participate in events presented by LAF.

Transportation to Devonshire Mall on November 9, 2017 has been arranged for Tecumseh seniors to attend the Holiday Bazaar hosted by LAF. All proceeds from the Holiday Bazaar support programs and services for seniors in Windsor-Essex County.

Sgt. Wilson's Air Force Dinner Show, showcasing music from the 40's and 50's, will be held on Friday, December 8, 2017 at the West Side Centre. Accessible bus transportation and the cost of Dinner Show tickets will be provided under the Program funding for interested older adults in Tecumseh.

Further social events are being explored for early 2018, such as transportation to the LAF Centre's for seniors to participate in the regular programming classes and a Valentine's Day event.

Promotion for the upcoming social events was also published and shared in the same manner as the LAF Membership Program.

Cost and transportation issues potentially prohibit older adults in the community from taking advantage of the opportunities to be social, active and well at the LAF Centre's and providing transportation helps to alleviate such challenge.

The funding criteria required a 20% contribution of the pilot project costs. Accordingly, \$1,660 of the total project costs [\$8,300] was funded from the Senior Advisory Committee 2017 Budget.

The Ontario Seniors' Secretariat is currently accepting applications for the 2018 – 2019 Seniors Community Grant Program. Based on the interest for LAF Memberships and inquiries regarding the social events, SAC will once again make application for the 2018 – 2019 funding opportunity.

Consideration for an increase in the 2018 Budget for the Senior Advisory Committee was made to assist in enhancing the cash contribution requirement and potentially securing additional grant funds to expand the partnership with LAF for 2018 – 2019.

The Program provides an exciting opportunity to partner with the Province and LAF to offer older adults new ways to benefit and participate in the community by engaging in active, healthy and social programming benefits.

CONSULTATIONS

Senior Advisory Committee

FINANCIAL IMPLICATIONS

The 20% contribution of the pilot project costs, required under the grant, in the amount of \$1,660 was funded from the Senior Advisory Committee 2017 Budget.

The 2018 Budget for the Senior Advisory Committee has proposed an increase in the amount of \$2,500 to assist with funding for the 2018 – 2019 Seniors Community Grant. The total funding requested in the 2018 Budget for the Senior Advisory Committee is \$5,000.

LINK TO STRATEGIC PRIORITIES

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

COMMUNICATIONS

Not applicable ☒

Website ☐

Social Media ☐

News Release ☐

Local Newspaper ☐

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

Prepared by:

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

Reviewed by:

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

Recommended by:

Tony Haddad, MSA, CMO, CPFA
Chief Administrative Officer

Attachment(s): None

CH/



THE CORPORATION OF THE TOWN OF TECUMSEH

Planning and Building Services
Report No. 31/17

TO: Mayor and Members of Council

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

DATE: November 8, 2017

DATE TO COUNCIL: November 14, 2017

SUBJECT: Mr. William Leon
7035 10th Concession Road
Extension of Temporary Use By-law – Garden Suite
OUR FILE: D19 LEON

RECOMMENDATIONS:

It is recommended that:

1. The scheduling of a public meeting, to be held on Tuesday, December 12, 2017 at 6:30 p.m., in accordance with *The Planning Act* for the application submitted by Mr. William Leon (“the applicant”) requesting the extension of Temporary Use By-law 2012-63 for an additional three years, in accordance with Section 39.1 of the *Planning Act* to continue to permit the use of a garden suite as an accessory dwelling unit on a 9.6 hectare (23.7 acre) parcel of land situated on the west side of 10th Concession Road (7035 10th Concession Road), approximately 600 metres north of its intersection with County Road 8, be authorized.

BACKGROUND:

Prior Temporary Use By-law No. 2012-63

In 2012, the owner of a 9.6 hectare (23.7 acre) parcel of land situated on the west side of the 10th Concession Road (7035 10th Concession Road), approximately 600 metres north of its intersection with County Road 8 (see Attachments 1 and 1A) requested that a garden suite be permitted for a period of up to five years on the subject property, in accordance with the provision of Section 39 of the *Planning Act*. The purpose of the garden suite was to provide temporary housing for a family member requiring special support. Council ultimately supported the application through the passage of Temporary Use By-law No. 2012-63 and the execution of an associated agreement. Further details follow in this Report.

Temporary Use By-law No. 2012-63 Expiry and Application Requesting an Extension

Temporary Use By-law No. 2012-63 expired on October 9, 2017. In order for the garden suite to legally continue, the applicant has filed an application with the Town for a Temporary Use By-law extension for an additional three years, in accordance with Section 39.1(4) of the *Planning Act*.

Since the approval of the Temporary Use By-law in 2012, the applicant's 89-year-old mother has passed away. The applicant, however, has advised that his recent medical ailments necessitate the continuation of the garden suite on the property. Similar to the previous arrangement, the garden suite will be occupied by the applicant's son and family. The applicant will continue to reside in the existing single unit dwelling along with his wife. The applicant's daughter-in-law (a former personal support worker) will continue to assist with the medical appointments and daily medical related matters the applicant requires.

Synopsis of and Issues Related to Prior Application

A garden suite is a self-contained dwelling that is typically installed for a temporary period of time in the rear or side yard of a lot that contains an existing, permanent, single-unit dwelling. A garden suite is to be designed to be mobile but has all the living arrangements a typical dwelling would have such as a kitchen, living area, bedroom(s), bathroom(s) and storage areas. In addition, garden suites must meet the Ontario Building Code.

Garden suites allow for living arrangements that are usually intended for individuals or couples of a senior age who, for the most part, can live independently but may require some periodic assistance. Typically, the occupants (usually family members) of the associated permanent dwelling provide care and support to those living in the garden suite.

The living arrangement contemplated through the original request in 2012 was somewhat different from that described above in that the garden suite was to be occupied by the applicant's son and his family. This would allow the applicant's 89-year-old mother to move into the existing single unit dwelling on the subject property along with the applicant. The son's wife, a former personal support worker, would live in the garden suite and provide care for the 89-year-old senior.

In order to facilitate the proposed use, an application for a Temporary Use By-law was submitted. A Temporary Use By-law is a regulatory tool made available to municipalities by way of the *Planning Act*. It allows for the temporary use of land for a purpose that is currently not permitted by the zoning by-law.

On August 14, 2012, Council held a public meeting on the proposed temporary use by-law to permit a garden suite in accordance with the provisions of the *Planning Act*. Planning and Building Services Report 17/12 provided a planning analysis in support of the proposed temporary use request (see Attachment 2). No concerns were received at the public meeting, however, in accordance with a recommendation from Administration, Council directed that the formal adoption of the temporary use by-law be deferred pending the execution of a temporary use agreement with the applicant. Accordingly, a temporary use agreement was prepared by Mr. Edwin Hooker, Solicitor, setting out restrictions on matters such as installation and removal of the garden suite, period of occupancy and servicing of the garden suite, distance from the existing dwelling, parking requirements, and the maintenance/appearance of the garden suite.

This agreement ensured that the garden suite was to be used for its intended purpose and that once the garden suite was no longer required it would be removed from the property. The agreement and the associated temporary use by-law would prevent the garden suite from becoming a permanent structure. The aforementioned agreement was executed by the property owner and the Town of Tecumseh in October of 2012.

Planning and Building Services Report 31/17
Mr. William Leon
7035 10th Concession Road
Extension of Temporary Use By-law – Garden Suite
OUR FILE: D19 LEON
November 14, 2017

Based on the foregoing, Council passed Temporary Use By-law 2012-63 on October 9, 2012 under Section 39 of the *Planning Act*. The by-law permitted a garden suite as an accessory dwelling unit on the subject property for a period of time not to exceed five years from the date of passing of By-law No. 2012-63.

COMMENTS:

Planning Analysis

As noted previously in this Report, the extension of a Temporary Use By-law permitting a garden suite is contemplated through Section 39.1 (4) of the Planning Act which states that “***council may by by-law grant further periods of not more than three years each during which the temporary use is authorized***”.

Planning and Building Services Report 17/12 (see Attachment 2) contains the detailed planning analysis supporting the original request for a Temporary Use By-law to permit a garden suite on the subject property, including an assessment of how the proposal conforms to the policies of Section 6.15, Temporary Use By-laws, of the Sandwich South Official Plan. It is the opinion of the writer that the application to extend the time period for Temporary Use By-law No. 2012-63 continues to meet these policies and that the planning rationale outlined in Planning and Building Services Report 17/12 is still relevant.

It should be noted that the aforementioned temporary use agreement, which is registered on title, allows for an extension to the Temporary Use By-law without the need to amend the agreement. The agreement states that the time period established in the agreement shall be deemed amended accordingly if the associated Temporary Use By-law is amended to establish a new time period.

A public meeting to consider the proposed Temporary Use By-law extension is required in accordance with the requirements of the *Planning Act* and will provide an opportunity to hear concerns and comments, if any, of neighbouring owners and other interested stakeholders, including the County of Essex. It is important that the concerns and comments of these stakeholders be taken into consideration as part of the full evaluation of the application.

Conclusion

It is the writer's opinion that the proposed three-year extension to Temporary Use By-law No. 2012-63 is appropriate. It is recommended that Council consider passage of a by-law that will extend Temporary Use By-law No. 2012-63 for an additional three years, subject to the resolution of any concerns being identified through the requisite public consultation process.

CONSULTATIONS:

This development application has been reviewed by:

Manager, Building Services/Chief Building Official

Planning and Building Services Report 31/17
 Mr. William Leon
 7035 10th Concession Road
 Extension of Temporary Use By-law – Garden Suite
 OUR FILE: D19 LEON
 November 14, 2017

FINANCIAL IMPLICATIONS:

There are no financial implications.

LINK TO STRATEGIC PRIORITIES:

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

COMMUNICATIONS

Not applicable ☒

Website ☐ Social Media ☐ News Release ☐ Local Newspaper ☐

Planning and Building Services Report 31/17
Mr. William Leon
7035 10th Concession Road
Extension of Temporary Use By-law – Garden Suite
OUR FILE: D19 LEON
November 14, 2017

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

Prepared by:

Prepared by:

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

Chad Jeffery, MA, MCIP, RPP
Manager, Planning

Reviewed by:

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

Recommended by:

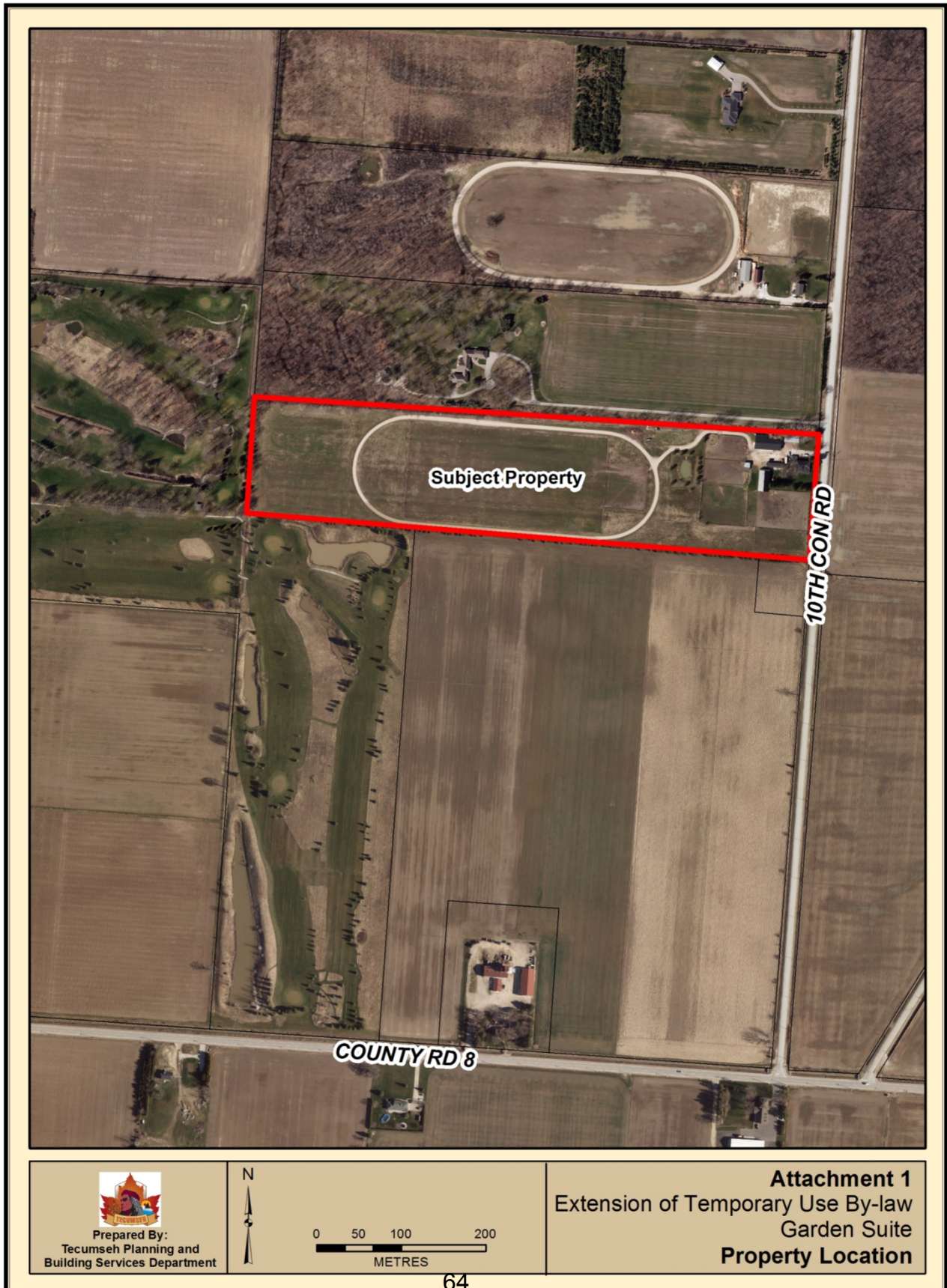
Tony Haddad, MSA, CMO, CPFA
Chief Administrative Officer

CJ

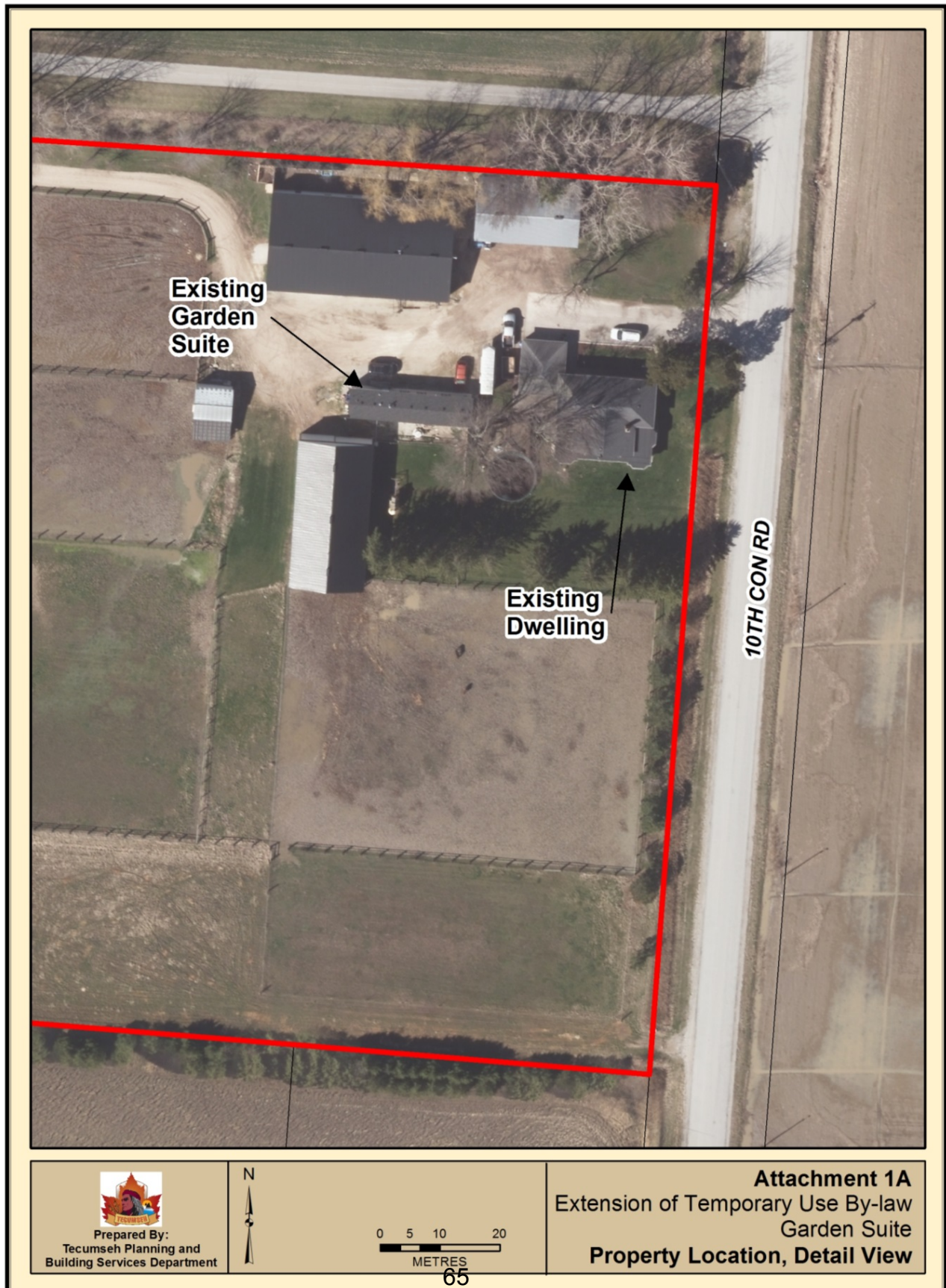
Attachments: 1. Property Location
 1A. Property Location, Detail View
 2. Planning and Building Services Report 17/12

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Planning and Building Services Report 31/17
 Mr. William Leon
 7035 10th Concession Road
 Extension of Temporary Use By-law – Garden Suite
 OUR FILE: D19 LEON
 November 14, 2017



Planning and Building Services Report 31/17
 Mr. William Leon
 7035 10th Concession Road
 Extension of Temporary Use By-law – Garden Suite
 OUR FILE: D19 LEON
 November 14, 2017



Attachment 1A
 Extension of Temporary Use By-law
 Garden Suite
Property Location, Detail View



THE CORPORATION OF THE TOWN OF TECUMSEH

Public Works & Environmental Services
Report No. 49/17

TO: Mayor and Members of Council

FROM: Sam Paglia, Drainage Superintendent

DATE OF REPORT: October 6, 2017

DATE TO COUNCIL: November 14, 2017

SUBJECT: Request for Repair and Improvements to a Municipal Drain
Appointment of Drainage Engineer – Antaya Drain

RECOMMENDATIONS

It is recommended that:

1. Dillon Consulting Limited (Dillon) be appointed Drainage Engineer to:
 - (i) make an examination of drainage area as submitted by the Drainage Superintendent for the Town of Tecumseh in the “Notice of Request for Drain Improvement” dated September 15, 2017; and
 - (ii) to prepare a Drainage Report for the Antaya Drain in accordance with Section 78 of the *Drainage Act*, including provisions for future maintenance of the Drain.

BACKGROUND

The Drainage Superintendent for the Town of Tecumseh (Town) submitted a request for improvement on September 15, 2017 respecting the lack of drainage on the Antaya Drain (Drain) which is negatively impacting the surrounding residential and agricultural lands.

The location map of the Drain is appended as Attachment No. 1 to this report.

The Drainage Superintendent conducted on-site examinations on several occasions dating back to April 2014, a desktop review of the Drain By-Law and watershed and indicates the following:

- There is substantial sediment build-up and overgrown brush that is impeding proper drainage.
- There are drainage issues on parcels on the upstream portion of the drain whereby the conveyance of stormwater to its outlet, the East Townline Drain, is impeded.
- The Drain has not been maintained since its construction in 1971 under By-Law 71-51.
- The cross section of the Drain is no longer in alignment with the By-Law.
- Development of vacant lands into several residential properties has occurred since the execution of the By-Law thereby rendering the Schedule of Assessment in By-Law 71-51 invalid to recover costs for maintenance.

The drainage area for the Drain therefore requires examination and an updated Engineer's Report and by-Law, to restore the Drain's function and take into consideration the changes within the watershed, is required.

COMMENTS

Legislation

Section 78 of the *Drainage Act* requires Council by by-law or resolution to appoint an Engineer to make an examination of the area requiring drainage as described in the Request and to prepare a Drainage Report. The report shall include:

- a) plans, profiles and specifications of the drainage works, including a description of the area requiring drainage;
- b) an estimate of the total cost thereof;
- c) an assessment of the amount or proportion of the cost of the works to be assessed against every parcel of land and road for benefit, outlet liability and injuring liability;
- d) allowances, if any, to be paid to the owners of land affected by the drainage works; and
- e) such other matters as are provided for under the *Act*.

Section 78(1) *If a drainage works has been constructed under a by-law passed under this Act or any predecessor of this Act, and the council of the municipality that is responsible for maintaining and repairing the drainage works considers it appropriate to undertake one or more of the projects listed in subsection (1.1) for the better use, maintenance or repair of the drainage works or of lands or roads, the municipality may undertake and complete the project in accordance with the report of an engineer appointed by it without the petition required in section 4.*

Section 78(1.1) *the projects referred to in subsections (1) are:*

1. *Changing the course of the drainage works.*
2. *Making a new outlet for the whole or any part of the drainage works.*
3. *Construction a tile drain under the bed of the whole or any part of the drainage works.*
4. *Constructing, reconstructing or extending embankments, walls, dykes, dams, reservoirs, bridges, pumping stations or other protective works in connection with the drainage works.*
5. *Otherwise improving, extending to an outlet or altering the drainage works.*
6. *Covering all or part of the drainage works.*
7. *Consolidating two or more drainage works.*

Section 78(1) of the *Act* states that where, for the better use, maintenance or repair of any drainage works constructed under a by-law passed under this *Act* or any predecessor of this *Act* or to otherwise improve, extend to an outlet or alter the drainage works or to cover the whole or any part of it, the Council of any municipality whose duty it is to maintain and repair the drainage works or any part thereof may, on the report of an Engineer appointed by it, undertake and complete the drainage works as set forth in such Drainage Report.

All proceedings, including appeals, under Section 78 shall be the same as on a report for the construction of a drainage works (Section 78(4)).

Notice to conservation authority

(2) An engineer shall not be appointed under subsection (1) until thirty days after a notice advising of the proposed drainage works has been sent to the secretary-treasurer of each conservation authority that has jurisdiction over any of the lands that would be affected. R.S.O. 1990, c. D.17, s. 78 (2); 2010, c. 16, Sched. 1, s. 2 (28).

Powers and duties of engineer

(3) The engineer has all the powers and shall perform all the duties of an engineer appointed with respect to the construction of a drainage works under this *Act*. R.S.O. 1990, c. D.17, s. 78 (3).

Proceedings

(4) All proceedings, including appeals, under this section shall be the same as on a report for the construction of a drainage works. R.S.O. 1990, c. D.17, s. 78 (4).

Required approvals

On September 29, 2017, the Town sent notification to the ERCA that it submitted a request for the repair and improvement of the Drain. As outlined in Section 78(2) of the Act, the Engineer shall not be appointed until after the 30 day notification to the Conservation Authority who has regulation of the area. This administrative report is in line with those provisions and the 30 day period expires on October 29, 2017.

The proposed drainage works will need to be self-assessed by the Town through the Department of Fisheries and Oceans (DFO). In order to obtain a federal Authorization, it may be necessary to provide habitat compensation for loss of habitat for the proposed works. The resulting habitat impacts must be replaced with equivalent habitat features. If a Biologist is necessary, the cost of same becomes the responsibility of the proponent.

The Drain may contain significant species (aquatic species at risk as well as plants, animals, habitat, etc.) that are protected under the provincial Endangered Species Act ("ESA"). All inquiries regarding the provincial ESA are made with the Ministry of Natural Resources and Forestry (MNRF).

Appointment of Engineer

For the benefit and conveyance of the water received by all affected lands within the watershed and adjacent to the Drain who depends on the Drain as their outlet for the water that they receive, it is recommended that:

1. Dillon Consulting Limited be appointed Drainage Engineer to:
 - (i) make an examination of drainage area as submitted by the Drainage Superintendent for the Town of Tecumseh in the "Notice of Request for Drain Improvement" dated September 15, 2017; and
 - (ii) to prepare a Drainage Report for the Antaya Drain in accordance with Section 78 of the *Drainage Act*, including provisions for future maintenance of the Drain.

CONSULTATIONS

Dillon Consulting Limited
Director Financial Services & Treasurer
Director Corporate Services & Clerk

FINANCIAL IMPLICATIONS

The Engineer's Report shall assess for benefit, outlet liability and injuring liability. A schedule of assessment is to be contained in the report which details in separate columns, the sums assessed for each parcel of land and the road authority's liability. The Town of Tecumseh will be responsible for the amount assessed for benefit of its road(s).

LINK TO STRATEGIC PRIORITIES

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

COMMUNICATIONS

Not applicable ☒

Website ☐ Social Media ☐ News Release ☐ Local Newspaper ☐

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

Prepared by:

Cheryl Curran, BES
Clerk I – Administrative Clerk

Reviewed by:

Sam Paglia, P.Eng.
Drainage Superintendent

Reviewed by:

Phil Bartnik, P.Eng.
Manager Engineering Services

Reviewed by:

Laura Moy, Dipl. MM, CMIII HR Professional
Director Corporate Services & Clerk

Reviewed by:

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

Reviewed by:

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

Recommended by:

Tony Haddad, MSA, CMO, CPFA
Chief Administrative Officer

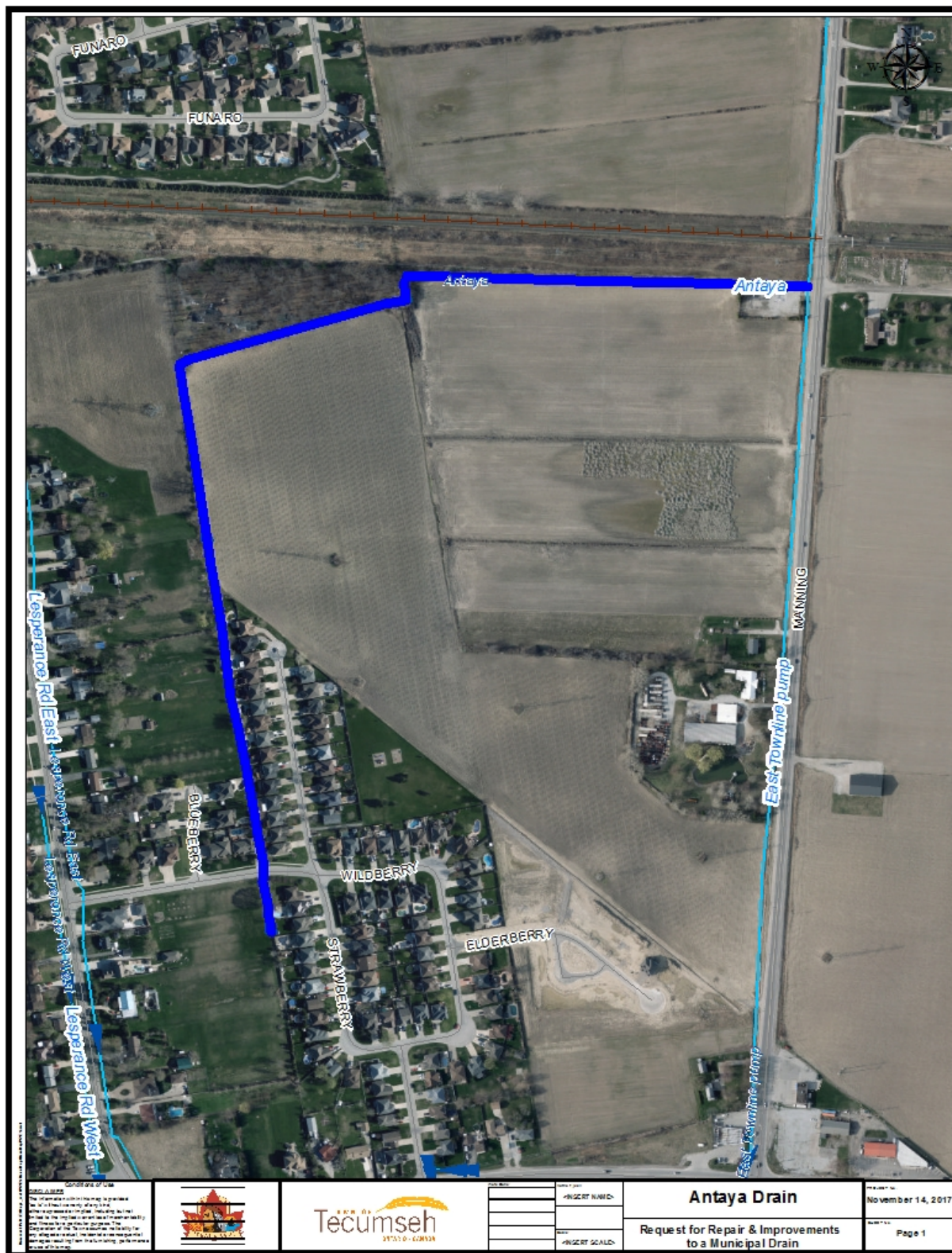
Attachment:

1. Location Map – Antaya Drain

CC

ATTACHMENT No. 1

LOCATION MAP – ANTAYA DRAIN





THE CORPORATION OF THE TOWN OF TECUMSEH

Public Works & Environmental Services
Report No. 50/17

TO: Mayor and Members of Council

FROM: Dan Piescic, Director Public Works & Environmental Services

DATE OF REPORT: October 13, 2017

DATE TO COUNCIL: November 14, 2017

SUBJECT: Backwater Valve Inspector
Temporary Position

RECOMMENDATIONS

It is recommended that:

1. A Backwater Valve Inspector be retained on a temporary basis to conduct initial inspections to assist in processing the Foundation Drain Disconnection & Backwater Valve Installation Subsidy Program applications for a contract period of nine (9) months.
2. The wage for the Backwater Valve Inspector of \$37,000 be funded from the Wastewater Operating budget.

BACKGROUND

The Town of Tecumseh has introduced a subsidy program to provide incentive and financial assistance to homeowners in Tecumseh to assist them in voluntarily installing backwater valves and/or separating their foundation drains from the wastewater collection system, and was launched in the summer of 2012 to help reduce the risk of basement flooding. This program is managed by the Public Works & Environmental Services department.

COMMENTS

Between 2012 and September 29, 2016 there had been very low participation in the subsidy program. However, since the September 29, 2016 storm event there has been more than 600 applications submitted for subsidy assistance for the installation of backwater valves.

The initial backwater valve inspection work is currently undertaken by the Drainage Superintendent who has become overwhelmed with carrying out these inspections, while simultaneously trying to keep up with increased drainage related duties. As a result, the Drainage Superintendent is falling behind in both processing backwater valve initial inspections and delivering timely drainage repair and maintenance to the Town's municipal drains.

Hiring of a Backwater Valve Inspector for a period of nine (9) months will help to address the backlog of backwater valve initial inspections and will allow the Drainage Superintendent to perform his drainage duties and meet the legislated timeline requirements of the *Drainage Act* in a more timely manner.

The addition of the Backwater Valve Inspector will provide timely backwater valve inspections and backwater valve installation information to be given to property owners. Additionally, it will reduce wait times for the installation of the backwater valves which will result in the homeowners being able to complete the restoration of their basements and get their homes/lives back to normal sooner.

There is currently a six (6) week waiting period to receive the initial backwater valve inspections. These initial inspections are a key component of the backwater valve application process to ensure the foundation drains are not hooked into the sanitary sewer lines which could result in inadvertent basement flooding.

It is the experience of the Public Works & Environmental Services (PWES) Department that residents need and appreciate the initial inspection as it provides much needed advice and information to homeowners in order to reduce the risk of basement flooding.

The demand for initial inspections has been so great that other staff from the PWES Department have been utilized to assist in conducting house calls and over-the-phone advice, namely, the Manager of Roads & Fleet, the Manager Engineering Services, as well as the Director of the PWES Department.

There are potential consequences to a delay in the installation of a backwater valve:

- Health & Safety: delay in the installation of the backwater valve could result in another sewage back-up in the basement which can pose health hazards to occupants
- Environmental: delay in the installation of the backwater valve could result in sewage being released into the environment via sewage back-up

The impact of not proceeding with the hiring of a Backwater Valve Inspector, on a temporary basis, will result in the Drainage Superintendent falling further behind in meeting *Drainage Act* timelines in the repair, maintenance and improvement of municipal drains.

Failure to meet *Drainage Act* timelines may result in:

- property damage due to water ponding on lands due to poor drainage
- attraction of liability to the Town should damage occur to lands due to poor drainage
- perception of poor service delivery to land owners

Administration therefore recommends that the Backwater Valve Inspector position be retained on a temporary basis to conduct initial inspections to assist in processing the Foundation Drain Disconnection & Backwater Valve Installation Subsidy Program applications for a contract period of nine (9) months.

CONSULTATIONS

Director Financial Services & Treasurer
Director Corporate Services & Clerk
CUPE Local 702.2 President

FINANCIAL IMPLICATIONS

The cost of hiring a Backwater Valve Inspector is estimated to be \$37,000 over nine (9) months.

This position will be financed on a temporary basis from the Wastewater Operating budget.

LINK TO STRATEGIC PRIORITIES

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

COMMUNICATIONS

Not applicable ☒

Website ☐ Social Media ☐ News Release ☐ Local Newspaper ☐

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

Prepared by:

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

Reviewed by:

Reviewed by:

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

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

Recommended by:

Tony Haddad, MSA, CMO, CPFA
Chief Administrative Officer

CC



THE CORPORATION OF THE TOWN OF TECUMSEH

Public Works & Environmental Services
Report No. 52/17

TO: Mayor and Members of Council

FROM: Sam Paglia, Drainage Superintendent

DATE OF REPORT: October 24, 2017

DATE TO COUNCIL: November 14, 2017

SUBJECT: Request for Repair and Improvements to a Municipal Drain
Appointment of Drainage Engineer – Gouin Drain

RECOMMENDATIONS

It is recommended that:

1. Dillon Consulting Limited (Dillon) be appointed Drainage Engineer to:
 - (i) make an examination of drainage area as submitted by the Drainage Superintendent for the Town of Tecumseh in the “Notice of Request for Drain Improvement” dated September 15, 2017; and
 - (ii) to prepare a Drainage Report for the Gouin Drain in accordance with Section 78 of the *Drainage Act*, including provisions for future maintenance of the Drain.

BACKGROUND

The Town of Tecumseh (Town) received a “Notice of Request for Drain Improvement” (Request) dated September 15, 2017 to improve the drainage of the surrounding lands to the Gouin Drain (Drain). The Drain is currently overgrown with vegetation that is impeding surface water from efficiently draining which negatively impacts surrounding lands and roadways. The landowner located at Roll No. 570-04311 further requests maintenance to the Drain.

The Drain is located in a residential area between Corbi Lane and Shawnee Road and conveys water both northerly through residential properties and westerly through agricultural lands to the City of Windsor border.

The location map of the Drain is appended as Attachment No. 1 to this report.

The Drainage Superintendent conducted an on-site examination on September 7, 2017 and a desktop review of the Drain By-Law and watershed and indicates the following:

- There is substantial sediment build-up and overgrown brush that is impeding proper drainage in the downstream portion of the drain.
- The Drain has not been maintained since 1987 under By-Law 87-12.
- The cross section of the Drain is no longer in alignment with the By-Law.
- Improvements are possibly required to existing culverts.

The drainage area for the Gouin Drain therefore requires examination and an updated Engineer's Report and By-Law, to restore the Drain's function and take into consideration the changes within the watershed, is required.

COMMENTS

Legislation

Section 78 of the *Drainage Act* requires Council by by-law or resolution to appoint an Engineer to make an examination of the area requiring drainage as described in the Request and to prepare a Drainage Report. The report shall include:

- a) plans, profiles and specifications of the drainage works, including a description of the area requiring drainage;
- b) an estimate of the total cost thereof;
- c) an assessment of the amount or proportion of the cost of the works to be assessed against every parcel of land and road for benefit, outlet liability and injuring liability;
- d) allowances, if any, to be paid to the owners of land affected by the drainage works; and
- e) such other matters as are provided for under the *Act*.

Section 78(1) *If a drainage works has been constructed under a by-law passed under this Act or any predecessor of this Act, and the council of the municipality that is responsible for maintaining and repairing the drainage works considers it appropriate to undertake one or more of the projects listed in subsection (1.1) for the better use, maintenance or repair of the drainage works or of lands or roads, the municipality may undertake and complete the project in accordance with the report of an engineer appointed by it without the petition required in section 4.*

Section 78(1.1) *the projects referred to in subsections (1) are:*

1. *Changing the course of the drainage works.*
2. *Making a new outlet for the whole or any part of the drainage works.*
3. *Construction a tile drain under the bed of the whole or any part of the drainage works.*
4. *Constructing, reconstructing or extending embankments, walls, dykes, dams, reservoirs, bridges, pumping stations or other protective works in connection with the drainage works.*
5. *Otherwise improving, extending to an outlet or altering the drainage works.*
6. *Covering all or part of the drainage works.*
7. *Consolidating two or more drainage works.*

Section 78(1) of the Act states that where, for the better use, maintenance or repair of any drainage works constructed under a by-law passed under this Act or any predecessor of this Act or to otherwise improve, extend to an outlet or alter the drainage works or to cover the whole or any part of it, the Council of any municipality whose duty it is to maintain and repair the drainage works or any part thereof may, on the report of an Engineer appointed by it, undertake and complete the drainage works as set forth in such Drainage Report.

All proceedings, including appeals, under Section 78 shall be the same as on a report for the construction of a drainage works (Section 78(4)).

Notice to conservation authority

- (2) An engineer shall not be appointed under subsection (1) until thirty days after a notice advising of the proposed drainage works has been sent to the secretary-

treasurer of each conservation authority that has jurisdiction over any of the lands that would be affected. R.S.O. 1990, c. D.17, s. 78 (2); 2010, c. 16, Sched. 1, s. 2 (28).

Powers and duties of engineer

(3) The engineer has all the powers and shall perform all the duties of an engineer appointed with respect to the construction of a drainage works under this Act. R.S.O. 1990, c. D.17, s. 78 (3).

Proceedings

(4) All proceedings, including appeals, under this section shall be the same as on a report for the construction of a drainage works. R.S.O. 1990, c. D.17, s. 78 (4).

Required approvals

On September 29, 2017, the Town sent notification to the Essex Region Conservation Authority (ERCA) that it submitted a request for the repair and improvement of the Drain. As outlined in Section 78(2) of the Act, the Engineer shall not be appointed until after the 30 day notification to the Conservation Authority who has regulation of the area. This administrative report is in line with those provisions and the 30 day period expires on October 29, 2017.

The proposed drainage works will need to be self-assessed by the Town through the Department of Fisheries and Oceans (DFO). In order to obtain a federal Authorization, it may be necessary to provide habitat compensation for loss habitat for the proposed works. The resulting habitat impacts must be replaced with equivalent habitat features. If a Biologist is necessary, the cost of same becomes the responsibility of the proponent.

The Drain may contain significant species (aquatic species at risk as well as plants, animals, habitat, etc.) that are protected under the provincial Endangered Species Act (ESA). All inquiries regarding the provincial ESA are made with the Ministry of Natural Resources and Forestry (MNRF).

Appointment of Engineer

For the benefit and conveyance of the water received by all affected lands within the watershed and adjacent to the Drain who depends on the Drain as their outlet for the water that they receive, it is recommended that:

1. Dillon Consulting Limited be appointed Drainage Engineer to:
 - (i) make an examination of drainage area as submitted by the Drainage Superintendent for the Town of Tecumseh in the "Notice of Request for Drain Improvement" dated September 15, 2017; and
 - (ii) to prepare a Drainage Report for the Gouin Drain in accordance with Section 78 of the *Drainage Act*, including provisions for future maintenance of the Drain.

CONSULTATIONS

Dillon Consulting Limited
Director Financial Services & Treasurer
Director Corporate Services & Clerk

FINANCIAL IMPLICATIONS

The Engineer's Report shall assess for benefit, outlet liability and injuring liability. A schedule of assessment is to be contained in the report which details in separate columns, the sums assessed for

each parcel of land and the road authority's liability. The Town of Tecumseh will be responsible for the amount assessed for benefit of its road(s).

LINK TO STRATEGIC PRIORITIES

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

COMMUNICATIONS

Not applicable ☒

Website ☐

Social Media ☐

News Release ☐

Local Newspaper ☐

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

Prepared by:

Cheryl Curran, BES
Clerk I – Administrative Clerk

Reviewed by:

Sam Paglia, P.Eng.
Drainage Superintendent

Reviewed by:

Phil Bartnik, P.Eng.
Manager Engineering Services

Reviewed by:

Laura Moy, Dipl. MM, CMIII HR Professional
Director Corporate Services & Clerk

Reviewed by:

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

Reviewed by:

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

Recommended by:

Tony Haddad, MSA, CMO, CPFA
Chief Administrative Officer

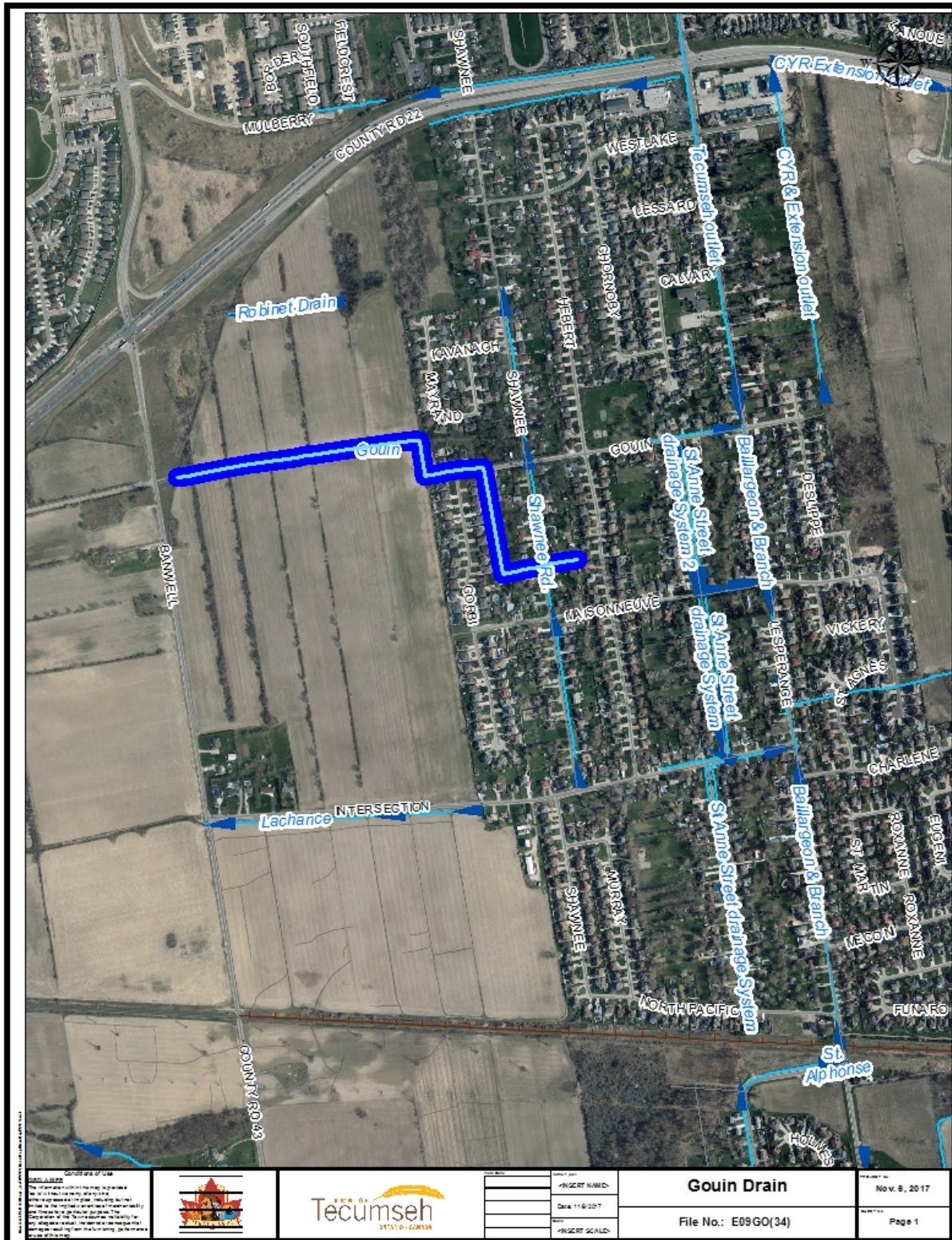
Attachment:

1. Location Map – Gouin Drain

CC

ATTACHMENT No. 1

LOCATION MAP – GOUIN DRAIN





THE CORPORATION OF THE TOWN OF TECUMSEH

Public Works & Environmental Services
Report No. 53/17

TO: Mayor and Members of Council

FROM: Kirby McArdle, Manager Roads & Fleet

DATE OF REPORT: October 30, 2017

DATE TO COUNCIL: November 14, 2017

SUBJECT: Association of Municipalities of Ontario
Electric Truck Pilot Program

RECOMMENDATIONS

It is recommended that:

1. Public Works & Environmental Services Report No. 53/17 titled "Association of Municipalities of Ontario Electric Truck Pilot Program," be received; and that
2. The following resolution, based on the Association of Municipalities of Ontario's (AMO) blanket template, be passed in support of the application to AMO under the Electric Truck Pilot Program for electric or hybrid electric vehicles based on usage patterns over a six month period with the Town of Tecumseh (Town):

WHEREAS municipalities purchase and maintain fleet vehicles in order to provide necessary services to their communities;

WHEREAS emerging electric vehicle and hybrid technologies have the potential to significantly improve the environmental impact of municipal fleets by reducing their GHG emissions;

WHEREAS municipal fleet managers make significant and costly decisions on the fleet vehicles they purchase and these vehicles may be part of municipal fleets for several years;

WHEREAS more data and information is necessary to encourage municipal adoption of new green technologies and to help make decisions about the most appropriate applications;

WHEREAS AMO is proposing to apply to the Municipal GHG Challenge Fund to procure electric trucks which will be loaned to participants in the pilot and members to test and measure usage;

BE IT RESOLVED THAT the Council of the Town of Tecumseh will participate in and support the AMO Electric Truck Pilot Project alongside other interested municipal governments, including by partnering with AMO in the application for grant funding from the Municipal GHG Challenge Fund.

BACKGROUND

Efficiently operating a municipal fleet is fundamental to municipal services and operations, but transportation is one of the top contributors to Greenhouse Gas (GHG) emissions and climate change. AMO has developed a fleet management program to assess the suitability of replacing vehicles with electric or hybrid electric vehicles based on usage patterns.

The Electric Truck Pilot Program (Program) is offered through AMO and is administered by Local Authority Services (LAS). The Program includes:

- Innovative vehicle modelling technology and telematics
- Access to generated fleet data through an online platform
- Data and knowledge to support conversion of fleets to electric or hybrid-electric vehicles
- Supports targets under Ontario's Climate Change Action Plan (Transportation)

The Program offers several benefits which includes the following:

- Environmental: Low carbon/zero emission transportation
- Financial: Increased fleet efficiency and reduced operating costs
- Operational: Maximize EV/hybrid vehicle utilization
- Social: Positions Municipal sector as a leader in electrifying fleets

LAS contacted the Town on October 27, 2017, and provided information respecting the application process to become eligible for the Program.

COMMENTS

Plug-in Hybrid Electric Pick-up Trucks

AMO is purchasing ten plug-in hybrid electric (PHEV) pick-up trucks annually over the next three years. Municipalities will be loaned a truck at no cost for six months to test in their fleet. The program will run for three years, giving up to 60 municipalities the chance to participate.

Data will be collected from the PHEV using FleetCarma modules and one other truck in the municipal fleet.

FleetCarma is a telematics-based solution for fleet management, sustainability, electric utilities and vehicle researchers and is designed to support current and future vehicles. Telematics is an interdisciplinary field that encompasses telecommunications, vehicular technologies, road transportation, road safety, electrical engineering (sensors, instrumentation, wireless communications, etc.), and computer science (multimedia, Internet, etc.).

The municipality will have access to the full FleetCarma telematics system for both vehicles. LAS will create a report from the FleetCarma system comparing the two monitored vehicles for cost and GHG savings.

Town Responsibilities

The Town will be responsible for providing insurance as they would for a leased vehicle, and basic maintenance (oil changes, etc.). Tires and other wear items will be covered by the Program. Any significant damage will need to be repaired at the Town's expense.

The trucks can charge on a normal 110 v outlet. No special charging equipment is required, but the charge controller should be indoors.

The PHEV trucks will be outfitted with a cargo rack, hazard lights, bed liner, bedrail guards, tool box, first aid kit.

LAS will oversee and administer the Program. Municipalities are asked to partner with AMO on the application which is accomplished by passing a resolution in Council on or before November 14, 2017.

A resolution from Council is therefore required to demonstrate support for the Town's application to the Program. Accordingly, Administration recommends that:

1. Public Works & Environmental Services Report No. 53/17 titled "Association of Municipalities of Ontario Electric Truck Pilot Program" (AMO), be received; and that
2. The following resolution, based on the AMO blanket template, be passed in support of the application to AMO under the Electric Truck Pilot Program for electric or hybrid electric vehicles based on usage patterns over a six month period with the Town of Tecumseh (Town):

WHEREAS municipalities purchase and maintain fleet vehicles in order to provide necessary services to their communities;

WHEREAS emerging electric vehicle and hybrid technologies have the potential to significantly improve the environmental impact of municipal fleets by reducing their GHG emissions;

WHEREAS municipal fleet managers make significant and costly decisions on the fleet vehicles they purchase and these vehicles may be part of municipal fleets for several years;

WHEREAS more data and information is necessary to encourage municipal adoption of new green technologies and to help make decisions about the most appropriate applications;

WHEREAS AMO is proposing to apply to the Municipal GHG Challenge Fund to procure electric trucks which will be loaned to participants in the pilot and members to test and measure usage;

BE IT RESOLVED THAT the Council of the Town of Tecumseh will participate in and support the AMO Electric Truck Pilot Project alongside other interested municipal governments, including by partnering with AMO in the application for grant funding from the Municipal GHG Challenge Fund.

CONSULTATIONS

Local Authority Services
Director Financial Services & Treasurer
Director Corporate Services & Clerk

FINANCIAL IMPLICATIONS

The Town will be responsible for costs associated with providing insurance and basic maintenance. These costs will be funded from the Public Works Operating budget.

LINK TO STRATEGIC PRIORITIES

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

COMMUNICATIONS

Not applicable ☒

Website ☐

Social Media ☐

News Release ☐

Local Newspaper ☐

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

Prepared by:

Cheryl Curran, BES
Clerk I – Administrative Clerk

Reviewed by:

Reviewed by:

Kirby McArdle, P.Eng.
Manager Roads & Fleet

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

Reviewed by:

Reviewed by:

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

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

Recommended by:

Tony Haddad, MSA, CMO, CPFA
Chief Administrative Officer

CC



THE CORPORATION OF THE TOWN OF TECUMSEH

Public Works & Environmental Services
Report No. 54/17

TO: Mayor and Members of Council

FROM: Sam Paglia, Drainage Superintendent

DATE OF REPORT: November 6, 2017

DATE TO COUNCIL: November 14, 2017

SUBJECT: Request for Repair and Improvements to a Municipal Drain
Appointment of Drainage Engineer – Desjardins Drain

RECOMMENDATIONS

It is recommended that:

1. Dillon Consulting Limited (Dillon) be appointed Drainage Engineer to:
 - (i) make an examination of drainage area as submitted by the Drainage Superintendent for the Town of Tecumseh in the “Notice of Request for Drain Improvement” dated September 15, 2017; and
 - (ii) to prepare a Drainage Report for the Desjardins Drain in accordance with Section 78 of the *Drainage Act*, including provisions for future maintenance of the Drain.

BACKGROUND

The Town of Tecumseh (Town) submitted a “Notice of Request for Drain Improvement” (Request) dated September 15, 2017 to improve the drainage of the surrounding lands to the Desjardins Drain (Drain). The Drain is overgrown with vegetation and has large amounts of silt deposits thereby impeding the efficient flow of water.

The Drain conveys water both northerly along the west boundary of McAuliffe Woods and westerly through agricultural lands and outlets into the City of Windsor. The Drain serves as the outlet for the Banwell Road Drain.

The location map of the Drain is appended as Attachment No. 1 to this report.

The Drainage Superintendent conducted an on-site inspection and survey in conjunction with a desk top review and noted the following:

- The Drain is not functioning to its (Engineered) design capacity due to overgrown vegetation and sediment build-up.
- There is evidence of bank erosion along portions of the Drain.
- Improvements may be required to existing culverts.
- The Drain has not been maintained since 1970 under By-Law 1713.
- The recent cleaning of the Banwell Road Drain has shown that the Drain is not a sufficient outlet for the Banwell Drain in its current condition.

The Drain is out of repair and is recommended that it be repaired and improved. The drainage area for the Drain therefore requires examination and an updated Engineer's Report and by-Law to restore the Drain's function and take into consideration changes within the watershed.

COMMENTS

Legislation

Section 78 of the *Drainage Act* requires Council by by-law or resolution to appoint an Engineer to make an examination of the area requiring drainage as described in the Request and to prepare a Drainage Report. The report shall include:

- a) plans, profiles and specifications of the drainage works, including a description of the area requiring drainage;
- b) an estimate of the total cost thereof;
- c) an assessment of the amount or proportion of the cost of the works to be assessed against every parcel of land and road for benefit, outlet liability and injuring liability;
- d) allowances, if any, to be paid to the owners of land affected by the drainage works; and
- e) such other matters as are provided for under the *Act*.

Section 78(1) *If a drainage works has been constructed under a by-law passed under this Act or any predecessor of this Act, and the council of the municipality that is responsible for maintaining and repairing the drainage works considers it appropriate to undertake one or more of the projects listed in subsection (1.1) for the better use, maintenance or repair of the drainage works or of lands or roads, the municipality may undertake and complete the project in accordance with the report of an engineer appointed by it without the petition required in section 4.*

Section 78(1.1) *the projects referred to in subsections (1) are:*

1. *Changing the course of the drainage works.*
2. *Making a new outlet for the whole or any part of the drainage works.*
3. *Construction a tile drain under the bed of the whole or any part of the drainage works.*
4. *Constructing, reconstructing or extending embankments, walls, dykes, dams, reservoirs, bridges, pumping stations or other protective works in connection with the drainage works.*
5. *Otherwise improving, extending to an outlet or altering the drainage works.*
6. *Covering all or part of the drainage works.*
7. *Consolidating two or more drainage works.*

Section 78(1) of the Act states that where, for the better use, maintenance or repair of any drainage works constructed under a by-law passed under this Act or any predecessor of this Act or to otherwise improve, extend to an outlet or alter the drainage works or to cover the whole or any part of it, the Council of any municipality whose duty it is to maintain and repair the drainage works or any part thereof may, on the report of an Engineer appointed by it, undertake and complete the drainage works as set forth in such Drainage Report.

All proceedings, including appeals, under Section 78 shall be the same as on a report for the construction of a drainage works (Section 78(4)).

Notice to conservation authority

- (2) An engineer shall not be appointed under subsection (1) until thirty days after a notice advising of the proposed drainage works has been sent to the secretary-

treasurer of each conservation authority that has jurisdiction over any of the lands that would be affected. R.S.O. 1990, c. D.17, s. 78 (2); 2010, c. 16, Sched. 1, s. 2 (28).

Powers and duties of engineer

(3) The engineer has all the powers and shall perform all the duties of an engineer appointed with respect to the construction of a drainage works under this Act. R.S.O. 1990, c. D.17, s. 78 (3).

Proceedings

(4) All proceedings, including appeals, under this section shall be the same as on a report for the construction of a drainage works. R.S.O. 1990, c. D.17, s. 78 (4).

Required approvals

On September 29, 2017, the Town sent notification to the Essex Region Conservation Authority (ERCA) that it submitted a request for the repair and improvement of the Drain. As outlined in Section 78(2) of the Act, the Engineer shall not be appointed until after the 30 day notification to the Conservation Authority who has regulation of the area. This administrative report is in line with those provisions and the 30 day period expired on October 29, 2017.

ERCA has noted that the McAuliffe Woods Conservation Area (McAuliffe Woods) is located adjacent the Drain. McAuliffe Woods is significant to the Town's Natural Heritage Inventory and as such any proposed drainage works must be consulted with ERCA's Director, Conservation Services.

The proposed drainage works will need to be self-assessed by the Town through the Department of Fisheries and Oceans (DFO). In order to obtain a federal authorization, it may be necessary to provide habitat compensation for loss habitat for the proposed works. The resulting habitat impacts must be replaced with equivalent habitat features. If a Biologist is necessary, the cost of same becomes the responsibility of the proponent.

The Drain may contain significant species (aquatic species at risk as well as plants, animals, habitat, etc.) that are protected under the provincial *Endangered Species Act* (ESA). All inquiries regarding the provincial ESA are made with the Ministry of Natural Resources and Forestry (MNRF).

Appointment of Engineer

For the benefit and conveyance of the water received by all affected lands within the watershed and adjacent to the Drain who depend on the Drain as their outlet for the water they receive, it is recommended that:

1. Dillon Consulting Limited be appointed Drainage Engineer to:
 - (i) make an examination of drainage area as submitted by the Drainage Superintendent for the Town of Tecumseh in the "Notice of Request for Drain Improvement" dated September 15, 2017; and
 - (ii) to prepare a Drainage Report for the Desjardins Drain in accordance with Section 78 of the *Drainage Act*, including provisions for future maintenance of the Drain.

CONSULTATIONS

Dillon Consulting Limited
Director Financial Services & Treasurer
Director Corporate Services & Clerk

FINANCIAL IMPLICATIONS

The Engineer's Report shall assess for benefit, outlet liability and injuring liability. A schedule of assessment is to be contained in the report which details in separate columns, the sums assessed for each parcel of land and the road authority's liability. The Town of Tecumseh will be responsible for the amount assessed for benefit of its road(s).

LINK TO STRATEGIC PRIORITIES

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

COMMUNICATIONS

Not applicable ☒

Website ☐ Social Media ☐ News Release ☐ Local Newspaper ☐

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

Prepared by:

Reviewed by:

Cheryl Curran, BES
Clerk I – Administrative Clerk

Sam Paglia, P.Eng.
Drainage Superintendent

Reviewed by:

Reviewed by:

Phil Bartnik, P.Eng.
Manager Engineering Services

Laura Moy, Dipl. MM, CMIII HR Professional
Director Corporate Services & Clerk

Reviewed by:

Reviewed by:

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

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

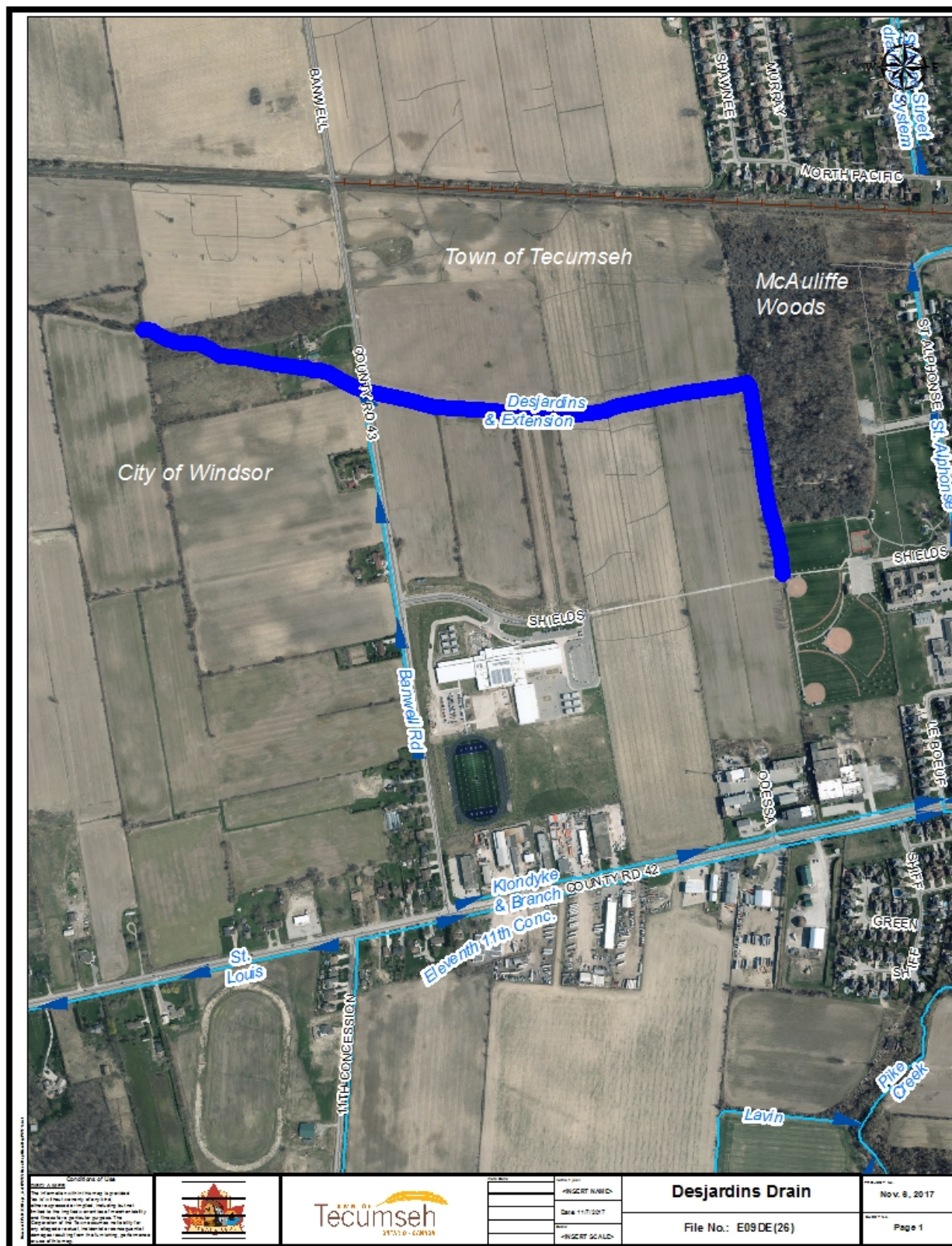
Recommended by:

Tony Haddad, MSA, CMO, CPFA
Chief Administrative Officer

Attachment: 1. Location Map – Desjardins Drain

CC

LOCATION MAP DESJARDINS DRAIN





THE CORPORATION OF THE TOWN OF TECUMSEH

Public Works & Environmental Services
Report No. 55/17

TO: Mayor and Members of Council

FROM: Kirby McArdle, Manager Roads & Fleet

DATE OF REPORT: November 7, 2017

DATE TO COUNCIL: November 14, 2017

SUBJECT: Sanitary Sewer Collection System Rehabilitation Project PART II
Request for Proposals - Proposal Award

RECOMMENDATIONS

It is recommended that:

1. The Proposal for the Clean Water & Wastewater Fund (CWWF) Sanitary Sewer Collection System Rehabilitation Project PART II in the estimated amount of \$1,492,900 excluding HST be awarded to Sewer Technologies Inc. in a reduced amount of \$1,026,000 excluding HST and that the Mayor and Clerk be authorized to execute an agreement, satisfactory in form to the Town's Solicitor, with Sewer Technologies Inc.; and that
2. The estimated cost of \$1,026,000 including non-rebateable HST, for the renewal and rehabilitation of sanitary sewer pipe, manholes and the rehabilitation of sanitary sewer service connections in the Town of Tecumseh wastewater system, be a charge against the CWWF Sanitary Sewer Collection System Rehabilitation Project PART II.

BACKGROUND

At the December 13, 2016 Regular Council Meeting, Council approved the recommendations (Motion: RCM-442/16) of PWES Report No. 54/16 titled "2017-2021 Public Works & Environmental Services Capital Works Plan" that authorized Administration to proceed with the Sanitary Sewer Collection System Rehabilitation Project at a cost of \$3,637,824 provided the Town is successful in obtaining grant funding from upper levels of government.

The Town was successful in obtaining a Top Up grant from the Ontario Community Infrastructure Fund (OCIF) in the amount of \$806,149 and the Clean Water and Wastewater Fund (CWWF) in the amount of \$1,678,368 for a total of \$2,484,517. The project is broken down in two parts based on funding sources, see table below.

Funding Source	Part A OCIF	Part B CWWF	Total
Provincial - Formula Based	\$ 493,942	\$ 559,456	\$ 1,053,398
Provincial - Top-Up Based	\$ 806,149		\$ 806,149
Federal	\$ -	\$ 1,118,912	\$ 1,118,912
Municipal	\$ 99,909	\$ 559,456	\$ 659,365
Total Cost	\$ 1,400,000	\$ 2,237,824	\$ 3,637,824

The Sanitary Sewer Collection System Rehabilitation Project PART II is for the renewal and rehabilitation of sanitary sewer pipe, manholes and the rehabilitation of sanitary sewer service connections in the Town of Tecumseh. This work includes the following:

- camera inspection of the sewer pipes to identify pipe condition, pipe defects, and sources of inflow and infiltration using trenchless technology;
- flushing and cleaning debris from the sanitary sewer pipes and service connections to facilitate leak testing and repair using trenchless technology;
- pressure testing and sealing of mainline joints, cracked or otherwise leaking pipes, tee connection, clean outs, risers and sanitary service connections using innovative trenchless technology;
- structural repairs of sanitary sewer pipes where required using innovative trenchless technology; and
- sealing openings in manholes using rain catchers, chemical sealants and latest technology.

Following the implementation of this project, the Town expects that there will be a further reduction of inflow and infiltration of unwanted storm water into the sanitary system as a result of the rehabilitation of the system. In addition, it is anticipated there will be a reduction in sewer backups and the resultant basement flooding and a decrease in the number of by-pass incidents from the Little River treatment plant to Lake St. Clair during unusually large and intense rainstorms.

The work completed under the Proposal from Sewer Technologies Inc. as part of the CWWF grant will be carried out in Wards 3 and portions of Ward 1 in the Town of Tecumseh. Sanitary sewer rehabilitation work in Ward 2 and portions of Ward 1 have already commenced and were funded by OCIF under By-Law 2017-10 as passed by Council following its first, second and final reading on February 28, 2017.

The Town has retained Black Rock Consulting to carry out contract administration for this project based on their successful experience with infiltration and inflow removal projects for other municipalities in Essex County.

COMMENTS

A Request for Proposals (RFP) from qualified Specialized Contractors in Trenchless Sewer Technology to provide all services, materials and equipment necessary to prepare and execute a plan for rehabilitation and removal of infiltration in Ward 3 and a portion of Ward 1, PART II – CWWF, was advertised on the Town's website on Thursday, October 26, 2017 along with direct notification to the Windsor Construction Association.

Three (3) proposals were received by the Purchasing Officer on November 9, 2017: Sewer Technologies Inc., DM Robichaud Associates Ltd., and Liqui-Force Services (Ontario) Inc. The

proposals were opened publicly in Council Chambers in the presence of Administration and Black Rock Consulting.

Proposals were evaluated by the Selection Committee using a two envelope system in which a proponent must score high enough in Part A, proponent qualifications and understanding, for the financial envelope, Part B, to be opened. All three (3) submittals received met the criterion of part A and were generally found to be relatively equally qualified therefore all the financial envelopes (Part B) were opened. The scoring of all three proposals was conducted as described in the RFP documents by the Selection Committee considering all identified criteria. The Selection Committee is comprised of Administration and Black Rock Consulting.

Part B considerations were based on estimated quantities. The actual value of work will be calculated based on unit prices submitted up to the allowable amount approved through the CWWF Grant process.

Ranking as per Part B

Company	Estimated Proposal Cost (excluding HST)
Sewer Technologies Inc.	\$1,492,900
DM Robichaud Associates Inc.	\$1,986,500
Liqui-Force Services(Ontario) Inc.	\$2,221,230

There were no irregularities identified in the proposals received for this work. All three proposals submitted the required documentation and sufficient Bid Bond. The lowest Estimated Proposal Cost exceeds budget funding available, see calculations below under Financial Implications.

Based on their overall Proposal submission and subsequent discussions, the Selection Committee recommends that Council award the CWWF Sanitary Sewer Collection Rehabilitation Project work, **at a reduced amount of \$1,026,000**, as set out in the RFP to Sewer Technologies Inc. and that the Mayor and Clerk are authorized to execute an agreement, satisfactory in form to the Town's Solicitor, with Sewer Technologies Inc.

CONSULTATIONS

Black Rock Consulting
Director Financial Services & Treasurer
Purchasing Officer

FINANCIAL IMPLICATIONS

Total funding available for this contract is \$1,026,000 excluding HST calculated as follows:

Total Funds Available	\$ 2,237,824				
Previously committed *					
OCWA PWES #37/17	\$ 90,000	Rain catchers, manhole covers & install			
Black Rock Consulting	\$ 132,000	Engineering services			
OCWA PWES #40/17	\$ 972,000	PS Consultant & Rehabilitation Works			
	\$ 1,194,000				
Funding Available *	\$ 1,043,824				
Contract funds available **	\$ 1,026,000				
* Including non-rebatable HST					
** Excluding HST					

Administration recommends that the contract be awarded in the amount of \$1,026,000 excluding HST.

LINK TO STRATEGIC PRIORITIES

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

COMMUNICATIONS

Not applicable ☒

Website ☐ Social Media ☐ News Release ☐ Local Newspaper ☐

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

Prepared by:

Kirby McArdle, P.Eng.
Manager Roads & Fleet

Reviewed by:

Reviewed by:

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

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

Recommended by:

Tony Haddad, MSA, CMO, CPFA
Chief Administrative Officer



THE CORPORATION OF THE TOWN OF TECUMSEH

Public Works & Environmental Services
Report No. 56/17

TO: Mayor and Members of Council

FROM: Sam Paglia, Drainage Superintendent

DATE OF REPORT: November 6, 2017

DATE TO COUNCIL: November 14, 2017

SUBJECT: Request for Repair and Improvements to a Municipal Drain
Appointment of Drainage Engineer – Lachance Drain

RECOMMENDATIONS

It is recommended that:

1. Dillon Consulting Limited (Dillon) be appointed Drainage Engineer to:
 - (i) make an examination of drainage area as submitted by the Drainage Superintendent for the Town of Tecumseh in the “Notice of Request for Drain Improvement” dated September 15, 2017; and
 - (ii) to prepare a Drainage Report for the Lachance Drain in accordance with Section 78 of the *Drainage Act*, including provisions for future maintenance of the Drain.

BACKGROUND

The Town of Tecumseh (Town) submitted a “Notice of Request for Drain Improvement” (Request) dated September 15, 2017 to improve the drainage of the surrounding lands to the Lachance Drain (Drain). The Drain is currently overgrown with vegetation that is impeding surface water from efficiently draining which negatively impacts surrounding agricultural lands.

The Drain is located on the south side of Intersection Road and conveys water westerly adjacent agricultural lands to Banwell Road at the City of Windsor border.

The location map of the Drain is appended as Attachment No. 1 to this report.

The Drainage Superintendent conducted an on-site inspection and survey in conjunction with a desk top review and noted the following:

- The conveyance of water is hindered in Drain due to overgrown vegetation.
- There is evidence of bank instability along portions of the south side of the Drain as farming practices have encroached on the Drain.
- Improvements may be required to existing culverts.
- The Drain has not been maintained since 1988 under By-Law 88-34.

The Drain is in disrepair and it is recommended that it be repaired and improved. The drainage area for the Drain therefore requires examination and an updated Engineer’s Report and By-Law to restore the

Drain's function and take into consideration changes within the watershed.

COMMENTS

Legislation

Section 78 of the *Drainage Act* requires Council by by-law or resolution to appoint an Engineer to make an examination of the area requiring drainage as described in the Request and to prepare a Drainage Report. The report shall include:

- a) plans, profiles and specifications of the drainage works, including a description of the area requiring drainage;
- b) an estimate of the total cost thereof;
- c) an assessment of the amount or proportion of the cost of the works to be assessed against every parcel of land and road for benefit, outlet liability and injuring liability;
- d) allowances, if any, to be paid to the owners of land affected by the drainage works; and
- e) such other matters as are provided for under the *Act*.

Section 78(1) *If a drainage works has been constructed under a by-law passed under this Act or any predecessor of this Act, and the council of the municipality that is responsible for maintaining and repairing the drainage works considers it appropriate to undertake one or more of the projects listed in subsection (1.1) for the better use, maintenance or repair of the drainage works or of lands or roads, the municipality may undertake and complete the project in accordance with the report of an engineer appointed by it without the petition required in section 4.*

Section 78(1.1) *the projects referred to in subsections (1) are:*

1. *Changing the course of the drainage works.*
2. *Making a new outlet for the whole or any part of the drainage works.*
3. *Construction a tile drain under the bed of the whole or any part of the drainage works.*
4. *Constructing, reconstructing or extending embankments, walls, dykes, dams, reservoirs, bridges, pumping stations or other protective works in connection with the drainage works.*
5. *Otherwise improving, extending to an outlet or altering the drainage works.*
6. *Covering all or part of the drainage works.*
7. *Consolidating two or more drainage works.*

Section 78(1) of the Act states that where, for the better use, maintenance or repair of any drainage works constructed under a by-law passed under this Act or any predecessor of this Act or to otherwise improve, extend to an outlet or alter the drainage works or to cover the whole or any part of it, the Council of any municipality whose duty it is to maintain and repair the drainage works or any part thereof may, on the report of an Engineer appointed by it, undertake and complete the drainage works as set forth in such Drainage Report.

All proceedings, including appeals, under Section 78 shall be the same as on a report for the construction of a drainage works (Section 78(4)).

Notice to conservation authority

(2) An engineer shall not be appointed under subsection (1) until thirty days after a notice advising of the proposed drainage works has been sent to the secretary-treasurer of each conservation authority that has jurisdiction over any of the lands that would be affected. R.S.O. 1990, c. D.17, s. 78 (2); 2010, c. 16, Sched. 1, s. 2 (28).

Powers and duties of engineer

(3) The engineer has all the powers and shall perform all the duties of an engineer appointed with respect to the construction of a drainage works under this Act. R.S.O. 1990, c. D.17, s. 78 (3).

Proceedings

(4) All proceedings, including appeals, under this section shall be the same as on a report for the construction of a drainage works. R.S.O. 1990, c. D.17, s. 78 (4).

Required approvals

On September 29, 2017, the Town sent notification to the Essex Region Conservation Authority (ERCA) that it submitted a request for the repair and improvement of the Drain. As outlined in Section 78(2) of the Act, the Engineer shall not be appointed until after the 30 day notification to the Conservation Authority who has regulation of the area. This administrative report is in line with those provisions and the 30 day period expires on October 29, 2017.

The proposed drainage works will need to be self-assessed by the Town through the Department of Fisheries and Oceans (DFO). In order to obtain a federal Authorization, it may be necessary to provide habitat compensation for loss habitat for the proposed works. The resulting habitat impacts must be replaced with equivalent habitat features. If a Biologist is necessary, the cost of same becomes the responsibility of the proponent.

The Drain may contain significant species (aquatic species at risk as well as plants, animals, habitat, etc.) that are protected under the provincial Endangered Species Act (ESA). All inquiries regarding the provincial ESA are made with the Ministry of Natural Resources and Forestry (MNRF).

Appointment of Engineer

For the benefit and conveyance of the water received by all affected lands within the watershed and adjacent to the Drain who depends on the Drain as their outlet for the water that they receive, it is recommended that:

1. Dillon Consulting Limited be appointed Drainage Engineer to:
 - (i) make an examination of drainage area as submitted by the Drainage Superintendent for the Town of Tecumseh in the "Notice of Request for Drain Improvement" dated September 15, 2017; and
 - (ii) to prepare a Drainage Report for the Lachance Drain in accordance with Section 78 of the *Drainage Act*, including provisions for future maintenance of the Drain.

CONSULTATIONS

Dillon Consulting Limited
Director Financial Services & Treasurer
Director Corporate Services & Clerk

FINANCIAL IMPLICATIONS

The Engineer's Report shall assess for benefit, outlet liability and injuring liability. A schedule of assessment is to be contained in the report which details in separate columns, the sums assessed for each parcel of land and the road authority's liability. The Town of Tecumseh will be responsible for the amount assessed for benefit of its road(s).

LINK TO STRATEGIC PRIORITIES

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

COMMUNICATIONS

Not applicable ☒

Website ☐

Social Media ☐

News Release ☐

Local Newspaper ☐

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

Prepared by:

Cheryl Curran, BES
Clerk I – Administrative Clerk

Reviewed by:

Sam Paglia, P.Eng.
Drainage Superintendent

Reviewed by:

Phil Bartnik, P.Eng.
Manager Engineering Services

Reviewed by:

Laura Moy, Dipl. MM, CMIII HR Professional
Director Corporate Services & Clerk

Reviewed by:

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

Reviewed by:

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

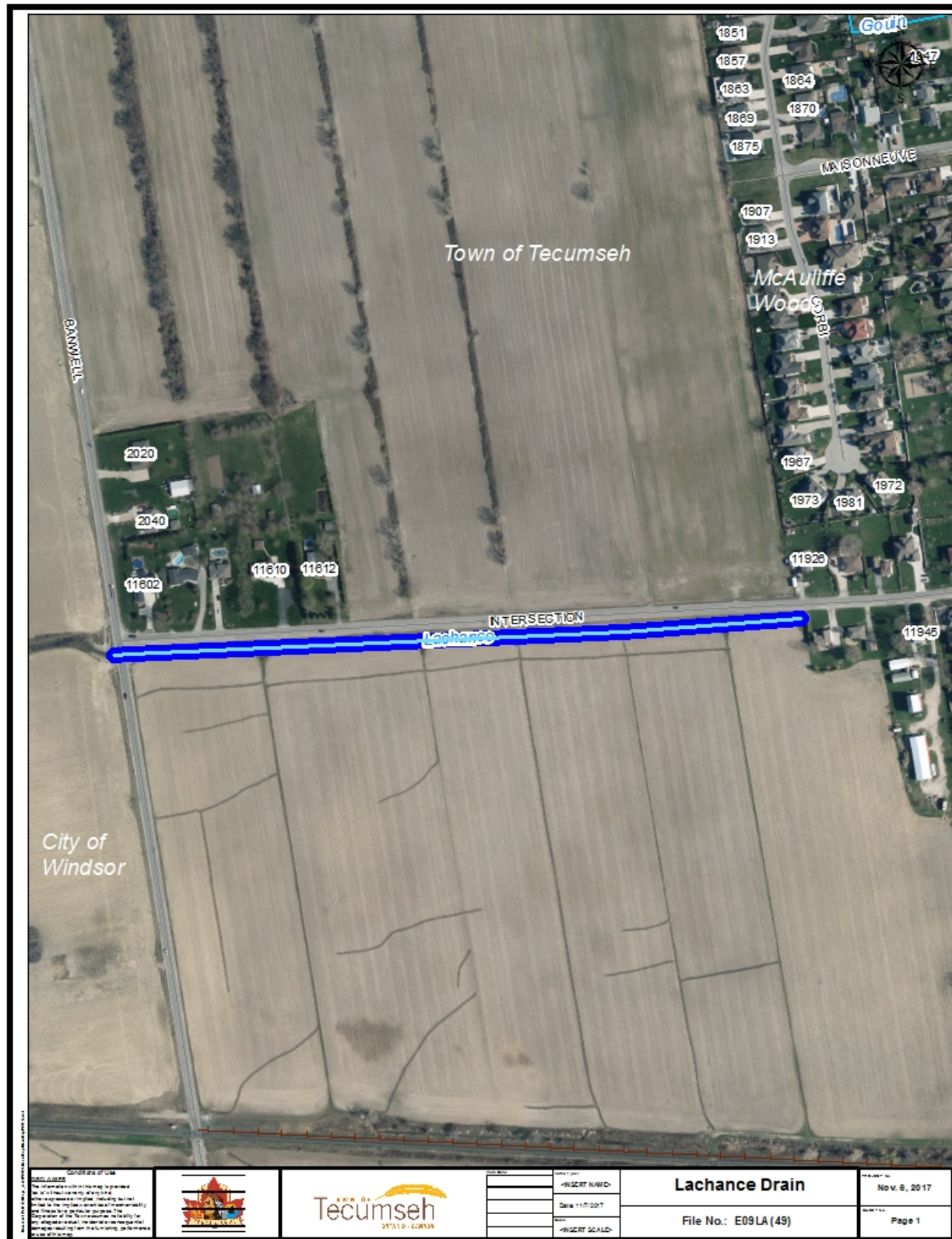
Recommended by:

Tony Haddad, MSA, CMO, CPFA
Chief Administrative Officer

Attachment: 1. Location Map – Lachance Drain

CC

LOCATION MAP LACHANCE DRAIN



UNFINISHED REGULAR COUNCIL BUSINESS

	Meeting Date	Resolution	Subject	Action/Direction	Depart.	Status/Action Taken
20/14	Dec 9, 2014 Feb 14, 2017		County Rd 34 Hamlet	Administration is asked to look into property ownership and to work with the owners on opportunities for alternate service arrangements. Administration is asked to provide an update to the affected property owners.	PWES/ Clerks	Update provided by Legal on March 14, 2017
3/17	Mar 14, 2017		Alley Closing Policy	An alley closing policy is requested to establish a uniformed process for closing alleys.	Clerks	Next Policies & Priorities Committee
4/17	Mar 28, 2017		Oldcastle Hamlet	The presentation and requests made by FOOD is referred to Administration for a report and recommendation.	Planning	
13/17	May 23, 2017		Signage on Manning Road	Administration is requested to approach the Town of Lakeshore and the County of Essex in regards to establishing a gateway policy with a common standard for regulating urbanized areas and signs for Manning Road.	CAO	Tecumseh and Lakeshore Administration have met and a response is pending from Lakeshore.
18/17	July 25, 2017		Urban Chickens	Zoning Order issued to Dan Beaulieu relating to the keeping of chickens at 2380 Lesperance Road, be deferred pending further discussion and decision-making by Council on the matter of the keeping of urban chickens based on further research and reporting by Administration.	Clerks/ Planning	
22/17	September 26, 2017		Jason Court	A concern regarding condo residents paying twice for their municipal services [ie: Property Tax / Condo Fees] was raised. Administration will provide information to the residents.	PW/ Finance	
23/17	October 10, 2017		Legislative Notices	Administration is asked to provide a report on the legislative requirements for public notices for developments and infrastructure improvements.	PW/Planning	
24/17	October 28, 2017		Riverside Drive Trail	Administration is asked to provide a report with a quantitative analysis on the location of the Riverside Drive Trail to be on the north or south side of the street.	Parks	

Meeting Date: November 14, 2017



2018 Proposed Business Plan & Budget

Presentation to Town Council
November 14, 2017



2018 Proposed Business Plan & Budget

2018 Proposed Budget

- Overview – Chief Administrative Officer
- Budget – Treasurer & Deputy Treasurer
 - Budget Document
 - Operations
 - General
 - Water/Wastewater
 - Lifecycle
 - Reserves
 - Conclusion
 - Q & A



Budget Purpose

- Statement of municipal policies & priorities
- Key instrument of financial management & control
- Basis for determining amount of taxation levy



Strategic Priorities 2017-18...

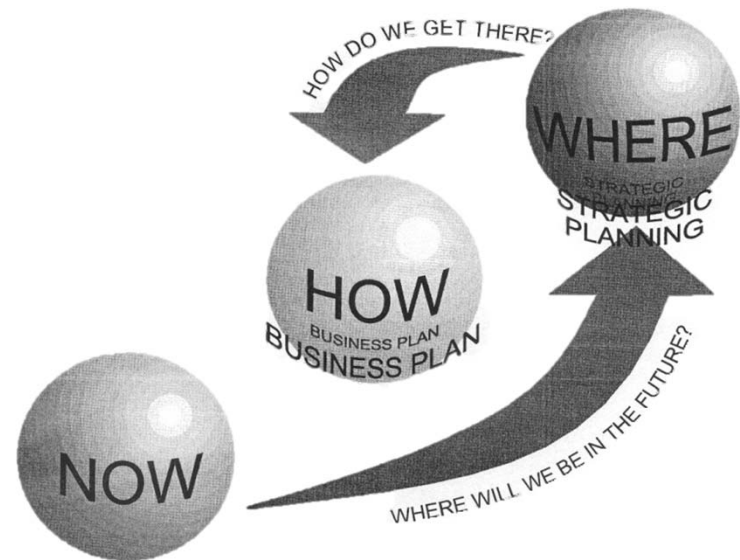
Re-affirmation of Strategic Priorities

1. Make the Town an even better place to live, work and invest through a shared vision for our residents and newcomers
2. Ensure the Town's current and future growth is built upon the principles of sustainability and strategic decision-making
3. Integrate the principles of health and wellness into all plans and priorities



...Strategic Priorities 2017-18

4. Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses
5. Demonstrate the Town's leadership role in the community by promoting good governance and community engagement, by bringing together organizations serving the Town and the region to pursue common goals



2017 Key Achievements...



- ✓ Sportsplex Expansion – awaiting Infrastructure funding
- ✓ Community Improvement Program - >\$250K in grants approved
- ✓ Tecumseh Road Streetscape - awaiting Infrastructure funding
- ✓ Residential development projects progressing
- ✓ *Canada 150* Projects & Celebrations
- ✓ Supported Memorial Cup Tournament
- ✓ Earth Day Celebrations
- ✓ Completed Greenway Trail segment
- ✓ Lakewood Park enhancements
- ✓ Introduced new Recreation Registration software



...2017 Key Achievements



- ✓ Commenced *Citizen Satisfaction Survey*
- ✓ Road & Sewer reconstruction in Oldcastle area
- ✓ Recipient of *OCIF & CWWF* grants for sewer rehab
- ✓ Successful 42nd CornFest
- ✓ Sixth consecutive *Workplace Wellness Award* received
- ✓ Draft *New Official Plan* components tabled
- ✓ Introduced & revised several policies
- ✓ Completed Ward Boundary Review
- ✓ Recipient of 8th consecutive *GFOA Distinguished Budget Award*



Budget Links

- Budget provides links & the financial resources to:
 - Implement the Business Plan & achieve Strategic Plan goals & priorities
 - Effectively deliver mandated programs & services
 - Implement recommendations from Master Plans & Studies
 - Provide an Operational Framework to implement higher level plans
 - Establish & maintain established service levels



2018 Budget Drivers...

- Special Purpose Initiatives
 - Continue New Infrastructure Levy [NIL]
 - Bill 148 implications
- Operations
 - Maintaining program & service levels
 - Collective Bargaining Agreements
 - Growth & Development
 - New Assessment
 - Building Permits
 - Development Charges
 - Inspection Services



...2018 Budget Drivers

- Operations [cont'd]
 - Program & Service Delivery
 - Service levels
 - Property Standards
 - Enhancements
 - Resources
 - Stormwater mitigation incentives
 - Municipal Drains
 - Community Improvement Plan
 - Utilities & Insurance
 - Waste Management Contract



2018 Budget External Forces

- Municipal Landscape
 - Infrastructure Grant Programs
 - Legislative Reviews & Reforms
 - Climate Change
 - Federal & Provincial Budget Uncertainty
 - Provincial Election
 - Local Share Initiative



Developments Underway

- Estates of Lakewood Park
- Gridlock Solutions Condos
- Strawberry Ridge Phase 4
- Carmelita Court Townhomes
- Tecumseh Road Condos



Development on the Horizon

- Development Outlook
 - Manning Road Secondary Plan
 - Del Duca proposed Industrial Park
 - Santarossa proposed Industrial Park
 - Tecumseh Hamlet Secondary Plan
 - Development proposals in the CIP area
 - St. Gregory Church site
 - Former Pud's Marina site
 - Manning & Lanoue site



Considerations

- Strategic Priorities
- Developing Solutions & Options
- Capital Prioritization
- Risk & Issues Management
- Fiscally Responsible Decisions



Multi-Resource Allocation



Allocation of Resources

- Manage service levels
- Respond to service demands
- Program & Service delivery & support
- Effective & efficient service delivery
- Quality assurance
- Optimize technology
- Outcome – citizen satisfaction



Priorities

- New Infrastructure Levy [NIL] Reserve
- Development readiness
- Responsive to new investment
- Continuous improvement focus
- Project preparedness
- Adapting to changes in local market & economy
- Positioned for continuing success



*Committed to continuous improvement
& sustainability*



2018 Proposed Business Plan & Budget

Table of Contents



2018 Business Plan & Budget - Overview

Electronic Document Overview

1. Transmittal
2. Executive Summary
3. Budget Reconciliation – PSAB Adjustments
4. Recommended New Staffing Enhancements
5. Operating Budget
6. Lifecycle
7. Reserves
8. Supplementary Information
 - Budget Process
 - Summary of Funds
 - Performance Measures
 - Revenue and Expenditure Analysis



Council Consideration



- Municipal general tax levy \$22.3 M
- Levy increase of 2.2% after growth
- Consolidated levy increase ~ 4.3% expected
- \$38 Town increase on \$250K home
- \$99 consolidated increase on \$250K home
- Market Value assessment (2016 CVA)
 - Ontario >23% increase
 - Tecumseh >14% increase
 - Assessment lags Province – should lead to reduced Education burden
 - Assessment growth strong in 2016/2017



Budget Process

- Department budgets formulated
 - 4.2%
- Administration review
 - 2.2% - Net of growth
- Table budget with Council
- Council Review
- Council budget by-law approval

November 14

*November 21 &
November 22 (if nec.)*

December 12



2018 Proposed Tax Levy Impacts Summary

Table 1 - LC 10-Year Program complete - New Infrastructure Levy initiated

Projected Tax Levy Impacts

	2017	2018 Proposed	2019	2020	2021	2022
Base Department Operations (excl Pay/Ben)	1.36%	-0.37%	0.30%	0.64%	0.59%	0.57%
Service Level Enhancements	0.60%	1.68%	0.43%	0.09%	0.34%	0.00%
Payroll/Benefits	0.99%	1.33%	0.72%	0.70%	0.72%	0.70%
Police Services	-1.93%	0.13%	0.34%	0.33%	0.34%	0.33%
Sub-total - Operating	1.02%	2.76%	1.78%	1.75%	1.98%	1.59%
Lifecycle	1.09%	0.53%	0.45%	0.44%	0.42%	0.41%
New Infrastructure Levy	1.93%	0.46%	0.67%	0.87%	0.42%	0.41%
Sub-total - Capital	3.02%	0.99%	1.12%	1.30%	0.84%	0.82%
Total	4.04%	3.75%	2.90%	3.05%	2.82%	2.41%
Assessment (Growth)/Loss	-1.35%	-1.62%	-0.27%	-0.04%	-0.21%	-0.21%
Total w/ Growth factor	2.70%	2.14%	2.63%	3.01%	2.61%	2.21%



Comparative Levy Forecasts

Table 2 - Comparative levy forecasts

Actual levy increases (bold and shaded in green) with projected levy increases from the 2013 to 2017 budgets

	2015	2016	2017	2018	2019	2020	2021	2022
2013 Municipal Budget and projected future levy increases	3.24%	1.91%	1.90%	N/A	N/A	N/A	N/A	N/A
2014 Municipal Budget and projected future levy increases	2.67%	2.36%	1.89%	1.44%	N/A	N/A	N/A	N/A
2015 Municipal Budget and projected future levy increases	0.81%	2.18%	1.04%	1.10%	1.08%	N/A	N/A	N/A
2016 Municipal Budget and projected future levy increases	N/A	0.00%	0.21%	0.75%	1.96%	2.03%	N/A	N/A
2017 Municipal Budget and projected future levy increases	N/A	N/A	2.69%	3.10%	2.50%	3.06%	2.84%	N/A
2018 Proposed Municipal Budget and projected future levy increases	N/A	N/A	N/A	2.14%	2.63%	3.01%	2.61%	2.21%



Key Expenditure Impacts

• New Infrastructure Reserve	\$100,000
• Lifecycle	\$115,000
o Lifecycle category increases	\$170,000
o Federal Gas Tax allocation increase	\$(55,000)
• Utilities – LED Street lights	\$(95,000)
• Salaries/Benefits	\$636,000
o Service enhancements – 4.5 FTE's – Staffing Summary	
o Negotiated increases	
o Health and Life/Disability premiums increase significantly	
• Garbage Collection	\$108,000
• CIP – Incentives Grant	\$50,000
• Total	\$914,000



Key Expenditure Impacts

Service Level Enhancements

- Transition water & wastewater billing and collection function in-house – Add Financial Analyst and part Finance Clerk – net savings to tax/rate payers
- Deputy Clerk – 2017 mid-year addition
- Additional resources to support drain maintenance – Add Assistant Drainage Superintendent
- Increase Parks efficiency – Seasonal Leader to Parks Leader
- Increased frequency and scope of roadside maintenance – add 2 students
- Additional Recreation resources – Add 2 student interns (Arena and Recreation)



Key Revenue Impacts

• Assessment Growth	\$450,000
o 2016 Year-End	\$225,000
o 2017 In-Year	\$225,000
• Supplementary Tax Revenue	\$(100,000)
• Investment Income	\$103,000
o Bank Interest	\$124,000
o Dividend Income	\$ 23,000
o Transfer to reserve	\$(44,000)
• Building Permits	\$25,000
• Provincial Grants	\$(49,000)
o OMPF	\$20,000
o Canada Day 150	\$29,000
• Interfunctional Administrative	\$125,000
• Total	\$554,000

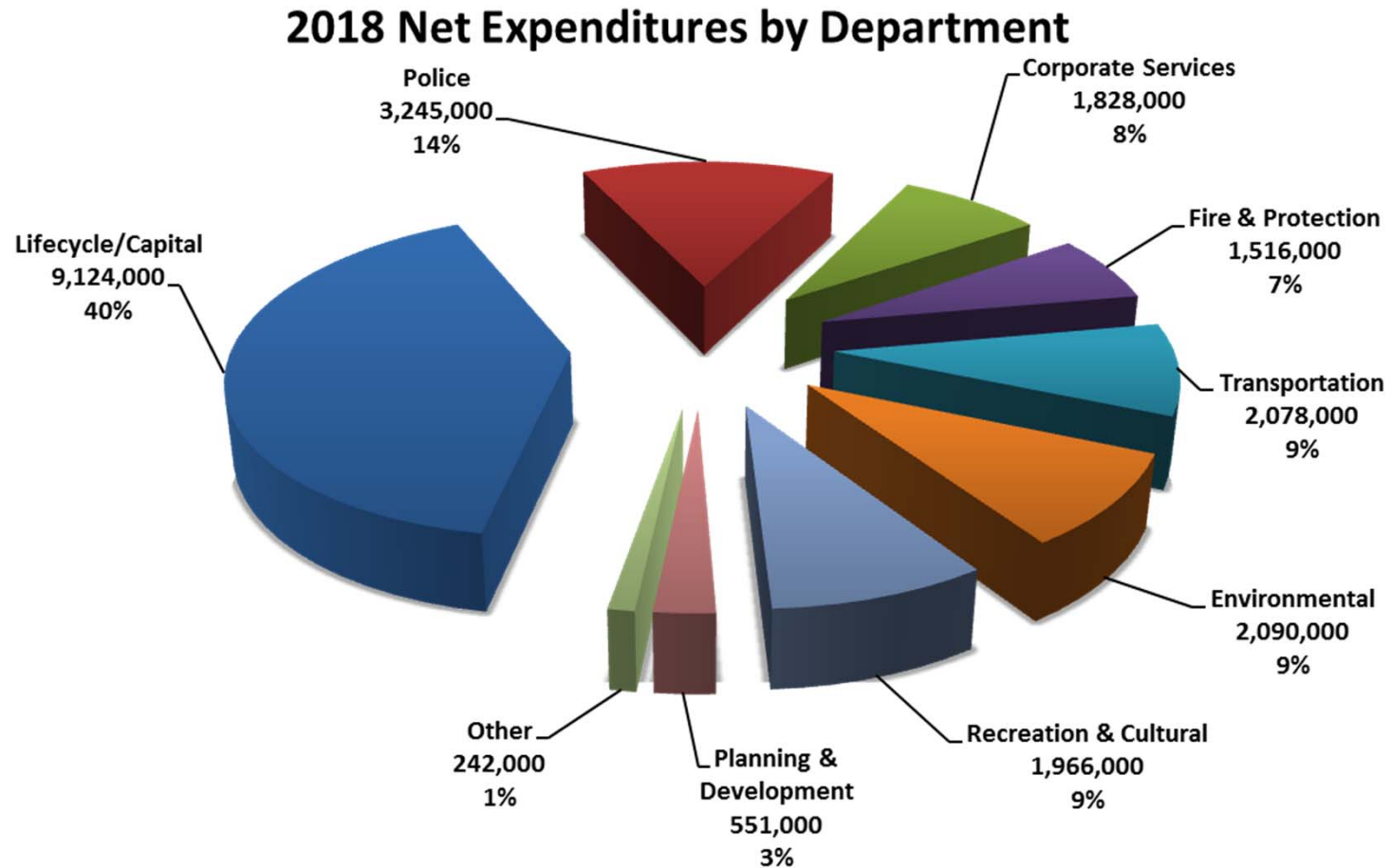


What's Not in the Budget

- Bill 148 – Fair Workplaces, Better Job Acts, 2017
 - up to \$1.4M?????
- Lottery License Litigation
 - up to \$7M???
- Storm Drainage Master Plans Implementation
 - ?????
- Eliminate Council 1/3 tax free allowance
 - up to \$50K
- New Legislation
 - ?????

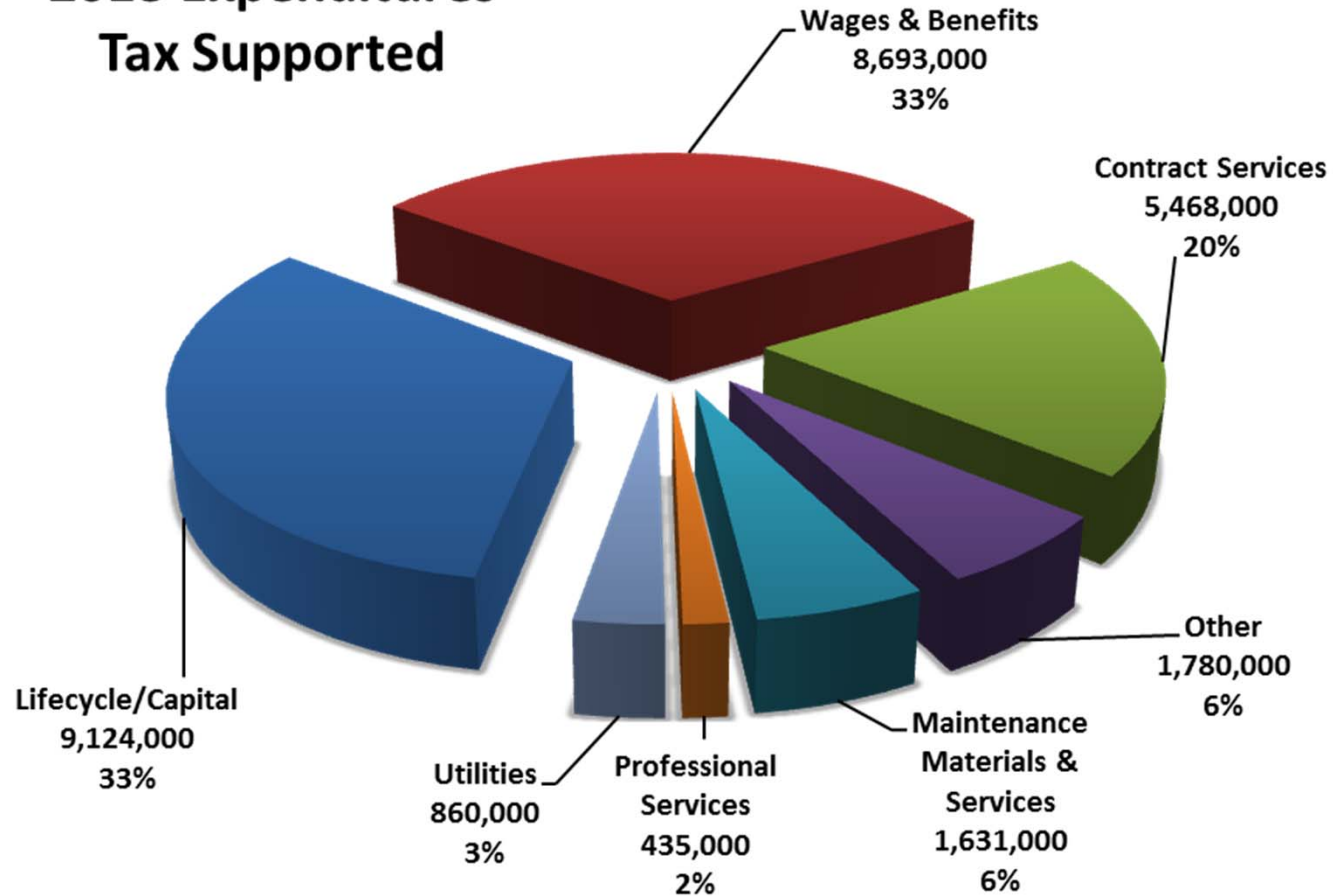


Operating Budget - Expenditures



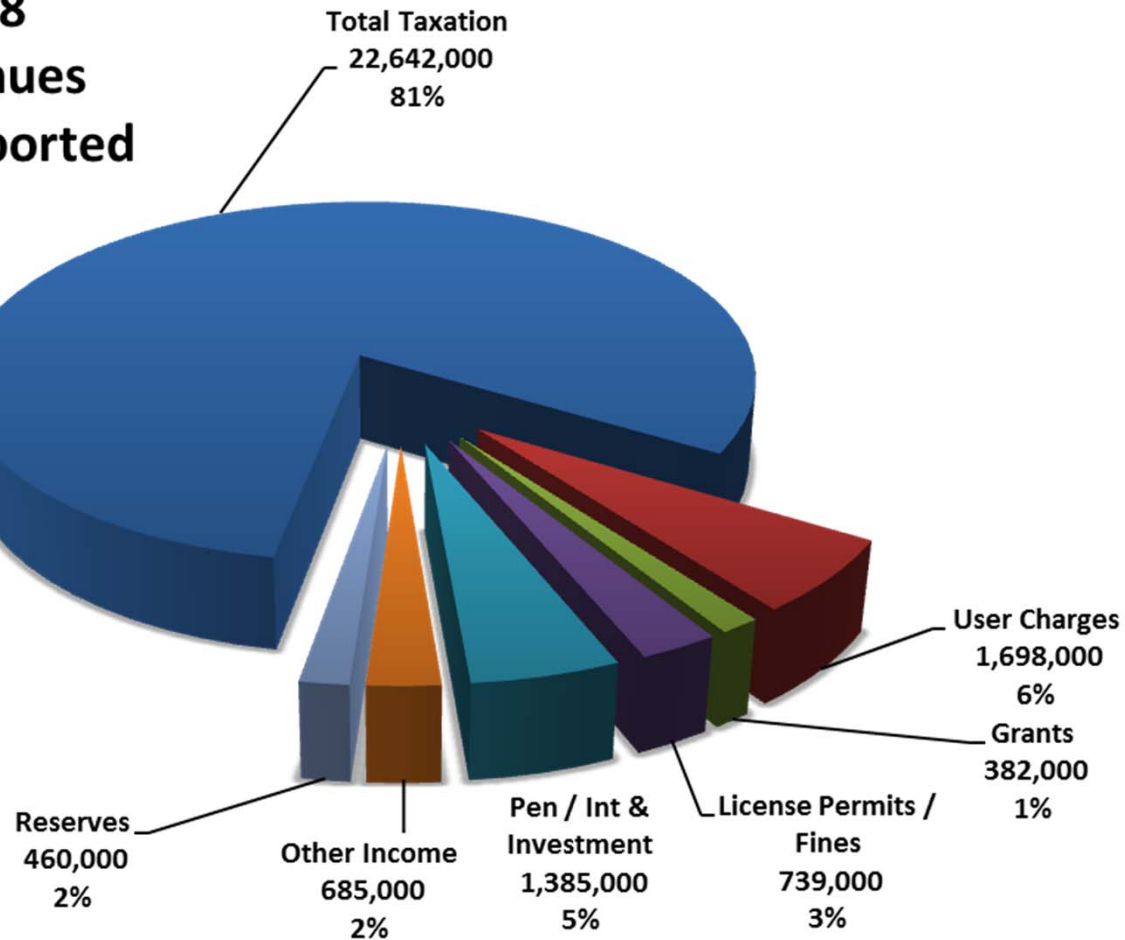
Operating Budget – Expenditures

2018 Expenditures Tax Supported



Operating Budget - Revenues

2018 Revenues Tax Supported



2018 Tax Levy Change - \$250K Home

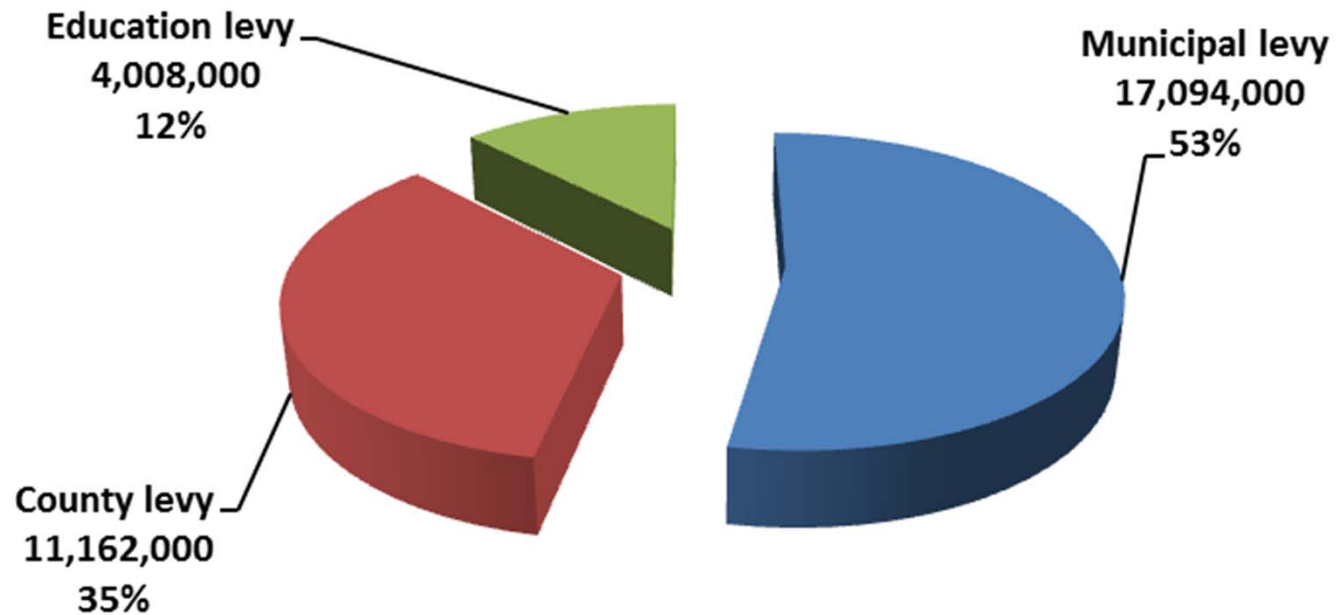
	2018	2017	Dollar	Percent
	Levy	Levy	Difference	Difference
Municipal	\$1,829	\$1,791	\$38	2.15%
<i>County</i>	<i>\$1,194</i>	<i>\$1,134</i>	<i>\$60</i>	<i>5.33%</i>
<i>Education</i>	<i>\$433</i>	<i>\$432</i>	<i>\$1</i>	<i>0.05%</i>
Total	\$3,456	\$3,357	\$99	2.95%

- Assumes “average” Residential property which would experience an estimated Current Value Assessment phase-in increase of 3.5%, i.e. 2017 CVA of \$241,500 becomes 2018 CVA of \$250,000



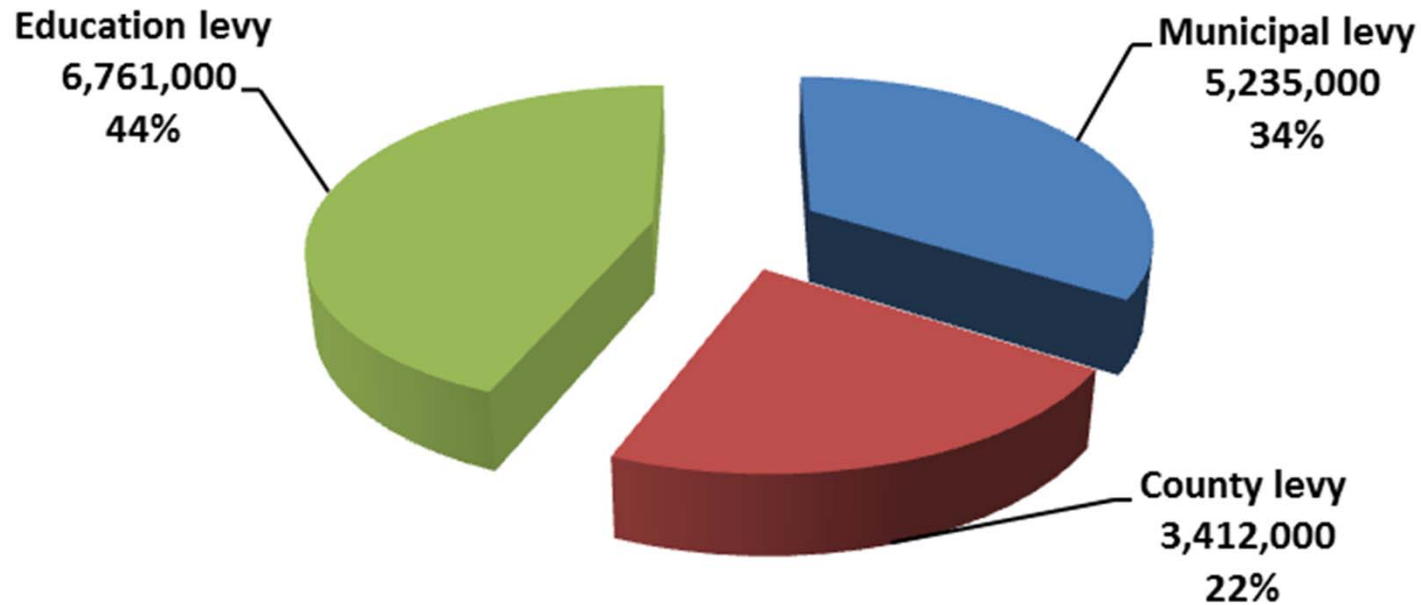
Tax Distribution - Residential

2018 Property Tax Distribution Residential - Estimated



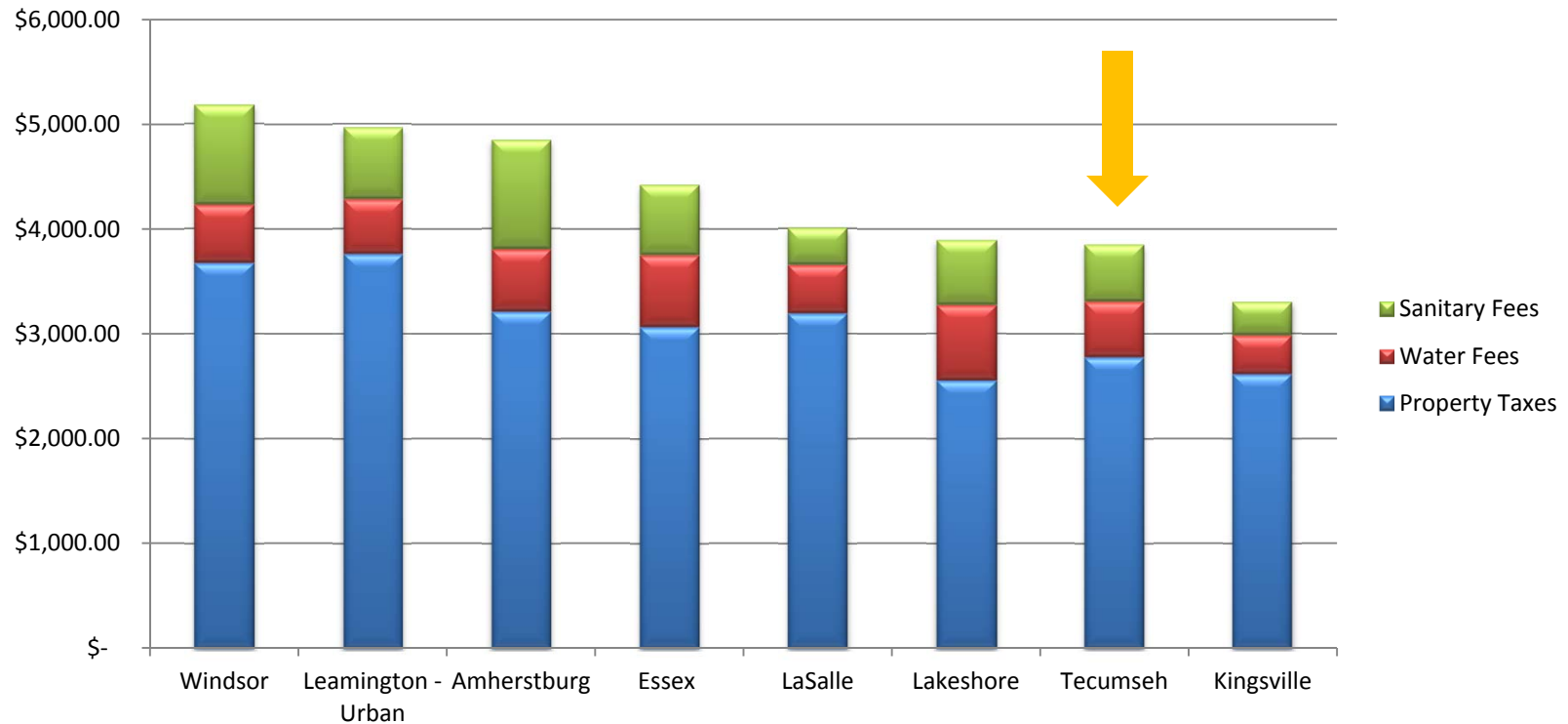
Tax Distribution – Non-Residential

2018 Property Tax Distribution Non-residential - Estimated



2017 Comparative – Essex County

Combined Tax, Water and Sanitary Burden Comparison *



* - Property Taxes calculated based on home with an assessed value of \$200,000.
Water and Sanitary Fees based on monthly consumption of 27 cubic meters.



Rate Supported – Water & Wastewater

- Full Cost Recovery Rates as per 2015 Rate Study
- Rate increase average residential user
 - 2018 \$27.91 or 3.2% (\$880 to \$908)*
- Rate revenue
 - Wastewater \$4.6M
 - Water \$5.0M
- Annual target capital funding required \$4M+



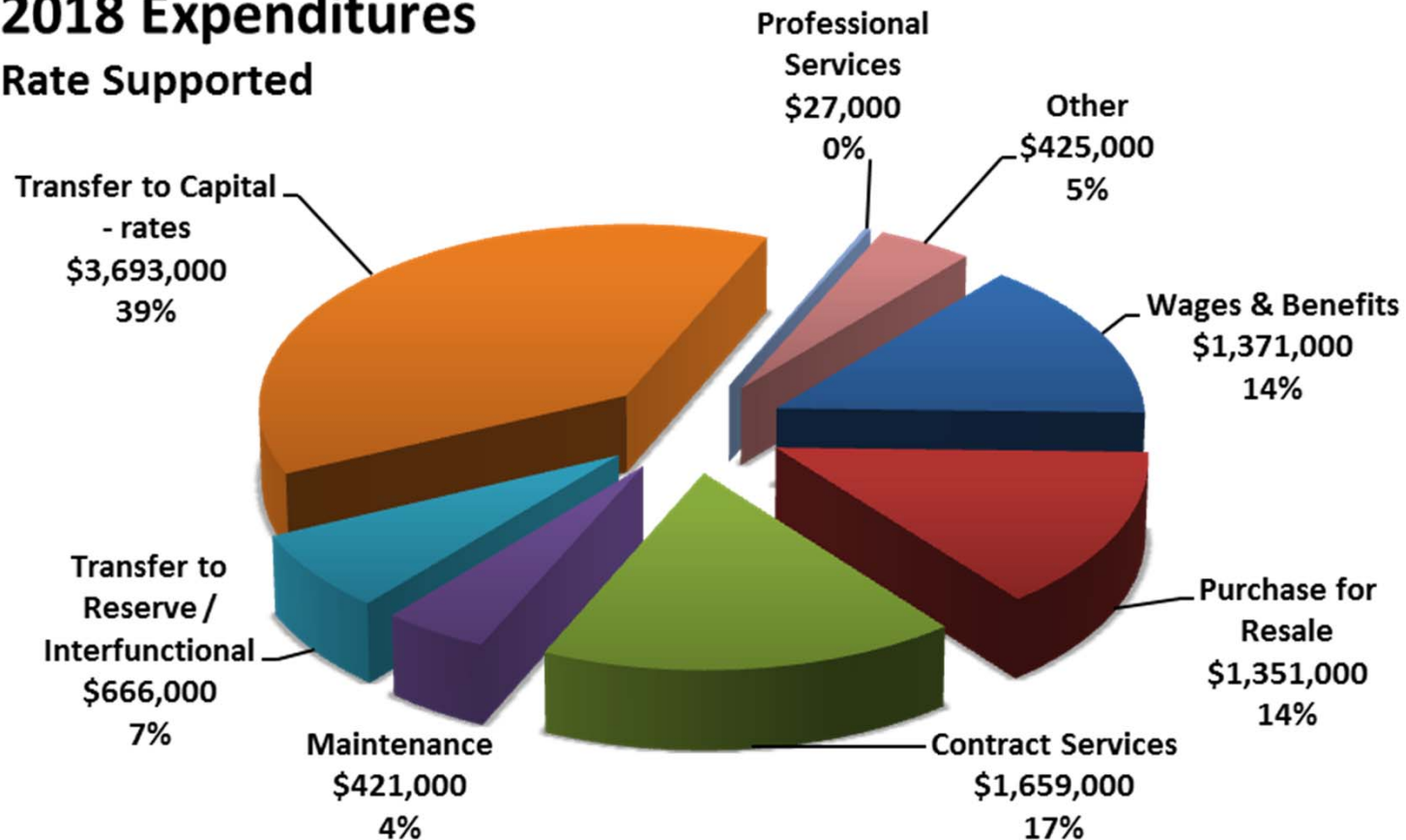
* Based on monthly consumption of 20 m³



Rate Supported Operating Expenditures

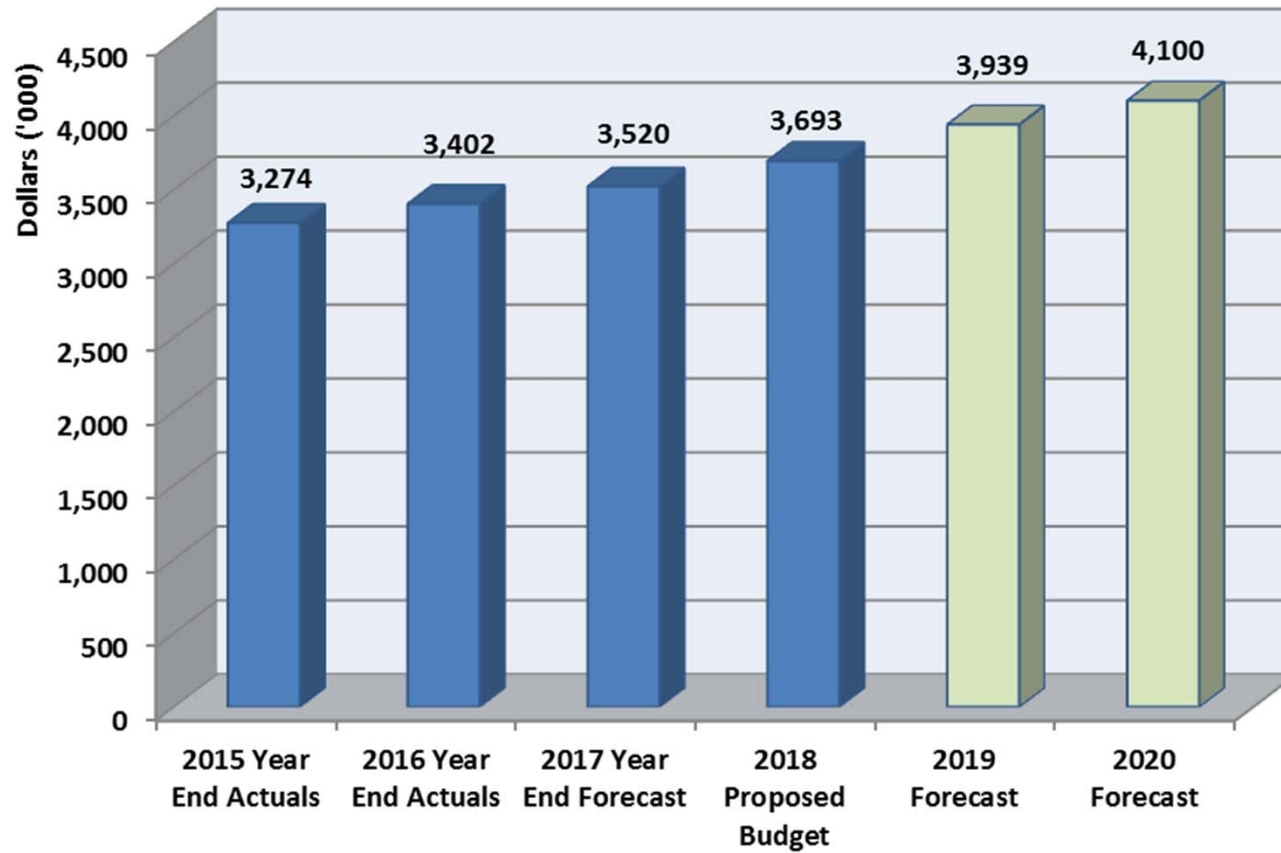
2018 Expenditures

Rate Supported



Rate Supported Transfer to Capital

Transfer to Capital - Rates



Sanitary Sewer – Key Issues

- DC Funding shortfall \$7M
- Flood mitigation measures
 - Deferred re Lakewood Pump Station
 - OCIF \$1.30M & CWWF \$1.75M grant applications re \$3.6M of I & I works
 - Rain shields in sanitary manholes
- Subsidy programs
 - Backwater valve installation
 - Foundation drain disconnection
- Additional resources towards grant program
- Water/Wastewater Master Plan update
- Condition assessments pumps and metering stations



Sanitary Sewer – Key Issues cont'd

- North Talbot Road (NTR) sewer area expansion continues
- 8th Concession sewer area
 - Cost recovery by-law
 - Debt financing required
- Implement billing and collection in house



Water Key Issues

- Declining consumption
- Water/Wastewater Master Plan update
- Watermain breaks
 - Cast iron watermain replacement
 - Anode installation program (80% reduction in breaks)
- Safe Drinking Water Act
- Implement billing and collection in house
- ERT's complete in 2018 allows 100% drive by meter reads



Capital Planning

- Needs studies/condition assessments
 - Roads, Bridges and Culverts
 - Pump and Metering Stations
 - Traffic Signal Infrastructure
- Master Plans
 - Official Plan
 - Manning Road Secondary Plan Area
 - Tecumseh Hamlet Secondary Plan Area
 - Water & Wastewater
 - Storm Drainage (Tecumseh & Oldcastle Hamlet)
 - Parks, Recreation and Trail
 - Transportation
 - Fire
 - CWATS



Capital Planning – cont'd

- Capital Plans/Studies
 - Tecumseh Road Main Street CIP
 - Multi-Use Sportsplex
 - County Wide Active Transportation Study (CWATS)
 - Lifecycle



Capital Asset Strategy

- Master Plans & Studies
- Asset Management Plan
- Lifecycle Funding
- NIL
- Pay as you go Policy
 - Annual interest on debt payments \$0.7M
 - Interest on \$11.2M Lakewood acquisition debt over 25 years \$6.2M
 - Current debt balance \$18M
- Grant Funding
 - Impact on priorities
 - Stable source of revenue?
 - OCIF Formula Based
- Projects shovel ready for possible grant funding



AMP Update

- Asset Management Plan V2 is in process
 - To be completed in 2017
- Adding categories for V2 (fleet, facilities)
- Updating replacement costs
- Formulating 40 year plan



AMP Update



- The Town has a **significant investment** in tangible capital assets
- Current estimated replacement costs:

Roads, Streetlights & Traffic Signals	\$ 173,090,000
Bridges & Culverts	\$ 32,265,000
Sanitary Sewers & Pump Stations	\$ 128,807,000
Storm Sewers & Pump Stations	\$ 179,236,000
Watermains, Metering Facilities & Tower	\$ 126,634,000
Fleet	\$ 8,990,000
Facilities	\$ 41,795,000
Total	\$ 690,817,000



Lifecycle/New Infrastructure Key Issues

- LC Annual requirement \$7.5M
 - Storm Drainage Master Plans impact??
 - Sportsplex & CIP Streetscape??
- LC Adequacy
 - Storm system
 - Parks, Recreation and Trail enhancements
- New Infrastructure Levy (NIL) Target \$1.3M to \$1.75M
 - Development Charges \$4M (\$800K/year over 5 years)
 - CWATS \$1.6M (\$80K/year over 20 years)
 - Parks Master Plan \$7.0M (\$300K/year over 20 years) (Update in 2017/2018)
 - Trails and Pathways \$2.4M (\$120K/year over 20 years) (Study in 2017/2018)
 - CIP – Town streetscape \$30M plus(Phase in and engineering ongoing)
 - Multi-Use Sportsplex \$24.75M
 - Town Hall expansion \$2.8M



Unfinanced Capital – No debt

		2018	2019	2020	2021	2022
Development Charge Projects		800,000	800,000	800,000	800,000	800,000
CWATS		80,000	80,000	80,000	80,000	80,000
Trails & Pathways		120,000	120,000	120,000	120,000	120,000
Parks Master Plan		175,000	175,000	175,000	175,000	175,000
CIP Streetscape	*	-	7,300,000	7,300,000	3,850,000	3,850,000
Sportsplex	**	-	9,900,000	9,900,000		
Town Hall			2,800,000			
New Fire Truck		700,000				
		1,875,000	21,175,000	18,375,000	5,025,000	5,025,000
New Infrastructure Levy		1,200,000	1,300,000	1,350,000	1,550,000	1,650,000
Unfunded Capital by Year		675,000	19,875,000	17,025,000	3,475,000	3,375,000
Accumulated deficit		675,000	20,550,000	37,575,000	41,050,000	44,425,000
Assuming no debt issued for any projects						
* Phases 1 & 2 over a 4 year construction period						
** Net of fundrasing of \$5M, assuming no grant						
Annual LC re new projects		2018	2019	2020	2021	2022
Additional LC Requirement		64,000	530,000	460,000	125,000	125,000



Unfinanced Capital – With debt

		2018	2019	2020	2021	2022
Development Charge Projects		800,000	800,000	800,000	800,000	800,000
CWATS		80,000	80,000	80,000	80,000	80,000
Trails & Pathways		120,000	120,000	120,000	120,000	120,000
Parks Master Plan		175,000	175,000	175,000	175,000	175,000
CIP Streetscape	*	-	440,000	440,000	232,000	232,000
Sportsplex	**	-	598,000	598,000	-	-
Town Hall			2,800,000			
New Fire Truck		700,000				
		1,875,000	5,013,000	2,213,000	1,407,000	1,407,000
New Infrastructure Levy		1,200,000	1,300,000	1,350,000	1,550,000	1,650,000
Unfunded Capital by Year		675,000	3,713,000	863,000	(143,000)	(243,000)
Accumulated deficit		675,000	4,388,000	5,251,000	5,108,000	4,865,000
Assuming debt issued for Sportsplex & CIP over 25 years @ 3.5%						
Debt issued CIP Streetscape			7,300,000	7,300,000	3,850,000	3,850,000
Debt issued Sportsplex			9,900,000	9,900,000		
* Phases 1 & 2 over a 4 year construction period						
** Net of fundraising of \$5M, assuming no grant						
Annual LC re new projects						
		2018	2019	2020	2021	2022
Additional LC Requirement		64,000	530,000	460,000	125,000	125,000



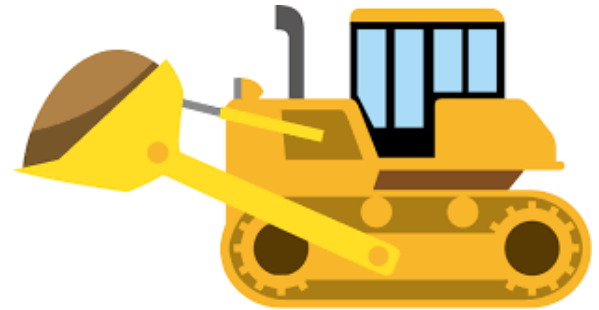
OCIF Grant

- Formula and Application introduced in 2015
- Formula Component allocations
 - \$280,927 2015-2016
 - \$493,942 2017
 - \$806,149 2017 Top-Up
 - \$699,909 2018
 - \$1,076,989 2019
- Application Component – not successful to date
- Eligible for Renewal of Existing Core Infrastructure
(or construction if addresses an existing health or safety issue)
- ECI – Water, Wastewater, Roads & Bridges/Culverts
- Save Funds up to 5 Years
- Target funds for Storm Drainage Purposes?



Infrastructure Project Investments

- 2018 Capital Works Programs are being developed
 - Recommendations for proposed projects follows budget process
- Estimated \$15.3M expenditures
 - Asphalt \$1.8M
 - Rossi Drive \$2.1M
 - Sanitary Sewer I & I Removal \$2.9M (OCIF & CWWF)
 - Watermain replacements \$1.7M
 - Trails & Parkland improvements \$1.2M
 - Pumper Rescue Truck \$0.7M
- Debt Payments \$2.6M



Reserves Summary

		Actual Balance 12/31/16	Projected Balance 12/31/17	Estimated Net Activity 2018	Projected Balance 12/31/18
Reserves		21,011,500	23,405,000	80,500	23,485,500
Discretionary Reserve Funds		10,260,200	10,037,000	552,400	10,589,400
Obligatory Reserve Funds		648,300	1,100,000	121,900	1,221,900
TOTAL		31,920,000	34,542,000	754,800	35,296,800

- Major balances end of year (millions of \$)
 - Lifecycle \$14.8
 - Water \$10.3
 - Tax Rate Stabilization \$3.7
 - Infrastructure \$3.4
 - Sanitary Sewer (\$1.4)



Reserves Key Impacts

- \$11.8M to be used for operations & capital in 2018
- Tax Rate Stabilization Reserve is being used to fund legal fees re ongoing litigation
- Sanitary sewer DC balances are insufficient
 - Rate study shows \$8M deficit reducing starting in 2018
- New Infrastructure Funding Levy(NIL)
 - See Lifecycle Key Issues re new funding



Conclusion

- Review budget electronic format - demo
- Budget Deliberations
 - *November 21 – 4:30pm – 9:00pm*
 - *November 22 – 5:00pm – 7:00pm (if necessary)*
- Budget Approval
 - *December 12*



Discussions

Q & A



THE CORPORATION OF THE TOWN OF TECUMSEH

BY-LAW NUMBER 2017-76

Being a by-law to confirm the proceedings of the
November 14, 2017 regular meeting of the Council
of The Corporation of the Town of Tecumseh

WHEREAS pursuant to Section 5(1) of the *Municipal Act, 2001*, S.O. 2001, c.25 as amended, the powers of a municipality shall be exercised by its Council; and

WHEREAS pursuant to Section 5(3) of the *Municipal Act, 2001*, S.O. 2001, c.25 as amended, a municipal power, including a municipality's capacity, rights, powers and privileges under Section 8 of the *Municipal Act, 2001*, S.O. 2001, c.25 as amended, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise; and

WHEREAS it is deemed expedient that the proceedings of the Council of The Corporation of the Town of Tecumseh at this Session be confirmed and adopted by by-law.

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF TECUMSEH ENACTS AS FOLLOWS:

1. **THAT** the actions of the Council of The Corporation of the Town of Tecumseh in respect of all recommendations in reports and minutes of committees, all motions and resolutions and all other action passed and taken by the Council of The Corporation of the Town of Tecumseh, documents and transactions entered into during the **November 14, 2017**, meeting of Council, are hereby adopted and confirmed, as if the same were expressly embodied in this By-law.
2. **THAT** the Mayor and proper officials of The Corporation of the Town of Tecumseh are hereby authorized and directed to do all the things necessary to give effect to the action of the Council of The Corporation of the Town of Tecumseh during the said **November 14, 2017**, meeting referred to in paragraph 1 of this By-law.
3. **THAT** the Mayor and the Clerk are hereby authorized and directed to execute all documents necessary to the action taken by this Council as described in Section 1 of this By-law and to affix the Corporate Seal of The Corporation of the Town of Tecumseh to all documents referred to in said paragraph 1.

Read a first, second and third time and finally passed this 14th day of November, 2017.

Gary McNamara, Mayor

"SEAL"

Laura Moy, Clerk